



SHIRE OF MT MARSHALL

MINUTES

Notice is hereby given that an Ordinary Meeting of Council was held on Tuesday 19 May 2020, in Council Chambers, 71 Monger St, Bencubbin, commencing at 3:00pm.

Cr ARC Sachse

President

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intentionally**

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John Nuttall
Chief Executive Officer

Chairperson Initial

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1.0 Declaration of Opening / Announcement of Visitors

The Presiding Member declared the meeting open at 3.00pm and welcomed all those present.

2.0 Record of Attendance / Apologies / Approved Leave of Absence

In Attendance

Cr ARC Sachse	President
Cr NR Gillett	Deputy President
Cr LN Gobbart	Councillor
Cr TM Gibson	Councillor
Cr IC Sanders	Councillor
Cr BC Geraghty	Councillor
Cr SR Putt	Councillor
Mr John Nuttall	Chief Executive Officer
Ms Tanika McLennan	Finance and Administration Manager
Ms Nadine Richmond	Executive Assistant
Miss Sarah Moug	Economic Development Officer 3:00 – 3.29pm
Mr Len Cargeeg	Member of the Public

Apologies

Nil

3.0 Standing Orders

2020/5-003 COUNCIL DECISION:

That Standing Order number 9.2 - Limitation of Number of Speeches be suspended for the duration of the meeting to allow for greater debate on items in the agenda.

Moved Cr TM Gibson

Seconded Cr BC Geraghty

Carried 7/0

4.0 Public Questions

4.1 Response to Public Questions Taken on Notice

Nil

4.2 Public Question Time

The Presiding Member declared public question time open and closed at 3:01pm

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5.0 Applications for Leave of Absence

Nil

6.0 Declarations of Interest

Cr ARC Sachse declared an impartiality interest in item 12.6.1 being that he will be potentially appointed as a Bush Fire Control Officer.

Cr SR Putt declared an impartiality interest in item 12.6.1 being that he will be potentially appointed as a Bush Fire Control Officer.

7.0 Confirmation of Minutes of Previous Meetings

7.1 Minutes of the Ordinary Meeting held on Tuesday 21 April 2020

2020/5-004 OFFICER RECOMMENDATION/COUNCIL DECISION:

That the Minutes of the Ordinary Meeting of Council held on Tuesday 21 April 2020 be confirmed as a true and correct record of proceedings.

Moved Cr SR Putt

Seconded Cr TM Gibson

Carried 7/0

7.2 Minutes of the Special Meeting held on Wednesday 6 May 2020

2020/5-005 OFFICER RECOMMENDATION/COUNCIL DECISION:

That the Minutes of the Special Meeting of Council held on Wednesday 6 May 2020 be confirmed as a true and correct record of proceedings.

Moved Cr BC Geraghty

Seconded Cr IC Sanders

Carried 7/0

8.0 Announcements by Presiding Person Without Discussion

The Shire of Mt Marshall would like to congratulate residents for their understanding and adherence to the protocols in place during the COVID-19 pandemic. The excellent success of these strict National and State guidelines has allowed for some easing of restrictions recently. However, it's important to remember that complacency is our enemy during COVID-19, while unity and discipline are our friends.

As part of the COVID-19 recovery process, the Shire of Mt Marshall has recently announced some Community Sporting and Not-For-Profit Group Funding, plus Business Online Presence Funding. It's to be hoped that these initiatives will be well received with a good take up.

The Shire of Mt Marshall would like to extend our condolences to the family of Lyn Edwards, who passed away recently. Lyn lived in Bencubbin for many years, and her daughter Kelly, married Beacon farmer Ken Huckstep. Rest in Peace.

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The Shire of Mt Marshall would like to extend our condolences to the family of Ray Cooper, who passed away on Tuesday, 12 May. Ray was a lifelong Welbungin farmer, and was a member of many sporting and community groups. He is remembered with great respect and fondness. Rest in Peace.

Last Saturday 16 May 2020, saw the 100-year anniversary of the first official game of Australian Rules Football in the Shire of Mt Marshall. The game on 16 May 1920 was played between Mandiga and Bencubbin, at the Mandiga oval, which Bencubbin won by 6 points. Australian Rules Football has been a very popular sport within the Shire, with many sides competing over the years. Currently the Bencubbin Football Club and the Beacon Football Club field teams in the Central Wheatbelt Football League. The Shire of Mt Marshall congratulates all those who have played and competed in Australian Rules Football over the last 100 years, and recognizes all the community benefits that have flowed, and continue to flow, from these games of “footy”.

9.0 Report’s of Councillors

9.1 President’s Report

Purpose:

This report is prepared by the President to provide Council and the community of Mt Marshall with information about activities undertaken.

Comment:

The President represented the Shire at the following meetings and training opportunities from 21 April to 19 May 2020:

- | | |
|------------|--|
| 21/04/2020 | Meeting with Chair Rachele Ferrari Operational Area Support Group (OASG) and Department of Primary Industries and Regional Development (DPIRD) Renee Manning regarding COVID-19 impacting Agriculture based business’ in the Wheatbelt by telephone. |
| 23/04/2020 | Mt Marshall Local Emergency Management Committee Special Meeting COVID-19, Electronic Zoom, with Chief Executive Officer John Nuttall, Regulatory Officer/Executive Officer Jack Walker and Community Development Officer Rebecca Watson. |
| 24/04/2020 | WALGA COVID-19 Briefing Webinar with CEO John Nuttall. |
| 28/04/2020 | Operational Area Support Group (OASG) Electronic Meeting COVID-19. |
| 30/04/2020 | Great Eastern Country Zone (GECZ), Zoom Electronic Meeting, with CEO John Nuttall. |
| 1/05/2020 | WALGA COVID-19 Briefing Webinar with CEO John Nuttall. |
| 5/05/2020 | Operational Area Support Group (OASG) Electronic Meeting COVID-19, Day 1. |

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6/05/2020	Corporate Information Session with Deputy President Cr Nick Gillett, Cr Brendan Geraghty, Cr Tanya Gibson, Cr Leanne Gobbart, Cr Stuart Putt, Cr Ian Sanders and CEO John Nuttall.
7/05/2020	Operational Area Support Group (OASG) Electronic Meeting COVID-19, Day 2.
8/05/2020	WALGA COVID-19 Briefing Webinar with CEO John Nuttall.
12/05/2020	Operational Area Support Group (OASG) Electronic Meeting COVID-19.
12/05/2020	North Eastern Regional Organisation of Councils (NEWROC), Special Council Meeting, Zoom Electronic with CEO John Nuttall.
15/05/2020	WALGA COVID-19 Briefing Webinar with CEO John Nuttall.

9.2 Councillors

Nil

10.0 Petitions / Deputations / Presentations / Submissions

Nil

11.0 Reports of Committees

11.1 Local Emergency Management Committee

11.1.1 Minutes of Local Emergency Management Committee Special Meetings held Monday 23 March and Thursday 23 April 2020

File No:	4.0071
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant 11.1.1a – Minutes of the Local Emergency Management Committee Special Meeting held 23 March 2020
Attachments:	11.1.1b - Minutes of the Local Emergency Management Committee Special Meeting held 23 April 2020
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	N/A

Background:

Nil

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12.0 Reports of Officers

12.1 Chief Executive Officer

12.1.10 F&R.2.5 Purchasing Policy Amendments

File No:	4.0203
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	John Nuttall – Chief Executive Officer
Attachments:	12.1.10 - F&R.2.5 Purchasing Policy
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority
Previously Considered:	Nil

Background:

Council has a purchasing policy both as required by legislation and to ensure consistency of purchasing practice across the organisation.

As a result of the Covid-19 Pandemic the State Government amended the legislation relating to Local Government purchasing by increasing the tender threshold from \$150,000 to \$250,000. In line with that legislative change Council are requested to endorse the amended Shire purchasing policy relating to the purchasing thresholds.

Consultation:

Nil

Statutory Environment:

Local Government (Functions and General) Regulations 1996

11A. Purchasing policies for local governments

- (1) A local government is to prepare or adopt, and is to implement, a purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$250 000 or less or worth \$250 000 or less.

Relevant Plans and Policy:

The current F&R 2.5 Purchasing Policy is attached with amendments shown in red text.

Financial Implications:

There are no implications to the budget, but there are implications regarding when a purchase will need to go to tender.

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Risk Assessment:

Although the policy change increases the tender threshold, this brings Local Government in line with State Government purchasing thresholds and as such is not considered to pose a risk to the Shire.

Community & Strategic Objectives:

Outcome 4.3 A local government that is highly respected, professional, trustworthy and accountable

4.3.3 Ensure compliance with all relevant legislation

4.3.5 Use resources efficiently and effectively

4.3.6 Operate in a financially sustainable manner

Comment:

The suggested change would bring the Shire purchasing policy in line with the new legislation.

2020/5-007 OFFICER'S RECOMMENDATION/COUNCIL DECISION:

That Council, subject to Local Government (Functions and General) Regulations 1996 section 11A (1), adopt the amended policy F&R 2.5 Purchasing Policy as attached, by altering the tender threshold from \$150,000 to \$250,000.

***Moved Cr TM Gibson
Absolute Majority***

Seconded Cr LN Gobbart

Carried 7/0

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12.1.11 National Redress Scheme for Institutional Child Sexual Abuse – Local Government Participation

File No:	4.0216
Location/Address:	N/A
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	John Nuttall – Chief Executive Officer 12.1.11 - DLGSC Information Paper FINAL -
Attachments:	National Redress Scheme for Institutional Child Sexual Abuse
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

The Royal Commission into Institutional Responses to Child Sexual Abuse (Royal Commission) was established in 2013 to investigate failures of public and private institutions to protect children from sexual abuse. The Royal Commission released three reports throughout the inquiry:

- Working with Children Checks (August 2015);
- Redress and Civil Litigation (September 2015); and
- Criminal Justice (August 2017).

The Royal Commission's Final Report (15 December 2017) incorporated findings and recommendations of the three previous reports and contained a total of 409 recommendations, of which 310 are applicable to the Western Australian Government and the broader WA community.

The implications of the Royal Commission's recommendations are twofold: the first is accountability for historical breaches in the duty of care that occurred before 1 July 2018 within any institution; the second is future-facing, ensuring better child safe approaches are implemented holistically moving forward.

The scope of this report addresses only the historical element of institutional child sexual abuse through the National Redress Scheme.

All levels of Australian society (including the WA local government sector and the Shire of Mt Marshall) will be required to consider leading practice approaches to child safeguarding separately in the future.

National Redress Scheme

The Royal Commission's Redress and Civil Litigation (September 2015) Report recommended the establishment of a single National Redress Scheme (the Scheme) to recognise the harm suffered by survivors of institutional child sexual abuse.

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The Scheme acknowledges that children were sexually abused, recognises the suffering endured, holds institutions accountable and helps those who have been abused access counselling, psychological services, an apology and a redress payment.

The Scheme commenced on 1 July 2018, will run for 10 years and offers eligible applicants three elements of Redress:

- A direct personal response (apology) from the responsible institution, if requested;
- Funds to access counselling and psychological care; and
- A monetary payment of up to \$150,000.

All State and Territory Governments and many major non-government organisations and church groups have joined the Scheme.

The WA Parliament has passed the legislation for the Government and WA based non-government organisations to participate in the National Redress Scheme.

The Western Australian Government (the State) started participating in the Scheme from 1 January 2019.

Under the National Redress Scheme for Institutional Child Sexual Abuse Act 2018 (Cth), local governments may be considered a State Government institution.

A decision was made at the time of joining the Scheme to exclude WA local governments from the State Government's participation declaration. This was to allow consultation to occur with the sector about the Scheme, and for fuller consideration of how the WA local government sector could best participate.

Following extensive consultation, the State Government (December 2019):

- Noted the consultations undertaken to date with the WA local government sector about the National Redress Scheme;
- Noted the options for WA local government participation in the Scheme;
- Agreed to local governments participating in the Scheme as State Government institutions, with the State Government covering payments to the survivor; and
- Agrees to the Department of Local Government, Sport and Cultural Industries (DLGSC) leading further negotiations with the WA local government sector regarding local government funding costs, other than payments to the survivor including counselling, legal and administrative costs.

The following will be covered for local governments participating in the Scheme as a State Government institution and part of the State's declaration:

- Redress monetary payment provided to the survivor;
- Costs in relation to counselling, legal and administration (including the coordination of requests for information and record keeping in accordance with the State Records Act 2000); and
- Trained staff to coordinate and facilitate a Direct Personal Response (DPR – Apology) to the survivor if requested (on a fee for service basis with costs to be covered by the individual local government – see below for further explanation).

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State Government financial support for local government participation in the Scheme, as set out, will ensure that Redress is available to as many WA survivors of institutional child sexual abuse as possible.

Individual local governments participating in the Scheme as a State Government institution, with the State will be responsible for:

- Providing the State with the necessary (facilities and services) information to participate in the Scheme;
- Resources and costs associated with gathering their own (internal) information and providing that information (Request for Information) to the State (if they receive a Redress application); and
- Costs associated with the delivery of a DPR (apology), if requested (based on a standard service fee, plus travel and accommodation depending on the survivor's circumstance). The State's decision includes that all requested DPR's will be coordinated and facilitated by the Redress Coordination Unit – Department of Justice, on every occasion.

The WALGA State Council meeting of 4 March 2020:

1. Acknowledged the State Government's decision to include the participation of Local Governments in the National Redress Scheme as part of the State's declaration;
2. Endorsed the negotiation of a Memorandum of Understanding and Template Service Agreement with the State Government, and
3. Endorsed by Flying Minute the Memorandum of Understanding prior to execution, in order to uphold requirements to respond within legislative timeframes.

The State and WALGA will sign a Memorandum of Understanding to reflect the principles of WA local governments participating in the Scheme as State Government institutions and being part of the State's declaration.

State agencies (led by DLGSC), WALGA and Local Government Professionals WA will support all local governments to prepare to participate in the Scheme from 1 July 2020 (or earlier, subject to completing the necessary arrangements).

The State's decision allows for the WA Government's Scheme participation declaration to be amended to include local governments and this report seeks endorsement of the Shire of Mt Marshall's participation in the Scheme.

As an independent entity and for absolute clarity, it is essential that the Shire of Mt Marshall formally indicates via a decision of Council, the intention to be considered a State Government institution (for the purposes on the National Redress Scheme) and be included in the WA Government's amended participation declaration.

The Shire of Mt Marshall will not be included in the State's amended declaration, unless it formally decides to be included.

The financial and administrative coverage offered by the State will only be afforded to WA local governments that join the Scheme as a State Government institution, as part of the State's amended declaration.

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The option also exists for the Shire of Mt Marshall to formally decide not to participate in the Scheme (either individually or as part of the State's declaration).

Should the Shire of Mt Marshall formally decide (via a resolution of Council) not to participate with the State or in the Scheme altogether, considerations for the Shire include:

- Divergence from the Commonwealth, State, WALGA and the broader local government sector's position on the Scheme (noting the Commonwealth's preparedness to name-and-shame non-participating organisations).
- Potential reputational damage at a State, sector and community level.
- Complete removal of the State's coverage of costs and administrative support, with the Shire having full responsibility and liability for any potential claim.
- Acknowledgement that the only remaining method of redress for a victim and survivor would be through civil litigation, with no upper limit, posing a significant financial risk to the Shire.

Considerations for Council:

Detailed below is a list of considerations for Mt Marshall to participate in the Scheme:

1. Executing a Service Agreement

All Royal Commission information is confidential, and it is not known if Mt Marshall will receive a Redress application. A Service Agreement will only be executed if the Shire receives a Redress application.

Mt Marshall needs to give authority to an appropriate position / officer to execute a service agreement with the State, if a Redress application is received. Timeframes for responding to a Request for Information are 3 weeks for priority applications and 7 weeks for non-priority applications. A priority application timeframe (3 weeks) will be outside most Council meeting cycles and therefore it is necessary to provide the authorisation to execute an agreement in advance.

2. Reporting to Council if / when an application is received

Council will receive a confidential report, notifying when a Redress application has been received. All information in the report will be de-identified but will make Council aware that an application has been received.

3. Application Processing / Staffing and Confidentiality

Administratively the Shire will determine:

- Which position(s) will be responsible for receiving applications and responding to Requests for Information;
- Support mechanisms for staff members processing Requests for Information.

The appointed person(s) will have a level of seniority in order to understand the magnitude of the undertaking and to manage the potential conflicts of interest and confidentiality requirements

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4. Record Keeping

The State Records Office advised (April 2019) all relevant agencies, including Local Governments, of a 'disposal freeze' initiated under the State Records Act 2000 (the Act) to protect past and current records that may be relevant to actual and alleged incidents of child sexual abuse. The Shire's record keeping practices as a result, have been modified to ensure the secure protection and retention of relevant records. These records (or part thereof) may be required to be provided to the State's Redress Coordination Unit in relation to a Redress application.

The Redress Coordination Unit (Department of Justice) is the state record holder for Redress and will keep copies of all documentation and RFI responses. Local Governments will be required to keep their own records regarding a Redress application in a confidential and secure manner, and in line with all requirements in The Act.

5. Redress Decisions

The Shire should note that decisions regarding Redress applicant eligibility and the responsible institution(s), are made by Independent Decision Makers, based on the information received by the applicant and any RFI responses. The State Government and Mt Marshall do not have any influence on the decision made and there is no right of appeal.

Consultation:

The State, through the Department of Local Government, Sport and Cultural Industries (DLGSC), consulted with the WA local government sector and other key stakeholders on the Royal Commission into Institutional Responses to Child Sexual Abuse (in 2018) and the National Redress Scheme (in 2019).

The consultation throughout 2019 has focused on the National Redress Scheme with the aim of:

- raising awareness about the Scheme;
- identifying whether WA local governments are considering participating in the Scheme;
- identifying how participation may be facilitated; and
- enabling advice to be provided to Government on the longer-term participation of WA local governments.

Between March and May 2019, DLGSC completed consultations that reached 115 out of 137 WA local governments via:

- Webinars to local governments, predominately in regional and remote areas;
- Presentations at 12 WALGA Zone and Local Government Professional WA meetings;
- Responses to email and telephone enquiries from individual local governments.

It was apparent from the consultations local governments were most commonly concerned about the:

- potential cost of Redress payments;
- availability of historical information;

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- capacity of local governments to provide a Direct Personal Response (apology) if requested by Redress recipients;
- process and obligations relating to maintaining confidentiality if Redress applications are received, particularly in small local governments;
- lack of insurance coverage of Redress payments by LGIS, meaning local governments would need to self-fund participation and Redress payments.

LGIS published and distributed an update (April 2019) regarding the considerations and (potential) liability position of the WA local government sector in relation to the National Redress Scheme.

The WALGA State Council meeting on 3 July 2019 recommended that:

1. WA local government participation in the State's National Redress Scheme declaration with full financial coverage by the State Government, be endorsed in principle, noting that further engagement with the sector will occur in the second half of 2019.
2. WALGA continue to promote awareness of the National Redress Scheme and note that local governments may wish to join the Scheme in the future to demonstrate a commitment to the victims of institutional child sexual abuse.

DLGSC representatives presented at a WALGA hosted webinar on 18 February 2020 and presented at all WALGA Zone meetings in late February 2020.

The State's decision, in particular to cover the costs / payments to the survivor, has taken into account the feedback provided by local governments during the consultation detailed above.

Statutory Environment:

The Shire in agreeing to join the Scheme, is required to adhere to legislative requirements set out in the National Redress Scheme for Institutional Child Sexual Abuse Act 2018 (Cth).

Authorisation of an appropriately appointed person to execute a service agreement with the State, if a Redress application is received, will be in accordance with s.9.49A(4) of the Local Government Act 1995.

Relevant Plans and Policy:

Nil

Financial Implications:

The State's decision will cover the following financial costs for local governments:

- Redress monetary payment provided to the survivor;
- Costs in relation to counselling, legal and administration (including the coordination or requests for information and record keeping); and

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- Trained staff to coordinate and facilitate a Direct Personal Response (DPR – Apology) to the survivor if requested (on a fee for service basis with costs to be covered by the individual local government – see below).

The only financial cost the local government may incur will be the payment of the DPR's, which is on an 'as requested' basis by the survivor. This will be based on the standard service fee of \$3,000 plus travel and accommodation depending on the survivor's circumstances. All requested DPR's will be coordinated and facilitated by the Redress Coordination Unit – Department of Justice.

The State's decision also mitigates a significant financial risk to the local government in terms of waiving rights to future claims. Accepting an offer of redress has the effect of releasing the responsible participating organisation and their officials (other than the abuser/s) from civil liability for instances of sexual abuse and related non-sexual abuse of the person that is within the scope of the Scheme. This means that the person who receives redress through the Scheme, agrees to not bring or continue any civil claims against the responsible participating organisation in relation to any abuse within the scope of the Scheme.

Risk Assessment:

The risks of joining and not joining the scheme have been highlighted above and in the documentation provided at attachment **12.1.11**.

Community & Strategic Objectives:

Outcome 4.2 Strong representation on behalf of the Community

4.2.1 Facilitate processes/networks for the engaging of government agencies and key stakeholders

Outcome 4.3 A local government that is highly respected, professional, trustworthy and accountable

4.3.5 Use resources efficiently and effectively

4.3.6 Operate in a financially sustainable manner

Comment:

On the basis of the information provided by the Department of Local Government, Sport and Cultural Industries and the financial risk to the Shire should there be a claim, it is recommended that Council resolve that Mt Marshall be part of the scheme.

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2020/5-008 OFFICER'S RECOMMENDATION/COUNCIL DECISION:

That Council:

- 1. Notes the consultation undertaken and information provided by the Department of Local Government, Sport and Cultural Industries in regarding the National Redress Scheme and the participation of WA local governments;***
- 2. Notes that the Shire of Mt Marshall will not be included in the WA Government's amended participation declaration (and afforded the associated financial and administrative coverage), unless the Shire of Mt Marshall makes a specific and formal decision to be included;***
- 3. Endorses the participation of the Shire of Mt Marshall in the National Redress Scheme as a State Government institution and included as part of the State Government's declaration;***
- 4. Grants authority to the Chief Executive Officer to execute a service agreement with the State, if a Redress application is received;***
- 5. Notes that a confidential report will be provided if a Redress application is received by the Shire of Mt Marshall***

Moved Cr TM Gibson

Seconded Cr SR Putt

Carried 7/0

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12.2 Works Supervisor

12.2.3 Works Report May 2020

File No:	N/A
Location/Address:	Mt Marshall District
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Aaron Wootton – Works Supervisor
Attachments:	Nil
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

In the interest of better communications the following report of activities and tasks carried out by the Shire's works department is provided to Council.

Consultation:

Nil

Statutory Environment:

Nil

Relevant Plans and Policy:

Nil

Financial Implications:

Nil

Risk Assessment:

Nil

Community & Strategic Objectives:

ECONOMIC - Provide an effective and efficient transportation network

E 3.2 Maintain an efficient, safe and quality local road network

CIVIC LEADERSHIP - Provide efficient and effective management

C 3.3 Provide reporting processes in a transparent, accountable and timely manner

Comment:

Roads/Streets

Bencubbin-Gabbin Rd - R2R lengthen tapers and gravel widen narrow sections - these works have now been completed.

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Mandiga-Marindo Rd - R2R Sealing works - these works have now been completed.
Brown Street, Bencubbin - Sealing works - these works have now been completed.

Cleary-Gabbin Rd - R2R - Gravel sheeting works- these works have now been completed.

Mandiga-Marindo Rd - R2R- Gravel sheeting works- works should be finalised by the end of the week ending the 15th of May.

Barney Bore Rd - R2R gravel sheeting and drainage works- should commence on Monday the 18th of May.

Beagley Rd - Gravel sheeting over very slippery surface - these works have now been completed, additionally a larger pipe was placed at the southern end as the small existing pipe was not capable of handling the water flow.

Bencubbin Complex - works on the carpark seal have now been finalised and we are waiting on a booking with our bitumen seal contractor to finish the works.

Storm Damage - a considerable amount of fallen trees and washouts along a large portion of the roads south of Bencubbin and north as far as Crabb Road. The works crew have opened all of those roads affected as quickly as they could. Trees and debris were mostly pushed to the side and will be picked up and carted away when time permits. The graders have been moving as quick as they possibly can to make the roads more user friendly.

Gardening

Gardeners have been busy watering and keeping the town sites clean and tidy.

Maintenance Works

Maintenance staff have been working with our backhoe operator repairing and doing maintenance on culverts on various roads, some of which were damaged through the storms. There have been a number of culverts that have been damaged by graders in the past that are being repaired as well.

They have also been patching various roads/streets as well as repairing and replacing various roads/streets signs.

Maintenance Grading

They are currently working in the following locations

Stretch- Is working in the Wialki area mainly on road verge works.

Anthony-- has left us now after completing a three month contract.

Bill-is working along Cleary-Gabbin Rd and all those roads which connect.

Chairperson Initial

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2020/5-009 OFFICER'S RECOMMENDATION/COUNCIL DECISION:

That the May 2020 report of the Works Supervisor be received.

Moved Cr SR Putt

Seconded Cr IC Sanders

Carried 7/0

Chairperson Initial

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12.3 Executive Assistant

12.3.4 Council and Committee Meetings 2020/21

File No:	4.0202
Location/Address:	N/A
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
Attachments:	Nil
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

Ordinary Meetings of Council are typically held on the third Tuesday afternoon of each month commencing at 3:00pm in Council Chambers. Three (3) meetings were held in the Beacon Country Club last year with a commencement time of 4:00pm to allow all Councillors time to travel to Beacon. The meetings held in Beacon have not been attended well by the community.

The Shire is required to provide local public notice, at least once each year, of its meetings and those of its committees in accordance with *the Local Government Act 1995*, s1.7 (2)(a)(b).

Consultation:

Nil

Statutory Environment:

Local Government Act 1995,
Section 1.7 - Local Public Notice (1)(a)(b)(c) and (2)(a)(b)

Relevant Plans and Policy:

Nil

Financial Implications:

Nil

Risk Assessment:

Nil

Community & Strategic Objectives:

C 1.1 Enhance open and interactive communication between Council and the community.

Chairperson Initial

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Comment:

Three meetings were held in Beacon last year, whereas holding only 2 in Beacon has been recommended here. This is due to poor community attendance in Beacon and the fact that the venues in Beacon lack suitability for official Council meetings. While the meetings held in Bencubbin are also not well attended by the community all of the time, there is a deal of effort required by staff to hold meetings in Beacon. The minimal logistics when holding the meetings in Bencubbin where there is a purpose-built facility is worth noting.

Should Council wish to change the location of Beacon meetings from what is recommended it is advised that consideration be made for air conditioning, size of location and equipment availability i.e. projector and screen.

The date of the February meeting is quite often amended to meet statutory requirements whereby Council are required to endorse the Annual Report within 2 months of the annual financials being accepted. In recent years the financials have typically been presented at the December meeting. For this reason it is recommended to schedule the February meeting on the second Tuesday of the month to ensure the time frame requirements are satisfied.

Dates and commencement times for the remainder of Council's committees are yet to be scheduled and public notice will be provided once dates are set.

OFFICER RECOMMENDATION:

That a notice specifying the following meeting dates and times for 2020/21:

<i>21 July 2020</i>	<i>at 3pm</i>	<i>Council Chambers, Bencubbin</i>
<i>18 August 2020</i>	<i>at 3pm</i>	<i>Council Chambers, Bencubbin</i>
<i>15 September 2020</i>	<i>at 3pm</i>	<i>Council Chambers, Bencubbin</i>
<i>20 October 2020</i>	<i>at 3pm</i>	<i>Council Chambers, Bencubbin</i>
<i>17 November 2020</i>	<i>at 4pm</i>	<i>Beacon Country Club</i>
<i>15 December 2020</i>	<i>at 3pm</i>	<i>Council Chambers, Bencubbin</i>
<i>Recess – January 2021</i>		
<i>9 February 2021</i>	<i>at 3pm</i>	<i>Council Chambers, Bencubbin</i>
<i>16 March 2021</i>	<i>at 3pm</i>	<i>Council Chambers, Bencubbin</i>
<i>20 April 2021</i>	<i>at 4pm</i>	<i>Beacon Country Club</i>
<i>18 May 2021</i>	<i>at 3pm</i>	<i>Council Chambers, Bencubbin</i>
<i>15 June 2021</i>	<i>at 3pm</i>	<i>Council Chambers, Bencubbin</i>

be approved for advertisement in the Gimlet Newspaper, the Beacon Bulletin, Shire notice boards, and the Shire's website and social media sites.

Chairperson Initial

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2020/5-010 SUBSTANTIVE MOTION/COUNCILLOR DECISION:

That a notice specifying the following meeting dates and times for 2020/21:

<i>21 July 2020</i>	<i>at 3pm</i>	<i>Council Chambers, Bencubbin</i>
<i>18 August 2020</i>	<i>at 3pm</i>	<i>Council Chambers, Bencubbin</i>
<i>15 September 2020</i>	<i>at 3pm</i>	<i>Council Chambers, Bencubbin</i>
<i>20 October 2020</i>	<i>at 3pm</i>	<i>Council Chambers, Bencubbin</i>
<i>17 November 2020</i>	<i>at 4pm</i>	<i>Beacon Country Club</i>
<i>15 December 2020</i>	<i>at 3pm</i>	<i>Council Chambers, Bencubbin</i>
<i>Recess – January 2021</i>		
<i>9 February 2021</i>	<i>at 3pm</i>	<i>Council Chambers, Bencubbin</i>
<i>16 March 2021</i>	<i>at 3pm</i>	<i>Council Chambers, Bencubbin</i>
<i>20 April 2021</i>	<i>at 4pm</i>	<i>Beacon Country Club</i>
<i>18 May 2021</i>	<i>at 3pm</i>	<i>Council Chambers, Bencubbin</i>
<i>15 June 2021</i>	<i>at 3pm</i>	<i>Council Chambers, Bencubbin</i>

be approved for advertisement in the Gimlet Newspaper, the Beacon Bulletin, Shire notice boards, and the Shire's website and social media sites.

Carried 5/2

Miss Sarah Moug left the meeting at 3:29pm.

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12.3.5 Status Report – March – April 2020

File No:	N/A
Location/Address:	N/A
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
Attachments:	12.3.5 – Status Report March - April 2020
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

The status report is a register of Council resolutions that are allocated to Shire staff for actioning. When staff have progressed or completed any action in relation to Council's decision, comments are provided until the process is completed or superseded by more recent Council resolutions.

Consultation:

Nil

Statutory Environment:

Nil

Relevant Plans and Policy:

Nil

Financial Implications:

Nil

Risk Assessment:

Nil

Community & Strategic Objectives:

CIVIC LEADERSHIP - Provide efficient and effective management

C 3.3 Provide reporting processes in a transparent, accountable and timely manner

Comment:

In the interest of increased transparency and communication with the community, the status report is provided for information.

Chairperson Initial

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2020/5-011 OFFICER'S RECOMMENDATION/COUNCIL DECISION:

The Status Report for March-April 2020 be received.

Moved Cr SR Putt

Seconded Cr BC Geraghty

Carried 7/0

Chairperson Initial

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12.3.6 Minutes of NEWROC Council Meetings held 28 April and 12 March 2020

File No:	N/A
Location/Address:	NEWROC District
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
Attachments:	12.3.6a – Minutes of NEWROC Council Meeting held 28 April 2020 12.3.6b - Minutes of NEWROC Council Meeting held 12 March 2020
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

The Shire of Mt Marshall is a member of the North Eastern Wheatbelt Regional Organisation of Councils (NEWROC). NEWROC is not a formal organisation but was formed for the purpose of collaboration and joint initiatives between the Shires of Koorda, Mt Marshall, Mukinbudin, Nungarin, Trayning and Wyalkatchem, and is governed by a Memorandum of Understanding (MOU) between these Shires.

NEWROC Council and NEWROC Executive meetings alternate on a bi-monthly basis.

Consultation:

Nil

Statutory Environment:

Nil

Relevant Plans and Policy:

Nil

Financial Implications:

Nil

Risk Assessment:

Nil

Community & Strategic Objectives:

C 3.3 Provide reporting processes in a transparent, accountable and timely manner

Comment:

The Minutes of the NEWROC Council meetings held on 28 April and 12 March 2020 are submitted (**Attachment 12.3.6a and 12.3.6b**) in order to keep all members abreast of the activities of the NEWROC Council.

Chairperson Initial

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The next meeting of the NEWROC Council is scheduled to be held on Tuesday 23 June at the Shire of Mukinbudin.

2020/5-012 OFFICER'S RECOMMENDATION/COUNCIL DECISION:

The minutes of the NEWROC Council meetings held on 28 April and 12 March 2020 be received.

Moved Cr TM Gibson

Seconded Cr SR Putt

Carried 7/0

Chairperson Initial

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12.4 Finance and Administration Manager

12.4.11 Accounts Paid to 30 April 2020

File No: 4.0042
Location/Address: N/A
Name of Applicant: Nil
Name of Owner: N/A
Author: Sandy Wyatt – Finance Officer
Attachments: Nil
Declaration of Interest: Nil
Voting Requirements: Simple Majority
Previously Considered: Nil

Background:

Following is a List of Accounts submitted to Council on Tuesday 19 May 2020 for the Municipal Fund, Trust Fund and Mastercard. Councillor questions regarding any payments can be directed to Finance and Administration Manager, Tanika McLennan, prior to the meeting.

1. Municipal Fund

Chq/EFT	Date	Name	Description	Amount
175	17/04/2020	WATER CORPORATION	UTILITY CHARGES 21.1.20-24.3.20	853.01
176	29/04/2020	TELSTRA	UTILITY CHARGES-MARCH20	1750.75
EFT16062	01/04/2020	CRISP WIRELESS PTY LTD	BUSINESS LITE SUBSCRIPTION-INTERNET ACCESS	328.90
Eft16063		MARCH TRUST PAYMENT		
Eft16064		TRUST PAYMENT-SEE BELOW		
Eft16065		TRUST PAYMENT-SEE BELOW		
EFT16066	02/04/2020	SYNERGY	UTILITY CHARGES 12.2.20-10.3.20	840.36

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Chq/EFT	Date	Name	Description	Amount
EFT16067	07/04/2020	SHIRE OF MT MARSHALL	NEW HEALTH RECOUP 31.1.20	4297.75
EFT16068	07/04/2020	JASON SIGNMAKERS	SIGNS	2073.26
EFT16069	07/04/2020	TWINKARRI	MULCHING HIRE	9812.00
EFT16070	07/04/2020	CUTTING EDGES EQUIPMENT PARTS	MARCH SUPPLIES	5707.90
EFT16071	07/04/2020	BENCUBBIN AG SUPPLIES	MARCH SUPPLIES	331.76
EFT16072	07/04/2020	GREAT SOUTHERN FUELS	FUEL-MARCH20	5433.30
EFT16073	07/04/2020	KC SALES	VOUCHERS	210.00
EFT16074	07/04/2020	DAIMLER TRUCKS PERTH	FREIGHLINER CORONADO 114	265049.40
EFT16075	14/04/2020	AUSTRALIAN COMMUNICATIONS & MEDIA AUTHORITY	ANNUAL TWO WAY LICENCE	59.00
EFT16076	15/04/2020	STEWART & HEATON CLOTHING CO PTY LTD	PROTECTIVE CLOTHING	358.49
EFT16077	15/04/2020	BORAL CONSTRUCTION MATERIALS	BITUMEN SEALING	267307.62
EFT16078	15/04/2020	SALLY J DESIGN	DESIGN-POWER HOUSE SIGN	110.00
EFT16079	15/04/2020	THE BENCUBBIN SHOP	FEB/MARCH20 SUPPLIES	353.00
EFT16080	15/04/2020	DYNAMIC POOLS AUSTRALIA PTY LTD	MT MARSHALL AQUATIC CENTRE UPGRADE	97015.60
EFT16081	08/04/2020	SYNERGY	UTILITY CHARGES 20.2.20-18.3.20	592.30
EFT16082	08/04/2020	SYNERGY	UTILITY CHARGES 5.2.20-14.2.20	48.17
EFT16083	14/04/2020	SYNERGY	UTILITY CHARGES 8.1.20-20.3.20	605.42
EFT16084	14/04/2020	BENDIGO BANK	MARCH SUPPLIES	1251.83
Eft16085		TRUST PAYMENT-SEE BELOW		
EFT16086	17/04/2020	AVON WASTE	RUBBISH COLLECTION-MARCH20	6992.88
EFT16087	17/04/2020	BOC GASES	GAS CYLINDERS	42.75
EFT16088	17/04/2020	STEWART & HEATON CLOTHING CO PTY LTD	PROTECTIVE CLOTHING	470.47
EFT16089	17/04/2020	WESFARMERS KLEENHEAT GAS P/L	FACILITY FEE-GAS CYLINDERS	79.20
EFT16090	17/04/2020	KTY ELECTRICAL SERVICES	MARCH REPAIRS	765.05
EFT16091	17/04/2020	MUKA MATTERS	ADVERTISING	80.00
EFT16092	17/04/2020	WYALKATCHEM WEEKLY	ADVERTISING	50.00
EFT16093	17/04/2020	JASON SIGNMAKERS	MARCH SUPPLIES	62.26
EFT16094	17/04/2020	SHIRE OF TRAYNING	DOCTORS VEHICLE EXPENSES-JULY19-DEC19	4076.29

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Chq/EFT	Date	Name	Description	Amount
EFT16095	17/04/2020	BENCUBBIN NEWS & POST	POSTAGE 23.3.20-27.3.20	44.75
EFT16096	17/04/2020	BEACON COUNTRY CLUB INC.	CARAVAN PARK VOUCHERS	780.00
EFT16097	17/04/2020	WINC AUSTRALIA PTY LTD	MARCH SUPPLIES	228.89
EFT16098	17/04/2020	ICS CARPENTRY	MARCH REPAIRS	1468.50
EFT16099	17/04/2020	WA DISTRIBUTORS PTY LTD-ALL-WAYS FOODS	MARCH SUPPLIES	1086.60
EFT16100	17/04/2020	BENCUBBIN COMMUNITY RESOURCE CENTRE	MARCH SUPPLIES	180.00
EFT16101	17/04/2020	BENCUBBIN TRUCK N AUTO'S	TYRES	3746.95
EFT16102	17/04/2020	CIVIC LEGAL	PROJECT AWARE GOVERNANCE PROGRAM	1650.00
EFT16103	17/04/2020	IPLEX PIPELINES	LENGTHS BLACK PIPE	1739.10
EFT16104	17/04/2020	JR & A HERSEY PTY LTD	JANUARY SUPPLIES	253.00
EFT16105	17/04/2020	BENCUBBIN AG SUPPLIES	MARCH SUPPLIES	330.72
EFT16106	17/04/2020	REFUEL AUSTRALIA	FUEL-MARCH20	31.90
EFT16107	17/04/2020	DEPARTMENT OF MINES,INDUSTRY REGULATION AND SAFETY (DMIRS)	BUILDING SERVICES LEVY	113.30
EFT16108	17/04/2020	BEACON GARAGE	MARCH REPAIRS	1132.23
EFT16109	17/04/2020	BENCUBBIN BOWLING CLUB	REFRESHMENTS-BUSHFIRE TRAINING	80.00
EFT16110	17/04/2020	CR IC SANDERS	MEETING FEES & ALLOWANCES	493.18
EFT16111	17/04/2020	BROOKS HIRE	HIRE OF MULTI TYRE ROLLER	5152.55
EFT16112	17/04/2020	GREAT SOUTHERN FUELS	FUEL-MARCH20	3755.62
EFT16113	17/04/2020	AMPAC DEBT RECOVERY PTY LTD	DEBT RECOVERY COSTS	71.50
EFT16114	17/04/2020	KC SALES	VOUCHERS	292.13
EFT16115	17/04/2020	LO-GO APPOINTMENTS	CONTRACT SERVICES	7743.29
EFT16116	17/04/2020	WA CONTRACT RANGER SERVICES	RANGER SERVICES 10.3.20 & 27.3.20	561.00
EFT16117	17/04/2020	PALM PLUMBING	MARCH REPAIRS	1109.29
EFT16118	17/04/2020	MARKET CREATIONS	COMPUTER SERVICES	5317.66
EFT16119	17/04/2020	INITIAL HYGIENE	SANITARY DISPOSAL SERVICE 11.4.20-10.5.20	686.19
EFT16120	17/04/2020	WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER CHARGES	226.37
EFT16121	17/04/2020	ASPHALT IN A BAG	MARCH SUPPLIES	1718.75
EFT16122	17/04/2020	JOHN NUTTALL	REIMBURSEMENT-PARKING AND TRAIN	15.80

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Chq/EFT	Date	Name	Description	Amount
EFT16123	17/04/2020	JAMES BOYD	CLEANING & BOOKING AGENT FEE- MARCH20	2144.50
EFT16124	17/04/2020	AUSTRALIA POST	POSTAGE-BEACON LIBRARY	21.15
EFT16125	17/04/2020	TOLL TRANSPORT PTY LTD	FREIGHT-MARCH20	11.94
EFT16126	17/04/2020	NOVUS AUTOGLASS	WINDSCREEN REPLACEMENT	500.00
EFT16127	17/04/2020	SCUD AG SUPPLIES	MARCH SUPPLIES	277.10
EFT16128	17/04/2020	WAYNES DESIGN AND DRAFTING	DRAW & PROVIDE PLANS	1083.50
EFT16129	17/04/2020	CR B C GERAGHTY	MEETING FEES & ALLOWANCES 1.1.20- 10.2.20	986.36
EFT16130	17/04/2020	QUALITY PRESS	FORMS-BUSHFIRE	209.00
EFT16131	17/04/2020	EASISALARY	PAYROLL DEDUCTIONS	476.12
EFT16132	20/04/2020	SYNERGY	UTILITY CHARGES 10.1.20-26.3.20	136.97
EFT16133	22/04/2020	SYNERGY	STREETLIGHTS	1784.54
EFT16134	23/04/2020	SYNERGY	UTILITY CHARGES 2.4.19-14.2.20	361.82
EFT16135	24/04/2020	SYNERGY	UTILITY CHARGES 10.1.20-11.3.20	346.70
EFT16136	28/04/2020	SYNERGY	UTILITY CHARGES-ADJUSTMENT IN READING	0.40
EFT16137	28/04/2020	WA TREASURY CORPORATION	LOAN NO. 121 INTEREST PAYMENT - SAR BENCUBBIN MULTIPURPOSE COMPLEX REDEV	42350.36
EFT16138	29/04/2020	SHIRE OF MT MARSHALL	NEW HEALTH RECOUP 31.1.20-29.2.20	4373.97
EFT16139	29/04/2020	CJD EQUIPMENT PTY LTD	APRIL SUPPLIES	670.47
EFT16140	29/04/2020	KTY ELECTRICAL SERVICES	APRIL REPAIRS	5889.29
EFT16141	29/04/2020	WHEATBELT SIGNS	POWER HOUSE SIGN	286.00
EFT16142	29/04/2020	BENCUBBIN NEWS & POST	NEWSPAPERS-MARCH20	136.30
EFT16143	29/04/2020	BEACON COUNTRY CLUB INC.	CARAVAN PARK VOUCHERS	230.00
EFT16144	29/04/2020	BEACON CENTRAL COMMUNITY RESOURCE CENTRE	SECRETARIAL SERVICE FOR GYM MEMBERSHIP 2019	350.00
EFT16145	29/04/2020	BEACON CO-OPERATIVE LTD	CARAVAN PARK VOUCHERS	170.00
EFT16146	29/04/2020	DIELECTRIC SECURITY SERVICES	SERVICE-SECURITY SERVICE	338.25
EFT16147	29/04/2020	WINC AUSTRALIA PTY LTD	APRIL SUPPLIES	424.77
EFT16148	29/04/2020	ICS CARPENTRY	APRIL REPAIRS	28050.00

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Chq/EFT	Date	Name	Description	Amount
EFT16149	29/04/2020	WA DISTRIBUTORS PTY LTD-ALL-WAYS FOODS	APRIL SUPPLIES	56.00
EFT16150	29/04/2020	PORKY'S ENTERPRISES	HIRE OF DOZER	12348.60
EFT16151	29/04/2020	BENCUBBIN TRUCK N AUTO'S	APRIL REPAIRS	7913.75
EFT16152	29/04/2020	JR & A HERSEY PTY LTD	APRIL SUPPLIES	546.70
EFT16153	29/04/2020	BENCUBBIN AG SUPPLIES	APRIL SUPPLIES	182.60
EFT16154	29/04/2020	ADVANCED AUTOLOGIC PTY LTD	APRIL SUPPLIES	473.00
EFT16155	29/04/2020	DEPARTMENT OF PLANNING, LANDS & HERITAGE	LEASE FOR FUEL DEPOT 1.4.20-30.4.20	137.50
EFT16156	29/04/2020	MERREDIN PANEL & PAINT	APRIL REPAIRS	1230.33
EFT16157	29/04/2020	TRUCK CENTRE (WA) PTY LTD	APRIL SUPPLIES	2513.63
EFT16158	29/04/2020	KOORDA COMMUNITY RESOURCE CENTRE	ADVERTISING	50.00
EFT16159	29/04/2020	GREAT SOUTHERN FUELS	FUEL-APRIL20	10210.37
EFT16160	29/04/2020	KC SALES	APRIL SUPPLIES	72.47
EFT16161	29/04/2020	LO-GO APPOINTMENTS	CONTRACT SERVICES	7894.76
EFT16162	29/04/2020	ECOWATER SERVICES	MAINTENANCE-BIOMAX SYSTEM-229 MURRAY STREET	172.40
EFT16163	29/04/2020	PALM PLUMBING	APRIL REPAIRS	196.74
EFT16164	29/04/2020	WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER CHARGES	189.33
EFT16165	29/04/2020	JOHN GOSPER DESIGN	NEW HEALTH-BUILDING SURVEYING SERVICE	2800.00
EFT16166	29/04/2020	LEEANNE NOLA GOBBART	MEETING FEES & ALLOWANCES 18.3.20-21.4.20	493.18
EFT16167	29/04/2020	MEG LEE WYATT	REIMBURSEMENT-UNIFORM	89.95
EFT16168	29/04/2020	TOLL TRANSPORT PTY LTD	FREIGHT-APRIL20	29.65
EFT16169	29/04/2020	CONNECTIV	IPHONES X 4	5992.00
EFT16170	29/04/2020	CR TM GIBSON	MEETING FEES & ALLOWANCES 18.3.20-21.4.20	493.18
EFT16171	29/04/2020	PHARMAUST MANUFACTURING	APRIL SUPPLIES	70.66
EFT16172	29/04/2020	SANDRA WYATT	REIMBURSEMENT-UNIFORM (CORRECTION)	30.00
EFT16173	29/04/2020	EASISALARY	PAYROLL DEDUCTIONS	476.12

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Chq/EFT	Date	Name	Description	Amount
EFT16174	29/04/2020	MODULAR WA	CONSTRUCTION & SITING EXECUTIVE HOUSE	109397.00
EFT16175	30/04/2020	CARDTRONICS AUSTRALASIA PTY LTD	ONGOING FEES FOR THE ATM-MARCH20	54.19
DD9996.1	08/04/2020	WALGS PLAN	PAYROLL DEDUCTIONS	8132.50
DD9996.2	08/04/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	781.78
DD9996.3	08/04/2020	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	256.15
DD9996.4	08/04/2020	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	209.35
DD9996.5	08/04/2020	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	43.62
DD9996.6	08/04/2020	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	584.60
DD9996.7	08/04/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	188.46
DD9997.2	08/04/2020	WALGS PLAN	PAYROLL DEDUCTIONS	120.72
DD10016.1	22/04/2020	WALGS PLAN	PAYROLL DEDUCTIONS	7712.44
DD10016.2	22/04/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	780.57
DD10016.3	22/04/2020	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	254.27
DD10016.4	22/04/2020	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	207.81
DD10016.5	22/04/2020	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	65.42
DD10016.6	22/04/2020	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	584.60
DD10016.7	22/04/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	188.46
				992,852.36

2. Trust

Chq/EFT	Date	Name	Description	Amount
EFT16064	03/04/2020	SHIRE OF MT MARSHALL	PART OF C.ANDERSON BOND-AGAINST O/STANDING RENT	70.00
EFT16065	03/04/2020	BENCUBBIN SPORTS CLUB INC.	SOCIAL CLUB-REFRESHMENTS	145.00
EFT16085	15/04/2020	CRAIG ANDERSON	REFUND OF REMAINING BOND	170.00
				385.00

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3. Mastercard

Details	Amount
Plate change	27.70
Bank fees	4.00
Bank fees	4.00
Plates	16.75
Little hotelier fees	81.95
Little hotelier fees	81.95
Toilet brushes	26.00
Zoom	23.09
Annual post box rental	93.00
Dish.liquid	78.98
Bank fees	4.00
Council snacks	3.99
Study-C.Bland	368.60
Adobe renewal	343.07
Courses-C.Bland	90.75
Bank fees	4.00
	1251.83

This List of Accounts Paid under Delegation 14 and covering vouchers and direct debits as above was submitted to each Member of the Council for the Ordinary Meeting of **19 May 2020**. All invoices, being the subject of payments made, have been duly certified as to the receipt of goods and services, and prices, computations and costings have been checked against the expenditure authority (i.e. budget, purchase order, delegation).

John Nuttall
Chief Executive Officer

Chairperson Initial

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Consultation:

Tanika McLennan – Finance and Administration Manager

Statutory Environment:

Financial Management Regulations and the Local Government Act 1995

Relevant Plans and Policy:

Nil

Financial Implications:

An appropriate allowance has been made in the current year's budget to fund and authorise expenditure.

Risk Assessment:

Nil

Community & Strategic Objectives:

CIVIC LEADERSHIP - Provide efficient and effective management

C 3.3 Provide reporting processes in a transparent, accountable and timely manner

Comment:

Nil

Chairperson Initial

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2020/5-013 OFFICER'S RECOMMENDATION/COUNCIL DECISION:

That the Accounts Listed

<i>Municipal Fund</i>	\$ 992,852.36
<i>Trust Fund</i>	\$ 385.00
<i>Mastercard</i>	\$ <u>1,251.83</u>
<i>Total</i>	\$ 994,489.19

Be endorsed.

Moved Cr LN Gobbart

Seconded Cr TM Gibson

Carried 7/0

Chairperson Initial

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12.4.12 Statement of Financial Activity to 30 April 2020

File No:	4.0042
Location/Address:	N/A
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Tanika McLennan – Finance & Admin Manager
Attachments:	12.4.12 – Statement of Financial Activity to 30 April 2020
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

Under Regulation 34 of the Local Government (Financial Management) Regulations 1996 a local government is to prepare each month a statement of financial activity which includes annual budget estimates, year to date budget estimates, actual amounts expenditure, revenue and income, material variances and net current assets.

Consultation:

Nil

Statutory Environment:

Local Government Act 1995 and Local Government (Financial Management) Regulations 1996

Relevant Plans and Policy:

Nil

Financial Implications:

The statement presented to Council is the most up to date information on its current financial position.

Risk Assessment:

Nil

Community & Strategic Objectives:

CIVIC LEADERSHIP - Provide efficient and effective management

C 3.3 Provide reporting processes in a transparent, accountable and timely manner

Comment:

Nil

Chairperson Initial

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2020/5-014 OFFICER'S RECOMMENDATION/COUNCIL DECISION:

The Statement of Financial Activity for the month ending 30 April 2020 be endorsed.

Moved Cr SR Putt

Seconded Cr BC Geraghty

Carried 7/0

Chairperson Initial

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12.5 Community Development Officer

Nil

12.6 Regulatory Officer

Cr ARC Sachse declared an impartiality interest in item 12.6.1 being that he will be potentially appointed as a Bush Fire Control Officer.

Cr SR Putt declared an impartiality interest in item 12.6.1 being that he will be potentially appointed as a Bush Fire Control Officer.

12.6.1 Appointment of Bush Fire Control Officers 2020

File No:	4.0217
Location/Address:	Mt Marshall District
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Jack Walker - Regulatory Officer
Attachments:	12.6.1a - FC.1.3 Duties of a Bush Fire Control Officer Policy 12.6.1b - FC.2.13 Bush Fire Training Policy
Declaration of Interest:	The author is a current Bush Fire Control Officer and Fire Weather Officer
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

From time to time it is necessary for Council to make changes to its Bush Fire Control. The main change is the appointment of Bush Fire Control Officers. The appointment of new Bush Fire Control Officers is usually made on a recommendation from the Bush Fire Advisory Committee which normally meets in October, prior to harvest.

The author feels that as several bush fire brigade volunteers have completed the necessary training combined with the low number of current Bush Fire Control Officers (BFCO's), their appointment should be confirmed as soon as possible. This would allow for their appointment to be included on the bush fire control information sheet that is enclosed with annual rate notices. It will also give new BFCO's a chance to ask any questions they may have before we go in to fire restrictions in September.

An email was circulated to current Bush Fire Control Officers advising them of my intentions and no adverse comments have been received.

Consultation:

Current Bush Fire Control Officers and proposed new Bush Fire Control Officers

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Statutory Environment:

Bush Fire Act 1954

38. Local government may appoint bush fire control officers
- (1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.
 - (2A) The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.
 - (2C) The local government shall fill any vacancy occurring in the office of Chief Bush Fire Control Officer or Deputy Chief Bush Fire Control Officer within one month after the vacancy occurs and if the local government fails or neglects to do so within that time, the FES Commissioner may by notice in writing require the local government to appoint a person to the vacant office within one month after service on it of such notice.
 - (2D) Where a local government that has been served with a notice pursuant to subsection (2C) fails or neglects to comply with the requirements of that notice, the FES Commissioner may appoint a person who is not employed in the Department to the vacant office.
 - (2E) A bush fire control officer appointed by a local government under the provisions of this section shall be issued with a certificate of appointment by the local government or, if he is appointed by the FES Commissioner, by the FES Commissioner.
 - (3) The local government may, in respect to bush fire control officers appointed under the provisions of this section, exercise so far as they can be made applicable the same powers as it may exercise in respect to its other officers, under the provisions of the Acts under which those other officers are appointed.
 - (4) A bush fire control officer appointed under the provisions of this section shall, subject to such directions as may be given by the local government, and subject to this Act take such measures as appear to him to be necessary or expedient and practicable for —
 - (a) carrying out normal brigade activities;
 - [(b), (c) deleted]*
 - (d) exercising an authority or carrying out a duty conferred or imposed upon him by any of the provisions of Part III;
 - (e) procuring the due observance by all persons of the provisions of Part III.
 - (5A) A local government may issue directions to a bush fire control officer appointed by the local government, or to an officer of a bush fire brigade registered by the local government to burn, subject to the provisions of this Act, bush on, or at the margins

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of, streets, roads, and ways, under the care, control and management of the local government.

- (5B) The bush fire control officer, or officer of the bush fire brigade, may by authority of any directions issued under subsection (5A) carry out the directions but subject to the provisions of this Act.
- (5C) The provisions of subsections (5A) and (5B) are not in derogation of those of subsection (4).
- (6) In this section —
approved local government means a local government approved under subsection (7) by the FES Commissioner.
- (7) If it appears to the FES Commissioner that the standard of efficiency of a local government in fire prevention and control justifies the FES Commissioner doing so, the FES Commissioner, by notice published in the *Government Gazette* —
- (a) may approve the local government as one to which subsections (6) to (18) apply; and
 - (b) may from time to time cancel or vary any previous approval given under this subsection.
- (8) An approved local government may appoint to the office of fire weather officer such number of senior bush fire control officers as it thinks necessary.
- (9) Where more than one fire weather officer is appointed by a local government the local government shall define a part of its district in which each fire weather officer shall have the exclusive right to exercise the power conferred by subsection (17).
- (10) An approved local government may appoint one or more persons, as it thinks necessary, to be the deputy or deputies, as the case may be, of a fire weather officer appointed by the local government and where 2 or more deputies are so appointed they shall have seniority in the order determined by the local government.
- (11) Where the office of a fire weather officer is vacant or whilst the occupant is absent or unable to act in the discharge of the duties of the office, any deputy appointed in respect of that office under subsection (10) is, subject to subsection (12), entitled to act in the discharge of the duties of that office.
- (12) A deputy who is one of 2 or more deputies of a fire weather officer is not entitled to act in the discharge of the duties of the office of that fire weather officer if a deputy who has precedence over him in the order of seniority determined under subsection (10) is available and able to discharge those duties.
- (13) The local government shall give notice of an appointment made under subsection (8) or (10) to the FES Commissioner and cause notice of the appointment to be published at least once in a newspaper circulating in its district and the FES Commissioner shall cause notice of the appointment to be published once in the *Government Gazette*.

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- (14) An approved local government may appoint a committee for the purpose of advising and assisting a fire weather officer or any deputy of a fire weather officer acting in the place of that officer under subsections (6) to (18).
 - (15) Where a committee is appointed, a fire weather officer, or, as the case may be, a deputy of a fire weather officer while acting in the place of that officer, may exercise the authority conferred on him by subsection (17), notwithstanding the advice and assistance tendered to him by the committee.
 - (16) The provisions of subsections (6) to (18) are not in derogation of those of any other subsection of this section.
 - (17) A fire weather officer of an approved local government, or a deputy of that fire weather officer while acting in the place of that officer, may authorise a person who has received a permit under section 18(6)(a), to burn the bush in the district of the local government notwithstanding that for any day, or any period of a day, specified in the notice the fire danger forecast issued by the Bureau of Meteorology in Perth, in respect to the locality where the bush proposed to be burnt is situated, is “catastrophic”, “extreme”, “severe” or “very high”, and upon the authority being given the person, if he has otherwise complied with the conditions prescribed for the purposes of section 18, may burn the bush.
 - (18) Subsections (6) to (18) do not authorise the burning of bush —
 - (a) during the prohibited burning times; or
 - (b) during the period in which, and in the area of the State in respect of which, a total fire ban is declared under section 22A to have effect.
39. Special powers of bush fire control officers
- (1) Subject to the provisions of this Act a bush fire control officer appointed under this Act by a local government may, in the exercise of his functions and the performance of his duties under this Act, do all or any of the following things —
 - (a) exercise any of the appropriate powers of the FES Commissioner under the *Fire Brigades Act 1942*, in so far as the same may be necessary or expedient, for extinguishing a bush fire or for preventing the spread or extension of the fire; and
 - (b) enter any land or building, whether private property or not; and
 - (c) pull down, cut, and remove fences on land, whether private property or not, if in his opinion it is necessary or expedient so to do for the purpose of taking effective measures for extinguishing a bush fire, or for preventing the spread or extension of the fire; and
 - (d) cause fire-breaks to be ploughed or cleared on land, whether private land or not, and take such other appropriate measures on the land as he may deem necessary for the purpose of controlling or extinguishing a bush fire or for preventing the spread or extension of the fire; and
 - (e) take and use water, other than that for use at a school or the domestic supply of an occupier contained in a tank at his dwelling-house, and other fire extinguishing material from any source whatever on land, whether private property or not; and

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- (f) take charge of and give directions to any bush fire brigade present at a bush fire with respect to its operations or activities in connection with the extinguishment or control of the bush fire, or the prevention of the spread or extension of the fire; and
- (g) any other thing which in his opinion is incidental to the exercise of any of the foregoing powers; and
- (h) employ a person or use the voluntary services of a person to assist him, subject to his directions in the exercise of any of the foregoing powers; and
- (i) either alone or with others under his command or direction enter a building which he believes to be on fire and take such steps as he considers necessary to extinguish the fire or prevent it from spreading, but except as arranged with or requested by an officer in charge of a fire brigade under the *Fire Brigades Act 1942*, this power shall not be exercised in a townsite in an area which has been declared a fire district under that Act or in a townsite in which there is a fire brigade or volunteer fire brigade formed under the provisions of that Act.

39A. Duties of bush fire authorities on outbreak of fire

- (1) On the outbreak of a bush fire at a place within or adjacent to the district of a local government, the bush fire control officers, bush fire brigade officers, or bush fire brigade members, of the local government, or as many of them as may be available may, subject to this Act, take charge of the operations for controlling and extinguishing the bush fire or for preventing the spread or extension of the fire.
- (2) Where a bush fire to which this section applies occurs, if a bush fire control officer, bush fire brigade officer, or member of a bush fire brigade, of the local government in whose district the bush fire is burning is not present at the fire, a bush fire control officer, a bush fire brigade officer, or member of a bush fire brigade, of a local government whose district is adjoining or adjacent, may exercise in respect of the bush fire, all powers and authorities of a bush fire control officer of the local government in whose district the fire is burning.
- (3) This section applies only to bush fires which —
 - (a) have been lit or are maintained unlawfully; or
 - (b) have occurred accidentally; or
 - (c) have ceased to be under control or are not adequately controlled; or
 - (d) are declared in the regulations to be bush fires to which this section applies.

40. Local governments may join in appointing and employing bush fire control officers

- (1) Two or more local governments may by agreement join in appointing, employing and remunerating bush fire control officers for the purposes of this Act.
- (2) Bush fire control officers so appointed may exercise their powers and authorities and shall perform their duties under this Act in each and every one of the districts of the local governments which have joined in appointing them.

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Relevant Plans and Policy:

FC.1.3 Duties of a Bush Fire Control Officer – **attachment 12.1.6a**

FC.2.13 Bush Fire Training – **attachment 12.1.6b**

Financial Implications:

\$4,000.00 – purchase of eight (8) Kestral weather instruments. Although there are now electronic devices available to record weather conditions, a visual inspection is still recommended using manual equipment. Issuing BFCO's with Kestrals will enable the BFCO's to assist the Chief Bush Fire Control Officer (CBFCO) with Harvest Bans. Some farmers may already have a suitable weather instrument as they are a valuable spraying tool. The BFCO's will also have to be issued with fire permit books which will have to be printed and purchased. New ID cards will also be required and I would like to see all BFCO receive new cards as the last time they were issued was 2008. The costs associated with most equipment for BFCO's is not eligible to be claimed through the Emergency Service Levy as the appointment of BFCO's is a local authority responsibility.

Purchase of equipment can be left until 2020/2021 financial year unless there are any surplus funds this year.

Risk Assessment:

If no new Bush Fire Control Officers are appointed there is a likelihood that in the future the number of Officers may reduce to zero.

Community & Strategic Objectives:

Outcome 1.1 Facilities/services that enhance the public safety in the district.

1.1.2 Support the provision and improvement of emergency services

Outcome 4.3 A local government that is highly respected, professional, trustworthy and accountable

4.3.5 Use resources efficiently and effectively

Comment:

Currently there are seven (7) Bush Fire Control Officers in the Shire. On numerous occasions most of them are not available to write out fire permits and it is usually left to the Regulatory Officer and the CBFCO to issue permits for the district. This practice is not ideal as it is best if the BFCO for the particular area the burning is taking place in writes out the permits. They are then aware of who is burning and when. The appointment of a further nine (9) BFCO's will provide better coverage across the Shire. While sixteen (16) BFCO's may seem excessive, there is the possibility of some retirements over the next couple of years.

All nominated persons are highly respected members of the community and hopefully the new appointments will remain in the Shire for many years to come.

Council should be mindful of the possibility that a replacement Deputy Chief Bush Fire Control Officer (DCBFCO) will be needed in the near future. Current DCBFCO, Garry Huckstep has indicated that he may be retiring from the role within the next 2 years. Gary has been a BFCO since 2004 and the Deputy from 2011.

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The position of DCBFCO does not necessarily have to be from the Tampu Brigade, but in my time with the Shire it has been recognised that if the CBFCO is from Bencubbin, Welbungin or Gabbin, the Deputy is appointed from Beacon, Wialki, Cleary or Tampu.

Also needing consideration is the relocation of the Tampu light tanker. Currently it is garaged at Garry's.

Although DFES's preference is to not have fire appliances garaged on private property, unless the Shire can source its own land for garaging the light tanker, the current situation will remain.

2020/5-015 OFFICER'S RECOMMENDATION/COUNCIL DECISION:

That the following persons be appointed Bush Fire Control Officers / Fire Weather Officers for the Shire of Mt Marshall and all previous appointments be cancelled:

Chief Bush Fire Control Officer
Deputy Chief Bush Fire Control Officer

Damian Tomas
Garry Huckstep

Bush Fire Control Officers:

Terry Gobbart
Daniel Spencer
Steven Kett
Shaun Gratte
Anthony Sachse
Stuart Putt
Ben Sachse
Craig Walker
Brett Clark
John Dunne
Noel Miguel
Brandon Lancaster
Tim Cashmore
Jack Walker

Gabbin
Bencubbin
Gabbin
Gabbin
Welbungin North
Welbungin North
Welbungin North
Welbungin South
Wialki
Beacon
Beacon
Beacon
Cleary
Shire of Mt Marshall

Fire Weather Officers:

Damian Tomas
Garry Huckstep
Jack Walker

Shire of Mt Marshall
Shire of Mt Marshall
Shire of Mt Marshall

Dual Registered Bush Fire Control Officers:

George Storer
Greg Westlund
Andrew Leeke
Dylan Tarr
Peter Barnes

Shire of Koorda
Shire of Koorda
Shire of Koorda
Shire of Trayning
Shire of Trayning

Moved Cr TM Gibson

Seconded Cr IC Sanders

Carried 7/0

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12.7 Development

Nil

12.8 Environmental Health Officer

12.8.1 Draft Disability Access and Inclusion Plan 2020-2025

File No:	4.0218
Location/Address:	N/A
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Peter Toboss – Environmental Health Officer
Attachments:	12.8.1 - DRAFT Disability Access and Inclusion Plan 2020 - 2025
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

Under the *WA Disability Services Act 1993* (amended 2004), all public authorities are required to develop, implement and review a Disability Access Inclusion Plan (DAIP) every five years. The Shire's DAIP 2012-2017 has been reviewed and a new DAIP 2020 - 2025 has been developed. This items requests Council endorse the draft for community consultation.

Consultation:

Chief Executive Officer (CEO), John Nuttall
Community Development Officer, Rebecca Watson

Statutory Environment:

Local Government Act 1995.
Disability Services Act 1993 (amended 2004);
WA Equal Opportunity Act 1984 (amended 1988);
Commonwealth Disability Discrimination (DDA) Act 1992.

Relevant Plans and Policy:

There is a current DAIP which has expired.

Financial Implications:

While there are no financial implications from adopting this draft, some of the recommendations of the plan will require expenditure.

Risk Assessment:

There is a risk the Shire will be in breach of the legislation without an up to date DAIP.

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Community & Strategic Objectives:

The Disability Access and Inclusion Plan reflects the goals and strategies of the Shire's Strategic Community Plan 2017/18-2026/27.

Comment:

The *Disability Services Act 1993* (amended 2004) requires all local governments to develop and implement a Disability Access and Inclusion Plan (DAIP) to assist in planning and implementing improvements to access and inclusion.

When local government bodies make decisions aligned with their DAIP, many people in the community including people with disability, the elderly, parents and carers with young children, and people from culturally and linguistically diverse backgrounds can benefit greatly.

The PEHO undertook a review of the Shire's 2012 – 2017 DAIP and developed a DRAFT DAIP 2020–2025. This new DAIP 2020-2025 includes strategies which will address physical access barriers to Shire facilities and services as well as promote inclusion of people with disabilities within our community.

The Department of Communities - Disability Services (formally Disability Services Commission) was consulted during the review and have deemed the DRAFT DAIP 2020-2025 to be compliant.

Should Council adopt the officer recommendation, community consultation will take place seeking comments and feedback on the DRAFT DAIP 2020-2025.

After community consultation has been completed, feedback will be presented to Council and formal adoption of the plan will be proposed. Once the plan is implemented the Shire are required to report annually on the DAIP to the Department of Communities – Disabilities Services.

2020/5-016 OFFICER'S RECOMMENDATION/COUNCIL DECISION:

That Council:

- 1. endorses the Draft Disability Access and Inclusion Plan 2020 – 2025;***
- 2. Directs the Chief Executive Officer to obtain feedback from the community regarding the draft plan;***
- 3. Request community feedback be considered when a final DAIP is being prepared and presented to Council for adoption***

Moved Cr IC Sanders

Seconded Cr SR Putt

Carried 7/0

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13.0 Elected Members' Motions of Which Previous Notice Has Been Given

Nil

14.0 New Business of an Urgent Nature Introduced by Decision of the Meeting

Nil

15.0 Next Meeting – Tuesday 16 June 2020 commencing at 3:00pm in Council Chambers, Monger St, Bencubbin.

16.0 Closure of Meeting

The Presiding Member thanked everyone for attending and declared the meeting closed at 3.46pm.

These Minutes were confirmed by Council at its Ordinary Meeting held on

Date

Cr ARC Sachse President