



**SHIRE OF MT MARSHALL**

# **MINUTES**

**Notice is hereby given that an Ordinary Meeting of Council was held on Tuesday 21 July 2020, in Council Chambers, 71 Monger St, Bencubbin, commencing at 3:00pm.**

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Cr ARC Sachse

President

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# DISCLAIMER

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John Nuttall  
Chief Executive Officer

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Chairperson Initial

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- 17/06/2020 Australian Red Cross Drought and Well Being Series “*Tune In and Tune Up - Maintaining Wellbeing Through Drought and Prolonged Stress*” Webinar
- 22/06/2020 Rural Water Council Executive Meeting Zoom
- 23/06/2020 North Eastern Wheatbelt Regional Organisation of Councils (NEWROC) Strategy Day, Mukinbudin, with Cr Tanya Gibson and CEO John Nuttall.  
North Eastern Wheatbelt Regional Organisation of Councils (NEWROC) Council Meeting, Mukinbudin, with Cr Tanya Gibson and CEO John Nuttall.
- 25/06/2020 Great Eastern Country Zone Meeting, Merredin, with CEO John Nuttall.
- 30/06/2020 Road and Infrastructure Inspection AM, with Deputy President Cr Nick Gillett, Cr Brendan Geraghty, Cr Tanya Gibson, Cr Leanne Gobbart, Cr Stuart Putt, Cr Ian Sanders, CEO John Nuttall and RO Jack Walker.  
Corporate Information Session PM, Council Chambers, 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.
- 1/07/2020 Australian Red Cross Drought and Well Being Series “Tune In and Tune Up - The Drought Cycle; Adaptation and Strengthening Resilience” Webinar.
- 3/07/2020 Rural Water Council Meeting Zoom, Zoom, with Cr Tanya Gibson.
- 10/07/2020 WALGA COVID-19 Briefing with US Consul General David Gainer, Webinar.
- 11/07/2020 Launch and Premiere of the Billiburning Rock Music Video, Beacon Country Club.
- 14/07/2020 NEWHealth Scheme Meeting, Shire of Mt Marshall Council Chambers, with CEO John Nuttall
- 15/07/2020 Australian Red Cross Drought and Well Being Series “Tune In and Tune Up – Wellbeing After the Rains” Webinar.
- 16/07/2020 Audit Committee Meeting, Shire of Mt Marshall Council Chambers, with Deputy President Cr Nick Gillett, Cr Stuart Putt, CEO John Nuttall, FAM Tanika McLennan and EA Nadine Richmond.
- 21/07/2020 Operational Area Support Group (OASG) Wheatbelt, Incident Human Epidemic COVID - 19, Electronic Zoom.

**9.2 Councillors**

- Cr SR Putt  
23/06/2020 Eastern Wheatbelt Biosecurity Group Meeting in Merredin
- Cr LN Gobbart  
10/07/2020 Local Health Advisory Group meeting in Kununoppin

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**10.0 Petitions / Deputations / Presentations / Submissions**

Nil

**11.0 Reports of Committees**

**11.1 Audit Committee**

**11.1.1 Regulation 17 Report**

<b>File No:</b>	4.0258
<b>Location/Address:</b>	N/A
<b>Name of Applicant:</b>	Nil
<b>Name of Owner:</b>	N/A
<b>Author:</b>	John Nuttall – Chief Executive Officer
<b>Attachments:</b>	11.1.1a - Review Results 11.1.1b - Project Aware Systems and Procedures Profile
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Previously Considered:</b>	Nil

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**Background:**

The Chief Executive Officer is required by legislation to undertake a review of the Local Government 'systems and procedures' relating to risk management, internal controls and legislative compliance once every three (3) financial years. The result of that review is to be reported to the Audit Committee.

This report, which should be read with the accompanying documents regarding reviews of certain systems and procedures, is designed to comply with that legislation. Also attached is a 'Systems and Procedures Spreadsheet'. This document was used at an early stage in the process to provide a snapshot of many of the areas of systems and procedures across the organisation. Providing this document allows the Audit Committee to have a better understanding of the size of the task involved in undertaking the Regulation 17 Review and how the selection was made regarding which systems to use for the review. The Audit Committee is able to use this document to highlight any areas it would wish to direct for future reviews.

The review ought to have been presented to the Audit Committee by the end of June 2020 to comply with the legislative timeframe. Unfortunately, due to the COVID-19 pandemic this process was pushed back by a little time and is therefore presented outside that three-year timeframe.

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Once the Audit Committee have received this report the next review will be required to have been completed by June 30th, 2023.

The Chief Executive Officer has been working with Civic Legal through the Project Aware scheme to meet this compliance requirement. The whole process of the Regulation 17 review has been done internally (rather than, as previously, engaging external consultants) with a process of searching out and identifying issues, asking appropriate questions, liaising with Civic Legal and preparing necessary documentation. On the basis of the amount of time and effort involved to undertake each individual review in an in depth way the Audit Committee were presented with 8 reviews – given the size and staffing level of the Shire, along with the time and effort required for each review, this is felt to be an appropriate outcome.

**Consultation:**

There has been regular contact and discussion with Civic Legal through the Project Aware scheme.

**Statutory Environment:**

*Local Government (Audit) Regulations 1996*

*Chief Executive Officer Requirements*

17. CEO to review certain systems and procedures

(1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —

- (a) risk management; and
- (b) internal control; and
- (c) legislative compliance.

(2) The review may relate to any or all of the matters referred to in sub-regulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review not less than once in every 3 financial years.

(3) The CEO is to report to the audit committee the results of that review.

*Audit Committee Requirements*

16. Functions of audit committee

An audit committee has the following functions —

- (a) to guide and assist the local government in carrying out —
  - (i) its functions under Part 6 of the Act; and
  - (ii) its functions relating to other audits and other matters related to financial management;

(b) to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under Part 7 of the Act;

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(c) to review a report given to it by the CEO under regulation 17(3) (the CEO's report) and is to —

- (i) report to the council the results of that review; and
- (ii) give a copy of the CEO's report to the council;

(d) to monitor and advise the CEO when the CEO is carrying out functions in relation to a review under (i) regulation 17(1); and

- (ii) the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);

(e) to support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government;

(f) to oversee the implementation of any action that the local government —

- (i) is required to take by section 7.12A(3); and
- (ii) has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a); and
- (iii) has accepted should be taken following receipt of a report of a review conducted under regulation 17(1); and
- (iv) has accepted should be taken following receipt of a report of a review conducted under the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);

(g) to perform any other function conferred on the audit committee by these regulations or another written law.

**Relevant Plans and Policy:**

Nil

**Financial Implications:**

There are no financial implications from this report itself, but the Audit Committee (and subsequently Council) should be aware that any systems and procedures which are deemed to be requiring improvement may well require additional funds to address the outlined issues.

**Risk Assessment:**

There is a risk that the Chief Executive Officer and subsequently the Shire will be in breach of regulation by not undertaking the required review.

**Community & Strategic Objectives:**

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

4.3.2 Provide sufficient resources to facilitate effective governance

4.3.3 Ensure compliance with all relevant legislation

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**Comment:**

Unfortunately, although the requirement to undertake the review of systems and procedures is a regulation under the act, there has been little guidance provided regarding the way in which such a review should be undertaken.

In order to assist the following are the dictionary definitions:

*Appropriateness: the quality of being suitable or proper in the circumstances*

*Effectiveness: the degree to which something is successful in producing a desired result; success*

The Chief Executive Officer has, over the past months, reviewed the appropriateness and effectiveness of several systems and procedures of the Shire and this report and attached results relating to those reviews are presented as required by Regulation 17 of the Local Government (Audit) Regulations 1996 (WA).

The scope of the review which has been undertaken is in line with legislation. That is that 'certain' systems and procedures (expressly not all systems and procedures) have been reviewed.

The ways in which the systems and procedures which have been the subject of the review were chosen were as follows:

- Frequently used and/or essential for day-to-day operations
- Represent all three categories of risk management, internal control and legislative compliance
- Presented as areas where known issues existed which required addressing

Over the next three-year cycle similar criteria will be used in order to determine which systems and procedures would be appropriate ones to review. Additionally, any matters raised by the Auditor General (either directly in relation to Mt Marshall or generally for the whole sector) would also be considered as areas to consider.

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**11.1.2 Receipt of Interim Audit Report 2019/2020**

<b>File No:</b>	4.0187
<b>Location/Address:</b>	N/A
<b>Name of Applicant:</b>	Nil
<b>Name of Owner:</b>	N/A
<b>Author:</b>	John Nuttall – Chief Executive Officer
<b>Attachments:</b>	11.1.2 - Interim Audit Results for Year Ending 30 June 2020
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Previously Considered:</b>	Nil

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**Background:**

The interim audit was completed by the Shire auditors Moore Stephens, overseen by the Office of the Auditor General for the first time, at the end of the last financial year. Although the information which was sent by the auditors is for information only, the Audit Committee were asked at this stage to receive the information in order that they have all current information. A copy of the management letter (which contains Shire Officer comments regarding the matters raised) is attached.

**Consultation:**

Ongoing consultation between Shire staff and the auditors allows the administration to be aware of any legislative changes or requirements set by the Auditor General.

**Statutory Environment:**

*Local Government Act 1995, Section 7*

Division 2 — Appointment of auditors

*7.2. Audit*

The accounts and annual financial report of a local government for each financial year are required to be audited by an auditor appointed by the local government.

**Relevant Plans and Policy:**

Nil

**Financial Implications:**

Nil from this report, which is for information only.

**Risk Assessment:**

There is a risk of lack of confidence in Local Government should there be a failure to comply with audit requirements or adverse findings.

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**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:**

Attached to this item is the letter prepared by Moore Stephens (and approved by the Auditor General) following their attendance for the interim audit. As specified in the letter it is for information only. Council will note the management comments attached to the document. These comments were prepared internally and provided to the audit team prior to finalising this document.

**2020/7-004 OFFICER'S / COMMITTEE'S RECOMMENDATION / COUNCIL DECISION:**

***That Council receive the Interim Audit Management Report for the year ending 30 June 2020.***

***Moved Cr LN Gobbart***

***Seconded Cr BC Geraghty***

***Carried 7/0***

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**12.0 Reports of Officers**

**12.1 Chief Executive Officer**

**12.1.18 WALGA Quarterly Report**

<b>File No:</b>	N/A
<b>Location/Address:</b>	N/A
<b>Name of Applicant:</b>	WALGA
<b>Name of Owner:</b>	N/A
<b>Author:</b>	John Nuttall – Chief Executive Officer
<b>Attachments:</b>	12.1.18 – WALGA Quarterly Report 2 <sup>nd</sup> Quarter 2020
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Previously Considered:</b>	Nil

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**Background:**

WALGA produce every quarter a personalised document for each Local Government relating to services that they have provided to that Council in the last quarter. This document is provided to the Chief Executive Officer, with a request that it is formally presented to Council. Accordingly, attached to this item is a copy of the most recent quarterly report.

**Consultation:**

Nil

**Statutory Environment:**

Nil

**Relevant Plans and Policy:**

Nil

**Financial Implications:**

Nil

**Risk Assessment:**

Nil, but WALGA request that the whole Council receives a copy of the document each time it is produced.

**Community & Strategic Objectives:**

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

4.3.1 Promote and support elected members and staff participation in training, education and professional development

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**Comment:**

WALGA will provide information each quarter detailing which of their services have been utilised in the previous quarter.

**2020/7-005 OFFICER'S RECOMMENDATION / COUNCIL DECISION:**

***That Council receive the attached WALGA quarterly report, relating to quarter 2 2020.***

***Moved Cr TM Gibson***

***Seconded Cr BC Geraghty***

***Carried 7/0***

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**12.1.19 Delegation Register Review 2020**

<b>File No:</b>	4.0260
<b>Location/Address:</b>	N/A
<b>Name of Applicant:</b>	N/A
<b>Name of Owner:</b>	N/A
<b>Author:</b>	John Nuttall – Chief Executive Officer
<b>Attachments:</b>	12.1.19a - Proposed Delegation Register 2020 12.1.19b - Sub-Delegation Register 2020
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Absolute Majority
<b>Previously Considered:</b>	Nil

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**Background:**

Council is required, subject to Local Government Act 1995 Section 5.46(2), to annually review the register of delegations. The review was undertaken in May 2019 and is now due again to comply with legislation. A thorough review of the delegation register was undertaken in 2017 where several amendments were made. There were several reasons for these changes, which included:

- Legislation not authorising delegation or sub-delegation
- Incorrect legislation previously referenced
- Delegation not required (eg. Because it is an operational issue)

This report provides Council with an updated delegations register (**Attachment 12.1.19a**) for endorsing, and sub-delegation register for noting (**Attachment 12.1.19b**).

**Consultation:**

Nil

**Statutory Environment:**

*Local Government Act 1995*

*5.46. Register of, and records relevant to, delegations to CEO and employees*

- (1) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.
- (2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.
- (3) A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.

**Relevant Plans and Policy:**

Whilst there is no direct policy, there is a register maintained as required by legislation.

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**12.1.20 Request for Land – Bencubbin Truck and Autos**

<b>File No:</b>	4.0226
<b>Location/Address:</b>	Lot 40 Monger St, Bencubbin
<b>Name of Applicant:</b>	Bencubbin Truck and Autos
<b>Name of Owner:</b>	Shire of Mt Marshall
<b>Author:</b>	John Nuttall – Chief Executive Officer
<b>Attachments:</b>	12.1.20 - Valuation of 29 (Lot 40) Monger St, Bencubbin
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Previously Considered:</b>	June 2020

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**Background:**

At the Ordinary Council Meeting held in June the following resolutions were passed by Council:

*2020/6-008 OFFICER'S RECOMMENDATION/COUNCIL DECISION:*

*That Council:*

- 1. Subject to S3.58 (3) Local Government Act 1995 determine to dispose of the Shire owned land at 40 Monger Street, Bencubbin;*
- 2. Subject to S3.58 (3) Local Government Act 1995 direct the Chief Executive Officer to give local public notice that it is the intention of the Shire to dispose of 40 Monger Street, Bencubbin at no cost subject to any public comment;*
- 3. Subject to S3.58 (4) direct the Chief Executive Officer to arrange a valuation of the land at 40 Monger Street, Bencubbin;*
- 4. Direct the Chief Executive Officer to present any public comments along with a final recommendation relating to disposal of 40 Monger Street, Bencubbin, to the next available Ordinary Meeting of Council;*
- 5. Resolve to award Bencubbin Truck N Auto \$9945.22 from the Economic Development Fund in the 2020/21 budget if that fund is provided for in the 2020/21 budget.*
- 6. Direct the Chief Executive Officer to provide a letter of support based upon the above resolutions to Bencubbin Truck N Auto for them to use when applying for the RED's Grant.*

*Moved Cr BC Geraghty*

*Seconded Cr SR Putt*

*Carried 5/1*

This item relates to resolutions 1 to 4 above. As directed the matter was placed in the local newspapers inviting public comment. To date (the closing date for submissions being Friday 10 July) there have been no submissions received.

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A valuation was obtained, as required by legislation, and a copy of that valuation is attached to this report.

**Consultation:**

As required and directed a period of community consultation was provided. No submissions were received.

**Statutory Environment:**

*Local Government Act 1995*

3.58. Disposing of property

(1) In this section —

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not; property includes the whole or any part of the interest of a local government in property, but does not include money.

(2) Except as stated in this section, a local government can only dispose of property to —

(a) the highest bidder at public auction; or

(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —

(a) it gives local public notice of the proposed disposition —

(i) describing the property concerned; and

(ii) giving details of the proposed disposition; and

(iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and

(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

(4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —

(a) the names of all other parties concerned; and

(b) the consideration to be received by the local government for the disposition; and

(c) the market value of the disposition —

(i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or

(ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.

**Relevant Plans and Policy:**

Nil

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**Financial Implications:**

The valuation received indicates the value of the land to be in the region of \$4000 to \$6000 dollars. That will therefore be the 'loss' to the Shire. Of course against that Council will weigh the advantage of the land being used to expand a local business, along with the rates income from the land if it is gifted to Bencubbin Truck N Auto.

**Risk Assessment:**

There are risks apparent on both sides of this request:

- Restricting the opportunity for a local business to expand may lead them to consider their options regarding remaining in town. Should they leave it would be a major loss of an important business.
- Should Council resolve to gift the land there may be an expectation from other businesses and community members that the same would happen should they make a similar request.
- There is (albeit small) a direct financial loss to the Shire from granting this request. However, that may be counterbalanced by the fact that the Shire would in the future receive rate income from the land along with the possibility of increased employment.

**Community & Strategic Objectives:**

*Outcome 2.1 Actively support and develop local and new business*

2.1.6 Support opportunities for all businesses

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

4.3.3 Ensure compliance with all relevant legislation

4.3.4 Ensure that facilities are being maintained, developed/rationalised in line with the Asset Management Plan and Long Term Financial Plan

4.3.5 Use resources efficiently and effectively

4.3.6 Operate in a financially sustainable manner

**Comment:**

Given that Council has previously resolved to gift the land at Lot 40 Monger Street, Bencubbin (at no cost to the Shire) to Bencubbin Truck N Auto, that there were no submissions made regarding the proposed transfer and that a valuation has been received (**12.1.20**) it is recommended that Council resolve to gift the land in question.

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**2020/7-007 OFFICER'S RECOMMENDATION / COUNCIL DECISION:**

***That Council:***

- 1. Subject to section 3.58 Local Government Act 1995, and with regard to the valuation provided and the lack of public submissions resolve to dispose of the land at Lot 40 Monger Street, Bencubbin by way of transfer to Bencubbin Truck N Auto at \$0. This transfer be on the basis that Bencubbin Truck N Auto be responsible for all costs relating to the transfer.***
  
- 2. Direct the Chief Executive Officer to arrange the necessary documentation to effect the transfer of Lot 40 Monger Street, Bencubbin from the Shire of Mt Marshall to Bencubbin Truck N Auto, and authorise that documentation be executed including use of the common seal if necessary.***

***Moved Cr NR Gillett***  
***Absolute Majority***

***Seconded Cr BC Geraghty***

***Carried 5/2***

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Cr IC Sanders declared a financial interest in agenda item 12.1.21 being that he is a director of ICS Carpentry and left the meeting at 3.29pm.

**12.1.21 Contract for Building Maintenance Services**

<b>File No:</b>	AGREEMENTS
<b>Location/Address:</b>	N/A
<b>Name of Applicant:</b>	ICS Carpentry
<b>Name of Owner:</b>	N/A
<b>Author:</b>	John Nuttall – Chief Executive Officer
<b>Attachments:</b>	12.1.21a - Email Correspondence from ICS Carpentry 12.1.21b - Building Maintenance Services Contract
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Recommendations 1 & 2: Simple Majority Recommendation 3: Absolute Majority
<b>Previously Considered:</b>	Nil

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**Background:**

In 2017 the Shire undertook a full tender to enable a contract for building maintenance services. That tender was won by ICS Carpentry. A contract was entered into between the Shire and the tenderer for the period 1 July 2017 to 1 July 2020. Additionally, the contract contains an option to renew for a further three (3) years. A copy of the contract is attached (**12.1.21a**).

The contract has just recently expired, and this report seeks Council endorsement to take up the option for the further three (3) year period. ICS Carpentry have indicated (by email attached **12.1.21b**) that they would wish to be able to take up the option with an increase to the current rates and a proposal of additional rates.

**Consultation:**

Nil

**Statutory Environment:**

Nil

**Relevant Plans and Policy:**

Nil

**Financial Implications:**

The rates to be charged to the Shire will be agreed under the contract.

**Risk Assessment:**

There is a risk that the Shire would breach tender requirements without a contract being in place.

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**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

4.3.4 Ensure that facilities are being maintained, developed/rationalised in line with the Asset Management Plan and Long Term Financial Plan

4.3.5 Use resources efficiently and effectively

4.3.6 Operate in a financially sustainable manner

**Comment:**

Given that there was a full tender undertaken three years ago and there have been no issues with the contract between the Shire and ICS Carpentry over the last three years it would seem prudent that Council agree to take up the option and agree a further three year contract for the provision of building maintenance services.

If Council are minded to agree to take up the option, the proposed new rates would be as follows:

	Current	(hr)	Proposed (hr)
Labour (standard)	\$75		\$80
Labour (1 <sup>st</sup> year apprentice)	\$25		\$30
Labour (2 <sup>nd</sup> year apprentice)	\$40		\$45
Labour (3 <sup>rd</sup> year apprentice)	\$50		\$55
Labour (4 <sup>th</sup> year apprentice)	\$60		\$65
Labour (Mature 1st year apprentice)			\$50
Labour (Mature 2nd year apprentice)			\$60
Labour (Mature 3rd year apprentice)			\$60
Labour (Mature 4th year apprentice)			\$70
Call out fee	\$75		\$80
Travel time	\$1/km		\$1/km
After hours	\$112.50		\$117.50

\_\_\_\_\_  
Chairperson Initial



**Minutes of the Ordinary Meeting of Council**  
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**12.1.22 Staff Housing Policy**

<b>File No:</b>	4.0203
<b>Location/Address:</b>	N/A
<b>Name of Applicant:</b>	N/A
<b>Name of Owner:</b>	N/A
<b>Author:</b>	John Nuttall – Chief Executive Officer
<b>Attachments:</b>	12.1.22 - E&E.2.7 Staff Housing Policy
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple majority
<b>Previously Considered:</b>	Nil

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**Background:**

The topic of the staff rental subsidy has been considered for some time by officers. There is currently no clear way of determining what subsidy should be attached to a staff member and all staff have effectively been provided with a full subsidy for some time.

Given that Council have recently considered the situation of staff members who own their own property it is timely that a policy be prepared and adopted by Council in order that a fair and consistent subsidy can be applied across the organisation.

A draft policy has been prepared and is attached (**12.1.22**).

**Consultation:**

There have been various discussions amongst staff regarding this policy.

**Statutory Environment:**

Nil

**Relevant Plans and Policy:**

There is currently no policy and no guidance within the budget.

**Financial Implications:**

Staff rental subsidy is built into the annual budget.

**Risk Assessment:**

There is a risk that unfairness and inconsistency will continue if no policy is adopted.

**Community & Strategic Objectives:**

*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

4.3.7 Recruit, retain and develop suitably qualified, experienced and skilled staff

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Chairperson Initial

**Minutes of the Ordinary Meeting of Council**  
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**Comment:**

The policy has been prepared with a view to providing fair and consistent rent subsidy for staff.

**2020/7-009 OFFICER'S RECOMMENDATION / COUNCIL DECISION:**

***That Council adopt Policy E&E 2.7 – Staff Housing Policy***

***Moved Cr TM Gibson***

***Seconded Cr SR Putt***

***Carried 7/0***

\_\_\_\_\_  
Chairperson Initial

**Minutes of the Ordinary Meeting of Council**  
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**12.2 Works Supervisor**

**12.2.5 Works Report July 2020**

<b>File No:</b>	N/A
<b>Location/Address:</b>	Mt Marshall District
<b>Name of Applicant:</b>	N/A
<b>Name of Owner:</b>	N/A
<b>Author:</b>	Aaron Wootton – Works Supervisor
<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:**

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

Mandiga-Marindo Road-RCC - Completed

Grylls Road - Completed

\_\_\_\_\_  
Chairperson Initial



**Minutes of the Ordinary Meeting of Council**  
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**12.3 Executive Assistant**

**12.3.9 Status Report – June 2020**

<b>File No:</b>	N/A
<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>	12.3.9 – Status Report June 2020
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Previously Considered:</b>	Nil

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**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.

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Chairperson Initial



**Minutes of the Ordinary Meeting of Council**  
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**2020/7-011 OFFICER'S RECOMMENDATION / COUNCIL DECISION:**

*The Status Report for June 2020 be received.*

*Moved Cr IC Sanders*

*Seconded Cr SR Putt*

*Carried 7/0*

\_\_\_\_\_  
Chairperson Initial

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 21 July 2020**

**12.3.10 Minutes of NEWROC Council Meeting held Tuesday 23 June 2020**

<b>File No:</b>	N/A
<b>Location/Address:</b>	NEWROC District
<b>Name of Applicant:</b>	Nil
<b>Name of Owner:</b>	N/A
<b>Author:</b>	Nadine Richmond – Executive Assistant
<b>Attachments:</b>	12.3.10 – Minutes of NEWROC Council Meeting held Tuesday 23 June 2020
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Previously Considered:</b>	Nil

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**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 Tuesday 23 June 2020 are submitted (**Attachment 12.3.10**) in order to keep all members abreast of the activities of the NEWROC Council.

\_\_\_\_\_  
Chairperson Initial

**Minutes of the Ordinary Meeting of Council**  
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The next meeting of the NEWROC Council is scheduled to be held on Tuesday 25 August at the Shire of Mt Marshall.

**2020/7-012 OFFICER'S RECOMMENDATION / COUNCIL DECISION:**

*The minutes of the NEWROC Council meeting held on 23 June 2020 be received.*

*Moved Cr TM Gibson*

*Seconded Cr SR Putt*

*Carried 7/0*

\_\_\_\_\_  
Chairperson Initial

**Minutes of the Ordinary Meeting of Council**  
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**12.4 Finance and Administration Manager**

**12.4.15 Accounts Paid to 30 June 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 21 July 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
49	30/06/2020	BANK FEES - BANK FEES	BANK FEES	371.09
49	05/06/2020	BANK FEES - BANK FEES	BANK FEES	0.45
180	05/06/2020	WATER CORPORATION	PROPERTY RENTAL CHARGES	550.00
181	10/06/2020	WATER CORPORATION	UTILITY CHARGES 17.3.20-25.5.20	298.44
182	22/06/2020	TELSTRA	UTILITY CHARGES-MAY20	1715.72
EFT16269	05/06/2020	AARON WOOTTON	FINAL REIMBURSEMENT OF RELOCATION COSTS	312.12

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Chairperson Initial

**Minutes of the Ordinary Meeting of Council**  
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<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT16270	05/06/2020	WCCI PTY LTD TRADING AS AQUALOO T/A WEST COAST COMMERCIAL INDUSTRIES	MAY SUPPLIES	529.10
EFT16271		MAY PAYMENT		
EFT16272	01/06/2020	CRISP WIRELESS PTY LTD	BUSINESS LITE SUBSCRIPTION-INTERNET ACCESS	328.90
EFT16273	03/06/2020	SYNERGY	UTILITY CHARGES 16.3.20-12.5.20	1588.73
EFT16274	05/06/2020	EASISALARY	PAYROLL DEDUCTIONS	396.17
EFT16275		TRUST PAYMENT BELOW		
EFT16276	05/06/2020	SYNERGY	UTILITY CHARGES 23.3.20-14.5.20	94.08
EFT16277	10/06/2020	SHIRE OF MT MARSHALL	NEW HEALTH RECOUP 31.5.20	2046.21
EFT16278	10/06/2020	AVON WASTE	RUBBISH COLLECTION-MAY20	6240.48
EFT16279	10/06/2020	BOC GASES	GAS CYLINDERS	42.75
EFT16280	10/06/2020	BCITF	INDUSTRY TRAINING FUND LEVY-MAY20	866.93
EFT16281	10/06/2020	THE GIMLET NEWSPAPER INC	ECONOMIC DEVELOPMENT GRANT FUNDING	3289.50
EFT16282	10/06/2020	BENCUBBIN NEWS & POST	NEWSPAPERS-MAY20	130.62
EFT16283	10/06/2020	BENCUBBIN BULK HAULIERS	HIRE OF SINGLE SIDE TIPPER	1930.50
EFT16284	10/06/2020	DEPARTMENT OF FIRE & EMERGENCY SERVICES	ESLB 4TH QTR CONTRIBUTION	4359.60
EFT16285	10/06/2020	ICS CARPENTRY	MAY REPAIRS	52.25
EFT16286	10/06/2020	WA DISTRIBUTORS PTY LTD-ALL-WAYS FOODS	MAY SUPPLIES	253.70
EFT16287	10/06/2020	BENCUBBIN COMMUNITY RESOURCE CENTRE	PRINTING	10.50
EFT16288	10/06/2020	THE WORKWEAR GROUP PTY LTD	UNIFORMS-S.WYATT	351.00
EFT16289	10/06/2020	BENCUBBIN TRUCK N AUTO'S	MAY REPAIRS	1023.50
EFT16290	10/06/2020	CIVIC LEGAL	PROJECT AWARE GOVERNANCE PROGRAM	1650.00
EFT16291	10/06/2020	LANDGATE	CONSOLIDATED MINING TENEMENT ROLL	464.35
EFT16292	10/06/2020	BENCUBBIN AG SUPPLIES	MAY SUPPLIES	1099.07
EFT16293	10/06/2020	SLATER-GARTRELL SPORTS	GYM EQUIPMENT	519.20
EFT16294	10/06/2020	REFUEL AUSTRALIA	FUEL-MAY20	339.42

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Chairperson Initial

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<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT16295	10/06/2020	DEPARTMENT OF MINES,INDUSTRY REGULATION AND SAFETY (DMIRS)	BUILDING SERVICES LEVY	594.50
EFT16296	10/06/2020	ORBIT HEALTH & FITNESS SOLUTIONS	GYM EQUIPMENT	520.08
EFT16297	10/06/2020	GREAT SOUTHERN FUELS	FUEL-MAY20	13045.61
EFT16298	10/06/2020	AMPAC DEBT RECOVERY PTY LTD	DEBT RECOVERY COSTS-1043	220.00
EFT16299	10/06/2020	DYLAN COPELAND	PROVISION OF NATURAL RESOURCE MANAGEMENT-MAY20	1672.00
EFT16300	10/06/2020	KC SALES	MAY SUPPLIES	43.00
EFT16301	10/06/2020	WA CONTRACT RANGER SERVICES	RANGER SERVICES 8.5.20 & 19.5.20	561.00
EFT16302	10/06/2020	MARKET CREATIONS	COMPUTER SERVICES	1910.39
EFT16303	10/06/2020	INITIAL HYGIENE	SANITARY DISPOSAL SERVICE 11.5.20- 10.6.20	289.68
EFT16304	10/06/2020	ENVIRONMENTAL HEALTH AUSTRALIA (NEW SOUTH WALES) INCORPORATED	I'M ALERT FOOD SAFETY SUBSCRIPTION 1.7.20-30.6.21	330.00
EFT16305	10/06/2020	JAMES BOYD	CLEANING & BOOKING AGENT FEE-MAY20	2008.30
EFT16306	10/06/2020	CRISP WIRELESS PTY LTD	STANDALONE POWER OPTION- BENCUBBIN/BEACON	4235.00
EFT16307	10/06/2020	WHEATBELT BUSINESS NETWORK	MICRO BUSINESS MEMBERSHIP	165.00
EFT16308	10/06/2020	THE BENCUBBIN SHOP	MAY SUPPLIES	65.21
EFT16309	10/06/2020	SCUD AG SUPPLIES	MAY SUPPLIES	374.00
EFT16310	10/06/2020	F.M. SURVEYS PTY LTD	SITE SURVEY-PEGGING	1200.00
EFT16311	10/06/2020	DYNAMIC POOLS AUSTRALIA PTY LTD	MT MARSHALL AQUATIC CENTRE UPGRADE	147915.57
EFT16312	10/06/2020	INTERFIRE AGENCIES	HELMETS	3591.42
EFT16313	10/06/2020	RUROCK FARMS (M & L COLOTTI ATF THE COLOTTI FAMILY TRUST)	GRAVEL PURCHASED	2082.30
EFT16314	10/06/2020	TOMPKIN ENGINEERING	GABLE CARPORT FOR BEACON AIRSTRIP	3449.00
EFT16315	11/06/2020	SYNERGY	UTILITY CHARGES 16.4.20-20.5.20	555.72
EFT16316	14/06/2020	BENDIGO BANK	MAY SUPPLIES	1288.69
EFT16317	19/06/2020	AUSTRALIAN TAXATION OFFICE	BAS-MAY20	4076.00
EFT16318	19/06/2020	EASISALARY	PAYROLL DEDUCTIONS	396.17
EFT16319	22/06/2020	SHIRE OF WYALKATCHEM	EHO RENT 12.5.20-8.6.20	720.00
EFT16320	22/06/2020	SHIRE OF KOORDA	HAND SANITISER-BULK NEWROC ORDER	2204.40

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<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT16321	22/06/2020	STATE LIBRARY OF WA	FREIGHT CHARGES 2019/20	314.36
EFT16322	22/06/2020	WESFARMERS KLEENHEAT GAS P/L	FACILITY FEE-GAS CYLINDERS	158.40
EFT16323	22/06/2020	NINGHAN SPRAYING & AG SERVICES	VOUCHER-BEACON BOWLING CLUB	4220.45
EFT16324	22/06/2020	KTY ELECTRICAL SERVICES	NEW MAINS UPGRADE-AQUATIC FACILITY	4425.03
EFT16325	22/06/2020	SHIRE OF TRAYNING	MEDICAL PRACTICE EXPENSES PLUS DOCTORS HOUSE RENT 3.5.20-30.5.20 & VEHICLE EXPENSES	5550.48
EFT16326	22/06/2020	BENCUBBIN NEWS & POST	POSTAGE 2.6.20-5.6.20	91.34
EFT16327	22/06/2020	BENCUBBIN BULK HAULIERS	HIRE OF SINGLE SIDE TIPPER	5383.13
EFT16328	22/06/2020	ICS CARPENTRY	JUNE REPAIRS	71052.85
EFT16329	22/06/2020	PORKY'S ENTERPRISES	CONCRETE PAD FOR BEACON AIRSTRIP SHELTER	1490.50
EFT16330	22/06/2020	DAVES TREE SERVICE	TREE TRIMMING AND REMOVAL	2860.00
EFT16331	22/06/2020	BENCUBBIN TRUCK N AUTO'S	VOUCHER-LAKE MCDERMOTT CATCHMENT GROUP INC	4174.80
EFT16332	22/06/2020	HILLS FIRE EQUIPMENT SERVICE	SERVICE FIRE EQUIPMENT	1805.10
EFT16333	22/06/2020	PLANWEST (WA) PTY LTD	PLANNING SERVICES	1089.00
EFT16334	22/06/2020	BENCUBBIN AG SUPPLIES	JUNE SUPPLIES	3858.84
EFT16335	22/06/2020	KUNUNOPPIN MEDICAL PRACTICE	PRE-EMPLOYMENT MEDICAL-T.O'GRADY	143.00
EFT16336	22/06/2020	TM & AM GRANT	GRAVEL	2109.80
EFT16337	22/06/2020	CR IC SANDERS	MEETING FEES & ALLOWANCES 20.5.20- 16.6.20	493.18
EFT16338	22/06/2020	R MUNNS ENGINEERING CONSULTING SERVICES	1/8 SHARE OF SECRETARIAT AND WN RRG 2019/20	1185.80
EFT16339	22/06/2020	ECHELON AUSTRALIA PTY LTD	REGIONAL RISK CO-ORDINATOR PROGRAM 2019/20-2ND INSTALMENT	3052.50
EFT16340	22/06/2020	BOB WADDELL & ASSOCIATES PTY LTD	VARIOUS ACCOUNTING SUPPORT	132.00
EFT16341	22/06/2020	KC SALES	VOUCHER-BENCUBBIN NETBALL CLUB	1394.36
EFT16342	22/06/2020	WA CONTRACT RANGER SERVICES	RANGER SERVICES 26.5.20 & 5.6.20	420.75
EFT16343	22/06/2020	PALM PLUMBING	JUNE REPAIRS	286.00

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<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT16344	22/06/2020	INITIAL HYGIENE	SANITARY DISPOSAL SERVICE 11.7.20-10.8.20	577.50
EFT16345	22/06/2020	CR ARC SACHSE	MEETING FEES & ALLOWANCES 20.5.20-16.6.20	1697.90
EFT16346	22/06/2020	HANDS ON THERAPEUTIC MASSAGE	VOUCHER-BENCUBBIN HOCKEY CLUB	690.00
EFT16347	22/06/2020	HEAVY METAL WELDING & CUSTOM FABRICATION	FRAME-POWERHOUSE SIGN	118.90
EFT16348	22/06/2020	WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER CHARGES	150.73
EFT16349	22/06/2020	CR NICK GILLETT	MEETING FEES & ALLOWANCES 20.5.20-16.6.20	685.10
EFT16350	22/06/2020	CR STUART PUTT	MEETING FEES & ALLOWANCES 20.5.20-16.6.20	493.18
EFT16351	22/06/2020	LEEANNE NOLA GOBBART	MEETING FEES & ALLOWANCES 20.5.20-16.6.20	523.75
EFT16352	22/06/2020	WILD ORANGE TRUST TRADING AS WILD ORANGE WELLBEING	ONLINE PRESENCE FUNDING	1100.00
EFT16353	22/06/2020	COMPRESSED AIR INSTALLATIONS WA	PRESSURE VESSEL INSPECTION AND REPORT	654.50
EFT16354	22/06/2020	RADIO AND BROADCAST SERVICES	REPAIRS TO RADIO	220.00
EFT16355	22/06/2020	WHEATBELT LIQUID WASTE MANAGEMENT	SEPTIC PUMP OUT	539.00
EFT16356	22/06/2020	ORIGIN	ANNUAL FACILITY FEE-LPG EQUIPMENT	605.00
EFT16357	22/06/2020	TOLL TRANSPORT PTY LTD	FREIGHT-JUNE20	12.32
EFT16358	22/06/2020	SCUD AG SUPPLIES	JUNE SUPPLIES	693.00
EFT16359	22/06/2020	REGIONAL EARLY EDUCATION AND DEVELOPMENT INC	6 MONTHS MEMBERSHIP-T.O'GRADY	170.00
EFT16360	22/06/2020	CR TM GIBSON	MEETING FEES & ALLOWANCES 20.5.20-16.6.20	779.80
EFT16361	22/06/2020	CR B C GERAGHTY	MEETING FEES & ALLOWANCES 20.5.20-16.6.20	493.18
EFT16362	22/06/2020	DYNAMIC POOLS AUSTRALIA PTY LTD	MT MARSHALL AQUATIC CENTRE UPGRADE	331607.43
EFT16363	22/06/2020	MODULAR WA	CONSTRUCTION & SITING OF EXECUTIVE HOUSE	109397.00

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Chairperson Initial



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<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT16364	22/06/2020	INTERFIRE AGENCIES	HELMET	230.04
EFT16365	22/06/2020	THE BODY COACH	VOUCHER-BENCUBBIN HOCKEY CLUB	240.00
EFT16366	22/06/2020	VANESSA MUNNS	VOUCHER	300.00
EFT16367	22/06/2020	LUXE AND LUNA LINEN	FUNDING-DEVELOPMENT OF WEBSITE	1000.00
EFT16368	22/06/2020	TONI O'GRADY	REIMBURSEMENT FOR TRAVEL-SENIOR FIRST AID COURSE	642.49
EFT16369	23/06/2020	SYNERGY	STREETLIGHTS 25.4.20-24.5.20	1845.43
EFT16370	25/06/2020	SYNERGY	UTILITY CHARGES 12.3.20-13.5.20	335.19
EFT16371	29/06/2020	SHIRE OF MT MARSHALL	FLEET SCHEDULE RENEWAL 30.6.20	9828.45
EFT16372	30/06/2020	SYNERGY	UTILITY CHARGES 13.5.20-9.6.20	1037.40
EFT16373		JULY PAYMENT		
EFT16374		JULY PAYMENT		
EFT16375		TRUST PAYMENT BELOW		
DD10072.1	03/06/2020	WALGS PLAN	PAYROLL DEDUCTIONS	7780.42
DD10072.2	03/06/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	778.09
DD10072.3	03/06/2020	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	208.56
DD10072.4	03/06/2020	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	255.17
DD10072.5	03/06/2020	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	87.23
DD10072.6	03/06/2020	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	584.60
DD10072.7	03/06/2020	CHILD CARE SUPER	SUPERANNUATION CONTRIBUTIONS	108.49
DD10072.8	03/06/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	188.46
DD10085.1	17/06/2020	WALGS PLAN	PAYROLL DEDUCTIONS	7403.64
DD10085.2	17/06/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	781.09
DD10085.3	17/06/2020	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	256.15
DD10085.4	17/06/2020	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	209.35
DD10085.5	17/06/2020	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	92.48
DD10085.6	17/06/2020	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	584.60
DD10085.7	17/06/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	191.71
DD10085.8	17/06/2020	ASGARD INFINITY EWRAP SUPER ACCOUNT	SUPERANNUATION CONTRIBUTIONS	179.01
				<b>826,415.43</b>

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Chairperson Initial

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**2. Trust**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT16275	31/05/2020	DEPARTMENT OF TRANSPORT	MMSO20200520	2792.75
EFT16375	30/06/2020	DEPARTMENT OF TRANSPORT	MMSO20200618	11827.10
				<b>14,619.85</b>

**3. Mastercard**

<b>Details</b>	<b>Amount</b>
Little hotelier fees	81.95
Little hotelier fees	81.95
Licensing	200.00
Zoom	23.09
Bank fees	4.00
Sneeze guard-front counter	300.00
Sit/stand desk riser-N.Richmond	259.00
Bank fees	4.00
Change of plates	27.70
Bank fees	4.00
Uniforms-T.McLennan	299.00
Bank fees	4.00
	<b>1,288.69</b>

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**Minutes of the Ordinary Meeting of Council**  
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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 **21 July 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).

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John Nuttall  
Chief Executive Officer

**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

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Chairperson Initial

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 21 July 2020**

**Comment:**

Nil

**2020/7-013 OFFICER'S RECOMMENDATION / COUNCIL DECISION:**

***That the Accounts Listed***

<b><i>Municipal Fund</i></b>	<b>\$ 826,415.43</b>
<b><i>Trust Fund</i></b>	<b>\$ 14,619.85</b>
<b><i>Mastercard</i></b>	<b>\$ <u>1288.69</u></b>
<b><i>Total</i></b>	<b>\$ 842,323.97</b>

***Be endorsed.***

***Moved Cr TM Gibson***

***Seconded Cr SR Putt***

***Carried 7/0***

\_\_\_\_\_  
Chairperson Initial

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 21 July 2020**

**12.5 Community Development Officer**

Nil

**12.6 Regulatory Officer**

Nil

**12.7 Development**

Nil

**12.8 Environmental Health Officer**

Nil

**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 18 August 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 3.53pm.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Cr ARC Sachse      President