

SHIRE OF WANDERING

MINUTES OF THE ORDINARY COUNCIL MEETING

**Wandering Shire Council Chambers, 22 Watts
Street, Wandering**

**22 October 2015
1.30pm**

SHIRE OF WANDERING
ORDINARY MEETING OF
COUNCIL

Dear Councillor

Notice is hereby given that an Ordinary Meeting of Council of the Shire of Wandering will be held on 22 October 2015 at Shire of Wandering Council Chambers, 22 Watts Street, Wandering. Commencing at 1.30pm

The business to be transacted is shown in the Agenda.

Amanda O'Halloran
CHIEF EXECUTIVE OFFICER

DISCLAIMER

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

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Ordinary Council Meeting

1. DECLARATION OF OPENING /ANNOUNCEMENT OF VISITORS

The CEO, Ms Amanda O'Halloran declared the meeting open at 1.30pm

1.2 SWEARING IN OF COUNCILLORS ELECT

Crs Chad Ferguson, Judith Price and Kim Stripe were sworn in by Ian Turton JP

1.3 ELECTION OF THE SHIRE PRESIDENT

BACKGROUND

Council is required to elect the President and Deputy President as the first item at the first meeting following an ordinary election day.

The term of the positions is for 2 years (until the next ordinary election).

COMMENT

The process of election is the same *mutatis mutandis* as the process for election of that of a Councillor.

The CEO is to preside at the meeting until the Office of President is filled. Once a Councillor has been elected and completed the declaration, the President is to assume the Chair.

STATUTORY IMPLICATIONS

Section 2 of Schedule 2.3 of the *Local Government Act* provides that, in relation to the Office of President:

- (1) The office is to be filled as the first matter dealt with —
 - (a) at the first meeting of the council after an inaugural election or a section 4.13 or 4.14 election or after an ordinary elections day.

Section 3 provides that the CEO is to preside at the meeting until the Office is filled.

Section 4 provides:

- (1) the Council is to elect a councillor to fill the office.
- (2) the election is to be conducted by the CEO in accordance with the procedure prescribed.
- (3) nominations for the Office are to be given to the CEO in writing before the meeting or during the meeting before the close of nominations.
- (3a) nominations close at the meeting at a time announced by the CEO, which is to be a sufficient time after the announcement by the CEO that nominations are about to close to allow for any nominations made to be dealt with.
- (4) if a councillor is nominated by another councillor the CEO is not to accept the nomination unless the nominee has advised the CEO, orally or in writing, that he or she is willing to be nominated for the office.
- (5) the councillors are to vote on the matter by secret ballot as if they were electors voting at an election.

In relation to the role of the President Section 2.8 provides that:

- (1) The president —
 - (a) presides at meetings in accordance with this Act;
 - (b) provides leadership and guidance to the community in the district;
 - (c) carries out civic and ceremonial duties on behalf of the local government;

- (d) speaks on behalf of the local government;
- (e) performs such other functions as are given to the president by this Act or any other written law; and
- (f) liaises with the CEO on the local government's affairs and the performance of its functions.

Section 5.34 provides that if —

- (a) the office of President is vacant; or
- (b) the President is not available or is unable or unwilling to perform the functions of the mayor or president, then the deputy President may perform the functions of president.

Regulation 13 of the *Local Government (Constitution) Regulations* (Oaths, affirmations and declarations) provides that:

- (1) For the purposes of sections 2.29 and 2.42 —
 - (c) the form of declaration for a mayor, president, deputy mayor, deputy president or councillor is that in Form 7;
 - (d) the form of declaration for a commissioner is that in Form 8.
- (2) A declaration required by section 2.29 to be made by a person elected as a mayor or president is to be made before —
 - (a) the immediate predecessor of the person in the office of mayor or president; or
 - (b) an authorised person.
- (3) A declaration required by section 2.29 to be made by a person elected as a councillor, deputy mayor or deputy president is to be made before an authorised person.
- (4) A declaration required by section 2.42 to be made by a person appointed as a commissioner is to be made before an authorised person.
- (5) In this regulation —
“**authorised person**” means a person before whom a statutory declaration can be made under the *Oaths, Affidavits and Statutory Declarations Act 2005*.

Shire President Election Result

Cr Brendan Whitely was nominated by Cr Jim McNeil, Cr Whitely accepted the nomination, no other nominations were received.

Cr Brendan Whitely was elected unopposed

1.3 ELECTION OF DEPUTY PRESIDENT

BACKGROUND

Council is required to elect the President and Deputy President as the first item at the first meeting following an ordinary election day.

COMMENT

The process of election is the same as the process for election of that of President.

STATUTORY IMPLICATIONS

In relation to the Office of Deputy President, Section 7 provides:

- (2) If the local government has a councillor president the office of deputy president is to be filled —
 - (a) as the next matter dealt with after the president is elected at the first meeting of the council after an ordinary elections day;

In relation to the role of the Deputy President Section 2.9 provides that the deputy President performs the functions of the President when authorised to do so under section 5.34.

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Regulation 13 of the *Local Government (Constitution) Regulations* provides that:

- (1) For the purposes of sections 2.29 and 2.42 —
 - (c) the form of declaration for a mayor, president, deputy mayor, deputy president or councillor is that in Form 7;
 - (d) the form of declaration for a commissioner is that in Form 8.
- (2) A declaration required by section 2.29 to be made by a person elected as a mayor or president is to be made before —
 - (a) the immediate predecessor of the person in the office of mayor or president; or
 - (b) an authorised person.
- (3) A declaration required by section 2.29 to be made by a person elected as a councillor, deputy mayor or deputy president is to be made before an authorised person.
- (4) A declaration required by section 2.42 to be made by a person appointed as a commissioner is to be made before an authorised person.
- (5) In this regulation —

“authorised person” means a person before whom a statutory declaration can be made under the *Oaths, Affidavits and Statutory Declarations Act 2005*.

Deputy President Election Result

Cr Bruce Dowsett was nominated by Cr Judith Price, Cr Dowsett accepted the nomination.

No other nominations were received.

Cr Bruce Dowsett was elected unopposed

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Councillors:

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

Staff:

Ms A O'Halloran	Chief Executive Officer
Mrs H Mark	Administration Officer

Visitors:

Ian Turton	JP
Adrienne Yzerman	Photographer

Apologies:

Nil

On Leave of Absence:

Nil

3. DISCLOSURE OF INTERESTS

Nil

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

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

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

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

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

NOTES ON FINANCIAL INTEREST (FOR YOUR GUIDANCE)

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

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

INTERESTS AFFECTING IMPARTIALITY

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

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

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

IMPACT OF AN IMPARTIALITY CLOSURE

There are very different outcomes resulting from disclosing an interest affecting impartiality compared to that of a financial interest. With the declaration of a financial interest, an elected member leaves the room and does not vote.

With the declaration of this new type of interest, the elected member stays in the room, participates in the debate and votes. In effect then, following disclosure of an interest affecting impartiality, the member's involvement in the Meeting continues as if no interest existed.

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4. PUBLIC QUESTION TIME

Nil

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL – 24 September 2015

COUNCIL DECISION – ITEM 6.1

MOVED: Cr J Price

SECONDED: Cr B Dowsett

That the minutes of the Ordinary Meeting of Council held on 24 September 2015, be confirmed as a true and accurate record.

CARRIED 7/0

7. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

8. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

9. REPORTS OF COMMITTEES

Nil

10. REPORTS OF OFFICERS

10.1.1 USE OF COMMON SEAL AND ACTIONS PERFORMED UNDER DELEGATED AUTHORITY FOR THE MONTH OF SEPTEMBER 2015

FILE REFERENCE:	1.1.29.1
PROPOSERS:	Nil
DISCLOSURE OF INTEREST:	Nil
DATE:	10 October 2015
PREVIOUSLY BEFORE COUNCIL:	N/A
AUTHORS NAME & POSITION:	Amanda O'Halloran CEO
NATURE OF COUNCILS ROLE IN THE MATTER:	Legislative

PURPOSE OF THE REPORT

The purpose of this agenda item is to report to Council for information, Use of the Common Seal and actions performed under delegated authority requiring referral to Council, for the month of August 2015.

BACKGROUND

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

COMMENT/ DETAILS

Actions performed under delegation during the month of September 2015 are provided below:

- Food Vendor Permit – Kenneth Hayward – Threeways Road House/ Albany Hwy Fruit Stall.
- Food Stall Holders Licence – Nil
- Building Licenses Issued – Nil
- Payments from the Municipal Account as per financial report attached.

CONSULTATION

Relevant Officers and Managers of the Shire

STATUTORY/ LEGAL ENVIRONMENT

Local Government Act 1995 Section 9.49A

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and effective Organisation

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

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

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

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council accept the report "Use of Common Seal and Actions Performed under Delegated Authority" for the Month of September 2015.

COUNCIL DECISION – ITEM 10.1.1

MOVED: Cr W Gowland

SECONDED: Cr J McNeil

That Council accept the report "Use of Common Seal and Actions Performed under Delegated Authority" for the Month of September 2015.

CARRIED 7/0

10.1.2 COUNCIL POLICY REVIEW

FILE REFERENCE:	1.1.27
PROponents:	NIL
DISCLOSURE OF INTEREST:	NIL
DATE:	15 September 2015
PREVIOUSLY BEFORE COUNCIL:	17 August 2015, 24 September 2015
AUTHORS NAME & POSITION:	Amanda O'Halloran CEO
NATURE OF COUNCILS ROLE IN THE MATTER:	Legislative

PURPOSE OF THE REPORT

The Shire Administration has been undertaking a review of Council Policies as per the findings of the 2014 Department of Local Government and Communities Probity Audit.

The Department proposed as per its final findings, *Recommendation 13 - That Council gives priority to developing effective policies and instructs the CEO to review its policy manual by improving, and updating all policies for Council's adoption.*

The Shire has engaged the services of a local contractor to assist with the implementation of the above recommendation. This work is currently well ahead to the delivery schedule agreed with the Department.

BACKGROUND

As part of the 2014 Department of Local Government and Communities Probity Audit, which undertook a review of the Council's systems, policies, procedures, risk management and integrated planning, it was evident a more formal and documented approach to Council's governance policies and procedures would be of benefit to improve service delivery and compliance. This review is currently underway and incorporates a framework for annual review.

The proposed review process demonstrates Council's focus on strategic governance as it provides clarity, ownership and accountability to the Wandering community and for the Shires Operations Staff.

COMMENT

A thorough review of Council Policies in place has been undertaken; it was evident from this review there were a number of gaps in Council's governance structure. Work has been undertaken to identify the areas required to reduce this risk to Council, and to provide direction and clarity to Staff and the Community.

The policies are statements of strategic intent to guide the Shire's operations and decision making. The policies presented are stage 2 of the review and development process. Work will continue on outstanding policies and operational procedures over the coming months.

The proposed list of Council Policies is as follows:

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Corporate Credit Card	CP001
Equal Opportunity, Harassment and Bullying	CP002
Disability Access and Inclusion	CP003
Use of Logo	CP004
Councillor Recognition	CP005
Employee Recognition	CP006
Dress Standard for Councillors and Employees	CP007
Common Seal	CP008
Official Photographs	CP009
Risk Management	CP010
Council Meetings	CP011
Memorials on Council Land	CP012
Naming of Public Places	CP013
Complaints and Compliments Handling	CP014
Financial Management	CP015
Conduct of Public Question Time	CP016
Outbuildings	CP017
Legal Representation for Councillors and Employees	CP018
Code of Conduct	CP021
Councillor Allowances and Expenses	TBA
Community Donations, Grants & Funding Policy	TBA
Home Businesses	CP020
Records Management	CP022
Purchasing and Tenders	CP023
Occupational, Health and Safety	CP024
Sea Containers	CP025
Signage	CP026
Integrated Planning	CP027
Workforce Planning and Management	CP028
Community Consultation and Engagement	CP029
Councillors Representing Council as Delegates	CP030
Private Works	CP031
Emergency Management Response Leave for Employees	CP032
Asset Management	CP033
Premier's Australia Day Award	CP034
Significant Accounting Policies	CP035
Transportable Dwellings	CP037

The following Policies are presented to Council for review and endorsement:

COUNCIL POLICIES

Occupational, Health and Safety	CP024
Premier's Australia Day Award	CP034

ATTACHMENT 10.1.2

CONSULTATION

Shire Staff
Shire Contractor
Industry Advice and Resources

STATUTORY ENVIRONMENT

The Local Government Act 1995 Section 2.7(2)(b) states that the making of policy is a role of the Council.

FINANCIAL IMPLICATIONS

Nil related to the policies presented

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and Effective Organisation

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

Strategy 5.2.2: Ensure the organisations governance structure, policies and procedures are current and relevant

POLICY IMPLICATIONS

N/A

VOTING REQUIREMENT

Simple Majority Required

RECOMMENDATION

That Council adopts the following reviewed and new policies as finalised formal policies of Council as included as **ATTACHMENT 10.1.2** of this agenda and minutes:

COUNCIL POLICIES

Occupational, Health and Safety	CP024
Premier's Australia Day Award	CP034

COUNCIL DECISION – ITEM 10.1.2

MOVED: Cr C Ferguson

SECONDED: Cr J Price

That Council adopts the following reviewed and new policies as finalised formal policies of Council as included as **ATTACHMENT 10.1.2** of this agenda and minutes:

COUNCIL POLICIES

Occupational, Health and Safety

CP024

Premier's Australia Day Award

CP034

CARRIED 7/0

10.1.3 COUNCILLOR COMMITTEE MEMBERSHIPS

FILE REFERENCE:	1.4.1
PROPONENTS:	NIL
DISCLOSURE OF INTEREST:	NIL
DATE:	14 October 2015
PREVIOUSLY BEFORE COUNCIL:	N/A
AUTHORS NAME & POSITION:	Amanda O'Halloran CEO
NATURE OF COUNCILS ROLE IN THE MATTER:	Operational

PURPOSE OF THE REPORT

Following the 17 October Election Council must appoint Councillors to various committees on which it is represented. This item is to formalise the arrangement immediately post the election.

Background

Being the first Ordinary Meeting of Council following the General Local Government Elections on the 17 October 2015, council is required to give consideration to appointing Councillors to various committees on which it is represented.

Comment

The Shire Administration has reviewed current committees, working groups and external committees and the suggested appointments are detailed in the recommendation.

In respect to Deputies, it is suggested that Council appoint the Councillors who are not members to the Committee as a Deputy so they are to attend and participate in committee meetings to ensure quorums.

Committees, eg Development Assessment Panels where an appointment is for a particular term have been included as the representative's term is current.

CONSULTATION

Nil

Statutory Environment

Section 5.8 of the *Local Government Act* (Establishment of committees) provides that a local government may establish* committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

- *Absolute majority required.

Section 5.9 (Types of committees) provides that:

- (1) In this section **other person** means a person who is not a council member or an employee.
- (2) A committee is to comprise —
 - (a) council members only;

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- (b) council members and employees;
- (c) council members, employees and other persons;
- (d) council members and other persons;
- (e) employees and other persons; or
- (f) other persons only.

Section 5.10 (Appointment of committee members) provides that:

- (1) A committee is to have as its members —
 - (a) persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and
 - (b) persons who are appointed to be members of the committee under subsection (4) or (5).
 - **Absolute majority required.*
- (2) At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides.
- (3) Section 52 of the *Interpretation Act 1984* applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the local government.
- (4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.
- (5) If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish —
 - (a) to be a member of the committee; or
 - (b) that a representative of the CEO be a member of the committee,the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.

Section 5.11A (Deputy committee members) provides:

- (1) The local government may appoint a person to be a deputy of a member of a committee and may terminate such an appointment* at any time.
 - **Absolute majority required.*
- (2) A person who is appointed as a deputy of a member of a committee is to be —
 - (a) if the member of the committee is a council member — a council member; or
 - (b) if the member of the committee is an employee — an employee; or
 - (c) if the member of the committee is not a council member or an employee — a person who is not a council member or an employee; or
 - (d) if the member of the committee is a person appointed under section 5.10(5) — a person nominated by the CEO.
- (3) A deputy of a member of a committee may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause.
- (4) A deputy of a member of a committee, while acting as a member, has all the functions of and all the protection given to a member.

Section 5.11 (Tenure of committee membership)

- (1) Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —
 - (a) the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be;

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- (b) the person resigns from membership of the committee;
 - (c) the committee is disbanded; or
 - (d) the next ordinary elections day,
whichever happens first.
- (2) Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until —
- (a) the term of the person's appointment as a committee member expires;
 - (b) the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant;
 - (c) the committee is disbanded; or
 - (d) the next ordinary elections day,
whichever happens first.

Section 5.12 (Election of presiding members and deputies)

- (1) The members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3, Division 1 as if the references in that Schedule —
- (a) to "office" where references to "office of presiding member";
 - (b) to "council" where references to "committee"; and
 - (c) to "councillors" where references to "committee members".
- (2) The members of a committee may elect a deputy presiding member from amongst themselves but any such election is to be in accordance with Schedule 2.3, Division 2 as if the references in that Schedule —
- (a) to "office" where references to "office of deputy presiding member";
 - (b) to "council" where references to "committee";
 - (c) to "councillors" where references to "committee members"; and
 - (d) to "mayor or president" where references to "presiding member".

Section 5.15 (Reduction of quorum) provides that the local government may reduce* the number of offices of committee member required for a quorum at a committee meeting specified by the local government if there would not otherwise be a quorum for the meeting.

- **Absolute majority required.*

Section 5.16 (Delegation of some powers and duties to certain committees) provides that:

- (1) Under and subject to section 5.17, a local government may delegate* to a committee any of its powers and duties other than this power of delegation.
- **Absolute majority required.*
- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.
- (3) Without limiting the application of sections 58 and 59 of the Interpretation Act 1984 —
- (a) a delegation made under this section has effect for the period of time specified in the delegation or if no period has been specified, indefinitely; and
 - (b) any decision to amend or revoke a delegation under this section is to be by an absolute majority.
- (4) Nothing in this section is to be read as preventing a local government from performing any of its functions by acting through another person.

Section 5.17 (Limits on delegation of powers and duties to certain committees)

- (1) A local government can delegate —
- (a) to a committee comprising council members only, any of the council's powers or duties under this Act except —

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- (i) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government; and
- (ii) any other power or duty that is prescribed;
- (b) to a committee comprising council members and employees, any of the local government's powers or duties that can be delegated to the CEO under Division 4; and
- (c) to a committee referred to in section 5.9(2)(c), (d) or (e), any of the local government's powers or duties that are necessary or convenient for the proper management of —
 - (i) the local government's property; or
 - (ii) an event in which the local government is involved.
- (2) A local government cannot delegate any of its powers or duties to a committee referred to in section 5.9(2)(f).

Section 5.19 (Quorum for meetings) provides that the quorum for a meeting of a council or committee is at least 50% of the number of offices (whether vacant or not) of member of the council or the committee.

Section 7.1A (Audit committee) provides that:

- (1) A local government is to establish an audit committee of 3 or more persons to exercise the powers and discharge the duties conferred on it.
- (2) The members of the audit committee of a local government are to be appointed * by the local government and at least 3 of the members, and the majority of the members are to be council members.
 - **Absolute majority required.*
- (3) A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent him or her as a member of an audit committee.
- (4) An employee is not to be a member of an audit committee.

Section 67 of the *Bush Fires Act* provides that:

- (1) A local government may at any time appoint such persons as it thinks fit as a bush fire advisory committee for the purpose of advising the local government regarding all matters relating to the preventing, controlling and extinguishing of bush fires, the planning of the layout of fire-breaks in the district, prosecutions for breaches of this Act, the formation of bush fire brigades and the grouping there of under group brigade officers, the ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities, and any other matter relating to bush fire control whether of the same kind, as, or a different kind from, those specified in this subsection.
- (2) A committee appointed under this section shall include a member of the council of the local government nominated by it for that purpose as a member of the committee, and the committee shall elect one of their number to be chairman thereof.
- (3) In respect to a committee so appointed, the local government shall fix the quorum for the transaction of business at meetings of the committee and may —
 - (a) make rules for the guidance of the committee;
 - (b) accept the resignation in writing of, or remove, any member of the committee; and
 - (c) where for any reason a vacancy occurs in the office of a member of the committee, appoint a person to fill that vacancy.
- (4) A committee appointed under this section —
 - (a) may from time to time meet and adjourn as the committee thinks fit;
 - (b) shall not transact business at a meeting unless the quorum fixed by the local government is present;
 - (c) is answerable to the local government and shall, as and when required by the local government, report fully on its activities.

Section 5.8 of the *Local Government Act 1995* and section 38 of the *Emergency Management Act 2005*, establishes the Shires of Pingelly and Wandering Joint Local Emergency Management Committee;

1. In accordance with provisions of Section 5.9 of the *Local Government Act 1995* resolves that the Local Emergency Management Committees are to comprise of Councillors, Staff and Other Persons;

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Community Strategic Plan 2013-2023

Goal 5 – A strong and effective Organisation

Outcome 5.1. Accessible customer services and information systems

Strategy 5.1.1: Promote and deliver responsive customer services

Outcome 5.4. Effective provision of customer services and engagement with the community and stakeholders.

Strategy 5.4.1: Promote and deliver responsive customer services

VOTING REQUIREMENT

Absolute Majority

Recommendation

That Council:

1. Confirm that all previous appointments of Councillors to committees have expired.

2. Make the following appointment to Committees of Council

2.1 Audit Committee

Members Crs: _____

Purpose To provide guidance and assistance to the local government as to the carrying out of its functions in relation to audits carried out under Part 7 of the Act. Meet the auditor at least once per year. Development of the process to select and appoint a person to be an auditor.

Meeting Cycle At least once annually.

3. Make the following appointments to the Working Groups of Council

3.1 Bush Fire Advisory Committee

Members Crs: _____

Purpose To advise Council on all matters relating to:
The prevention, controlling and extinguishing of bush fires, prosecutions for breaches of the Bush Fire Act, the formation and de – formation of the bush fire brigades, the coordination of the efforts and activities of the bush fire brigades and any other matter related to bush fire control.

Meeting Cycle At least biannually

3.2 CEO Performance Review Committee

Members Crs: _____

Purpose To advise Council on all matters relating to:
Completion the annual performance review of the CEO

Meeting Cycle At least biannually

3.3 Shires of Pingelly and Wandering Joint Emergency Management Committee

Members Cr: _____
Purpose To advise Council on all matters relating to Emergency Management
Meeting Cycle Quarterly Meetings

3.4 Shires of Pingelly and Wandering Local Recovery Committee

Members Cr: _____
Purpose To support and advise Council on recovery matters
Meeting Cycle Quarterly Meetings

3.5 Hotham Williams Economic Development Alliance

Members Crs: _____
Deputies: Crs: _____
Purpose: Facilitate and support the Economic Development and Growth of the
Shires of Wandering, Williams and Boddington.
Meeting Cycle: Monthly Meetings

4. External Committees

4.1 Central Country Zone of WALGA

Members Crs: _____
Deputies: Cr: _____
Purpose:
Meeting Cycle: At least biannually

4.2 Regional Road Group

Members Crs: _____
Deputies: Crs: _____
Purpose:
Meeting Cycle: At least biannually

MINUTES FOR THE MEETING HELD 22 October 2015

4.3 Development Assessment Panel

Members Crs: J Price (exp2016), B Whitely (exp2016), C Ferguson (exp 2016),W
Gowland (exp 2016)
Purpose: To assist with significant planning decisions within the Shire of
Wandering
Meeting Cycle: As required

4.4 Hotham-Dale Regional Road Sub-Group

Members Crs: _____
Deputies: Crs: _____
Purpose:
Meeting Cycle: At least biannually

4.5 Wheatbelt South Aged Housing Alliance

Members Crs: _____
Deputies: Crs: _____
Purpose: To facilitate aged housing in the Wandering Shire
Meeting Cycle: Monthly

4.5 South 32 Community Liaison Committee

Members: Crs: _____
Purpose: To communicate with South 32 representatives and support the feedback
of information.
Meeting Cycle: Quarterly

COUNCIL DECISION – ITEM 10.1.3

MOVED: Cr B Dowsett

SECONDED:Cr J McNeil

That Council:

1. Confirm that all previous appointments of Councillors to committees have expired.
2. Make the following appointment to Committees of Council

2.1 Audit Committee

Members	All Councillors
Purpose	To provide guidance and assistance to the local government as to the carrying out of its functions in relation to audits carried out under Part 7 of the Act. Meet the auditor at least once per year. Development of the process to select and appoint a person to be an auditor.
Meeting Cycle	At least once annually.

3. Make the following appointments to the Working Groups of Council

3.1 Bush Fire Advisory Committee

Members	Crs: C Ferguson, B Dowsett,
Deputies	
Purpose	To advise Council on all matters relating to: The prevention, controlling and extinguishing of bush fires, prosecutions for breaches of the Bush Fire Act, the formation and de – formation of the bush fire brigades, the coordination of the efforts and activities of the bush fire brigades and any other matter related to bush fire control.
Meeting Cycle	At least biannually

3.2 CEO Performance Review Committee

Members	Crs: All Councillors
Deputies:	Nil
Purpose	To advise Council on all matters relating to: Completion the annual performance review of the CEO
Meeting Cycle	At least biannually

3.3 Shires of Pingelly and Wandering Joint Emergency Management Committee

Members Crs: B Whitely
Deputies Nil
Purpose To advise Council on all matters relating to Emergency Management
Meeting Cycle Quarterly Meetings

3.4 Shires of Pingelly and Wandering Local Recovery Committee

Members Crs: B Whitely
Deputies Nil
Purpose
Meeting Cycle Quarterly Meetings

3.5 Hotham Williams Economic Development Alliance

Members Crs: B Whitely
Deputies: Crs J McNeil, J Price
Purpose: Facilitate and support the Economic Development and Growth of the Shires of Wandering, Williams and Boddington.
Meeting Cycle: Monthly Meetings

4. External Committees

4.1 Central Country Zone of WALGA

Members Crs: B Whitely, K Stripe
Deputies: Crs:, B Dowsett
Purpose:
Meeting Cycle: At least biannually

4.2 Regional Road Group

Members Crs: B Whitely
Deputies: Crs: C Ferguson
Purpose:
Meeting Cycle: At least biannually

4.3 Development Assessment Panel

Members Crs: Judith Price (exp 2016), Brendan Whitely (exp2016), Chad Ferguson (exp2016), Wade Gowland (exp 2016).
Purpose: To assist with significant planning decisions within the Shire of Wandering
Meeting Cycle: As required

4.4 Hotham-Dale Regional Road Sub-Group

Members Crs: B Whitely
Deputies: Crs: B Dowsett
Purpose:
Meeting Cycle: At least biannually

4.5 Wheatbelt South Aged Housing Alliance

Members Crs: J Price
Deputies: Crs: K Stripe
Purpose: To facilitate aged housing in the Wandering Shire
Meeting Cycle: Monthly

4.6 South 32 Community Liaison Committee

Members: Cr B Dowsett
Purpose: To communicate with South 32 representatives and support the feedback of information.
Meeting Cycle: Quarterly

CARRIED 7/0

10.1.4 AGED CARE COMMITTEE MOU

FILE REFERENCE:	18.1.45
PROponents:	NIL
DISCLOSURE OF INTEREST:	NIL
DATE:	17 September 2015
PREVIOUSLY BEFORE COUNCIL:	N/A
AUTHORS NAME & POSITION:	Geoff McKeown Chief Executive Officer, Shire of Narrogin
NATURE OF COUNCILS ROLE IN THE MATTER:	Executive

PURPOSE OF THE REPORT

Council has been working with local Shires in the region to increase the opportunities to secure Aged Housing in Wandering. The Shires Strategic Plan highlights the need to support and promote facilities that meet the needs of the aged in Wandering. The Wheatbelt South Aged Housing Alliance has been formed and requires Councils formal agreement to progress. The memorandum of understanding to facilitate the formalisation of the Alliance is presented for Councils formal consideration.

BACKGROUND

Council is asked to consider joining with other local government in the Wheatbelt South Region to progress a project that has the aim of constructing dedicated aged persons independent living units in the separate communities.

A number of local governments in this region have been meeting over the last few months to explore the possibility of forming an alliance to attract external funding. This approach is modelled on the successful Lakes & 4WD Well-Aged Persons Housing Project that has seen aged persons independent living units built in a number of towns.

COMMENT/ DETAILS

Before this project can be progressed further, the interested local governments need to commit to a Memorandum of Understanding (MoU) that outlines the objectives of the group, the nature of the collaboration and the responsibilities of the members.

ATTACHMENT 10.1.4.1

A copy of the draft MoU is presented as an attachment to this report. The potential members are the Shires of Corrigin, Cuballing, Kondinin, Kulin, Narembeen, Narrogin, Wandering, Wickipin and the Town of Narrogin.

MINUTES FOR THE MEETING HELD 22 October 2015

The MoU establishes the Wheatbelt South Aged Housing Alliance (“the Alliance”) with the following objectives:

- Identify the current level of aged housing in the Alliance.
- Identify the current and future needs of aged housing for the Alliance.
- Establish the cost to meet the aged housing needs for the various communities in the Alliance.
- Identify opportunities to work with third party providers (e.g. Narrogin Cottage Homes Inc., Corrigin Senior Citizens, etc.)
- Identify the priority aged housing needs in the Alliance.
- Develop a long-term funding model for the project, with funding secured from State and Federal programs, for the purposes of constructing dedicated aged persons independent living units across the region.
- Construct housing units across local governments dedicated to aged people (i.e. independent aged people who are well enough to care for themselves, but need to be in downsized accommodation located centrally in a community and close to all necessary services i.e. doctor, shops, etc.).

The Shire of Wickiepin has agreed to be the lead agency for the Alliance and has nominated a Project Coordinator. With input from the members, a business case will be developed for an Aged Housing Project that will be used to attract funding from State and Federal programs.

The benefits that can flow from a collaborative approach to aged housing include:

- Retain retiree population in the local community;
- Provide age appropriate housing options;
- Provide economic benefits to local community and region; and
- Provide social benefits to local communities and region.

It is expected that if funding is sourced for the Alliance it will be utilised in stages, recognising that each community is at different points in developing aged housing. Over the term of the MoU and the project development, the individual members will need to meet the following obligations:

- Day to day project management of the project (including, but not limited to, all planning, engaging suitably qualified consultants e.g.: surveyors, architects, draftspersons, calling for tenders and the overall supervision of construction of the units in their respective local government – as detailed in the respective Business Plans).
- Local financial record keeping to enable financial recouping of costs incurred relevant to the project – provision of expenditure statements with supporting documentation to the Lead Agency.
- Updates on progress to be provided at the Alliance meetings will be provided by each partner organisations to assist the Lead Agency with funding body reporting as required.
- Ensuring that the units once built, feature on the respective Asset Management Plan, or are provided for in the Third Party Provider Asset Management Plan (i.e. Narrogin Cottage Homes Inc.).
- Partner organisations will be responsible for an equal cash contribution to any costs incurred by the Lead Agency in the overall project management/financial management for the regional alliance project, as agreed.

MINUTES FOR THE MEETING HELD 22 October 2015

It is important that the Alliance has sufficient funds to operate as costs will be incurred in the development of the business case. At a recent meeting of local governments interested in forming the Alliance it was recommended that each member contribute \$3,500 as seed funding to the Lead Agency, being the Shire of Wickepin. This guarantees the continuation of the project and hopefully to a successful outcome in sourcing external funding.

CONSULTATION

Wandering Shire Councillors
CEO's from the proposed MoU group
Wheatbelt Development Commission Representatives

STATUTORY/ LEGAL ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The requirement to provide a contribution of \$3,500 as seed funding to the Alliance. Council has allocated funding to progress this initiative in the 2015/16 Budget. There are also funds available from previous Country Local Government Funds that are unused. There is no requirement at this stage to allocate further funding.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 1 – A Community that is Involved and Caring

Outcome 1.3: A supportive and inclusive community for people of all ages

Strategy 1.3.2: Support and promote services and facilities to meet the needs of the aged

Strategy 1.3.3: Support and promote activities for the aged.

Goal 3 – Development that is in keeping with the rural landscape

Outcome 3.1: Vibrant Rural Planning and Development

Strategy 3.1.4: Promote diversity in residential and commercial developments

Working cooperatively on a regional basis to deliver aged housing is advantageous. The project has outcomes that meet the strategic direction for local governments in the Wheatbelt South Region.

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council:

1. Supports a regional approach to construct dedicated aged persons independent living units;
2. Approves the Shire of Wandering entering into the Memorandum of Understanding as per **ATTACHMENT 10.1.4.1** to establish the Wheatbelt South Aged Housing Alliance; and
3. Agrees to contribute \$3,500 as seed funding to the Alliance for development of a Business Plan to attract State and/or Federal funding to construct aged persons independent living unit in the various communities.

COUNCIL DECISION – ITEM 10.1.4

MOVED: Cr J Price

SECONDED: Cr C Ferguson

That Council:

1. Supports a regional approach to construct dedicated aged persons independent living units;
2. Approves the Shire of Wandering entering into the Memorandum of Understanding as per **ATTACHMENT 10.1.4.1** to establish the Wheatbelt South Aged Housing Alliance; and
3. Agrees to contribute \$3,500 as seed funding to the Alliance for development of a Business Plan to attract State and/or Federal funding to construct aged persons independent living unit in the various communities.

CARRIED 7/0

10.1.5 SUPPORT FOR NATIONAL PARK STATUS FOR DRYANDRA FORREST

FILE REFERENCE:	18.1.11
PROPOSERS:	Department of Parks and Wildlife, Government of Western Australia
DISCLOSURE OF INTEREST:	Nil
DATE:	13 October 2015
PREVIOUSLY BEFORE COUNCIL:	Nil
AUTHORS NAME & POSITION:	AMANDA O'HALLORAN CEO
NATURE OF COUNCILS ROLE IN THE MATTER:	Executive

PURPOSE OF THE REPORT

The Department of Parks and Wildlife are seeking Councils support regarding their proposal to create the Dryandra Woodlands National Park and Nature Reserves. **ATTACHMENT 10.1.5.1**

BACKGROUND

The Dryandra Woodlands is an area of significance to the Wheatbelt region for numerous natural, recreational and cultural reasons. The Woodlands are the largest and most diverse vegetation remnant in the Central Wheatbelt.

They contain 12 distinct vegetation associations, which provide an important habitat for numerous threatened and priority fauna, including the State's mammalian species, including rare and priority species. The Woodlands are known to support ten threatened species of fauna and two additional species in further need of protection. These include Carnaby's Cockatoo, Woylie, Numbat, Bilby and Chuditch.

The Department of Parks and Wildlife commenced the process of creating the Dryandra Woodlands National Park and Nature reserves late in 2013. This proposal and implementation plan recommends areas of State Forrest No's 51 & 52, are converted to National Park and portions of State Forrest No 53 are to be converted to Nature Reserve. The map at attachment 10.1.5.2 indicates these areas, as outlined in the plan.

ATTACHMENT 10.1.5.2

The Department of Parks and Wildlife (DPaW) wrote to Council on the 30 January 2014, requesting advice regarding any objections the Council may have in relation to the proposal. The Shires administration has been unable to source any correspondence from Council in relation to this matter. It is proposed to bring the matter to the Councils attention in this item for a decision.

COMMENT/ DETAILS

DPaW is proposing the creation of one National Park and two Nature Reserves over portions of the Dryandra Woodlands to ensure that these values are protected for further generations. The creation of the Dryandra Woodlands National Park would also be the first National Park created in the Western Australian Wheatbelt.

DPaW is proposing that:

- An area of approximately 16,393 hectares to be excised from State Forest No. 51 and 52 to create a Class 'A' Dryandra Woodlands National Park. The areas proposed for amendment are displayed on Map 1.
- An area of approximately 110 hectares to be excised from State Forest No. 53 to create a class 'A' Nature Reserve, with the purpose of 'Conservation of Flora and Fauna'. The areas proposed for amendment are displayed on Map 2.
- An area of approximately 2106 hectares to be excised from State Forest No. 53 to create a Class 'A' Nature Reserve, with the purpose of 'Conservation of Flora and Fauna'. The areas proposed for amendment are displayed on Map 3

The Woodlands possess conservation and natural values that are an important tourism and recreation point. The Woodlands currently support numerous walking trails, picnic sites, two scenic drives and low cost camping. The Irabina Study Centre and Barna Mia, an animal sanctuary, also provide recreational and educational opportunities for visitors to the region.

The Woodlands also have cultural values for the indigenous and non-indigenous peoples. These values include archaeological sites associated with scar trees, an ochre quarry and landscapes of cultural significance to the Aboriginal people.

The Shire administration has reviewed the proposal and has highlighted the following:

- The Dryandra Woodlands have essentially been managed as a National Park for a number of years and the formal certification proposed is likely to have little consequence to surrounding land holders or business.
- The creation of the National Park will have very positive economic, environmental and business outcomes for the region.
- The formalisation of the National Park will increase the State and National exposure of the region at very little expense to the Council, creating opportunities to be harnessed by the community.

DPaW are requesting Councils support and identification of any issues related to the creation of the National Park.

CONSULTATION

Department of Parks and Wildlife Staff
Surrounding Shires – CEO's of Shire of Narrogin and Williams

STATUTORY/ LEGAL ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Community Strategic Plan 2013-2023

Goal 2 – A Robust and Diverse Rural Economy

Outcome 2.1: Attract and retain visitors to the Shire

Strategy 2.1.1: Promote the Wandering Region as a tourism destination

Strategy 2.1.2: Promote the provision of services and infrastructure to support tourism

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council advise the Department of Parks and Wildlife that it supports the amendment to State Forest No 51,52 and 53 for the creation of the Dryandra Woodlands National Park and Nature Reserves.

COUNCIL DECISION – ITEM 10.1.5

MOVED: Cr K Stripe

SECONDED: Cr J McNeil

That Council:

That Council advise the Department of Parks and Wildlife that it supports the amendment to State Forest No 51,52 and 53 for the creation of the Dryandra Woodlands National Park and Nature Reserves.

CARRIED 7/0

10.2 BUILDING AND PLANNING REPORTS -

Nil

10.3 COMMUNITY SERVICES REPORTS –

Nil

10.4 CORPORATE SERVICES

10.4.1 FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 SEPTEMBER 2015

FILE REFERENCE:	10.1.16
PROponents:	Nil
DISCLOSURE OF INTEREST:	Nil
DATE:	8 October 2015
PREVIOUSLY BEFORE COUNCIL:	N/A
AUTHORS NAME & POSITION:	Durga Ojha, Manager Finance & Administration
NATURE OF COUNCILS ROLE IN THE MATTER:	Legislative

PURPOSE OF THE REPORT

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

The monthly financials for the month September 2015 are presented for Councils consideration.

BACKGROUND

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

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

The statement of financial activity for the periods ending 30 September 2015, financial statements, bank reconciliations, list of accounts paid for the periods ending 30 September 2015 are hereby presented for Council's information.

COMMENT/ DETAILS

Council is requested to accept the Monthly Financial Report 30 September 2015, Bank Reconciliations and List of Payments 30 September 2015 as presented.

Monthly Financial Report for the period ending 30 September 2015.	ATTACHMENT 10.4.1
Bank Reconciliations 30 September 2015 (Municipal account)	ATTACHMENT 10.4.2
Municipal A/C Bank Statements 30 September 2015	ATTACHMENT 10.4.3
Bank Reconciliations 30 September 2015 (Investment account)	ATTACHMENT 10.4.4
Investment A/C Bank Statements 30 September 2015	ATTACHMENT 10.4.5
Bank Reconciliations 30 September 2015 (Trust Account)	ATTACHMENT 10.4.6
Trust A/C Bank Statements 30 September 2015	ATTACHMENT 10.4.7
List of Payments 30 September 2015	ATTACHMENT 10.4.8

CONSULTATION

Chief Executive Officer
Finance Officer

STATUTORY/ LEGAL ENVIRONMENT

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

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and Effective Organisation

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

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

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

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council

1. Endorse all Cheque, EFT, BPay, salary & wages, transport payments, transfers to investments, credit card payments and other direct debits and transfers as listed from the Municipal and Trust Fund totalling \$414,121.11 for the period ending 30 September 2015.
2. Receive the bank reconciliations & bank statements for the period ended 30 September 2015.
3. Receive the financial statements for the period ended 30 September 2015.

COUNCIL DECISION – ITEM 10.4.1

MOVED: Cr B Dowsett

SECONDED: Cr C Ferguson

That Council

1. Endorse all Cheque, EFT, BPay, salary & wages, transport payments, transfers to investments, credit card payments and other direct debits and transfers as listed from the Municipal and Trust Fund totalling \$414,121.11 for the period ending 30 September 2015.
2. Receive the bank reconciliations & bank statements for the period ended 30 September 2015.
3. Receive the financial statements for the period ended 30 September 2015.

CARRIED 7/0

10.4.2 BUDGET AMMENDMENT/ VARIATION 2015/16

FILE REFERENCE:	10.1.4.1
PROPOSERS:	Nil
DISCLOSURE OF INTEREST:	Nil
DATE:	10 October 2015
PREVIOUSLY BEFORE COUNCIL:	N/A
AUTHORS NAME & POSITION:	Amanda O'Halloran, CEO
NATURE OF COUNCILS ROLE IN THE MATTER:	Legislative

PURPOSE OF THE REPORT

The 2015/2016 budget was officially adopted by Council on 16 July 2015 and throughout the year variations occur. It is the purpose of this report to bring these to the attention of Council.

The Shire Administration is undertaking a Competitive Neutrality Assessment on fuel services provided by the Shire in Wandering. During this assessment it was identified that the administration allocation to the program was not adequate and needed to be amended to appropriately reflect the cost of supporting the service.

BACKGROUND

It has been identified as part of the statutory Annual Compliance Return that Council hasn't to date undertaken a Competitive Neutrality Assessment on the fuel services it applies to the Wandering Community.

To ensure the validity of the assessment Council is requested to amend the 2015/2016 budget to reflect proposed adjustment to the General Ledger with an overall effect to the budget as detailed below. Due to the nature of this variation, it falls outside the annual budget review.

COMMENT

It is recommended that the required budget variation to the Current Budget for 2015/2016 as outlined below be approved:

1. Economic Services – Fuel Facility				
GL/Job Number	General Ledger Description	Current Budget	Variation Amount	Revised Budget
E13699	Administration Allocated	\$5,408	(\$19,125)	\$24,533
<p>Reason: This was an oversight during the budget process, and in order to complete the Competitive Neutrality Assessment accurately this needs to be amended. 2014/15 allocation was \$19,371.00</p>				

STATUTORY/ LEGAL ENVIRONMENT

The Local Government Act 1995 Part 6 Division 4 section 6.8 (1) requires the local government not to incur expenditure from its municipal fund for an additional purpose except where the expenditure –

(b) is authorised in advance by resolution*

“additional purpose” means a purpose for which no expenditure estimate is included in the local government’s annual budget.

*requires an absolute majority of Council

FINANCIAL IMPLICATIONS

The proposed budget amendments will not impact on the current budget position.

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and Effective Organisation

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

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

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

VOTING REQUIREMENT

Absolute Majority Required

RECOMMENDATION

That Council approves the required budget variation to the Current Budget for 2015/2016 as outlined below:

1. Economic Services – Fuel Facility				
GL/Job Number	General Ledger Description	Current Budget	Variation Amount	Revised Budget
E13699	Administration Allocated	\$5,408	(\$19,125)	\$24,533
Reason: This was an oversight during the budget process, and in order to complete the Competitive Neutrality Assessment accurately this needs to be amended. 2014/15 allocation was \$19,371.00.				

COUNCIL DECISION – ITEM 10.4.2

MOVED: Cr J Price

SECONDED: Cr K Stripe

That Council:

Approves the required budget variation to the Current Budget for 2015/2016 as outlined below:

1. Economic Services – Fuel Facility				
GL/Job Number	General Ledger Description	Current Budget	Variation Amount	Revised Budget
E13699	Administration Allocated	\$5,408	(\$19,125)	\$24,533
Reason: This was an oversight during the budget process, and in order to complete the Competitive Neutrality Assessment accurately this needs to be amended. 2014/15 allocation was \$19,371.00.				

CARRIED 7/0

10.4.3 QUARTERLY OPERATIONAL BUDGET REVIEW

FILE REFERENCE:	10.1.4.1
PROPOSERS:	Nil
DISCLOSURE OF INTEREST:	Nil
DATE:	10 October 2015
PREVIOUSLY BEFORE COUNCIL:	N/A
AUTHORS NAME & POSITION:	Amanda O'Halloran, CEO
NATURE OF COUNCILS ROLE IN THE MATTER:	Executive

PURPOSE OF THE REPORT

The Shire administration made an undertaking to Council prior to the commencement of the 2015/16 financial year to conduct quarterly budget reviews and present the information in a meaningful manner to Council.

BACKGROUND

The Shire administration gave an undertaking to Council to conduct and share with Council quarterly budget reviews. The first review was undertaken on the 30 September 2015 and was based on actuals to that date.

The format adopted for this inaugural quarterly review was quite simple in that it was based on Managers reviewing GL's and assessing expenditure against percentage of work carried out and accuracy of the initial budget process. It is hoped that the information to be shared will further inform Councillors and the public of monthly and seasonal trends and adjustments.

Recent end of year audit pressures prevented a full statutory review taking place, however Managers found the process incredibly useful and felt that the item will certainly inform and share valuable insights with Councillors.

The annual 6 monthly review will present more detailed surplus / deficit analysis and will correct any adjustments required.

COMMENT

Council is presented with a full breakdown of the Shires accounts to review Expenditure and Income to date.

ATTACHMENT 10.4.3.1

Comments have been made by the relevant managers to inform Council of the work carried out – or any anomalies that may be presenting.

Currently the budget is in a reasonable position, risks or concern areas presenting at this stage in the financial year are:

- Season Pass income at the Rubbish Tip is less than anticipated; this will reduce the capacity to complete the rehabilitation of the waste site in this financial year. It is likely it could impact the budget by \$10 – 15,000.
- Reduction in Federal funding through the grants commission by \$11,000, areas to reduce expenditure to support this short fall are being explored.
- Legal expenses are over budget by \$5067, this is due to the settlement of the McNeil matter and finalisation of the Conway matter.
- Computer Expenses are anticipated to go over budget, due to an allocation error that under budgeted for the ROMAN Road subscription. This has impacted the Budget by \$5,000.00
-

Obviously the Management team will look to explore ways to improve the budget situation through maximising income rather than cutting programs, however contingency to cut the budget will need to be presented to Council at the annual budget review if the current situation continues over the coming months.

CONSULTATION

Manager Works

Manager Communities

Manager Finance and Administration

STATUTORY/ LEGAL ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

There are no formal amendments proposed in this item. This is an information item only.

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and Effective Organisation

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

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

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

VOTING REQUIREMENT

Simple Majority Required

RECOMMENDATION

That Council accepts the item presented for their information.

COUNCIL DECISION – ITEM 10.4.3

MOVED: Cr J Price

SECONDED: Cr J McNeil

That Council:

Accepts the item presented for their information.

CARRIED 7/0

MINUTES FOR THE MEETING HELD 22 October 2015

- 11 **ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
Nil
- 12 **NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**
Nil
- 13 **CONFIDENTIAL ITEMS**
Nil
- 14 **TIME AND DATE OF NEXT MEETING**
Next Ordinary Council meeting to be held on Thursday 19 November 2015 at 1:30pm
- 15 **CLOSURE OF MEETING**

The Shire President declared the meeting closed at 3.03 pm

**These Minutes were confirmed at the Ordinary Council Meeting
on Thursday 19 November 2015.**

Signed:



Presiding Person at the meeting at which the minutes were confirmed

Date:

19/11/2015



OCCUPATIONAL, HEALTH AND SAFETY POLICY

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

1. OBJECTIVE

This policy outlines the Shire of Wandering's recognition of its moral and legal obligations and commitment to continuously improve our Occupational Safety and Health Management Systems, including the establishment of measurable objectives and targets, with the aim of elimination of work related injuries and illness

2. PRINCIPLES

The Shire of Wandering will manage occupational safety and health including the development and implementation of an Occupational Safety and Health Management System that complies with or exceeds legislative requirements including, but not limited to:

- the Occupational Safety and Health Act 1984 (WA)
- the Occupational Safety and Health Regulations 1996 (WA),
- and with any other requirements placed upon the Shire or to which the Shire subscribes.

The Shire of Wandering will ensure that all levels of employees, including senior management, employees and contractors understand their roles and responsibilities in accordance with legislative requirements.

The Shire of Wandering will, so far as is practicable, meet our objectives by:

- a) providing and maintaining workplaces, plant, and systems of work such that employees are not exposed to hazards; and
- b) providing such information, instruction, and training to, and supervision of, employees as is necessary to enable them to perform their work in such a manner that they are not exposed to hazards; and
- c) consulting and cooperating with safety and health representatives, if any, and other employees at our workplaces, regarding occupational safety and health at our workplaces; and
- d) where it is not practicable to avoid the presence of hazards at our workplaces, providing our employees with, or otherwise providing for our employees to have, such adequate personal protective clothing and equipment as is practicable to protect them against those hazards; and
- e) making arrangements for ensuring, so far as is practicable, that —
 - the use, cleaning, maintenance, transportation and disposal of plant; and
 - the use, handling, processing, storage, transportation and disposal of substances, at our workplaces is carried out in a manner such that our employees are not exposed to hazards

While at work all of our employees, including contractors and volunteers will be expected to:

- a) ensure their own safety and health at work; and
- b) avoid adversely affecting the safety or health of any other person through any act or omission at work;
- c) comply with safety and health instructions given by the Shire, including any direction to wear personal protective clothing or equipment;
- d) report all hazards, injury or harm in our workplaces to the Shire in a timely fashion and assist with any investigations when required;
- e) cooperate with the Shire in our efforts to carry out our legislatively imposed safety and health duties

A safe and efficient place of work is our goal.



OCCUPATIONAL, HEALTH AND SAFETY POLICY

3. REFERENCES TO RELATED DOCUMENTS

- AS/NZS 4801:2001 "Occupational Health and Safety Management Systems

Policy Number:	CP024
Previous Policy Number:	N/A
Resolution Numbers:	
Last Reviewed:	
Next Reviewed:	August 2016
Responsible Officer:	CEO

[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.



PREMIER'S AUSTRALIA DAY AWARD POLICY

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

1. OBJECTIVE

To outline the criteria for providing recognition of individuals and organisations that have made noteworthy contributions to the community of the Shire of Wandering, through the Premier's Australia Day Active Citizenship Awards.

2. PRINCIPLES

The Shire of Wandering biannually acknowledges citizens and groups who have made noteworthy contributions or given outstanding service to the community, by presenting awards on Australia Day at the Wandering Community Breakfast in the following category:

- Premier's Australia Day Active Citizenship Award for a person or group presented to an individual 25 years or over, who has made an outstanding contribution to the local community


3. APPLICATION

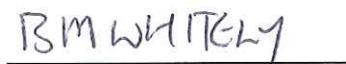
Guidelines and templates for the administration of the Awards are located in S:\Administration\Australia Day.

4. REFERENCES TO RELATED DOCUMENTS

- Australia Day Council of WA

Policy Number:	CP034
Previous Policy Number:	N/A
Resolution Numbers:	
Last Reviewed:	
Next Reviewed:	August 2016
Responsible Officer:	Shire President and CEO


[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.

Memorandum of Understanding (MoU)

For

Wheatbelt South Aged Housing Alliance

Aged Housing Project

Memorandum of Understanding

This document represents an agreement between

**Shire of Corrigin; and
Shire of Cuballing; and
Shire of Kondinin; and
Shire of Kulin; and
Shire of Narembeen; and
Shire of Narrogin; and
Shire of Wandering; and
Shire of Wickiepin; and
Town of Narrogin.**

Description of collaborating organisations

The nine partner organisations are all Local Government Authorities under the *Local Government Act 1995* (as amended).

Objectives and scope

The project aims to work together as a regional alliance to provide seniors' focused housing solutions that compliment current and future aged care and health services, whilst addressing the identified needs of the individual communities.

The Wheatbelt South Aged Housing Alliance ("**the Alliance**") comprises nine local government authorities who share a common interest (aged housing needs) and regional boundaries.

The Alliance recognises that on the 1st July 2016 the Shire of Narrogin will be subsumed into the Town of Narrogin via a merger and from that date the new entity will be known as the Shire of Narrogin, thus reducing number of partner organisations to eight.

The nature of the collaboration

The project objectives include:

- Identify the current level of aged housing in the Alliance.
- Identify the current and future needs of aged housing for the Alliance.
- Establish the cost to meet the aged housing needs for the various communities in the Alliance.

- Identify opportunities to work with third party providers (e.g. Narrogin Cottage Homes Inc., Corrigin Senior Citizens, etc.)
- Identify the priority aged housing needs in the Alliance.
- Develop a long-term funding model for the project, with funding secured from State and Federal programs, for the purposes of constructing dedicated aged persons independent living units across the region.
- Construct housing units across local governments dedicated to aged people (i.e. independent aged people who are well enough to care for themselves, but need to be in downsized accommodation located centrally in a community and close to all necessary services i.e. doctor, shops, etc.).

In summary, the project will have the following broad outcomes:

- Construction of housing units to be built over the duration of the project. Potential funding source being the State's Growing our South (Southern Investment Initiative).
- Project planning and commencement of implementation commencing in 2015.

All funding is to be centralised at the Shire of Wickepin ("**Lead Agency**"), in a dedicated bank account. The Lead Agency will be responsible for the financial reporting requirements as per the funding agreements.

All funding is to be grouped in one allocation with all partner local governments having access to the funding to implement aged persons housing projects in their respective local governments.

Shortfalls of expenditure in some local governments are funded through under-expenditure in other local governments – as detailed in the Consolidated Regional Alliance Budget in the Business Plan, and agreed to by all partner organisations.

The terms of the agreement

This MOU is valid from date of signing to completion of the project. This can be extended on mutual agreement of all signatories to the MOU.

Organisation and management of the agreement

The responsibilities of each of the partner organisations will be as follow:

Lead Agency – will be responsible for:

- Overall project planning and coordination.
- Management of a dedicated bank account for the sole purposes of this project, and all income and expenditure related to it.
- Reviewing and balancing the collective funding budget – income and expenditure statements will be provided to the Alliance on request.
- Sourcing and applying for external funding to support project implementation (as mutually agreed to by the Alliance).
- Financial record keeping for the purposes of the reporting as required.
- Completion of all progress reports, annual reports and financial acquittals as required for the external funding bodies.
- Overall financial acquittals and auditing as required for the external funding bodies.
- Processing financial claims from partner organisations in the Alliance.

Project Coordinator – Wheatbelt South Aged Housing Alliance – will be responsible for:

- Record keeping for the purposes of the Alliance.

All partner organisations will be responsible for:

- Day to day project management of the project (including, but not limited to, all planning, engaging suitably qualified consultants e.g.: surveyors, architects, draftspersons, calling for tenders and the overall supervision of construction of the units in their respective local government – as detailed in the respective Business Plans).
- Local financial record keeping to enable financial recouping of costs incurred relevant to the project – provision of expenditure statements with supporting documentation to the Lead Agency.
- Updates on progress to be provided at the Alliance meetings will be provided by each partner organisations to assist the Lead Agency with funding body reporting as required.
- Ensuring that the units once built, feature on the respective Asset Management Plan, or are provided for in the Third Party Provider Asset Management Plan (i.e. Narrogin Cottage Homes Inc.).
- Partner organisations will be responsible for an equal cash contribution to any costs incurred by the Lead Agency in the overall project management/financial management for the regional alliance project, as agreed.

Lead Agency

For the purposes of this Alliance, the Shire of Wickepin will be the Lead Agency and provide the Project Coordinator for the Alliance project. The primary contact will be:

Natalie Manton
Senior Finance Manager
Shire of Wickepin
PO BOX 19
WICKEPIN WA 6370

Ph: 9888 1005 Fax: 9888 1074
Email: finance@wickepin.wa.gov.au

Partner organisations

The partner organisations to this MOU and their relevant contact details are as follows:

Shire of Corrigin
CEO – Rob Paull
PO Box 221
CORRIGIN WA 6375

Ph: 08 9063 2203
Email: ceo@corrigin.wa.gov.au

Shire of Cuballing
CEO – Gary Sherry
PO Box 13
CUBALLING WA 6311

Ph: 08 9883 6031
Email: ceo@cuballing.wa.gov.au

Shire of Kondinin
CEO – John Read
PO Box 7
KONDININ WA 6367

Ph: 08 9889 1006
Email: ceo@kondinin.wa.gov.au

Shire of Kulin
CEO – Greg Hadlow
PO Box 125
KULIN WA 6365

Ph: 08 9880 1204
Email: ceo@kulin.wa.gov.au

Shire of Narembeen
CEO – Chris Jackson
1 Longhurst Street
NAREMBEEN WA 6369

Ph: 08 9064 7308
Email: ceo@narembeen.wa.gov.au

Shire of Narrogin
CEO – Geoff McKeown
43 Federal Street
NARROGIN WA 6312

Ph: 08 9881 1866
Email: geoff@narrogin.wa.gov.au

Shire of Wandering
CEO – Amanda O'Halloran
22 Watts Street
WANDERING WA 6308

Ph: 08 9841 1056
Email: ceo@wandering.wa.gov.au

Shire of Wickepin
CEO – Mark Hook
PO Box 19
WICKEPIN WA 6370

Ph: 08 9888 1005
Email: ceo@wickepin.wa.gov.au

Town of Narrogin
CEO – Aaron Cook
PO Box 188
NARROGIN WA 6312

Ph: 08 9881 1944
Email: ceo@narrogin.wa.gov.au

Communication and exchange of information

Information dissemination in relation to the project is largely via email. Records are to be retained as per the Record Keeping Plan of the respective local government. Agendas and minutes are to be retained in a hard copy as well as electronic version by the Project Coordinator of the Alliance.

Intellectual property

Rights to the intellectual property as produced will be retained by the Alliance of all work produced as part of the project.

Appendix

Reference is to be made to the following documents:

- Business Case for the Wheatbelt South Aged Housing Project (used to secure funding);
- Integrated Aged Support and Care Solution/s - Dryandra Subregional Needs Study
- Wheatbelt Integrated Aged Care Plan

Effective dates and signatures

This MOU is effective from _____ (date of signing)

Signature

Chief Executive Officer
Shire of Corrigin

Print Full Name of Authorised Person

Signature

Chief Executive Officer
Shire of Cuballing

Print Full Name of Authorised Person

Signature

Chief Executive Officer
Shire of Kondinin

Print Full Name of Authorised Person

Signature

Chief Executive Officer
Shire of Kulin

Print Full Name of Authorised Person

Signature

Chief Executive Officer
Shire of Narembeen

Print Full Name of Authorised Person

Signature

Chief Executive Officer
Shire of Narrogin

Print Full Name of Authorised Person

Signature

Chief Executive Officer
Shire of Wandering

Print Full Name of Authorised Person

Signature

Chief Executive Officer
Shire of Wickepin

Print Full Name of Authorised Person

Signature

Chief Executive Officer
Town of Narrogin

Print Full Name of Authorised Person



Government of Western Australia
Department of Parks and Wildlife
Parks and Visitor Services

Your ref: ..
Our ref: 2008/005484
Enquiries: Nicola Mincham
Phone: 9219 8777
Email: Nicola.Mincham@dpaw.wa.gov.au

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

Attention: Martin Whitely

PROPOSED AMENDMENTS TO STATE FOREST NO. 51, 52 AND 53 CREATION OF THE DRYANDRA WOODLANDS NATIONAL PARK AND NATURE RESERVES

The Department of Parks and Wildlife (DPaW) writes to inform the Shire of Wandering that we are beginning implementation of the tenure proposals in the *Dryandra Woodlands Management Plan 2011*. In the plan areas of State Forest No. 51 and 52 are proposed to be converted to National Park and portions of State Forest No. 53 are to be converted to Nature Reserve. The map at attachment 1 indicates these areas, as outlined in the plan.

The Dryandra Woodlands are an area of significance to the Wheatbelt Region for a numerous natural, recreational and cultural reasons. The importance of this area was highlighted in the *Dryandra Woodlands Management Plan 2011*, which proposed the creation of the National Park and Nature Reserves you see on Attachment 1.

The Woodlands are the largest and most diverse vegetation remnant in the Central Wheatbelt. They contain 12 distinct vegetation associations, which provide an important habitat for numerous threatened and priority fauna, including the State's mammalian emblem, the Numbat. These 12 vegetation types are comprised of over 800 native plant species, including rare and priority species. The Woodlands are known to support ten threatened species of fauna and two additional species in need of further protection. These include the Carnaby's Cockatoo, Woylie, Numbat, Bilby and Chuditch.

In addition to the conservation and natural values that the Woodlands possess this area is also an important recreation and tourism point. The Woodlands currently support numerous walking trails, picnic sites, two scenic drives and low cost camping. The Irabina Study Centre and Barna Mia, an animal sanctuary, also provide recreational and educational opportunities for visitors to the region.

The Woodlands also have cultural values for the indigenous and non-indigenous peoples. These values include archaeological sites associated with scar trees, an ochre quarry and landscapes of cultural significance to the Aboriginal people. The non-indigenous cultural heritage are associated with the area's early settlement and Timber Industry, the cottages from the original forestry settlement has been maintained and are now part of accommodation within the woodlands.

Planning and Estate Branch
Locked Bag 104, Bentley Delivery Centre, Western Australia 6983
Phone: (08) 9219 8777 Fax (08) 9334 0221 Email: Nicola.Mincham@dpaw.wa.gov.au
www.dpaw.wa.gov.au

DPaW is proposing the creation of one National Park and two Nature Reserves over portions of the Dryandra Woodlands to ensure that these values are protected for further generations. The creation of the Dryandra Woodlands National Park would also be the first National Park created in the Western Australian Wheatbelt.

It is proposed that:

- An area of approximately 16393 hectares to be excised from State Forest No. 51 and 52 to create a Class 'A' Dryandra Woodlands National Park. The areas proposed for amendment are displayed on Map 1 at Attachment 2.
- An area of approximately 110 hectares to be excised from State Forest No. 53 to create a Class 'A' Nature Reserve, with the purpose of 'Conservation of Flora and Fauna'. The areas proposed for amendment are displayed on Map 2 at Attachment 2.
- An area of approximately 2106 hectares to be excised from State Forest No. 53 to create a Class 'A' Nature Reserve, with the purpose of 'Conservation of Flora and Fauna'. The areas proposed for amendment are displayed on Map 3 at Attachment 2.

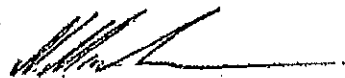
As part of the process required for excisions from State forest DPaW is seeking the necessary approvals.

Would you please advise whether the Shire of Wandering has any objections to the proposal? If not, are there any conditions that you would like to see applied to the proposal?

Maps of the proposed reserves are attached. Further information regarding the Dryandra Woodland can be located in the Dryandra Woodlands Management Plan 2011, which is located at the Department of Parks and Wildlife's website, <http://www.dpaw.wa.gov.au/parks/management-plans/approved-management-plans>.

If you require further information please contact Land Administration Officer Nicola Mincham on 9219 8777.

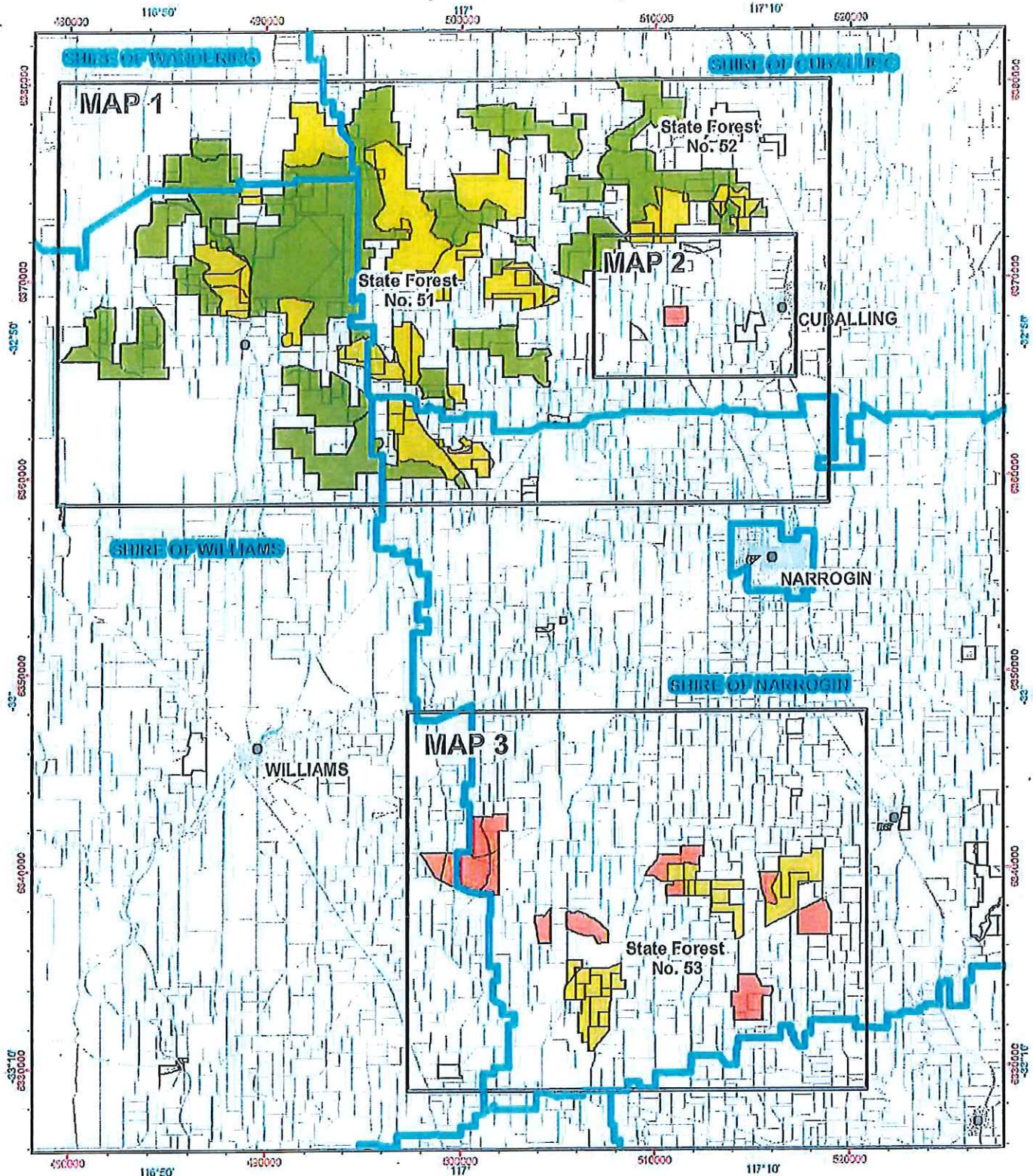
Yours sincerely



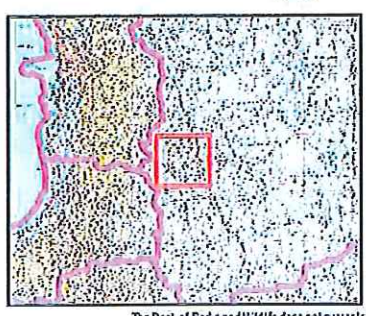
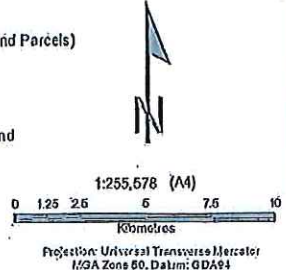
Nicola Mincham
Land Administration Officer

30 January 2014

Dryandra Woodland Proposed Tenure Changes



- Legend**
- Local Govt. Authorities (LGA)
 - Proposed Nature Reserve
 - Proposed National Park
 - DEC Estate (statewide)
 - 5(1)(g) Reserve
 - National Park
 - Nature Reserve
 - State Forest
 - Timber Reserve
 - WHEATBELT Cadastre (Länd Parcels)
 - Crown Reserve
 - Freehold
 - Other Public Lands
 - Public Roads
 - Unallocated Crown Land
 - Water

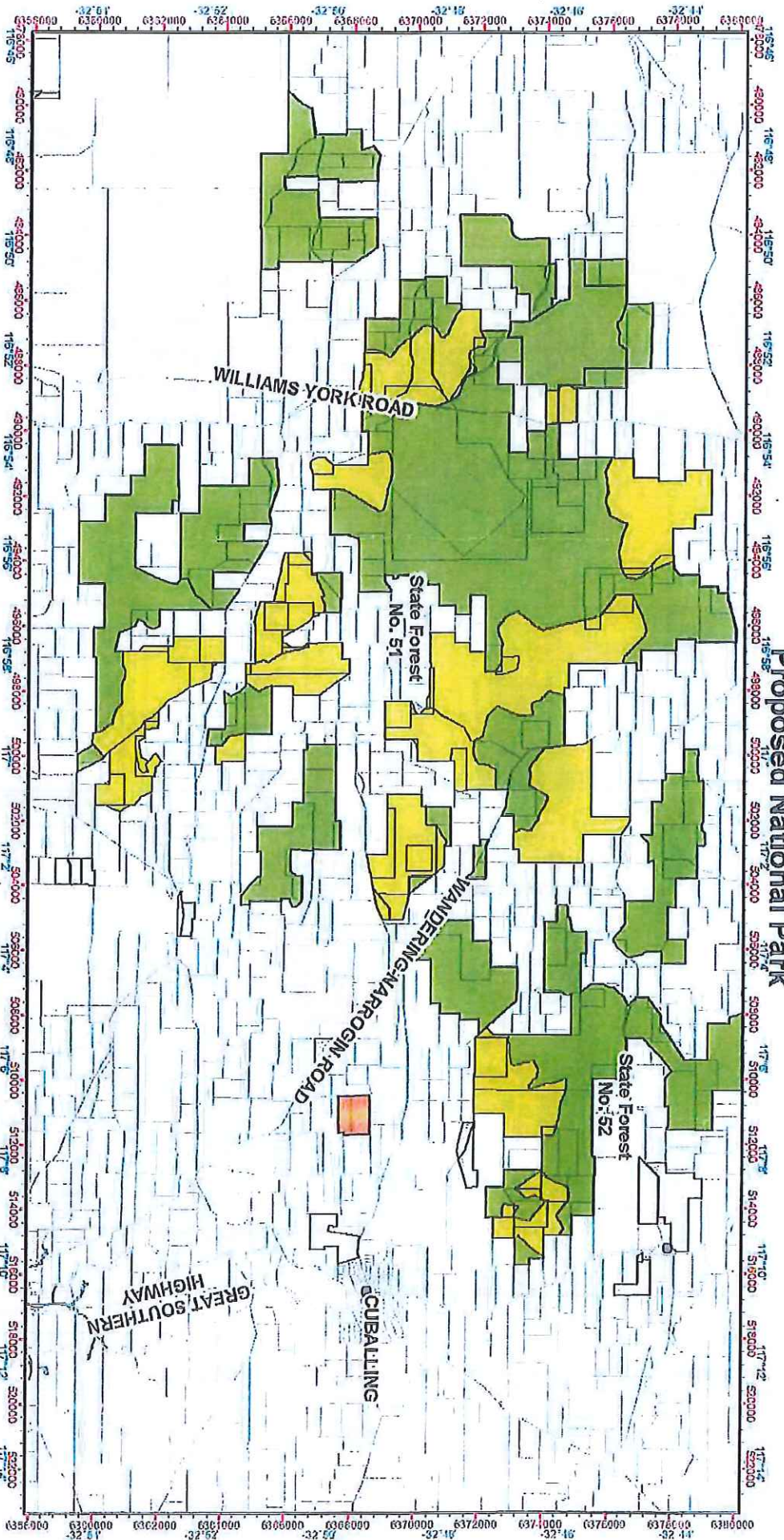


Produced by the Department of Parks and Wildlife
 Job Ref: 2008/005404
 Produced at 13.53pm, on January 20, 2014

Rights and titles on land managed by DP&W may contain unreported hazards and their surface conditions variable. Exercise caution and refer to conditions on all roads.

The Dept. of Parks and Wildlife does not guarantee that this map is without error of any kind and disclaims all liability for any errors, loss or other consequences which may arise from relying on any information depicted.

Dryandra Woodlands (1) Proposed National Park



- Legend**
- Proposed Nature Reserve
 - Proposed National Park
 - DEC Estate (Statewide)
 - 5(1)(g) Reserve
 - National Park
 - Nature Reserve
 - State Forest
 - Timber Reserve
 - Wheatbelt Wetlands
 - WHEATBELT Cadastre (Land Parcels)
 - Crown Reserve
 - Freehold
 - Other Public Lands
 - Public Roads
 - Unallocated Crown Land
 - Water

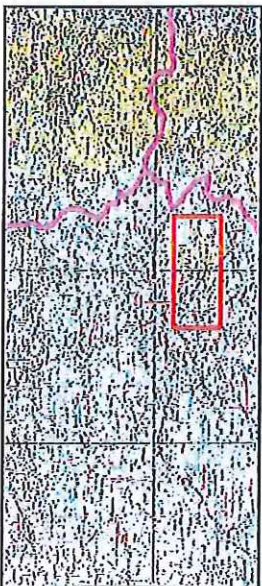


1:164,590 (A4)

0.3755 1.5225 3

Kilometres

Projection: Universal Transverse Mercator
MGA Zone 50, Datum: GDA94

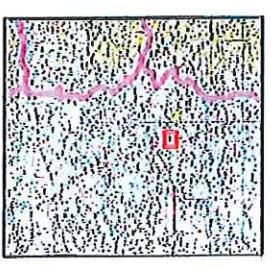
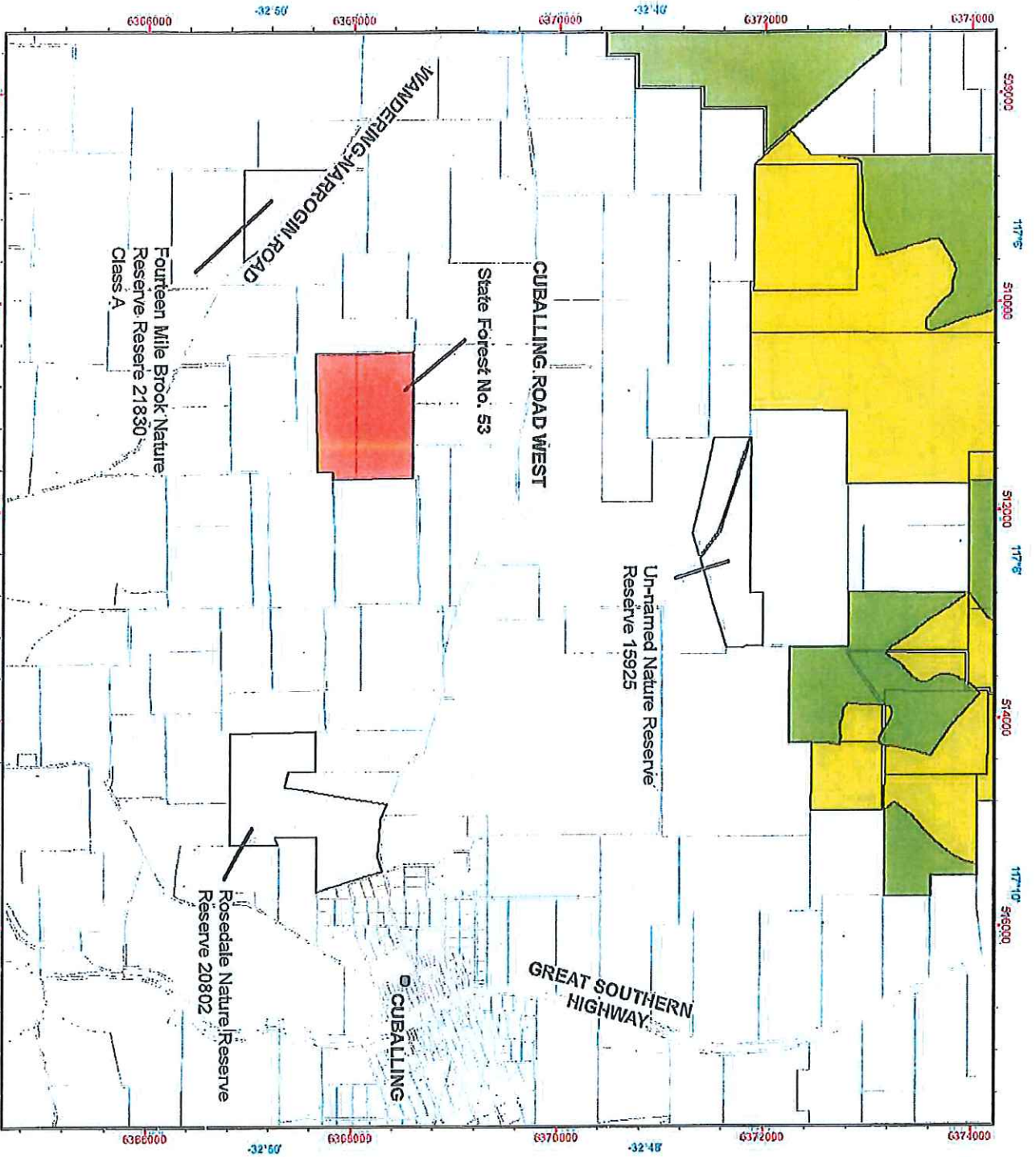


The Dept. of Parks and Wildlife does not guarantee that this map is without error or that the information is up to date. The Dept. of Parks and Wildlife does not accept any liability for any errors, omissions or other consequences which may arise from relying on any information depicted. Produced at 1:164,590 on January 29, 2014. Job Ref: 2009/005464. Department of Parks and Wildlife. Roads and lands on land managed by DEC may contain unmarked hazards and their surface condition is variable. Exercise caution and drive at reduced or all-ways.

Dryandra Woodlands (2) Proposed Nature Reserves

Legend

- Proposed Nature Reserve
- DEC Estate (statewide)
- 5(1)(g) Reserve
- National Park
- Nature Reserve
- State Forest
- Timber Reserve
- Wheatbelt Wetlands
- WHEATBELT Cadastre (Land Parcels)
- Crown Reserve
- Freehold
- Other Public Lands
- Public Roads
- Unallocated Crown Land
- Water



1:51,694 (A4)
 0 0.204 0.8 1.2 1.6
 Kilometres
 Projection: Universal Transverse Mercator
 MGA Zone 50, Datum: GDA94

Produced by the
 Department of
 Parks and Wildlife

Job Ref: 2009/005484, Produced at 14:48pm, on January 29, 2014

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Contour lines at 2 metre intervals
 Grid shown at 5000 metre intervals

Dryandra Woodlands (3) Proposed Nature Reserves

Legend

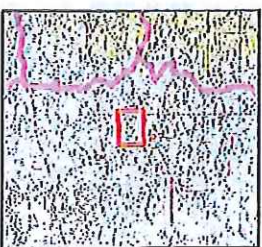
- Proposed Nature Reserve
- DEC Estate (statewide)
- 5(1)(g) Reserve
- National Park
- Nature Reserve
- State Forest
- Timber Reserve
- Wheatbelt Wetlands
- WHEATBELT Cadastre (Land Parcels)
- Crown Reserve
- Freehold
- Other Public Lands
- Public Roads
- Unallocated Crown Land
- Water



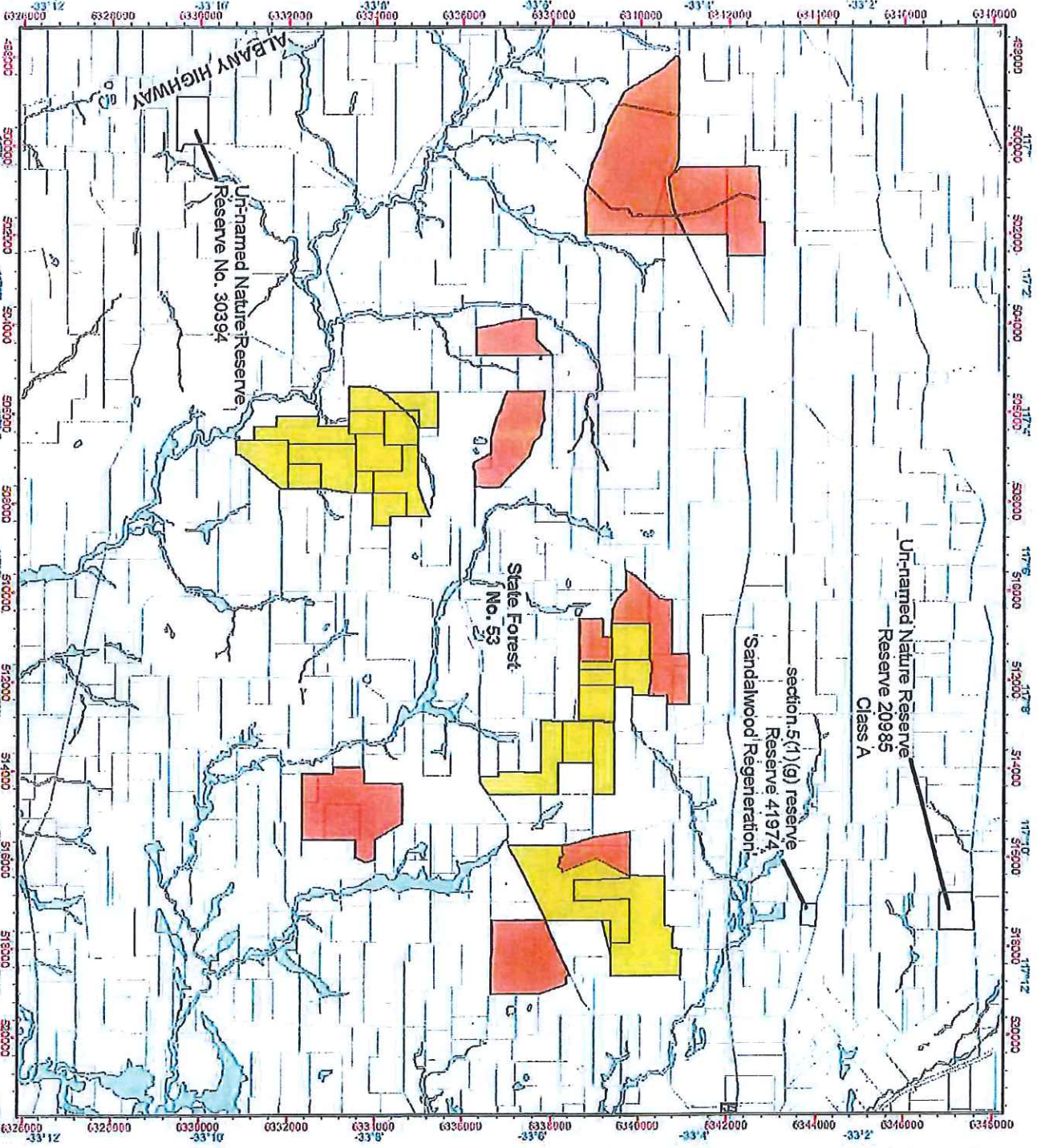
1:120,065(A4)



Kilometres
 Projection: Universal Transverse Mercator
 MGA Zone 50, Datum: GDA94



Produced by the
 Department of
 Parks and Wildlife



Coordinate system is 2 minutes intervals
 Grid shown at 2000 metre intervals

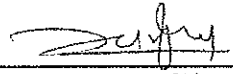
The Dept. of Parks and Wildlife does not guarantee that this map is representative of any kind and disclaims all liability for any errors, omissions or other consequences which may arise from relying on any information depicted.
 Roads and roads on land managed by DEC may contain unmarked hazards and their surface condition is variable. Exercise caution and drive to conditions on all roads.

Bank Reconciliation 30/09/2015

Balance as per Bank Statement	\$341,354.81
Add Outstanding Deposits	\$19,457.30
Less unpresented Cheques	-\$8,662.42
Total as per Bank Statement	\$352,149.69
Balance as per GL	\$351,829.69
Funds to be transferred to Trust - Nominations	\$320.00
Total As per General Ledger	\$352,149.69
Differences	\$0.00



Finance Officer



Manager of Finance & Administration

Bank Reconciliation 30/09/2015		
Super Payment PPE 23/09/2015		6740.62
Rates refund Cheque no 13760		832.15
Electricity bill payment		47.65
Licensing Collections 29/09/2015		24.70
Licensing Collections 29/09/2015		82.75
Licensing Collections 30/09/2015		674.55
Reimbursement to Mr Ricketts - Wine Awards		260.00
Total		8662.42



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	+ \$756,991.06
Total credits	+ \$530,812.83
Total debits	- \$946,449.08
Closing Balance	+ \$341,354.81

Details of your account

From Last Statement Dated 31 Aug 2015 to 30 Sep 2015

Date	Description of transaction	Debit	Credit	Balance
2015	STATEMENT OPENING BALANCE			756,991.06
01 Sep	Deposit Online 2143380 Pymt Keith Corb Rates 2015-16		924.80	757,915.86
01 Sep	Deposit gcarstairsco inv4171andinv4189		236.00	758,151.86
01 Sep	Merchant Settlement 0950001 Shire Of Wandering 0001 Wandering		6.80	758,158.66
01 Sep	Merchant Settlement 0950002 Shire Of Wandering 0002 Wandering		11.60	758,170.26
01 Sep	Withdrawal Westpac Merchant Fees 24215998Fee 001556	41.80		758,128.46
01 Sep	Withdrawal Westpac Merchant Fees 23253198Fee 001556	303.28		757,825.18
01 Sep	Payment By Authority To Bwams Fee 42298585287407	165.89		757,659.29
01 Sep	Payment By Authority To Haynes Chiroprac Merch Fee005128473	5.21		757,654.08

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

Statement No. 705 Page 1 of 8



Community Solutions Cheque Account

Account name

SHIRE OF WANDERING

036-170 00-0091

Details of your account

From Last Statement Dated 31 Aug 2015 to 30 Sep 2015

Date	Description of transaction	Debit	Credit	Balance
01 Sep	Payment By Authority To Shire Of Wanderi Merchant Fee	25.00		757,629.08
02 Sep	Error In Deposit		0.01	757,629.09
02 Sep	Deposit Narrogin WA		185,052.25	942,681.34
02 Sep	Merchant Settlement 0960002 Shire Of Wandering 0002 Wandering		17.00	942,698.34
02 Sep	Payment By Authority To Transport Wado20150901	70.00		942,628.34
02 Sep	Payment By Authority To Transport Wado20150831	1,572.85		941,055.49
03 Sep	Deposit Bwams Payment 42298585287407		877.96	941,933.45
03 Sep	Merchant Settlement 0970001 Shire Of Wandering 0001 Wandering		274.00	942,207.45
03 Sep	Merchant Settlement 0970002 Shire Of Wandering 0002 Wandering		333.85	942,541.30
04 Sep	Rtgs High Value Payment Ref No 0316798 Axel Seifried Avon 17139		1,020.00	943,561.30
04 Sep	Deposit Landgate Eas2 Payment Aug-2		210.00	943,771.30
04 Sep	Deposit Local Government Inv1527 returned		605.00	944,376.30
04 Sep	Deposit Bwams Payment 42298585287407		1,630.01	946,006.31
04 Sep	Merchant Settlement 0910001 Shire Of Wandering 0001 Wandering		218.00	946,224.31
04 Sep	Payment By Authority To Transport Wado20150902	3,306.75		942,917.56
04 Sep	Withdrawal/Cheque 013845	774.85		942,142.71
04 Sep	Withdrawal/Cheque 013846	1,278.74		940,863.97
07 Sep	Deposit Online 2342589 Pymt Evelyn Hou		20.00	940,883.97
07 Sep	Deposit Online 2350810 Pymt Gail Epiro Ref: A228		925.09	941,809.06
07 Sep	Deposit Kalpara Grazing Shire rates		36.00	941,845.06
07 Sep	Deposit Bwams Payment 42298585287407		1,167.61	943,012.67
07 Sep	Deposit Bwams Payment 42298585287407		1,668.63	944,681.30
07 Sep	Deposit Bwams Payment 42298585287407		1,951.09	946,632.39
07 Sep	Merchant Settlement 0940001 Shire Of Wandering 0001 Wandering		170.00	946,802.39



Community Solutions Cheque Account

Account name

SHIRE OF WANDERING

036-170 00-0091

Details of your account

From Last Statement Dated 31 Aug 2015 to 30 Sep 2015

Date	Description of transaction	Debit	Credit	Balance
07 Sep	Payment By Authority To Transport Wado20150903	333.85		946,468.54
08 Sep	Deposit Online 2336412 Pymt Stuart Dou A175		573.16	947,041.70
08 Sep	Deposit Joseph Townsend A337		95.20	947,136.90
08 Sep	Deposit Brand Clinton Ne A401 rates Clinton		95.68	947,232.58
08 Sep	Deposit Mrs Julie Anne G A447		328.62	947,561.20
08 Sep	Deposit Bwams Payment 42298585287407		1,511.24	949,072.44
08 Sep	Merchant Settlement 0950001 Shire Of Wandering 0001 Wandering	50.00		949,022.44
09 Sep	Deposit Online 2859504 Pymt Mercer Har Inv 4207		35.00	949,057.44
09 Sep	Deposit Bwams Payment 42298585287407		1,029.71	950,087.15
09 Sep	Merchant Settlement 0960001 Shire Of Wandering 0001 Wandering		415.00	950,502.15
09 Sep	Merchant Settlement 0960002 Shire Of Wandering 0002 Wandering		25.00	950,527.15
10 Sep	Deposit J W Killick A254 Killick		80.00	950,607.15
10 Sep	Deposit Strathan Pty Ltd A340		95.40	950,702.55
10 Sep	Deposit Gillian Hansen A280		365.89	951,068.44
10 Sep	Deposit Bwams Payment 42298585287407		1,319.41	952,387.85
10 Sep	Merchant Settlement 0970001 Shire Of Wandering 0001 Wandering		125.00	952,512.85
10 Sep	Merchant Settlement 0970002 Shire Of Wandering 0002 Wandering		25.00	952,537.85
10 Sep	Sundry Registration Fee 102060521	164.00		952,373.85
10 Sep	Withdrawal Online Multi 1263160 Pymt WBC.aba Payroll	27,705.60		924,668.25
10 Sep	Withdrawal Online Multi 1885432 Pymt Wbccrs.aba Creditors	220,692.10		703,976.15
10 Sep	Payment By Authority To Transport Wado20150908	946.40		703,029.75
11 Sep	Deposit Lynda Anderson A386Rates		53.18	703,082.93
11 Sep	Deposit Bank Of QLD A323		265.96	703,348.89
11 Sep	Deposit Bwams Payment 42298585287407		1,123.01	704,471.90



Community Solutions Cheque Account

Account name

SHIRE OF WANDERING

036-170 00-0091

Details of your account

From Last Statement Dated 31 Aug 2015 to 30 Sep 2015

Date	Description of transaction	Debit	Credit	Balance
11 Sep	Merchant Settlement 0910001 Shire Of Wandering 0001 Wandering		164.10	704,636.00
11 Sep	Establishment Fee	820.00		703,816.00
11 Sep	Payment By Authority To Transport Wado20150909	25.00		703,791.00
14 Sep	Deposit A Yzerman 86		36.00	703,827.00
14 Sep	Deposit Bendigo Bank Bo Plumbing 4173		550.00	704,377.00
14 Sep	Deposit Bwams Payment 42298585287407		1,334.16	705,711.16
14 Sep	Deposit Bwams Payment 42298585287407		1,583.25	707,294.41
14 Sep	Deposit Bwams Payment 42298585287407		2,260.40	709,554.81
14 Sep	Merchant Settlement 0940002 Shire Of Wandering 0002 Wandering		53.00	709,607.81
14 Sep	Payment By Authority To Transport Wado20150910	53.00		709,554.81
15 Sep	Deposit Online 2263476 Pymt Eula Bille		50.00	709,604.81
15 Sep	Deposit Gravel Inv 4233		340.00	709,944.81
15 Sep	Deposit Bwams Payment 42298585287407		1,431.46	711,376.27
16 Sep	Deposit Narrogin WA		10,027.63	721,403.90
16 Sep	Deposit Joyce E. Darker Rates		127.50	721,531.40
16 Sep	Deposit Bwams Payment 42298585287407		1,807.99	723,339.39
16 Sep	Deposit Department Hous Ip00801397-2455683		2,657.14	725,996.53
16 Sep	Merchant Settlement 0960002 Shire Of Wandering 0002 Wandering		83.50	726,080.03
16 Sep	Withdrawal Online 1895264 Tfr Community S N Kelliher Bond	300.00		725,780.03
16 Sep	Payment By Authority To Transport Wado20150914	106.00		725,674.03
16 Sep	Withdrawal/Cheque 013847	3,306.75		722,367.28
17 Sep	Deposit Online 2886202 Pymt Siak Tan A217-Chtan		107.25	722,474.53
17 Sep	Deposit Bwams Payment 42298585287407		1,424.73	723,899.26
17 Sep	Merchant Settlement 0970001 Shire Of Wandering 0001 Wandering		559.00	724,458.26



Community Solutions Cheque Account

Account name
SHIRE OF WANDERING

036-170 00-0091

Details of your account

From Last Statement Dated 31 Aug 2015 to 30 Sep 2015

Date	Description of transaction	Debit	Credit	Balance
17 Sep	Withdrawal Online Multi 1795355 Pymt Wbccrs.aba Creditors	52,420.71		672,037.55
17 Sep	Payment By Authority To Transport Wado20150915	4,930.35		667,107.20
17 Sep	Payment By Authority To Clicksuper Clicksuper	43,256.09		623,851.11
18 Sep	Deposit Online 2228272 Pymt Winchester Rates number A108		15,573.56	639,424.67
18 Sep	Deposit CBA 4229 4182		230.00	639,654.67
18 Sep	Deposit Bwams Payment 42298585287407		1,887.26	641,541.93
18 Sep	Merchant Settlement 0910001 Shire Of Wandering 0001 Wandering		216.65	641,758.58
18 Sep	Payment By Authority To Transport Wado20150916	762.30		640,996.28
21 Sep	Deposit Bwams Payment 42298585287407		1,002.62	641,998.90
21 Sep	Deposit Bwams Payment 42298585287407		1,359.18	643,358.08
21 Sep	Deposit Bwams Payment 42298585287407		1,884.54	645,242.62
21 Sep	Merchant Settlement 0940001 Shire Of Wandering 0001 Wandering		110.43	645,353.05
21 Sep	Merchant Settlement 0940002 Shire Of Wandering 0002 Wandering		131.00	645,484.05
21 Sep	Withdrawal Online 1810472 Pymt Wbccrs.aba Creditors	35,291.00		610,193.05
21 Sep	Payment By Authority To Transport Wado20150917	5,291.00		604,902.05
22 Sep	Deposit Online 2670388 Pymt A360 A306		450.00	605,352.05
22 Sep	Deposit Keyview Nominees Inv 4194		250.00	605,602.05
22 Sep	Deposit A7 Rates 10 Watts		430.00	606,032.05
22 Sep	Deposit Bwams Payment 42298585287407		2,173.69	608,205.74
22 Sep	Merchant Settlement 0950001 Shire Of Wandering 0001 Wandering		260.00	608,465.74
23 Sep	Deposit Bwams Payment 42298585287407		1,442.32	609,908.06
23 Sep	Merchant Settlement 0960001 Shire Of Wandering 0001 Wandering		116.50	610,024.56
23 Sep	Merchant Settlement 0960002 Shire Of Wandering 0002 Wandering		1,091.35	611,115.91



Community Solutions Cheque Account

Account name

SHIRE OF WANDERING

036-170 00-0091

Details of your account

From Last Statement Dated 31 Aug 2015 to 30 Sep 2015

Date	Description of transaction	Debit	Credit	Balance
23 Sep	Payment By Authority To Transport Wado20150921	130.90		610,985.01
23 Sep	Withdrawal/Cheque 013848	4,206.18		606,778.83
23 Sep	Withdrawal/Cheque 013849	1,379.77		605,399.06
23 Sep	Withdrawal/Cheque 013850	1,300.86		604,098.20
24 Sep	Deposit Online 2665383 Pymt Kim Waiwyc land rates		50.00	604,148.20
24 Sep	Deposit J W Killick A254 Killick		80.00	604,228.20
24 Sep	Deposit Department Of Tr Payment:47927		399.64	604,627.84
24 Sep	Deposit Stripe, Kim Patri A377		797.70	605,425.54
24 Sep	Deposit Bwams Payment 42298585287407		2,499.93	607,925.47
24 Sep	Merchant Settlement 0970002 Shire Of Wandering 0002 Wandering		3,991.60	611,917.07
24 Sep	Withdrawal Online Multi 1408604 Pymt Wbccrs.aba Creditors	78,249.19		533,667.88
24 Sep	Withdrawal Online 1457828 Pymt Wbccrs.aba Creditors	600.00		533,067.88
24 Sep	Withdrawal Online Multi 1486812 Pymt WBC.aba Payroll	28,776.13		504,291.75
24 Sep	Withdrawal Online 1491194 Pymt Wbccrs.aba Creditors	1,037.18		503,254.57
24 Sep	Withdrawal Online 1898330 Tfr Westpac Com	420,000.00		83,254.57
25 Sep	Deposit Lynda Anderson A386Rates		53.18	83,307.75
25 Sep	Deposit Bwams Payment 42298585287407		1,169.86	84,477.61
25 Sep	Payment By Authority To Transport Wado20150923	1,091.35		83,386.26
28 Sep	Deposit Online 2552789 Pymt Eula Bille		50.00	83,436.26
28 Sep	Deposit Lorraine Hall Inv 4232		859.83	84,296.09
28 Sep	Deposit Bwams Payment 42298585287407		1,448.94	85,745.03
28 Sep	Deposit Bwams Payment 42298585287407		1,846.36	87,591.39
28 Sep	Deposit Bwams Payment 42298585287407		2,869.63	90,461.02
28 Sep	Payment By Authority To Cc Payment Cc0005336810000001	631.55		89,829.47
29 Sep	Deposit Online 2485525 Pymt Ian Hastin inv no 4175		250.00	90,079.47



Community Solutions Cheque Account

Account name

SHIRE OF WANDERING

036-170 00-0091

Details of your account

From Last Statement Dated 31 Aug 2015 to 30 Sep 2015

Date	Description of transaction	Debit	Credit	Balance
29 Sep	Deposit Australia Post Lip150925570226		1,065.24	91,144.71
29 Sep	Deposit Bwams Payment 42298585287407		1,321.68	92,466.39
29 Sep	Deposit Pabula PI A117		3,706.50	96,172.89
29 Sep	Deposit Main Roads Weste 2024051		230,361.12	326,534.01
29 Sep	Merchant Settlement 0950001 Shire Of Wandering 0001 Wandering		24.70	326,558.71
29 Sep	Merchant Settlement 0950002 Shire Of Wandering 0002 Wandering		82.75	326,641.46
29 Sep	Payment By Authority To Transport Wado20150924	4,656.50		321,984.96
30 Sep	Interest Paid		52.42	322,037.38
30 Sep	Deposit Narrogin WA		12,741.10	334,778.48
30 Sep	Deposit Birds Silos 3760		200.00	334,978.48
30 Sep	Deposit Kulker Auto Spec Inv 4183 Kulker Au		200.00	335,178.48
30 Sep	Deposit Mrs Julie Anne G A447		833.67	336,012.15
30 Sep	Deposit The Watts Farmin Inv No 4231		900.00	336,912.15
30 Sep	Deposit Allan Morton amorton a180		1,035.70	337,947.85
30 Sep	Deposit Bwams Payment 42298585287407		2,416.86	340,364.71
30 Sep	Merchant Settlement 0960001 Shire Of Wandering 0001 Wandering		1,100.00	341,464.71
30 Sep	Merchant Settlement 0960002 Shire Of Wandering 0002 Wandering		281.05	341,745.76
30 Sep	Withdrawal/Cheque 013851	390.95		341,354.81
30 Sep	CLOSING BALANCE			341,354.81

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.



Community Solutions Cheque Account

Account name

SHIRE OF WANDERING

036-170 00-0091

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.

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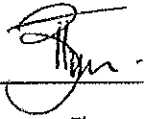
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THANK YOU FOR BANKING WITH WESTPAC

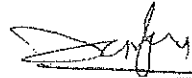
Statement No. 705 Page 8 of 8

Investment Bank Reconciliation 30 September 2015

Balance as per Bank Statements	789835.4
Total as per Bank Statement	\$789,835.40
Balance as per GL	789835.40
Total As per General Ledger	789835.40
Difference	\$0.00



Finance Officer



Manager Finance & Administration



Westpac Community Solutions Cash Reserve

Branch Name and Address

Narrogin
38 Fortune Street
Narrogin WA 6312

BSB Account Number

036-167 21-4822

Account name

SHIRE OF WANDERING

Customer Number

19308463 SHIRE OF WANDERING

Account enquiries

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

Account Summary

Opening Balance	+ \$368,477.84
Total credits	+ \$421,357.56
Total debits	- \$0.00
Closing Balance	+ \$789,835.40

Details of your account

From Last Statement Dated 30 Jun 2015 to 30 Sep 2015

Date	Description of transaction	Debit	Credit	Balance
2015	STATEMENT OPENING BALANCE			368,477.84
31 Jul	Interest Paid		431.57	368,909.41
31 Aug	Interest Paid		422.98	369,332.39
24 Sep	Deposit Online 2898331 Tfr Community S		420,000.00	789,332.39
30 Sep	Interest Paid		503.01	789,835.40
30 Sep	CLOSING BALANCE			789,835.40

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

Statement No. 27 Page 1 of 3



Westpac Community Solutions Cash Reserve

Account name

SHIRE OF WANDERING

036-167 21-4822

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!

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OTHER INFORMATION ABOUT YOUR ACCOUNT

Transaction Fee Summary

Fee charged on 01 JUL 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 03 AUG 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 01 SEP 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
11 May 2015	1.20 %	1.45 %	1.45 %	1.45 %
09 Jul 2015	1.10 %	1.35 %	1.35 %	1.35 %

Effective Date	Over \$99999 to \$499999	Over \$499999
11 May 2015	1.45 %	1.45 %
09 Jul 2015	1.35 %	1.35 %

ANNUAL INFORMATION FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

For account: 6167/214822

Total interest credited \$12,071.08

These details are provided for your records and taxation purposes

THANK YOU FOR BANKING WITH WESTPAC


Statement No. 27 Page 3 of 3

Trust Bank Reconciliation 30 September 2015

Balance as per Bank Statements	\$10,042.46
Unpresented Cheque	-\$200.00
Outstanding Deposits	\$320.00
Less Interest	-\$2.46
Total as per Bank Statements	\$10,160.00

Balance as per GL	\$10,160.00
Total as per General Ledger	\$10,160.00

Difference	\$0.00
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Finance Officer



Manager Finance & Administration

Unpresented Cheques 30/09/2015

Lions Club of Wandering-Refund of Hall Hire Bond CHQ # 18	\$200.00
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Total	<u>\$200.00</u>
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Outstanding Deposits 30/09/2015

Counciller Nomination - J.Price	\$80
Counciller Nomination - C. Ferguson	\$80
Counciller Nomination - G. Kerr	\$80
Counciller Nomination - K. Stripe	\$80
Total	\$320.00



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	+ \$10,240.00
Total credits	+ \$302.46
Total debits	- \$500.00
Closing Balance	+ \$10,042.46

Details of your account

From Last Statement Dated 31 Aug 2015 to 30 Sep 2015

Date	Description of transaction	Debit	Credit	Balance
2015	STATEMENT OPENING BALANCE			10,240.00
16 Sep	Deposit Online 2895266 Tfr Community S N Kelliher Bond		300.00	10,540.00
16 Sep	Withdrawal Online Multi 1898384 Pymt Wbccrs.aba Creditors	500.00		10,040.00
30 Sep	Interest Paid		2.46	10,042.46
30 Sep	CLOSING BALANCE			10,042.46

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

Statement No. 464 Page 1 of 2



Community Solutions Cheque Account

Account name

SHIRE OF WANDERING

036-170 00-0120

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THANK YOU FOR BANKING WITH WESTPAC

Statement No. 464 Page 2 of 2

Shire of Wandering

Payment Listing for the period ending 30 September 2015

Chq/EFT No	Date	Description	Amount
Municipal Bank Account			
EFT1795	10/09/2015	Monica Beth Treasure Officeworks - Supply of Paper and items for Wandering Annual Fair - 12th September 2015	210.77
EFT1796	10/09/2015	Stripey's Services Cleaning of Public Toilets x 10 days fixed rate - 27/08/2015 - 09/09/2015	350.00
EFT1797	10/09/2015	Great Southern Fuels BP 10 PPM Diesel 25000L @ 1.1180	45,135.15
EFT1798	10/09/2015	Shire of Wagin Recoup of EHO costs to 30/07/2015	3,120.94
EFT1799	10/09/2015	Best Office Systems CPC Black Copy - 8489 units @ 1.3922 cents & CPC Colour Copy Unit 6143 units @ 16.7063 cents	1,144.45
EFT1800	10/09/2015	Boddington Hardware & Newsagency Supply of screw driver set, piano hinge & packet of pop rivets for Boomerang Low Loader - PLL	64.30
EFT1801	10/09/2015	Landgate Valuation Rolls - Mining Tenements - Consolidated Mining Tenement Roll	156.85
EFT1802	10/09/2015	WALGA Annual Subscription for 01/07/2015 to 30/06/2016	21,852.33
EFT1803	10/09/2015	Australia Post Supply of various sizes of Australia Post Satchels and Prepaid Envelopes & Boxes of Stamps	749.58
EFT1804	10/09/2015	Avon Waste 74 Domestic Rubbish x 4 weeks, Transport of Domestic Waste to Perth Waste Site 4th, 11th, 18th & 25th August 2015, 74 x Recycling Services, Additional Recycling Service - A201, Bulk Recycling - August 2015, Clearing of Transfer Station Bines 5th & 9th August 2015, Transport of Transfer Station Waste to Perth Waste Site - 5th & 9th August 2015, GSTClearing Transfer Station Bins - 8th & 22nd July 2015	3,270.80
EFT1805	10/09/2015	Hotham Mechanical Supply of Battery - Exide N150 for PT1/ PLV2 - Replace two tyres, rotate & balance & PU2 - Service & replace fuel filter, reset warning light	1,355.55
EFT1806	10/09/2015	Road Signs Australia Supply of various road signs for road construction - RRG - North Bannister/Wandering Road & BSF - Moromocking Road	1,658.80
EFT1807	10/09/2015	Startrack Express Freight for Library Books & Election Voting Booths - Freight costs associated with supply of plant repairs - PG2 Grader	209.66
EFT1808	10/09/2015	Perfect Computer Solutions Perform Tax Final Update for Synergy Update PLAY account from 12pm shadow copies - Restructure contractor emails	467.50
EFT1809	10/09/2015	Gilbarco Australia Pty Ltd Review logs and reports from EOD Settlements and 4COM - EFT settlement amount not matching the bank deposit - Bankwest Errors	235.15
EFT1810	10/09/2015	Local Government Supervisors Association of WA Registration & Membership to attend WA Works & Parks Conference 13/14 August 2015 for Rod Evenis	543.50
EFT1811	10/09/2015	H & I Pubs Pty Ltd T/as Wandering Tavern Supply of Milk for July 2015	39.60

EFT1812	10/09/2015	Quick Corporate Australia Supply of Various stationary items for Admin/Supply of amenities for Depot/Supply of Toilet Rolls & Paper Towel for Public conveniences & community centre	509.09
EFT1813	10/09/2015	Dumbitt Hills Pastoral Co 4000m3 Gravel @ \$2.00 per m3 - RRG - 14 Mile Brook Road	8,800.00
EFT1814	10/09/2015	Fuel Distributors Of WA Diesel @ 1.1147 x 20,500L & Unleaded Petrol 10,000L @ 1.1568	34,419.35
EFT1815	10/09/2015	WesTrac Pty Ltd Supply of Parts - PG2 & PG1 Shaft, Bearing Sleeve, Split Pins, Slotted Nuts & Washers	1,918.53
EFT1816	10/09/2015	CJD Equipment Pty Ltd Investigate Grinding from rear drive legs, hub leakage, replace all parts. Carry out 1000 hour service, repair exhaust & replace missing pre-cleaner, extra works - repair lights, washers, hub nuts - Volvo Multi Wheel Roller	12,322.35
EFT1817	10/09/2015	Advertiser Print Printing of 50 Seasonal Tip Passes & 175 duplicate perforated General Tip Passes plus postage	153.00
EFT1818	10/09/2015	Local Health Authorities Analytical Committee 2015/2016 Financial Year Net Fee using implemented Population Based Formula	385.00
EFT1819	10/09/2015	IT Vision Australia Pty Ltd IT Vision User Group Membership Subscription 2015/2016 Financial Year	715.00
EFT1820	10/09/2015	Local Government Managers Australia LGMA Finance Professionals PD Day - 21st August 2015 - Workshop - Durga Ojha	85.00
EFT1821	10/09/2015	Millfarm Bed & Breakfast Accommodation for Bev (Consultant for Annuals) & Meal	135.00
EFT1822	10/09/2015	JR & A Hersey Pty Ltd Numerous supplies for roadworks - Supply of 7 Pin Trailer Plug, Red & White Marker Light & Beacon LED Magnetic Base 12V - PL1/PSP - Various items - Supply of protective eye glasses	1,155.78
EFT1823	10/09/2015	Department of Fire & Emergency Services 2015/2016 ESL in accordance with DFES of WA Act 1998 Part 6A - Emergency Services Levy - Section 36ZJ and Option B Agreement arrangements	26,792.00
EFT1824	10/09/2015	Greenline Ag Supply of parts & labour for repairs to Hydraulic Hose - Sundry Plant	106.77
EFT1825	10/09/2015	Wandering Annual Fair Registration Fees for Secured Site for Wandering Annual Fair 2015 - Shire Information Bay & Microchipping by Ranger	45.00
EFT1826	10/09/2015	Western Australian Electoral Commission Purchase of Voting Booths & Large Ballot Box	30.00
EFT1827	10/09/2015	Access Industrial Tyres Supply of 2 x Loader Tyres - Includes Fitting & Disposal of tyres	4,431.90
EFT1828	10/09/2015	Major Motors Pty Ltd Supply of Hub Covers for PT2 and seals	60.33
EFT1829	10/09/2015	State Library of Western Australia Replacement of Lost Items Ref No: 14654 Mary Poppins Comes Back & The spectacular now	51.70
EFT1830	10/09/2015	Unicorn Office Equipment Supply of Binding Wire - White & Black - Telephone Books A4 Leathergrain & PVC clear covers - Community Resource Centre	210.93
EFT1831	10/09/2015	Pingelly Trading Co (Newsagency) Supply of papers - West Australian & Narrogin Observer for the month of July 2015	221.00
EFT1832	10/09/2015	Boddington News Boddington News edition 536, 537, 533 & 534	27.00
EFT1833	10/09/2015	Colas WA Pty Ltd	315.70

		Supply of CRS Emulsion - 410 Litres - North Wandering Road & Wandering Pingelly Road	
EFT1834	10/09/2015	Bizzy Bodies Fitness Punchfit Classes at Wandering Community Centre Tuesday 1, 8, 15, 22 and 29 September 2015 5 classes @ \$80 per class	720.00
EFT1835	10/09/2015	Nicholls Bus & Coach Service 16th July 2015 - Hire of school bus from Wandering to Battlezone, Forrestdale, own driver supplied - School Holiday Activity	250.00
EFT1836	10/09/2015	Denise Clarke 6 serves of scones/1 Berry Tart for 1st September - LEMC Meeting - Scones for 28th August - Financial Auditors & Refreshments for Playground Training - Playcheck	110.00
EFT1837	10/09/2015	Tory Young Town Planning & Heritage Omnibus Amendment No 4 to Town Planning Scheme No.3 - Stage Two - Professional Services	1,463.00
EFT1838	10/09/2015	WA Contract Ranger Services Ranger services performed 29th July & 6th August 2015 on running purchase order 9884	420.75
EFT1839	10/09/2015	Rob Curtis Managing Waste Transfer Station 23rd & 24th August 2015 - 15hrs 30th & 31st August 2015 - 15hrs	690.00
EFT1840	10/09/2015	Phil Watts Bulldozing 0008RRG - 14 Mile Brook Road -8000m3 @ \$1.25 from Pit 1 - 3 hours cleaning and topsoil removal @ \$250 per hour plus freight 4000m3 @ \$1.25 from Pit 2 - 1 hour topsoil removal @ \$250 per hour plus freight - 0001RTR 14 Mile Brook Road - 3000m3 gravel pushed up at \$1.25	25,080.00
EFT1841	10/09/2015	Perthwaste Green Recycling Commerical Waste Disposal - 7th/8th/15th/21st/22nd & 28th July 2015	749.38
EFT1842	10/09/2015	Fuji Xerox Costs of printing Colour - 1115 copies @ .085 Black & White - 4264 copies @ .0085	144.11
EFT1843	10/09/2015	DLA Piper Professional Fees incurred for the Months May/June & July 2015 in regards to the matter ATS James & Julie McNeil @ 50%	1,551.00
EFT1844	10/09/2015	Allwest Plant Hire Dry Hire of Amman AP240 Roller for Roadworks accross the Shire for General Rural Road Grading 01/07/2015 to 31/07/2015 - 5 day week	4,400.00
EFT1845	10/09/2015	Narrogin Narrogin Stihl 0003BSF - Moromocking Road - Purchase of Telescopic Pruner & Purchase of Blower Vac for Cleaners	1,758.99
EFT1846	10/09/2015	Solar Water Pumps Sales & Service Pty Ltd Travel & Service Solar Pump, replace brushes and seal kit - Public Conveniences at Pumphreys Bridge	337.66
EFT1847	10/09/2015	Shire Of Mingenew Meals for Amanda O'Halloran, Brendan Whitely & Bruce Dowsett - Local Government Week	317.85
EFT1848	10/09/2015	Wayfound Recreate Shire of Wandering Logo and supply new logo suite as vector graphic suitable for print & digital media	1,760.00
EFT1849	10/09/2015	Department Of Local Government And Communities Local Government Standards Panel Minor Breach Processing 01/07/2014 - 30/06/2015 McNeil/Whitely Matter	2,244.00
EFT1850	10/09/2015	Shire Of Beverley Central Country Zone Golf Day - 25 September 2015 Participants @ \$40 each Bruce Dowsett/Graeme Kerr/Wade Gowland/Brad Hunt/Durga Ojha/Amanda O'Halloran	240.00

EFT1851	10/09/2015	Resumes WA Writing, research & validation of 38 council policies and 12 procedures. Formatting & formalisation also. As per Probity Audit	5,000.00
EFT1852	17/09/2015	Local Government Supervisors Association of WA Registration for Bradley Hunt to attend the WA Works and Parks Conference 2015 - 13th/14th August 2015	605.00
EFT1853	17/09/2015	Central Country Zone WALGA Annual Subscription 2015/2016	3,960.00
EFT1854	17/09/2015	Wandering Wheatbelt Wine Awards 1 x Gold Sponsorship - Wandering Wheatbelt Wine Awards	1,000.00
EFT1855	17/09/2015	WA Contract Ranger Services Ranger Services Performed 10/08/2015 & 19/08/2015	724.62
EFT1856	17/09/2015	Rob Curtis Managing Waste Transfer Station 6th & 7th September 2015 13th & 14th September 2015	690.00
EFT1857	17/09/2015	Western Australian Treasury Corporation Initial Loan Repayment - Effective 18 March 2015 - Maturity Date - 18 March 2020	37,441.09
EFT1858	17/09/2015	DLA Piper Trust Account Shire of Wandering ATS James & Julie McNeill Executed Deed of Settlement Claim # 618485	8,000.00
EFT1859	21/09/2015	Australian Taxation Office GST Liabilities	35,291.00
EFT1860	22/09/2015	Dasma Pty Ltd Rates refund for assessment A492 1387 North Wandering Rd WANDERING 6308	1,037.18
EFT1861	24/09/2015	Monica Beth Treasure Supply of Croissants/Refreshments/Fresh Fruit/Yoghurt for Working Womens Breakfast & Backup Kinder Surprises for election balls	255.70
EFT1862	24/09/2015	Stripey's Services Cleaning of public conveniences x 10 days fixed rate 10/09/2015 - 23/09/2015	525.00
EFT1863	24/09/2015	Great Southern Fuels BP 10 PPM Diesel - 22420L @ 1.0731 & 9000L Unleaded Petrol @ 1.1540	37,889.39
EFT1864	24/09/2015	Shire of Wagin Recoup of EHO costs to 26/08/2015	687.00
EFT1865	24/09/2015	Best Office Systems CPC Colour Copy Unit - 3016 units @ 16.7063 cents per unit & Black & White copy	594.04
EFT1866	24/09/2015	WALGA Registration of Local Government Convention 05/08/2015 - 07/08/2015 - Brendan Whitely, Amanda O'Halloran & Bruce Dowsett	4,703.01
EFT1867	24/09/2015	Australia Post Supply of Express Post Parcels Supply of Stamps - Box 100 x 4 Supply of stamp sheets	421.33
EFT1868	24/09/2015	Landmark Operations Ltd 4 Bags Rapid Set & Clamps to suit gate - 14 Mile Brook Road	281.91
EFT1869	24/09/2015	Hotham Mechanical PR 2 - Remove/replace water pump and drive belt, remove all broken fragments of old water pump impeller from cooling galleries of engine. Replace leaking fuel lift pump and replacing missing bolts from engine mount - includes consumables/ Replace timing belt on PU2/Carry out 75000km service plus consumables on PLV1/Carry out service on Pu1	2,366.10
EFT1870	24/09/2015	Startrack Express Freight for State Library Book - Wandering to Perth	58.43
EFT1871	24/09/2015	Country Sparky Services	3,168.33

		Install Generator change over switch for fuel facility to support power outages/Supply generator & connections for Shire office to support power outage and Supply Generator & connections for CRC for power outage	
EFT1872	24/09/2015	Butler Settineri Final aduit for the period ending 30 June 2015	4,337.12
EFT1873	24/09/2015	H & I Pubs Pty Ltd T/as Wandering Tavern Supply of Milk for Staff Amenities - August 2015	44.00
EFT1874	24/09/2015	Trackspares Supply of Grader Blades for PG1 & PG2 - Includes bolts and nuts	6,334.90
EFT1875	24/09/2015	JR & A Hersey Pty Ltd Heating Tip for Bitumen - General Rural Road Maintenance	610.50
EFT1876	24/09/2015	Howard Porter Supply of Axle Parts - 6 x Brake Shoe Pads & 6 x Hub Seals for PST	731.81
EFT1877	24/09/2015	Wandering Smash Repairs Repairs to Isuzu Tray of Truck - Abrasive Blast & Paint, Prime Coat Zin Phos 2K Primer - Top Coat White Poly U	2,200.00
EFT1878	24/09/2015	Lee-ann Muller 50% Share of Supplying and erecting boundary fence between 1 & 3 Michibin Street Full costs \$3781.24	1,890.62
EFT1879	24/09/2015	Wandering Brook Estate Accommodation for Bev - Jikiri Consultant for Wandering - Annual Audit Support - 1 night chalet	200.00
EFT1880	24/09/2015	Gingin District Community Resource Centre Supply of Orange USB CRC 4GB	280.00
EFT1881	24/09/2015	Phil Watts Bulldozing 6000m3 gravel pushed up @ \$1.25 per m3 plus freight - Moramocking Road	8,910.00
EFT1882	24/09/2015	Play Check Comprehensive Annual Playground Inspection and Report Audit for 3 playgrounds & Skate Park Includes inhouse training and safety workshop	1,760.00
EFT1883	24/09/2015	Resumes WA Administration completed on 14th & 15th September in relation to Occupational Health & Safety Procedures	600.00
13845	02/09/2015	Synergy Supply of electricity for Streetlighting x 43 - 30 days from 25/06/2015 to 24/07/2015	774.85
13846	02/09/2015	Telstra Telephone Usage Charges for the Shire/CRC/Medical Room/Mobiles to 10th July 2015	1,278.74
13847	02/09/2015	Department of Transport Registration for all Shire Vehicles 02/09/2015 to 01/09/2016	3,306.75
13848	17/09/2015	Synergy 61 Days Supply from 04/07/2015 to 02/09/2015 for all Shire Properties - Admin/CRC/Community Centre/Public Conveniences	4,206.18
13849	17/09/2015	Telstra Usage Charges for the Shire/CRC/Medical Room/Staff Mobiles to 10 August 2015	1,379.77
13850	17/09/2015	Water Corporation Meter Readings from 1 Jul 2015 to 1 Sept 2015 - All Shire properties	1,300.86
13851	25/09/2015	Shire of Wandering - Petty Cash Petty cash reimbursement for the month of September	390.95
DD1783.1	09/09/2015	WA SUPER PLAN Payroll deductions	4,735.15
DD1783.2	09/09/2015	Hostplus Superannuation contributions	190.46
DD1783.3	09/09/2015	Superwrap Personal Super Plan (annette Hardie) Superannuation contributions	81.27

DD1783.4	09/09/2015	Rod Evenis Superannuation Fund Pty Ltd Payroll deductions	772.68
DD1783.5	09/09/2015	I & T Brown Family Super Fund Payroll deductions	472.65
DD1800.1	23/09/2015	WA SUPER PLAN Payroll deductions	4,742.73
DD1800.2	23/09/2015	I & T Brown Family Super Fund Superannuation contributions	478.37
DD1800.3	23/09/2015	Hesta Superannuation contributions	479.89
DD1800.4	23/09/2015	Hostplus Superannuation contributions	190.46
DD1800.5	23/09/2015	Superwrap Personal Super Plan (annette Hardie) Superannuation contributions	76.49
DD1800.6	23/09/2015	Rod Evenis Superannuation Fund Pty Ltd Payroll deductions	772.68

Trust Bank Account

200025	22/09/2015	Lions Club of Wandering REFUND OF HALL HIRE BOND - WANDERING COMMUNITY CENTRE 27/06/2014 - Reissue of original cheque lost	200.00
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LICENSING

JNL1180	01.09.2015	Police Licensing Licensing Collections 01/09/2015	70.00
JNL1181	02.09.2015	Police Licensing Licensing Collections 02/09/2015	3306.75
JNL1182	03.09.2015	Police Licensing Licensing Collections 03/09/2015	333.85
JNL1187	08.09.2015	Police Licensing Licensing Collections 08/09/2015	946.40
JNL1188	10.09.2015	Police Licensing Licensing Collections 10/09/2015	78.00
JNL1189	14.09.2015	Police Licensing Licensing Collections 14/09/2015	106.00
JNL1189	15.09.2015	Police Licensing Licensing Collections 15/09/2015	4930.35
JNL1190	16.09.2015	Police Licensing Licensing Collections 16/09/2015	762.30
JNL1191	17.09.2015	Police Licensing Licensing Collections 17/09/2015	5291.00
JNL1192	21.09.2015	Police Licensing Licensing Collections 21/09/2015	130.90
JNL1194	23.09.2015	Police Licensing Licensing Collections 23/09/2015	1091.35
JNL1195	24.09.2015	Police Licensing Licensing Collections 24/09/2015	4656.50
JNL1197	29.09.2015	Police Licensing Licensing Collections 29/09/2015	107.45
JNL1197	30.09.2015	Police Licensing Licensing Collections 30/09/2015	674.55

PAYROLL

PPE 09/09/2015	Staff Payroll	27705.60
	PPE 09/09/2015	
PPE 24/09/2015	Staff Payroll	28776.13
	PPE 29/09/2015	

Total Payments for Month Ending 30 Sep 2015: 414,121.11

CERTIFICATION OF CHIEF EXECUTIVE OFFICER

This schedule of accounts to be passed for payment was submitted to each member of the Council on Thursday, 22 October 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.

Amanda O'Halloran, Chief Executive Officer

CERTIFICATION OF CHAIRMAN

I hereby certify this schedule of accounts was submitted to the Council on Thursday, 22 October 2015 and that the amounts were approved for payment.

Cr Mr Brendan Whitely, Chairman

