

Notice of Meeting



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Dear Elected Member

The next Ordinary meeting of the Shire of Wandering will be held on Thursday 18 July 2024 in the Council Chambers commencing at 3.30pm.

Schedule

3.30pm Ordinary Council Meeting

Ian Fitzgerald
A/Chief Executive Officer

12 July 2024

DISCLAIMER

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

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

AGENDA

Shire of Wandering
Ordinary Council Meeting
18 July 2024

OUR VISION

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

DISCLAIMER

INFORMATION FOR THE PUBLIC ATTENDING COUNCIL MEETINGS

Please Note:

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

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

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

Meeting Procedures:

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

Council Meeting Information:

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

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

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

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

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

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

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

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

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

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

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

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

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

Public Inspection of Unconfirmed Minutes (Regulation 13).

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

Ian Fitzgerald
A/Chief Executive Officer

SHIRE OF WANDERING

Agenda for the Ordinary Meeting of Council to be held in the Council Chambers on Thursday 18 July 2024 – commencing at 3.30pm.

Contents

1.	Declaration of Opening / Announcements of Visitors	5
2.	Attendance / Apologies / Approved Leave of Absence.....	5
3.	Announcements by the Presiding Member	5
4.	Response to Previous Public Questions Taken on Notice	5
5.	Public Question Time.....	5
6.	Petitions / Deputations / Presentations / Submissions	5
7.	Applications for Leave of Absence.....	5
8.	Disclosures of Interest	5
9.	Confirmation of Minutes of Previous Meetings Held.....	6
9.1	Ordinary Council Meeting Minutes – 20 June 2024	6
10.	Reports of Committees of Council	7
11.	Reports from Councillors	8
12.	A/Chief Executive Officer.....	9
12.1	Shire of Wandering Policy Manual Review	9
12.2	New Policy – Senior Employees.....	21
12.3	Appointment of Acting Chief Executive Officer	24
13.	Finance	26
13.1	Financial Report June 2024.....	26
13.2	Accounts for Payment June 2024.....	44
14.	Planning and Technical Services.....	57
14.1	Purchase of New Grader.....	57
15.	Elected Members Motions of Which Previous Notice Has Been Given	60
16.	New Business or Urgent Business Introduced by Decision of the Meeting.....	60
16.1	Elected Members	60
16.2	Officers	60
17.	Matters Behind Closed Doors	60
18.	Closure of Meeting	60

1. Declaration of Opening / Announcements of Visitors

The Presiding Member to declare the meeting open.

2. Attendance / Apologies / Approved Leave of Absence

Councillors

Cr Ian Turton (Shire President)
Cr Sheryl Little (Deputy Shire President)
Cr Lou Cowan
Cr Gillian Hansen
Cr Dennis Jennings
Cr Alan Price
Cr Max Watts

Staff

Ian Fitzgerald (A/Chief Executive Officer)
Karl Mickle (Operations Manager)

Apologies

Alan Hart (Chief Executive Officer)

Members of the Public

3. Announcements by the Presiding Member

4. Response to Previous Public Questions Taken on Notice

Nil.

5. Public Question Time

6. Petitions / Deputations / Presentations / Submissions

Nil.

7. Applications for Leave of Absence

8. Disclosures of Interest

9. Confirmation of Minutes of Previous Meetings Held

9.1 Ordinary Council Meeting Minutes – 20 June 2024

Statutory Environment:

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

Voting Requirements:

Simple Majority

Recommendation:

That the Minutes of the Ordinary Meeting of Council held on 20 June 2024 be confirmed as true and correct.

Moved: _____

Seconded: _____

Carried

For/Against: Cr Turton Cr Little Cr Cowan Cr Hansen Cr Jennings Cr Price Cr Watts

10. Reports of Committees of Council

Nil.

11. Reports from Councillors

Cr Ian Turton (President)

Cr Sheryl Little (Deputy President)

Cr Lou Cowan

Cr Gillian Hansen

Cr Dennis Jennings

Cr Alan Price

Cr Max Watts

12. A/Chief Executive Officer

12.1 Shire of Wandering Policy Manual Review

File Reference:	11.111.11101
Author:	Lisa Boddy, Executive Assistant
Authorising Officer	Ian Fitzgerald, A/Chief Executive Officer
Date:	8 July 2024
Disclosure of Interest:	Nil
Attachments:	Policy 17 – Model Standards for CEO Policy 80 – CEO Conflicts of Interest
Previous Reference:	Item 12.1 Ordinary Council Meeting 20 June 2024

Summary:

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.

As there are currently 90 policies of the Shire it is proposed that each month several policies are reviewed by Council, this will ensure that all policies are reviewed in the stated three year period.

Comment:

Two policies are to be reviewed this month.

- Policy 17 – Model Standards for CEO
- Policy 80 – CEO Conflicts of Interest

These policies were presented to the General Planning Forum on 4 July 2024. Changes were made as indicated in the attachments.

Consultation:

A/Chief Executive Officer
Elected Members

Statutory Environment:

Local Government Act 1995 S.2.7(2)(b)

Policy Implications:

As reviewed.

Financial Implications:

Nil.

**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.

Sustainability Implications:

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

Risk Implications:

Not regularly updating the Shire’s Policy manual poses a reputable risk with a medium risk rating. In order to maintain transparency and to facilitate appropriate decision making processes, it is imperative that policy statements reflect the current position of Council and work practices at the Shire as well as best practice approaches.

Voting Requirements:

Simple Majority

Officer Recommendation:

That Council adopts the following policies with any amendments made.

- **Policy 17 – Model Standards for CEO**
- **Policy 80 – CEO Conflicts of Interest**

Moved: _____

Seconded: _____

Carried

For/Against: Cr Turton Cr Little Cr Cowan Cr Hansen Cr Jennings Cr Price Cr Watts

POLICY TYPE:	LEGISLATIVE
DATE ADOPTED:	

POLICY NO:	17
DATE LAST REVIEWED:	16/09/2021

LEGAL (PARENT):	s5.38, 5.39A, s5.39B, s5.39C Local Government Act 1995
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LEGAL (SUBSIDIARY):	Local Government (Administration) Regulations
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DELEGATION OF AUTHORITY APPLICABLE:	
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DELEGATION NO.	
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ADOPTED POLICY	
TITLE:	Model Standards for CEO Recruitment, Performance and Termination
OBJECTIVE:	<ul style="list-style-type: none"> To comply with <i>Local Government (Administration) Amendment Regulations 2021</i> and s5.39A, s5.39B, and s5.39C of the <i>Local Government Act 1995</i> by adopting the Model Standards for CEO Recruitment, Performance and Termination.

Division 1 Preliminary

These are the *Shire of Wandering Standards for CEO Recruitment, Performance and Termination*.

1. Terms used

(1) In these standards —

Act means the *Local Government Act 1995*;

additional performance criteria means performance criteria agreed by the local government and the CEO under clause 16(1)(b);

applicant means a person who submits an application to the local government for the position of CEO;

contract of employment means the written contract, as referred to in section 5.39 of the Act, which governs the employment of the CEO;

contractual performance criteria means the performance criteria specified in the CEO's contract of employment as referred to in section 5.39(3)(b) of the Act;

job description form means the job description form for the position of CEO approved by the local government under clause 5(2);

local government means the Shire of Wandering;

selection criteria means the selection criteria for the position of CEO determined by the local government under clause 5(1) and set out in the job description form;

selection panel means the selection panel established by the local government under clause 8 for the employment of a person in the position of CEO.

(2) Other terms used in these standards, which are also used in the Act, have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 — Standards for recruitment of CEOs

3. Overview of Division

This Division sets out standards to be observed by the local government in relation to the recruitment of CEOs.

4. Application of Division

- a. Except as provided in subclause (2), this Division applies to any recruitment and selection process carried out by the local government for the employment of a person in the position of CEO.
- b. This Division does not apply —
 - i. if it is proposed the position of CEO be filled by a person in a class prescribed for the purposes of section 5.36(5A) of the Act; or
 - ii. in relation to a renewal of the CEO's contract of employment, except in the circumstances referred to in clause 13(2).

5. Determination of selection criteria and approval of job description form

- a. The local government must determine the selection criteria for the position of CEO, based on the local government's consideration of the knowledge, experience, qualifications and skills necessary to effectively perform the duties and responsibilities of the position of CEO of the local government.
- b. The local government must, by resolution of an absolute majority of the council, approve a job description form for the position of CEO which sets out —
 - i. the duties and responsibilities of the position; and
 - ii. the selection criteria for the position determined in accordance with subclause (1).

6. Advertising requirements

- a. If the position of CEO is vacant, the local government must ensure it complies with section 5.36(4) of the Act and the *Local Government (Administration) Regulations 1996* regulation 18A.
- b. If clause 13 applies, the local government must advertise the position of CEO in the manner referred to in the *Local Government (Administration) Regulations 1996* regulation 18A as if the position was vacant.

7. Job description form to be made available by local government

If a person requests the local government to provide to the person a copy of the job description form, the local government must —

- (a) inform the person of the website address referred to in the *Local Government (Administration) Regulations 1996* regulation 18A(2)(da); or
- (b) if the person advises the local government they unable to access the website address —
 - (i) email a copy of the job description form to an email address provided by the person; or
 - (ii) mail a copy of the job description form to a postal address provided by the person.

8. Establishment of selection panel for employment of CEO

- a. In this clause —
independent person means a person other than any of the following —
 - i. a council member;
 - ii. an employee of the local government;
 - iii. a human resources consultant engaged by the local government.
- b. The local government must establish a selection panel to conduct the recruitment and selection process for the employment of a person in the position of CEO.
- c. The selection panel must comprise —
 - i. council members (the number of which must be determined by the local government); and
 - ii. at least 1 independent person.
 - iii.

A Local Government should seek independent advice from a human resources consultant where the council lacks the capacity or expertise to facilitate the recruitment and selection process (or any aspect of it). The consultant should not be associated with the local government or any of its council members. The consultant can be an independent human resource professional, recruitment consultant, or recruitment agency.

9. Recommendation by selection panel

- a. Each applicant's knowledge, experience, qualifications and skills must be assessed against the selection criteria by or on behalf of the selection panel.
- b. Following the assessment referred to in subclause (1), the selection panel must provide to the local government —
 - i. a summary of the selection panel's assessment of each applicant; and
 - ii. unless subclause (3) applies, the selection panel's recommendation as to which applicant or applicants are suitable to be employed in the position of CEO.
- c. If the selection panel considers none of the applicants are suitable to be employed in the position of CEO, the selection panel must recommend to the local government —
 - i. a new recruitment and selection process for the position be carried out in accordance with these standards; and
 - ii. the changes (if any) the selection panel considers should be made to the duties and responsibilities of the position or the selection criteria.
- d. The selection panel must act under subclauses (1), (2) and (3) —
 - i. in an impartial and transparent manner; and
 - ii. in accordance with the principles set out in section 5.40 of the Act.
- e. The selection panel must not recommend an applicant to the local government under subclause (2)(b) unless the selection panel has —
 - i. assessed the applicant as having demonstrated the applicant's knowledge, experience, qualifications and skills meet the selection criteria; and
 - ii. verified any academic, or other tertiary level, qualifications

the applicant claims to hold; and

iii. whether by contacting referees provided by the applicant or making any other inquiries the selection panel considers appropriate, verified the applicant's character, work history, skills, performance and any other claims made by the applicant.

f. The local government must have regard to, but is not bound to accept, a recommendation made by the selection panel under this clause.

10 Application of cl. 5 where new process carried out

(3) This clause applies if the local government accepts a recommendation by the selection panel under clause 9(3)(a) a new recruitment and selection process for the position of CEO be carried out in accordance with these standards.

(4) Unless the local government considers changes should be made to the duties and responsibilities of the position or the selection criteria —

(a) clause 5 does not apply to the new recruitment and selection process; and

(b) the job description form previously approved by the local government under clause 5(2) is the job description form for the purposes of the new recruitment and selection process.

11. Offer of employment in position of CEO

Before making an applicant an offer of employment in the position of CEO, the local government must, by resolution of an absolute majority of the council, approve —

(a) the making of the offer of employment to the applicant; and

(b) the proposed terms of the contract of employment to be entered into by the local government and the applicant.

12. Variations to proposed terms of contract of employment

a. This clause applies if an applicant who is made an offer of employment in the position of CEO under clause 11 negotiates with the local government a contract of employment (the ***negotiated contract***) containing terms different to the proposed terms approved by the local government under clause 11(b).

b. Before entering into the negotiated contract with the applicant, the local government must, by resolution of an absolute majority of the council, approve the terms of the negotiated contract.

13. Recruitment to be undertaken on expiry of certain CEO contracts

a. In this clause —

commencement day means the day on which the *Local Government (Administration) Amendment Regulations 2021* regulation 6 comes into operation.

b. This clause applies if —

i. upon the expiry of the contract of employment of the person (the ***incumbent CEO***) who holds the position of CEO —

1. the incumbent CEO will have held the position for a period of 10 or more consecutive years, whether the period commenced before, on or after commencement day; and

2. a period of 10 or more consecutive years has elapsed

since a recruitment and selection process for the position was carried out, whether the process was carried out before, on or after commencement day;

and

- ii. the incumbent CEO has notified the local government they wish to have their contract of employment renewed upon its expiry.
- c. Before the expiry of the incumbent CEO's contract of employment, the local government must carry out a recruitment and selection process in accordance with these standards to select a person to be employed in the *position of CEO after the expiry of the incumbent CEO's contract of employment.*
- d. This clause does not prevent the incumbent CEO's contract of employment from being renewed upon its expiry if the incumbent CEO is selected in the recruitment and selection process referred to in subclause (3) to be employed in the position of CEO.

14. Confidentiality of information

The local government must ensure information provided to, or obtained by, the local government in the course of a recruitment and selection process for the position of CEO is not disclosed, or made use of, except for the purpose of, or in connection with, the recruitment and selection process.

Division 3 — Standards for review of performance of CEOs

15. Overview of Division

This Division sets out standards to be observed by the local government in relation to the review of the performance of CEOs.

16. Performance review process to be agreed between local government and CEO

- a. The local government and the CEO must agree on —
 - i. the process by which the CEO's performance will be reviewed; and
 - ii. any performance criteria to be met by the CEO in addition to the contractual performance criteria.
- b. Without limiting subclause (1), the process agreed under subclause (1)(a) must be consistent with clauses 17, 18 and 19.
- c. The matters referred to in subclause (1) must be set out in a written document.

17. Carrying out a performance review

- a. A review of the performance of the CEO by the local government must be carried out in an impartial and transparent manner.
- b. The local government must —
 - i. collect evidence regarding the CEO's performance in respect of the contractual performance criteria and any additional performance

- criteria in a thorough and comprehensive manner; and
- ii. review the CEO's performance against the contractual performance criteria and any additional performance criteria, based on evidence.

18. Endorsement of performance review by local government

Following a review of the performance of the CEO, the local government must, by resolution of an absolute majority of the council, endorse the review.

19. CEO to be notified of results of performance review

After the local government has endorsed a review of the performance of the CEO under clause 18, the local government must inform the CEO in writing of —

- (a) the results of the review; and
- (b) if the review identifies any issues about the performance of the CEO — how the local government proposes to address and manage those issues.

Division 4 — Standards for termination of employment of CEOs

20. Overview of Division

This Division sets out standards to be observed by the local government in relation to the termination of the employment of CEOs.

21. General principles applying to any termination

- a. The local government must make decisions relating to the termination of the employment of a CEO in an impartial and transparent manner.
- b. The local government must accord a CEO procedural fairness in relation to the process for the termination of the CEO's employment, including —
 - i. informing the CEO of the CEO's rights, entitlements and responsibilities in relation to the termination process; and
 - ii. notifying the CEO of any allegations against the CEO; and
 - iii. giving the CEO a reasonable opportunity to respond to the allegations; and
 - iv. genuinely considering any response given by the CEO in response to the allegations.

22. Additional principles applying to termination for performance-related reasons

- a. This clause applies if the local government proposes to terminate the employment of a CEO for reasons related to the CEO's performance.
- b. The local government must not terminate the CEO's employment unless the local government has —
 - i. in the course of carrying out the review of the CEO's performance referred to in subclause (3) or any other review of the CEO's performance, identified any issues (the **performance issues**) related to the performance of the CEO; and

- ii. informed the CEO of the performance issues; and
 - iii. given the CEO a reasonable opportunity to address, and implement a plan to remedy, the performance issues; and
 - iv. determined the CEO has not remedied the performance issues to the satisfaction of the local government.
- c. The local government must not terminate the CEO's employment unless the local government has, within the preceding 12-month period, reviewed the performance of the CEO under section 5.38(1) of the Act.

23. Decision to terminate

Any decision by the local government to terminate the employment of a CEO must be made by resolution of an absolute majority of the council.

24. Notice of termination of employment

- a. If the local government terminates the employment of a CEO, the local government must give the CEO notice in writing of the termination.
- b. The notice must set out the local government's reasons for terminating the employment of the CEO.

POLICY TYPE:	GOVERNANCE
DATE ADOPTED:	

POLICY NO:	80
DATE LAST REVIEWED:	28/02/2022

LEGAL (PARENT):	<i>Local Government Act 1995</i>
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LEGAL (SUBSIDIARY):	
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DELEGATION OF AUTHORITY APPLICABLE:	
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DELEGATION NO.	
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ADOPTED POLICY	
TITLE:	CEO Conflicts of Interest
OBJECTIVE:	<ul style="list-style-type: none"> To ensure that all management decisions made by the CEO (Chief Executive Officer) are based on merit and all work conducted by the CEO is carried out in an impartial, ethical and professional manner.

DEFINITIONS

'The Shire': The Shire of Wandering

'Conflict of interest': Occurs when an individual's performance of a public duty may be compromised due to that individual's personal interests. A conflict of interest may be actual or potential or where the situation can reasonably be seen to create an apprehension of bias.

'Apprehension of bias': Arises where there is a real possibility that a reasonable person, properly informed and viewing the circumstances realistically and practically, could conclude that the decision-maker might well be prone to bias.

'Personal interest': Includes the private, professional or business interests of a person, or of an individual or groups with whom they are closely associated. Personal interests may be financial or non-financial.

'Closely Associated Persons': is defined by s5.62 of the *Local Government Act 1995*, as:

(1) For the purposes of this Subdivision a person is to be treated as being closely associated with a relevant person if —

- (a) the person is in partnership with the relevant person; or
- (b) the person is an employer of the relevant person; or
- (c) the person is a beneficiary under a trust, or an object of a discretionary trust, of which the relevant person is a trustee; or
 - (ca) the person belongs to a class of persons that is prescribed; or
- (d) the person is a body corporate —
 - (i) of which the relevant person is a director, secretary or executive officer; or
 - (ii) in which the relevant person holds shares having a total value exceeding —
 - (I) the prescribed amount; or
 - (II) the prescribed percentage of the total value of the issued share capital of the company, whichever is less; or
- (e) the person is the spouse, de facto partner or child of the relevant person and is living with the relevant person; or
 - (ea) the relevant person is a Council member and the person —
 - (i) gave an electoral gift to the relevant person in relation to the election at which the relevant person was last elected; or
 - (ii) has given an electoral gift to the relevant person since the relevant person was last elected; or
 - (eb) the relevant person is a Council member and the person has given a gift to which this paragraph applies to the relevant person since the relevant person was last elected; or

(ec) the relevant person is a CEO and the person has given a gift to which this paragraph applies to the relevant person since the relevant person was last employed (or appointed to act) in the position of CEO;
or

(f) the person has a relationship specified in any of paragraphs (a) to (d) in respect of the relevant person's spouse or de facto partner if the spouse or de facto partner is living with the relevant person.

The following also meets the definition of "closely associated persons" for the purposes of this Policy:

S5.74 of the Local Government Act 1995 defines a "relative" as:

relative, in relation to a relevant person, means any of the following —

- (a) a parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant of the relevant person or of the relevant person's spouse or de facto partner;*
- (b) the relevant person's spouse or de facto partner or the spouse or de facto partner of any relative specified in paragraph (a),*

whether or not the relationship is traced through, or to, a person whose parents were not actually married to each other at the time of the person's birth or subsequently, and whether the relationship is a natural relationship or a relationship established by a written law;

Also for the purposes of this Policy, and in addition to the above, "relative and/or family" can be: fiancé or life partner of the CEO.

POLICY STATEMENT

The Shire's approach to managing conflicts of interest is based on the following principles:

- Conflicts of interest, where they exist, even where small and considered inconsequential, are to be disclosed as soon as practicable, and be transparent and documented.
- Conflicts of interest in themselves are not necessarily wrong or unethical, however identifying and managing the conflict of interest is critical to maintaining public confidence and ensuring objective decision making.
- Conflicts of interest cannot always be avoided; however, conflicts of interest must be appropriately and efficiently managed.
- The CEO has a responsibility to minimise creating or entering into situations which may result in a conflict of interest for themselves, or other people. However, no person should be excluded from the opportunity to apply for a position of employment with the Shire simply because it might result in a situation involving a conflict of interest.

Where possible, the CEO will ensure that there is no actual or potential conflict of interest between her or his personal interests and the interests of the Shire. This will assist to ensure the impartial fulfilment of her or his professional duties.

Tendering and Purchasing

A situation may arise where the Shire is looking to purchase goods or services, and a prospective supplier is closely associated person of the CEO.

In order to avoid any actual or potential conflict of interest in such a situation, the CEO must:

- disclose to the Council that they are closely associated with a prospective supplier, prior to selecting a preferred supplier;
- not participate in the process of selecting a preferred supplier, but may authorise another suitably qualified employee to determine the matter; or
- if no suitably qualified employee is available, then the CEO must seek the approval of the Council to determine the matter.

This does not prevent a person who is closely associated with the CEO from being selected for the supply of goods or services, where the following are satisfied:

- the supply would be the most advantageous to the Shire when compared to the alternatives;
- the Shire's Code of Conduct has been complied with; and
- the Shire's Purchasing and Tender Policy has been complied with.

Employee Management

Except where it is operationally unavoidable, an employee who is closely associated with the CEO, must not report directly to the CEO.

Where the closely associated person reports directly to the CEO, all performance and salary reviews, termination and/or disciplinary matters must be undertaken by an independent HR Consultant, or another employee qualified to do so. Other matters, such as leave applications, may be determined by another employee qualified to do so. Any opportunity for promotion falls under the scope of recruitment, under the guidance of Operational Policy CEO-I-14.

Recruitment

When dealing with recruitment where a closely associated person is an applicant, a panel of three persons is a minimum requirement to undertake the recruitment processes and make a recommendation to the CEO, all of whom must have no interest in the matter. Further information regarding conflicts of interest in the recruitment process can be found in Operational Policy CEO-I-14.

Secondary employment

While on duty, the CEO will give their whole time and attention to the Shire's business and ensure that their work is carried out efficiently, economically, and effectively, and that their standard of work reflects favourably both on them and on the Shire.

The CEO must not engage in secondary employment (including paid and unpaid work) without receiving the prior approval of the Council. Such approval will not be unreasonably denied where it is community or service club based and there is no remuneration for services.

Stages for Managing a conflict of interest

The stages of managing a conflict of interest are:

1. Identifying that there may be an actual or potential conflict of interest and/or a situation that could reasonably give rise to an apprehension of bias.
2. Declaring the conflict of interest to the Council prior to the start of any decision-making or assessment process, or as soon as a conflict is identified.
3. Documenting the conflict of interest and/or situations that could reasonably give rise to an apprehension of bias.
4. Ensuring that there are appropriate mechanisms in place to manage the conflict of interest or situation that could reasonably give rise to an apprehension of bias, for example, engaging staff, external consultants, or former local government CEO(s).

ASSOCIATED DOCUMENTS

Operational Policy – Employee Code of Conduct CEO-I-15

Purchasing and Tenders (Council Policy 12)

Local Government Act 1995

Local Government (Administration) Regulations 1996

12.2 New Policy – Senior Employees

File Reference:	14.145.14500
Location:	Shire of Wandering
Applicant:	N/A
Author:	Lisa Boddy, Executive Assistant
Authorising Officer	Ian Fitzgerald, A/Chief Executive Officer
Date:	9 July 2024
Disclosure of Interest:	Nil
Attachments:	Proposed Policy 91 – Senior Employees
Previous Reference:	N/A

Summary:

The purpose of this report is to present a Senior Employees policy for Council consideration.

Background:

The development of a Senior Employees policy and appropriate procedures is to ensure the Shire meets the requirements of Section 5.37 of the *Local Government Act 1995*.

Comment:

It is recommended that Council adopt the Senior Employees policy in order to clearly outline the Council intention in relation to the designation of senior employees.

Consultation:

Acting CEO

Statutory Environment:

Section 5.37 of the *Local Government Act 1995* allows for local governments to designate employees or persons belonging to a class of employee to be senior employees.

Policy Implications:

Nil.

Financial Implications:

Nil.

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.

Sustainability Implications:

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

Risk Implications:

Without the policy there is a level of non-compliance with the *Local Government Act 1995* and adoption clearly outlines what positions are considered as senior employees.

Voting Requirements:
Simple Majority

Officer Recommendation:
That Council adopt the Senior Employees Policy as attached.

Moved: _____

Seconded: _____

Carried

For/Against: Cr Turton Cr Little Cr Cowan Cr Hansen Cr Jennings Cr Price Cr Watts

POLICY TYPE:	GOVERNANCE
DATE ADOPTED:	

POLICY NO:	91
DATE LAST REVIEWED:	

LEGAL (PARENT):	<i>Local Government Act 1995 s 5.37</i>
------------------------	---

LEGAL (SUBSIDIARY):	
----------------------------	--

DELEGATION OF AUTHORITY APPLICABLE:	
--	--

DELEGATION NO.	
-----------------------	--

ADOPTED POLICY	
TITLE:	Senior Employees
OBJECTIVE:	<ul style="list-style-type: none"> To designate Senior Employee positions and define employment processes for these positions.

DEFINITIONS

'The Shire': The Shire of Wandering

POLICY STATEMENT

As required by Section 5.37(1) of the *Local Government Act 1995* the Shire has designated the following positions as Senior Employees:

- Chief Executive Officer
- Operations Manger
- Community Resource Centre (CRC) Coordinator

The Chief Executive Officer shall:

- inform the council of each proposal to employ or dismiss a senior employee, other than a senior employee referred to in section 5.39(1a), and the council may accept or reject the CEO's recommendation but if the council rejects a recommendation, it is to inform the CEO of the reasons for its doing so.
- if the position of a senior employee of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement is to contain such information with respect to the position as is prescribed.
- For the avoidance of doubt, subsection above, does not impose a requirement to advertise a position where a contract referred to in section 5.39 is renewed.

ASSOCIATED DOCUMENTS

Local Government Act 1995

12.3 Appointment of Acting Chief Executive Officer

File Reference:	14.145.14500
Location:	Shire of Wandering
Applicant:	N/A
Author:	Ian Fitzgerald, A/Chief Executive Officer
Authorising Officer	Ian Fitzgerald, A/Chief Executive Officer
Date:	9 July 2024
Disclosure of Interest:	Ian Fitzgerald – A/CEO as person referred to in the item
Attachments:	Nil
Previous Reference:	N/A

Summary:

Council is requested to extend the term of the Acting Chief Executive Officer to cover the absence of the CEO for recent surgery.

Background:

The CEO has recently had surgery and was approved leave for the period of 24 June to 2 August 2024 inclusive.

Comment:

At the Ordinary Meeting of Council held on 16 May 2024, Council appointed Ian Fitzgerald, as the Acting CEO for the period of 24 June to 2 August 2024 inclusive. The CEO has been advised that he will not be able to return to work until after a doctor's appointment on Monday 5 August, so an extension is required for Ian Fitzgerald to remain in the role for up to an extra week.

Consultation:

Council
CEO
Mr I Fitzgerald

Statutory Environment:

Local Government Act 1995

Policy Implications:

Policy 79 – Acting and Temporary CEO Appointment

Financial Implications:

The costs associated with the Acting CEO role will be incorporated in the 2024/25 Budget.

**Strategic Implications:
Provide Strong Leadership**

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

Sustainability Implications:

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

Risk Implications:

Where the role of CEO is not fulfilled for a significant period, this leads to increased risk to the operations and governance of the local government.

Voting Requirements:

Absolute majority

Officer Recommendation:

That Council extend the term of Mr Ian Fitzgerald as Acting Chief Executive Officer until 9 August 2024, or between 5 and 9 August 2024, depending on the outcome of the CEO’s medical appointment on 5 August 2024.

Moved: _____

Seconded: _____

Carried

For/Against: Cr Turton Cr Little Cr Cowan Cr Hansen Cr Jennings Cr Price Cr Watts

13. Finance

13.1 Financial Report June 2024

File Reference:	N/A
Location:	N/A
Applicant:	N/A
Author:	Bob Waddell
Authorising Officer	Ian Fitzgerald – A/Chief Executive Officer
Date:	10 July 2024
Disclosure of Interest:	N/A
Attachments:	June 2024 Financial Statements
Previous Reference:	Nil

Summary:

Consideration of the financial report for the period ending 30 June 2024.

Background:

The financial report for the period ending 30 June 2024 is included as an attachment.

Comment:

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

Consultation:

Not applicable.

Statutory Environment:

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

Policy Implications:

Not applicable.

Financial Implications:

Not applicable.

Strategic Implications:

Improve Our Financial Position

Our Goals	Our Strategies
The Wandering Shire is financially sustainable	<ul style="list-style-type: none"> • 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

Improve Our Financial Position

Our Goals	Our Strategies
The Wandering Shire is financially sustainable	<ul style="list-style-type: none"> • 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

Sustainability Implications:

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

Risk Implications:

Nil

Voting Requirements:

Simple Majority

Officer Recommendation:

That the financial report for the period ending 30 June 2024 as presented be accepted.

Moved: _____

Seconded: _____

Carried

For/Against: Cr Turton Cr Little Cr Cowan Cr Hansen Cr Jennings Cr Price Cr Watts



SHIRE OF WANDERING

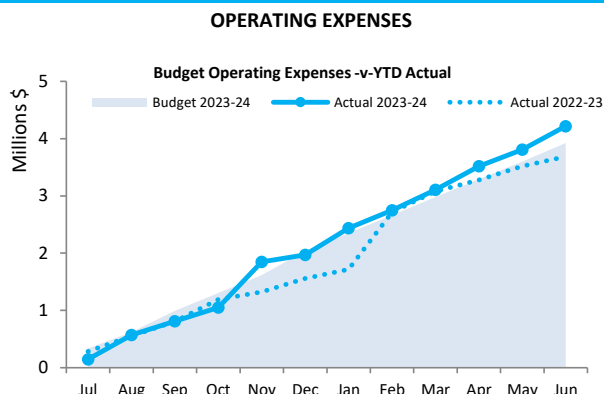
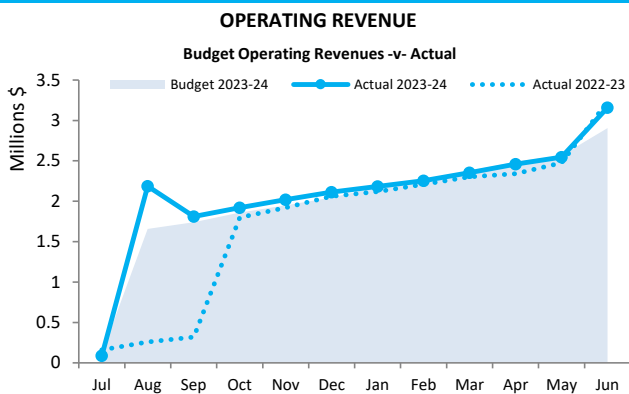
MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) FOR THE PERIOD ENDED 30 JUNE 2024

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

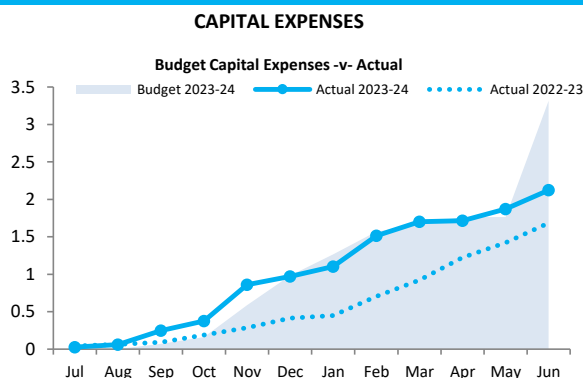
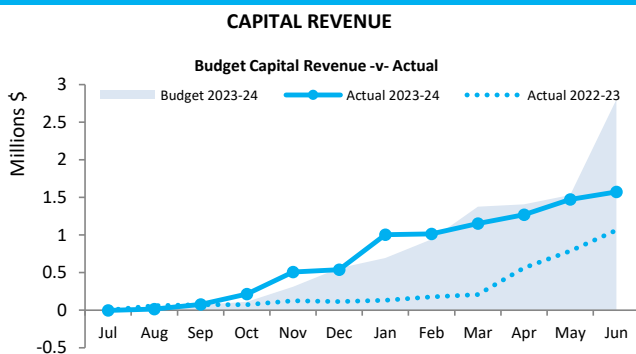
TABLE OF CONTENTS

Summary Information - Graphs	2
Statement of Financial Activity by Nature	3
Statement of Financial Activity by Program	4
Statement of Financial position	5
Note 1 Statement of Financial Activity Information	6
Note 2 Explanation of Material Variances	8
Note 4 Rate Revenue	9
Note 5 Disposal of Assets	10
Note 6 Capital Acquisitions	11
Note 7 Borrowings	13
Note 8 Lease Liabilities	14
Note 9 Reserve Accounts	15
Note 10 Budget Amendments	16

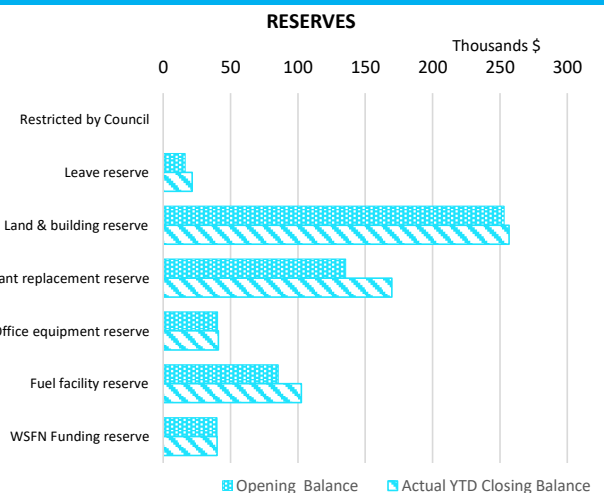
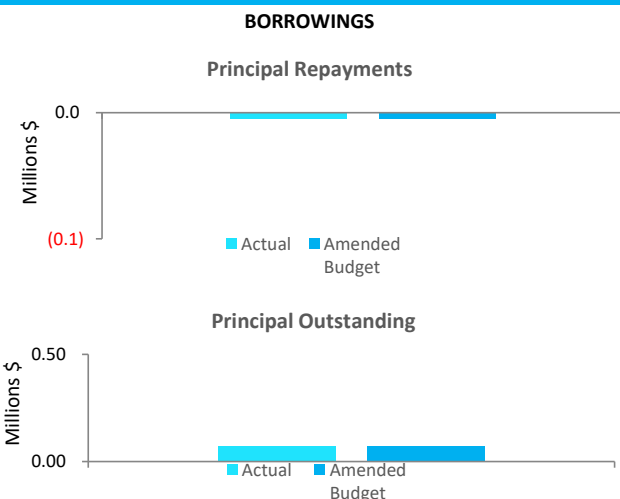
OPERATING ACTIVITIES



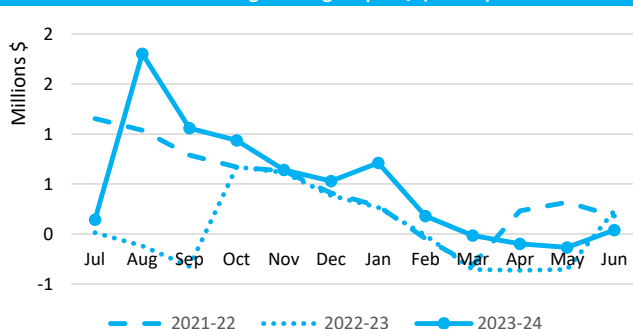
INVESTING ACTIVITIES



FINANCING ACTIVITIES



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 JUNE 2024

BY NATURE

	Ref	Adopted Annual Budget	Amended Annual Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Var.
	Note	(a)	(d)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	▲▼
		\$	\$	\$	\$	\$	%	
OPERATING ACTIVITIES								
Revenue from operating activities								
Rates		1,463,898	1,463,898	1,463,898	1,460,044	(3,854)	(0.26%)	
Operating grants, subsidies and contributions	11	270,000	334,597	334,597	854,555	519,958	155.40%	▲
Fees and charges		834,770	834,770	834,770	761,252	(73,518)	(8.81%)	
Interest revenue		15,200	15,200	15,200	22,855	7,655	50.36%	
Other revenue		391,121	257,021	257,021	60,461	(196,560)	(76.48%)	▼
		2,974,989	2,905,486	2,905,486	3,159,167	253,681	8.73%	
Expenditure from operating activities								
Employee costs		(1,103,394)	(1,122,179)	(1,122,179)	(1,353,168)	(230,989)	(20.58%)	▼
Materials and contracts		(1,242,492)	(1,263,058)	(1,263,058)	(1,191,781)	71,277	5.64%	
Utility charges		(41,200)	(41,200)	(41,200)	(57,798)	(16,598)	(40.29%)	▼
Depreciation on non-current assets		(1,047,948)	(1,347,948)	(1,347,948)	(1,445,125)	(97,177)	(7.21%)	
Finance costs		(3,302)	(11,778)	(11,778)	(11,836)	(57)	(0.49%)	
Insurance expenses		(104,971)	(104,971)	(104,971)	(105,306)	(335)	(0.32%)	
Other expenditure		(32,500)	(32,500)	(32,500)	(53,302)	(20,802)	(64.01%)	▼
		(3,575,807)	(3,923,634)	(3,923,634)	(4,218,316)	(294,682)	7.51%	
Non-cash amounts excluded from operating activities	1(a)	1,053,077	1,353,077	1,353,077	1,450,364	97,288	7.19%	
Amount attributable to operating activities		452,259	334,929	334,929	391,215	56,287	16.81%	
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from capital grants, subsidies and contributions	12	3,535,296	2,752,046	2,752,046	1,523,084	(1,228,962)	(44.66%)	▼
		3,535,296	2,752,046	2,752,046	1,523,084	(1,228,962)	(44.66%)	▼
Outflows from investing activities								
Payments for inventories, property, plant and equipment and infrastructure	6	(3,855,368)	(3,079,757)	(3,079,757)	(2,010,995)	1,068,762	34.70%	▲
		(3,855,368)	(3,079,757)	(3,079,757)	(2,010,995)	1,068,762	(34.70%)	
Amount attributable to investing activities		(320,072)	(327,711)	(327,711)	(487,912)	(160,201)	48.88%	
FINANCING ACTIVITIES								
Inflows from financing activities								
Transfer from reserves	9	0	50,000	50,000	50,000	0	0.00%	
		0	50,000	50,000	50,000	0	0.00%	
Outflows from financing activities								
Repayment of borrowings	7	(4,570)	(4,570)	(4,570)	(4,546)	24	0.52%	
Payments for principal portion of lease liabilities	8	0	(29,658)	(29,658)	(32,641)	(2,983)	(10.06%)	
Transfer to reserves	9	(373,878)	(230,878)	(230,878)	(110,994)	119,884	51.93%	▲
		(378,448)	(265,106)	(265,106)	(148,181)	116,925	(44.11%)	
Amount attributable to financing activities		(378,448)	(215,106)	(215,106)	(98,181)	116,925	(54.36%)	
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year	1(c)	246,261	232,754	232,754	232,754	0	0.00%	
Amount attributable to operating activities		452,259	334,929	334,929	391,215	56,287	16.81%	▲
Amount attributable to investing activities		(320,072)	(327,711)	(327,711)	(487,912)	(160,201)	48.88%	
Amount attributable to financing activities		(378,448)	(215,106)	(215,106)	(98,181)	116,925	(54.36%)	
Surplus or deficit at the end of the financial year	1(c)	(0)	24,866	24,866	37,877	13,011	52.32%	▲

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 JUNE 2024

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		3,500	3,500	3,500	0	(3,500)	(100.00%)	
General Purpose Funding - Rates	6	1,463,898	1,463,898	1,463,898	1,460,044	(3,854)	(0.26%)	
General Purpose Funding - Other		22,200	52,112	52,112	623,029	570,917	1095.56%	▲
Law, Order and Public Safety		46,250	46,250	46,250	55,423	9,173	19.83%	
Health		2,500	2,500	2,500	616	(1,884)	(75.35%)	
Education and Welfare		0	0	0	0	0	0.00%	
Housing		38,480	38,480	38,480	37,600	(880)	(2.29%)	
Community Amenities		58,500	58,500	58,500	53,526	(4,974)	(8.50%)	
Recreation and Culture		2,420	2,420	2,420	2,635	215	8.86%	
Transport		116,500	121,200	121,200	95,619	(25,581)	(21.11%)	▼
Economic Services		818,120	848,105	848,105	778,461	(69,644)	(8.21%)	
Other Property and Services		402,621	268,521	268,521	52,214	(216,307)	(80.55%)	▼
		2,974,989	2,905,486	2,905,486	3,159,167	253,681	8.73%	
Expenditure from operating activities								
Governance		(216,291)	(216,291)	(216,291)	(245,229)	(28,938)	(13.38%)	▼
General Purpose Funding		(100,024)	(100,024)	(100,024)	(109,691)	(9,667)	(9.66%)	
Law, Order and Public Safety		(118,341)	(118,341)	(118,341)	(152,190)	(33,849)	(28.60%)	▼
Health		(18,649)	(18,649)	(18,649)	(19,181)	(532)	(2.85%)	
Education and Welfare		(6,234)	(6,234)	(6,234)	(6,542)	(308)	(4.95%)	
Housing		(49,921)	(53,521)	(53,521)	(57,821)	(4,300)	(8.03%)	
Community Amenities		(233,767)	(242,767)	(242,767)	(287,656)	(44,889)	(18.49%)	▼
Recreation and Culture		(254,102)	(254,102)	(254,102)	(316,725)	(62,623)	(24.64%)	▼
Transport		(1,585,714)	(1,902,690)	(1,902,690)	(1,936,088)	(33,398)	(1.76%)	
Economic Services		(972,474)	(1,002,459)	(1,002,459)	(1,010,239)	(7,780)	(0.78%)	
Other Property and Services		(20,290)	(8,556)	(8,556)	(76,953)	(68,397)	(799.37%)	▼
		(3,575,807)	(3,923,634)	(3,923,634)	(4,218,316)	(294,682)	(7.51%)	
Non-cash amounts excluded from operating activities	1(a)	1,053,077	1,353,077	1,353,077	1,450,364	97,288	7.19%	
Amount attributable to operating activities		452,259	334,929	334,929	391,215	56,287	16.81%	▲
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from capital grants, subsidies and contributions	12	3,535,296	2,752,046	2,752,046	1,523,084	(1,228,962)	(44.66%)	▼
Proceeds from Disposal of Assets	5	0	0	0	0	0	0.00%	
Proceeds from financial assets at amortised cost - self supporting loans	7	0	0	0	0	0	0.00%	
		3,535,296	2,752,046	2,752,046	1,523,084	(1,228,962)	(44.66%)	▼
Outflows from investing activities								
Payments for financial assets at amortised cost - self supporting loans	7	0	0	0	0	0	0.00%	
Payments for inventories, property, plant and equipment and infrastructure	6	(3,855,368)	(3,079,757)	(3,079,757)	(2,010,995)	1,068,762	34.70%	▲
		(3,855,368)	(3,079,757)	(3,079,757)	(2,010,995)	1,068,762	34.70%	▲
Amount attributable to investing activities		(320,072)	(327,711)	(327,711)	(487,912)	160,201	48.88%	
FINANCING ACTIVITIES								
Inflows from financing activities								
Proceeds from New Debentures	7	0	0	0	0	0	0.00%	
Transfer from Reserves	9	0	50,000	50,000	50,000	0	0.00%	
Transfer from Restricted Cash - Other		0	0	0	0	0	0.00%	
		0	50,000	50,000	50,000	0	0.00%	
Outflows from financing activities								
Payments for principal portion of lease liabilities	8	0	(29,658)	(29,658)	(32,641)	(2,983)	(10.06%)	
Repayment of Debentures	7	(4,570)	(4,570)	(4,570)	(4,546)	24	0.52%	
Transfer to Reserves	9	(373,878)	(230,878)	(230,878)	(110,994)	119,884	51.93%	▲
Transfer to Restricted Cash - Other		0	0	0	0	0	0.00%	
		(378,448)	(265,106)	(265,106)	(148,181)	116,925	44.11%	▲
Amount attributable to financing activities		(378,448)	(215,106)	(215,106)	(98,181)	116,925	(54.36%)	
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year	1	246,261	232,754	232,754	232,754	0	0.00%	
Amount attributable to operating activities		452,259	334,929	334,929	391,215	56,287	16.81%	▲
Amount attributable to investing activities		(320,072)	(327,711)	(327,711)	(487,912)	(160,201)	48.88%	
Amount attributable to financing activities		(378,448)	(215,106)	(215,106)	(98,181)	116,925	(54.36%)	
Surplus or deficit at the end of the financial year	1	(0)	24,866	24,866	37,877	13,011	52.32%	▲

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 15 for an explanation of the reasons for the variance. The material variance adopted by Council for the 2022/23 year is \$10,000 and 10%.

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 JUNE 2024

	30 June 2023	30 June 2024
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	1,336,298	1,499,081
Trade and other receivables	256,682	103,770
Inventories	35,951	48,158
Other assets	17,897	385
TOTAL CURRENT ASSETS	1,646,829	1,651,393
NON-CURRENT ASSETS		
Trade and other receivables	7,911	7,911
Other financial assets	20,372	20,372
Inventories	166,300	169,253
Property, plant and equipment	7,396,366	7,503,461
Infrastructure	87,514,167	88,003,253
Right-of-use assets	0	189,104
TOTAL NON-CURRENT ASSETS	95,105,116	95,893,354
TOTAL ASSETS	96,751,945	97,544,748
CURRENT LIABILITIES		
Trade and other payables	292,870	61,293
Other liabilities	425,101	800,365
Lease liabilities	0	22,295
Borrowings	4,570	24
Employee related provisions	141,662	141,662
TOTAL CURRENT LIABILITIES	864,203	1,025,639
NON-CURRENT LIABILITIES		
Lease liabilities	0	167,432
Borrowings	70,972	70,972
Employee related provisions	34,659	34,659
TOTAL NON-CURRENT LIABILITIES	105,631	273,063
TOTAL LIABILITIES	969,834	1,298,702
NET ASSETS	95,782,111	96,246,046
EQUITY		
Retained surplus	21,127,881	21,530,822
Reserve accounts	570,806	631,800
Revaluation surplus	74,083,424	74,083,424
TOTAL EQUITY	95,782,111	96,246,046

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

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Forecast 30 June 2024 Closing
Non-cash items excluded from operating activities					
		\$	\$	\$	
Adjustments to operating activities					
Less: Movement in liabilities associated with restricted cash		5,129	5,129	5,240	5,240
Add: Depreciation on assets		1,047,948	1,347,948	1,445,125	1,145,125
Total non-cash items excluded from operating activities		1,053,077	1,353,077	1,450,364	1,150,364

(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 2023	Last Year Closing 30 June 2023	Year to Date 30 June 2024
Adjustments to net current assets				
Less: Reserves - restricted cash	9	(570,806)	(570,806)	(631,800)
Add: Borrowings	7	0	4,570	24
Add: Lease liabilities	8	0	0	22,295
Add: Current portion of employee benefit provisions held in reserve		16,365	16,365	21,604
Total adjustments to net current assets		(554,441)	(549,872)	(587,877)

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

Current assets

Cash and cash equivalents	3	1,336,298	1,336,298	1,499,081
Rates receivables	4	44,780	43,483	42,155
Receivables	4	176,014	213,199	61,615
Other current assets	5	35,951	53,849	48,543
Less: Current liabilities				
Payables	6	(279,329)	(292,870)	(61,293)
Borrowings	7	0	(4,570)	(24)
Contract and Capital Grant/Contribution liabilities	10	(425,512)	(425,101)	(800,365)
Lease liabilities	8	0	0	(22,295)
Provisions	10	(87,500)	(141,662)	(141,662)
Less: Total adjustments to net current assets	1(b)	(554,441)	(549,872)	(587,877)
Closing funding surplus / (deficit)		246,261	232,754	37,877

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.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2024

NOTE 1

STATEMENT OF FINANCIAL ACTIVITY INFORMATION (ALTERNATE PRESENTATION)

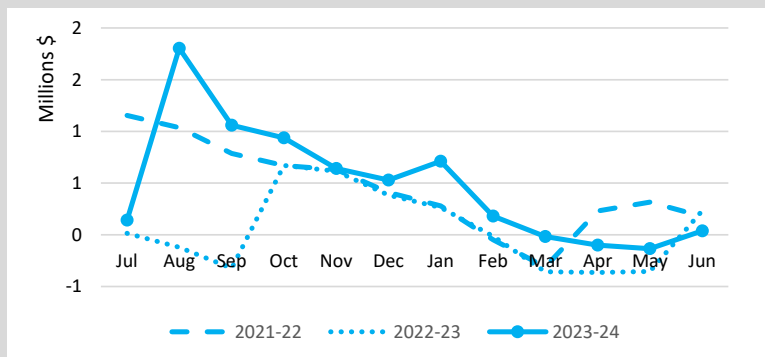
Adjusted Net Current Assets	Note	Last Years Closing 30/06/2023	This Time Last Year 30/06/2023	Year to Date Actual 30/06/2024
		\$	\$	\$
Current Assets				
Cash Unrestricted	3	765,492	765,492	867,281
Cash Restricted - Reserves	3	570,806	570,806	631,800
Cash Restricted - Bonds & Deposits	3	0	0	0
Receivables - Rates	4	43,483	43,483	42,155
Receivables - Other	4	213,199	213,199	61,615
Other Assets Other Than Inventories	5	17,897	17,897	385
Inventories	5	35,951	35,951	48,158
		1,646,829	1,646,829	1,651,393
Less: Current Liabilities				
Payables	6	(283,675)	(283,675)	(53,376)
Contract and Capital Grant/Contribution Liabilities	10	(425,101)	(425,101)	(800,365)
Bonds & Deposits	6	(9,195)	(9,195)	(7,917)
Loan Liability	7	(4,570)	(4,570)	(24)
Lease Liability	8	0	0	(22,295)
Provisions	10	(141,662)	(141,662)	(141,662)
		(864,203)	(864,203)	(1,025,639)
Less: Cash Reserves	9	(570,806)	(570,806)	(631,800)
Add Back: Component of Leave Liability not Required to be funded		16,365	16,365	21,604
Add Back: Loan Liability		4,570	4,570	24
Add Back: Lease Liability		0	0	22,295
Less : Loan Receivable - clubs/institutions		0	0	0
Less : Trust Transactions Within Muni		0	0	0
Net Current Funding Position		232,754	232,754	37,877

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies 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)
\$.04 M

Last Year YTD
Surplus(Deficit)
\$.23 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024**

**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 2023-24 year is \$10,000 or 10.00% whichever is the greater.

Nature or type	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
Revenue from operating activities						
Operating grants, subsidies and contributions	519,958	155.40%	▲	Positive variance due to 24-25 FAG Grant to the value of \$553,854.00 received in June 2024		
Other revenue	(196,560)	(76.48%)	▼		Revenue income budgeted for Operating Profit on Plant Hire in June 2024 has not been received to date.	
Expenditure from operating activities						
Employee costs	(230,989)	(20.58%)	▼		Actual Public Work Overhead recoveries less than budget. Various works program labour components ahead of budget.	
Utility charges	(16,598)	(40.29%)	▼			Various utility expenses have been come in higher than budgeted amount.
Other expenditure	(20,802)	(64.01%)	▼			Various other expenditure expenses have been come in higher than budgeted amount.
Investing activities						
Proceeds from capital grants, subsidies and contributions	(1,228,962)	(44.66%)	▼		Budget Allocations for completed projects which are grant related in this FY are behind of actuals.	
Payments for inventories, property, plant and equipment	1,068,762	34.70%	▲	Positive variance due to actuals for year tracking behind budgeted figure.		
Financing activities						
Transfer to reserves	119,884	51.93%	▲	Transfers to reserves lower than budgeted.		
Surplus or deficit at the end of the financial year	13,011	52.32%	▲		Budget phasing behind actuals, due to phasing of Grants receivable.	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

OPERATING ACTIVITIES
NOTE 4
RATE REVENUE

General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
GRV Residential	0.140620	51	577,616	81,224	0	0	81,224	81,224	221	15	81,461
GRV Special Use	0.150750	3	137,893	20,787	0	0	20,787	20,787	0	0	20,787
GRV Rural Residential	0.115620	53	723,850	83,692	0	0	83,692	83,692	0	0	83,692
GRV Industrial	0.115620	2	35,360	4,088	0	0	4,088	4,088	0	0	4,088
Unimproved value											
UV Rural, Rural Residential and Mining Tenements	0.005370	131	202,259,000	1,086,131	0	0	1,086,131	1,086,131	0	0	1,086,131
Non Rateable											
Non Rateable	0.00000	32	17,365	0	0	0	0	0	0	0	0
Sub-Total		272	203,751,084	1,275,922	0	0	1,275,922	1,275,922	221	15	1,276,159
Minimum payment											
Gross rental value											
GRV Residential	1,312	29	76,792	38,048	0	0	38,048	38,048	0	0	38,048
GRV Special Use	1,312	1	4,160	1,312	0	0	1,312	1,312	0	0	1,312
GRV Rural Residential	1,312	47	232,564	61,664	0	0	61,664	61,664	0	0	61,664
GRV Industrial	1,312	2	0	2,624	0	0	2,624	2,624	0	0	2,624
UV Rural, Rural Residential and Mining Tenements	1,312	94	12,920,836	123,328	0	0	123,328	123,328	382	600	124,310
Sub-total		173	13,234,352	226,976	0	0	226,976	226,976	382	600	227,958
		445	216,985,436	1,502,898	0	0	1,502,898	1,502,898	603	615	1,504,116
Discount							(43,000)				(47,808)
Amount from general rates							1,459,898				1,456,309
Rates Written Off		0	0	0	0	0	0	0	0	0	(231)
Ex-gratia rates		0	0	0	0	0	4,000	3,967	0	0	3,967
Total general rates							1,463,898				1,460,044

KEY INFORMATION

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

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$

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

Capital acquisitions	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$	\$
Land held for resale - cost	0	0	0	2,953	2,953
Buildings	490,380	512,580	512,580	349,278	(163,302)
Furniture and equipment	7,000	7,000	7,000	572	(6,428)
Plant and equipment	55,000	105,000	105,000	98,876	(6,124)
Infrastructure - roads	3,239,740	2,391,929	2,391,929	1,496,154	(895,775)
Infrastructure - footpaths	63,248	63,248	63,248	63,163	(85)
Payments for Capital Acquisitions	3,855,368	3,079,757	3,079,757	2,010,995	(1,068,762)
Capital Acquisitions Funded By:					
	\$	\$	\$	\$	\$
Capital grants and contributions	3,535,296	2,752,046	2,752,046	1,523,084	(1,228,962)
Lease liabilities	0		222,367	222,367	0
Cash backed reserves					
Plant replacement reserve	54,000	50,000	50,000	50,000	0
Contribution - operations	266,072	277,711	55,344	215,544	160,201
Capital funding total	3,855,368	3,079,757	3,079,757	2,010,995	(1,068,762)

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.

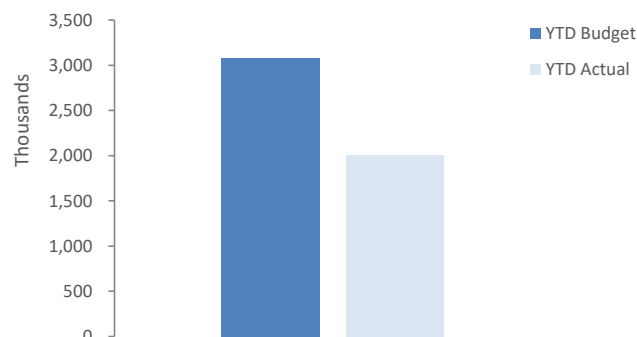
Initial recognition and measurement for assets held at cost

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

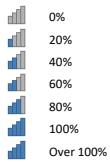
In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The 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.

Payments for Capital Acquisitions



Capital expenditure total

Level of completion indicators



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	0	0	0	(2,953)	(2,953)
Total - Other Property & Services				0	0	0	(2,953)	(2,953)
Total - Land Held for Resale				0	0	0	(2,953)	(2,953)
Buildings								
Law, Order & Public Safety								
E05111		521	Fire Station - New Toilet and Change Room	0	(10,300)	(10,300)	(12,753)	(2,453)
Total - Law, Order & Public Safety				0	(10,300)	(10,300)	(12,753)	(2,453)
Recreation And Culture								
E11383	WCC231	521	Wandering Community Centre Construction - Water Tanks DW	0	(11,900)	(11,900)	(12,556)	(656)
E11383	WCC233	521	Wandering Community Centre Construction - New Veranda Gr	(150,000)	(150,000)	(150,000)	(157,317)	(7,317)
E11383	WCC234	521	Wandering Community Centre Upgrade - Ktichen Upgrade Gr	(340,380)	(273,380)	(273,380)	(119,053)	154,327
E11383	WCC235	521	LRCIP-Solar and Battery System	0	(35,000)	(35,000)	(32,048)	2,952
E11383	WCC236	521	LRCIP-Outdoor BBQ	0	(16,000)	(16,000)	(15,551)	449
E11383	WCC237	521	LRCIP-Chairs for Community Centre	0	(16,000)	(16,000)	0	16,000
Total - Recreation And Culture				(490,380)	(502,280)	(502,280)	(336,525)	165,755
Total - Buildings				(490,380)	(512,580)	(512,580)	(349,278)	163,302
Plant & Equipment								
Transport								
E12360		525	Purchase Plant & Equipment	(55,000)	(105,000)	(105,000)	(98,876)	6,124
Total - Transport				(55,000)	(105,000)	(105,000)	(98,876)	6,124
Total - Plant & Equipment				(55,000)	(105,000)	(105,000)	(98,876)	6,124
Furniture & Equipment								
Governance								
E04116		523	Purchase Furniture & Equipment	(7,000)	(7,000)	(7,000)	0	7,000
Total - Governance				(7,000)	(7,000)	(7,000)	0	7,000
Economic Services								
E13450		523	CRC - Purchase Furniture & Equipment	0	0	0	(214)	(214)
Total - Economic Services				0	0	0	(214)	(214)
Other Property & Services								
E14560		523	Purchase Furniture & Equipment	0	0	0	(358)	(358)
Total - Other Property & Services				0	0	0	(358)	(358)
Total - Furniture & Equipment				(7,000)	(7,000)	(7,000)	(572)	6,428
Infrastructure - Roads								
Transport								
E12101	RRSP241	541	Bridge Upgrade Culverts (0425)	(582,000)	0	0	0	0
E12102	RRG241	541	York Williams Road- SLK21.75-26.71 Bitumen Seal	(860,505)	(860,505)	(860,505)	(882,069)	(21,564)
E12103	R2R231	541	R2R - Ferguson Way - two coat seal 10/7mm aggregate	0	0	0	(773)	(773)
E12103	R2R232	541	R2R - Wandering Pingelly Road , Bridge 0424A over Biberkine I	(234,551)	(816,551)	(816,551)	(10,367)	806,184
E12103	R2R234	541	R2R-Kubbine Road - Gravel Resheet	0	(18,091)	(18,091)	(44,921)	(26,830)
E12103	R2R241	541	Drainage Repairs down hill Wandoo Crescent	(43,376)	(49,872)	(49,872)	(51,774)	(1,902)
E12103	R2R242	541	Bridge Repairs	(61,734)	(40,559)	(40,559)	(43,777)	(3,218)
E12104	BS241	541	York Williams Road -Intersection Seal on north Approach SLK 8	(169,323)	(169,323)	(169,323)	(170,790)	(1,467)
E12105	WSFN231	541	North Bannister Wandering - Rd SLK 9.1 -22.0 - project develop	(29,948)	(79,444)	(79,444)	(81,018)	(1,574)
E12105	WSFN232	541	Wandering Narragin Rd SLK 2.35 - 6.15 - project development	(8,656)	(8,656)	(8,656)	0	8,656
E12105	WSFN233	541	Wandering Pingelly Rd SLK 3.90 - 19.10 - project development	(72,767)	(72,767)	(72,767)	(56,739)	16,028
E12105	WSFN241	541	North Bannister Wandering Road-Upgrade and Overlay Pavem	(1,101,343)	(276,161)	(276,161)	(153,926)	122,235
E12105	WSFN242	541	WSFN North Bannister Wandering Road - Replace and Upgrad	(75,537)	0	0	0	0
Total - Transport				(3,239,740)	(2,391,929)	(2,391,929)	(1,496,154)	895,775
Total - Infrastructure - Roads				(3,239,740)	(2,391,929)	(2,391,929)	(1,496,154)	895,775
Infrastructure - Footpaths								
Transport								
E12140	BN01	543	Bike Network-Gnowing Street 185m new Path	(63,248)	(63,248)	(63,248)	(63,163)	85
Total - Transport				(63,248)	(63,248)	(63,248)	(63,163)	85
Total - Infrastructure - Footpaths				(63,248)	(63,248)	(63,248)	(63,163)	85
Grand Total				(3,855,368)	(3,079,757)	(3,079,757)	(2,010,995)	1,068,762

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024**

**FINANCING ACTIVITIES
NOTE 7
BORROWINGS**

Repayments - borrowings

Information on borrowings	Particulars	Loan No.	New Loans			Principal Repayments			Principal Outstanding			Interest Repayments		
			1 July 2023	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget
			\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Community amenities														
Industrial Estate Development	1	75,542	0	0	0	(4,546)	(4,570)	(4,570)	70,996	70,972	70,972	(2,529)	(3,302)	(3,302)
Total		<u>75,542</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(4,546)</u>	<u>(4,570)</u>	<u>(4,570)</u>	<u>70,996</u>	<u>70,972</u>	<u>70,972</u>	<u>(2,529)</u>	<u>(3,302)</u>	<u>(3,302)</u>
Current borrowings		4,570							24					
Non-current borrowings		<u>70,972</u>							<u>70,972</u>					
		75,542							70,996					

All debenture repayments were financed by general purpose revenue.

The Shire has no unspent debenture funds as at 30th June 2023, nor is it expected to have unspent funds as at 30th June 2024.

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 materially 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.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024**

**FINANCING ACTIVITIES
NOTE 8
LEASE LIABILITIES**

Movement in carrying amounts

Information on leases	Lease No.	1 July 2023	New Leases			Principal Repayments			Principal Outstanding			Interest Repayments		
			Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget
Particulars		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Transport														
JCB Excavator	1	0	222,367	0	0	(32,641)	0	(29,658)	189,726	0	(29,658)	(9,307)	0	(8,476)
Total		0	222,367	0	0	(32,641)	0	(29,658)	189,726	0	(29,658)	(9,307)	0	(8,476)
Current lease liabilities		0							22,295					
Non-current lease liabilities		0							167,432					
		0							189,726					

All lease repayments were financed by general purpose revenue.

The Shire does not have any lease liabilities to report.

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	16,364.70	129.00	239.77	5,000.00	5,000.00	0.00	0.00	21,493.70	21,604.47
Land & building reserve	253,164.86	1,996.00	3,708.88	0.00	0.00	0.00	0.00	255,160.86	256,873.74
Plant replacement reserve	135,588.37	1,069.00	1,986.44	205,378.00	82,217.00	(50,000.00)	(50,000.00)	292,035.37	169,791.81
Office equipment reserve	40,335.67	318.00	590.95	0.00	0.00	0.00	0.00	40,653.67	40,926.62
Fuel facility reserve	85,352.65	673.00	1,250.48	16,000.00	16,000.00	0.00	0.00	102,025.65	102,603.13
WSFN Funding reserve	40,000.00	315.00	0.00	0.00	0.00	0.00	0.00	40,315.00	40,000.00
	570,806.25	4,500.00	7,776.52	226,378.00	103,217.00	(50,000.00)	(50,000.00)	751,684.25	631,799.77

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024**

**NOTE 10
BUDGET AMENDMENTS**

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)			(13,507)	(13,507)
							(13,507)
							(13,507)
							(13,507)
E12360	Purchase Plant & Equipment	0810.23	Capital Expenses			(50,000)	(63,507)
R03293	Transfer from Reserves (General)	0810.23	Capital Revenue		50,000		(13,507)
R03201	Grants Commission - General	120224	Operating Revenue		15,510		2,003
R03202	Grants Commission - Roads	120224	Operating Revenue		14,402		16,405
R13420	CRC - Trainee Grants	120224	Operating Revenue		18,785		35,190
R12204	Grant Income - MRWA Direct	120224	Operating Revenue		4,700		39,890
R14590	Admin - Other Income	120224	Operating Revenue		8,900		48,790
R13430	CRC - Operating Grants Income	120224	Operating Revenue		11,200		59,990
R12202/BSI231	BS - Moramocking Rd - Fuller Rd Intersection - Income	120224	Operating Revenue		8,500		68,490
R05105/ESLI02	ESL BFB - Fire Station Toilet & Change Room Grant Income	120224	Operating Revenue		16,950		85,440
R11104/DWERI01	DWER Wandering Community Centre Construction Income	120224	Operating Revenue		28,700		114,140
R12201/R2RI241	R2R - O'Connell Road Drainage - Income	120224	Operating Revenue		3,412		117,552
R12211/WSFNI241	WSFN - North Bannister Wandering Road - Income	120224	Operating Revenue			(138,308)	(20,756)
E14561	Minor Assets Expensed	120224	Operating Expenses			(8,900)	(29,656)
E09103	Maintenance Expenses - 14 Down Street	120224	Operating Expenses			(3,600)	(33,256)
E10701	Public Conveniences Expenses - Watts Street	120224	Operating Expenses			(9,000)	(42,256)
E12200/0000MNT	General Rural Road Maintenance	120224	Operating Expenses			(8,500)	(50,756)
E12298	Depreciation	120224	Operating Expenses			(300,000)	(350,756)
E12298	Depreciation Added Back	120224	Non Cash Item	300,000			(50,756)
E13416	CRC - Furniture & Equipment Expenses	120224	Operating Expenses			(11,200)	(61,956)
E13401	CRC - Salaries Expenses	120224	Operating Expenses			(17,000)	(78,956)
E13402	CRC - Superannuation Expenses	120224	Operating Expenses			(1,785)	(80,741)
E14506	Admin - Building Expenses	120224	Operating Expenses			(17,500)	(98,241)
E14304	Plant - Parts & Repairs Expenses	120224	Operating Expenses		38,134		(60,107)
E12321	Lease #1 Interest Expense - JCB Excavator	120224	Operating Expenses			(8,476)	(68,583)
E12363	Lease #1 Principal Repayment - JCB Excavator	120224	Capital Expenses			(29,658)	(98,241)
E05111	Fire Station - New Toilet and Change Room	120224	Capital Expenses			(10,300)	(108,541)
E11383/WCC231	Wandering Community Centre Construction - Water Tanks DWER Funded	120224	Capital Expenses			(11,900)	(120,441)
E12103/R2R241	Drainage Repairs down hill Wandoo Crescent	120224	Capital Expenses			(6,496)	(126,937)
E12103/R2R234	R2R-Kubbine Road - Gravel Resheet	120224	Capital Expenses			(18,091)	(145,028)
E12103/R2R242	Bridge Repairs	120224	Capital Expenses		21,175		(123,853)
E12101/RRSP241	Bridge Upgrade Culverts (0425)	120224	Capital Expenses		582,000		458,147
E12103/R2R232	R2R - Wandering Pingelly Road , Bridge 0424A over Biberkine Brook	120224	Capital Expenses			(582,000)	(123,853)
E12105/WSFNI241	North Bannister Wandering Road-Upgrade and Overlay Pavement SLK9.10 to SLK13.37	120224	Capital Expenses		73,182		(50,671)
E12105/WSFNI242	WSFN North Bannister Wandering Road - Replace and Upgrade Culvert @ slk9.56 - Pre-construction	120224	Capital Expenses		75,537		24,866
R12211/WSFNI241	Grant Income - WSFN North Bannister Wandering Road	OCM May 2024	Operating Revenue			(752,000)	(727,134)
R12211/WSFNI231	Grant Income - WSFN North Bannister Wandering Rd	OCM May 2024	Operating Revenue		49,496		(677,638)
E03292	Transfer to Plant Replacement Reserve	OCM May 2024	Operating Expenses		143,000		(534,638)
E14310	LESS Plant Depreciation Allocated	OCM May 2024	Operating Expenses			(143,000)	(677,638)
E14311	Recognition of over recovery on Plant Hire	OCM May 2024	Operating Expenses		143,000		(534,638)
R14308	Operating Profit on Plant Hire	OCM May 2024	Operating Revenue			(143,000)	(677,638)
E12105/WSFNI241	North Bannister Wandering Road-Upgrade and Overlay Pavement SLK9.10 to SLK13.37	OCM May 2024	Capital Expenses		752,000		74,362
E12105/WSFNI231	North Bannister Wandering Rd 4270055	OCM May 2024	Capital Expenses			(49,496)	24,866
R11103/LRCIPI03	WCC - Kitchen Upgrade (Phase 3)	OCM May 2024	Operating Revenue			(67,000)	(42,134)
R11103/LRCIPI05	LRCIP - Solar and Battery System Income	OCM May 2024	Operating Revenue		35,000		(7,134)
R11103/LRCIPI06	LRCIP - Outdoor BBQ Income	OCM May 2024	Operating Revenue		16,000		8,866
R11103/LRCIPI07	LRCIP - Chairs for Community Centre Income	OCM May 2024	Operating Revenue		16,000		24,866
E11383/WCC234	Wandering Community Centre Upgrade - Kitchen Upgrade	OCM May 2024	Capital Expenses		67,000		91,866
E11383/WCC235	LRCIP - Solar and Battery System Expenditure	OCM May 2024	Capital Expenses			(35,000)	56,866
E11383/WCC236	LRCIP - Outdoor BBQ Expenditure	OCM May 2024	Capital Expenses			(16,000)	40,866
E11383/WCC237	LRCIP - Chairs for Community Centre Expenditure	OCM May 2024	Capital Expenses			(16,000)	24,866
				0	2,492,583	(2,467,717)	24,866

13.2 Accounts for Payment June 2024

File Reference:	N/A
Location:	N/A
Applicant:	N/A
Author:	Ian Fitzgerald – A/Chief Executive Officer
Authorising Officer	Ian Fitzgerald – A/Chief Executive Officer
Date:	11 June 2024
Disclosure of Interest:	N/A
Attachments:	Payment Listing and Credit Card Statement June 2024
Previous Reference:	Nil

Summary:

Council to note payments of accounts as presented.

Background:

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

Comment:

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

Consultation:

There has been no consultation.

Statutory Environment:

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

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

Policy Implications:

There are no policy implications.

Financial Implications:

There are no financial implications.

Strategic Implications:

Improve Our Financial Position

Our Goals	Our Strategies
The Wandering Shire is financially sustainable	<ul style="list-style-type: none"> • 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

Sustainability Implications:

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

Risk Implications:

Nil.

Voting Requirements:

Simple Majority

Shire of Wandering

Certificate of Expenditure – 30 June 2024

This Schedule of Accounts to be passed for payment covering:

Payment Method	Cheque/EFT/DD Number	Amount
Municipal Fund:		
Electronic Funds Transfers	EFT9295 – EFT9389	\$308,466.77
Direct Debits	DD4868.1 – DD4891.10	\$ 71,695.26
Cheques	-	-
	TOTAL	\$380,162.03

to the Municipal and Trust Accounts, totalling \$380,162.03 which were submitted to each member of the Council on 18 July 2024, have been checked and fully supported by vouchers and invoices which are submitted herewith, have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costings.

Ian Fitzgerald
A/Chief Executive Officer

Officer Recommendation:

That in accordance with section 13 of the Financial Management Regulations of the *Local Government Act 1995* and in accordance with delegation, payment of Municipal Fund vouchers, Licensing, Salaries and Wages and EFT Transfers, Direct Debit totalling \$380,162.03 (attached) be noted as approved for payment and credit card statement be noted.

Moved: _____

Seconded: _____

Carried

For/Against: Cr Turton Cr Little Cr Cowan Cr Hansen Cr Jennings Cr Price Cr Watts

Shire of Wandering
List of Accounts for Payments for June 2024

Chq/EFT	Date	Name	Description	Amount	Amount
EFT9295	05/06/2024	Shire of Wandering Christmas Club	Payroll deductions	-	95.00
DEDUCTION	21/05/2024	Shire of Wandering Christmas Club	Payroll deductions	95.00	
EFT9296	05/06/2024	Shire of Wandering Staff Lotto	Payroll deductions	-	70.00
DEDUCTION	21/05/2024	Shire of Wandering Staff Lotto	Payroll deductions	70.00	
EFT9297	05/06/2024	Wandering Smash Repairs	Payroll deductions	-	600.00
DEDUCTION	21/05/2024	Wandering Smash Repairs	Payroll Deduction	600.00	
EFT9298	05/06/2024	Bankwest	Credit Card	-	2,307.99
49508097	15/04/2024	Bankwest	Coffee Pod Order - Administration	184.00	
35761228	16/04/2024	Bankwest	Aussie Broadband -Administration Internet	79.00	
DGC021541	19/04/2024	Bankwest	Annual Dangerous Goods Licence	901.00	
45548699	22/04/2024	Bankwest	Survey Monkey-Annual Subscription	384.00	
2756624837	06/05/2024	Bankwest	Abobe Subscription	576.86	
187470659	08/05/2024	Bankwest	Lego Night - Catering	100.30	
FUEL OWD	12/05/2024	Bankwest	Fuel OWD	82.83	
EFT9299	11/06/2024	Shire of Wandering Christmas Club	Payroll deductions	-	95.00
DEDUCTION	04/06/2024	Shire of Wandering Christmas Club	Payroll Deduction	95.00	
EFT9300	11/06/2024	Shire of Wandering Staff Lotto	Payroll deductions	-	70.00
DEDUCTION	04/06/2024	Shire of Wandering Staff Lotto	Payroll Deduction	70.00	
EFT9301	11/06/2024	Wandering Smash Repairs	Payroll deductions	-	600.00
DEDUCTION	04/06/2024	Wandering Smash Repairs	Payroll Deduction	600.00	
EFT9312	12/06/2024	De Lage Landen Pty Ltd	Lease of Equipment	-	4,660.94
JCB Lease	12/06/2024	De Lage Landen Pty Ltd	JCB Lease Payment	4,660.94	
EFT9313	12/06/2024	De Lage Landen Pty Ltd	Loan No. JCB Lease Interest payment -	-	4,660.94
JCB Lease	12/06/2024	De Lage Landen Pty Ltd	JCB Lease Payment	4,660.94	
EFT9315	12/06/2024	Altus Planning	Townsite Expansion Strategy	-	13,244.00
AP3534	07/06/2024	Altus Planning	Please prepare Shire of Wandering Townsite Expansion Strategy 2024 as per your quotation	13,244.00	
EFT9316	12/06/2024	Armadale Mower World & Service Co	Equipment Repairs	-	3,864.90

62616	04/06/2024	Armadale Mower World & Service Co	stihl chainsaw MS181, Stihl chainsaw carry cases	3,680.00	
62650#4	10/06/2024	Armadale Mower World & Service Co	Cutter Assy - Nylon, Stihl chainsaw carry cases	100.00	
62649#2	10/06/2024	Armadale Mower World & Service Co	Fuel Stablizer, Stihl chainsaw carry cases	84.90	
EFT9317	12/06/2024	Australia Post	Various Postal Stock Requirments	-	328.19
1013270741	03/06/2024	Australia Post	Various Postal Stock Requirments / Stamps , Envelopes, Shire - Printing, Stationery & Postage Expenses GEN, CRC - Printing, Stationery & Postage Expenses GEN	328.19	
EFT9318	12/06/2024	Australian Audit Pty Ltd	Audit for the Shire	-	4,719.00
A70481	10/06/2024	Australian Audit Pty Ltd	Regulation 17 Audit for the Shire	4,719.00	
EFT9319	12/06/2024	Avon Waste	General Waste Services	-	5,836.06
00062850	31/05/2024	Avon Waste	Domestic & commercial general waste services,	5,836.06	
EFT9320	12/06/2024	BOC	Bottle Hire Fees	-	32.77
5006380321	29/05/2024	BOC	Container Service, Oxygen, Acetylene, Argoshield, Medical Oxygen	32.77	
EFT9321	12/06/2024	Bob Waddell & Associates	Financial Services	-	1,773.75
3951	03/06/2024	Bob Waddell & Associates	Accounting Services provided to the Shire of Wandering	495.00	
3970	10/06/2024	Bob Waddell & Associates	Accounting Services provided to the Shire of Wandering	1,278.75	
EFT9322	12/06/2024	Boddington Hardware & Newsagency	Hardware Supplies	-	1,443.40
102006575	30/05/2024	Boddington Hardware & Newsagency	Boddington Hardware Monthly Expenditure	140.25	
103000430	30/05/2024	Boddington Hardware & Newsagency	glyphosate, wetter, metsulfuron	1,264.85	
102006940	06/06/2024	Boddington Hardware & Newsagency	Boddington Hardware Monthly Expenditure	38.30	
EFT9323	12/06/2024	Boddington News	Boddington News	-	9.00
245	31/05/2024	Boddington News	Boddington News, Edition #	9.00	
EFT9324	12/06/2024	Brandy's Hire	Equipment Purchases	-	214.50
1488	19/03/2024	Brandy's Hire	New hydraulic hose for skid steer post hole borer	214.50	
EFT9325	12/06/2024	City of Kalamunda	Building Services	-	360.95
36039	30/05/2024	City of Kalamunda	Building services provided for the month of, Planning Services provided for the month of	360.95	
EFT9326	12/06/2024	CleverPatch	CRC Event Expenses	-	53.34
533800	12/04/2024	CleverPatch	Craft Item for Kids Activity	53.34	
EFT9327	12/06/2024	Edwards Isuzu Ute	Car Maintenance	-	665.00

R56096	06/05/2024	Edwards Isuzu Ute	Car Maintenance	665.00	
EFT9328	12/06/2024	Focus Networks	Managed Computer /Server Services and Support	-	1,153.74
MPSD-14007	04/06/2024	Focus Networks	Managed Computer /Server Services and Support-Rates Services, Managed Computer /Server Services and Support- CRC, Managed Computer /Server Services and Support-Works Admin, Managed Computer /Server Services and Support- General Administration	553.47	
SAAS-14036	10/06/2024	Focus Networks	Monthly Managed Services (SAAS) Firewall/Remote Services and Antivirus Software Management-Rates Services	600.27	
EFT9329	12/06/2024	Great Southern Fuel Supplies	Fuel Purchases	-	1,090.44
00101794	31/05/2024	Great Southern Fuel Supplies	Fuel card purchases, 0.WD, WD.001, WD.001	1,090.44	
EFT9330	12/06/2024	IT Vision Software Pty Ltd (trading as ReadyTech)	SynergySoft Annual Licence Fees	-	35,456.85
INITV41128	26/05/2024	IT Vision Software Pty Ltd (trading as ReadyTech)	SynergySoft Annual Licence Fees, SynergySoft Annual Licence Fees, SynergySoft Annual Licence Fees, SynergySoft Annual Licence Fees	34,902.45	
INITV41153	29/05/2024	IT Vision Software Pty Ltd (trading as ReadyTech)	Modify Payslips to correctly show employees leave entitlements	554.40	
EFT9331	12/06/2024	LG Best Practices	Payroll Services	-	7,832.00
22473	31/05/2024	LG Best Practices	Payroll Services from PPE 9/4/24	7,172.00	
22474	31/05/2024	LG Best Practices	Training and Rates Support 2023/24 Financial Year	660.00	
EFT9332	12/06/2024	Metro Steel Services	Steel Fabrication Works	-	51,250.94
1009742	04/06/2024	Metro Steel Services	Stainless Steel Fabrication as per quotation Q009063/3	51,250.94	
EFT9333	12/06/2024	Perth Patios & Home Improvements (MCI Building Company P/L)	Repairs for Wandering Community Centre	-	2,760.00
3600	11/06/2024	Perth Patios & Home Improvements (MCI Building Company P/L)	Supply and install 27 LM colourbond flashing to existing purlons at Wandering Community Centre	2,760.00	
EFT9334	12/06/2024	Pet Tags Australia	Dog and Cat Tags - Postage	-	75.46
00001257	29/05/2024	Pet Tags Australia	Dog and Cat Tags - Postage	75.46	
EFT9335	12/06/2024	Pingelly Tyre Service	Plants Repairs	-	532.69

IV00000011002	16/05/2024	Pingelly Tyre Service	Loader Tyre Repair	132.00	
IV00000010958	28/05/2024	Pingelly Tyre Service	new Hydraulic hoses	179.14	
IV00000011073	07/06/2024	Pingelly Tyre Service	Hrdraulic hose Fix	221.55	
EFT9336	12/06/2024	Resonline	Caravan Park Booking System	-	242.00
001653232	31/05/2024	Resonline	Online booking system fee - Caravan Park, MMM YYY	242.00	
EFT9337	12/06/2024	RingCentral	Phone System	-	662.00
CD_000836264	06/06/2024	RingCentral	Phone system Administration, Phone system Harvest Ban Line, Phone system Council Chambers, Phone system Engineering and Works, Phone system CRC	662.00	
EFT9338	12/06/2024	Sports Turf Technology Pty Ltd	Oval Turf Surface	-	4,950.00
INV4051	31/05/2024	Sports Turf Technology Pty Ltd	Investigation and report on the ova lturf surface and identify any matters requiring attention	4,950.00	
EFT9339	12/06/2024	SunWise Energy	Wandering Community Center Upgrade	-	32,346.02
90934-FC	06/06/2024	SunWise Energy	Instal Anchor Points to Roof	32,346.02	
EFT9340	12/06/2024	Uniforms At Work Australia Pty LTd	Councillor Dress Shirts with embroidery.	-	316.70
U12000209	31/05/2024	Uniforms At Work Australia Pty LTd	Councillor Dress Shirts with embroidery.	316.70	
EFT9341	12/06/2024	Volt Air	Caravan Park Repairs	-	802.00
3676	30/05/2024	Volt Air	Cabin 1 - RCD Issue	316.00	
3681	30/05/2024	Volt Air	Cabin 1 - RCD Issue	486.00	
EFT9342	12/06/2024	WA Contract Ranger Services	Ranger Services	-	627.00
00005546	06/06/2024	WA Contract Ranger Services	Contract Ranger Service, Labour & travel	627.00	
EFT9343	12/06/2024	WA Fuel Supplies	Fuel Purchase	-	56,708.22
00175384	27/05/2024	WA Fuel Supplies	Diesel purchase, ULP purchase	56,708.22	
EFT9344	12/06/2024	WA Reticulation Supplies	Storm Water Pipes Repairs	-	121.80
O8422	10/06/2024	WA Reticulation Supplies	Storm Water fittings	121.80	
EFT9345	12/06/2024	Wandering HVAC	Caravan Park Repairs	-	364.93
INV-04130	10/06/2024	Wandering HVAC	Inspection and replacement of light fitting	364.93	
EFT9346	12/06/2024	Wandering Tavern	Gas Bottle Replacement	-	371.00
00000054	06/06/2024	Wandering Tavern	Gas Bottle Replacement, Gas Bottle Replacement	371.00	
EFT9347	12/06/2024	Warbys Transport Pty LTd	Final Payment	-	360.00
0229	22/11/2023	Warbys Transport Pty LTd	Side Tipper Hire 18 days @ \$200 per day	360.00	

EFT9348	18/06/2024	Arjoy pty ltd	Sea Container Delivery	-	1,320.00
50624	18/06/2024	Arjoy pty ltd	Delivery of sea container	1,320.00	
EFT9349	19/06/2024	Australian Taxation Office	May 2024 BAS	-	22,867.00
MAY2024	31/05/2024	Australian Taxation Office	GST on Sales, Group Tax Clearing, Quarterly FBT Instalment, GST on Purchases, Fuel Credits, Rounding, Tax Withheld	22,867.00	
EFT9350	24/06/2024	Shire of Wandering Christmas Club	Payroll deductions	-	95.00
DEDUCTION	18/06/2024	Shire of Wandering Christmas Club	Payroll Deduction	95.00	
EFT9351	24/06/2024	Shire of Wandering Staff Lotto	Payroll deductions	-	70.00
DEDUCTION	18/06/2024	Shire of Wandering Staff Lotto	Payroll Deduction	70.00	
EFT9352	24/06/2024	Wandering Smash Repairs	Payroll deductions	-	600.00
DEDUCTION	18/06/2024	Wandering Smash Repairs	Payroll Deduction for Rodney Free 18/06/2024	600.00	
EFT9353	26/06/2024	AMPAC	Debt collections costs	-	2,061.60
108335	07/06/2024	AMPAC	Debt collections costs	2,061.60	
EFT9354	26/06/2024	Best Office Systems	Copier Contract	-	433.28
632868	25/06/2024	Best Office Systems	Copier Contract - Shire , B&W copies, Colour copies, B & White Copies CRC, Colour Copies CRC	433.28	
EFT9355	26/06/2024	Bob Waddell & Associates	Accounting Services	-	4,908.75
3973	17/06/2024	Bob Waddell & Associates	Accounting Services provided to the Shire of Wandering	4,908.75	
EFT9356	26/06/2024	Boddington Hardware & Newsagency	Hardware Supplies	-	980.00
102007233	12/06/2024	Boddington Hardware & Newsagency	Round up 20L	980.00	
EFT9357	26/06/2024	Boddington News	Boddington News	-	9.00
257	14/04/2024	Boddington News	Boddington News, Edition #737	9.00	
EFT9358	26/06/2024	Boral Construction Materials	Hardware Supplies	-	1,056.00
WA18300124	14/06/2024	Boral Construction Materials	2 x 1 Tonne bags of coldmix	1,056.00	
EFT9359	26/06/2024	Cain Advisory Group	Accounting Services	-	7,500.00
240616-2	16/06/2024	Cain Advisory Group	Accounting Services provided to the Shire of Wandering	7,500.00	
EFT9360	26/06/2024	Department of Energy, Mines, Industry Regulation & Safety	BSL - Month Service Levy	-	56.65
MAY2024	31/05/2024	Department of Energy, Mines, Industry Regulation & Safety	BSL - Month Service Levy	56.65	

EFT9361	26/06/2024 Elders Real Estate	Advertising	-	400.00
300P155505	19/06/2024 Elders Real Estate	Elders - Marketing Cost for 3 Humes way, Wandering	400.00	
EFT9362	26/06/2024 Focus Networks	Managed Computer /Server Services and Support	-	313.50
14052	14/06/2024 Focus Networks	Monthly Managed Services (SAAS) Firewall/Remote Services and Antivirus Software Management-Rates Services, Monthly Managed Services (SAAS) Firewall/Remote Services and Antivirus Software Management-CRC, Monthly Managed Services (SAAS) Firewall/Remote Services and Antivirus Software Management-Works Admin, Monthly Managed Services (SAAS) Firewall/Remote Services and Antivirus Software Management-Admin	313.50	
EFT9363	26/06/2024 IT Vision Software Pty Ltd (trading as ReadyTech)	IT Services	-	554.10
INITV41328	23/06/2024 IT Vision Software Pty Ltd (trading as ReadyTech)	Please Update BPAY wording on Notices templates	554.10	
EFT9364	26/06/2024 JLT	Insurance Premium	-	1,707.01
062-216019	10/06/2024 JLT	Regional Risk Co-Ordinator Fees	1,707.01	
EFT9365	26/06/2024 LGIS Risk Management	Insurance Premium	-	1,063.59
1011-147512	12/05/2022 LGIS Risk Management	LGIS Risk Co-Ordinator	651.09	
100-147570	16/05/2022 LGIS Risk Management	LGIS Risk Co-Ordinator	412.50	
EFT9366	26/06/2024 Localise	Team Development	-	9,593.72
1703	25/06/2024 Localise	Councillors and Staff Team Development	9,593.72	
EFT9367	26/06/2024 Omoniyi Pty Ltd	Medical Expense	-	436.10
SHOFWAND	31/05/2024 Omoniyi Pty Ltd	Works Comp -Medical Expense	436.10	
EFT9368	26/06/2024 Pingelly IGA	The West Australian Supply	-	867.80
MARCH2024	01/03/2024 Pingelly IGA	Purchase of The West Australian, March 2024	145.80	
APRIL 2024	01/04/2024 Pingelly IGA	Purchase of The West Australian, April 2024	257.30	
MAY2024	01/05/2024 Pingelly IGA	Purchase of The West Australian, May 2024	319.20	
JUNE2024	01/06/2024 Pingelly IGA	Purchase of The West Australian, June 2024	145.50	
EFT9369	26/06/2024 Quest Payment Systems	Monthly maintenance fee - Fual Facility JUNE 2024	-	418.00

46585	14/06/2024	Quest Payment Systems	Monthly maintenance fee - Fual Facility, JUNE 2024	418.00	
EFT9370	26/06/2024	Raelene Warburton	Catering	-	120.00
17	26/06/2024	Raelene Warburton	sausage rolls	120.00	
EFT9371	26/06/2024	Scavenger Fire Safety	Service and Maintenance Expense	-	2,246.53
SC-15376	21/06/2024	Scavenger Fire Safety	6 monthly service and maintenance fire extinguishers admin building, 6 monthly service and maintenance fire extinguishers depot, 6 monthly service and maintenance fire extinguishers Community Centre, 6 monthly service and maintenance fire extinguishers Fire Shed, 6 monthly service and maintenance fire extinguishers Fuel Facility, 6 monthly service and maintenance fire extinguishers Mobile Plant, 6 monthly service and maintenance fire extinguishers CRC, 6 monthly service hose reels, Emergency Eye Wash and Shower, 6 monthly fire blanket service, Admin charge (provides certificate as per AS1851-2012)	2,246.53	
EFT9372	26/06/2024	Shire of Narrogin	Senior Health Officer	-	2,449.00
78406450	18/06/2024	Shire of Narrogin	Senior Health Officer, Labour, Travel	2,449.00	
EFT9373	26/06/2024	Volt Air	Caravan Park Repairs	-	802.00
3681	13/06/2024	Volt Air	Cabin 1 - RCD Issue	486.00	
3676	13/06/2024	Volt Air	Cabin 1 - RCD Issue	316.00	
EFT9374	26/06/2024	WD Auto Repairs	Plant Repairs	-	1,501.32
00001787	05/06/2024	WD Auto Repairs	4 x New Tyres	1,501.32	
EFT9375	26/06/2024	Wandering Tavern	Council Meeting Meals & Refreshments	-	308.30
00000055	21/06/2024	Wandering Tavern	Council Meeting Meals & Refreshments	308.30	
EFT9376	28/06/2024	ClickSuper	Transaction fee MAY 2024	-	22.00
SUPER	18/06/2024	HUB24 Super Fund	Payroll deductions	235.35	
DD24050496	05/06/2024	ClickSuper	Transaction fee, MAY 2024	22.00	
EFT9377	28/06/2024	Easi Fleet PTY LTD-DD	Novated Lease Payments	-	1,611.22
198586	01/06/2024	Easi Fleet PTY LTD-DD	Novated Lease Payments	1,611.22	
EFT9378	28/06/2024	Synergy	Electricity Usage	-	6,834.04

1070108178	16/05/2024	Synergy	Street lighting, Usage	827.93	
2062108864	22/05/2024	Synergy	Depot, Usage	567.11	
2030131426	23/05/2024	Synergy	CRC & public conveniences, CRC, Public conveniences	591.46	
2066118988	23/05/2024	Synergy	Fuel facility, Usage	303.77	
2070115016	24/05/2024	Synergy	Community Centre, Usage	427.87	
2074110433	24/05/2024	Synergy	19 Humes Wy, Usage	460.47	
2086101075	24/05/2024	Synergy	Administration Office, Usage	601.51	
2030132420	24/05/2024	Synergy	31 Dunmall Dr, Usage	686.32	
2054118505	24/05/2024	Synergy	Caravan Park & Fire Station, Caravan Park, Fire Station	1,566.37	
2046134504	04/06/2024	Synergy	Street lighting, Usage	801.23	
EFT9379	28/06/2024	Telstra	TELSTRA	-	1,374.65
K4854279315	18/05/2024	Telstra	Administration Phone/Internet, Operations Phone, Fire Station Internet, CRC Phone/Internet, Community Centre Internet, Fuel Facility Internet, Depot Internet, Telstra Credit	1,101.57	
T311	07/06/2024	Telstra	Tims Messaging, Councillors, Fire Control, Fuel facility	273.08	
EFT9381	28/06/2024	Benara Nurseries	Plants to line new footpath on Gnowing street	-	351.66
547036	13/05/2024	Benara Nurseries	Plants to line new footpath on Gnowing street	351.66	
EFT9382	28/06/2024	Boddington Hardware & Newsagency	Boddington Hardware Monthly Expenditure	-	138.50
102008155	28/06/2024	Boddington Hardware & Newsagency	Boddington Hardware Monthly Expenditure	138.50	
EFT9383	28/06/2024	Corsign WA	Signage	-	228.80
00086150	26/06/2024	Corsign WA	Public toilet sign for Pumphreys Bridge	228.80	
EFT9384	28/06/2024	Elders Real Estate	Marketing Cost	-	400.00
300P155505	19/06/2024	Elders Real Estate	Elders - Marketing Cost for 3 Humes way, Wandering	400.00	
EFT9385	28/06/2024	Marketforce	Advertising	-	3,856.44
1753565	26/06/2024	Marketforce	Advertisement - sale of land due to unpaid rates - 3 Humes Way Wandering	1,096.68	
1753566	26/06/2024	Marketforce	Advertising request for tender - two weeks Narrogin Observer and West Australian	1,244.57	
1753563	26/06/2024	Marketforce	Advertising - fees and charges 24/25	253.59	

1753562	26/06/2024	Marketforce	Request for Tender - Underground Power Light Industrial Area	613.57	
1753564	26/06/2024	Marketforce	Advertising request for tender - two weeks Narrogin Observer and West Australian	648.03	
EFT9386	28/06/2024	Road and Traffic Services	Road Expense	-	16,280.00
9099	28/06/2024	Road and Traffic Services	Supply and install line marking on the York Williams road as per quote 24RM 296	16,280.00	
EFT9387	28/06/2024	Stabilisation Technology	Pavement Building Maintenance	-	20,817.50
ST0524	26/06/2024	Stabilisation Technology	Pavement investigation work from SLK 13.90-20	20,817.50	
EFT9388	28/06/2024	WA Contract Ranger Services	Ranger Service	-	313.50
00005605	27/06/2024	WA Contract Ranger Services	Contract Ranger Service, Labour & travel	313.50	
EFT9389	28/06/2024	WD Auto Repairs	Mechanical Repairs	-	514.06
00001838	26/06/2024	WD Auto Repairs	Ute Service WDo	514.06	
DD4868.1	04/06/2024	Australian Super	Payroll deductions	-	1,670.84
SUPER	04/06/2024	Australian Super	Payroll deductions	1,299.98	
DEDUCTION	04/06/2024	Australian Super	Payroll deductions	77.21	
DEDUCTION	04/06/2024	Australian Super	Payroll deductions	293.65	
DD4868.2	04/06/2024	ANZ OnePath Masterfund	Payroll deductions	-	24.58
SUPER	04/06/2024	ANZ OnePath Masterfund	Payroll deductions	12.29	
DEDUCTION	04/06/2024	ANZ OnePath Masterfund	Payroll deductions	12.29	
DD4868.3	04/06/2024	Aware Super	Payroll deductions	-	5,935.67
DEDUCTION	04/06/2024	Aware Super	Payroll deductions	1,082.88	
SUPER	04/06/2024	Aware Super	Payroll deductions	4,852.79	
DD4868.4	04/06/2024	HostPlus Super Fund	Payroll deductions	-	266.75
DEDUCTION	04/06/2024	HostPlus Super Fund	Payroll deductions	63.51	
SUPER	04/06/2024	HostPlus Super Fund	Payroll deductions	203.24	
DD4868.5	04/06/2024	MLC Masterkey	Payroll deductions	-	293.07
DEDUCTION	04/06/2024	MLC Masterkey	Payroll deductions	69.78	
SUPER	04/06/2024	MLC Masterkey	Payroll deductions	223.29	
DD4868.6	04/06/2024	HESTA	Payroll deductions	-	197.44
DEDUCTION	04/06/2024	HESTA	Payroll deductions	47.01	

SUPER	04/06/2024 HESTA	Payroll deductions	150.43	
DD4868.7	04/06/2024 Macquarie Super	Payroll deductions	-	128.20
SUPER	04/06/2024 Macquarie Super	Payroll deductions	128.20	
DD4868.8	04/06/2024 Prime Super	Payroll deductions	-	283.09
SUPER	04/06/2024 Prime Super	Payroll deductions	283.09	
DD4868.9	04/06/2024 Australian Retirement Trust Super Savings	Payroll deductions	-	229.19
SUPER	04/06/2024 Australian Retirement Trust Super Savings	Payroll deductions	229.19	
DD4891.1	18/06/2024 Australian Super	Payroll deductions	-	1,670.84
SUPER	18/06/2024 Australian Super	Payroll deductions	1,299.98	
DEDUCTION	18/06/2024 Australian Super	Payroll deductions	77.21	
DEDUCTION	18/06/2024 Australian Super	Payroll deductions	293.65	
DD4891.2	18/06/2024 ANZ OnePath Masterfund	Payroll deductions	-	362.49
SUPER	18/06/2024 ANZ OnePath Masterfund	Payroll deductions	282.62	
DEDUCTION	18/06/2024 ANZ OnePath Masterfund	Payroll deductions	79.87	
DD4891.3	18/06/2024 Aware Super	Superannuation contributions	-	6,022.69
DEDUCTION	18/06/2024 Aware Super	Payroll deductions	1,072.03	
SUPER	18/06/2024 Aware Super	Payroll deductions	4,950.66	
DD4891.4	18/06/2024 HostPlus Super Fund	Superannuation contributions	-	266.75
DEDUCTION	18/06/2024 HostPlus Super Fund	Payroll deductions	63.51	
SUPER	18/06/2024 HostPlus Super Fund	Payroll deductions	203.24	
DD4891.5	18/06/2024 MLC Masterkey	Superannuation contributions	-	293.07
DEDUCTION	18/06/2024 MLC Masterkey	Payroll deductions	69.78	
SUPER	18/06/2024 MLC Masterkey	Payroll deductions	223.29	
DD4891.6	18/06/2024 HESTA	Superannuation contributions	-	197.44
DEDUCTION	18/06/2024 HESTA	Payroll deductions	47.01	
SUPER	18/06/2024 HESTA	Payroll deductions	150.43	
DD4891.7	18/06/2024 Macquarie Super	Superannuation contributions	-	128.20
SUPER	18/06/2024 Macquarie Super	Payroll deductions	128.20	
DD4891.8	18/06/2024 Prime Super	Superannuation contributions	-	283.09

SUPER	18/06/2024 Prime Super	Payroll deductions	283.09	
DD4891.9	18/06/2024 Australian Retirement Trust Super Savings	Superannuation contributions	-	229.19
SUPER	18/06/2024 Australian Retirement Trust Super Savings	Payroll deductions	229.19	
DD4868.10	04/06/2024 HUB24 Super Fund	Superannuation contributions	-	234.95
SUPER	04/06/2024 HUB24 Super Fund	Payroll deductions	234.95	
DD4891.10	18/06/2024 HUB24 Super Fund	Superannuation contributions	-	235.35
TOTAL			-	380,162.03

14 Planning and Technical Services

14.1 Purchase of New Grader

File Reference:	N/A
Location:	N/A
Applicant:	Shire of Wandering
Author:	Karl Mickle, Operations Manager
Authorising Officer	Ian Fitzgerald, A/Chief Executive Officer
Date:	11 July 2024
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	Nil

Summary:

The purpose of this report is to provide sufficient information summarising the results of the quotes called for one new Grader in this financial year and to enable Council to award the contract for this service.

Background:

As the Shire’s proposed plant replacement program for the 2024/2025 financial year exceeds \$100,000.00 it was necessary to call individual pricing for the service.

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

Submission was called for a New Grader on the 6th of June and close on 8th July 2024.

Comment:

We received two submissions:

Evaluation Of Grader											Budget	\$460,000
											Estimated Trade	\$120,000
Make	Model	Purchase Price (Exc GST)	Purchase Prics (Inc GST)	Standard Warranty	Standard Power Train Warranty	Auto Lube System	Predicted Trade Value at 8,000hrs	Delivery Date	Total Changeover Price	Total Changeover (Inc GST)	Total Savings (Inc GST)	
Caterpillar	140	\$439,124	\$483,036	Factory 12 month warranty.	72 Months /5500 HR POWERTRAIN + HYDRAULICS + TECH	\$ 18,593	Recent trade prices of \$140,000.00 - \$210,000.00 have been offered for our 12M / 140 shire grader trades . This price may rise with inflation.	Currently 6 weeks from order.	\$457,716	\$501,629	\$2,284	
John Deere	620GP	\$476,200	\$540,650	Factory 12 month warranty.	60month/8000hrs	\$ 15,300	An estimated 6-8 years old will have a resale value of between \$216,000 and 240,000	Currently 6 weeks from order.	\$476,200	\$540,650	-16,200	

John Deere

The Shire has never owned a John Deere grader. These graders are an unknown quantity at the moment. While they are popular among other Shires, our operators have no previous experience. AFGRI Equipment have recently taken over the John Deere Construction range and, while usually priced higher than the rest, a smaller model has been proposed to fill the brief, hence the reduced quote.

CAT

We currently have two Cat Graders, one 12M and one 140M Grader, they were purchased in 2021 and 2020. These graders have been working extremely well with no current issues. We have had a CAT grader in our fleet for many years, they have proven to be reliable and have a good resale value.

Disposal

Disposal of Old Cat grader will be tended separately once a delivery date on the new grader is confirmed.

Consultation:

Council
Works Staff

Statutory Environment:

Nil

Policy Implications:

Purchasing and Procurement Policy – to deliver a best practice approach and procedures for the internal purchasing of the Local Government.

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Financial Implications:

The purchase price of the machine, including the basic extras and an auto lube system. Council has included the purchase of a new replacement grader in its 2024/2025 budget. The budgeted changeover is \$340,000.

As the overall value of the purchase of a new Grader is greater than \$70,000, the Shire is required by legislation to dispose of the existing grader by Tender or auction, not by trade-in.

It is proposed that the Existing Grader will be disposed of by Public Auction with a Reserve Price set to ensure that budget targets are met.

The purchase of the new CAT140M Grader for \$457,716 would be offset by the disposal of the Cat Grader at an estimated disposal value of \$120,000

This would be within the changeover price as budgeted of \$340,000

Strategic Implications:

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

Sustainability Implications:

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

Risk Implications:

Nil

Voting Requirements:

Simple Majority

Officer Recommendation:

That Council

Approve the quotation from WesTrac WA Pty Ltd for the purchase of one 140M Cat Grader with a Purchase Price of \$457,716 excl GST.

Moved: _____

Seconded: _____

Carried

For/Against: Cr Turton Cr Little Cr Cowan Cr Hansen Cr Jennings Cr Price Cr Watts

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

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

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

16.1 Elected Members

16.2 Officers

17. Matters Behind Closed Doors

Nil.

18. Closure of Meeting

The Presiding Member to declare the meeting closed.