



SHIRE OF MT MARSHALL

MINUTES

Notice is hereby given that an Ordinary Meeting of Council was held on Tuesday 15 December 2020 in Council Chambers, Monger St, Bencubbin, commencing at 3:00pm.

Cr ARC Sachse

President

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intentionally**

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

John Nuttall
Chief Executive Officer

Chairperson Initial

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- 4.2.1 Summary of question from Mr Len Cargeeg:**
How is the Bencubbin and Districts Lions Club rates refund progressing?

Summary of response from the Presiding Member:

As the question related to an operational matter the Presiding Member asked Shire staff to respond and the Finance and Administration Manager informed Mr Cargeeg that the Shire had recently received correspondence from the Lions Club and the refund was in the process of being paid.

- 4.2.2 Summary of question from Mr Len Cargeeg**
What records have recently been destroyed by the Shire?

Summary of response from the Presiding Member:

The Presiding Member advised Mr Cargeeg he wasn't sure what records he was referring to but assured Mr Cargeeg that Council's Audit Committee ensure Council adhere to compliance requirements. As the question related to an operational matter the Presiding Member asked Shire staff to further respond and the Chief Executive Officer informed Mr Cargeeg that the Shire are required to comply with the *State Records Act 2000* and all record destruction occurs in line with the legislation.

The Presiding Member declared public question time closed at 3.03pm.

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 17 November 2020

2020/12-002 OFFICER RECOMMENDATION/COUNCIL DECISION:

That the Minutes of the Ordinary Meeting of Council held on Tuesday 17 November 2020 be confirmed as a true and correct record of proceedings.

Moved Cr TM Gibson

Seconded Cr IC Sanders

Carried 6/0

8.0 Announcements by Presiding Person Without Discussion

The Shire of Mt Marshall would like to thank all participating businesses and community members for their support of the "Shop Local This Christmas" competition. The importance of supporting all of our local businesses cannot be underestimated.

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14/12/2020 NEWHealth Scheme Meeting with CEO John Nuttall, Zoom
15/12/2020 Beacon Primary School Graduation Evening with Cr Tanya Gibson.

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 Meeting held Tuesday 10 November 2020

File No:	4.0117
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant 11.1.1 – Minutes of the Local Emergency Management Committee Meeting held 10 November 2020
Attachments:	
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

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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 10 November 2020 are submitted for Council information.

2020/12-003 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That the minutes of the Mt Marshall Local Emergency Management Committee meeting held on Tuesday 10 November 2020 be received.

Moved Cr SR Putt

Seconded Cr TM Gibson

Carried 6/0

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12.0 Reports of Officers

12.1 Chief Executive Officer

12.1.34 Strategic Community Plan 2020/21 – 2030/31

File No:	4.0144
Location/Address:	N/A
Name of Applicant:	Nil
Name of Owner:	Nil
Author:	John Nuttall – Chief Executive Officer
Attachments:	12.1.34 – Proposed Strategic Community Plan
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority
Previously Considered:	Nil

Background:

Although not strictly required a decision was made to undertake a full review of the Strategic Community Plan rather than undertake a desktop review. This allowed Council to obtain input from the community to ensure that this important strategic document is still current, relevant and contains the strategic wishes of the community.

Consultation:

Wide ranging consultation has taken place with the assistance of Mr Stephen Grimmer, including Councillors, the community (through both survey and community drop-in sessions) and Shire staff.

Statutory Environment:

Local Government Act 1995

5.56.

Planning for the future

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

Local Government (Administration) Regulations 1996

19C. Strategic community plans, requirements for (Act s. 5.56)

- (1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.

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- (3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.
- (4) A local government is to review the current strategic community plan for its district at least once every 4 years.
- (5) In making or reviewing a strategic community plan, a local government is to have regard to —
 - (a) the capacity of its current resources and the anticipated capacity of its future resources; and
 - (b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and
 - (c) demographic trends.
- (6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.
- (7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.
*Absolute majority required.
- (8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.
- (9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.
- (10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.

Relevant Plans and Policy:

Nil

Financial Implications:

This plan has financial implication for the Shire for the next ten years. Once this document has been adopted work will commence on the completion of a new Long Term Financial Plan.

Risk Assessment:

Should Council fail to adopt the plan, there is a risk of breaching Section 5.56 of the *Local Government Act 1995*, which requires every Local Government to have a current plan.

Community & Strategic Objectives:

This new SCP will set out the Community and Strategic Objectives going forwards.

Comment:

Using a questionnaire and holding several drop in sessions in both Bencubbin and Beacon there were a significant number of community responses used in the preparation of this draft Strategic Community Plan. This allows Council to believe that a

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wide cross section of all of the community of Mt Marshall have had their say in the future strategic priorities of the Shire.

Council are asked to adopt the plan which will then be used as the basis for the Corporate Business Plan, Long Term Financial Plan and Asset Management Plan, which it is intended will all be prepared in 2021.

2020/12-004 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That Council, subject to s19C Local Government (Administration) Regulations 1996 adopt the Shire of Mt Marshall Strategic Community Plan 2020/21-2030/31

***Moved Cr SR Putt
Absolute Majority***

Seconded Cr IC Sanders

Carried 6/0

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12.1.35 Chief Executive Officer Leave

File No:	STAFF
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	John Nuttall – Chief Executive Officer
Attachments:	Nil
Declaration of Interest:	This report relates to my employment
Voting Requirements:	Recommendations 1 & 2: Simple Majority Recommendation 3: Absolute Majority
Previously Considered:	Nil

Background:

The Chief Executive Officer is employed, as required by the *Local Government Act 1995*, under a contract of employment. That contract stipulates (Section 9.1) that leave is to be approved by the Council, or by the President if the Council so resolves. At the Ordinary Meeting of Council in February 2017 Council resolved that leave for periods of 5 days or less could be approved by the President. This item comes to Council as there is a request for leave for a longer period than five days.

Consultation:

Nil

Statutory Environment:

Local Government Act 1995

5.39. Contracts for CEO and senior employees

(1) Subject to subsection (1a), the employment of a person who is a CEO or a senior employee is to be governed by a written contract in accordance with this section.

(1a) Despite subsection (1) —

(a) an employee may act in the position of a CEO or a senior employee for a term not exceeding one year without a written contract for the position in which he or she is acting; and

(b) a person may be employed by a local government as a senior employee for a term not exceeding 3 months, during any 2 year period, without a written contract.

Relevant Plans and Policy:

Nil

Financial Implications:

There is a financial implication in the increased remuneration to be paid to the Acting Chief Executive Officer, but this is built into the annual budget.

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12.2 Works Supervisor

12.2.9 Works Report December 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

Scotsmans Rd.

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12.3 Executive Assistant

12.3.19 Status Report – November 2020

File No:	N/A
Location/Address:	N/A
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
Attachments:	12.3.19 – Status Report November 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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2020/12-007 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

The Status Report for November 2020 be received.

Moved Cr SR Putt

Seconded Cr NR Gillett

Carried 6/0

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12.4 Finance and Administration Manager

12.4.27 Accounts Paid to 30 November 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 15 December 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
54	30/11/2020	BANK FEES - BANK FEES	BANK FEES	473.45
195	25/11/2020	TELSTRA	UTILITY CHARGES-OCTOBER20	2087.05
196	25/11/2020	WATER CORPORATION	UTILITY CHARGES 2.9.20-16.11.20	24246.26
EFT16830	03/11/2020	BOC GASES	GAS CYLINDERS	41.38
EFT16831	03/11/2020	MINERAL CRUSHING SERVICES (WA) PTY LTD	AGGREGATE	20542.72
EFT16832		OCTOBER TRUST PAYMENT		

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Chq/EFT	Date	Name	Description	Amount
EFT16833		OCTOBER -CANCELLED		
EFT16834	12/11/2020	EASISALARY	PAYROLL DEDUCTIONS	396.17
EFT16835	16/11/2020	SHIRE OF WYALKATCHEM	EHO RENT 29.9.20-2.11.20 & WATER 6.8.20-7.10.20	1101.92
EFT16836	16/11/2020	WESTRAC PTY LTD	OCTOBER SUPPLIES	29.00
EFT16837	16/11/2020	AVON WASTE	RUBBISH COLLECTION-OCTOBER20	5127.96
EFT16838	16/11/2020	BOC GASES	GAS CYLINDERS	42.75
EFT16839	16/11/2020	NINGHAN SPRAYING & AG SERVICES	OCTOBER SUPPLIES	45.18
EFT16840	16/11/2020	SHERIDAN'S	PLAQUE	278.30
EFT16841	16/11/2020	BENCUBBIN SPORTS CLUB INC.	CARAVAN PARK VOUCHERS	190.00
EFT16842	16/11/2020	SHIRE OF TRAYNING	DOCTORS HOUSE RENT 4.10.20-31.10.20 & VEHICLE EXPENSES-OCTOBER20	856.73
EFT16843	16/11/2020	BENCUBBIN NEWS & POST	NEWSPAPERS-OCTOBER20	73.40
EFT16844	16/11/2020	BUNNINGS BUILDING SUPPLIES	OCTOBER SUPPLIES	66.21
EFT16845	16/11/2020	BEACON CENTRAL COMMUNITY RESOURCE CENTRE	ADVERTISING-BEACON COMMUNITY CALENDAR 2021	75.00
EFT16846	16/11/2020	BEACON CO-OPERATIVE LTD	CARAVAN PARK VOUCHERS	530.00
EFT16847	16/11/2020	BENCUBBIN BULK HAULIERS	AGGREGATE	42835.42
EFT16848	16/11/2020	WINC AUSTRALIA PTY LTD	OCTOBER SUPPLIES	188.87
EFT16849	16/11/2020	ICS CARPENTRY	SHED-MT MARSHALL AQUATIC CENTRE	38632.00
EFT16850	16/11/2020	WA DISTRIBUTORS PTY LTD-ALL-WAYS FOODS	OCTOBER SUPPLIES	1366.40
EFT16851	16/11/2020	BENCUBBIN TRUCK N AUTO'S	SEPTEMBER REPAIRS	345.00
EFT16852	16/11/2020	AIT SPECIALISTS PTY LTD	PROFESSIONAL SERVICES-FUEL TAX	328.35
EFT16853	16/11/2020	JR & A Hersey Pty Ltd	OCTOBER SUPPLIES	352.00
EFT16854	16/11/2020	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	ELEARNING ENROLMENT	245.00
EFT16855	16/11/2020	BENCUBBIN AG SUPPLIES	OCTOBER SUPPLIES	1694.41
EFT16856	16/11/2020	ADVANCED AUTOLOGIC PTY LTD	SEPTEMBER SUPPLIES	152.00
EFT16857	16/11/2020	REFUEL AUSTRALIA	FUEL-OCTOBER20	530.71

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Chq/EFT	Date	Name	Description	Amount
EFT16858	16/11/2020	R B MOTORS	FORD RANGER XL 4X2 LOW RIDER WITH STEEL TIPPING TRAY	36085.25
EFT16859	16/11/2020	BEACON GARAGE	OCTOBER REPAIRS	966.90
EFT16860	16/11/2020	NORTHAM CARPETS PTY LTD	OCTOBER SUPPLIES	2661.60
EFT16861	16/11/2020	TUTT BRYANT EQUIPMENT	OCTOBER SUPPLIES	345.68
EFT16862	16/11/2020	GREAT SOUTHERN FUELS	FUEL-OCTOBER20	2644.29
EFT16863	16/11/2020	NADINE RICHMOND	REIMBURSEMENT FOR UNIFORM	80.00
EFT16864	16/11/2020	WA CONTRACT RANGER SERVICES	RANGER SERVICES 8.10.20 & 20.10.20	444.12
EFT16865	16/11/2020	PALM PLUMBING	OCTOBER REPAIRS	810.15
EFT16866	16/11/2020	MARKET CREATIONS	COMPUTER SERVICES	2270.54
EFT16867	16/11/2020	INITIAL HYGIENE	SANITARY DISPOSAL SERVICE 11.9.20-10.10.20	1622.50
EFT16868	16/11/2020	DAIMLER TRUCKS PERTH	FIRST SERVICE-PRIMEMOVER	552.50
EFT16869	16/11/2020	EASTERN WHEATBELT BIOSECURITY GROUP INC	EWBG MEMBERSHIP 2020/21	110.00
EFT16870	16/11/2020	MARKETFORCE PTY LTD	ADVERTISING-OCTOBER20	534.79
EFT16871	16/11/2020	HANDS ON THERAPEUTIC MASSAGE	CARAVAN PARK VOUCHERS	10.00
EFT16872	16/11/2020	ASPHALT IN A BAG	OCTOBER SUPPLIES	1718.75
EFT16873	16/11/2020	AVON VALLEY MITSUBISHI	MITSUBISHI SN EXPRESS SWB VAN	35912.90
EFT16874	16/11/2020	JAMES BOYD	CLEANING & BOOKING AGENT FEE-OCTOBER20	4133.00
EFT16875	16/11/2020	SALLY J DESIGN	DESIGN-SIGNAGE	80.00
EFT16876	16/11/2020	AUSTRALIA POST	POSTAGE-BEACON LIBRARY	103.20
EFT16877	16/11/2020	MEG LEE WYATT	REIMBURSEMENT-TRAVEL OSH COURSE	327.60
EFT16878	16/11/2020	TOLL TRANSPORT PTY LTD	FREIGHT-OCTOBER20	160.17
EFT16879	16/11/2020	NOVUS AUTOGLASS	WINDSCREEN REPLACEMENT	691.01
EFT16880	16/11/2020	SCUD AG SUPPLIES	OCTOBER SUPPLIES	13.20
EFT16881	16/11/2020	MINERAL CRUSHING SERVICES (WA) PTY LTD	AGGREGATE	5676.00
EFT16882	16/11/2020	F.M. SURVEYS PTY LTD	CONTOUR AND FEATURE SURVEY	3025.00
EFT16883	16/11/2020	DYNAMIC POOLS AUSTRALIA PTY LTD	MT MARSHALL AQUATIC CENTRE UPGRADE	106306.80

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Chq/EFT	Date	Name	Description	Amount
EFT16884	16/11/2020	BERRY BOWLING SYSTEMS PTY LTD	UPGRADE OF BENCUBBIN BOWLING GREEN	74680.32
EFT16885	16/11/2020	SB GRIMMER & CE JACKSON T/A QI CONSULTING	IPR MAJOR REVIEW-ENGAGEMENT REPORT AND DRAFT STRATEGIC COMMUNITY PLAN	4997.80
EFT16886	16/11/2020	LUCIA SCARI	REIMBURSEMENT-POLICE CLEARANCE	55.80
EFT16887	19/11/2020	THE BENCUBBIN SHOP	OCTOBER SUPPLIES	209.41
EFT16888	19/11/2020	NG EASTOUGH	CHEMICAL CARD PLUS COURSE	1500.00
EFT16889	19/11/2020	SOPHIE JANE MUSIC	PERFORMANCE-CHRISTMAS EVENT	800.00
Eft16890		OCTOBER PAYMENT		
EFT16891	23/11/2020	EASISALARY	PAYROLL DEDUCTIONS	396.17
EFT16892	25/11/2020	WESFARMERS KLEENHEAT GAS P/L	FACILITY FEE-GAS CYLINDERS	171.60
EFT16893	25/11/2020	KTY ELECTRICAL SERVICES	ANNUAL RCD, SMOKE ALARM AND AIRCON SERVICING	7857.03
EFT16894	25/11/2020	WHEATBELT SIGNS	HERITAGE TRAIL SIGNS	852.50
EFT16895	25/11/2020	BENCUBBIN SPORTS CLUB INC.	RETIREMENT-J.WALKER	590.50
EFT16896	25/11/2020	BENCUBBIN NEWS & POST	POSTAGE 2.11.20-6.11.20	131.63
EFT16897	25/11/2020	BEACON COUNTRY CLUB INC.	CARAVAN PARK VOUCHERS	610.00
EFT16898	25/11/2020	WINC AUSTRALIA PTY LTD	NOVEMBER SUPPLIES	128.21
EFT16899	25/11/2020	DEPARTMENT OF FIRE & EMERGENCY SERVICES	ESLB 2ND QTR CONTRIBUTION	12474.00
EFT16900	25/11/2020	ICS CARPENTRY	NOVEMBER REPAIRS	12619.20
EFT16901	25/11/2020	WA DISTRIBUTORS PTY LTD-ALL-WAYS FOODS	NOVEMBER SUPPLIES	506.90
EFT16902	25/11/2020	BENCUBBIN COMMUNITY RESOURCE CENTRE	CARAVAN PARK VOUCHER	10.00
EFT16903	25/11/2020	DAVES TREE SERVICE	TRIMMING TREES	2860.00
EFT16904	25/11/2020	BENCUBBIN PRIMARY SCHOOL P & C ASSOCIATION	COOKING FOR COMMUNITY FORUMS 8.9.20	150.00
EFT16905	25/11/2020	BENCUBBIN TRUCK N AUTO'S	TYRE	506.60
EFT16906	25/11/2020	PLANWEST (WA) PTY LTD	PLANNING SERVICES	834.90
EFT16907	25/11/2020	JTAGZ	DOG TAGS	102.30

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Chq/EFT	Date	Name	Description	Amount
EFT16908	25/11/2020	LANDGATE	MINING TENEMENTS CHARGEABLE 19.9.20-16.10.20	40.60
EFT16909	25/11/2020	BENCUBBIN AG SUPPLIES	NOVEMBER SUPPLIES	1363.56
EFT16910	25/11/2020	OCLC (UK) LTD	AMLIB SUBSCRIPTION 21.9.20-20.9.21	2105.84
EFT16911	25/11/2020	NORTHAM CARPETS PTY LTD	NOVEMBER SUPPLIES	2208.00
EFT16912	25/11/2020	PUBLIC LIBRARIES WA INC	PLWA MEMBERSHIP 2020/21	110.00
EFT16913	25/11/2020	CR IC SANDERS	MEETING FEES & ALLOWANCES 21.10.20- 17.11.20	493.18
EFT16914	25/11/2020	GREAT SOUTHERN FUELS	FUEL-NOVEMBER20	13093.67
EFT16915	25/11/2020	NADINE RICHMOND	REIMBURSEMENT FOR UNIFORM	35.00
EFT16916	25/11/2020	BOB WADDELL & ASSOCIATES PTY LTD	UPDATE TO NOTICES	440.00
EFT16917	25/11/2020	BEACON PRIMARY SCHOOL	SPONSORSHIP ANNUAL AWARD-2020	50.00
EFT16918	25/11/2020	KC SALES	CARAVAN PARK VOUCHERS	160.00
EFT16919	25/11/2020	PALM PLUMBING	NOVEMBER REPAIRS	825.00
EFT16920	25/11/2020	INITIAL HYGIENE	SANITARY DISPOSAL SERVICE 11.12.20- 10.1.21	550.00
EFT16921	25/11/2020	MERREDIN REFRIGERATION & AIR CONDITIONING	REPAIRS TO BAR COOLROOM	2199.91
EFT16922	25/11/2020	CR ARC SACHSE	MEETING FEES & ALLOWANCES 21.10.20- 17.11.20	1656.65
EFT16923	25/11/2020	SARAH MARY MOUG	REIMBURSEMENT FOR UNIFORM	50.00
EFT16924	25/11/2020	WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER CHARGES	414.89
EFT16925	25/11/2020	AVON VALLEY MITSUBISHI	MITSUBISHI MR TRITON GLX 4X2	20381.05
EFT16926	25/11/2020	CR NICK GILLETT	MEETING FEES & ALLOWANCES	612.50
EFT16927	25/11/2020	CR STUART PUTT	MEETING FEES & ALLOWANCES 21.10.20- 17.11.20	493.18
EFT16928	25/11/2020	LEEANNE NOLA GOBBART	MEETING FEES & ALLOWANCES 21.10.20- 17.11.20	556.23
EFT16929	25/11/2020	TOLL TRANSPORT PTY LTD	FREIGHT-NOVEMBER20	40.04
EFT16930	25/11/2020	WJ & J BEAGLEY	GRAVEL	6902.50
EFT16931	25/11/2020	MCKAY PLUMBING & GAS PTY LTD	NOVEMBER REPAIRS	979.00

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Chq/EFT	Date	Name	Description	Amount
EFT16932	25/11/2020	BERRY BOWLING SYSTEMS PTY LTD	UPGRADE OF BENCUBBIN BOWLING GREEN	39445.12
EFT16933	25/11/2020	OAKS CIVIL CONSTRUCTION PTY LTD	TRAFFIC CONTROL	18458.00
EFT16934	25/11/2020	LUCIA SCARI	REIMBURSEMENT-TRAVEL TO LICENSING COURSE	592.26
EFT16935	02/11/2020	CRISP WIRELESS PTY LTD	BUSINESS LITE SUBSCRIPTION-INTERNET ACCESS	328.90
EFT16936	10/11/2020	SYNERGY	UTILITY CHARGES 9.9.20-14.10.20	1210.62
EFT16937	10/11/2020	PERKBOX AUSTRALIA	STANDARD L&W BUNDLE	198.00
EFT16938	11/11/2020	SYNERGY	UTILITY CHARGES 19.8.20-16.10.20	1342.89
EFT16939	14/11/2020	BENDIGO BANK	OCTOBER SUPPLIES	1650.12
EFT16940	23/11/2020	SYNERGY	STREETLIGHTS 25.9.20-24.10.20	1905.52
Eft16941		TRUST PAYMENT BELOW		
Eft16942		DECEMBER TRUST PAYMENT		
Eft16943		DECEMBER TRUST PAYMENT		
EFT16944	06/11/2020	SYNERGY	UTILITY CHARGES 14.8.20-14.10.20	5347.34
EFT16945	09/11/2020	SYNERGY	UTILITY CHARGES 14.8.20-14.10.20	111.71
DD10253.1	04/11/2020	WALGS PLAN	PAYROLL DEDUCTIONS	15213.16
DD10253.2	04/11/2020	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	209.35
DD10253.3	04/11/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	781.78
DD10253.4	04/11/2020	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	253.31
DD10253.5	04/11/2020	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	87.23
DD10253.6	04/11/2020	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	584.60
DD10253.7	04/11/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	191.71
DD10253.8	04/11/2020	ASGARD INFINITY EWRAP SUPER ACCOUNT	SUPERANNUATION CONTRIBUTIONS	133.91
DD10253.9	04/11/2020	IOOF	SUPERANNUATION CONTRIBUTIONS	52.25
DD10263.1	18/11/2020	WALGS PLAN	PAYROLL DEDUCTIONS	6939.30
DD10263.2	18/11/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	784.91
DD10263.3	18/11/2020	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	213.02
DD10263.4	18/11/2020	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	260.60
DD10263.5	18/11/2020	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	88.76

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Chq/EFT	Date	Name	Description	Amount
DD10263.6	18/11/2020	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	584.60
DD10263.7	18/11/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	195.06
DD10263.8	18/11/2020	ASGARD INFINITY EWRAP SUPER ACCOUNT	SUPERANNUATION CONTRIBUTIONS	136.25
DD10263.9	18/11/2020	IOOF	SUPERANNUATION CONTRIBUTIONS	177.18
				626,442.72

2. Trust

Chq/EFT	Date	Name	Description	Amount
EFT16941	30/11/2020	DEPARTMENT OF TRANSPORT	MMSO20201123	2263.45
				2263.45

3. Mastercard

Details	Amount
Advertising facebook	30.00
Shower curtains/tea towels	365.99
Canva pro	167.88
Advertising facebook	35.99
Retirement gift	400.00
Rego	260.15
Christmas invites	47.73
Bank fees	4.00
Bank fees	4.00
Credit-chargers	-69.30
Credit-chargers	-69.30
Credit-chargers	-69.30
Credit-chargers	-69.30
Weather meter	380.00
Bank fees	4.00
Zoom-september	23.09
Little hotelier	81.95

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Details	Amount
Little hotelier	81.95
Citizenship ceremony	13.50
Zoom-october	23.09
Bank fees	4.00
	1650.12

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 December 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.

Chairperson Initial

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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

2020/12-008 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That the Accounts Listed

<i>Municipal Fund</i>	\$ 626,442.72
<i>Trust Fund</i>	\$ 2,263.45
<i>Mastercard</i>	\$ <u>1,650.12</u>
<i>Total</i>	\$ 630,356.29

Be endorsed.

Moved Cr SR Putt

Seconded Cr IC Sanders

Carried 6/0

Chairperson Initial

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12.4.28 Statement of Financial Activity to 30 November 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:	12.4.28 – Statement of Financial Activity to 30 November 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

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2020/12-009 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

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

Moved Cr SR Putt

Seconded Cr TM Gibson

Carried 6/0

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12.5 Community Development Officer

12.5.7 Aquatic Centre Entry Fees – 2020/2021 Season

File No:	4.0236
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Rebecca Watson – Community Development Officer
Attachments:	Nil
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority
Previously Considered:	Nil

Background:

The Mt Marshall Aquatic Centre has been closed since late March 2016. This means that it has not been available to the community for 4 seasons.

When Council set the Fees and Charges for the 2020/21 financial year in August, it was understood that the Mt Marshall Aquatic Centre was to be open for a full season from the 1st November. As Council are aware there has been some delays in the delivery of the project and the opening of the pool has been pushed back to middle to late December.

Consultation:

Mr John Nuttall – Chief Executive Officer, Shire of Mt Marshall

Statutory Environment:

Local Government Act 1995

S.6.16 (3) (b) Fees and charges are to be imposed when adopting the annual budget but may be — amended* from time to time during a financial year.

**absolute majority required*

Relevant Plans and Policy:

Nil

Financial Implications:

Loss of proposed income to account 1122011-Aquatic Centre Fees to the amount of \$2500.00

Risk Assessment:

Only risk appears to be a small financial cost. This would be balanced against reputational gain of removing the fee.

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Community & Strategic Objectives:

Outcome 1.2 An environment that provides for a caring and healthy community

1.2.4 - Provide an environment that attracts and retains youth and young people

Outcome 1.3 Active and passive recreation facilities and services

1.3.1 - Develop, maintain and support appropriate recreation facilities throughout the Shire in line with the Sporting & Recreation Master Plan

1.3.2 - Partner with stakeholders to achieve greater community participation in recreational facilities and services

Comment:

When Council adopted the fees and charges for the Mt Marshall Aquatic Centre, it was anticipated that the Centre was going to be open for the full season.

The Mt Marshall Aquatic Centre has been closed for four (4) full seasons and with the current season commencing on 1st November, it is anticipated that the community would not purchase season passes given that the pool will not be open for a full season in 2020/21.

It is proposed that all fees and charges for the Mt Marshall Swimming pool be waived for the 20/21 season in hope that it will help re-engage the community with the new facility.

2020/12-010 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

In accordance with S.6.16 (3) (b) of the Local Government Act 1995 all fees and charges set for the Mt Marshall Aquatic Centre be waived for the 2020/21 season.

Moved Cr IC Sanders
Absolute Majority

Seconded Cr LN Gobbart

Carried 5/1

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12.5.8 Watch Around Water Funding

File No:	4.0236
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Rebecca Watson – Community Development Officer
Attachments:	Nil
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority
Previously Considered:	Nil

Background:

Council resolved at the August 2020 Ordinary meeting to adopt a new policy S&R.2.1 (Mt Marshall Swimming Pool) Patron Code of Conduct – Pool Rules. This policy outlined the Shires commitment to participate in an aquatic supervision program called Watch Around Water through the Royal Life Saving Society of Western Australia.

Once registered we were informed that there was an annual funding opportunity through the program where Local Governments could apply for up to \$500 to hold a community event at their facility and promote the Watch Around Water message. No matching of funds was required for the funding program.

The grant funds may be used for any activity and/or event that promotes the Watch Around Water message to your local community. Royal Life has provided some ideas of how the grant funding can be used:

- To run a Watch Around Water Week event at your pool. Events may include:
 - Community BBQ
 - Community Fun Day
 - Have-A-Go Day
 - Aquatic sport competition e.g. water polo or aqua basketball
 - Movie night
- To cover advertising costs relating specifically to promoting Watch Around Water Week and grant event and/or activities
- To add value to existing events and/or activities scheduled to run at your pool during Watch Around Water Week to promote the program messages e.g. swim school, swim club etc.
- To head out and visit local schools and community groups to promote the Watch Around Water program messages
- To develop information and/or resources to educate local community members of the Watch Around Water messages. These must be distributed during Watch Around Water Week but may have continued use throughout the pool season
- To purchase Watch Around Water signage to promote safe supervision policies and messages

The Watch Around Water team can assist the Shire with any resource development (including signage) if needed.

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A funding application was submitted in October 2020 requesting \$500 for the Shire of Mt Marshall to hold a community event at the Mt Marshall Aquatic Centre in February 2021.

Consultation:

Stephanie Green – Health Promotion Project Officer, Royal Life Saving Society of Western Australia

John Nuttall – Chief Executive Officer, Shire of Mt Marshall

Tanika McLennan – Finance and Administration Manager, Shire of Mt Marshall

Statutory Environment:

Local Government Act 1995

6.8. Expenditure from municipal fund not included in annual budget

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
 - (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
 - (b) is authorised in advance by resolution*; or
 - (c) is authorised in advance by the mayor or president in an emergency.

* *Absolute majority required.*

Relevant Plans and Policy:

S&R.2.1 – Mt Marshall Swimming Pool – Patron Code of Conduct

Financial Implications:

Unbudgeted income of \$500.00 to account 1122052

Unbudgeted expense of \$500.00 from account 1121132 (these are new accounts created by the Finance & Administration Officer).

Waive the Entry Fee for the Mt Marshall Aquatic Centre for the Community Watch Around Water Event if the fees and charges remain for the 20/21 pool season.

Risk Assessment:

There is a risk the Shire will breach Section 6.8 of the *Local Government Act 1995* if this budget variation is not approved.

Community & Strategic Objectives:

Outcome 1.3 Active and passive recreation facilities and services

1.3.2 Partner with stakeholders to achieve greater community participation in recreational facilities and services.

Comment:

The Shire was notified on November 18 that they were successful in receiving the requested funds of \$500.00.

The funding amount received is to cover the cost of providing hamburgers at a free 'Community Night Swim and Hamburger Night' at the Mt Marshall Aquatic Centre in February 2021. Expenditure that is not included in the annual budget is required to be

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authorised by resolution of Council. The project budget anticipates a total expenditure of \$500.00.

Depending on the outcome of agenda item 12.5.7 regarding the waiver all entry fee's & charges for 20/21 for the Aquatic Centre, it is recommended that if required, any entry fees be waived for this event.

2020/12-011 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That:

- 1. Subject to S.6.8 (1) (b) Local Government Act 1995, Council authorise expenditure of \$500 for the Watch Around Water Night Swim event; and***

- 2. Any entry fees for the Mt Marshall Aquatic Centre be waived for the Watch Around Water Night Swim Event.***

Moved Cr SR Putt

Seconded Cr NR Gillett

Carried 6/0

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12.5.9 Mt Marshall Citizen of the Year Award 2021

File No:	4.0068
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Rebecca Watson – Community Development Officer
Attachments:	Nil
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

The Mt Marshall Citizen of the Year is an award to recognise and reward a Shire of Mt Marshall individual for their outstanding service to the community and to encourage and continue to foster community spirit.

The Award was established in 1989. Residents are invited to nominate a recipient for the award between November and December, nominations are then presented to Council to consider. The past successful recipients of the award are;

1989 Ken Blackhurst	2009 Kary Sachse
1990 Phil Thomas	2010 Irwin Andrews
1991 Kevin Hogan	2011 Raymond Cooper
1992 Steve Wright	2012 Vin & Audrey Millar
1993 Sue Dunne & Norm Gobbart	2013 Brett Millar
1994 Richard Bushell	2014 Bruce Ingleton
1995 Peta Kirby	2015 Max Lancaster
1996 Kate Watson & Alan Heal	2016 No Award
1997 Lawrie Job	2017 Alan Gracie/Rod and Sarah Munns
1998 Marian Kirby & Donna Cooper	2018 Alice Davies/ Marilyn
2000 Annette O'Grady Dunne	
2001 - 2006 Award went into recess	2019 Margaret Jeffries
2007 Jack Walker	2020 Megan Beagley
2008 Jenni Bunce	

Consultation:

Nil

Statutory Environment:

Nil

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Relevant Plans and Policy:

CS.2.1 Citizen of the Year

Financial Implications:

Nil

Risk Assessment:

Nil

Community & Strategic Objectives:

Outcome 4.1 Collaborative and transparent leadership

4.1.1 Enhance open and interactive communication between Council and the community

Comment:

No nominations were received by the closing date of Monday 7th December 2020, therefore there are no nominations for Council to consider for the 2021 Citizen of the Year Award.

As per policy CS.2.1 Citizen of the Year Council is not bound to present an award in any particular year.

2020/12-012 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

Council receive the information.

Moved Cr LN Gobbart

Seconded Cr SR Putt

Carried 6/0

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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 9 February 2021 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 3.25pm.

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

Date

Cr ARC Sachse President