



**SHIRE OF MT MARSHALL**

# **MINUTES**

**Notice is hereby given that a Meeting of the  
Economic Development Grant Fund  
Committee was held on Tuesday 14  
November 2017, in Council Chambers, 80  
Monger Street, Bencubbin commencing at  
9.06am.**

**Attachment 11.1.1a**

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Chairperson

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John Nuttall  
Chief Executive Officer

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Chairperson Initial

**Minutes of the Economic Development Grant Fund Committee Meeting held on Tuesday**  
**14 November 2017**

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10. Meeting Closure

**Minutes of the Economic Development Grant Fund Committee Meeting held on Tuesday  
14 November 2017**

**1.0 Declaration of Opening**

As the Election of Chairman was yet to take place Chief Executive Officer, Mr John Nuttall declared the meeting open at 9.06am and welcomed all those present.

**2.0 Election of Chairman and Deputy Chairman**

Cr ARC Sachse was nominated for the position of Chairperson by Cr SE Faulkner and seconded by Cr NR Gillett.

Cr Sachse accepted the nomination.

There being no other nominations Cr Sachse assumed the chair and called for nominations for Deputy Chairperson.

Cr SE Faulkner was nominated for the position of Deputy Chairperson by Cr NR Gillett and seconded by Cr ARC Sachse.

Cr Faulkner accepted the nomination.

There being no other nominations Cr Faulkner assumed the Deputy's chair.

**3.0 Record of Attendance and Apologies**

**In Attendance**

Cr ARC Sachse	Committee Member
Cr NR Gillett	Committee Member
Cr SE Faulkner	Committee Member
Mr John Nuttall	Chief Executive Officer
Mrs Sally Putt	Community Development Officer

**Apologies**

Nil

**4.0 Declarations of Interest**

Cr Gillett declared a financial interest in agenda item 6.1 being that he is President of the Lake McDermott Conservation Group and a signatory to their accounts. The Lake McDermott Conservation Group have submitted an application for consideration by the committee.

Cr Gillett declared an impartiality interest in agenda item 6.1 being that he is a member of the Welbungin Sports and Progress Association. The Welbungin Sports and Progress Association have submitted an application for consideration by the committee.

Cr Sachse declared an impartiality interest in agenda item 6.1 being that he is a member of the Welbungin Sports and Progress Association. The Welbungin Sports and Progress Association have submitted an application for consideration by the committee.

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Chairperson Initial

**Minutes of the Economic Development Grant Fund Committee Meeting held on Tuesday  
14 November 2017**

Cr Sachse declared a financial interest in agenda item 6.1 being that he is Vice President of the Lake McDermott Conservation Group and a signatory to their accounts. The Lake McDermott Conservation Group have submitted an application for consideration by the committee.

Cr Faulkner declared an impartiality interest in agenda item 6.1 being that he is a member of the Beacon Country Club, Beacon Gun Club and Beacon Progress Association. All of the above mentioned groups have submitted applications for consideration by the committee.

Mrs Sally Putt declared an impartiality interest in agenda item 6.1 being that she is a member of the Welbungin Sports and Progress Association and the Bencubbin Community Resource Centre Committee. Both of the above mentioned groups have submitted an application for consideration by the committee.

**5.0 Reports of Officers**

**5.1 Quorum for the Economic Development Grant Fund Committee**

<b>File No:</b>	A1/3
<b>Location/Address:</b>	N/A
<b>Name of Applicant:</b>	Nil
<b>Name of Owner:</b>	N/A
<b>Author:</b>	Nadine Richmond – Executive Assistant
<b>Attachments:</b>	Nil
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Previously Considered:</b>	Nil

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**Background:**  
Nil

**Consultation:**  
Chief Executive Officer - John Nuttall

**Statutory Environment:**  
*Local Government Act 1995*

*Section 5.19. Quorum for meetings*

*The quorum for a meeting of a council or committee is at least 50% of the number of offices (whether vacant or not) of member of the council or the committee.*

**Relevant Plans and Policy:**  
Nil

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Chairperson Initial

**Minutes of the Economic Development Grant Fund Committee Meeting held on Tuesday  
14 November 2017**

**Financial Implications:**

Nil

**Risk Assessment:**

There is a risk to good governance if a quorum is not set.

**Community & Strategic Objectives:**

Nil

**Comment:**

The committee may nominate a quorum for its meetings. It is the norm for a quorum to be one member greater than 50% of the total members. In this case it would be three (3) members.

**EDGFC2017/001 OFFICER RECOMMENDATION / COMMITTEE DECISION:**

***That a quorum for the Economic Development Grant Fund Committee be set at 51% of the number of voting members, that being three (3) members.***

***Moved Cr SE Faulkner***

***Seconded Cr NR Gillett***

***Carried 5/0***

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Chairperson Initial

**Minutes of the Economic Development Grant Fund Committee Meeting held on Tuesday  
14 November 2017**

**6.0 Matters for Which Members of the Public to be Excluded**

**EDGFC2017/002 OFFICER RECOMMENDATION / COMMITTEE DECISION:**

***According to Section 5.23(2)(3)(iii) of the Local Government Act 1995 the meeting goes behind closed doors to discuss item 6.1 being that it includes information about the business, professional, commercial or financial affairs of a person.***

***Moved Cr SE Faulkner***

***Seconded Cr NR Gillett***

***Carried 5/0***

**6.1 CONFIDENTIAL ITEM Applications Round 1 – 2017/18 Financial Year**

Cr Gillett declared a financial interest in agenda item 6.1 being that he is President of the Lake McDermott Catchment Group Inc and a signatory to their accounts. The Lake McDermott Catchment Group Inc have submitted an application for consideration by the committee.

Cr Gillett declared an impartiality interest in agenda item 6.1 being that he is a member of the Welbungin Sports and Progress Association. The Welbungin Sports and Progress Association have submitted an application for consideration by the committee.

Cr Sachse declared an impartiality interest in agenda item 6.1 being that he is a member of the Welbungin Sports and Progress Association. The Welbungin Sports and Progress Association have submitted an application for consideration by the committee.

Cr Sachse declared a financial interest in agenda item 6.1 being that he is Vice President of the Lake McDermott Catchment Group Inc and a signatory to their accounts. The Lake McDermott Catchment Group Inc have submitted an application for consideration by the committee.

Cr Faulkner declared an impartiality interest in agenda item 6.1 being that he is a member of the Beacon Country Club, Beacon Gun Club and Beacon Progress Association. All of the above mentioned groups have submitted applications for consideration by the committee.

Mrs Sally Putt declared an impartiality interest in agenda item 6.1 being that she is a member of the Welbungin Sports and Progress Association and the Bencubbin Community Resource Centre Committee. Both of the above mentioned groups have submitted an application for consideration by the committee.

Cr Gillett and Cr Sachse left Council Chambers at 11.31am.

Cr Gillett and Cr Sachse returned to Council Chambers at 11.40am.



**Minutes of the Economic Development Grant Fund Committee Meeting held on Tuesday  
14 November 2017**

**7.0 General Business**

**EDGFC2017/003 OFFICER RECOMMENDATION / COUNCIL DECISION:**

*That the meeting comes out from behind closed doors.*

*Moved Cr SE Faulkner*

*Seconded Cr NR Gillett*

*Carried 5/0*

**8.0 Formal Recommendations to Council (if appropriate)**

**EDGFC2017/004 COMMITTEE DECISION:**

1. *The Economic Development Grant Fund Committee recommend to Council that the businesses and community groups listed be awarded as follows, and note that some awards may be subject to various requirements:*

• <i>Beacon Tennis Club</i>	<i>\$3500</i>
• <i>Welbungin Sports &amp; Progress Association Inc.</i>	<i>\$0</i>
• <i>Beacon Country Club</i>	<i>\$3319</i>
• <i>Bencubbin Truck N Auto's</i>	<i>\$0</i>
• <i>Beacon Gun Club SSAA WA</i>	<i>\$4027</i>
• <i>Gabbin Community Group</i>	<i>\$3000</i>
• <i>Bencubbin Community Resource Centre</i>	<i>\$2855</i>
• <i>Wild Orange Enterprises</i>	<i>\$14,500</i>
• <i>Beacon Progress Association</i>	<i>\$10,000</i>
• <i>Lake McDermott Catchment Group Inc.</i>	<i>\$9052.45</i>

2. *The Economic Development Grant Fund Committee recommend to Council that the Shire funds the installation of a disability access ramp at Welbungin Hall from the general building maintenance budget.*

*Moved Cr SE Faulkner*

*Seconded Cr NR Gillett*

*Carried 5/0*

**Minutes of the Economic Development Grant Fund Committee Meeting held on Tuesday**  
**14 November 2017**

**9.0 Next Meeting – To be confirmed**

**10.0 Closure of Meeting**

There being no further business the meeting closed at 12.11pm.

These Minutes were confirmed by the Committee at its Meeting held on

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Date

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Chairperson

## **CS.3.2 ECONOMIC DEVELOPMENT GRANTS FUND**

### **Objective:**

The Shire of Mt Marshall has established an Economic Development Fund to provide discretionary grants to commercial business and community groups to assist those groups with projects or improvements that will benefit the community. Individual amounts will be limited in line with this policy and will require co-contribution from the applicant organisation.

Provide guidelines for staff and elected members when considering economic development grant fund applications from businesses or community groups.

### **Council Policy:**

#### **Commercial Business**

Commercial businesses are eligible to apply for funding. The maximum individual application can be for \$15000. In order for a commercial business to be eligible there needs to be a co-contribution of at least \$2 for every \$1 requested. The minimum amount requested must be \$500.

It will be for the commercial business to demonstrate that the project they are applying for funding will provide a significant benefit to the community. Note: An application which only brings benefit to the business is unlikely to qualify for grant funding.

#### **Community Groups**

Community groups and similar type organisations are also able to apply for funding. To be classed as a community group, the organisation must demonstrate that they do not operate for profit. The maximum individual application can be for \$10000. In order for a community group to be eligible there needs to be a co-contribution of at least \$1 for every \$1 requested. The minimum amount requested must be \$300.

**All applications will be judged on their individual merits, and Council reserves the right to use its discretion in accepting projects which may not fit all of the criteria when it is felt the project provides significant community benefit.**

### **Operational Guidelines:**

To be eligible the business or organisation must be wholly located within the Shire of Mt Marshall boundaries. The proposed project, work or improvements must be of benefit to the community.

There will be two rounds of grants available during the year. These rounds will be September/October and March/April. Only one application per organisation will be awarded each financial year.

It is up to each applicant to provide the necessary information for Council to be able to make a considered determination. Therefore if plans, sketches, quotes etc. would improve the application, they should be provided.

**Please note: If the project involves building or improvement works, a Development Application may also need to be obtained from Council. It is for the individual applicant to obtain any planning and building approvals. Grant approval DOES NOT constitute development approval.**

Closing dates for each grant round will be publicised in the local papers and on the Shire website. Applications should be lodged on the application form which will be made available, and should be signed and submitted with supporting documentation by the advertised closing date. Each application will be judged on merit.

A Council appointed panel will assess the applications and recommend successful applicants to the next ordinary Council meeting for approval. They will be processed as quickly as possible and applicants informed of the outcome by letter. There will be no appeal process available.

**Applications must be lodged with the CEO by the closing date, on the correct application form and contain all necessary documentation to allow the panel to assess your request. If the applicant wishes to discuss the application in advance please contact the CEO or the CDO in person or by phone.**

**Date Resolved: 15 August 2017 (Resolution 2017/08-5)**

**Amendment:**

# **SHIRE OF MT MARSHALL**



## **Bush Fire Advisory Committee**

**Minutes of the Mt Marshall Bush Fire Advisory  
Committee meeting held in the Beacon Country  
Club, Lucas St, Beacon on Friday 13 October  
2017, commencing at 3.40pm.**

**Attachment 11.2.1**

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Mr Damian Tomas  
Chairman

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**Minutes of the Mt Marshall Bush Fire Advisory Committee Meeting**  
**held Friday 13 October 2017**

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- 4. Reports of Officers**
  - 4.1 Regulatory Officer**
- 5. Other Reports**
- 6. New Business of an Urgent Nature Introduced by Decision of the Meeting**
- 7. Next Meeting – to be advised**
- 8. Meeting Closure**



**Minutes of the Mt Marshall Bush Fire Advisory Committee Meeting**  
**held Friday 13 October 2017**

**1.0 Declaration of Opening / Announcement of Visitors**

Mr Damian Tomas welcomed committee members to the meeting and declared the meeting open at 3.40pm.

**2.0 Record of Attendance / Apologies**

**In Attendance**

Mr Damian Tomas	CBFCO / Chair
Mr Garry Huckstep	Deputy CBFCO
Mr John Dunne	BFCO Beacon
Mr Jack Walker	Regulatory Officer
Mr Michael Lovell	DFES Area Manager

**Apologies**

Sgt Heather Carter	OIC Bencubbin Police
Mr John Nuttall	Chief Executive Officer
Cr Tony Sachse	Councillor
Mr Brett Clark	BFCO Wialki
Mr Tim Cashmore	BFCO Cleary
Mr Terry Gobbart	BFCO Gabbin

**3.0 Confirmation of Minutes**

**3.1 Minutes of the Mt Marshall Bush Fire Advisory Committee Meeting held Friday 30 September 2016**

**BFAC2017/001 OFFICER RECOMMENDATION / COMMITTEE DECISION:**

***That the minutes of the Mt Marshall Bush Fire Advisory Committee meeting held on Friday 30 September 2016 be confirmed as a true and correct record of proceedings.***

***Moved Mr J Dunne***

***Seconded Mr G Huckstep***

***Carried 5/0***

## **4.0 Reports of Officers**

### **4.1 Regulatory Officer**

#### **4.1.4. Information for the Committee**

- Mr Allan Gracie's nomination for Citizen of the Year was submitted to Council and he was rewarded by being a joint recipient of the award for 2017.
- Dual Bush Fire Control Officers – the following officers were nominated and appointed from adjoining Shires:
- Shire of Koorda:  
Mr George Storer, Mr Greg Westlund and Mr Andrew Leake.
- Shire of Trayning:  
Mr Dylan Tarr, Marlon Hudson, Peter Barnes, Murray Leahy, Colin Smeeton and Neil Adkins. The appointment of Geoff Waters was cancelled as he is no longer a Bush Fire Control Officer with the Shire of Trayning.
- The following officers from the Shire of Mt Marshall were nominated to act as dual Bush Fire Control Officers - Damian Tomas (Mukinbudin, Trayning and Koorda), Garry Huckstep (Koorda), Brett Clark (Mukinbudin), Terry Gobbart (Koorda and Trayning) and Tim Cashmore (Koorda) and to my knowledge all were accepted.
- The following new vehicles have been received in the past 12 months-  
Bencubbin (3.4 Urban)  
Wialki (2.4 Broadacre)  
Welbungin (Light tanker)
- Concern was expressed that when the Wialki 3.4 was replaced it would have a reduced water capacity, unfortunately this was the case but it was only 300 litres which is minimal in the circumstances. The Shire has been advised that Welbungin will receive a new 2.4 Broadacre next financial year. The oldest unit then will be the 2010 light tanker in Gabbin.
- ID cards for volunteers are still being rolled out.
- Training was being discussed with our area manager but he has since been transferred, I will take it up with our new manager.
- Lack of road verge spraying was taken up with the Shire's Works Supervisor and it was only a timing issue that it didn't get done.
- I have received information regarding "no camp fires" which I will discuss at the meeting.
- A standpipe swipe card was obtained from the Mukinbudin Shire for Wialki.
- All vehicles have been fitted with AVL's which need to be tested on a monthly basis, instructions have been distributed to all brigades. A reliable mobile phone service is required for the testing, so Tampu and Wialki may have to take your vehicles for a drive. Allow half an hour for the test to be completed.
- The Shire's Plant Maintenance Officer has retired therefore we may have to use local mechanics for repairs and services.
- Two Way radios – I have one report from Garry, any other issues?

**Minutes of the Mt Marshall Bush Fire Advisory Committee Meeting**  
**held Friday 13 October 2017**

**BFAC2017/002 OFFICER RECOMMENDATION / COMMITTEE DECISION:**

*That the report be received by the committee*

*Moved Mr D Tomas*

*Seconded Mr G Huckstep*

*Carried 5/0*

**5.0 Other Reports**

**5.1 Chief Bush Fire Control Officer – Mr Damain Tomas**

- Reinforced the requirement that all attendees at a fire be encouraged to check in with the relevant OIC.

**5.2 Deputy Chief Bush Fire Control Officer – Mr Garry Huckstep**

- Mr Garry Huckstep suggested that investigations be carried out as to the possibility of providing water to Billiburning by way of the water meter from his brother's property at the entrance. This would be a valuable asset in the event of a fire.

**5.3 Fire & Emergency Services Authority of WA**

- Mr Michael Lovell would follow up on some training for all volunteers but in particular volunteers who may be interested in becoming Bush Fire Control Officers.

**BFAC2017/003 OFFICER RECOMMENDATION / COMMITTEE DECISION:**

***That all reports be received by the committee***

***Moved Mr J Dunne***

***Seconded Mr D Tomas***

***Carried 5/0***

Minutes of the Mt Marshall Bush Fire Advisory Committee Meeting  
held Friday 13 October 2017

**6.0 New Business of an Urgent Nature Introduced by Decision of the Meeting**

Nil

**7.0 Next Meeting – to be advised**

**8.0 Closure of Meeting**

There being no further business the meeting closed at 4.20 pm

These Minutes were confirmed at the Bush Fire Advisory Committee Meeting held on

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Date

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Mr Damian Tomas

Chair

# **SHIRE OF MT MARSHALL**



## **Local Emergency Management Committee**

**Minutes of the Mt Marshall Local Emergency  
Management Committee meeting held in  
Council Chambers, 80 Monger St, Bencubbin on  
Tuesday 14 November 2017,  
commencing at 3.30pm.**

**Attachment 11.3.1**

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Cr ARC Sachse

Chairman

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**Minutes of the Mt Marshall Local Emergency Management Committee Meeting  
held Tuesday 14 November 2017**

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- 4. Reports of Officers**
- 5. Other Reports**
- 6. New Business of an Urgent Nature Introduced by Decision of the Meeting**
- 7. Next Meeting – To be confirmed**
- 8. Meeting Closure**

**Minutes of the Mt Marshall Local Emergency Management Committee Meeting  
held Tuesday 14 November 2017**

**1.0 Declaration of Opening / Announcement of Visitors**

Cr Sachse welcomed committee members to the meeting and declared the meeting open at 3.30pm.

**2.0 Record of Attendance / Apologies**

**In Attendance**

Cr Anthony Sachse	Shire President / Chair
Cr Ian Sanders	Councillor
Mr John Nuttall	Chief Executive Officer
Mr Jack Walker	Regulatory Officer
Mrs Sally Putt	Community Development Officer
Mr Peter Geraghty	SJA Co-ordinator
Mr Shaun Betley	Community Paramedic
Ms Joanne Spadaccini	DCP & Family Support
Mr Michael Lovell	Area Manager - DFES
Mr Robert McArdle	Principal Bencubbin PS
Ms Susan Scully	Bencubbin Silver Chain
Mrs Wendy Evans	Beacon Silver Chain

**Apologies**

Sgt Heather Carter	OIC Bencubbin Police
S/C Lily Unasa	2IC Bencubbin Police
Mrs Karen Tabner	Principal Beacon PS

**3.0 Confirmation of Minutes**

**3.1 Minutes of the Mt Marshall Local Emergency Management Committee Meeting held Tuesday 8 August 2017**

**LEMC2017/010 OFFICER RECOMMENDATION / COMMITTEE DECISION:**

***That the minutes of the Mt Marshall Local Emergency Management Committee meeting held on Tuesday 8 August 2017 be confirmed as a true and correct record of proceedings.***

***Moved Mr S Betley***

***Seconded Mrs W Evans***

***Carried 12/0***

#### **4.0 Reports of Officers**

#### **4.1 Regulatory Officer**

##### **4.1.5 Information for the Committee**

- Annual Exercise – having difficulties getting confirmation from Beacon ambulance volunteers of a suitable date as the exercise was to be in the form of an evacuation from the Beacon Primary School.
- Beacon Airstrip – application for funding has been submitted.
- LEMA Update – review of LEMA has been noted by the Office of Emergency Management, next review due in 2020.
- LEMA Amendments – President and Deputy President details have been updated in the contact list.

#### **5.0 Other Reports**

#### **5.1 Chief Bush Fire Control Officer**

A recommendation from the Bush Fire Advisory Committee was that the Shire investigate the possibility of having water connected to facilities at Billiburning Rock. This was suggested as a means for tourists to ensure they extinguished camp fires completely. Shire staff are in contact with the Water Corporation in regards to this suggestion and also for Marshall Rock.

#### **5.2 St John Ambulance Services**

New ambulance has been purchased for Kununoppin, replaced van will be relocated to Beacon. Bencubbin and Beacon will get refurbished vans next year.

#### **5.3 Fire & Emergency Services Authority of WA**

Reviewing volunteers training requirements with shire staff with the view of holding a Bush Fire Control Officers course in February 2018.

#### **5.4 Department of Child Protection and Family Services**

Emergency services unit will become a separate department.  
Has updated Shire contacts in Wheatbelt Plan.

#### **5.5 Education Department**

Bencubbin – staff were preparing bush fire plans.

## **5.6 Bencubbin Police**

Concerns were expressed that no member of the Police service had been able to attend the last two meetings.

## **5.7 Silver Chain Nursing Association**

Nil

## **5.8 Disabilities Service Commission**

Nil

## **5.9 Community Development**

Nil

President, Cr Sachse thanked Sally for her participation on the committee and wished her well with her impending maternity leave.

## **6.0 General Business**

The meeting was in agreeance to hold a table top exercise at the conclusion of the February 2018 meeting. The exercise was to be in the form of a discussion on the opening of an evacuation centre.

The meeting will be scheduled to commence at 2.30pm.

Joanne Spadaccini gave the meeting a brief overview of the procedure of opening an evacuation centre.

The Shires of Mukinbudin and Trayning be invited to send a delegate to participate or observe the exercise.

## **7.0 New Business of an Urgent Nature Introduced by Decision of the Meeting**

Nil

## **8.0 Next Meeting – Tuesday 13 February 2018 commencing at 2.30pm in Council Chambers, 80 Monger Street, Bencubbin**

The meeting is to commence an hour earlier to enable the committee to carry out a table top exercise with DCPFS on managing an evacuation centre at the conclusion of the meeting.

## **9.0 Closure of Meeting**

There being no further business the meeting closed at 4.22pm

**Minutes of the Mt Marshall Local Emergency Management Committee Meeting**  
**held Tuesday 14 November 2017**

These Minutes were confirmed at the Local Emergency Management Committee Meeting held on

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Date

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Cr ARC Sacshe

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Chair

<b>SHIRE OF MT MARSHALL</b>	
Received	
- 2 NOV 2017	
File No	<u>B3/D</u>
Officer	<u>CEO</u>
Copy	_____

James C Boyd  
ABN: 92 449 746 479  
8 Dunne Street  
BEACON WA 6472  
Phne: 9686 1116  
Mobile: 0428 811 686

Mr John Nuttall  
CEO  
Mt Marshall Shire  
PO Box 20  
BENCUBBIN WA 6477

31<sup>st</sup> October 2017

Dear John


I am writing to you to request Shire permission for the placement of Solar Panels on the roof of the Shire house which we are currently renting at 8 Dunne Street, Beacon.

My wife, Deb Jacob and I have been in Beacon now for just over two years, and plan to be here for the foreseeable future.

Being on the Progress Asscn Committee, I am aware of the intention to bring Solar Power to Beacon for as many businesses as possible and I was thinking that it would also be an asset if we were able to take this opportunity and place Solar Panels on the house.

Looking Forward to hearing from you.

Kind Regards

Jim Boyd   
Email: beaconcoop@bigpond.com

SHIRE OF  
MT MARSHALL  
Received  
- 2 NOV 2017  
File No. B3/12 & E1/3  
Officer: CEO  
Copy: \_\_\_\_\_

James C Boyd  
ABN: 92 449 746 479  
8 Dunne Street  
BEACON WA 6472  
Phne: 9686 1116  
Mobile: 0428 811 686

Mr John Nuttall  
CEO  
Mt Marshall Shire  
PO Box 20  
BENCUBBIN WA 6477

1<sup>st</sup> November 2017

Dear John

Further to my letter requesting approval for Solar Panels, I have just received a quote from a Company, Renew Energy who have been up here to quote for the Beacon Progress Asscn in putting Panels into their building which houses the General Store.

The quote has come to \$6,016.67 for 23 panels.

I am very keen to go ahead with their quote, as I can see the benefit in the long run with Electricity on the rise. We currently pay over \$350 per month.

I was wondering if it is at all possible for the Shire to consider either paying half or coming to an arrangement with a Rent reduction.


I also feel that this would be a value add to your building in the long term.

Hopefully I can get some direction back from you fairly quickly, even if it is just for installation, as the Company, Renew Energy, require an answer from me in the next fortnight.

Please find enclosed a copy of the Quote.

Thanking you for your time and look forward to your reply.

Kind Regards



Jim Boyd  
Email: beaconcoop@bigpond.com



renew  
energy  
ECY1626

Page 1 of 1

Oct 26, 2017  
Reference # PQV 594

## 280W Panels - 6.44kW

Item	Price	Qty	GST	Subtotal
Goodwe 5kW, GW5000D-NS 5 YR Warranty	\$1,010.10	1	10%	\$1,111.11
Zhongli Talesun Poly 280W - Tier 1 10 / 25YR Warranty	\$187.28	23	10%	\$4,738.18
Standard Rail and Mount	\$38.90	23	10%	\$984.17
Solar Install - 5 year warranty	\$0.56	6,440	10%	\$3,967.04
<b>Government Subsidies - STCs</b>				
Small Scale Technology Certificates (STCs) Based on a Zone 3 Rating. Install prior to 22/12/2017 Installs after this date will need to have the STC value adjusted to \$20.00	-\$29.00	138	0%	-\$4,002.00
RRP - 36 Months interest free				\$6,798.50
Discount (11.5%)				-\$781.83
<b>Cash Price</b>				<b>\$6,016.67</b>



Berry Sunny PTY LTD T/a Renew Energy and Air Conditioning City  
(08) 9477 5672 | 2/136 Bannister Rd, Canning Vale WA 6155  
ABN: 86 165 561 786 | EC011626 | AU41407



**From:** Matt MEYERS [<mailto:Matt.MEYERS@communities.wa.gov.au>]

**Sent:** Wednesday, 18 October 2017 12:13 PM

**To:** John Nuttall <[ceo@mtmarshall.wa.gov.au](mailto:ceo@mtmarshall.wa.gov.au)>

**Subject:** Housing required in Bencubbin under the Government Regional Officers' Housing (GROH) Program - 1415-POL6

Hi John

I am writing to you to ascertain the Shire's willingness to entertain building a dwelling for a long term leaseback under the Government Regional Officers' Housing (GROH) Program.

The Housing Authority is seeking feedback from the Council on its capacity to build a 4 bedroom 2 bathroom dwelling in Bencubbin for the use and occupation of the WA Police under the GROH Program on a 9 year lease with a 1 year option. A cost rent can be negotiated on the build to allow the Shire to recoup costs associated with the acquisition of land and building.

Should the Shire have existing suitable and appropriate existing owned housing stock in Bencubbin, we would also be happy to consider this option.

Below I have provided an outline of the process when an investor wishes to lease on a long term basis.

**Stage 1** - If GROH has a requirement for this type of housing then the owner will be required to supply the terms, conditions and the proposed address. If these are satisfactory then a floor plan is required.

The floor plan will be assessed for compliance with room sizes, the GROH design brief and specification. The location (address) rental information and any variance from GROH standards will be referred to the departments for their consideration and approval.

**Stage 2** - When GROH and the client department are satisfied with the floor plan, term, conditions and the location of the proposed house then agreement in principle will be provided by GROH. This is only an agreement in principle and is conditional upon the owner supplying the following to the satisfaction of GROH before an "Agreement to Lease" will be drawn up:

1. The site plan for the selected lot.
2. External elevation drawings showing all four sides of the house.
3. Internal elevations for the kitchen, bathroom, ensuite and laundry.
4. Floor plan.
5. Electrical plan.
6. Wardrobe, linen and broom cupboard details.
7. GROH specification and design brief, current at that particular time will be included in the documentation.
8. Any agreed variations from the design brief / specification will be documented

If GROH and the owner cannot reach agreement with this proposal at this point, then there will be no obligation on either party to proceed and the proposal will lapse.

**Stage 3** - Once the owner has supplied the required details and they are approved by GROH then an "Agreement to Lease" document will be signed by GROH and the owner. The following documentation will be included in this agreement:

1. Finalised site plan for the selected lot
2. Finalised external elevation drawings showing all four sides of the house.
3. Finalised internal elevations for the kitchen, bathroom, ensuite and laundry.
4. Finalised floor plan.
5. Finalised electrical plan.
6. Finalised wardrobe, linen and broom cupboard details.
7. The GROH specification and design brief upon which the agreement is based will be included in the documentation.
8. Any agreed variations from the GROH design brief / specification.

**Stage 4** - Upon completion of the dwelling a representative of GROH will be required to inspect the property to verify that it is complete and meets the specified requirements. If this is the case the property will be accepted and the lease will commence from this date.

In addition I have provided the links to our design specification South and an Expression of Interest form.

[http://www.housing.wa.gov.au/investorsandpartners/investmentbusinessopportunities/groh/Documents/Part\\_C\\_Construction\\_Specification\\_BCA\\_Class\\_1\\_and\\_10.pdf](http://www.housing.wa.gov.au/investorsandpartners/investmentbusinessopportunities/groh/Documents/Part_C_Construction_Specification_BCA_Class_1_and_10.pdf)

[http://www.housing.wa.gov.au/investorsandpartners/investmentbusinessopportunities/groh/Documents/Part\\_B\\_Functional\\_Brief\\_GROH\\_and\\_Key%20Worker\\_Housing\\_Single\\_and\\_Grouped\\_Dwellings.pdf](http://www.housing.wa.gov.au/investorsandpartners/investmentbusinessopportunities/groh/Documents/Part_B_Functional_Brief_GROH_and_Key%20Worker_Housing_Single_and_Grouped_Dwellings.pdf)

[http://www.housing.wa.gov.au/investorsandpartners/investmentbusinessopportunities/groh/Documents/Appendix%20B\\_Requirements%20for%20GROH%20May%202016.pdf](http://www.housing.wa.gov.au/investorsandpartners/investmentbusinessopportunities/groh/Documents/Appendix%20B_Requirements%20for%20GROH%20May%202016.pdf)

Our preference would be for a 4 bedroom 2 bathroom dwelling with a separate living area.

Appreciate your feedback on the Shire of Mt Marshall's capacity to provide housing in Bencubbin to meet this need.

Regards

**Matthew Meyers**

Program Manager | Housing Programs

Housing

Department of Communities

**P** 08 9286 6033 **F** 08 9286 6025 **M** 0438 916 690

203 Nicholson Road, Shenton Park WA 6008

**W** communities.wa.gov.au



Government of **Western Australia**  
Department of **Communities**

### **C&C.1.3 COUNCIL ANNUAL FUNCTION & CHRISTMAS BONUS**

**Council Policy:**

Council will hold and sponsor an annual function involving Councillors, all employees and their spouses and children.

Council will provide a Christmas Bonus to employees.

**Objective:**

To recognise the personal dedication and contribution throughout the year, to acknowledge the year's achievements and to foster goodwill.

**Operational Guidelines:**

- Council will hold one annual function.
- The function will involve Councillors, all staff, spouses, children and invited guests.
- Invited guests are at the discretion of the President.
- A meal and reasonable refreshments will be provided.
- The traditional Christmas gift for each of the Shire's employees in a full time substantive position as at the time of issue, be a cash payment of not more than \$65 (indexed by annual CPI), with a pro rata payment to be made to permanent part time and casual staff, and full time staff commencing in the past three months.

**Date Resolved:**

**Amendment:**                    **2016/163 – 18 October 2016**  
   **2012/052 (27 April 2012)**

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- The function will involve Councillors, all staff, spouses, children and invited guests.
- Invited guests are at the discretion of the President.
- A meal and reasonable refreshments will be provided.
- The traditional Christmas gift for each of the Shire's employees in a full time substantive position as at the time of issue, be a voucher for use in local shops of not more than \$70 (indexed by annual CPI), with a pro rata payment to be made to permanent part time and casual staff, and full time staff commencing in the past three months.

**Date Resolved:**

**Amendment:**                    **2016/163 – 18 October 2016**  
   **2012/052 (27 April 2012)**

CHIEF EXECUTIVE OFFICER - JOHN NUTTALL										
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION						
2017/10-9 October 2017	<p>That Council:</p> <p>1. Direct the Chief Executive Officer to write to the Shire of Mukinbudin, thanking them for their offer of unlimited use of their aquatic facility subject to the payment of \$11,000, but rejecting the offer.</p> <p>2. Reinstate the aquatic facility fee reimbursement scheme on the same terms and for the same facilities as last financial year.</p>	Complete								
2017/10-8 October 2017	<p>Officer's Recommendation 1:</p> <p>That Council, pursuant to Section 3.57 of the Local Government Act, 1995 and Division 2 of the Local Government (Functions and General) Regulations, 1996 call for Tender (RFT MM02.17/18) for the purchase of a grader.</p> <p>Officer's Recommendation 2:</p> <p>That Council, pursuant to Section 3.57 of the Local Government Act, 1995 and Division 2 of the Local Government (Functions and General) Regulations, 1996 set the Qualitative Evaluation Criteria for RFT MM 02.17/18, as follows:</p> <table><tr><td>Price</td><td>50%</td></tr><tr><td>Servicing</td><td>25%</td></tr><tr><td>Reliability</td><td>25%</td></tr></table> <p>Officer's Recommendation 3:</p> <p>That Council pursuant to Section 5.42 of the Local Government Act, 1995 delegate authority to the Chief Executive Officer to award the grader purchase in accordance with the results of the tender evaluation process. (Absolute Majority)</p>	Price	50%	Servicing	25%	Reliability	25%	Ongoing	Tender has been posted on WALGA E-quotes and closing 1 December 2017.	December 2017
Price	50%									
Servicing	25%									
Reliability	25%									

CHIEF EXECUTIVE OFFICER - JOHN NUTTALL				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2017/09-15 September 2017	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. resolve that new workers accommodation be constructed in Beacon to replace the Beacon Barracks accommodation;</li> <li>2. resolve that the new accommodation be sited to the West of the current Beacon Caravan Park;</li> <li>3. direct the Chief Executive Officer and obtain full costings for the new camp and present them to Council for a budget to be agreed as soon as possible; and</li> <li>4. direct the Chief Executive Officer to write to Public Transport Authority (WA) and request that one of the existing rooms be retained and gifted to the Shire to be preserved and used as a historical feature for the town.</li> </ol>	Ongoing		

CHIEF EXECUTIVE OFFICER - JOHN NUTTALL												
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION								
2017/09-9 September 2017	<p>That Council, pursuant to Section 3.57 of the Local Government Act, 1995 and Division 2 of the Local Government (Functions and General) Regulations, 1996 call for Tender (RFT MM) for the provision of Bitumen Supply for a period of 1 year.</p> <p>That Council, pursuant to Section 3.57 of the Local Government Act, 1995 and Division 2 of the Local Government (Functions and General) Regulations, 1996 set the Qualitative Evaluation Criteria for RFT MM 01.17/18, as follows:</p> <table><tr><td>Relevant Experience</td><td>25%</td></tr><tr><td>Submitted Rates</td><td>25%</td></tr><tr><td>Resources &amp; Current Commitments</td><td>25%</td></tr><tr><td>Confirmation rates are fixed for 17/18</td><td>25%</td></tr></table> <p>That Council pursuant to Section 5.42 of the Local Government Act, 1995 delegate authority to the Chief Executive Officer to award the bitumen supply contract in accordance with the results of the tender evaluation process. (Absolute Majority)</p> <p>That the tender be called both as a whole contract and separate contracts to allow the market to be fully tested and give the opportunity for local contractors to tender for part of the work.</p>	Relevant Experience	25%	Submitted Rates	25%	Resources & Current Commitments	25%	Confirmation rates are fixed for 17/18	25%	Complete	Sealing is already underway around the Shire.	
Relevant Experience	25%											
Submitted Rates	25%											
Resources & Current Commitments	25%											
Confirmation rates are fixed for 17/18	25%											

CHIEF EXECUTIVE OFFICER - JOHN NUTTALL				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2017/07-4 July 2017	That Council, pursuant to section 58 Land Administration Act 1997 and clause 9 Land Administration Regulations 1998, endorse the closure of the section of Bencubbin-Kellerberrin Road as outlined in the sketch, and direct the Chief Executive Officer to request the Minister for Lands to take the necessary steps to permanently close that section of road.	Ongoing	A request has been sent to the Minister and awaiting their response.	February 2018
2017/07-3 July 2017	<p>That:</p> <ol style="list-style-type: none"> <li>1. Pursuant to Section 75 of the Planning and Development Act 2005, and following no submissions after advertisement, the Shire of Mt Marshall Planning Scheme No. 3 be amended by: <ol style="list-style-type: none"> <li>a) Modifying Table 1 – Zoning Table, to permit ‘Group Housing’ in a rural zone as a ‘D’ use; and</li> <li>b) Inserting provisions to outline conditions under which group housing may be approved in a rural zone.</li> </ol> </li> <li>2. required documentation be submitted to the WA Planning Commission for final approval.</li> </ol>	Ongoing	<p>Submitted documentation to the WA Planning Commission and await notification of completion.</p> <p>Further correspondence has been received from WAPC and response is being prepared.</p> <p><b>Response has been provided to WAPC addressing their required amendments.</b></p>	<p><del>November 2017</del></p> <p><b>January 2018</b></p>



CHIEF EXECUTIVE OFFICER - JOHN NUTTALL				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2017/06-5 June 2017	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. subject to Section 6.8 (1) (b), increase the budget for the Bencubbin Recreation Complex Redevelopment capital expenditure account (8548) by \$75,000, to make a total of \$2,675,000. (Absolute Majority)</li> <li>2. subject to Section 6.8 (1) (b), increase the income for the Bencubbin Recreation Complex Redevelopment by \$75,000, with that income being provided by the BCRC. That income is to be held in reserve as contingency monies and be used only for unforeseen and necessary works arising during the course of the building project. (Absolute Majority)</li> <li>3. agree that the amount of contingency required for the project be \$99,258.</li> <li>4. agree that any unused contingency money, up to the value of \$75,000, be returned to the BCRC at the end of the building project.</li> <li>5. agree that should savings to the verbal quote be achieved during final negotiations with Devlyn, the BCRC contingency payment be reduced accordingly to achieve the contingency amount of \$99,258.</li> </ol>	Ongoing	<p>Written quote received. Engineering drawings being prepared.</p> <p>Contract currently being prepared. Awaiting for notification of start date.</p> <p>Builders on site from 18 September. Works are due to be completed mid-June 2018.</p>	May 2018

CHIEF EXECUTIVE OFFICER - JOHN NUTTALL				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2017/04-10 April 2017	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Subject to funding being provided by Water Corporation for essential works as indicated in attachment 12.1.15a accept the offer from Water Corporation of the transfer of ownership from the Water Corporation to the Shire of Mt Marshall of the following AA Dams: <ul style="list-style-type: none"> <li>• Warkutting Tank</li> <li>• Gabbining Tank</li> <li>• Marindo Rocks</li> <li>• Beebeegnying Tank</li> <li>• Sand Soak Dam</li> </ul> </li> <li>2. Decline the offer from Water Corporation of the transfer of ownership from the Water Corporation to the Shire of Mt Marshall of the following AA Dams: <ul style="list-style-type: none"> <li>• Wiacubbing Dam</li> <li>• Gabbin Dam</li> <li>• Snake Soak Dam</li> </ul> </li> <li>3. Direct the Chief Executive Officer to communicate the above resolution to the Water Corporation, and make the necessary arrangements for the transfer of the assets into the control of the Shire of Mt Marshall</li> </ol>	Ongoing	<p>Correspondence sent to Water Corporation advising them of the resolution, and asking to enter discussions regarding funding.</p> <p>Water Corp have agreed to pay \$5,000 per tank. Transfer of assets is underway.</p>	December 2017

CHIEF EXECUTIVE OFFICER - JOHN NUTTALL				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2017/022 February 2017	<p>That:</p> <ol style="list-style-type: none"> <li>1. Council Acknowledge an historic equity imbalance in the provision of facilities between the towns of Beacon and Bencubbin;</li> <li>2. A desktop review be undertaken on proposed infrastructure upgrades for Beacon and that a further report be made to Council with a view to implementing a 5 year development program for the town;</li> <li>3. That the Shire's Community Development Officer investigate and report on other local government models for the development and support of volunteers in both communities; and</li> <li>4. That any agreed infrastructure development program and volunteer support program be incorporated into the Shire's Community Strategic Plan</li> </ol>	Ongoing	<p>This will be a 'work in progress' for some time. Initial conversations have taken place with CDO. This will link to the SCP which will be adopted by the end of the financial year.</p> <p>The Strategic Community Plan is being presented to the August meeting, which is the starting point of the review.</p>	
2017/019 February 2017	That the Shire of Mt Marshall seek the freehold title of Reserves 22783 (43 Brown St, Bencubbin) and Reserve 23238 (16 Rowlands St, Beacon) to enable the freehold disposal of the land to the Central East Aged Care Alliance Inc for the purpose of "Aged Persons Accommodation".	Ongoing	<p>This matter is progressing, firstly through Housing Authority and then to Dept. of Lands</p> <p>Housing Authority has responded and the matter now sits with the Dept. Of Lands.</p>	November 2017

CHIEF EXECUTIVE OFFICER - JOHN NUTTALL				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2017/016 February 2017	<p>That Council:-</p> <ol style="list-style-type: none"> <li>1. pursuant to Section 75 of the Planning and Development Act 2005, amend Shire of Mt Marshall Planning Scheme No.3 by: <i>(Please see Minutes for details)</i></li> <li>2. resolves, pursuant to the Regulation 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations), that Amendment 2 is a basic amendment in accordance with r.34(c) of the Regulations as it proposes to amend the Scheme text to delete provisions that have been superseded by the deemed provisions in Schedule 2 of the Regulations;</li> <li>3. authorise Shire officers to prepare the scheme amendment documentation;</li> <li>4. authorise the affixing of the common seal to and endorse the signing of the amendment documentation;</li> <li>5. pursuant to Section 81 of the Planning and Development Act 2005, refers Amendment 2 to the Environmental Protection Authority; and</li> <li>6. pursuant to r.58 of the Regulations, provides Amendment 2 to the Western Australian Planning Commission.</li> </ol>	Ongoing	<p>Required documents have been prepared and sent to the EPA. When they are returned they will be sent to Dept. of Planning as required. Advertising will be arranged.</p> <p>Both the EPA and WPC have responded and the matter is ongoing.</p> <p>Finalised documentation has been sent to the WA Planning Commission.</p> <p>Awaiting approval from the WA Planning Commission.</p>	November 2017

CHIEF EXECUTIVE OFFICER - JOHN NUTTALL					
REF	DECISION		STATUS	COMMENT	ESTIMATED COMPLETION
2016/120 Aug 2016	3.	The Shire of Mt Marshall enter into a legal agreement with the Bencubbin Community Recreation Council for the repayment of the self-supporting loan of \$250,000.	Ongoing	Draft agreement received from McLeods. Needs amending to suit local circumstances pending award of construction contract. Draft annotated and served on BCRC for comment. Following up the draft agreement with the BCRC.  Negotiations ongoing with the BCRC.	November 2017

ENVIRONMENTAL HEALTH OFFICER – PETER TOBOSS				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2016/104 July 2016	That Council endorse, in accordance with section 3.12 of <i>Local Government Act 1995</i> , the giving of 42 days state wide public notice of intention to make the <i>Shire of Mt Marshall Health Amendment Local Law 2016</i> .	Stalled	Needs serious reworking  Await new EHO commencing to deal with this issue	July 2017

# ENVIRONMENTAL HEALTH OFFICER - PETER TOBOSS

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2011/197 December 2011	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Proceed with legal action for failing to comply with the Notice served under the Health Act 1911 Part V Dwellings Division 1 Houses unfit for occupation Sec. 139 served to Mrs GM Trainor by registered post on the 14/10/2009.</li> <li>2. That the dwelling located on Lot 10 Hammond Street Gabbin being of brick veneer, suspended timber floors and timber framed roof with clay tiles be declared condemned and that the dwelling is to be demolished and that a notice to that effect be issued with immediate effect and that the Land is to be cleaned up after removal of the dwelling pursuant to Health Act 1911 Part V Dwellings Division 1 Houses unfit for occupation Sec. 138 and that the demolition be completed within 82 days.</li> <li>3. After 82 days from the serving of the demolition notice that the principal Environmental Health Officer/Building Surveyor inspect Lot 10 Hammond Street Gabbin to determine compliance with the demolition notice.</li> </ol>	To be reviewed	<p>Scoping document for McLeods to be written and submitted for legal opinion/advice to proceed or not.</p> <p>Letter received from Trainors builder asking for info about what required for a building permit. Inspection of dwelling imminent.</p> <p>Building license issued for renovations, Works progressing.</p> <p>At completion of 2 years from date issue of license will investigate if suitable progress has been made BL issued 30/3/2012 and will expire on the 30/3/2014</p> <p>Will investigate works undertaken at expiry of BL and review.</p> <p>Oct 2014 - Inspection done, unable to track down builder for a report of works completed. Letter sent to owners of house requesting update of progress and intent for house. Continued over page</p>	<p>Be reviewed early April (expiry of BL) Onsite inspection planned 17 June 2014 to determine extent of works, letter to be written to Builder &amp; owners to say this will occur.</p>

ENVIRONMENTAL HEALTH OFFICER – PETER TOBOSS				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2011/197 December 2011 (continued)		Ongoing	House inspected on 10/8/2016 – House is in need of repairs. Owner has advised that the Shire withdrew its order to demolish after an appeal was lodged with the State Administrative Tribunal. The owner will be undertaking repairs in the next few weeks.  Await new EHO commencing to deal with this issue	



ENVIRONMENTAL HEALTH OFFICER – PETER TOBOSS				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2009/081 April 2009	That the dwelling located on Lot 94, Lindsay St, Beacon being of weather board walls over wooden stud frames, suspended timber floors and timber framed iron clad roof be declared unfit for human habitation from immediate effect of date of notification and also the Council place a work order on the said dwelling to bring the dwelling up to a standard deemed by the Environmental Health Officer/Building Surveyor to be compliant with the Health Act 1911, Shire of Mt Marshall Health Local Laws 2007 and Local Government (Miscellaneous Provisions) 1960 and that a period of time being 90 days of notification of dwelling unfit for habitation to be allowed to do such works and in the event of works not commenced to bring the dwelling to the said standard that a demolition order be placed on the said dwelling.	Ongoing	<p>Works inspected by EHO/BS and are acceptable. House Unfit for habitation to stay in effect until rear plumbing is confirmed done. Discussions with Ruth DeJong said they were keen to fix plumbing so they could get workers into the house BUT were out on jobs Statewide. Works ongoing when workhands available.</p> <p>House inspected on 10/08/2016. The house remains unfit for habitation by the owner's workers. The owner has been informed that the house needs to be made good before the order can be lifted and used for habitation.</p> <p>Await new EHO commencing to deal with this issue</p>	Ongoing.

FINANCE & ADMINISTRATION MANAGER – TANIKA MCLENNAN				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2017/10-21 October 2017	That: a) EFTPOS Fees be removed from the 2017/18 Schedule of Fees and Charges; and b) The above amendment be effective from 25 October 2017.	Complete		
2017/10-10 October 2017	That Council, subject to section 6.16 Local Government Act 1995, set the following charges:  1 bedroom unit not used as a staff house: \$80 3 bedroom unit not used as a staff house: \$160	Complete		
2016/172 November 2016	That: 1) In accordance with section 6.71 of the Local Government Act 1995, ownership of Lots 45 and 46 Rowlands Street, Beacon (A6870 and A6871) be transferred to the Shire of Mt Marshall; 2) In accordance with section 6.8 of the Local Government Act 1995, expenditure of \$1,300.02 be approved to settle outstanding water rates on Lots 45 and 46 Rowlands Street, Beacon; and 3) In accordance with section 6.12 of the Local Government Act 1995, the following rates be written off: A6870 \$7,867.50 A6871 \$7,867.50		Transfer lodged, awaiting notification of completion.  Document rejected for want of the Common Seal. Awaiting its return to affix Common Seal.  Document resubmitted, awaiting confirmation of transfer  Landgate advised that documents were still progressing through their legal team and could not give an estimated completion time.	Complete  Complete  December 2017

REGULATORY OFFICER – JACK WALKER				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2017/05-18 May 2017	That:			
	1. Council resolve not to proceed with the Extractive Industries Local Law.	Completed		
	2. The Chief Executive Officer be directed to draw up and present to Council an Extractive Industries Local Planning Policy.	Current	Staff are in the process of drafting a policy	November 2017
2016/178 November 2016	That:			
	1. an application be submitted to Main Roads WA to have Medlin Street, Calderwood Drive, Lindsay Street, Shemeld Street and Hamilton Street Beacon added to the RAV Network 4 and RAV Network 7; and	Completed	Advice from MRDWA is that the application was not successful. Reason given was that “MRD will not be adding RAV ACCESS at this point in time due to the regions Network Strategy”	October 2017
	2. an application be submitted to Main Roads WA seeking permission to install Give Way signs at the East end of Calderwood Drive, Beacon and the West end of the Beacon Grain Bin Road.	Ongoing	Application to be submitted.	November 2017

REGULATORY OFFICER – JACK WALKER				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2016/155 Oct 2016 Continued	h) Consent is given to the Department of Fire and Emergency Services to issue identity cards to Mt Marshall Fire Brigade members.	Ongoing	DFES require all volunteers to submit a photo, waiting for harvest and holidays to be completed before following up	February 2018
2016/110 July 2016	<p>That Council endorse the recommendation of the Wheatbelt North East Sub Regional Road Group in relation to the Wheatbelt Freight Plan as follows:</p> <p>That:</p> <p>a) The following “Collector” Routes within the WNE SRRG road network:</p> <ol style="list-style-type: none"> <li>1 Wyalkatchem to Southern Cross Route</li> <li>2 Cunderdin to Wyalkatchem Route</li> <li>3 Wongan Hills to Koorda Route</li> <li>4 Hines Hill to Burakin Route</li> <li>5 Kulja to Dalwallinu Route</li> <li>6 Kellerberrin to Beacon Route</li> <li>7 Warralakin to Burracoppin Route</li> <li>8 Bruce Rock to Moorine Rock Route</li> </ol> <p>be endorsed as our Wheatbelt Freight Plan routes.</p> <p>b) All of the 2030 roads within these eight (8) WFP “collector” routes be allocated a single RAV access level of Network 7.</p> <p>c) All of the 2030 roads within these eight (8) WFP “collector” routes be allocated an AMMS level of 2, except for the Mukinbudin / Wialki Rd within the Shire of Mukinbudin from SLK 0.0 – 25.00 (Mukinbudin – Bonnie Rock Rd intersection), which is to be kept at its current level 3.</p>	Ongoing	Awaiting confirmation that the Wheatbelt Freight Plan has been adopted.	December 2017

ENGINEERING ADMINISTRATION OFFICER – JACK WALKER				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2008/083 April 2008	<p>That the Shire of Mt Marshall Local Law Relating to Dogs be amended as follows:</p> <p>15    2)     Remove (e) Beacon Recreation Reserve No 36172</p> <p>15    (2)     Remove (f) Bencubbin Recreation Reserve No 21535</p> <p>15    (2)     Amend (g) to be denoted (e)</p> <p>Insert 15 (3) Fouling of Streets and Public Places</p> <p>Any person liable for the control of a dog as defined in Section 3(1) of the Act, who permits the dog to excrete on any street or public place or on any land within the District without the consent of the occupier commits an offence unless the excreta is removed forthwith and disposed of either on private land with the consent of the occupier or in such other manner as the local government may approve.</p> <p>16    (2)     Remove (a) All freehold land owned by the Shire of Mt Marshall.</p> <p>16    (2)     Remove (b) All reserves owned by the Shire of Mt Marshall or under the care control and management of the Shire.</p> <p>Insert 16 (2) (a) Beacon Recreation Reserve No 36172 (outside the fenced oval area) providing there are no organised activities upon this reserve.</p> <p>Insert 16 (2) (b) Bencubbin Recreation Reserve No 29824.</p>	Ongoing	Proposed changes to be advertised.	September 2009

<b>EXECUTIVE ASSISTANT – NADINE RICHMOND</b>				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
<b>2017/10-16 October 2017</b>	<b>Where community positions exist:</b> <ol style="list-style-type: none"> <li><b>Current members be approached inviting them to continue their membership;</b></li> <li><b>Where vacancies exist/occur, advertising take place seeking expressions of interest.</b></li> </ol>	<b>Ongoing</b>		<b>January 2018</b>
<b>2017/10-14 October 2017</b>	<b>That Council in accordance with Section 5.10 of the Local Government Act 1995, endorse the following committees, Working Groups and External Organisations with appointed Elected Member and Staff representation as listed below:</b> Please see minutes for detailed resolution.	<b>Ongoing</b>		<b>November 2017</b>
<b>2017/10-13 October 2017</b>	<b>That Council endorse dissolving the following committees:</b> <ul style="list-style-type: none"> <li><b>The Gimlet Newspaper Committee</b></li> <li><b>Beacon Bulletin Inc Committee</b></li> </ul>	<b>Complete</b>	<b>Correspondence sent to both newspapers.</b>	
<b>2016/122 Aug 2016</b>	That Council authorise the President and Acting CEO to apply the Shire of Mt Marshall common seal in accordance with the Local Government Act 1995, Section 9:49A (3) to the Shire of Mt Marshall Health Amendment Local Law 2016.			

## COMMUNITY DEVELOPMENT OFFICER – SALLY MORGAN

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2017/022 February 2017	<p>That:</p> <ol style="list-style-type: none"> <li>1. Council Acknowledge an historic equity imbalance in the provision of facilities between the towns of Beacon and Bencubbin;</li> <li>2. A desktop review be undertaken on proposed infrastructure upgrades for Beacon and that a further report be made to Council with a view to implementing a 5 year development program for the town;</li> <li>3. That the Shire's Community Development Officer investigate and report on other local government models for the development and support of volunteers in both communities; and</li> <li>4. That any agreed infrastructure development program and volunteer support program be incorporated into the Shire's Community Strategic Plan</li> </ol>	Ongoing	CDO liaising with Volunteers WA Wheatbelt Hub to source information that will assist with the development of the report.	

## COMMUNITY DEVELOPMENT OFFICER – SALLY MORGAN

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2016/190 December 2016	<p>That:</p> <ol style="list-style-type: none"> <li>1. the Shire of Mt Marshall engage a consultant to undertake a Needs Assessment &amp; Feasibility Study for a new Mt Marshall Aquatic Centre based on the methodology and deliverables outlined in the Needs Assessment &amp; Feasibility Study Criteria; and</li> <li>2. for the purposes of the study, the site for any new aquatic facility be confined to the Beacon Recreation Complex site, the Bencubbin Recreation Complex site and the current aquatic centre site.</li> </ol>	Current	<p>CDO acquired quotes from consultants to undertake this work. ABV Leisure Consultants to undertake the project. ABV currently reviewing Shires strategic documents and pool history.</p> <p>Survey and public consultation complete. Draft Needs Assessment presented in September, provided to Council to review. ABV are now working on the Feasibility Study &amp; will consult with Gresley Abas throughout the process. Awaiting timeline for when we can expect this to be complete.</p>	





## **Shire of Mt Marshall**

### **Monthly Statement of Financial Activity**

**For the Period 1 July 2017 to 31 October 2017**

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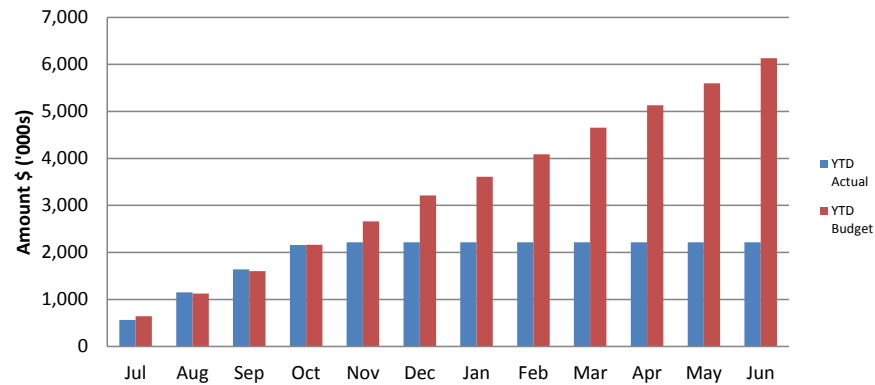
**Shire of Mt Marshall**  
**Statement of Financial Activity**  
**For the period 1 July 2017 to 31 October 2017**

		Actual YTD 2017/2018	Budget YTD 2017/2018	Original Full Year Budget 2017/2018	Variance Budget to Actual YTD	
	NOTE				%	\$
<b>Operating Revenue</b>						
Governance		22,454	18,120	28,399	24%	4,334
General Purpose Funding		331,287	364,075	1,322,909	(9%)	(32,788)
Law, Order & Public Safety		318,391	3,513	13,443	8963%	314,878
Health		53,461	43,600	130,800	23%	9,861
Education & Welfare		38,183	33,629	81,101	14%	4,554
Housing		50,364	56,932	170,820	(12%)	(6,568)
Community Amenities		105,563	133,559	139,899	(21%)	(27,996)
Recreation & Culture		14,540	11,340	1,051,449	28%	3,200
Transport		499,209	340,141	2,006,528	47%	159,068
Economic Services		61,123	63,700	221,935	(4%)	(2,577)
Other Property & Services		36,874	26,528	74,600	39%	10,346
		<b>1,531,448</b>	<b>1,095,136</b>	<b>5,241,882</b>		
<b>Operating Expenses</b>						
Governance		(171,559)	(241,872)	(431,176)	(29%)	70,313
General Purpose Funding		(20,334)	(23,120)	(69,371)	(12%)	2,786
Law, Order & Public Safety		(95,638)	(41,164)	(112,080)	132%	(54,474)
Health		(69,055)	(106,416)	(267,025)	(35%)	37,361
Education & Welfare		(75,816)	(83,152)	(243,435)	(9%)	7,336
Housing		(209,788)	(162,962)	(541,937)	29%	(46,826)
Community Amenities		(77,815)	(86,184)	(257,623)	(10%)	8,369
Recreation & Culture		(332,839)	(260,317)	(849,490)	28%	(72,522)
Transport		(886,885)	(931,772)	(2,771,956)	(5%)	44,887
Economic Services		(148,754)	(191,194)	(562,388)	(22%)	42,440
Other Property & Services		(67,592)	(34,200)	(24,981)	98%	(33,392)
		<b>(2,156,075)</b>	<b>(2,162,353)</b>	<b>(6,131,463)</b>		
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>						
(Profit)/Loss on Asset Disposals	2	34,576	60,000	60,000		
Employee benefit Provisions Cash Backed		577	4	4		
Depreciation on Assets		815,304	757,519	2,272,558		
<b>Capital Revenue and (Expenditure)</b>						
Purchase Property Plant & Equipment	1	(758,768)	(1,015,932)	(3,230,361)		
Purchase Infrastructure Assets	1	(320,928)	(1,042,216)	(2,679,978)		
Repayment of Debenture	3	(23,324)	(23,324)	(106,412)		
Proceeds from New Debenture	3	0	0	0		
Self-Supporting Loan Principal Income		3,572	3,572	19,407		
Proceeds from Disposal of Assets	2	16,364	16,364	260,000		
<b>Reserves and Restricted Funds</b>						
Transfers to Reserves	4	(421,360)	(421,360)	(486,659)		
Transfers from Reserves	4	39,103	39,103	1,633,127		
ADD Net Current Assets July 1 B/Fwd.	5	1,788,610	1,787,900	1,787,900		
LESS Net Current Assets Year to Date	5	(1,869,758)	(454,406)	0		
<b>Amount Raised from Rates</b>	<b>6</b>	<b>(1,320,661)</b>	<b>(1,359,995)</b>	<b>(1,359,995)</b>		

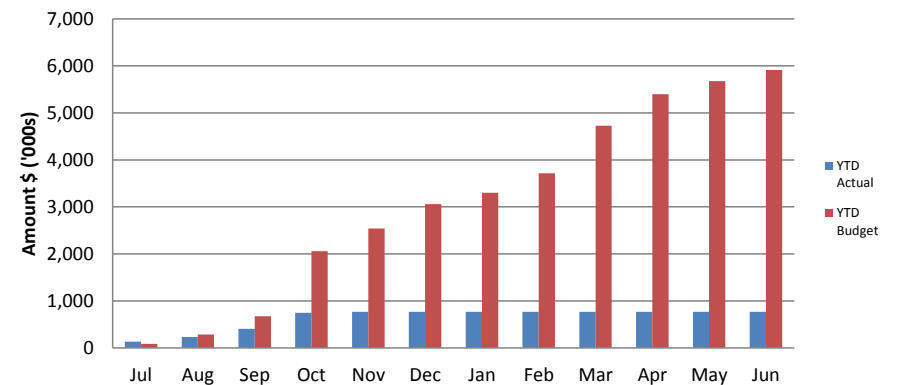
## Shire of Mt Marshall

For the period 1 July 2017 to 31 October 2017

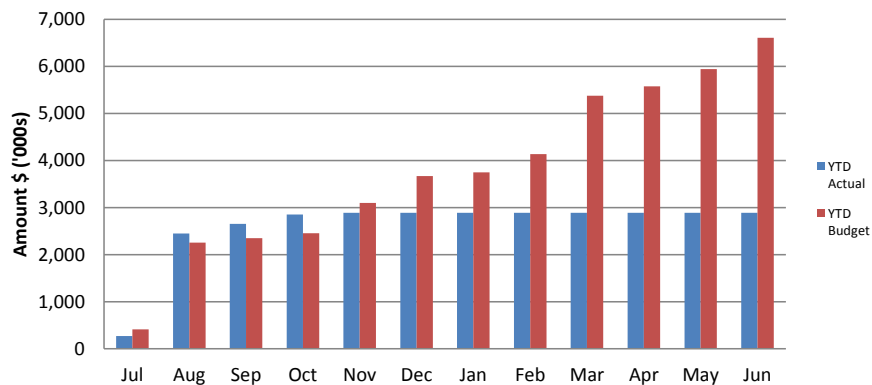
### Operating Expenditure



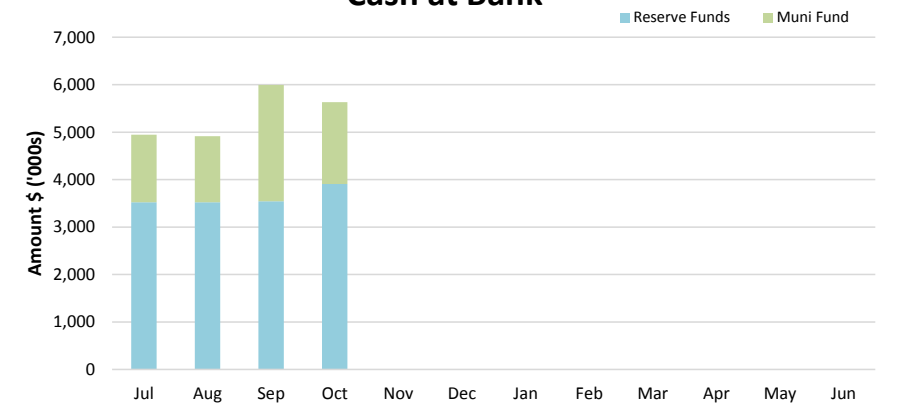
### Capital Works & Equipment Purchases



### Operating Income



### Cash at Bank



# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2017 to 31 October 2017

	2017/18 Adopted Budget \$	31-Oct-17 Actual \$	31-Oct-17 Budget YDT \$
<b>1. ACQUISITION OF ASSETS</b>			
The following assets have been acquired during the period under review:			
<b><u>By Program</u></b>			
<b>Governance</b>			
<i>Administration General</i>			
Purchase Vehicle - Admin	85,000	0	0
<b>Law Order &amp; Public Safety</b>			
<i>Fire Vehicles</i>			
Isuzu FSS600 Fire Tender	0	330,521	0
<b>Health</b>			
<i>NEW Health Vehicles</i>			
New Health Purchase Of Motor Vehicle	25,000	37,301	0
<b>Education &amp; Welfare</b>			
<i>Aged &amp; Disabled Welfare</i>			
Purchase Land & Buildings - Welfare Aged	81,600	81,600	81,600
Land & Buildings - Other Welfare	0	0	0
<b>Community Amenities</b>			
<i>Protection of the Environment</i>			
Land & Buildings - Community Amenities	5,000	0	0
<i>Other Community Ammenities</i>			
Beacon And Bencubbin Water Collection	57,750	13,662	19,248
Purchase Of Plant	12,000	12,463	12,000
<b>Recreation and Culture</b>			
<i>Sporting Facilities</i>			
Land & Buildings - Sporting Facilities	15,000	2,873	15,000
Infrastructure Other Purchases	30,000	0	0
Land & Buildings - Bencubbin Recreation	2,447,761	294,010	370,332
<b>Transport</b>			
<i>Construction - Roads, Bridges, Depots</i>			
Roads To Recovery Road Works	918,567	64,462	366,135
State Road Projects Grant	1,163,861	240,935	653,500
Municipal Road Construction	89,800	1,869	0
Footpath Construction	20,000	0	3,333
<i>Road Plant Purchases</i>			
Plant Purchases	440,000	0	440,000
Motor Vehicle Purchases	97,000	0	97,000
<i>Airstrips</i>			
Beacon Airstrip Upgrade	400,000	0	0
<b>Economic Services</b>			
<i>Tourism &amp; Area Promotion</i>			
Purchase Land And Buildings	22,000	0	0
<i>Other Economic Services</i>			
Infrastructure Other	0	0	0
	<u>5,910,339</u>	<u>1,079,696</u>	<u>2,058,148</u>

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2017 to 31 October 2017

	2017/18 Adopted Budget \$	31-Oct-17 Actual \$	31-Oct-17 Budget YDT \$
<b>1. ACQUISITION OF ASSETS (Continued)</b>			
The following assets have been acquired during the period under review:			
<b><u>By Class</u></b>			
Land Held for Resale - Current	0	0	0
Land Held for Resale - Non Current	0	0	0
Land	0	0	0
Land & Buildings	2,571,361	378,483	466,932
Furniture & Equipment	0	0	0
Motor Vehicles	207,000	37,301	97,000
Plant & Equipment	452,000	342,984	452,000
Infrastructure - Roads	2,172,228	307,266	1,019,635
Infrastructure - Footpaths	20,000	0	3,333
Infrastructure - Ovals & Parks	0	0	0
Infrastructure - Other	487,750	13,662	19,248
	<u>5,910,339</u>	<u>1,079,696</u>	<u>2,058,148</u>

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2017 to 31 October 2017

### 2. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

<u>By Program</u>	Written Down Value		Sale Proceeds		Profit(Loss)	
	2017/18 Budget \$	October 2017 Actual \$	2017/18 Budget \$	October 2017 Actual \$	2017/18 Budget \$	October 2017 Actual \$
<b>Administration</b>						
Admin Vehicle	47,000	0	60,000	0	13,000	0
<b>Law Order &amp; Public Safety</b>						
1998 Hino Fire Appliance	0	50,939	0	16,364	0	(34,576)
<b>Health</b>						
NEW Health Vehicles	0	0	60,000	0	60,000	0
<b>Housing</b>						
Lot 158 Brown St, Bencubbin	105,000	0	20,000	0	(85,000)	0
<b>Transport</b>						
Grader	110,000	0	70,000	0.00	(40,000)	0
UD Nissan 5 Tonne Mtc	22,000	0	20,000	0.00	(2,000)	0
Utility - MM276	13,000	0	10,000	0.00	(3,000)	0
Utility - MM136	13,000	0	10,000	0	(3,000)	0
Utility - MM170	10,000	0	10,000	0.00	0	0
	320,000	50,939	260,000	16,364	(60,000)	(34,576)

### By Class of Asset

	Written Down Value		Sale Proceeds		Profit(Loss)	
	2017/18 Budget \$	October 2017 Actual \$	2017/18 Budget \$	October 2017 Actual \$	2017/18 Budget \$	October 2017 Actual \$
Motor Vehicles	69,000	50,939.48	80,000	16,363.64	11,000	(34,576)
Land & Buildings	105,000	0.00	20,000	0.00	(85,000)	0
Plant & Equipment	123,000	0.00	80,000	0.00	(43,000)	0
	297,000	50,939	180,000	16,364	(117,000)	(34,576)

### Summary

Profit on Asset Disposals  
Loss on Asset Disposals

2017/18 Adopted Budget \$	October 2017 Actual \$
73,000	0
(133,000)	(34,576)
(60,000)	(34,576)

## Shire of Mt Marshall

### Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2017 to 31 October 2017

#### 3. INFORMATION ON BORROWINGS

##### (a) Debenture Repayments

Particulars	Principal 1-Jul-17	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2017/18 Budget \$	2017/18 Actual \$	2017/18 Budget \$	2017/18 Actual \$	2017/18 Budget \$	2017/18 Actual \$	2017/18 Budget \$	2017/18 Actual \$
<b>General Purpose Funding</b>									
Loan 119 - Benny Mart *	29,831	0	0	10,913	3,572	18,918	26,259	797	320
<b>Housing</b>									
Loan 118 - Staff Housing	114,773	0	0	55,613	0	59,160	114,773	6,348	(118)
<b>Recreation &amp; Culture</b>									
Loan 120 - Bencubbin Rec Complex Shire	432,600	0	0	14,699	7,279	417,901	0	16,515	5,407
Loan 121 - Bencubbin Rec SAR	491,300	0	0	16,693	8,267	474,607	0	18,756	6,141
Loan 122 - Bencubbin Rec Complex CRC*	250,000	0	0	8,494	4,207	241,506	0	9,544	3,125
<i>(Anticipated Lending Dates 2017/18)</i>									
	1,318,504	0	0	106,412	23,324	1,212,092	141,032	51,960	14,875

(\*) Self supporting loan financed by payments from third parties.

All other loan repayments were financed by general purpose revenue.

##### (b) New Debentures - 2016/17

Council is currently negotiating new debentures in relation to the Bencubbin Recreation Complex Redevelopment as above.

It is anticipated that the new debentures will be taken out in the 2017/18 financial year and no repayments will be made during the current financial year.

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2017 to 31 October 2017

	2017/18 Adopted Budget \$	October 2017 Actual \$
<b>4. CASH BACKED RESERVES</b>		
<b>(a) Plant Replacement Reserve</b>		
Opening Balance	423,392	423,392
Amount Set Aside / Transfer to Reserve	10,585	2,615
Amount Used / Transfer from Reserve	(73,000)	0
	<u>360,977</u>	<u>426,007</u>
<b>(b) Aged Care Units Reserve</b>		
Opening Balance	169,020	169,020
Amount Set Aside / Transfer to Reserve	4,225	1,044
Amount Used / Transfer from Reserve	(81,600)	0
	<u>91,645</u>	<u>170,064</u>
<b>(c) Community Housing Reserve</b>		
Opening Balance	39,103	39,103
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	(39,103)	(39,103)
	<u>0</u>	<u>(0)</u>
<b>(d) Council Staff Housing Reserve</b>		
Opening Balance	33,500	33,500
Amount Set Aside / Transfer to Reserve	214,941	214,551
Amount Used / Transfer from Reserve	0	0
	<u>248,441</u>	<u>248,051</u>
<b>(e) Employee Entitlements Reserve</b>		
Opening Balance	93,414	93,414
Amount Set Aside / Transfer to Reserve	2,335	577
Amount Used / Transfer from Reserve	0	0
	<u>95,749</u>	<u>93,991</u>
<b>(f) Public Amenities &amp; Buildings Reserve</b>		
Opening Balance	552,005	552,007
Amount Set Aside / Transfer to Reserve	13,800	3,409
Amount Used / Transfer from Reserve	(308,700)	0
	<u>257,105</u>	<u>555,416</u>
<b>(g) Bencubbin Aquatic Centre Development Reserve</b>		
Opening Balance	868,179	868,179
Amount Set Aside / Transfer to Reserve	71,704	55,361
Amount Used / Transfer from Reserve	0	0
	<u>939,883</u>	<u>923,540</u>
<b>(h) Community Bus Reserve</b>		
Opening Balance	115,072	115,072
Amount Set Aside / Transfer to Reserve	2,877	711
Amount Used / Transfer from Reserve	0	0
	<u>117,949</u>	<u>115,783</u>



# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2017 to 31 October 2017

	2017/18 Adopted Budget \$	October 2017 Actual \$
<b>4. RESERVES (Continued)</b>		
<b>(i) Bencubbin Recreation Complex Reserve</b>		
Opening Balance	1,138,653	1,138,653
Amount Set Aside / Transfer to Reserve	28,466	7,032
Amount Used / Transfer from Reserve	(1,128,847)	0
	<u>38,272</u>	<u>1,145,685</u>
<b>(j) Office Equipment Reserve</b>		
Opening Balance	15,941	15,941
Amount Set Aside / Transfer to Reserve	399	98
Amount Used / Transfer from Reserve	0	0
	<u>16,340</u>	<u>16,039</u>
<b>(k) Economic Development Reserve</b>		
Opening Balance	4,250	4,250
Amount Set Aside / Transfer to Reserve	70,106	70,026
Amount Used / Transfer from Reserve	0	0
	<u>74,356</u>	<u>74,276</u>
<b>(l) Integrated Planning/Financial Reporting Reserve</b>		
Opening Balance	1,878	1,878
Amount Set Aside / Transfer to Reserve	0	11
Amount Used / Transfer from Reserve	(1,878)	0
	<u>0</u>	<u>1,889</u>
<b>(m) Beacon Accommodation Reserve</b>		
Opening Balance	68,834	68,834
Amount Set Aside / Transfer to Reserve	51,721	50,424
Amount Used / Transfer from Reserve	0	0
	<u>120,555</u>	<u>119,258</u>
<b>(n) Medical Enhancement Reserve</b>		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	7,500	7,500
Amount Used / Transfer from Reserve	0	0
	<u>7,500</u>	<u>7,500</u>
<b>(o) Bencubbin Community Resource Centre Reserve</b>		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	8,000	8,000
Amount Used / Transfer from Reserve	0	0
	<u>8,000</u>	<u>8,000</u>
<b>Total Cash Backed Reserves</b>	<u><u>2,376,772</u></u>	<u><u>3,905,500</u></u>

All of the above reserve accounts are to be supported by money held in financial institutions.

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2017 to 31 October 2017

	2017/18 Adopted Budget \$	October 2017 Actual \$
<b>4. RESERVES (Continued)</b>		
<b>Cash Backed Reserves (Continued)</b>		
<b>Summary of Transfers To Cash Backed Reserves</b>		
<b>Transfers to Reserves</b>		
Plant Replacement Reserve	10,585	2,615
Aged Care Units Reserve	4,225	1,044
Community Housing Reserve	0	0
Council Staff Housing Reserve	214,941	214,551
Employee Entitlements Reserve	2,335	577
Public Amenities & Buildings Reserve	13,800	3,409
Bencubbin Aquatic Centre Development Reser	71,704	55,361
Community Bus Reserve	2,877	711
Bencubbin Recreation Complex Reserve	28,466	7,032
Office Equipment Reserve	399	98
Economic Development Reserve	70,106	70,026
Integrated Planning/Financial Reporting Reserv	0	11
Beacon Accommodation Reserve	51,721	50,424
Medical Enhancement Reserve	7,500	7,500
Bencubbin Community Resource Centre Reser	8,000	8,000
	<b>486,659</b>	<b>421,360</b>
<b>Transfers from Reserves</b>		
Plant Replacement Reserve	(73,000)	0
Aged Care Units Reserve	(81,600)	0
Community Housing Reserve	(39,103)	(39,103)
Council Staff Housing Reserve	0	0
Employee Entitlements Reserve	0	0
Public Amenities & Buildings Reserve	(308,700)	0
Bencubbin Aquatic Centre Development Reser	0	0
Community Bus Reserve	0	0
Bencubbin Recreation Complex Reserve	(1,128,847)	0
Office Equipment Reserve	0	0
Economic Development Reserve	0	0
Integrated Planning/Financial Reporting Reserv	(1,877)	0
Beacon Accommodation Reserve	0	0
Medical Enhancement Reserve	0	0
Bencubbin Community Resource Centre Reser	0	0
	<b>(1,633,127)</b>	<b>(39,103)</b>
<b>Total Transfer to/(from) Reserves</b>	<b>(1,146,468)</b>	<b>382,257</b>

## Shire of Mt Marshall

### Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2017 to 31 October 2017

#### 4. RESERVES (Continued)

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

**Plant Replacement Reserve**

- To fund the purchase of plant which exceeds Council's capitalisation threshold, so as to avoid undue heavy burden in a single year

**Aged Care Units Reserve**

- To fund capital works on existing Aged Care Units or construction of new Aged Care Units.

**Community Housing Reserve**

- To fund the future maintenance of Homeswest Joint Venture/Community Housing projects

**Council Staff Housing Reserve**

- To fund the replacement of staff housing and any major maintenance

**Employee Entitlement Reserve**

- To be used to fund Long Service Leave requirement / other accrued leave

**Public Amenities & Buildings**

- To help fund future building maintenance requirements to the shire's buildings.

**Bencubbin Aquatic Centre Development**

- To finance future capital and maintenance upgrades for the Bencubbin Aquatic Centre

**Community Bus Reserve**

- To finance the replacement of the community bus

**Bencubbin Recreation Complex**

- To provide funding for future extensions to the Bencubbin Complex

**Office Equipment**

- To replace office equipment as required

**Integrated Planning/Financial Reporting Reserve**

- To set aside funds for expenditure on Council's integrated planning process.

**Beacon Accommodation Reserve**

- To set aside funds for the provision of transient accommodation in Beacon.

**Economic Development Reserve**

- To set aside funds for Economic Development initiatives.

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2017 to 31 October 2017

	2017/18 B/Fwd Per Approved Budget \$	2016/17 B/Fwd Per Financial Report \$	October 2017 Actual \$
<b>5. NET CURRENT ASSETS</b>			
<b>Composition of Estimated Net Current Asset Position</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	2,448,039	2,448,039	1,819,212
Cash - Restricted Unspent Grants	0	0	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	3,523,240	3,523,240	3,905,497
Rates Outstanding	129,874	129,874	291,534
Sundry Debtors	202,045	202,045	330,513
Provision for Doubtful Debts	(63,433)	(63,433)	(63,433)
Gst Receivable	(79)	79,237	43,395
Accrued Income/Payments In Advance	0	0	(943)
Loans - Clubs/Institutions	0	0	0
Inventories	21,963	21,963	18,344
	<u>6,261,649</u>	<u>6,340,965</u>	<u>6,344,119</u>
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	(801,179)	(801,179)	(388,138)
Accrued Interest On Loans	(8,055)	(8,055)	0
Accrued Salaries & Wages	(4,823)	(4,823)	426
Income In Advance	0	0	0
Gst Payable	(1)	(79,317)	(16,342)
Payroll Creditors	(1,291)	(581)	(30,227)
Accrued Expenses	0	0	0
FBT Liability	0	0	0
Current Employee Benefits Provision	(228,574)	(228,574)	(228,574)
Current Loan Liability	(1)	(106,413)	(83,089)
	<u>(1,043,924)</u>	<u>(1,228,942)</u>	<u>(745,944)</u>
<b>NET CURRENT ASSET POSITION</b>	<b>5,217,725</b>	<b>5,112,023</b>	<b>5,598,175</b>
Less: Cash - Reserves - Restricted	(3,523,240)	(3,523,240)	(3,905,497)
Less: Cash - Unspent Grants - Restricted	0	0	0
Less: Current Loans- Clubs / Institutions	0	0	0
Add Back : Component of Leave Liability not Required to be Funded	93,414	93,414	93,991
Add Back : Current Loan Liability	1	106,413	83,089
Adjustment for Trust Transactions Within Muni	0	0	0
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<u><b>1,787,900</b></u>	<u><b>1,788,610</b></u>	<u><b>1,869,758</b></u>

# Shire of Mt Marshall

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

For the Period 1 July 2017 to 31 October 2017

### 6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2017/18 Rate Revenue \$	2017/18 Interim Rates \$	2017/18 Back Rates \$	2017/18 Total Revenue \$	2017/18 Budget \$
<b>General Rate</b>								
GRV	0.126380	131	765,707	96,770			96,770	96,770
UV	0.018321	310	69,319,494	1,270,002			1,270,002	1,270,002
Mining	0.018321	1	4,100	753			753	753
<b>Sub-Totals</b>		442	70,089,301	1,367,525	0	0	1,367,525	1,367,525
<b>Minimum Rates</b>	<b>Minimum \$</b>							
GRV	395	42	194,853	16,590			16,590	16,590
UV	395	25	53,998	9,875			9,875	9,875
Mining	395	12	10,593	4,740			4,740	4,740
<b>Sub-Totals</b>		37	64,591	14,615	0	0	31,205	31,205
Discounts							1,398,730	1,398,730
Rates Written off							(53,799)	(50,000)
<b>Total Amount of General Rates</b>							(96)	(200)
Movement in Excess Rates							1,344,836	1,348,530
Ex Gratia Rates							(24,176)	(3,536)
Specified Area Rates							0	15,000
<b>Total Rates</b>							28,262	28,262
							1,320,660	1,388,256

All land except exempt land in the Shire of Mt Marshall is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

## Shire of Mt Marshall

### Notes to and forming part of the Statement of Financial Activity

**For the Period 1 July 2017 to 31 October 2017**

#### 7. TRUST FUNDS

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

Detail	Balance 01-Jul-17 \$	Amounts Received \$	Amounts Paid (\$)	October 2017 Balance \$
Police Licensing	36,024	43,899	(78,697)	1,226
Aged Care Beautification	829	0	0	829
Unclaimed Monies	59	0	0	59
Nomination Deposits	0	560	0	560
Prepaid Rates	0	0	0	0
Tree Planting Nursery	1,000	0	0	1,000
Sundry Creditors	0	0	0	0
Housing Bonds	9,580	1,940	(340)	11,180
Staff Social Club	4,280	940	(1,578)	3,642
Newroc Advance Account	0	0	0	0
Portable Toilet Bonds	0	0	0	0
Deposit on Land	1,000	0	0	1,000
Emergency Services Levy	0	0	0	0
Building Levy	0	0	0	0
Mt Marshall LCDC	0	0	0	0
Benc - Beacon Tourist Committee	0	0	0	0
Rehabilitation Bonds	5,000	0	0	5,000
	<u>57,772</u>	<u>47,339</u>	<u>(80,615)</u>	<u>24,496</u>

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2017 to 31 October 2017

### 8. OPERATING STATEMENT

	October 2017 Actual \$	2017/18 Adopted Budget \$	2016/17 Actual \$
<b>OPERATING REVENUES</b>			
Governance	22,454	28,399	49,490
General Purpose Funding	1,651,948	2,682,903	4,836,924
Law, Order, Public Safety	318,391	13,443	742,593
Health	53,461	130,800	0
Education and Welfare	38,183	81,101	80,434
Housing	50,364	170,820	172,430
Community Amenities	105,563	139,899	134,683
Recreation and Culture	14,540	1,051,449	60,894
Transport	499,209	2,006,528	1,659,802
Economic Services	61,123	221,935	201,433
Other Property and Services	36,874	74,600	56,581
<b>TOTAL OPERATING REVENUE</b>	<b>2,852,110</b>	<b>6,601,876</b>	<b>7,995,265</b>
<b>OPERATING EXPENSES</b>			
Governance	171,559	431,176	357,127
General Purpose Funding	20,334	69,371	54,794
Law, Order, Public Safety	95,638	112,080	132,004
Health	69,055	267,025	146,457
Education and Welfare	75,816	243,435	219,609
Housing	209,788	541,937	389,369
Community Amenities	77,815	257,623	249,870
Recreation & Culture	332,839	849,490	869,037
Transport	886,884	2,771,956	3,469,845
Economic Services	148,754	562,388	375,237
Other Property and Services	67,592	24,981	18,976
<b>TOTAL OPERATING EXPENSE</b>	<b>2,156,074</b>	<b>6,131,463</b>	<b>6,282,326</b>
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>	<b>696,036</b>	<b>470,413</b>	<b>1,712,939</b>

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2017 to 31 October 2017

### 9. BALANCE SHEET

	October 2017 Actual \$	2016/17 Actual \$
<b>CURRENT ASSETS</b>		
Cash and Cash Equivalents	5,724,709	5,971,279
Trade and Other Receivables	605,264	355,493
Inventories	18,344	21,963
<b>TOTAL CURRENT ASSETS</b>	<b>6,348,317</b>	<b>6,348,735</b>
<b>NON-CURRENT ASSETS</b>		
Other Receivables	10,083	10,083
Inventories	0	0
Property, Plant and Equipment	17,326,541	16,809,831
Infrastructure	90,173,003	90,476,260
Work in Progress	0	0
<b>TOTAL NON-CURRENT ASSETS</b>	<b>107,509,627</b>	<b>107,296,174</b>
<b>TOTAL ASSETS</b>	<b>113,857,944</b>	<b>113,644,909</b>
<b>CURRENT LIABILITIES</b>		
Trade and Other Payables	434,281	893,954
Long Term Borrowings	83,089	106,413
Provisions	228,574	228,574
<b>TOTAL CURRENT LIABILITIES</b>	<b>745,944</b>	<b>1,228,941</b>
<b>NON-CURRENT LIABILITIES</b>		
Trade and Other Payables	0	0
Long Term Borrowings	1,201,759	1,201,759
Provisions	17,382	17,382
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>1,219,141</b>	<b>1,219,141</b>
<b>TOTAL LIABILITIES</b>	<b>1,965,085</b>	<b>2,448,082</b>
<b>NET ASSETS</b>	<b>111,892,859</b>	<b>111,196,827</b>
<b>EQUITY</b>		
Trust Imbalance	0	0
Retained Surplus	77,921,451	77,607,676
Reserves - Cash Backed	3,905,497	3,523,240
Revaluation Surplus	30,065,911	30,065,911
<b>TOTAL EQUITY</b>	<b>111,892,859</b>	<b>111,196,827</b>



## Shire of Mt Marshall

For the Period 1 July 2017 to 31 October 2017

### Report on Significant Variances (greater than 10% and \$5,000)

#### Purpose

The purpose of the Monthly Variance Report is to highlight circumstances where there is a major variance from the YTD Monthly Budget and YTD Actual figures. These variances can occur because of a change in timing of the activity, circumstances change (e.g. grants were budgeted for but not received) or changes to the original budget projections. The Report is designed to highlight these issues and explain the reason for the variance.

#### The Materiality variances adopted by Council are:

Actual Variance to YTD Budget up to 5%:	Don't Report
Actual Variance exceeding 10% of YTD Budget	Use Management Discretion
Actual Variance exceeding 10% of YTD Budget and a value greater than \$5,000:	Must Report

**Shire of Mt Marshall**  
**Report on Significant Variances - Operating Income & Expenditure**  
**For the Period 1 July 2017 to 31 October 2017**

	31 October 2017 YTD	YTD	Budget to Actual YTD	Budget to Actual YTD	Components of Variance	
	Actual	Budget		Favourable/ (Unfavourable)	Favourable/ (Unfavourable)	
	\$	\$	%	\$	\$	
<b>Revenues/Sources</b>						
Governance	22,454	18,120	24%	4,334	13,026 (13,000) 4,308	Bencubbin Centenary grant & bench seat contributions Profit on disposal of asset - vehicle not sold yet <i>Minor Items</i>
General Purpose Funding	331,287	364,075	(9%)	(32,788)	(28,955) (3,833)	FAGS under budget <i>Minor Items</i>
Law, Order, Public Safety	318,391	3,513	8963%	314,878	314,158 720	DFES fire truck grant- offset by cost of fire truck <i>Minor Items</i>
Health	53,461	43,600	0%	9,861	(25,643) 35,504 -	NEW Health Reimbursement invoices not yet done Proceeds on disposal of vehicle <i>Minor Items</i>
Education and Welfare	38,183	33,629	14%	4,554	4,554	<i>Minor Items</i>
Housing	50,364	56,932	(12%)	(6,568)	(7,388) 819	Rental income under budget <i>Minor Items</i>
Community Amenities	105,563	133,559	(21%)	(27,996)	(28,875) 879	Water Grant income - grant not acquired <i>Minor Items</i>
Recreation and Culture	14,540	11,340	28%	3,200	3,200	<i>Minor Items</i>
Transport	499,209	340,141	47%	159,068	22,767 136,097 204	Main Roads Direct Grant over budget RRG claim timing <i>Minor Items</i>
Economic Services	61,123	63,700	(4%)	(2,577)	(2,577)	<i>Minor Items</i>
Other Property and Services	36,874	26,528	39%	10,346	24,265 (6,717) (6,619) (583)	Reimbursement of licencing fees over charged Beacon Barracks income under budget Private Works income under budget <i>Minor Items</i>
<b>Total Revenues excl Rates</b>	<b>1,531,448</b>	<b>1,095,136</b>	<b>40%</b>	<b>436,312</b>		
<b>Amount Raised from Rates</b>	1,320,661	1,359,995	(3%)	(39,334)	15,000 (53,799) (535)	Ex Gratia rates not yet raised Discount Amount <i>Minor Items</i>

**Shire of Mt Marshall**  
**Report on Significant Variances - Operating Income & Expenditure**  
**For the Period 1 July 2017 to 31 October 2017**

	31 October 2017 YTD	Budget to Actual YTD	Budget to Actual YTD	Components of Variance	
	Actual	Budget	%	Favourable/ (Unfavourable)	Favourable/ (Unfavourable)
(Expenses)/(Applications)	\$	\$		\$	\$
Governance	(171,559)	(241,872)	29%	70,313	16,870 Subscriptions under budget 3,270 Consultants under budget 3,162 Public Relations/Donations under budget - timing 3,247 Admin allocations - timing 4,481 Legal Expenses under budget - timing 9,088 Computer Support under budget 3,303 Admin building mtc under budget - timing 3,004 Computer Equipment mtc under budget 5,332 Recruitment & Removal Exp under budget 16,500 Workers Comp Insurance under budget 2,057 <i>Minor Items</i>
General Purpose Funding	(20,334)	(23,120)	12%	2,786	2,786 <i>Minor Items</i>
Law, Order, Public Safety	(95,638)	(41,164)	(132%)	(54,474)	(34,576) Loss on disposal of fire truck (19,080) Depreciation on disposed fire truck (818) <i>Minor Items</i>
Health	(69,055)	(106,416)	35%	37,361	10,201 Medical Practice Exp waiting for Shire of Trayning to correct July invoice 5,624 EHO Group Scheme Sep & Oct still to be processed 16,138 NEW Health Exp under budget - timing 1,404 Mosquito Control under budget 3,993 <i>Minor Items</i>
Education and Welfare	(75,816)	(83,152)	9%	7,336	8,783 Adged Care Units under budget - timing (1,447) <i>Minor Items</i>
Housing	(209,788)	(162,962)	(29%)	(46,826)	(50,819) Community Housing mtc over budget - timing. All building mtc jobs have been issued and are being worked through when time permits 3,993 <i>Minor Items</i>
Community Amenities	(77,815)	(86,184)	10%	8,369	3,100 Town Planning consultant under budget 2,092 Public Toilets under budget 3,177 <i>Minor Items</i>
Recreation & Culture	(332,839)	(260,317)	(28%)	(72,522)	(23,088) Public Halls over budget - timing (31,576) Parks and Gardens over budget (investigate allocation error) (15,312) Swimming Pool over budget - timing (2,546) <i>Minor Items</i>
Transport	(886,885)	(931,772)	5%	44,887	56,538 Road Maintenance under budget - timing 9,835 Street Cleaning under budget - timing 5,000 Traffic signs under budget - timing (25,980) Depreciation over budget - timing (506) <i>Minor Items</i>
Economic Services	(148,754)	(191,194)	22%	42,440	(4,643) Noxious weed control over budget 48,660 Employment of Economic Development Officer - Timing (1,576) <i>Minor Items</i>
Other Property and Services	(67,592)	(34,200)	(98%)	(33,392)	(6,535) Parts & Repairs over budget - timing (26,857) <i>Minor Items</i>
<b>Total Expenses/Applications</b>	<b>(2,156,075)</b>	<b>(2,162,353)</b>	<b>(6%)</b>	<b>48,980</b>	

**Shire of Mt Marshall**  
**Capital Expenditure Report on Significant Variances**  
**For the Period 1 July 2017 to 31 October 2017**

	Full Year Budget	31 October 2017 YTD Actual	YTD Budget	Budget to Actual YTD %	Budget to Actual YTD Favourable/ (Unfavourable)	Commentary
	\$	\$	\$	%	\$	
<b>Capital Expenditure</b>						
<b>Governance</b>						
Purchase Vehicle - Admin	85,000	-	-	0%	-	
<b>Law Order &amp; Public Safety</b>						
Isuzu FSS600 Fire Tender	-	330,521	-	100%	(330,521)	Fully covered by DFES Grant
<b>Health</b>						
New Health Purchase Of Motor Vehicle	25,000	37,301	-	100%	(37,301)	Vehicle costs were unknown, NEW Health budget only included change over costs
<b>Education &amp; Welfare</b>						
Purchase Land & Buildings - Welfare Aged	81,600	81,600	81,600	0%	-	
<b>Community Amenities</b>						
Land & Buildings - Community Amenities	5,000	-	-	0%	-	
Water Collection Projects	57,750	13,662	19,248	29%	5,586	
Portable Toiles	12,000	12,463	12,000	0%	(463)	
<b>Recreation &amp; Culture</b>						
Beacon Recreation Ground Power Upgrade	15,000	2,873	15,000	81%	12,127	Final cost under budget
Other Infrastructure - Beacon Central & Hall Car Parks	30,000	-	-	0%	-	
Bencubbin Rec Complex	2,447,761	294,010	370,332	21%	76,322	
<b>Transport</b>						
Road Construction	2,172,228	307,266	1,019,635	70%	712,369	Timing
Footpath Construction	20,000	-	3,333	0%	3,333	
Plant Purchases	440,000	-	440,000	0%	440,000	Timing - Plant not yet changed over
Beacon Airstrip Upgrade	400,000	-	-	0%	-	
Motor Vehicle Purchases	97,000	-	97,000	100%	97,000	Timing - Vehicles currently advertised for tender
<b>Economic Services</b>						
Sandalwood Shops Capital Works	22,000	-	-	0%	-	
<b>Total Capital Expenditure</b>	<b>5,910,339</b>	<b>1,079,696</b>	<b>2,058,148</b>	<b>48%</b>	<b>978,453</b>	