



SHIRE OF MT MARSHALL

MINUTES

Notice is hereby given that an Ordinary Meeting of Council was held on Tuesday 15 September 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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- 4.2.1 Summary of question from Mr Len Cargeeg:**
Have the Shire addressed the all in, all out voting recommendation in the LG Act Review Panel Report?

Summary of response from the Presiding Member:

Yes, Council has had discussions and been part of the WALGA zone response which opposes the recommendation. Additionally the Shire will lodge its own response which will also oppose that recommendation.

- 4.2.2 Summary of question from Mr Len Cargeeg:**
I understand they are going to change voting to preferential voting ?

Summary of response from the Presiding Member:

The CEO responded letting Mr Cargeeg know that preferential voting is only a recommendation of the panel and wont definitely be included in the amendments to the *Local Government Act 1995*. The Shire also opposes this recommendation.

The Presiding Member declared public question time closed at 3.05pm.

5.0 Applications for Leave of Absence

Nil

6.0 Declarations of Interest

Nil

7.0 Confirmation of Minutes of Previous Meetings

7.1 Minutes of the Ordinary Meeting held on Tuesday 18 August 2020

2020/9-002 OFFICER RECOMMENDATION/COUNCIL DECISION:

That the Minutes of the Ordinary Meeting of Council held on Tuesday 18 August 2020 be confirmed as a true and correct record of proceedings.

Moved Cr LN Gobbart

Seconded Cr SR Putt

Carried 5/0

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8.0 Announcements by Presiding Person Without Discussion

On behalf of the Shire I would like to thank community members for supporting the Strategic Community Plan review that the Shire is currently undertaking. The input from those who either attended the consultation sessions in Beacon and Bencubbin or completed a community survey has been most valuable. Thanks also goes to those community members who are intending to complete a survey before this week's closing date of 18 September 2020.

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 19 August to 15 September 2020.

19/08/2020 Western Power – Power Reliability Meeting, Zoom, with the Member for the Central Wheatbelt the Hon Mia Davies MP, Western Power Representatives and CEO John Nuttall.

21/08/2020 WALGA Webinar Local Government Review Panel Report, with CEO John Nuttall.

23/08/2020 Beacon Anglican Church De-Consecration Service

24/08/2020 Bird Watching in the Shire of Mt Marshall Meeting, Council Chambers, with Birds Australia WA Wheatbelt Avon Branch representatives, Murray Cooper, Donna Cooper and EDO, Sarah Moug.

25/08/2020 North Eastern Wheatbelt Organisation of Councils (NEWROC) Meeting, Dowerin, with CEO John Nuttall.

26/08/2020 Local Government Review Panel Discussions, Council Chambers, Cr Tanya Gibson, Cr Leanne Gobbart, Cr Stuart Putt, Cr Ian Sanders and CEO, John Nuttall.

WALGA Webinar Covid-19 Recovery, with the Minister for Local Government the Hon David Templeman MP, State Recovery Controller Sharyn O'Neill and CEO John Nuttall.

Beacon Men's Health Night, Beacon Country Club.

27/08/2020 Great Eastern Country Zone (GECZ) Meeting, Kellerberrin, with CEO John Nuttall.

Beacon Community Resource Centre AGM, Beacon Central.

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- 31/08/2020 Corporate Information Session, 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.
- 1/09/2020 Operational Area Support Group (OASG) Wheatbelt COVID-19 State of Emergency Meeting, Zoom.
- 8/09/2020 Community Drop-In Session – Strategic Plan Review, Beacon, with consultant Stephen Grimmer, Deputy President Cr Nick Gillett, Cr Tanya Gibson, Cr Leanne Gobbart, Cr Stuart Putt, CEO, John Nuttall, Works Supervisor, Aaron Wooton and CDO, Rebecca Watson.
- 9/09/2020 Council Integrated Planning Review, Council Chambers, with consultant Stephen Grimmer, Deputy President Cr Nick Gillett, Cr Brendan Geraghty, Cr Tanya Gibson, Cr Leanne Gobbart, Cr Stuart Putt, Cr Ian Sanders and CEO John Nuttall.
- Community Drop-In Session – Strategic Plan Review, Bencubbin, with consultant Stephen Grimmer, Deputy President Cr Nick Gillett, Cr Tanya Gibson, Cr Leanne Gobbart, Cr Stuart Putt, CEO John Nuttall, Works Supervisor Aaron Wooton and CDO Rebecca Watson.
- 15/09/2020 Operational Area Support Group (OASG) Wheatbelt COVID-19 State of Emergency Meeting, Zoom.

9.2 Councillors

Cr TM Gibson

- 9/09/2020 Seniors and Parents Groups Strategic Community Plan Review Consultation, Beacon with CEO John Nuttall, CDO Rebecca Watson and Stephen Grimmer.

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 Meeting held Tuesday 11 August 2020

File No: 4.0117
Location/Address: N/A
Name of Applicant: N/A
Name of Owner: N/A
Author: Nadine Richmond – Executive Assistant

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Attachments:	11.1.1 – Minutes of the Local Emergency Management Committee Meeting held 11 August 2020
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	N/A

Background:
Nil

Consultation:
Nil

Statutory Environment:

Local Government Act (1995)

Section 5.8: Establishment of Committees

A local government may establish committees of three (3) or more persons to assist the Council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

Relevant Plans and Policy:

Local Emergency Management Arrangements

Financial Implications:

Nil

Risk Assessment:

Emergency Management is a core responsibility of local government and failure to comply with the legislation would find it in breach of the *Local Government Act 1995*.

Community & Strategic Objectives:

CIVIC LEADERSHIP – provide accountable and transparent leadership:

C1.1 Enhance open and interactive communication between Council and the community

C1.2 Promote and support community members' participation in the Shires' governance

SOCIAL - Provide services and processes to enhance public safety:

S 3.1 Support provision of emergency services such as bush fire brigades, ambulance and LEMC

Comment:

The minutes of the Mt Marshall Local Emergency Management Committee meeting held on Tuesday 11 August 2020 are submitted for Council information.

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2020/9-003 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That the minutes of the Mt Marshall Local Emergency Management Committee meeting held on Tuesday 11 August 2020 be received.

Moved Cr SR Putt

Seconded Cr IC Sanders

Carried 5/0

Chairperson Initial

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12.0 Reports of Officers

12.1 Chief Executive Officer

12.1.24 NEWROC Memorandum Of Understanding – Use of Common Seal

File No:	4.0139
Location/Address:	NEWROC District
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	John Nuttall – Chief Executive Officer
Attachments:	12.1.24 - DRAFT NEWROC Memorandum of Understanding
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

Over the last few months the NEWROC Executive Officer has been working on a new Memorandum Of Understanding (MOU) to govern the NEWROC. This MOU has been considered by the Chief Executive Officers and the NEWROC Councillors. At the NEWROC Council meeting held on 25 August the following resolution was passed:

RESOLUTION

NEWROC MoU 2020 - 2023 is recommended to member Councils. Councils to authorize the use of the common seal on the NEWROC MoU

Moved Cr De Lacy

Seconded Cr Hudson

CARRIED 6/0

This item therefore presents the draft MOU to Council for formal adoption along with requesting Council to approve use of the common seal on the final document.

Consultation:

There have been ongoing discussions and a workshop at NEWROC to determine the most appropriate MOU for the governance of NEWROC.

Statutory Environment:

Local Government Act 1995

9.49A. Execution of documents

- (1) A document is duly executed by a local government if —
 - (a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or
 - (b) it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.

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- (2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.
- (3) The common seal of the local government is to be affixed to a document in the presence of —
 - (a) the mayor or president; and
 - (b) the chief executive officer or a senior employee authorised by the chief executive officer,each of whom is to sign the document to attest that the common seal was so affixed.

Relevant Plans and Policy:

Nil

Financial Implications:

There are no direct financial implications from the MOU, but membership of NEWROC does have financial implications for the Shire.

Risk Assessment:

There is a risk that the NEWROC will not have an appropriate document governing it unless the MOU is agreed, signed and sealed by all parties.

Community & Strategic Objectives:

Outcome 4.2 Strong representation on behalf of the Community

4.2.3 Facilitate resource sharing and actively participate in partnerships on a regional basis

Comment:

The proposed MOU is presented with this item for Council to approve, along with authorising the use of the common seal on the final document.

Mt Marshall (through Cr Sachse and the Chief Executive Officer) have been party to the discussions and negotiations regarding the most appropriate wording for the MOU, and it is recommended that the version presented is appropriate and council are requested to support the proposed draft.

2020/9-004 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That Council:

1. ***Formally accept the draft NEWROC Memorandum of Understanding***
2. ***Authorise the use of the common seal to execute the NEWROC Memorandum of Understanding***

Moved Cr SR Putt

Seconded Cr TM Gibson

Carried 5/0

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12.1.25 New Policy C&C.2.4 – Elected Member Continuing Professional Development

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:	12.1.25 - DRAFT Policy C&C.2.4 Elected Member Continuing Professional Development
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority
Previously Considered:	Nil

Background:

Amendments made to the *Local Government Act 1995* require that every Local Government adopts a policy relating to Elected Member Training, particularly now that mandated training is in force for newly elected councillors. This item and the draft policy attached (**12.1.25**) seek to allow compliance with the legislation.

Consultation:

There have been some preliminary discussions with Council regarding this mandatory policy.

Statutory Environment:

Local Government Act 1995 (As amended)

5.126. Training for council members

- (1) Each council member must complete training in accordance with regulations.
- (2) Regulations may —
 - (a) prescribe a course of training; and
 - (b) prescribe the period within which training must be completed; and
 - (c) prescribe circumstances in which a council member is exempt from the requirement in subsection (1); and
 - (d) provide that contravention of subsection (1) is an offence and prescribe a fine not exceeding \$5 000 for the offence.

[Section 5.126 inserted: No. 16 of 2019 s. 61.]

5.127. Report on training

- (1) A local government must prepare a report for each financial year on the training completed by council members in the financial year.
- (2) The CEO must publish the report on the local government's official website within 1 month after the end of the financial year to which the report relates.

[Section 5.127 inserted: No. 16 of 2019 s. 61.]

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12.1.26 NEWROC Regional Waste Management Strategy

File No:	4.0291, 4.0292
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	John Nuttall – Chief Executive Officer
Attachments:	12.1.26 - ASK Waste Management Report
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

Waste management was identified as a strategic priority by the NEWROC in 2018. Giles Perryman of ASK Waste Management attended and presented to member Councils in Koorda in 2018 to discuss waste and how the NEWROC could work together to improve infrastructure, practices and processes.

To further develop the priority, the NEWROC engaged ASK Waste Management in 2019 to achieve the following objectives:

- Assess current waste facilities across each member local government
- Investigate ways to improve each member's landfill site (and to use the study as a base for grant applications)
- Investigate improved options for waste management across the members

ASK Waste Management presented a report to the NEWROC which discussed a number of options to help member councils meet the above objectives. A copy of that report is attached.

ASK Waste Management modelled four options to consider as a future strategy for members to adopt.

These options centred on:

- improving waste management infrastructure, practices and procedures both individually and collectively
- to meet compliance and anticipated new regulations and
- to work together to attract external funding.

The presented options included:

- Option 0: Baseline cost of current operation
- Option 1: All landfills unstaffed (remote access)
- Option 2: All landfills (remote access) plus two staffed landfills
- Option 3a: All transfer stations (remote access) plus two staffed landfills - weekly collection

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- Option 3b: All transfer stations (remote access) plus two staffed landfills - fortnightly collection
- Option 4a: All transfer stations (remote access) plus one staffed landfill - weekly collection
- Option 4b: All transfer stations (remote access) plus one staffed landfill - fortnightly collection

The report was circulated to member councils for their initial feedback and following this, at the NEWROC August Council meeting a preferred option was determined.

The following motion was passed:

RESOLUTION

The preferred option for the NEWROC is 4a: All transfer stations (remote access) plus one staffed landfill - weekly collection

Member Councils to discuss this option at their next Council meeting and provide feedback to the NEWROC

Moved Cr Sachse

Seconded Cr Shadbolt

CARRIED 5/1

Option 4 (weekly collection) requires additional modelling, analysis, assessment and discussion however in order to proceed with addressing the strategic priority of waste, the NEWROC needs feedback from member local governments on this option.

NEWROC seeks feedback from member Councils regarding Option 4 (weekly collection). The feedback should include Council's appetite to proceed with further investigation into this option.

Consultation:

There has been substantial discussion within the NEWROC Council and a report prepared by ASK Waste Management.

Statutory Environment:

Nil

Relevant Plans and Policy:

Nil

Financial Implications:

The draft costings for the proposed schemes are included in the draft report prepared by ASK Waste Management.

Risk Assessment:

There are risks associated with any change to the way in which waste is dealt with. These are highlighted within the report.

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12.2 Works Supervisor

12.2.6 Works Report September 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

Scotsmans Rd.

Works have commenced and the crew are currently water binding the gravel in readiness for sealing toward the end of October.

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12.3 Executive Assistant

12.3.12 Status Report – August 2020

File No:	N/A
Location/Address:	N/A
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
Attachments:	12.3.12 – Status Report August 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.

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2020/9-008 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

The Status Report for August 2020 be received.

Moved Cr TM Gibson

Seconded Cr LN Gobbart

Carried 5/0

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12.3.13 Minutes of NEWROC Council Meeting held Tuesday 25 August 2020

File No:	N/A
Location/Address:	NEWROC District
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
Attachments:	12.3.13 – Minutes of NEWROC Council Meeting held Tuesday 25 August 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. The Shire of Dowerin has recently become a member of NEWROC.

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 meeting held on Tuesday 25 August 2020 are submitted (**Attachment 12.3.13**) in order to keep all members abreast of the activities of the NEWROC Council.

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The next meeting of the NEWROC Council is scheduled to be held on Tuesday 27 October at the Shire of Wyalkatchem.

2020/9-009 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

The minutes of the NEWROC Council meeting held on 25 August 2020 be received.

Moved Cr TM Gibson

Seconded Cr SR Putt

Carried 5/0

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12.4 Finance and Administration Manager

12.4.19 Accounts Paid to 31 August 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 18 August 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
51	31/08/2020	BANK FEES - BANK FEES	BANK FEES	453.06
51	03/08/2020	BANK FEES - BANK FEES	BANK FEES	3.18
186	11/08/2020	WATER CORPORATION	UTILITY CHARGES 20.5.20-23.7.20	456.35
EFT16505	03/08/2020	CRISP WIRELESS PTY LTD	BUSINESS LITE SUBSCRIPTION-INTERNET ACCESS	328.90
EFT16506		JULY TRUST PAYMENT		
EFT16507	06/08/2020	EASISALARY	PAYROLL DEDUCTIONS	396.17
EFT16508	05/08/2020	SYNERGY	UTILITY CHARGES 15.5.20-15.7.20	868.44

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Chq/EFT	Date	Name	Description	Amount
EFT16509		TRUST PAYMENT BELOW		
EFT16510		TRUST PAYMENT BELOW		
EFT16511	06/08/2020	SHIRE OF CUNDERDIN	VELPIC-ANNUAL SUBSCRIPTION 31.5.20-30.5.21	455.91
EFT16512	07/08/2020	TOMPKIN ENGINEERING	GABLE CARPORT FOR BEACON AIRSTRIP	4513.30
EFT16513	11/08/2020	WESTRAC PTY LTD	JULY SUPPLIES	336.83
EFT16514	11/08/2020	SHIRE OF MT MARSHALL	ACCOMMODATION-ORBIT FITNESS	99.00
EFT16515	11/08/2020	AVON WASTE	RUBBISH COLLECTION-JULY20	5090.16
EFT16516	11/08/2020	BOC GASES	GAS CYLINDERS	42.75
EFT16517	11/08/2020	NINGHAN SPRAYING & AG SERVICES	JULY SUPPLIES	296.00
EFT16518	11/08/2020	KTY ELECTRICAL SERVICES	JULY REPAIRS	752.29
EFT16519	11/08/2020	JASON SIGNMAKERS	SIGNS	117.36
EFT16520	11/08/2020	BENCUBBIN NEWS & POST	POSTAGE 3.8.20-7.8.20	330.00
EFT16521	11/08/2020	BEACON CENTRAL COMMUNITY RESOURCE CENTRE	CARAVAN PARK VOUCHERS & KEYS	44.50
EFT16522	11/08/2020	BENCUBBIN BULK HAULIERS	FREIGHT	445.50
EFT16523	11/08/2020	WINC AUSTRALIA PTY LTD	JULY SUPPLIES	250.93
EFT16524	11/08/2020	WA DISTRIBUTORS PTY LTD-ALL-WAYS FOODS	JULY SUPPLIES	316.50
EFT16525	11/08/2020	BENCUBBIN COMMUNITY RESOURCE CENTRE	JULY SUPPLIES	918.00
EFT16526	11/08/2020	D & D TRANSPORT	FREIGHT-MAY20	203.48
EFT16527	11/08/2020	LANDGATE	RURAL UV'S CHARGEABLE	170.92
EFT16528	11/08/2020	BENCUBBIN AG SUPPLIES	JULY SUPPLIES	980.16
EFT16529	11/08/2020	ADVANCED AUTOLOGIC PTY LTD	JULY SUPPLIES	852.00
EFT16530	11/08/2020	REFUEL AUSTRALIA	FUEL-JULY20	103.41
EFT16531	11/08/2020	KUNUNOPPIN MEDICAL PRACTICE	PRE-EMPLOYMENT MEDICAL-K.DALGETTY	165.00
EFT16532	11/08/2020	LOCAL PEST CONTROL	PEST CONTROL	663.25
EFT16533	11/08/2020	GREAT SOUTHERN FUELS	FUEL-JULY20	13593.69
EFT16534	11/08/2020	MARTY GRANT BULLDOZING	PUSHING GRAVEL	4235.00
EFT16535	11/08/2020	BOB WADDELL & ASSOCIATES PTY LTD	VARIOUS ACCOUNTING SUPPORT	4653.00
EFT16536	11/08/2020	KC SALES	UNIFORMS	511.92

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Chq/EFT	Date	Name	Description	Amount
EFT16537	11/08/2020	WA CONTRACT RANGER SERVICES	RANGER SERVICES 13.7.20 & 27.7.20	607.75
EFT16538	11/08/2020	PALM PLUMBING	AUGUST REPAIRS	909.83
EFT16539	11/08/2020	MARKET CREATIONS	COMPUTER SERVICES	1904.89
EFT16540	11/08/2020	MARKETFORCE PTY LTD	ADVERTISING-GRADER OPERATOR	396.00
EFT16541	11/08/2020	ASPHALT IN A BAG	ASPHALT	1718.75
EFT16542	11/08/2020	CENTRAL REGIONAL TAFE	STUDY-LOCAL GOVERNMENT ADMINISTRATION-M.WYATT	292.80
EFT16543	11/08/2020	AUSTRALIA POST	POSTAGE-BEACON LIBRARY	33.25
EFT16544	11/08/2020	WYALKATCHEM TYRE SERVICE	TYRE REPAIR	45.00
EFT16545	11/08/2020	TOLL TRANSPORT PTY LTD	FREIGHT-JULY20	55.39
EFT16546	11/08/2020	THE BENCUBBIN SHOP	JULY SUPPLIES	163.39
EFT16547	11/08/2020	ONE MUSIC AUSTRALIA	MUSIC LICENCE 2020/21	234.50
EFT16548	11/08/2020	DYNAMIC POOLS AUSTRALIA PTY LTD	MT MARSHALL AQUATIC CENTRE UPGRADE	71630.56
EFT16549	11/08/2020	ITR WESTERN AUSTRALIA	GRADER BLADES	9020.00
EFT16550	11/08/2020	BRISKLEEN SUPPLIES & HYGIENE SERVICES	FREIGHT-MARCH20	134.77
EFT16551	11/08/2020	MCKAY PLUMBING & GAS PTY LTD	SEPTIC PUMP OUT	2388.00
EFT16552		TRUST PAYMENT BELOW		
EFT16553		TRUST PAYMENT BELOW		
EFT16554		TRUST PAYMENT BELOW		
EFT16555	11/08/2020	SYNERGY	UTILITY CHARGES 1.5.20-21.7.20	170.73
EFT16556	11/08/2020	PERKBOX AUSTRALIA	STANDARD L&W BUNDLE	198.00
EFT16557	13/08/2020	PORKY'S ENTERPRISES	EXTEND WORKS-ANDREW TANK ROAD	16500.00
EFT16558	14/08/2020	BENDIGO BANK	JULY SUPPLIES	3254.62
EFT16559	24/08/2020	EASISALARY	PAYROLL DEDUCTIONS	396.17
EFT16560		TRUST PAYMENT BELOW		
EFT16561	24/08/2020	SYNERGY	UTILITY CHARGES 14.5.20-30.6.20	344.01
EFT16562	24/08/2020	SYNERGY	STREETLIGHTS 25.6.20-24.7.20	1898.18
EFT16563		TRUST PAYMENT BELOW		
EFT16564	28/08/2020	EASISALARY	PAYROLL DEDUCTIONS	396.17
EFT16565		TRUST PAYMENT BELOW		

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Chq/EFT	Date	Name	Description	Amount
EFT16566		TRUST PAYMENT BELOW		
EFT16567	31/08/2020	CARDTRONICS AUSTRALASIA PTY LTD	ONGOING FEES FOR ATM-JULY20	40.51
EFT16568-16614		SEPTEMBER PAYMENTS		
EFT16615		TRUST PAYMENT BELOW		
DD10155.1	12/08/2020	WALGS PLAN	PAYROLL DEDUCTIONS	7547.29
DD10155.2	12/08/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	781.78
DD10155.3	12/08/2020	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	209.35
DD10155.4	12/08/2020	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	254.27
DD10155.5	12/08/2020	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	89.14
DD10155.6	12/08/2020	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	584.60
DD10155.7	12/08/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	191.71
DD10155.8	12/08/2020	ASGARD INFINITY EWRAP SUPER ACCOUNT	SUPERANNUATION CONTRIBUTIONS	133.91
DD10165.1	26/08/2020	WALGS PLAN	PAYROLL DEDUCTIONS	7578.11
DD10165.2	26/08/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	781.78
DD10165.3	26/08/2020	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	209.35
DD10165.4	26/08/2020	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	256.15
DD10165.5	26/08/2020	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	87.23
DD10165.6	26/08/2020	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	584.60
DD10165.7	26/08/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	191.71
DD10165.8	26/08/2020	ASGARD INFINITY EWRAP SUPER ACCOUNT	SUPERANNUATION CONTRIBUTIONS	133.91
				174,995.12

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2. Trust

Chq/EFT	Date	Name	Description	Amount
EFT16509	06/08/2020	BENCUBBIN SPORTS CLUB INC.	INVOICE-IV00000000135-SOCIAL CLUB	59.00
EFT16510	06/08/2020	NADINE RICHMOND	REIMBURSE FOR SOCIAL CLUB EXPENSES	255.00
EFT16552	11/08/2020	NADINE RICHMOND	REIMBURSEMENT FOR SOCIAL CLUB PURCHASE	84.92
EFT16553	12/08/2020	QC ULTIMATE CLEAN	CARPET CLEANING TAKEN FROM B.HAYMAN BOND	198.00
EFT16554	12/08/2020	BRETT HAYMAN	REFUND OF PARTIAL BOND	42.00
EFT16560	25/08/2020	SHIRE OF MT MARSHALL	REFUND OF BOND TO MUNI DUE TO DAMAGES-M.GIBB	1040.00
EFT16563	25/08/2020	NADINE RICHMOND	REIMBURSEMENT FOR SOCIAL CLUB EXPENSES	122.00
EFT16565	31/08/2020	BENCUBBIN SPORTS CLUB INC.	SOCIAL CLUB PURCHASES- INV.IV00000000139	238.00
EFT16566	31/08/2020	THE BENCUBBIN SHOP	SOCIAL CLUB PURCHASES-INV9114	14.15
EFT16615	31/08/2020	DEPARTMENT OF TRANSPORT	MMSO20200824	5846.90
				7,899.97

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3. Mastercard

Details	Amount
Accomm.R.Watson	110.00
Finance-non fin.people-R.Watson	380.00
Finance-non fin.people-M.Wyatt	380.00
Accomm.M.Wyatt	110.00
Bank fees	4.00
Rego till 30.6.21	377.00
Bank fees	4.00
Glasses	12.49
Storage containers	21.72
Licensing	200.00
Bank fees	4.00
Farewell gift-R.English	254.00
Service & windscreen	1130.42
Little hotelier fees	81.95
Little hotelier fees	81.95
Mat for daycare	76.00
Zoom	23.09
Bank fees	4.00
	3254.62

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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 **15 September 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

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

Chairperson Initial

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Comment:

Nil

2020/9-010 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That the Accounts Listed

<i>Municipal Fund</i>	\$ 174,995.12
<i>Trust Fund</i>	\$ 7,899.97
<i>Mastercard</i>	\$ <u>3,254.62</u>
<i>Total</i>	\$ 186,149.71

Be endorsed.

Moved Cr SR Putt

Seconded Cr TM Gibson

Carried 5/0

Chairperson Initial

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12.4.20 Statement of Financial Activity to 31 July 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:	12.4.20 – Statement of Financial Activity to 31 July 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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2020/9-011 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

The Statement of Financial Activity for the month ending 31 July 2020 be endorsed.

Moved Cr LN Gobbart

Seconded Cr TM Gibson

Carried 5/0

Chairperson Initial

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12.4.21 Statement of Financial Activity to 31 August 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:	12.4.21 – Statement of Financial Activity to 31 August 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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2020/9-012 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

The Statement of Financial Activity for the month ending 31 August 2020 be endorsed.

Moved Cr SR Putt

Seconded Cr IC Sanders

Carried 5/0

Chairperson Initial

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12.5 Community Development Officer

Nil

12.6 Regulatory Officer

12.6.3 Tender MM02. 20/21 - Supply of Front End Loader

File No:	Tender Register
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Jack Walker – Regulatory Officer
Attachments:	12.6.3 – F&R.2.5 Purchasing Policy
Declaration of Interest:	Nil
Voting Requirements:	Recommendations 1 & 2: Simple Majority Recommendation 3: Absolute Majority
Previously Considered:	Nil

Background:

When Council adopted the 2020/21 budget, provision was made for the purchase of one (1) new front-end loader. Given the budgeted amount and the cost of a new front-end loader, the purchase must be made by way of tender. This report seeks Council endorsement for the following:

- a call for a Request for Tender (RFT)
- setting of the selection criteria to be used to assess any tenders received
- delegated authority for the Chief Executive Officer to award the contract to the most appropriate tender.

Consultation:

Mr John Nuttall – Chief Executive Officer
Mr Aaron Wootton – Works Supervisor

Statutory Environment:

Council is able to call for tenders pursuant to Part 4 of the Local Government (Functions and General) Regulations, 1996. This is reflected in Regulation 14 (2a) and Regulation 11 (2) (b)

14. Publicly inviting tenders, requirements for

(2a) "If a Local Government -

(a) is required to invite a Tender; or

(b) not being required to invite a Tender, decides to invite a Tender.

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The Local Government must, before Tenders are publicly invited, determine in writing the criteria for deciding which Tender should be accepted."

11. When tenders have to be publicly invited

(2) Tenders do not have to be publicly invited according to the requirements of this Division if —

(b) the supply of the goods or services is to be obtained through the WALGA Preferred Suppliers Program.

Council may also afford delegation to the CEO to pursuant to Section 5.42 of the Local Government Act, 1995:

5.42. Delegation of some powers and duties to CEO

(1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —

(a) this Act other than those referred to in section 5.43; or

(b) the *Planning and Development Act 2005* section 214(2), (3) or (5).

* *Absolute majority required.*

(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

Relevant Plans and Policy:

Shire Policy *F&R.2.5 Purchasing Policy* deals with purchasing and tenders, but it does not set a standard selection criteria. A copy of that policy is attached (**Attachment 12.6.3**). Accordingly, Council are invited to consider the appropriate selection criteria through this report.

Financial Implications:

As Council has already budgeted for the purchase of the front-end loader, there will be no financial implications from this report outside the budget.

Risk Assessment:

Due to the expenditure involved, failure to acquire the front-end loader through a tender process would be a breach of the Local Government Act 1995.

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

4.3.6 Operate in a financially sustainable manner

Comment:

To be compliant with legislation, Council is required to approve the selection criteria which is to be used to evaluate the tenders received. The selection criteria to be used in the documentation for this tender is included in the officer recommendation below.

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12.6.4 Tender MM03. 20/21 - Disposal of Surplus 2011 Volvo L90F Front End Loader – MM5150

File No:	Tender Register
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Jack Walker – Regulatory Officer
Attachments:	Nil
Declaration of Interest:	Nil
Voting Requirements:	Recommendations 1 & 2: Simple Majority Recommendation 3: Absolute Majority
Previously Considered:	Nil

Background:

When adopting the 2020/21 budget, provision was made for the purchase of one (1) new front-end loader. The disposal of the current front-end loader (MM5150) can also be completed by way of tender. This report seeks Council endorsement for the following:

- a call for a Request for Tender (RFT)
- setting of the selection criteria to be used to assess any tenders received
- delegated authority for the Chief Executive Officer to award the contract to the most appropriate tender.

Consultation:

Mr John Nuttall – Chief Executive Officer
Mr Aaron Wootton – Works Supervisor

Statutory Environment:

The Council is able to call for tenders pursuant to Part 4 of the Local Government (Functions and General) Regulations, 1996. This is reflected in Regulation 14 (2a) and Regulation 11 (2) (b)

14. Publicly inviting tenders, requirements for

(2a) "If a Local Government -

(a) is required to invite a Tender; or

(b) not being required to invite a Tender, decides to invite a Tender.

the Local Government must, before Tenders are publicly invited, determine in writing the criteria for deciding which Tender should be accepted."

11. When tenders have to be publicly invited

(2) Tenders do not have to be publicly invited according to the requirements of this Division if —

(b) the supply of the goods or services is to be obtained through the WALGA Preferred Suppliers Program.

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Council may also afford delegation to the CEO to pursuant to Section 5.42 of the Local Government Act, 1995:

5.42. Delegation of some powers and duties to CEO

- (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —
 - (a) this Act other than those referred to in section 5.43; or
 - (b) the *Planning and Development Act 2005* section 214(2), (3) or (5).

** Absolute majority required.*

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

Relevant Plans and Policy:

Shire Policy F&R 2.5 deals with purchasing and tenders, but it does not set a standard selection criteria. A copy of that policy is attached in previous item **12.6.3**. Accordingly, Council are invited to consider the appropriate selection criteria through this report.

Financial Implications:

As Council has already budgeted for the disposal of the loader, there will be no financial implications from this report outside the budget.

Risk Assessment:

Failure to dispose of the loader through a tender process would be a breach of the *Local Government Act 1995*.

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

Comment:

To be compliant with legislation, Council is required to approve the selection criteria which is to be used to evaluate the tenders received. The selection criteria to be used in the documentation for this tender is included in the officer recommendation below.

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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 20 October 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