MINUTES

Ordinary Council Meeting

Thursday 22 October 2026
3:30pm

Council Chambers, 22 Watts Street, Wandering

OUR VISION

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

This Ordinary Council Meeting will be recorded in line with Section 5.23A of the *Local Government Act 1995*.

Electronic copies of minutes and agendas are available for download from the Shire of Wandering website www.wandering.wa.gov.au

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Wandering for any act, omission or statement or intimation occurring during Council or Committee meetings or during formal/informal conversations with staff. The Shire of Wandering disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings or discussions.

Any person or legal entity that act or fails to act in reliance upon any statement does so at the person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Wandering during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Wandering.

The Shire of Wandering warns that anyone who has an application lodged with the Shire of Wandering must obtain and only should rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wandering in respect of the application.



Dr Alistair Pinto
Chief Executive Officer

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1. DECLARATION OF OPENING / ANNOUNCMENT OF VISITORS

The Presiding Member declared the meeting open at 3:31pm

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

2.1 Attendance

Elected Members

Cr. Sheryl Little	Shire President (Presiding Member)
Cr. Alan Price	Deputy President
Cr. Lou Cowan	
Cr. Gillian Hansen	
Cr. Peter Latham	
Cr. Andrew Thompson	
Cr. Brendan Whitely	

Staff

Dr. Alistair Pinto	Chief Executive Officer
Karl Mickle	Operations Manager
Elisha Kerrison	Customer Service Officer

Members of the Public

Nil

2.2 Apologies

Nil

2.3 Approved Leave of Absence

Nil

3. PUBLIC QUESTION TIME

Nil

4. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

5. REQUESTS FOR LEAVE OF ABSENCE

Cr. Andrew Thompson requests a leave of absence for the December OCM

011026 Moved: Cr. Hansen Seconded: Cr. Whitely

Carried 6/0

For: Cr Little, Cr Price, Cr Cowan, Cr Hansen, Cr Latham, Cr Whitely
Against: Nil

6. DISCLOSURE OF INTEREST

Name	Item No.	Interest	Nature
Cr. Andrew Thompson	13.5	Direct Financial Interest Proximity Interest	Current DA submitted to the Shire

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Ordinary Council Meeting Minutes – 24 September 2026

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

Voting Requirements:
Simple Majority

021026 Moved: Cr. Hansen Seconded: Cr. Cowan

Recommendation:
That the Minutes of the Ordinary Meeting of Council held on 24 September 2026 be confirmed as true and correct.

Carried 7/0

For: Cr Little, Cr Price, Cr Cowan, Cr Hansen, Cr Latham, Cr Thompson, Cr Whitely
Against: Nil

8. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil

9. RECEPTION OF MINUTES AND RECOMMENDATIONS OF COMMITTEES

9.1 Hotham Dale Subgroup Meeting | 21 September 2026

031026 Moved: Cr. Thompson Seconded: Cr. Latham

Officer Recommendation
That the minutes of the Hotham Dale Subgroup Meeting held on 21 September 2026, be received.

Carried 7/0

For: Cr Little, Cr Price, Cr Cowan, Cr Hansen, Cr Latham, Cr Thompson, Cr Whitely
Against: Nil

9.2 Voluntary Regional Organisation of Councils (VROC) Meeting | 06 October 2026

041026 Moved: Cr. Price Seconded: Cr. Cowan

Officer Recommendation
That the minutes of the VROC Meeting held on 06 October 2026, be received.

Carried 7/0

For: Cr Little, Cr Price, Cr Cowan, Cr Hansen, Cr Latham, Cr Thompson, Cr Whitely
Against: Nil

10. COUNCILLOR REPORTS

10.1 Shire President Report – Cr. Sheryl Little

Meetings attended by Shire President.
21 September – Hotham Dale Sub-Group Meeting.
23 September – Meeting with John Nutall, Program Manager WSFN.
24 September - Audit, Risk and Improvement Committee Meeting.
30 September - Site Visit - Wandering Brook Estate chalets.
05 October – Meeting with CEO.
06 October - Voluntary Regional Organisation of Councils (VROC) Meeting
07 October - Exit meeting with OAG auditors.
07 October – Meeting with CEO.
08 October - Citizenship Ceremony.
09 October - Wheatbelt South Regional Road Group Meeting.

10.2 Deputy President Report – Cr. Alan Price

21 September – Hotham Dale Sub-Group Meeting.
23 September – Meeting with John Nutall, Program Manager WSFN.
24 September - Audit, Risk and Improvement Committee Meeting.
30 September - Site Visit - Wandering Brook Estate chalets.
09 October - Wheatbelt South Regional Road Group Meeting.

10.3 Cr. Gillian Hansen Report

24 September - Audit, Risk and Improvement Committee Meeting.

10.4 Cr. Andrew Thompson Report

24 September - Audit, Risk and Improvement Committee Meeting.

10.5 Cr. Peter Latham Report

30 September - Site Visit - Wandering Brook Estate chalets.

10.6 Cr. Brendan Whitely Report

10.7 Cr. Lou Cowan Report

30 September - Site Visit - Wandering Brook Estate chalets.

Cr. Cowans report is attached

COWAN – REPORT TO COUNCIL – 22 October 2026

On 30 September together with Shire CEO Alistair Pinto, and Councillors Sheryl Little, Alan Price and Peter Latham, I visited the Wandering Brook Estate chalets which had been publicly advertised for sale. The chalets appear to be in reasonable condition, but could do with a 'refresh'.

The purchase of the chalets as a Shire asset would require additional expenditure above the purchase price, such as the construction of a new entrance off North Wandering Road, and the provision of a water supply for the three units to an acceptable standard. There is a redundant bore on the site, but the ability to bring this back to an acceptable service level is unknown. Also, there does not appear to be a working power supply to the bore.

While the purchase of the chalets by the Shire may provide continued worker or visitor accommodation to the Wandering area, I point out that it does this at the moment under the present private management. If the chalet complex was sold to another private operator, it would no doubt still continue with this service.

I believe that a better 'bang for buck' would be for a private buyer to purchase the Wandering Brook Estate chalets. The Shire could then invest in increasing the number of chalets at the Caravan Park. The Shire could also allow for longer term rental accommodation by constructing 2-bed, 1 bath units on the Shire-owned property at 7 Humes Way.

Cr Lou Cowan

11. CORPORATE SERVICES REPORTS

11.1 Financial Report

File Reference:	**N/A**
Date:	**15 October 2026**
Location:	**Shire of Wandering**
Applicant:	**N/A**
Author:	**Bob Waddell**
Authorising Officer:	**Chief Executive Officer**
Disclosure of Interest:	**Nil**
Attachments:	**Monthly Financial Statements - September 2026**
Voting Requirements:	**Simple Majority**
Previous Reference:	**Nil**

Summary of Report:
The monthly financial report for the period ending 30 September 2026 is presented for Councils consideration.

Background:
In accordance with the Local Government Act 1995, a statement of financial activity must be presented at an Ordinary Meeting of Council. This is required to be presented within two months, after the end of the month, to which the statement relates.
The statement of financial activity is to report on the revenue and expenditure as set out in the annual budget for the month, including explanations of any variances. Regulation 34, from the Local Government (Financial Management) Regulations 1996 sets out the detail that is required to be included in the reports.

Consultation:
The Chief Executive Officer has been involved in monthly reviews of the operational budget and provides strategic advice to our financial consultant on trends and variances arising from various operational areas.

Statutory Environment:
Local Government (Financial Management) Regulations 1996 – Regulation 34.

Policy Implications:
Not applicable.

Financial Implications:
As disclosed in the financial statements.

Strategic Implications:
Improve Our Financial Position

Our Goals	Our Strategies
The Wandering Shire is financially sustainable	• Improve accountability and transparency • Develop an investment strategy that plans for the future and provides cash backed reserves to meet operational needs • Prudently manage our financial resources to ensure value for money • Reduce reliance on operational grants

Risk Implications:

Risk	Low
Financial reports are prepared in accordance with the Local Government Act, Regulations and Accounting Standards.	

Voting Requirements:
Simple Majority

051026 Moved: Cr. Latham Seconded: Cr. Price

Officer Recommendation:
That Council receive the financial report presented for the period ending 30 September 2026.

Carried 7/0

For: Cr Little, Cr Price, Cr Cowan, Cr Hansen, Cr Latham, Cr Thompson, Cr Whitely
Against: Nil

SHIRE OF WANDERING

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

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

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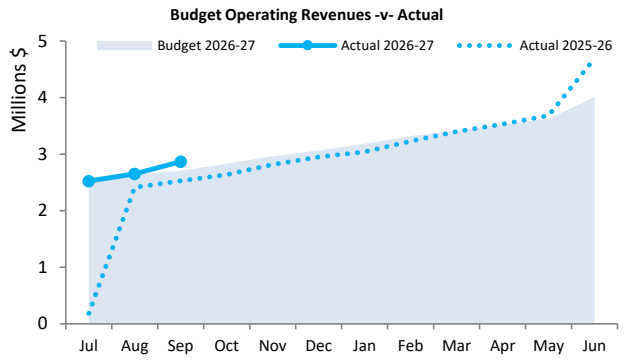
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MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

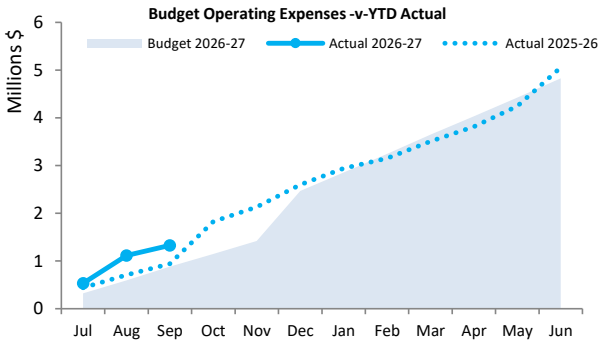
SUMMARY INFORMATION - GRAPHS

OPERATING ACTIVITIES

OPERATING REVENUE

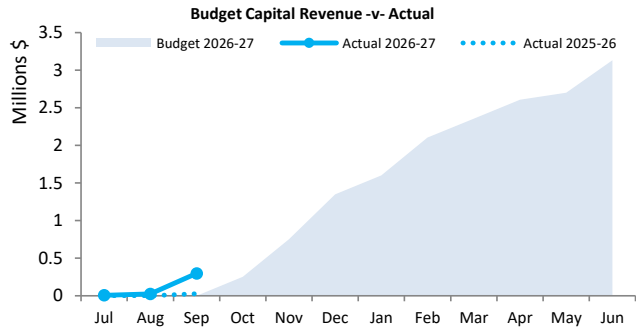


OPERATING EXPENSES

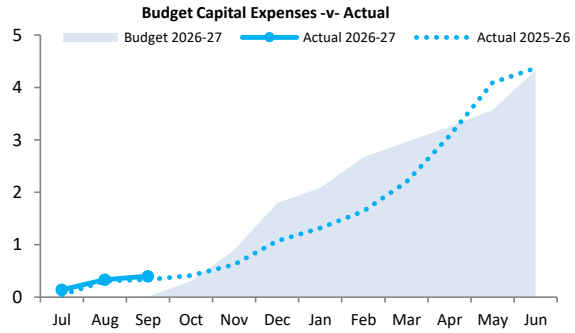


INVESTING ACTIVITIES

CAPITAL REVENUE

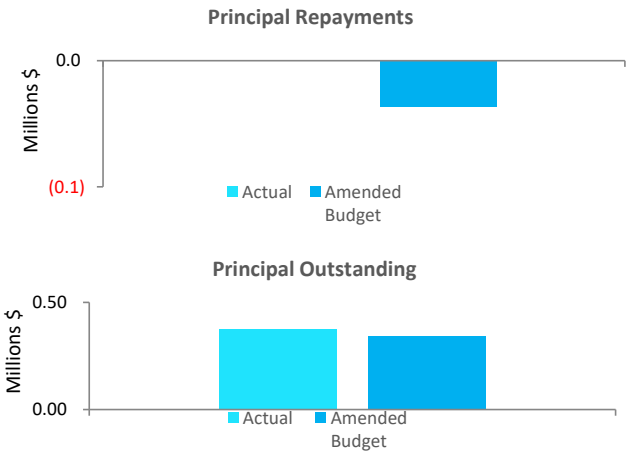


CAPITAL EXPENSES

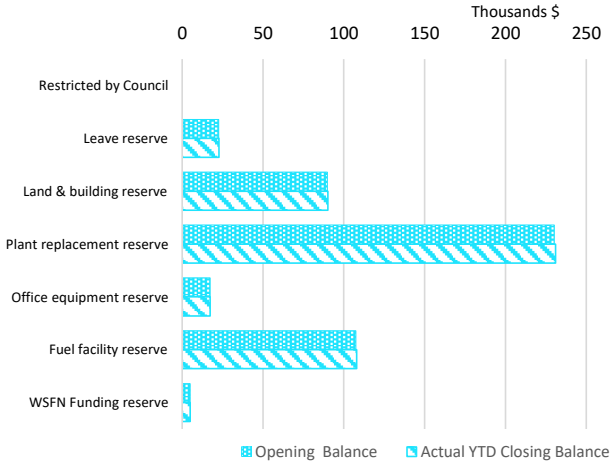


FINANCING ACTIVITIES

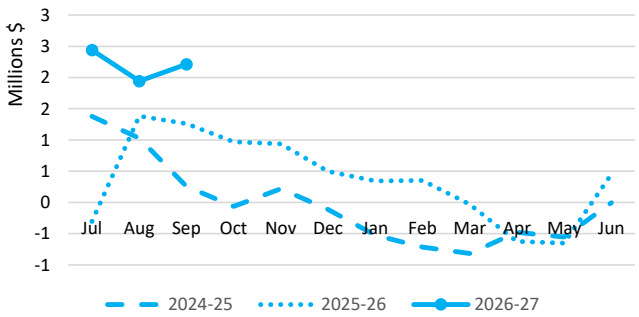
BORROWINGS



RESERVES



Closing funding surplus / (deficit)



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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

BY NATURE

	Ref Note	Adopted Annual Budget (a)	Amended Annual Budget (d)	YTD Budget (b)	YTD Actual (c)	Variance $ (c) - (b)	Variance % ((c) - (b))/(b)	Var.
		$	$	$	$	$	%	
OPERATING ACTIVITIES								
Revenue from operating activities								
Rates		2,384,335	2,384,335	2,384,334	**2,384,332**	(2)	(0.00%)	
Operating grants, subsidies and contributions	11	469,738	469,738	79,513	**172,361**	92,848	116.77%	▲
Fees and charges		735,360	735,360	219,185	**210,255**	(8,930)	(4.07%)	
Interest revenue		44,500	44,500	11,121	**14,695**	3,574	32.13%	
Other revenue		356,305	356,305	10,278	**7,829**	(2,449)	(23.83%)	
Profit on disposal of assets	5	18,288	18,288	4,569	**78,265**	73,696	1612.96%	▲
Fair value adjustments to financial assets at fair value through profit or loss		0	0	0	**0**	0	0.00%	
		4,008,526	4,008,526	2,709,000	**2,867,736**	158,737	5.86%	
Expenditure from operating activities								
Employee costs		(1,376,432)	(1,376,432)	(343,959)	**(400,230)**	(56,271)	(16.36%)	▼
Materials and contracts		(1,670,281)	(1,670,281)	(424,882)	**(429,649)**	(4,767)	(1.12%)	
Utility charges		(67,400)	(67,400)	(16,818)	**(10,462)**	6,356	37.79%	
Depreciation on non-current assets		(1,488,663)	(1,488,663)	(14,109)	**(401,901)**	(387,792)	(2748.55%)	▼
Finance costs		(25,355)	(25,355)	(6,333)	**2,952**	9,285	146.62%	
Insurance expenses		(114,984)	(114,984)	(52,986)	**(71,838)**	(18,852)	(35.58%)	▼
Other expenditure		(59,244)	(59,244)	(14,809)	**(9,489)**	5,320	35.92%	
Loss on disposal of assets	5	(25,255)	(25,255)	(6,312)	**(6,819)**	(507)	(8.03%)	
		(4,827,614)	(4,827,614)	(880,208)	**(1,327,436)**	(447,228)	50.81%	
Non-cash amounts excluded from operating activities	1(a)	1,521,205	1,521,205	41,427	**330,534**	289,107	697.87%	▲
Amount attributable to operating activities		**702,117**	**702,117**	**1,870,219**	**1,870,834**	616	0.03%	
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from capital grants, subsidies and contributions	12	2,514,495	2,514,495	0	**94,127**	94,127	0.00%	▲
Proceeds from disposal of assets	5	186,500	186,500	0	**203,559**	203,559	0.00%	▲
		2,700,995	2,700,995	0	**297,686**	297,686	0.00%	▲
Outflows from investing activities								
Payments for inventories, property, plant and equipment and infrastructure	6	(3,635,880)	(3,635,880)	(4,746)	**(398,521)**	(393,775)	(8296.99%)	▼
		(3,635,880)	(3,635,880)	(4,746)	**(398,521)**	(393,775)	8296.99%	
Amount attributable to investing activities		**(934,885)**	**(934,885)**	**(4,746)**	**(100,835)**	(96,089)	2024.63%	
FINANCING ACTIVITIES								
Inflows from financing activities								
Proceeds from new debentures	7	0	0	0	**0**	0	0.00%	
Transfer from reserves	9	431,500	431,500	0	**0**	0	0.00%	
		431,500	431,500	0	**0**	0	0.00%	
Outflows from financing activities								
Repayment of borrowings	7	(36,496)	(36,496)	0	**0**	0	0.00%	
Payments for principal portion of lease liabilities	8	(46,173)	(46,173)	(11,541)	**(7,704)**	3,837	33.25%	
Transfer to reserves	9	(652,162)	(652,162)	0	**(1,627)**	(1,627)	0.00%	
		(734,831)	(734,831)	(11,541)	**(9,331)**	2,210	(19.15%)	
Amount attributable to financing activities		**(303,331)**	**(303,331)**	**(11,541)**	**(9,331)**	2,210	(19.15%)	
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year	1(c)	536,099	536,099	536,099	**450,031**	(86,068)	(16.05%)	▼
Amount attributable to operating activities		702,117	702,117	1,870,219	**1,870,834**	616	0.03%	
Amount attributable to investing activities		(934,885)	(934,885)	(4,746)	**(100,835)**	(96,089)	2024.63%	
Amount attributable to financing activities		(303,331)	(303,331)	(11,541)	**(9,331)**	2,210	(19.15%)	
Surplus or deficit at the end of the financial year	1(c)	**(0)**	**(0)**	**2,390,031**	**2,210,699**	(179,332)	(7.50%)	

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 2 for an explanation of the reasons for the variance.
This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

BY PROGRAM

	Note	Adopted Annual Budget	Amended Annual Budget (d)	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼
		$	$	$	$	$	%	
OPERATING ACTIVITIES								
Revenue from operating activities								
Governance		0	0	0	**0**	0	0.00%	
General Purpose Funding - Rates	6	2,384,335	2,384,335	2,384,334	**2,384,332**	(2)	(0.00%)	
General Purpose Funding - Other		193,714	193,714	48,422	**45,143**	(3,279)	(6.77%)	
Law, Order and Public Safety		115,974	115,974	15,322	**11,055**	(4,267)	(27.85%)	
Health		1,000	1,000	623	**419**	(204)	(32.79%)	
Education and Welfare		0	0	0	**0**	0	0.00%	
Housing		33,480	33,480	8,367	**8,411**	44	0.53%	
Community Amenities		61,510	61,510	47,762	**54,474**	6,712	14.05%	
Recreation and Culture		3,000	3,000	747	**1,157**	410	54.88%	
Transport		104,788	104,788	4,569	**98,298**	93,729	2051.41%	▲
Economic Services		752,920	752,920	188,201	**178,339**	(9,862)	(5.24%)	
Other Property and Services		357,805	357,805	10,653	**86,107**	75,454	708.29%	▲
		4,008,526	4,008,526	2,709,000	**2,867,736**	158,737	5.86%	
Expenditure from operating activities								
Governance		(343,384)	(343,384)	(95,486)	**(83,637)**	11,849	12.41%	▲
General Purpose Funding		(120,098)	(120,098)	(30,012)	**(19,037)**	10,975	36.57%	▲
Law, Order and Public Safety		(265,043)	(265,043)	(51,109)	**(57,749)**	(6,640)	(12.99%)	
Health		(21,309)	(21,309)	(5,316)	**(6,503)**	(1,187)	(22.33%)	
Education and Welfare		(7,485)	(7,485)	(1,866)	**(1,763)**	103	5.54%	
Housing		(56,533)	(56,533)	(14,082)	**(13,441)**	641	4.55%	
Community Amenities		(347,657)	(347,657)	(87,363)	**(117,193)**	(29,830)	(34.14%)	▼
Recreation and Culture		(370,725)	(370,725)	(77,297)	**(84,665)**	(7,368)	(9.53%)	
Transport		(2,110,007)	(2,110,007)	(271,819)	**(687,902)**	(416,083)	(153.07%)	▼
Economic Services		(1,082,661)	(1,082,661)	(267,569)	**(296,334)**	(28,765)	(10.75%)	▼
Other Property and Services		(102,712)	(102,712)	21,711	**40,788**	19,077	(87.87%)	
		(4,827,614)	(4,827,614)	(880,208)	**(1,327,436)**	(447,228)	(50.81%)	▼
Non-cash amounts excluded from operating activities	1(a)	1,521,205	1,521,205	41,427	330,534	289,107	697.87%	▲
Amount attributable to operating activities		**702,117**	**702,117**	**1,870,219**	**1,870,834**	616	0.03%	
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Inflows from investing activities								
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Proceeds from Disposal of Assets	5	186,500	186,500	0	**203,559**	203,559	0.00%	▲
		2,700,995	2,700,995	0	**297,686**	297,686	0.00%	▲
Outflows from investing activities								
Payments for inventories, property, plant and equipment and infrastructure	6	(3,635,880)	(3,635,880)	(4,746)	**(398,521)**	(393,775)	(8296.99%)	▼
		(3,635,880)	(3,635,880)	(4,746)	**(398,521)**	(393,775)	(8296.99%)	▼
Amount attributable to investing activities		**(934,885)**	**(934,885)**	**(4,746)**	**(100,835)**	(96,089)	2024.63%	
FINANCING ACTIVITIES								
Inflows from financing activities								
Proceeds from New Debentures	7	0	0	0	**0**	0	0.00%	
Transfer from Reserves	9	431,500	431,500	0	**0**	0	0.00%	
		431,500	431,500	0	**0**	0	0.00%	
Outflows from financing activities								
Payments for principal portion of lease liabilities	8	(46,173)	(46,173)	(11,541)	**(7,704)**	3,837	33.25%	
Repayment of Debentures	7	(36,496)	(36,496)	0	0	0	0.00%	
Transfer to Reserves	9	(652,162)	(652,162)	0	**(1,627)**	(1,627)	0.00%	
		(734,831)	(734,831)	(11,541)	**(9,331)**	2,210	19.15%	
Amount attributable to financing activities		**(303,331)**	**(303,331)**	**(11,541)**	**(9,331)**	2,210	(19.15%)	
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year	1	536,099	536,099	536,099	**450,031**	(86,068)	(16.05%)	▼
Amount attributable to operating activities		702,117	702,117	1,870,219	**1,870,834**	616	0.03%	
Amount attributable to investing activities		(934,885)	(934,885)	(4,746)	**(100,835)**	(96,089)	2024.63%	
Amount attributable to financing activities		(303,331)	(303,331)	(11,541)	**(9,331)**	2,210	(19.15%)	
Surplus or deficit at the end of the financial year	1	**(0)**	**(0)**	**2,390,031**	**2,210,699**	(179,332)	(7.50%)	

KEY INFORMATION

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

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

SHIRE OF WANDERING
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

	30 June 2026	30 September 2026
	$	$
CURRENT ASSETS		
Cash and cash equivalents	1,226,616	2,329,047
Trade and other receivables	99,596	1,221,992
Inventories	114,492	215,064
Other assets	36,604	0
TOTAL CURRENT ASSETS	2,065,323	4,354,118
NON-CURRENT ASSETS		
Trade and other receivables	17,193	17,193
Other financial assets	38,794	38,794
Inventories	111,393	93,041
Property, plant and equipment	8,811,320	8,856,615
Infrastructure	91,703,172	91,551,944
Right-of-use assets	100,157	88,947
TOTAL NON-CURRENT ASSETS	100,782,029	100,646,536
TOTAL ASSETS	102,847,353	105,000,653
CURRENT LIABILITIES		
Trade and other payables	458,777	185,339
Other liabilities	398,676	1,210,147
Lease liabilities	46,173	38,469
Borrowings	36,497	36,497
Employee related provisions	251,288	239,833
TOTAL CURRENT LIABILITIES	1,191,412	1,710,285
NON-CURRENT LIABILITIES		
Lease liabilities	61,327	61,327
Borrowings	341,658	341,658
Employee related provisions	24,687	24,687
TOTAL NON-CURRENT LIABILITIES	427,672	427,672
TOTAL LIABILITIES	1,619,084	2,137,957
NET ASSETS	**101,228,269**	**102,862,696**
EQUITY		
Retained surplus	25,887,762	27,520,562
Reserve accounts	472,522	474,149
Revaluation surplus	74,867,986	74,867,986
TOTAL EQUITY	**101,228,269**	**102,862,696**

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

NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Non-cash items excluded from operating activities

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

Non-cash items excluded from operating activities	Notes	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)
		$	$	$	$
Adjustments to operating activities					
Less: Profit on asset disposals	5	(18,288)	(18,288)	(4,569)	(78,265)
Less: Movement in liabilities associated with restricted cash		25,575	25,575	25,575	79
Add: Loss on asset disposals	5	25,255	25,255	6,312	6,819
Add: Depreciation on assets		1,488,663	1,488,663	14,109	401,901
Total non-cash items excluded from operating activities		**1,521,205**	**1,521,205**	**41,427**	**330,534**

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

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.		Adopted Budget Opening 30 June 2026	Amended Budget Opening 30 June 2026	Last Year Closing 30 June 2026	Year to Date 30 September 2026
Adjustments to net current assets					
Less: Reserves - restricted cash	9	(472,522)	(472,522)	(472,522)	(474,149)
Less: - Land held for resale		0	0	(56,668)	(56,668)
Add: Borrowings	7	36,496	36,496	36,497	36,497
Add: Lease liabilities	8	46,173	46,173	46,173	38,469
Add: Current portion of employee benefit provisions held in reserve		22,639	22,639	22,639	22,718
Total adjustments to net current assets		**(367,214)**	**(367,214)**	**(423,881)**	**(433,133)**

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

Current assets					
Cash and cash equivalents	3	1,148,139	1,148,139	1,226,616	2,329,047
Rates receivables	4	27,370	27,370	25,662	609,428
Receivables	4	52,683	52,683	73,935	612,564
Other current assets	5	455,282	455,282	739,111	803,079
Less: Current liabilities					
Payables	6	(83,062)	(83,062)	(458,777)	(185,339)
Borrowings	7	(36,496)	(36,496)	(36,497)	(36,497)
Contract and Capital Grant/Contribution liabilities	10	(398,676)	(398,676)	(398,676)	(1,210,147)
Lease liabilities	8	(46,173)	(46,173)	(46,173)	(38,469)
Provisions	10	(215,754)	(215,754)	(251,288)	(239,833)
Less: Total adjustments to net current assets	1(b)	(367,214)	(367,214)	(423,881)	(433,133)
Closing funding surplus / (deficit)		**536,099**	**536,099**	**450,031**	**2,210,699**

CURRENT AND NON-CURRENT CLASSIFICATION

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

NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION (ALTERNATE PRESENTATION)

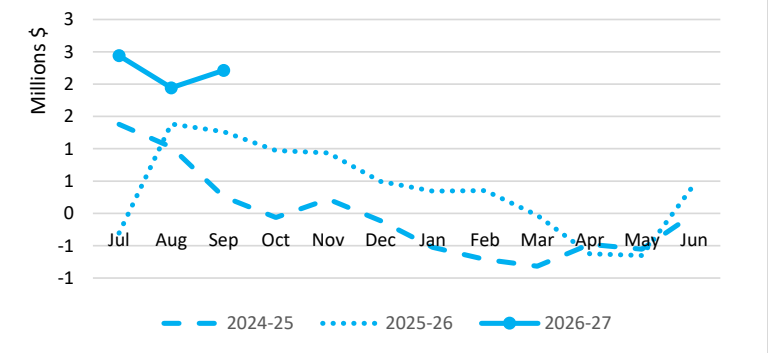
Adjusted Net Current Assets	Note	Last Years Closing 30/06/2026	This Time Last Year 30/09/2025	Year to Date Actual 30/09/2026
		$	$	$
Current Assets				
Cash Unrestricted	3	754,094	1,408,894	1,854,898
Cash Restricted - Reserves	3	472,522	276,766	474,149
Cash Restricted - Bonds & Deposits	3	0	0	0
Receivables - Rates	4	25,662	1,381,440	609,428
Receivables - Other	4	73,935	67,735	612,564
Other Assets Other Than Inventories	5	624,620	208,709	588,015
Inventories	5	114,492	62,500	215,064
		2,065,323	3,406,044	4,354,118
Less: Current Liabilities				
Payables	6	(450,992)	(55,885)	(177,014)
Contract and Capital Grant/Contribution Liabilities	10	(398,676)	(1,594,420)	(1,210,147)
Bonds & Deposits	6	(7,785)	(7,485)	(8,325)
Loan Liability	7	(36,497)	(33,206)	(36,497)
Lease Liability	8	(46,173)	(32,317)	(38,469)
Provisions	10	(251,288)	(231,100)	(239,833)
		(1,191,412)	(1,954,414)	(1,710,285)
Less: Cash Reserves	9	(472,522)	(276,766)	(474,149)
Add Back: Component of Leave Liability not Required to be funded		22,639	22,236	22,718
Add Back: Loan Liability		36,497	33,206	36,497
Add Back: Lease Liability		46,173	32,317	38,469
Add Back: Land Held for Resale		(56,668)	0	(56,668)
Less : Loan Receivable - clubs/institutions		0	0	0
Less : Trust Transactions Within Muni		0	0	0
Net Current Funding Position		**450,031**	**1,262,623**	**2,210,699**

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

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



This Year YTD Surplus(Deficit)
$2.21 M

Last Year YTD Surplus(Deficit)
$1.26 M

NOTE 2
EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.
The material variance adopted by Council for the 2026-27 year is $10,000 or 10.00% whichever is the greater.

				Explanation of positive variances		Explanation of negative variances	
Nature or type	**Var. $**	**Var. %**		**Timing**	**Permanent**	**Timing**	**Permanent**
	$	%					
Surplus or deficit at the start of the financial year	(86,068)	(16.05%)	▼				Budgeted closing position estimate higher than actual at year end.
Revenue from operating activities							
Operating grants, subsidies and contributions	92,848	116.77%	▲	The MRWA direct grant funding received ahead of budget phasing.			
Profit on disposal of assets	73,696	1612.96%	▲		One lot of land held for resale sold that was budgeted for.		
Expenditure from operating activities							
Employee costs	(56,271)	(16.36%)	▼			Various employee costs are running ahead of budget at this point in time.	
Depreciation on non-current assets	(387,792)	(2748.55%)	▼			Asset depreciation has commenced for 2026/27, however the majority of budgeted depreciation does not commence until December 2026.	
Insurance expenses	(18,852)	(35.58%)	▼			Insurance premiums have been paid ahead of budget phasing.	
Non-cash amounts excluded from operating activities	289,107	697.87%	▲	Non-cash depreciation expenses ahead of budget phasing.			
Investing activities							
Proceeds from capital grants, subsidies and contributions	94,127	0.00%	▲	Recognition of revenue which is tied to capital projects is currently ahead of budget phasing.			
Proceeds from disposal of assets	203,559	0.00%	▲			Some asset disposals have happened ahead of budget phasing.	One lot of land held for resale sold that was budgeted for.
Payments for inventories, property, plant and equipment and infrastructure	(393,775)	(8296.99%)	▼			Expenditure on capital expenditure projects is occurring ahead of budget phasing. Refer to Note 6 for further details.	

OPERATING ACTIVITIES
NOTE 4
RATE REVENUE

General rate revenue				Budget			YTD Actual			
	Rate in $ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				$	$	$	$	$	$	$
Gross rental value										
GRV Residential	0.16546	34	406,640	67,281	0	67,281	67,281	0	0	67,281
GRV Special Use	0.16546	2	127,920	21,165	0	21,165	21,165	0	0	21,165
GRV Rural Residential	0.16546	57	771,170	127,595	0	127,595	127,595	0	0	127,595
GRV Industrial	0.16546	2	35,360	5,851	0	5,851	5,851	0	0	5,851
Unimproved value										
UV Rural, Rural Residential and Mining Tenements	0.00557	138	328,910,000	1,540,329	0	1,832,357	1,832,358	0	0	1,832,358
Non Rateable										
Non Rateable	0.00000	32	14,765	0	0	0	0	0	0	0
Sub-Total		**265**	**330,265,855**	**1,762,221**	**0**	**2,054,249**	**2,054,249**	**0**	**0**	**2,054,249**
Minimum payment	**Minimum $**									
Gross rental value										
GRV Residential	1,728	46	257,308	79,488	0	79,488	79,488	0	0	79,488
GRV Special Use	1,728	2	14,133	3,456	0	3,456	3,456	0	0	3,456
GRV Rural Residential	1,728	45	200,504	77,760	0	77,760	77,760	0	0	77,760
GRV Industrial	1,728	0	0	0	0	0	0	0	0	0
Unimproved value										
UV Rural, Rural Residential and Mining Tenements	1,728	95	19,831,835	164,160	0	164,160	164,160	0	0	164,160
Sub-total		**188**	**20,303,780**	**324,864**	**0**	**324,864**	**324,864**	**0**	**0**	**324,864**
		453	**350,569,635**	**2,087,085**	**0**	**2,379,113**	**2,379,113**	**0**	**0**	**2,379,113**
Discount						0				0
Concession						0				0
Amount from general rates						**2,379,113**				**2,379,113**
Rates Written Off		0	0	0	0	0	0	0	0	(3)
Ex-gratia rates		0	0	0	0	5,222	5,222	0	0	5,222
Total		**453**				**2,384,335**				**2,384,332**

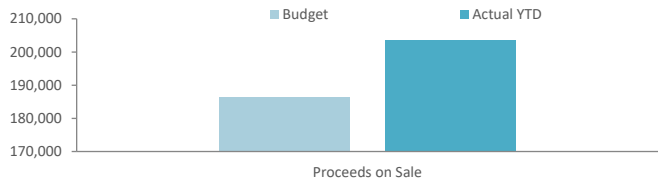
KEY INFORMATION

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

OPERATING ACTIVITIES
NOTE 5
DISPOSAL OF ASSETS

		Budget				YTD Actual			
Asset Ref.	Asset description	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		$	$	$	$	$	$	$	$
	Land held for resale								
	Other property and services								
298	Lot 11 Ferguson Way, Wandering (25/26 Subdivision of Asset 296)	0	0	0	0	25,320	103,585	78,265	0
	Plant and equipment								
	Transport								
105	Isuzu NLR45-150 Tipper - WD.000	22,037	15,000	0	(7,037)	0	0	0	0
93	Multipac 524H Multi-Tyred Roller - WD.182	65,383	50,000	0	(15,383)	0	0	0	0
118	2020 Mitsubishi Triton - WD.011	0	9,000	9,000	0	0	0	0	0
101	Holden Colorado 4x4 Crew Cab Auto Silver - WD.0	0	5,000	5,000	0	0	0	0	0
704	Isuzu 2025 MU-X 4X4 LSU Wagon Auto 3.0L TD WD001 (OM)	49,712	54,000	4,288	0	50,424	49,533	0	(891)
703	Isuzu 2025 MU-X 4X4 LST Wagon Auto 3.0L TD 0WD (CEO)	56,335	53,500	0	(2,835)	56,370	50,442	0	(5,928)
		193,467	**186,500**	**18,288**	**(25,255)**	**132,113**	**203,559**	**78,265**	**(6,819)**

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



INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS

Capital acquisitions	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
	$	$	$	$	$
Land held for resale - cost	50,000	50,000	0	**6,968**	6,968
Buildings	24,000	24,000	2,247	**2,193**	(54)
Furniture and equipment	20,000	20,000	2,499	**7,625**	5,126
Plant and equipment	629,000	629,000	0	**243,181**	243,181
Infrastructure - roads	2,720,693	2,720,693	0	**105,273**	105,273
Infrastructure - bridges	192,187	192,187	0	**33,280**	33,280
Payments for Capital Acquisitions	**3,635,880**	**3,635,880**	**4,746**	**398,521**	**393,775**
Capital Acquisitions Funded By:					
	$	$	$	$	$
Capital grants and contributions	**2,514,495**	**2,514,495**	**0**	**94,127**	94,127
Other (disposals & C/Fwd)	**186,500**	**186,500**	**0**	**203,559**	203,559
Cash backed reserves					
Plant replacement reserve	**431,500**	**431,500**	**0**	**0**	0
Contribution - operations	**503,385**	**503,385**	**4,746**	**100,835**	96,089
Capital funding total	**3,635,880**	**3,635,880**	**4,746**	**398,521**	**393,775**

SIGNIFICANT ACCOUNTING POLICIES

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

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

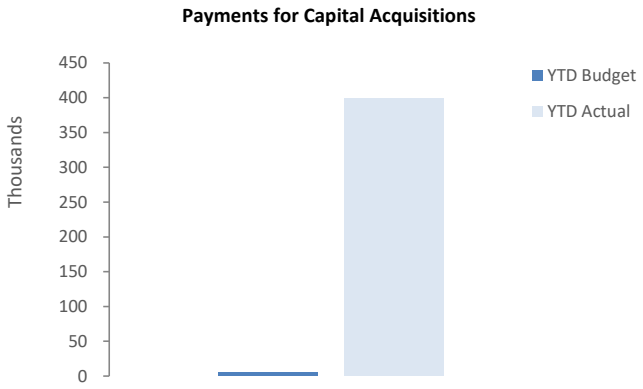
Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Initial recognition and measurement for assets held at cost

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

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

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



INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS (CONTINUED)

Capital expenditure total

Level of completion indicators

0%
20%
40%
60%
80%
100%
Over 100%

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

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

Account Number	Job Number	Balance Sheet Category	Account/Job Description	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Variance (Under)/Over
				$	$	$	$	$
Land Held for Resale								
Other Property & Services								
E14761		511	Land Held for Resale - Industrial Estate & Lot 801	(50,000)	(50,000)	0	(6,968)	(6,968)
Total - Other Property & Services				**(50,000)**	**(50,000)**	**0**	**(6,968)**	**(6,968)**
Total - Land Held for Resale				**(50,000)**	**(50,000)**	**0**	**(6,968)**	**(6,968)**
Buildings								
Recreation And Culture								
E11383	WCC238	521	Wandering Community Centre - New Stage	(15,000)	(15,000)	0	0	0
E11383	WCC239	521	Wandering Community Centre - BBQ Shelter	0	0	0	(2,193)	(2,193)
Total - Recreation And Culture				**(15,000)**	**(15,000)**	**0**	**(2,193)**	**(2,193)**
Economic Services								
E13260		521	Purchase Buildings-Tourism	(9,000)	(9,000)	(2,247)	0	2,247
Total - Economic Services				**(9,000)**	**(9,000)**	**(2,247)**	**0**	**2,247**
Total - Buildings				**(24,000)**	**(24,000)**	**(2,247)**	**(2,193)**	**54**
Plant & Equipment								
Transport								
E12360		525	Purchase Plant & Equipment-Plant	(629,000)	(629,000)	0	(243,181)	(243,181)
Total - Transport				**(629,000)**	**(629,000)**	**0**	**(243,181)**	**(243,181)**
Total - Plant & Equipment				**(629,000)**	**(629,000)**	**0**	**(243,181)**	**(243,181)**
Furniture & Equipment								
Economic Services								
E13450		523	CRC - Purchase Furniture and Equipment	(10,000)	(10,000)	(2,499)	(126)	2,373
Total - Economic Services				**(10,000)**	**(10,000)**	**(2,499)**	**(126)**	**2,373**
Other Property & Services								
E14560		523	Purchase Furniture & Equipment-Administration	(10,000)	(10,000)	0	(7,499)	(7,499)
Total - Other Property & Services				**(10,000)**	**(10,000)**	**0**	**(7,499)**	**(7,499)**
Total - Furniture & Equipment				**(20,000)**	**(20,000)**	**(2,499)**	**(7,625)**	**(5,126)**
Infrastructure - Roads								
Transport								
E12102	RRG008	541	RRG - York Williams Road Final Seal SLK3.00-6.00	(221,205)	(221,205)	0	(16,563)	(16,563)
E12102	RRG242	541	RRG - York Williams Road Reconstruct from SKL 3.00.6.00	0	0	0	(17,467)	(17,467)
E12102	RRG243	541	RRG - York Williams Road Reconstruct/Widen SLK 6.00-9.00	(624,452)	(624,452)	0	(7,442)	(7,442)
E12103	R2R016	541	R2R - Down Street and Watt's Street footpath and drainage repairs	(45,670)	(45,670)	0	0	0
E12103	R2R040	541	R2R - Gnowing Street Reseal SLK 0.00-0.20 26/27 Year	(37,668)	(37,668)	0	0	0
E12103	R2R042	541	R2R - Cheetaning Street-Reseal SLK 0.00-0.46 26/27 Year	(108,454)	(108,454)	0	0	0
E12105	WSFN251	541	WSFN North Bannister Wandering Rd - Replace Culverts-Clearing-Batter Works SLK13.60-18.52	(1,296,192)	(1,296,192)	0	(47,578)	(47,578)
E12105	WSFN252	541	WSFN North Bannister Wandering Road - Final Seal 4.5km	(387,052)	(387,052)	0	(16,224)	(16,224)
Total - Transport				**(2,720,693)**	**(2,720,693)**	**0**	**(105,273)**	**(105,273)**
Total - Infrastructure - Roads				**(2,720,693)**	**(2,720,693)**	**0**	**(105,273)**	**(105,273)**
Infrastructure - Bridges								
Transport								
E12120	BR0424	550	Bridge replacment 0424A Wandering Pingelly RD	(192,187)	(192,187)	0	(33,280)	(33,280)
Total - Transport				**(192,187)**	**(192,187)**	**0**	**(33,280)**	**(33,280)**
Total - Infrastructure - Bridges				**(192,187)**	**(192,187)**	**0**	**(33,280)**	**(33,280)**
Grand Total				**(3,635,880)**	**(3,635,880)**	**(4,746)**	**(398,521)**	**(393,775)**

Repayments - borrowings

Information on borrowings			New Loans			Principal Repayments			Principal Outstanding			Interest Repayments		
Particulars	Loan No.	1 July 2026	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget
		$	$	$	$	$	$	$	$	$	$	$	$	$
Other property and services														
Industrial Estate Development	10	56,307	0	0	0	0	(7,006)	(7,006)	56,307	49,301	49,301	7	(2,414)	(2,414)
Industrial Estate Development	11	321,847	0	0	0	0	(29,490)	(29,490)	321,847	292,357	292,357	3,716	(14,768)	(14,768)
Total		378,154	0	0	0	0	(36,496)	(36,496)	378,154	341,658	341,658	3,723	(17,182)	(17,182)
Current borrowings		36,497							36,497					
Non-current borrowings		341,658							341,658					
		378,154							378,154					

All debenture repayments were financed by general purpose revenue.

The Shire has no unspent debenture funds as at 30th June 2026, nor is it expected to have unspent funds as at 30th June 2027.

KEY INFORMATION

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

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

Repayments - leases

Information on leases			New Leases			Principal Repayments			Principal Outstanding			Interest Repayments		
Particulars	Lease No.	1 July 2026	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget
		$	$	$	$	$	$	$	$	$	$	$	$	$
Transport														
JCB Excavator	1	107,501	0	0	0	(7,704)	(46,173)	(46,173)	99,797	61,328	61,328	(770)	(4,673)	(4,673)
Total		107,501	0	0	0	(7,704)	(46,173)	(46,173)	99,797	61,328	61,328	(770)	(4,673)	(4,673)
Current lease liabilities		46,173							38,469					
Non-current lease liabilities		61,327							61,327					
		107,501							99,797					

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

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

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

Reserve accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	$	$	$	$	$	$	$	$	$
Restricted by Council									
Leave reserve	22,638.73	575.00	78.79	25,000.00	0.00	0.00	0.00	48,213.73	22,717.52
Land & building reserve	89,880.12	2,283.00	312.81	50,000.00	0.00	0.00	0.00	142,163.12	90,192.93
Plant replacement reserve	230,215.07	5,846.00	801.22	415,162.00	0.00	(431,500.00)	0.00	219,723.07	231,016.29
Office equipment reserve	17,272.90	439.00	60.12	0.00	0.00	0.00	0.00	17,711.90	17,333.02
Fuel facility reserve	107,514.83	2,730.00	374.18	25,000.00	0.00	0.00	0.00	135,244.83	107,889.01
WSFN Funding reserve	5,000.00	127.00	0.00	25,000.00	0.00	0.00	0.00	30,127.00	5,000.00
	472,521.65	**12,000.00**	**1,627.12**	**640,162.00**	**0.00**	**(431,500.00)**	**0.00**	**693,183.65**	**474,148.77**

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

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

11.2 Payment Listing

File Reference:	**N/A**
Date:	**15 October 2026**
Location:	**Shire of Wandering**
Applicant:	**N/A**
Author:	**Finance Officer**
Authorising Officer:	**Chief Executive Officer**
Disclosure of Interest:	**Nil**
Attachments:	**List of Payments and Credit Card Statement 30 September 2026**
Voting Requirements:	**Simple Majority**
Previous Reference:	**Nil**

Summary of Report:
The list of payments for the month ending 30 September 2026 is presented for noting by Council.

Background:
Council has delegated the Chief Executive Officer the exercise of its power to make payments from the Shires municipal fund and the trust fund. In exercising their authority, and in accordance with the Local Government (Financial Management) Regulation, it is a requirement to produce a list of payments made from Councils Municipal Fund and Trust Fund bank accounts to be presented to Council for the purposes of noting, in the following month.

Consultation:
The Chief Executive Officer has been involved in the approvals of any requisitions, purchase orders, invoicing and reconciliation matters.

Statutory Environment:
Regulation 13 of the *Local Government (Financial Management) Regulations 1996* states that

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared — (a) the payee's name; and
(b) the amount of the payment; and
(c) the date of the payment; and
(d) sufficient information to identify the transaction.

Policy Implications:
Officers are required to ensure that they comply with the Shire's Purchasing Policy, where applicable and that budget provision is available for any expenditure commitments.

Financial Implications:
Payments are made under delegated authority and are within approved budgets. Payment is made within agreed trade terms and in a timely manner.

Strategic Implications:
Improve Our Financial Position

Our Goals	Our Strategies
The Wandering Shire is financially sustainable	• Improve accountability and transparency • Develop an investment strategy that plans for the future and provides cash backed reserves to meet operational needs • Prudently manage our financial resources to ensure value for money • Reduce reliance on operational grants

Risk Implications:

Risk	**Low**
Failure to make payments within terms may render Council liable to interest and penalties. **Failure to pay for goods and services in a prompt and professional manner, in particular to local suppliers, may cause dissatisfaction (reputational damage) amongst the community.**	

Voting Requirements:
Simple Majority

Municipal Fund	**Amount**
Electronic Funds Transfers	$ 163,561.43
Direct Debits	$ 42,740.83
Credit Card	$ 2,196.50
Payroll	$ 86,711.23
TOTAL	$ 295,209.99

061026 Moved: Cr. Price Seconded: Cr. Hansen

Officer Recommendation:
That Council receive the list of payments totalling $295,209.99 for the month ending 30 September 2026 as presented.

Carried 7/0

For: Cr Little, Cr Price, Cr Cowan, Cr Hansen, Cr Latham, Cr Thompson, Cr Whitely
Against: Nil

Shire of Wandering
List of Accounts for Payment for September 2026

Chq/EFT	Date	Name	Description	Amount
EFT11461	11/09/2026	Adobe Systems Software Ireland Ltd	Adobe Licencing -Acrobat Studio for Teams 8/9/2026 to 02/10/2026	599.63
EFT11462	11/09/2026	Advertiser Print	Transfer Station Pass 100 and freight	95.55
EFT11463	11/09/2026	Air Response	Air Conditioner Maintenance - Community Centre, Caravan Park & 19 Humes st	1,026.67
EFT11464	11/09/2026	Allwest Plant Hire	Bomag Roller Hire 21days 1/8/2026 to 31/8/2026	4,620.00
EFT11465	11/09/2026	Altus Planning	Town Planning Services for August 2026	2,950.76
EFT11466	11/09/2026	Australia Post	Various Postal Stock Requirements - Stamps/Envelopes	146.63
EFT11467	11/09/2026	Avon Waste	Domestic & Commercial waste services - August 2026	4,785.60
EFT11468	11/09/2026	BOC	Container Service - period 29/7/2026 - 28/8/2026	42.27
EFT11469	11/09/2026	Benara Nurseries	Assortments of plants for Caravan Park & Community Centre	778.47
EFT11470	11/09/2026	Bob Waddell & Associates	Finance assistance provided with 25/26 Annual Financial Report, RTR, FAGs queries & IT connections	3,344.00
EFT11471	11/09/2026	Bookeasy Australia Pty Ltd	Online booking system fee - Caravan Park August 2026	242.00
EFT11472	11/09/2026	Charles Wayne Black	PPE Purchase - Depot Employee	524.50
EFT11473	11/09/2026	Colleen Ovens	Reimbursement of items for the CRC activities & Cafe	640.31
EFT11474	11/09/2026	Crossman Properties Pty Ltd ATF Crossman Property Trust	Rates refund for assessment A564 LOT 102 WANDERING PINGELLY ROAD WANDERING WA 6308	10,532.35
EFT11475	11/09/2026	DCE Services	Repair Loader rake - Straighten and hardface	5,118.30
EFT11476	11/09/2026	Focus Networks	Managed Computer /Server Services and Support	9,067.28
EFT11477	11/09/2026	Fuel Distributors of WA	Boxes of grease cartridges x2	454.08
EFT11478	11/09/2026	Hydra Storm	HDPE storm pipe x10	1,314.50
EFT11479	11/09/2026	JB HIFI	Speaker - Ageing Well Program Grant	1,842.19
EFT11480	11/09/2026	JEB Cleaning Services	Shire Buildings contract cleaning 17/8/2026 - 30/8/2026	2,496.72
EFT11481	11/09/2026	LG Best Practices Pty Ltd	Financial Assistance in Creditors,Rates, Payroll,Debtors & Senior Finance - August 2026	18,634.00
EFT11482	11/09/2026	Pingelly Tyre Service	Repair of Roller PR5 & Loader PL2 tyres	391.60
EFT11483	11/09/2026	RingCentral	Phone system - period 5/9/2026 to 4/10/2026	662.00
EFT11484	11/09/2026	Shire of Narrogin	Senior Health Officer - services & travel August 2026	301.00
EFT11485	11/09/2026	Shire of Quairading	Reimbursement of long service leave	11,454.91
EFT11486	11/09/2026	Theresa Marie Wigham	Youth Engagement Program - Final Dinner - Catering	360.00
EFT11487	11/09/2026	Traffic Force Group Pty Ltd	Traffic Management plan - Design & Site inspection	2,169.20
EFT11488	11/09/2026	Wandering Brook Estate	Fire Brigade training - Accommodation 3 nights 27 - 29 Aug 2026 x 2 Chalets	975.00
EFT11489	11/09/2026	Wandering Rural	50m Lay Flat hose low pressure Blue & freight	437.88
EFT11490	24/09/2026	Avon Waste	Correction to Additional street bins charged x15 on inv 00075711	37.35
EFT11491	24/09/2026	Bob Waddell & Associates	Financial assistance 25/26 Annual Financial Report	5,676.00
EFT11492	24/09/2026	Boddington Electrical Services Pty Ltd	CRC - Assessment Required, Freezer not working properly	663.30
EFT11493	24/09/2026	Boddington Hardware & Newsagency	Rachet Tie downs & 450mm One handed clamp bar	207.60
EFT11494	24/09/2026	Boddington News	Boddington News Edition 790 x 6	12.00
EFT11495	24/09/2026	Bout Time Mechanical	Vehicle Service - Mazda BT50 WD0	419.79
EFT11496	24/09/2026	Brendan Whitely	Councillor Nomination fee return Cr B Whitely	100.00
EFT11497	24/09/2026	CJD Equipment	Coolant drums 20lts x 3 & freight	878.09
EFT11498	24/09/2026	City of Kalamunda	Building services provided for the week ending 13/7/2026	969.37
EFT11499	24/09/2026	Crommelin Air & Power Pty Ltd	Super Duty series Air Compressor 100lt	2,733.76
EFT11500	24/09/2026	Department of Local Government, Industry Regulation and Safety	Building Services Levy - August 2026 x1 permit	56.65
EFT11501	24/09/2026	Focus Networks	Server Support and Maintenance for Server September 2026	1,312.30
EFT11502	24/09/2026	JEB Cleaning Services	Contract Cleaning Shire Buildings 31/8/2026 -13/9/2026	2,447.28
EFT11503	24/09/2026	LGISWA	Endorsement period 30/6/2025 to 30/6/2026 Estimate Wages Adjustment	8,973.28
EFT11504	24/09/2026	MJB Industries	600mm single headwalls and freight	39,273.67
EFT11505	24/09/2026	Narrogin Sportspower (Kalinder Family Trust Pty Ltd)	Darts - Ageing Well Program Grant	79.96
EFT11506	24/09/2026	Officeworks	Cleaning and Office Supplies - Fire Shed	1,498.40
EFT11507	24/09/2026	Quest Payment Systems Pty Ltd	OPT Monthly Maintenance for 1/9/2026 to 30/9/2026	601.92
EFT11508	24/09/2026	Riverside Roadhouse	CRC Event - Bread Rolls Road Side Breakfast	150.00
EFT11509	24/09/2026	SHDL Group Pty Ltd T/a Wandering Smash Repairs, WD Auto Repairs, Wandering Towing	CRC Men's Night - 16kg meat	553.61
EFT11510	24/09/2026	Scavenger Fire Safety	4 Rake Hoes & 4 Fire Bugs	3,014.00
EFT11511	24/09/2026	Startrack Express	Freight - library books 11 & 16/9/2026	98.65
EFT11512	24/09/2026	Wandering Brook Estate	Patio Construction - Accommodation Supplied 7-9 July 2026 (3Nights)	450.00
EFT11513	24/09/2026	Wandering Camp Out Weekend	Wandering Collective Sales as at April 2026	1,771.00
EFT11514	24/09/2026	Wandering Rural	Stainless 3 inch fittings for layflat	228.81
EFT11515	24/09/2026	Waroona Septics	Septic System pump out and disposal, Pumphreys Bridge Caravan Park, Codjatotine & 22 Watts st public toilets	3,398.19
EFT11516	24/09/2026	Westrac	Secondary Air Filters incl freight	448.65
EFT11517	25/09/2026	Holmes Tree Services	Tree removal and deadwood around caravan park	1,500.40
			Total EFT Payments	**163,561.43**

Shire of Wandering
List of Accounts for Payment for September 2026

Direct Debits

DD5866.1	02/09/2026	DOT Licencing	Transport WADO EOD Days Taking 31/08/2026	33.30
DD5869.1	03/09/2026	DOT Licencing	Transport WADO EOD Days Takings 01/9/2026	1,161.70
DD5869.2	04/09/2026	DOT Licencing	Transport WADO EOD Days Takings 02/09/2026	383.00
DD5869.3	07/09/2026	DOT Licencing	Transport WADO EOD Days Takings 03/09/2026	2,865.75
DD5871.1	08/09/2026	Australian Super	Payroll deductions	1,182.72
DD5871.2	08/09/2026	Aware Super	Payroll deductions	7,341.83
DD5871.3	08/09/2026	Australian Retirement Trust Super Savings	Superannuation contributions	330.82
DD5871.4	08/09/2026	HUB24 Super Fund	Superannuation contributions	304.35
DD5881.1	22/09/2026	Australian Super	Payroll deductions	1,182.72
DD5881.2	22/09/2026	Aware Super	Payroll deductions	7,096.65
DD5881.3	22/09/2026	Australian Retirement Trust Super Savings	Superannuation contributions	330.82
DD5881.4	22/09/2026	HUB24 Super Fund	Superannuation contributions	304.35
DD5883.1	08/09/2026	Aware Super	Superannuation contributions	182.86
DD5883.2	22/09/2026	Aware Super	Payroll deductions	53.78
DD5896.1	07/09/2026	Department of Transport (bulk Billing)	Department of Transport B1610 Fleet schedule -6months	3,690.55
DD5898.1	11/09/2026	De Lage Landen Pty Ltd	JCB Lease payment September 2026	4,660.94
DD5898.2	30/09/2026	Aussie Broadband	Fixed Wireless Broadband - 19 Humes Way billing 16/9/2026 - 15/10/2026	79.00
DD5898.3	02/09/2026	Telstra	Telephone & Internet charges 10/8/2026 - 10/9/2026	1,134.58
DD5900.1	09/09/2026	DOT Licencing	Transport WADO EOD takings 07/9/2026	1,861.25
DD5900.2	10/09/2026	DOT Licencing	Transport WADO EOD takings 08/9/2026	1,328.50
DD5900.3	11/09/2026	DOT Licencing	Transport WADO EOD takings 09/9/2026	786.45
DD5900.4	14/09/2026	DOT Licencing	Transport WADO EOD takings 10/9/2026	65.30
DD5900.5	21/09/2026	DOT Licencing	Transport WADO EOD takings 17/9/2026	225.00
DD5900.6	23/09/2026	DOT Licencing	Transport WADO EOD takings 21/9/2026	2,411.35
DD5900.7	25/09/2026	DOT Licencing	Transport WADO EOD takings 23/9/2026	551.15
DD5900.8	29/09/2026	DOT Licencing	Transport WADO EOD takings 24/9/2026	1,578.30
DD5904.1	24/09/2026	Synergy	Street lighting Usage 25/7/2026 - 24/8/2026	1,190.63
DD5904.2	29/09/2026	Water Corporation	5 Dunmall Dr - Service charge 1/9/2026 - 31/10/2026	408.70
DD5904.3	25/09/2026	Water Corporation	Down Street Standpipe Water use 20/7/2026 - 20/8/2026	14.48
			Total Direct Debit Payments	**42,740.83**

Payroll

PAY	46,273.00	Wages	Fortnight ending 8th September 2026	43,508.24
PAY	22/09/2026	Wages	Fortnight ending 22nd September 2026	42,054.88
PAY	22/09/2026	Wages	Fortnight ending 22nd September 2026	1148.11
			Total Payroll	**86,711.23**

Shire of Wandering
List of Accounts for Payment for September 2026

Corporate Credit Card

DD5907.1	**25/09/2026**	**Commonwealth Bank**	**Commonwealth Credit card Usage ending 0472 - Refund Annual fee**		**-40.00**
	25/09/2026	**Commonwealth Bank**	**Commonwealth Credit card Usage CEO 27/08/2026 - 24/9/2025**		**2,236.50**
273329811	1/09/2026	Commonwealth Bank	CC September 2026 Coles Online various products CRC,Admin & Caravan Park	260.80	
276078466	3/09/2026	Commonwealth Bank	CC September 2026 Coles Online various products - CRC Roadside breakfast & Shire Office	134.65	
167525	5/09/2026	Commonwealth Bank	CC September 2026 Costco - Eggs Roadside breakfast	47.96	
002773	7/09/2026	Commonwealth Bank	CC September 2026 - Shire Wandering Plate change 0WD & WD001	77.60	
81565853	7/09/2026	Commonwealth Bank	CC September 2026 - Sparks Butchers Roadside Breakfast	123.37	
080926	8/09/2026	Commonwealth Bank	CC September 2026 - Sparks Butchers Roadside Breakfast	228.23	
080926	8/09/2026	Commonwealth Bank	CC September 2026 - Coles Narrogin pantry supplies	33.00	
170014642	9/09/2026	Commonwealth Bank	CC September 2026 - Shire Wandering Vehicles registrations 0WD, WD001, WD1985	738.45	
160926	16/09/2026	Commonwealth Bank	CC September 2026 - Quay Perth	380.00	
170926	17/09/2026	Commonwealth Bank	CC September 2026 - Wilsons Parking	35.00	
180926	18/09/2026	Commonwealth Bank	CC September 2026 - Quay Perth - Parking	38.00	
180626	18/09/2026	Commonwealth Bank	CC September 2026 - Quay Perth - Parking	29.02	
46459519	19/09/2026	Commonwealth Bank	CC September 2026 - Bunnings, Hinge Cabinet Handle	24.03	
734553	23/09/2026	Commonwealth Bank	CC September 2026 - Costco OCM Lunch catering	86.39	
				Total Credit Card Payments	**2196.50**

EFT	163,561.43
Direct debits	42,740.83
Credit card	2,196.50
Payroll	86,711.23
	295,209.99

12. PLANNING AND TECHNICAL SERVICES REPORTS

12.1 Tender Outcome - Bitumen Pricing

File Reference:	**N/A**
Location:	**N/A**
Applicant:	**Shire of Wandering**
Author:	**Operations Manager**
Authorising Officer	**Chief Executive Officer**
Date:	**15 October 2026**
Disclosure of Interest:	**Nil**
Attachments:	**CONFIDENTIAL Pricing Schedule**
Previous Reference:	**Nil**

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

Background:
As the Shire's proposed bitumen sealing programme for the 2026/27 financial year exceeds $100,000.00 it was necessary to call tenders for the service.

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

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

Submission was called for bitumen seal for the shire on the 29th of July 2026 and closed on 25th September 2026

Comment: a total of 4 submissions were received.

SCHEDULE OF RATES

Please refer to the confidential attachment

The included table shows the quoted figures from the (4) suppliers, as well as the Budget figures. In all cases, variations are noted between both the total tender price and the variance between the" fixed" price and the "rise & fall" price.

There were 4 submissions received by the closing date.
1. Fulton Hogan Pty Ltd.
2. Boral Pty Ltd.
3. WA Sprayseal.
4. Downers.

The tenders called for both a "fixed" and a "rise & fall" price per square metre (m^2) rate.

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

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

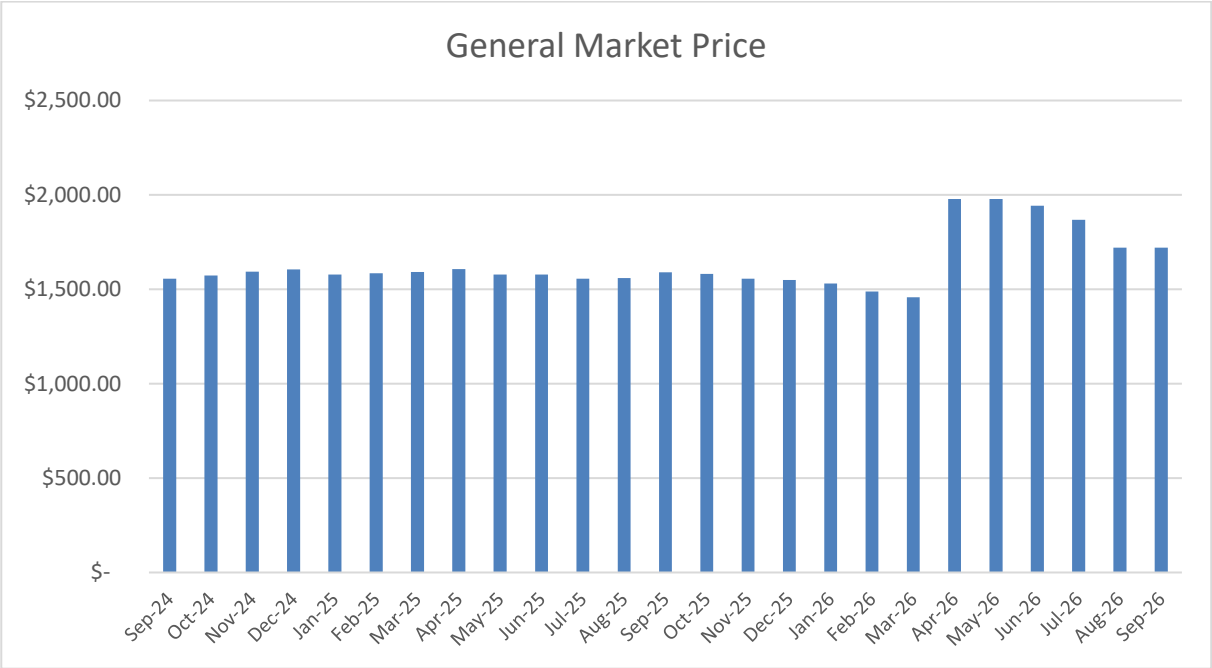


Figure 1: General Market Price September 2024 - 2026

In the event of the “rise & fall” adjustment being applied, the difference between the current price and the tender price is used to vary the actual price. i.e. if the GMP of bitumen (currently $1,720 / tonne increases by $10.00 per tonne, an additional $0.01 per litre would be charged).

At an average application rate of 2.0 litres / m^2 every $10.00 per tonne increase in the GMP of bitumen could increase the application rate by $0.02 m^2.

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

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

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

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

Alternatively, there is nothing to say that the price will not remain static for some time, or in fact decrease. Under the terms of the tender, Council is not bound to accept the lowest or any tender.

As shown in the tender submissions, there is significant variation between the four tenderers in both total tender price and the difference between the fixed-price and rise-and-fall pricing options. Only two tenderers submitted fixed-price tenders, while the remaining tenderers elected to provide rise-and-fall pricing only.

The fixed-price submissions were considerably higher than the rise-and-fall submissions. This likely reflects the tenderers' assessment of the risk associated with potential bitumen price increases over the contract period, with an allowance included to manage exposure to future market fluctuations.

Boral Pty Ltd has a long-established track record in the industry and submitted the lowest rise-and-fall pricing schedule. Whilst Boral did not provide a fixed-price option, the company has worked closely with the Shire in recent years to identify operational efficiencies. For example, Boral has proposed undertaking the prime seal and reseal works within a single mobilisation, reducing delivery costs and contributing to its competitive pricing.

Council has two pricing options available:

1. Accept a fixed-price tender, eliminating the risk of future bitumen price increases but at a significantly higher initial contract cost; or
2. Accept a rise-and-fall tender, which offers a lower initial contract cost but exposes Council to future fluctuations in bitumen prices.

Bitumen prices have increased from approximately $1,555 per tonne to $1,720 per tonne over the past 12 months, representing an increase of 10.61%. While international market factors have contributed to recent price increases, pricing has generally stabilised at current levels.
Should Council select the rise-and-fall option, there remains a risk that further increases in bitumen prices could reduce the anticipated savings. However, based on current market conditions and the substantial premium associated with the fixed-price tenders, it is considered unlikely that any increase in bitumen prices over the contract period would offset the financial advantage provided by Boral's lower tendered rates.

In addition, Boral Pty Ltd is the only tenderer whose submitted pricing can be accommodated within Council's current budget allocation. Given the relatively limited scale of the proposed works program, any variation in bitumen prices is expected to have a modest overall impact on project expenditure. Accordingly, it is recommended that Council accept the tender submitted by Boral Pty Ltd for the supply and laying of bitumen products within the Shire of Wandering for the 2026/27 financial year based on the rise-and-fall pricing option.

Consultation:
Councillors
Works Staff

Statutory Environment:
Nil

Policy Implications:
Policy 12 - Purchasing and Tenders Policy – to ensure that goods and services are supplied to Council in the most efficient and effective way, ensuring value for money, good management practices and support local businesses.

Financial Implications:
Rise and fall pricing may provide savings but exposes Council to future bitumen price increases. Fixed pricing provides greater budget certainty and reduces financial risk, however comes with a larger cost burden that might not eventuate.

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

Risk Implications:

Risk	**Medium**
Potential budget overspend if bitumen pricing exceeds expectations	

Voting Requirements:
Simple Majority

Councillor Questions from Agenda Briefing
Councillor Question: When do we need the bitumen?
Administration Response: We will require the bitumen from November for the final seal of North Bannister Wandering Road. Most of the bitumen will be ordered during the peak roadworks season, which is November to February.

Councillor Question: Which road projects will this bitumen be used for?
Administration Response: The road projects have been listed in the confidential Bitumen pricing report provided to Council. These include the York Williams Road, North Bannister Wandering Road, Cheetaning Street and Gnowing Street.

Councillor Question: The last time Council reviewed bitumen pricing for the FY25/26 did they go with a rise and fall price? How did that work for us financially?
Administration Response: Yes, the Council approved bitumen pricing for FY 25/26 was a rise and fall price. There were no adverse financial impacts from this decision.

Councillor Question: How much bitumen are we looking at purchasing?
Administration Response: The square meter of road requiring bitumen has been outlined in the confidential Bitumen pricing report provided to Council. The rise and fall prices provided by the tenderers are for two products as seen in the table within the attachment – CRMB and C170. Latest studies demonstrate CRMB as the recommended product and is what we aim to use on the final seal jobs.

Councillor Question: Why is the rise and fall cost of bitumen for Cheetaning Street and Gnowing Street more than that for the larger roads on this list?
Administration Response: Contractors always quote more for smaller projects as their operational costs associated with labour, plant and equipment for undertaking smaller projects is relatively higher as compared to larger projects. We have managed this internally but grouping the smaller jobs with the bigger jobs where possible there by resulting in better project and cost management for the Shire.

071026 Moved: Cr. Hansen Seconded: Cr. Thompson

Officer Recommendation:
That Council approves the quotation from Boral Pty Ltd for the rise & fall pricing to supply and lay bitumen products within the Shire of Wandering for the financial year 2026-27 in accordance with the attached pricing schedule.

Carried 7/0

For: Cr Little, Cr Price, Cr Cowan, Cr Hansen, Cr Latham, Cr Thompson, Cr Whitely
Against: Nil

12.2 Purchase of Multi-Tyred Roller

File Reference:	**Nil**
Date:	**7 October 2026**
Location:	**Shire of Wandering**
Applicant:	**N/A**
Author:	**Operations Manager**
Authorising Officer:	**Chief Executive Officer**
Disclosure of Interest:	**Nil**
Attachments:	**Rubber_Tyred_Roller_Evaluation**
Voting Requirements:	**Simple Majority**
Previous Reference:	**Nil**

Summary of Report:
The purpose of this report is to provide sufficient information summarising the results of the quotes called for a multi-tyred rubber roller and to enable Council to award the contract for this service

Background:
The Shire currently operates a multi-tyred rubber roller which is used extensively in road construction and maintenance activities. Replacement of the existing plant is required to maintain reliable and fit-for-purpose equipment for the Shire's roadworks program.

The procurement process was undertaken through the WALGA Preferred Supplier e-Quotes system, which allows the Shire to submit its plant requirements to participating suppliers electronically.

A request for a Multi-Tyred Roller was issued on 17 August 2026. The tender submission closed at 5.00 pm on 30 September 2026.

Over the seven-week procurement period, the Shire received two submissions from five dealerships invited to quote.

The two submissions received were:
1. Tult Bryant – Bomag BW28RH
2. Westrac – Caterpillar CW34

Consultation:
The Shire's Plant Replacement Program for the 2026/27 financial year was discussed with councillors as part of the budget build and adopted following Council’s approval of the annual budget.

The tender submissions, were assessed against a range of operational, financial and whole-of-life considerations relevant to the Shire's operational requirements for this type of plant and equipment.

The Bomag received higher scores for pricing, warranty and availability, while the Caterpillar received higher scores for resale value, Vision Link, parts availability and fuel consumption. The overall evaluation favoured the Caterpillar CW34 with an overall score of 91 compared with an overall score of 88 for the Bomag BW28RH.

Evaluation Summary
Refer to Attachment 1 Rubber_Tyred_Roller_Evaluation, for the comparative scoring.
The main features of each make and model are listed below.

Multi Tyred Roller		
Make	**Tult Bryant**	**Westrac**
Model	**Bomag BW28RH**	**Cat CW34**
Purchase price excl. GST	$219,950.00	$240,607.00
Purchase price incl. GST	$241,945.00	$264,667.70
Warranty	60 months / 8,000 hours	84 months / 4,000 hours extended Powertrain & hydraulic warranty or upgrade to 7000 hours for an additional $988.75
Availability	Approximately 3 weeks	Expected delivery 21st December 2026
First Service	Free – Performed in Wandering	Free – Performed in Wandering & Supply of 250 Hour Service Kit included.
Engine	75–100 kW	96.5 kW
Transmission	Hydrostatic	Hydrostatic
Reverse camera	Yes	Yes
Spare wheel	Yes	Yes
Manuals	Yes	Yes
Licence	Yes	Yes
Estimated resale at 8,000 hours	$40,000–$50,000	$50,000–$80,000
Average hourly fuel consumption	8.00–10 L/hr	6.89 L/hr
Evaluation score	**88**	**91**

Both machines meet the Shire's basic operational requirements and were assessed as suitable for road construction and maintenance activities.

The Caterpillar CW34 received the higher overall evaluation score, as a result of:

- Higher estimated resale value;
- Lower stated average fuel consumption of approximately 6.89 L/hour;
- Strong parts availability;
- Vision Link machine monitoring capability;
- Free first service in Wandering.

The Bomag BW28RH also represents a strong option, particularly due to its lower purchase price, shorter delivery timeframe and 60-month/8,000-hour warranty.

While the Bomag BW28RH provides the lowest purchase price and earlier availability, the Caterpillar CW34 achieved the highest overall evaluation score of 91 points, compared with 88 points for the Bomag.

The Caterpillar also provides advantages in estimated resale value, fuel consumption, parts availability, servicing advances and machine monitoring capability.

On the basis of the evaluation and the Shire's requirement for reliable and fit-for-purpose plant, the Caterpillar CW34 is considered the preferred option.

Statutory Environment:
Nil

Policy Implications:
Policy 12 - Purchasing and Tenders.
Policy 26 - Asset Management.

Financial Implications:
The purchase of a Multi Tyred Roller has been incorporated into the Shire's Plant Replacement Program for the 2026/27 financial year and is included in Council's adopted annual budget.
The Shire utilises a plant and equipment cost recovery model for road works activities, enabling the costs associated with the purchase, operation, and maintenance of the roller to be recovered through internal plant charge-out rates, thereby minimising the impact on the Shire's operating budget.

Strategic Implications:
The Shire already operates two Caterpillar graders and other Caterpillar plant. Standardising equipment where practical supports servicing arrangements, parts availability and coordination of machinery during road construction and surfacing activities.
The ongoing replacement of plant and equipment through the Shire's Strategic Plant Replacement Program ensures that reliable and fit-for-purpose assets are available to support the delivery of the Shire's road maintenance and road improvement programs, enabling the Shire to meet its service delivery obligations to the community.

Risk Implications:

Risk	**Low**
Higher initial purchase cost	Caterpillar achieved the highest overall evaluation score and provides benefits in fuel consumption, resale and parts support and servicing

Voting Requirements:
Simple Majority

<u>Councillor Questions from Agenda Briefing</u>
Councillor Question: How many hours has the roller done in the last year and altogether?
Administration Response: The number of usage hours is currently sitting at 3,352 hours, averaging 838 hours per year.
The roller was out of service for approximately six months during this calendar year due to insurance repairs.

Councillor Question: Is Administration keeping the old roller?
Administration Response: As discussed with Council at the September General Planning Forum, based on the quotations received through Pickles Auctions for the Shire's existing roller and the operational need for an additional roller during parts of the annual road program, it is considered that greater value will be achieved by retaining the current roller rather than disposing of it and continuing to hire additional equipment as required.
The cost of hiring an additional roller would exceed the anticipated sale proceeds from the existing roller within approximately three years, making retention of the asset the more cost-effective option.

Councillor Question: Is the cost of the Roller able to be recouped from the road program?
Administration Response: Yes, absolutely. As with all plant and equipment utilised in the Shire's road program, the costs associated with this asset are recovered through the delivery of funded road works. Over the life of the asset, the full purchase cost is recouped through these programs.
This cost recovery approach enables the Shire to maintain reliable plant and equipment to support its road construction and maintenance activities without imposing a direct financial burden on ratepayers.

Councillor Question: What is Vision Link?
Administration Response: Vision Link is technology built into the CAT Roller that identifies mechanical and technical faults and reports them to the Shire and CAT. This enables prompt resolution of any user errors, maintenance issues and enables remote diagnostics to be undertaken without requiring a site visit, thereby reducing Shire costs.

Councillor Question: Explain the difference in warranty between the two models?
Administration Response: The Tult Bryant Bomag BW28RH has a 60 months or 8,000 hours warranty. The Westrac Cat CW34 comes with an 84 months or 4,000 hrs extended powertrain and hydraulic warranty. This can be upgraded to 7,000 hours for an additional $988.75. This decision however must be made at the time of purchase and the warranty extension is not available at that price later.

Councillor Question: Will the extra cost of the recommended make and model of the Roller be recovered over the life of the plant and equipment?
Administration Response: Yes, a cost recovery approach will be applied to this asset. Given the CAT CW34's improved fuel efficiency and anticipated resale value, officers consider the higher initial purchase price to be justified and a worthwhile long-term investment for the Shire.

Councillor Question: What is the brand of the current Shire Roller?
Administration Response: The Shire currently owns a Multipac roller. As the manufacturer and its support network are now primarily based in the Eastern States, diagnosing faults and obtaining repairs has become increasingly challenging.
The existing roller has required significant repairs in recent years and had these works not been covered by insurance, the associated costs would have been substantial for the Shire.

Councillor Question: What is the risk for the Shire in purchasing this piece of equipment if the Regional Road Group or Wheatbelt Secondary Freight Network funding does not continue?
Administration Response: At this stage, there is no indication that funding for these road programs will not continue. The Shire has received written confirmation that all its planned road programs for FY2026/27 and FY2027/28 will proceed. Even in a worst-case scenario where future funding levels are reduced, the Shire would retain a valuable asset that could be hired out to other local governments or sold. The relatively low level of utilisation would help preserve the asset's condition and support a stronger resale value.

091026 Moved: Cr. Hansen Seconded: Cr. Latham

Officer Recommendation:
That Council accepts the quotation from Westrac for the supply of one Caterpillar CW34 Multi-Tyred Rubber Roller for $240,607.00 excluding GST, including the additional warranty upgrade to 7,000 hours at a cost of $988.75.
Carried 5/2

Carried 5/2

For: Cr Little, Cr Cowan, Cr Hansen, Cr Latham, Cr Thompson
Against: Cr. Whitely, Cr Price

Roller Evaluation Criteria	Bomag (1–5)	Bomag-Comments	Cat (1–5)	Cat-Comments
Pricing	4	$20,657 Cheaper	3	
Resale value	3		4	Cat as better resale value
Warranty	5	60 months/8000Hr	4	84 months/4000Hr or UPGRADE 7000 HOURS POWERTRAIN + HYDRAULICS $988.75
Vision Link	2		5	VisionLink-system provides maintenance needs, machine hours, location,fuel usage, idle time, diagnostic codes, and other machine data to your mobile device, desktop
Parts availability	4		5	CAT SUPPLY 250 HOUR SERVICE KIT
After-sales service	4		4	
Availability / delivery	5	3 week waiting time	4	
Power / performance	5		5	
Reliability	4		4	
Engine torque	4		4	
Average Hourly Fuel Consumption	4	8.00-10	5	6.89
Engine design / serviceability	4		4	
Transmission	4		4	
Guards / protection	4		4	
Electrics	4		4	
Hydraulics	4		4	
User-friendly operation	4		4	
Operator serviceability	4	Ground-level service access	4	Ground-level service access
Vision / visibility	4		4	
Ergonomics	4	Seat being freely rotatable in the direction of the steering column	4	Rotating operator’s station
Operating comfort	4		4	Adjustable seat-Simple controls
Operator preference	4		4	
TOTAL WEIGHTED SCORE	**88**		**91**	

1 Poor / Unsatisfactory
2 Below requirements
3 Acceptable
4 Good
5 Excellent

13. CHIEF EXECUTIVE OFFICER REPORTS

13.1 Christmas Lights Competition

File Reference: N/A
Date: 15 October 2026
Location: N/A
Applicant: N/A
Author: Chief Executive Officer
Authorising Officer: Chief Executive Officer
Disclosure of Interest: Nil
Attachments:
Voting Requirements: Simple Majority
Previous Reference: Nil

Summary of Report:
To review the continuation of the Shire of Wandering Christmas Lights Competition in 2026.

Background:
The Shire of Wandering has previously hosted a Christmas Lights Competition in 2025 to celebrate the festive season and encourage community participation. With the success last year in the revival of this activity and the community participation there is now an opportunity to continue the competition in 2026. This presents the opportunity to keep the community engaged, promote local pride and reignite some past traditions.

Consultation:
The Chief Executive Officer
Councillors

Statutory Environment:
Nil

Policy Implications:
Not applicable

Financial Implications:
A budget allocation of $500 from the Shire is proposed to support the prize pool for the competition.

A call out for sponsorships has been made to all business registered within the Shire. Depending on the response these will be added to the total prize pool accordingly.

Strategic Implications:

Improve Our Financial Position

Our Goals	Our Strategies
A well-informed Community	• Foster Opportunities for connectivity between Council and the Community

Risk Implications:

Risk	**Low**
No risk associated with the budget allocation of $500 from the Shire.	

Voting Requirements:
Simple Majority

Councillor Questions from Agenda Briefing
Councillor Question: Does the person with the most expensive lights win the competition?
Administration Response: Last year's competition was judged by three judges – Shaun Brand (as one of our generous sponsors), Cr. Sheryl Little (as Shire President) and Mr. Brendan Whitely (as independent community member and Chair of our Community Centre Upgrade Committee). They advised Administration of the winners.

101026 Moved: Cr. Cowan Seconded: Cr. Thompson

Officer Recommendation:
That Council supports the reintroduction of the Christmas Lights Competition in 2026 and authorises the Chief Executive Officer to allocate $500 towards the prize pool.

Carried 7/0

For: Cr Little, Cr Price, Cr Cowan, Cr Hansen, Cr Latham, Cr Thompson, Cr Whitely
Against: Nil

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13.2 Standing Committees of Council

File Reference:	**N/A**
Date:	**15 October 2026**
Location:	**Shire of Wandering**
Applicant:	**N/A**
Author:	**Chief Executive Officer**
Authorising Officer:	**Chief Executive Officer**
Disclosure of Interest:	**Nil**
Attachments:	**Standing Committees of Council**
Voting Requirements:	**Simple Majority**
Previous Reference:	**Item 12.1 Ordinary Council Meeting 20 November 2025**

Summary of Report:
To review the appointment of Elected Members to Council Committees and other External Committees.

Background:
The Council currently has one Council committee established under the Local Government Act 1995 and one established under the Local Emergency Management Act 2005.

In addition, the Council is represented on a number of external groups and committees, and Shire working groups, to assist with the progress of various initiatives. Council appoints delegates and in some circumstances proxy delegates to these groups, following each Ordinary Council Election.

It should be noted that Council is not required to appoint a delegate to each of the external Committees/Groups and may choose not to appoint a delegate if Council is of the view that there is little value to the Shire in doing so.

Consultation:
Councillors at the September General Planning Forum.
The Chief Executive Officer

Statutory Environment:
Local Government Act 1995
Local Emergency Management Act 2005

Policy Implications:
Not applicable

Financial Implications:
Nil

Strategic Implications:
Improve Our Financial Position

Our Goals	Our Strategies
A well-informed Community	• Foster Opportunities for connectivity between Council and the Community
We plan strategically for the future	• Ensure accountable, ethical and best practice governance

Risk Implications:

Risk	Low
Delegated committee members do not attend the meetings and thereby fail to represent the Shire in various forums.	

Voting Requirements:
Simple Majority

Councillor Questions from Agenda Briefing
Councillor Question: Are we able to take out Delegate 2 for the VROC Committee.
Administration Response: Yes, Council can make changes to the delegates on the various committees by proposing an alternate motion at the OCM with a recommendation for this to occur.

111026 Moved: Cr. Price Seconded: Cr. Hansen

Officer Recommendation:
That Council nominate members to the following Committees of Council and as delegates of Council to the respective committee or group as outlined in Attachment 1.

Carried 7/0

For: Cr Little, Cr Price, Cr Cowan, Cr Hansen, Cr Latham, Cr Thompson, Cr Whitely
Against: Nil

STANDING COMMITTEES OF COUNCIL

Committee	Meeting Schedule	Delegate 1	Delegate 2	Delegate 3	Proxy
Audit, Risk and Improvement Committee	Bi-annual	Cr Little	Cr Price	Cr Thompson	N/A
Bush Fire Advisory Committee	Bi-annual	Cr Little	Cr Cowan	Cr Latham	N/A
Local Emergency Management Committee (LEMC)	Bi-monthly	Cr Little	Cr Latham	N/A	Cr Hansen
Wandering Community Centre Upgrade Committee	Bi-monthly	Cr Little	Cr Hansen	Cr Cowan	
	Community Members:				
CEO Performance Review Committee	Annual	All Councillors			
Behaviour Complaints Committee	As required	All Councillors			

OTHER COMMITTEES

Committee	Meeting Schedule	Delegate 1	Delegate 2	Proxy
Central Wheatbelt WALGA Zone	Bi-monthly	Cr Little	Cr Latham	Cr Price
Regional Road Group	Quarterly	Cr Little	Cr Price	Cr Thompson
Wheatbelt Secondary Freight Network (WSFN)	As required	Cr Price	Cr Little	N/A
Voluntary Regional Organisation of Councils (VROC)	Quarterly	Cr Little	Cr Hansen	Cr Cowan
Development Assessment Panel (DAP)	As required	Cr Whitely	Cr Price	Cr Latham
5 Rivers NRM (Previously Peel Harvey Catchment Council)	Bi-monthly	Cr Price	Cr Hansen	Cr Thompson
Worsley Alumina Community Liaison Committee	Quarterly	Cr Latham		Cr Hansen
Newmont Goldcorp Boddington Community Reference Group	Quarterly	Cr Whitely	Cr Thompson	Cr Latham

13.3 Dadour Provisions

File Reference:	**N/A**
Date:	**15 October 2026**
Location:	**Shire of Wandering**
Applicant:	**N/A**
Author:	**Chief Executive Officer**
Authorising Officer:	**Chief Executive Officer**
Disclosure of Interest:	**Nil**
Attachments:	**Nil**
Voting Requirements:	**Simple Majority**
Previous Reference:	**N/A**

Summary of Report:
This report provides a mechanism for Council to object to removal of the Dadour provisions should it wish to do so and seek sector wide support for its position.

Background:
On 17 September 2026, at the WALGA Convention the Hon. Hannah Beasley MLA announced plans to remove the Dadour provisions on the basis that this would support voluntary district boundary changes by removing the ability for a small number of electors to "*undermine amalgamation proposals*".

The Dadour provisions were named after former City of Nedlands mayor Dr John Dadour, which give local ratepayers the right to trigger a referendum if a council merger or boundary change is proposed.

The provisions are contained in Schedule 2.1 Clauses 8 and 10 of the Local Government Act 1995. Schedule 2.1 is about the provisions about creating, changing the boundaries of, and abolishing districts. Clause 8 states –

8. Electors may demand poll on recommended amalgamation

(1) Where the Advisory Board recommends to the Minister the making of an order to abolish 2 or more districts (the districts) and amalgamate them into one or more districts, the Board is to give notice to affected local governments, affected electors and the other electors of districts directly affected by the recommendation about the recommendation.

(2) The notice to affected electors has to notify them of their right to request a poll about the recommendation under subclause (3).

(3) If, within one month after the notice is given, the Minister receives a request made in accordance with regulations and signed by at least 250, or at least 10%, of the electors of one of the districts asking for the recommendation to be put to a poll of electors of that district, the Minister is to require that the Board's recommendation be put to a poll accordingly.

(4) This clause does not limit the Minister's power under clause 7 to require a recommendation to be put to a poll in any case.

10. Minister may accept or reject recommendation

(1) Subject to subclause (2), the Minister may accept or reject a recommendation of the Advisory Board made under clause 3 or 6.

(2) If at a poll held as required by clause 8 —

(a) at least 50% of the electors of one of the districts vote; and
(b) of those electors of that district who vote, a majority vote against the recommendation, the Minister is to reject the recommendation.

This is a high bar for the electors to meet should they wish to overturn an amalgamation proposal, forced or voluntary, however it was instrumental in defeating the 2013-14 attempt of the then Barnett Government, at forced amalgamations.

2013 was also a period when, like today, a number of legislative reforms to local government were being carried out. At the same time the Barnett Government instructed local governments to amalgamate. Amending the Dadour provisions was contemplated at the time. Mr A.J. Simpson was Minister for Local Government at this time and in his second reading of the bill he made the following comments.

"Under the current Act, the Dadour provisions allow a poll to be held on amalgamation proposals. If at least 50% of electors in a district participate in the poll and at least 50% of those participants vote "no", the proposal will be defeated. This means it is currently possible for 25 per cent of voters in a single district to defeat an amalgamation proposal even when it is supported by the majority of voters in the other districts involved in the proposal.

The Minister for Local Government believes these poll provisions are contrary to the principles of a democratic local government system but he does not want discussion on this to be a distraction from what he is trying to achieve – a local government system in the metropolitan area that is suited to the needs of the community today and into the future.

Despite this understanding the Minister at the time did not include changes to the Dadour provisions.

The Dadour provisions were then weaponised as a threat by local governments to resist the forced amalgamations. Ultimately forced amalgamations were abandoned in February 2014 without the poll provisions having taken place, but it was the threat to use these provisions which turned the matter.

On 14 October 2026 the Cook Labor Government introduced the Local Government Amendment and Repeal Bill 2026 to Parliament. This Bill proposes measures to support voluntary amalgamations, by removing the 'Dadour' poll provision.

Apparently, the Minister's reasons for removing the Dadour provisions are so that the democratic process is fairer, meaning that in theory as little as 25% of the electors in one district could prevent amalgamation. This is highly likely to be an unrealistic appraisal of the situation, given that it is almost certain that some electors from both local governments would oppose an amalgamation.

Historically, voter turnout in local government elections has been about one-third of electors, but it rises when issues of significant public importance are at stake. It is reasonable to expect strong participation in a poll on a proposed local government amalgamation, whether voluntary or forced. The requirement for at least 50% turnout in one district creates a significant threshold for opposing an amalgamation; however, meeting that threshold would also demonstrate widespread community concern and a robust democratic process.

While the Minister's statement is in the context of voluntary amalgamations, the Dadour Provision apply equally to forced amalgamations and it is these Provisions that prevented the wholesale forced amalgamations 13 year ago. This may happen again and without the Dadour Provisions the democratic polling of the electorate is a process that the Minister will be able to avoid. This diminishes democracy.

Self-determination as a local government is secured through legislation that protects the rights of an electorate to vote on its own future. The Dadour Provisions support this aim and the removal of these will leave the decision of the future of each local government in the hands of the Minister of Local Government.

Amalgamations are too often the stated panacea for whatever ails local government. The diminution of the legislated democratic process in order to solve problems such as financial sustainability is an over-reach. Voluntary amalgamations in these situations may indeed be appropriate, but the wholesale removal of these Provisions has the sense of a larger agenda at work.

Consultation:
Councillors at the September General Planning Forum.
The Chief Executive Officer

Statutory Environment:
Local Government Act 1995

Policy Implications:
Not applicable

Financial Implications:
Nil

Strategic Implications:
Improve Our Financial Position

Our Goals	Our Strategies
A well-informed Community	• Foster Opportunities for connectivity between Council and the Community
We plan strategically for the future	• Ensure accountable, ethical and best practice governance

Risk Implications:

Risk	**High**
Loss of the Shire of Wandering's identity and self-determination	

Voting Requirements:
Simple Majority

121026 Moved: Cr. Latham Seconded: Cr. Price

Officer Recommendation:
That Council:

1. **Resolves to reject any changes to the Local Government Act 1995 which amend, delete or meaningfully change the intent of the "Dadour Provisions";**
2. **Supports this becoming a WALGA Advocacy position; and**
3. **Request the Shire's Central Country Zone representatives to propose this as a recommendation to the next WALGA Central Country Zone meeting.**

Carried 7/0

For: Cr Little, Cr Price, Cr Cowan, Cr Hansen, Cr Latham, Cr Thompson, Cr Whitely
Against: Nil

13.4 Shire of Wandering Policy Manual Review – Policy 2	
File Reference:	**N/A**
Date:	**24 September 2026**
Location:	**Shire of Wandering**
Applicant:	**N/A**
Author:	**Chief Executive Officer**
Authorising Officer	**Chief Executive Officer**
Disclosure of Interest:	**Nil**
Attachments:	**Policy 2 – Corporate Credit Cards**
Voting Requirements:	**Absolute Majority**
Previous Reference:	**N/A**

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

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

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

There are currently 95 Shire policies. It is proposed that each month policies are reviewed by Council. This will ensure that all policies are reviewed in the stated three-year period.

One (1) policy are to be reviewed this month:

- Policy 2 – Corporate Credit Cards

This policy was reviewed at the November 2025 Ordinary Council Meeting.

Consultation:
Chief Executive Officer
Councillors

Statutory Environment:
Local Government Act 1995 S.2.7(2)(b)

Policy Implications:
As reviewed and updated.

Financial Implications:
No financial implications.

Strategic Implications:
Provide Strong Leadership

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

Risk Implications:

Risk	Low
There is no perceived risk associated with the review and updating of this policy.	

Voting Requirements:
Absolute Majority

131026 Moved: Cr. Cowan Seconded: Cr. Latham

Officer Recommendation:
That Council adopts the following policy with any amendments made.

- **Policy 2 – Corporate Credit Cards**

Carried 6/1

For: Cr Little, Cr Price, Cr Cowan, Cr Hansen, Cr Latham, Cr. Thompson
Against: Cr Whitely

POLICY TYPE:	LEGISLATIVE	POLICY NO:	2
DATE ADOPTED:	18/07/2019	DATE LAST REVIEWED:	17/09/2020 16/09/2021 17/11/2022 20/11/2025 22/10/2026

LEGAL (PARENT):	*Local Government Act 1995* *LG Financial Management Regulations 1996*	LEGAL (SUBSIDIARY):	

DELEGATION OF AUTHORITY APPLICABLE:	DELEGATION NO.

ADOPTED POLICY	
TITLE:	Corporate Credit Card Policy
OBJECTIVE:	To: • Provide a clear framework to enable the use of corporate credit cards • Provide employees clear and concise guidelines outlining its use • Reduce the risk of fraud and misuse of the corporate credit card. • The application of this policy is to be in conjunction with the Shire of Wandering's Code of Conduct Policy and any legislative requirements of the Local Government Act 1995 that may be enforced.

DEFINITIONS

Cardholder means an employee who has been authorised by the Chief Executive Officer to incur expenditure by means of a corporate credit card.

Credit Card means a card facility approved for use in lieu of cash transactions, to incur expenditure for goods and services for the purposes of the Shire of Wandering business activities only in accordance with relevant Shire policies.

POLICY STATEMENT

The Shire of Wandering recognises the value of corporate credit cards and supports their use, within appropriate controls and limits.

The CEO is authorised to obtain a corporate credit card/s with a maximum monthly credit limit of $8000. This limit can only be adjusted with the express approval of the Council.

The Chief Executive Officer is the primary cardholder for the Shire and may authorise additional cardholders within the Shire's approved total credit limit.

The Shire's approved total credit limit is agreed to be $15,000. This limit can only be adjusted with the express approval of the Council.

Individual credit card limits are as approved by Council (in relation to the CEO) or the CEO (in relation to other employees, but within the limits determined by Council).

DETERMINING WHEN CREDIT CARD FACILITIES ARE APPROPRIATE

Credit Card facilities may be implemented and maintained where the card facility provides benefit to the Shire of Wandering operations by ensuring:

(a) Goods and services can be obtained in a timely and efficient manner to meet the business needs of the Shire;
(b) Financial management and accounting standards are met; and

(c) Purchasing and payment functions are secure, efficient and effective.

Credit card facility providers will only be acceptable where, in the opinion of the Chief Executive Officer, they:

(a) Provide appropriate and sufficient statement, administration and acquittal controls that enable the Shire to sufficiently administer the facility; and
(b) Provide the Shire with protection and indemnification from fraudulent unauthorised transactions.

MANAGEMENT OVERSIGHT

The Chief Executive Officer shall determine and implement systems and procedures that are adequate to ensure:

(a) Assessment and selection of credit card facilities suitable to the efficient and effective operations of the Shire;
(b) Authorisation and appointment of suitably eligible cardholders;
(c) Cardholder duties and responsibilities are documented; and
(d) Cardholders provided with training; and
(e) Monitoring and auditing of credit card activities is planned and reported.

REPORTING

The Chief Executive Officer will ensure that acquitted transaction statements for each credit card facility are provided to Council as part of the monthly financial reporting regime.

MISUSE, MISCONDUCT AND FRAUDULENT USE

(a) Any alleged misuse of credit cards will be investigated and may be subject to disciplinary procedures.
(b) Where there is reasonable suspicion of misconduct or fraudulent activity arising from credit card facilities the matter will be reported to the appropriate regulatory agency, subject to the requirements of the Public Sector Management Act 1994 and the Corruption, Crime and Misconduct Act 2003.

PRINCIPLES FOR USAGE – ALLOWABLE TRANSACTIONS

Credit card facilities may only be used where:

(a) The expenditure is directly arising from a Shire operational business activity for which there is an Annual Budget provision;
(b) The expenditure is in accordance with legislation, the Shire Purchasing Policy, Code of Conduct and any conditions or limitations applicable to the individual Cardholder.
(c) The procurement of the required goods or services is impractical or inefficient if undertaken via a purchase order or is not able to be obtained other than by a credit card;
(d) Supplier surcharges (fees) on transactions are minimised and only allowable where the alternative method of obtaining the supply (i.e. by purchase order) is more onerous, not cost effective or there is no alternative mode of supply.
(e) Hospitality expenditure may only occur when it is in accordance with any Shire Hospitality Policy or is undertaken with the express permission of the Chief Executive Officer.
(f) Official travel, accommodation and related expenses may only occur in accordance with Shire policies and procedures;
(g) A sufficient record of each transaction is obtained and retained in the local government record.

Allowable transaction modes include:

(a) In-person and over the counter retail purchases;
(b) Telephone or facsimile purchasing;
(c) Mail order purchasing and subscriptions;
(d) Internet purchasing

PROHIBITED TRANSACTIONS

The Shire prohibits the use of credit card facilities for:

(a) Cash advances;

(b) Incurring expenses which are personal or private (i.e. any expenditure which is not an approved local government activity);
(c) Making deposits onto the card, whether to offset misuse or otherwise;
(d) Incurring capital expenditure;
(e) Incurring expenditure for goods or services which are subject to a current supplier contract;
(f) Incurring expenses which are not in accordance with legislation, the Shire's Purchasing Policy, the Annual Budget and / or the conditions or limitations relevant to the individual cardholder;
(g) Expenses for which another credit card is the approved facility – e.g. a corporate credit card is not to be used for purchasing fuel or oil, as the fuel card is the approved facility for that purpose;
(h) Splitting expenditure to avoid compliance with the Purchasing Policy or to negate limits or conditions applicable to the Cardholder; and
(i) Incurring expenses for the primary purpose of obtaining personal advantage through the transaction (i.e. membership or loyalty rewards).

For clarity, council members are prohibited from using Shire credit cards as the Local Government Act 1995 does not provide authority for a council member to incur liabilities on behalf of the local government. The Act limits local governments to only paying council member allowances and reimbursing council member expenses.

CARDHOLDER DUTY OF CARE AND RESPONSIBLE USE OBLIGATIONS

A cardholder is required to:

(a) Keep the credit card and access information in a safe manner; protected from improper use or loss.
(b) Only use the credit card for allowable purposes and not for prohibited purposes.
(c) Obtain, create and retain local government records that evidence transactions.
(d) Acquit the reconciliation of credit card usage in the required format and within required timeframes. The onus is on the cardholder to provide enough detail for each transaction to avoid any potential perception that a transaction may be of a personal nature.
(e) Return the credit card to the Shire before termination of employment, inclusive of reconciliation records.
(f) Reimburse the Shire the full value of any unauthorised, prohibited or insufficiently reconciled expenditure. vii) Comply with all cardholder responsibilities as outlined by the card provider.

Benefits obtained through use of a credit card (i.e. membership or loyalty rewards) are the property of the Shire and may only be used for Shire business purposes. Such benefits must be relinquished by the cardholder to the Shire. Under no circumstances may such benefits be retained as a personal benefit.

TRANSACTION EVIDENCE

An adequate transaction record must include the following minimum information:

(a) Invoice and / or receipt that includes; the date, company name, address, ABN, amount and any GST amount included;
(b) Where an invoice and / or receipt cannot be obtained, the cardholder must provide a signed statement, detailing the nature of the expense and enough information to satisfy the requirements above.
(c) Approval of the expense above is to be referred to the Chief Executive Officer for a decision.
(d) Where a credit card is used to incur an expense for hospitality, the transaction record must include for the purposes of Fringe Benefits Tax calculations and probity
(e) The number of persons entertained; ii) the names of any employees in that number; and
(f) The purpose of providing the entertainment or hospitality

CARD RECONCILIATION PROCEDURES

(a) Card statement accounts will be issued to the relevant cardholder who will, within 7 days, acquit the transactions on the account.
(b) Transactions will be supported by a GST invoice stating the type of goods purchased, amount of goods purchased, and the price paid for the goods. The receipt shall meet the requirements of the Goods and Services Tax Act 1999 to enable a GST rebate to be applied.
(c) Transactions shall be accompanied by a job number for costing purposes.
(d) Should approval of expenses be refused by the Chief Executive Officer recovery of the expense shall be met by the cardholder.

(e) The cardholder shall sign and date the card statement with supporting documentation attached stating all expenditure is of a business nature

DISPUTED TRANSACTIONS

The Shire is responsible for paying all accounts on the monthly card statement and the bank processes a direct debit from Council's operating bank account for such.

When a Cardholder believes that charges are incorrect, they should first contact the supplier to determine the causes of the discrepancy and if necessary, the Finance Officer will notify the bank in writing.

Any amounts in dispute must be highlighted on the copy of the Cardholders statement and a copy of the written notification to the bank attached.

CANCELLED CARDS

Cancellation of a Card may be necessary where the:

(a) cardholder changes job function within the local government;
(b) cardholder terminates employment with local government;
(c) the employment of the Cardholder is terminated;
(d) card is no longer required;
(e) cardholder has not adhered to set procedures;
(f) misuse of the Card; or
(g) CEO determines it is appropriate to do so

REVIEW OF CARD USE

All receipts and documentation will be reviewed and any expenses that do not appear to represent fair and reasonable business expenses shall be referred to the Chief Executive Officer for a decision.

PROCEDURES FOR LOST, STOLEN AND DAMAGED CARDS

The cardholder must formally advise the CEO of the loss or theft without delay.

The loss or theft of a credit card must be reported to the card provider as a matter of priority.

Advice of a damaged card is to be provided to the CEO who will arrange a replacement.

CARDHOLDER AGREEMENT

The Cardholder Agreement is shown at Attachment 1.

Failure to comply with any of these requirements could result in the card being withdrawn from the employee. In the event of loss or theft through negligence or failure to comply with the Shire of Wandering Card Policy any liability arising may be passed on to the cardholder.

CONSEQUENCES OF NON-COMPLIANCE

Failure to comply with the Delegations, Policy or Executive Instructions may result in disciplinary action up to and including termination of employment.

ASSOCIATED DOCUMENTS

Shire of Wandering Code of Conduct Policy

Shire of Wandering Purchasing & Tender Policy

Shire of Wandering Risk Management Policy

Local Government Act 1995

Goods and Services Tax Act 1999

Use of Corporate Credit Cards (Department of Local Government Guideline No 11)

WA Auditor General's Report 7 - Controls Over Corporate Credit Cards May 2018

ATTACHMENT 1

CORPORATE CREDIT CARDHOLDER AGREEMENT

I (insert cardholder name) acknowledge and accept the conditions listed below which govern the use of the Shire of Wandering Corporate Credit Card:

CONDITIONS OF USE

- Ensure the corporate credit card is maintained in a secure manner and guarded against improper use.
- The corporate credit card is to be used only for Shire of Wandering official activities, there is no approval given for any private use whatsoever.
- All documentation regarding a corporate credit card transaction is to be retained by, or provided to, the cardholder and produced as part of the reconciliation procedure.
- Credit limits may only be exceeded under exceptional circumstances, and with the approval of the Shire President.
- The use of the credit card shall not be tied to any type of reward system that provides cardholders with any personal benefit or reward.
- Observe all cardholder responsibilities as outlined by the card provider.
- Purchases on the corporate credit card are to be made in accordance with Shire of Wandering's Purchasing Policy.
- Monthly reconciliation of credit card purchases is to be completed on the supplied template within seven (7) days of the date of the credit card statement being issued.
- Transactions will be supported by a GST invoice stating the type of goods purchased, amount of goods purchased and the price paid for the goods. The receipt shall meet the requirements of the Goods and Services Tax Act 1999 to enable a GST rebate to be applied.
- Transactions shall be accompanied by a succinct explanation of why the expense was incurred.
- Transactions shall be accompanied by an authorised purchase order.
- Should approval of expenses be denied by the Shire President, recovery of the expense shall be met by the cardholder.
- The cardholder shall sign and date the corporate credit card statement with supporting documentation attached stating 'all expenditure is of a business nature'.
- Lost or stolen cards shall be reported immediately to the card provider and Shire President.
- The corporate credit card is to be returned to the Shire President on or before the employee's termination date with a full acquittal of expenses.

Failure to comply with any of these requirements could result in the card being withdrawn from the employee. In the event of loss or theft through negligence or failure to comply with the Shire of Wandering Corporate Credit Card Policy any liability arising from the use of the card may be passed to the cardholder.

The use of a Shire of Wandering Corporate Credit Card is subject to the provisions of the Code of Conduct of Shire of Wandering. Serious transgression of the above listed responsibilities or the Code of Conduct may result in an appropriate referral under the Corruption and Crime Commission Act 2003 and/or termination of employment.

Name:

Position:

Signed: _____

Date: _____

13.5 Shire of Wandering - Draft Dogs Local Law 2026

File Reference:	**N/A**
Date:	**17 October 2026**
Location:	**Shire of Wandering**
Applicant:	**N/A**
Author:	**Chief Executive Officer**
Authorising Officer	**Chief Executive Officer**
Disclosure of Interest:	**Nil**
Attachments:	**Draft SoW Dogs Local Law**
Voting Requirements:	**Absolute Majority**
Previous Reference:	**N/A**

Summary of Report:
The purpose of this report is to progress with the creation of the Shire's Dogs Local Law 2026 and to ensure compliance with the local law review process set out in the Local Government Act 1995.

Background:

The purpose of the Dogs Local Law is to provide regulatory measures in relation to impounding of dogs, the number of dogs that can be kept, establishment of approved kennels and the manner in which dogs are to be confined by the occupier of the premises and to promote and encourage responsible dog ownership.

Procedure for Making a Local Law
1. Council is given notice of the purpose and effect of the proposed local law pursuant to section 3.12(2) of the Local Government Act 1995.
2. Council resolves to advertise the proposed local law and give local public notice under section 3.12(3).
3. Public submissions are invited for a period of not less than six weeks.
4. Copies of the proposed local law and notice are provided to the Minister.
5. Following the consultation period, Council considers submissions received and may make the local law by absolute majority.
6. The local law is published in the Government Gazette.
7. Following gazettal, local public notice is given specifying the title, purpose and effect, commencement date and availability of copies.
8. Explanatory material is provided in accordance with section 3.12(7) and the Minister's Directions.
9. The local law comes into operation on the fourteenth day after gazettal, unless a later date is specified.
10. The local law is then subject to Parliamentary scrutiny by the Joint Standing Committee on Delegated Legislation.

Consultation:
Councillors at general planning forum in May and June 2026.

The process of review has incorporated an analysis of local laws adopted by other regional local governments and utilisation of the WALGA Dogs Local Law template. As a result, it is recommended that the new Dog local law be adopted.

Community consultation is the next step in the process of developing a local law and will be initiated via a period of public notice.

Statutory Environment:
Local Government Act 1995 S.2.7(2)(b)

Policy Implications:
Dog Act 1976 (WA),

Financial Implications:
No financial implications as a local public notice will be provided at no cost, via the Shire's website and the Echo newsletter.

Strategic Implications:
Provide Strong Leadership

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

Risk Implications:

Risk	**Low**
There is no perceived risk associated with the creation of this local law.	

Voting Requirements:
Absolute Majority

<u>Councillor Questions from Agenda Briefing</u>
Councillor Question: Section 3.3 (3) Transition Clause – please explain this.
Administration Response: This transition clause will provide a pathway for existing dog owners to retain their family pets, without being required to reduce their existing number of dogs, should the limits for the various zones remain as proposed in the draft Dog Local Law.

Councillor Question: What are the limits on the number of dogs in the neighbouring Shires?
Administration Response: The Shires of Boddington and Pingelly limit the number of dogs to:

(a) 2 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated within a townsite.
(b) 4 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated outside a townsite.

The Shire of Boddington has two townsites and the size of individual lots and zoning is also different in the neighbouring Shires. The neighbouring Shires employ their own Ranger staff whereas the Shire of Wandering contracts Ranger Services from an external provider. The Shire of Pingelly and Boddington have access to an animal pound, whereas the Shire of Wandering does not.

Councillor Question: When the draft Dog Law goes out for community consultation is Administration able to contact the person making the submission to verify that they reside within the Shire?
Administration Response: When we go out for community consultation, community members wanting to make a submission will be required to provide their names and address to understand whether residents and/or rate payers are providing feedback on the Local Law. These names and addresses, however, will not be provided to Council to maintain the privacy of the person providing the feedback. The report back to Council will contain all the feedback and/or comments from community, completely de-identified.

Cr. Thompson left the room at 3:45pm

081026 Moved: Cr. Cowan Seconded: Cr. Price

Officer Recommendation:
That Council:

1. **Pursuant to section 3.12 of the Local Government Act 1995, adopts the draft Shire of Wandering Dogs Local Law 2026 for the purpose of public consultation.**
2. **Authorises the Chief Executive Officer to give local public notice of the proposed local law in accordance with section 3.12(3) of the Local Government Act 1995.**
3. **Invites public submissions on the proposed local law for a period of not less than six weeks from the date of publication of the notice.**
4. **Receives a further report following the close of the submission period for consideration of any submissions received and determination of whether to proceed with making the local law.**

Carried 6/0

For: Cr Little, Cr Price, Cr Cowan, Cr Hansen, Cr Latham, Cr Whitely
Against: Nil

Cr. Thompson returned to the room at 4pm

SHIRE OF WANDERING

DOGS LOCAL LAW 2026

DOG ACT 1976

LOCAL GOVERNMENT ACT 1995

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SCHEDULE 1

Application for a licence for an approved kennel establishment

SCHEDULE 2

Conditions of a licence for an approved kennel establishment

SCHEDULE 3

Offences in respect of which modified penalty applies

DOG ACT 1976

LOCAL GOVERNMENT ACT 1995

SHIRE OF WANDERING
DOGS LOCAL LAW 2026

Under the powers conferred by the *Dog Act 1976,* the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Wandering resolved on *[insert date]* to make the following local law.

PART 1 - PRELIMINARY

1.1 Citation

This local law may be cited as the Shire of Wandering *Dogs Local Law* 2026.

1.2 Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

1.3 Application

This local law applies throughout the district.

1.4 Interpretation

In this local law unless the context otherwise requires -

Act means the *Dog Act 1976*;

authorised person means a person appointed by the local government to perform all or any of the functions conferred on an authorised person under this local law;

CEO means the Chief Executive Officer of the local government;

dangerous dog means a dog which is the subject of a declaration under section 33E of the Act declaring it to be a dangerous dog;

district means the district of the local government;

local government means the *Shire of Wandering*;

pound keeper means a person authorised by the local government to perform all or any of the functions conferred on a "pound keeper" under this local law;

Regulations means the *Dog Regulations 2013*;

Schedule means a schedule in this local law;

thoroughfare has the meaning given to it in section 1.4 of the *Local Government Act 1995*; and

town planning scheme means a town planning scheme made by the local government under the *Planning and Development Act 2005* which applies throughout the whole or a part of the district.

PART 2 - IMPOUNDING OF DOGS

2.1 Charges and costs

The following are to be imposed and determined by the local government under sections 6.16 to 6.19 of the *Local Government Act 1995* -

(a) the charges to be levied under section 29(4) of the Act relating to the seizure and impounding of a dog;
(b) the additional fee payable under section 29(4) of the Act where a dog is released at a time or on a day other than those determined under clause 2.2; and
(c) the costs of the destruction and the disposal of a dog referred to in section 29(15) of the Act.

2.2 Attendance of pound keeper at pound

The pound keeper is to be in attendance at the pound for the release of dogs at the times and on the days of the week as are determined by the CEO.

2.3 Release of impounded dog

(1) A claim for the release of a dog seized and impounded is to be made to the pound keeper or in the absence of the pound keeper, to the CEO.

(2) The pound keeper is not to release a dog seized and impounded to any person unless that person has produced, to the satisfaction of the pound keeper, satisfactory evidence -

(a) of her or his ownership of the dog or of her or his authority to take delivery of it; or
(b) that he or she is the person identified as the owner on a microchip implanted in the dog.

PART 3 - REQUIREMENTS AND LIMITATIONS ON THE KEEPING OF DOGS

3.1 Dogs to be confined

(1) An occupier of premises on which a dog is kept must -

(a) cause a portion of the premises on which the dog is kept to be fenced in a manner capable of confining the dog;
(b) ensure the fence used to confine the dog and every gate or door in the fence is of a type, height and construction which having regard to the breed, age, size and physical condition of the dog is capable of preventing the dog at all times from passing over, under or through it;
(c) ensure that every gate or door in the fence is kept closed at all times when the dog is on the premises (unless the gate is temporarily opened in a manner that ensures that the dog remains confined) and is fitted with a proper latch or other means of fastening it;
(d) maintain the fence and all gates and doors in the fence in good order and condition; and
(e) where no part of the premises consists of open space, yard or garden or there is no open space or garden or yard of which the occupier has exclusive use or occupation, ensure that other means exist on the premises (other than the tethering of the dog) for effectively confining the dog within the premises.

(2) Where an occupier fails to comply with subclause (1), he or she commits an offence.

Penalty: Where the dog is a dangerous dog, $2,000; otherwise $1,000.

3.2 Notice to rectify fencing

(1) Where an authorised person considers that portion of a premises on which a dog is kept is not sufficiently fenced or secured to confine the dog to that portion of the premises in accordance with clause 3.1(1), the authorised person may give a notice to a person liable for the control of the dog requiring that person to install or modify fencing or implement other specified measures to confine the dog to the relevant portion of the premises in accordance with clause 3.1(1), within the time specified in the notice.

(2) A person to whom a notice is issued under subclause (1) must comply with the notice during the period in which it has effect.

Penalty: $2,500.

(3) This clause does not apply to a dog while that dog is kept at an establishment licensed as an approved kennel establishment under section 27 of the Act.

3.3 Limitation on the number of dogs

(1) This clause does not apply to premises which have been –
(a) licensed under Part 4 as an approved kennel establishment; or
(b) granted an exemption under section 26(3) of the Act.

(2) The limit on the number of dogs which may be kept on any premises is, for the purpose of section 26(4) of the Act –
(a) in areas zoned under a local planning scheme as residential, commercial, industrial, rural residential, special use, or any other land usage not listed in 3.3(2)(b) - two (2) dogs over the age of three (3) months and the young of those dogs under that age; or
(b) in areas zoned rural under a local planning scheme - four (4) dogs over the age of three (3) months and the young of those dogs under that age.

(3) Transition Clause:
A person who lawfully kept more than the prescribed number of dogs immediately before the commencement of this local law may continue to keep those dogs, provided:
a) no additional dogs are acquired;
b) the number of dogs does not increase above the number lawfully kept at commencement; and
c) once the number falls to the prescribed limit, no further grandfathering applies.
d) No replacement dogs may be acquired where that would result in the number exceeding the prescribed limit.

PART 4 - APPROVED KENNEL ESTABLISHMENTS

4.1 Interpretation

In this Part and in Schedule 2 -

licence means a licence to keep an approved kennel establishment on premises;

licensee means the holder of a licence;

premises, in addition to the meaning given to it in section 3 of the Act, means the premises described in the application for a licence; and

transferee means a person who applies for the transfer of a licence to her or him under clause 4.14.

4.2 Application for licence for approved kennel establishment

An application for a licence must be made in the form of that in Schedule 1, and must be lodged with the local government together with -

(a) plans and specifications of the kennel establishment, including a site plan;
(b) copies of the notices to be given under clause 4.3;
(c) written evidence that either the applicant or another person who will have the charge of the dogs, will reside on the premises or, in the opinion of the local government, sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare;
(d) a written acknowledgement that the applicant has read and agrees to comply with any code of practice relating to the keeping of dogs nominated by the local government; and
(e) the fee for the application for a licence referred to in clause 4.10(1).

4.3 Notice of proposed use

(1) An applicant for a licence must give notice of the proposed use of the premises as an approved kennel establishment after the application for a licence has been lodged –
(a) once in a newspaper circulating in the district; and
(b) to the owners and occupiers of any premises adjoining the premises.

(2) The notices in subclause (1) must specify that -
(a) any written submissions as to the proposed use are to be lodged with the CEO within 14 days of the date the notice is given; and
(b) the application and plans and specifications may be inspected at the offices of the local government.

(3) Where –

(a) the notices given under subclause (1) do not clearly identify the premises; or
(b) a notice given under subclause (1)(a) is of a size or in a location in the newspaper which, in the opinion of the local government, would fail to serve the purpose of notifying persons of the proposed use of the premises,

then the local government may refuse to determine the application for a licence until the notices or notice, as the case may be, is given in accordance with its directions.

4.4 Exemption from notice requirements

Where an application for a licence is made in respect of premises on which an approved kennel establishment is either a -

(a) permitted use; or
(b) use which the local government may approve subject to compliance with specified notice requirements,

under a town planning scheme, then the requirements of clauses 4.2(b), 4.3 and 4.5(a) do not apply in respect of the application for a licence.

4.5 When application can be determined

An application for a licence is not to be determined by the local government until -

(a) the applicant has complied with clause 4.2;
(b) the applicant submits proof that the notices referred to in clause 4.3(1) have been given in accordance with that clause; and
(c) the local government has considered any written submissions received within the time specified in clause 4.3(2)(a) on the proposed use of the premises.

4.6 Determination of application

In determining an application for a licence, the local government is to have regard to –

(a) the matters referred to in clause 4.7;
(b) any written submissions received within the time specified in clause 4.3(2)(a) on the proposed use of the premises;
(c) any economic or social benefits which may be derived by any person in the district if the application for a licence is approved;
(d) the effect which the kennel establishment may have on the environment or amenity of the neighbourhood;
(e) whether the approved kennel establishment will create a nuisance for the owners and occupiers of adjoining premises; and
(f) whether or not the imposition of and compliance with appropriate conditions of a licence will mitigate any adverse effects of the approved kennel establishment identified in the preceding paragraphs.

4.7 Where application cannot be approved

The local government cannot approve an application for a licence where -

(a) an approved kennel establishment cannot be permitted by the local government on the land or premises under a local town planning scheme; or

(b) an applicant for a licence or another person who will have the charge of the dogs will not reside on the premises, or, in the opinion of the local government, sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare.

4.8 Conditions of approval

(1) The local government may approve an application for a licence subject to the conditions contained in Schedule 2 and to such other conditions as the local government considers appropriate.

(2) In respect of a particular application for a licence, the local government may vary any of the conditions contained in Schedule 2.

4.9 Compliance with conditions of approval

A licensee who does not comply with the conditions of a licence commits an offence.

Penalty: Where a dog involved in the contravention is a dangerous dog, $2,000 and a daily penalty of $200; otherwise $1,000 and a daily penalty of $100.

4.10 Fees

(1) On lodging an application for a licence, the applicant is to pay a fee to the local government.

(2) On the issue or renewal of a licence, the licensee is to pay a fee to the local government.

(3) On lodging an application for the transfer of a valid licence, the transferee is to pay a fee to the local government.

(4) The fees referred to in subclauses (1) to (3) are to be imposed and determined by the local government under sections 6.16 to 6.19 of the *Local Government Act 1995*.

4.11 Form of licence

The licence is to be in the form determined by the local government and is to be issued to the licensee.

4.12 Period of licence

(1) The period of effect of a licence is set out in section 27(5) of the Act.

(2) A licence is to be renewed if the fee referred to in clause 4.10(2) is paid to the local government prior to the expiry of the licence.

(3) On the renewal of a licence the conditions of the licence at the time of its renewal continue to have effect.

4.13 Variation or cancellation of licence

(1) The local government may vary the conditions of a licence.

(2) The local government may cancel a licence –
(a) on the request of the licensee;
(b) following a breach of the Act, the Regulations or this local law; or
(c) if the licensee is not a fit and proper person.

(3) The date a licence is cancelled is to be, in the case of –
(a) paragraph (a) of subclause (2), the date requested by the licensee; or
(b) paragraphs (b) and (c) of subclause (2), the date determined under section 27(6) of the Act.

(4) If a licence is cancelled the fee paid for that licence is not refundable for the term of the licence that has not yet expired.

4.14 Transfer

(1) An application for the transfer of a valid licence from the licensee to another person must be –
(a) made in the form determined by the local government;
(b) made by the transferee;
(c) made with the written consent of the licensee; and
(d) lodged with the local government together with –
(i) written evidence that a person will reside at or within reasonably close proximity to the premises the subject of the licence; and
(ii) the fee for the application for the transfer of a licence referred to in clause 4.10(3).

(2) The local government is not to determine an application for the transfer of a valid licence until the transferee has complied with subclause (1).

(3) The local government may approve, whether or not subject to such conditions as it considers appropriate, or refuse to approve an application for the transfer of a valid licence.

(4) Where the local government approves an application for the transfer of a valid licence, then on the date of approval, unless otherwise specified in the notice issued under clause 4.15(b), the transferee becomes the licensee of the licence for the purposes of this local law.

4.15 Notification

The local government is to give written notice to -

(a) an applicant for a licence of the local government's decision on her or his application;
(b) a transferee of the local government's decision on her or his application for the transfer of a valid licence;
(c) a licensee of any variation made under clause 4.13(1);
(d) a licensee when her or his licence is due for renewal and the manner in which it may be renewed;
(e) a licensee when her or his licence is renewed;
(f) a licensee of the cancellation of a licence under clause 4.13(2)(a); and
(g) a licensee of the cancellation of a licence under paragraphs (b) or (c) of clause 4.13(2), which notice is to be given in accordance with section 27(6) of the Act.

4.16 Inspection of kennel

With the consent of the occupier, an authorised person may inspect an approved kennel establishment at any time.

PART 5 - DOGS IN PUBLIC PLACES

5.1 Places where dogs are prohibited absolutely

(1) Dogs are prohibited absolutely from entering or being in any of the following places –

(a) where so indicated by a sign, a public building;

(b) all premises or vehicles classified as food premises or food vehicles under the *Health (Food Hygiene) Regulations 1993*;

(c) any children's recreation and water play area.

(2) If a dog enters or is in a place specified in subclause (1), every person liable for the control of the dog at that time commits an offence.

Penalty: Where the dog is a dangerous dog, $2,000; otherwise $1,000.

5.2 Control of dogs in Public Places

Council needs to be notified in writing about any changes of dog ownership so its records can be kept up to date.

In accordance with Section 31 of the Dog Act 1976 (WA)

(1) Owners need to ensure their dog(s) wear a collar, is microchipped (with current owner details) and the Council's registration tag is attached when in a public place.

(2) A person liable for the control of a dog shall not permit the dog to be in a public place unless the dog is:

(a) Restrained by means of a chain, cord, leash or harness held by a competent person: or

(b) Otherwise under effective control in accordance with the Dog Act 1976.

(3) Subclause (2) does not apply in respect of a dog in a place which has been:

(a) Designated by the local government as a dog exercise area; or

(b) Signposted as an area where dogs may be exercised off-lead.

(4) A dog in a dog exercise area must remain under the effective control of a competent person at all times.

(5) A person in control of a dog in a public place shall carry a chain, cord, leash or harness capable of restraining the dog.

(6) The local government may, by resolution and signage, specify:

(a) places where dogs are prohibited; and

(b) places where dogs must be on a lead at all times.

PART 6 - MISCELLANEOUS

6.1 Offence to excrete

(1) A dog must not excrete on –
(a) any thoroughfare or other public place; or
(b) any land which is not a public place without the consent of the occupier.

(2) Subject to subclause (3), if a dog excretes contrary to subclause (1), every person liable for the control of the dog at that time commits an offence.

Penalty: $200

(3) The person liable for the control of the dog does not commit an offence against subclause (2) if any excreta is removed immediately by that person.

PART 7 - ENFORCEMENT

7.1 Interpretation

In this Part -

infringement notice means the notice referred to in clause 6.3; and

notice of withdrawal means the notice referred to in clause 6.6(1).

7.2 Modified penalties

(1) The offences contained in Schedule 3 are offences in relation to which a modified penalty may be imposed.

(2) The amount appearing in the third column of Schedule 3 directly opposite an offence is the modified penalty payable in respect of that offence if -
   (a) the dog is not a dangerous dog; or
   (b) the dog is a dangerous dog, but an amount does not appear in the fourth column directly opposite that offence.

(3) The amount appearing in the fourth column of Schedule 3 directly opposite an offence is the modified penalty payable in respect of that offence if the dog is a dangerous dog.

7.3 Issue of infringement notice

Where an authorised person has reason to believe that a person has committed an offence in respect of which a modified penalty may be imposed, he or she may issue to that person a notice in the form of Form 8 of the First Schedule of the Regulations.

7.4 Failure to pay modified penalty

Where a person who has received an infringement notice fails to pay the modified penalty within the time specified in the notice, or within such further time as may in any particular case be allowed by the CEO, he or she is deemed to have declined to have the offence dealt with by way of a modified penalty.

7.5 Payment of modified penalty

A person who has received an infringement notice may, within the time specified in that notice or within such further time as may in any particular case be allowed by the CEO, send or deliver to the local government the amount of the penalty, with or without a reply as to the circumstances giving rise to the offence, and the local government may appropriate that amount in satisfaction of the penalty and issue an acknowledgment.

7.6 Withdrawal of infringement notice

(1) Whether or not the modified penalty has been paid, an authorised person may withdraw an infringement notice by sending a notice in the form of Form 9 of the First Schedule of the Regulations.

(2) A person authorised to issue an infringement notice under clause 6.3 cannot sign or send a notice of withdrawal.

7.7 Service

An infringement notice or a notice of withdrawal may be served on a person personally, or by leaving it at or posting it to her or his address as ascertained from her or him, or as recorded by the local government under the Act, or as ascertained from inquiries made by the local government.

Schedule 1 - Application for a licence for an approved kennel establishment

(clause 4.2)

I/we (full name) .....

of (postal address) .....

(telephone number) .....

(facsimile number) .....

(E-mail address) .....

Apply for a licence for an approved kennel establishment at (address of premises) .....

.....

For (number and breed of dogs) .....

* (insert name of person) ..... will be residing at the premises on and from (insert date) .....

* (insert name of person) ..... will be residing (sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare) at .....
..... (insert address of residence)
on and from ..... (insert date).

Attached are -

(a) a site plan of the premises showing the location of the kennels and yards and all other buildings and structures and fences;
(b) plans and specifications of the kennel establishment;
(c) copy of notice of proposed use to appear in newspaper;
(d) copy of notice of proposed use to be given to adjoining premises;
(e) written evidence that a person will reside -
    (i) at the premises; or
    (ii) sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare; and
(f) if the person in item (e) is not the applicant, written evidence that the person is a person in charge of the dogs.

I confirm that I have read and agree to comply with the Code of Practice known as ……, in the keeping of dogs at the proposed kennel establishment.

Signature of applicant .....

Date .....

* delete where inapplicable.

Note: a licence if issued will have effect for a period of 12 months – section 27.5 of the Dog Act.

OFFICE USE ONLY

Application fee paid on *[insert date]*.

Schedule 2 - Conditions of a licence for an approved kennel establishment

(clause 4.8(1))

An application for a licence for an approved kennel establishment may be approved subject to the following conditions -

(a) each kennel, unless it is fully enclosed, must have a yard attached to it;

(b) each kennel and each yard must be at a distance of not less than -

(i) 30m from the front boundary of the premises and 10m from any other boundary of the premises;

(ii) 10m from any dwelling; and

(iii) 30m from any church, school room, hall, factory, dairy or premises where food is manufactured, prepared, packed or stored for human consumption;

(c) each yard for a kennel must be kept securely fenced with a fence constructed of link mesh or netting or other materials approved by the local government;

(d) the minimum floor area for each kennel must be calculated at 2.5 times the length of the breed of dog (when it is fully grown), squared, times the number of dogs to be housed in the kennel and the length of the dog is to be determined by measuring from the base of the tail to the front of its shoulder;

(e) the floor area of the yard attached to any kennel or group of kennels must be at least twice the floor area of the kennel or group of kennels to which it is attached;

(f) the upper surface of the kennel floor must be –

(i) at least 100mm above the surface of the surrounding ground;
(ii) smooth so as to facilitate cleaning;
(iii) rigid;
(iv) durable;
(v) slip resistant;
(vi) resistant to corrosion;
(vii) non-toxic;
(viii) impervious;
(ix) free from cracks, crevices and other defects; and
(x) finished to a surface having a fall of not less than 1 in 100 to a spoon drain which in turn must lead to a suitably sized diameter sewerage pipe which must be properly laid, ventilated and trapped in accordance with the health requirements of the local government;

(g) all kennel floor washings must pass through the drain in item (f)(x) and must be piped to approved apparatus for the treatment of sewage in accordance with the health requirements of the local government;

(h) the kennel floor must have a durable upstand rising 75mm above the floor level from the junction of the floor and external and internal walls, or internal walls must be so constructed as to have a minimum clearance of 50mm from the underside of the bottom plate to the floor;

(i) where a yard is to be floored, the floor must be constructed in the same manner as the floor of any kennel;

(j) from the floor, the lowest internal height of a kennel must be, whichever is the lesser of -

(i) 2m; or
(ii) 4 times the height of the breed of dog in the kennel, when it is fully grown, measured from the floor to the uppermost tip of its shoulders while in a stationary upright position;

(k) the walls of each kennel must be constructed of concrete, brick, stone or framing sheeted internally and externally with good quality new zincalume or new pre-finished colour coated steel sheeting or new fibrous cement sheeting or other durable material approved by the local government;

(l) all external surfaces of each kennel must be kept in good condition;

(m) the roof of each kennel must be constructed of impervious material;

(n) all kennels and yards and drinking vessels must be maintained in a clean condition and must be cleaned and disinfected when so ordered by an authorised person;

(o) all refuse, faeces and food waste must be disposed of daily into the approved apparatus for the treatment of sewage;

(p) noise, odours, fleas, flies and other vectors of disease must be effectively controlled;

(q) suitable water must be available at the kennel via a properly supported standpipe and tap; and

(r) the licensee or the person nominated in the application for a licence, must, in accordance with the application for the licence, continue to reside -

(i) at the premises; or
(ii) in the opinion of the local government, sufficiently close to the premises so as to control the dogs, and to ensure their health and welfare.

Schedule 3 - Offences in respect of which modified penalty applies

(clause 6.2)

Offence	Nature of offence	Modified penalty $	Dangerous Dog Modified Penalty $
3.1	Failing to provide means for effectively confining a dog	50	200
4.9	Failing to comply with the conditions of a licence	200	400
5.1(2)	Dog excreting in prohibited place	100	100

Dated..... 20____

The Common Seal of the }
[insert name of local government] }
was affixed by authority of a }
resolution of the Council in the }
presence of: }

_____ _____

SIGNATURE OF SHIRE PRESIDENT **PRINT NAME OF PRESIDENT**

_____ _____

SIGNATURE OF CHIEF EXECUTIVE OFFICER **PRINT NAME OF CHIEF EXECUTIVE OFFICER**

14. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

15. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING

16. CONFIDENTIAL REPORTS

17. CLOSURE OF MEETING

The Presiding Member declared the meeting closed at 4:07pm