



SHIRE OF MT MARSHALL

MINUTES

Notice is hereby given that an Ordinary Meeting of Council was held on Tuesday 16 March 2021 in Council Chambers, 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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Minutes of the Ordinary Meeting of Council
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1.0 Declaration of Opening / Announcement of Visitors

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

2.0 Record of Attendance / Apologies / Approved Leave of Absence

In Attendance

Cr ARC Sachse	President	
Cr NR Gillett	Deputy President	
Cr LN Gobbart	Councillor	
Cr SR Putt	Councillor	
Mr John Nuttall	Chief Executive Officer	
Ms Nadine Richmond	Executive Assistant	
Ms Tanika McLennan	Finance and Administration Manager	3.00-3.37pm
Miss Lucia Scari	Customer Service Officer	3.00-3.37pm
Mr Len Cargeeg	Member of the Public	3.00-3.37pm

Apologies

Cr IC Sanders	Councillor
Cr TM Gibson	Councillor

3.0 Standing Orders

2021/2-001 COUNCIL DECISION:

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

Moved Cr SR Putt

Seconded Cr LN Gobbart

Carried 4/0

4.0 Public Questions

4.1 Response to Public Questions Taken on Notice

Nil

4.2 Public Question Time

The Presiding Member declared public question time open at 3.01pm

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The following questions were received prior to the meeting.

4.2.1 Summary of question from Mrs Megan Beagley regarding agenda item 12.1.7:

Would the Shire consider asking the Anglican Diocese of Perth for more time to consider the proposal and then approach the Beacon Progress Association to collaborate on the costs and potential plans for the site?

Summary of response from the Presiding Member:

The Shire President informed the meeting that item 12.1.7 will be debated later in this meeting.

The Shire President invited questions from the public gallery.

4.2.2 Summary of question from Mr Len Cargeeg regarding agenda item 12.1.6:

Is the Shire aware of people being concerned that someone is being appointed as a Bush Fire Control Officer without prior training?

Summary of response from the Presiding Member:

The Shire President informed the meeting that item 12.1.6 will be debated later in this meeting and Council take all aspects into consideration of any appointment.

Public question time closed at 3.05pm.

5.0 Applications for Leave of Absence

Nil

6.0 Declarations of Interest

Cr SR Putt declared an impartiality interest in item 11.3.1 being that he is a member of the Bencubbin Sports Club.

Cr NR Gillett declared an impartiality interest in item 11.3.1 being that he is a member of the Bencubbin Sports Club.

Cr ARC Sachse declared an impartiality interest in item 11.3.1 being that he is a member of the Bencubbin Sports Club.

Cr LN Gobbart declared a financial interest in item 11.3.1 being that she is the treasurer of the Bencubbin Sports Club. Cr LN Gobbart will not partake in voting on item 11.3.1.

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7.0 Confirmation of Minutes of Previous Meetings

7.1 Minutes of the Ordinary Meeting held on Tuesday 9 February 2021

2021/2-002 OFFICER RECOMMENDATION/COUNCIL DECISION:

That the Minutes of the Ordinary Meeting of Council held on Tuesday 9 February 2021 be confirmed as a true and correct record of proceedings.

Moved Cr SR Putt

Seconded Cr NR Gillett

Carried 4/0

8.0 Announcements by Presiding Person Without Discussion

The 90th edition of the Mt Marshall Community Show was held last Saturday, 13th March. The Shire of Mt Marshall would like to congratulate the Mt Marshall and Districts Agricultural Society on conducting this very successful event. There was a very good attendance to see the exhibits, stalls and entertainment, as well as take part in all the competitions. Congratulations to the award recipients. Of particular note was the spectacular evening entertainment including local musicians and a night jetpack water display against the dark night sky with fireworks. The event is one of the most significant in the Shire each year and it's very pleasing to see the commitment of so many volunteers, sponsors and supporters. Congratulations to you all. Well done.

The Shire of Mt Marshall expresses our condolences to the family of Greg Morris, a former resident of Bencubbin, who passed away on Monday, 8th February 2021. Greg ran a machinery, fuel and farming business in the Shire for many years, before retiring to Cervantes. Greg's funeral took place in Perth on Friday, 19th February. Rest in Peace.

The Shire of Mt Marshall expresses our deepest sympathy to the family on the sudden passing of Luke Jeffries on Friday, 12th February 2021. Luke lived, went to school and farmed in Bencubbin all his life. He was very active within the community, and especially the Bencubbin Football Club where he served as manager for the past 20 years. He will be sadly missed. Luke's funeral took place in Bencubbin on Saturday, 6th March. Rest in Peace.

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 10 February to 16 March 2021.

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- 10/02/2021 CEO Annual Review Day 2, Council Chambers, with Deputy President Cr Nick Gillett, Cr Tanya Gibson, Cr Leeanne Gobbart, Cr Stuart Putt, Cr Ian Sanders and CEO John Nuttall.
- 11/02/2021 WALGA Great Eastern Country Zone (GECZ) Executive Meeting, Teleconference.
- 16/02/2021 Shire of Mt Marshall Local Emergency Management Group (LEMC) Meeting, Council Chambers, with CEO John Nuttall and RO Meg Wyatt.
- 18/02/2021 Wheatbelt Human Services Managers Meeting, Zoom.
Office of the Auditor General Audit Committee Chair Forum, virtual.
- 22/02/2021 WALGA Great Eastern Country Zone (GECZ) Meeting, Kellerberrin, with CEO John Nuttall.
Shire of Mt Marshall Audit Exit Meeting, Council Chambers, with representatives and Auditors of the Office of the Auditor General (by Telephone), CEO John Nuttall and FAM Tanika McLennan.
- 23/02/2021 Operational Area Support Group (OASG) Wheatbelt Meeting, Microsoft Teams.
North Eastern Wheatbelt Regional Organisation of Councils Meeting, Trayning, with CEO John Nuttall.
Department of Fire and Emergency Services (DFES) Road Crash Rescue (Multi Brigade) and Barbeque.
- 2/03/2021 Economic Development Fund Meeting, Council Chambers, with Deputy President Cr Nick Gillett, Cr Tanya Gibson (Telephone), CEO John Nuttall and EDO Sarah Moug.
- 4/03/2021 Mt Marshall Aquatic Centre Redevelopment Official Opening, with Darren West MLC Agricultural Region, Jennifer Collins from the Department of Local Government, Sport and Cultural Industries, Councillors and CEO's from neighbouring Shires, Contractors, Guests, Deputy President Cr Nick Gillett, Cr Tanya Gibson, Cr Leeanne Gobbart, Cr Stuart Putt, Shire staff and members of the public.
- 8/03/2021 Shire of Mt Marshall Audit Committee Meeting, Council Chambers, with Deputy President Cr Nick Gillett, Cr Stuart Putt, CEO John Nuttall and FAM Tanika McLennan.
- 10/03/2021 Wheatbelt District Emergency Management Committee (DEMC) Meeting, DFES Northam.
WA Country Health Services (WACHS), WACHS Northam, with WACHS Acting Director Wheatbelt Rachele Ferrari and WACHS Mental Health Nathan Coleman.
- 13/03/2021 Mt Marshall Community Show with Deputy President Cr Nick Gillett, Cr Leeanne Gobbart, Cr Stuart Putt, Cr Ian Sanders and CEO John Nuttall.
- 16/03/2021 WALGA State Emergency Management Capability Webinar for Local Government.

9.2 Councillors

Nil

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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 16 February 2021

File No:	4.0071
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
Attachments:	11.1.1 – Minutes of the Local Emergency Management Committee Meeting held 16 February 2021
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*.

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Community & Strategic Objectives:

Governance and Leadership

Implement systems and processes that meet our legal and audit obligations and the needs of the community.

Comment:

The minutes of the Mt Marshall Local Emergency Management Committee meeting held on Tuesday 16 February 2021 are submitted for Council information.

2021/2-003 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That the minutes of the Mt Marshall Local Emergency Management Committee meeting held on Tuesday 16 February 2021 be received.

Moved Cr LN Gobbart

Seconded Cr SR Putt

Carried 4/0

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11.2 Audit Committee

11.2.1 Minutes of the Audit Committee Meeting held 8 March 2021

File No:	4.0132
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
Attachments:	11.2.1a – Minutes of Audit Committee Meeting held 8 March 2021
	11.2.1b - Letter to Hon David Templeman MLA
	11.2.1c - 2020 Compliance Audit Return
	11.2.1d - Audited Financial Report to 30 June 2020
	11.2.1e - Independent Auditors Report and Management Letter
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

The Shire's Audit Committee met on Tuesday 8 March 2021 to consider the 2019/20 Annual Financial Report, the Independent Auditor's Report and the 2020 Compliance Audit Return. The Committee recommended Council accept the 2019/20 Annual Financial Report, Independent Auditors Report and the 2020 Compliance Audit Return, all of which are attached to this item. A draft letter to Hon David Templeman is also attached to this report explaining why there is a significant finding regarding the operating ratio and this item requests Council approve the letter.

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:

Nil

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Financial Implications:

Nil

Risk Assessment:

Failure to have Council endorse the minutes of a Council appointed committee would be a breach of the Local Government Act 1995. Further there would be the potential of not meeting the statutory guidelines requiring adoption and submission of the audit documentation.

Community & Strategic Objectives:

Governance and Leadership

Implement systems and processes that meet our legal and audit obligations and the needs of the community.

Comment:

The minutes of the Audit Committee meeting held on Monday 8 March 2021 are submitted for Council endorsement.

2021/2-004 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That:

- 1. the unconfirmed minutes of the Audit Committee Meeting held 8 March 2021 be endorsed;***
- 2. the 2020 Compliance Audit Return be endorsed;***
- 3. the Audited Financial Report and Independent Auditors Report be endorsed; and***
- 4. the letter to Hon David Templeman MLA be approved***

Moved Cr NR Gillett

Seconded Cr SR Putt

Carried 4/0

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11.3 Economic Development Grant Fund Committee

Cr SR Putt declared an impartiality interest in item 11.3.1 being that he is a member of the Bencubbin Sports Club.

Cr NR Gillett declared an impartiality interest in item 11.3.1 being that he is a member of the Bencubbin Sports Club.

Cr ARC Sachse declared an impartiality interest in item 11.3.1 being that he is a member of the Bencubbin Sports Club.

Cr LN Gobbart declared a financial interest in item 11.3.1 being that she is the treasurer of the Bencubbin Sports Club. Cr LN Gobbart will not partake in voting on item 11.3.1.

Agenda Item 11.3.1 lapsed due to a lack of quorum.

11.3.1 Economic Development Grant Fund Applications Round 2 – 2020/21 Financial Year & Minutes of Economic Development Grant Fund Committee Meeting held Tuesday 2 March 2021

File No:	4.0371
Location/Address:	N/A
Name of Applicant:	Various
Name of Owner:	N/A
Author:	John Nuttall – Chief Executive Officer
Attachments:	11.3.1a – Minutes of Economic Development Grant Fund Committee Meeting held Tuesday 2 March 2021 11.3.1b – CS.3.2 Economic Development Grant Fund Policy
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

As part of the Mt Marshall annual budget for 2020/2021, Council continued the Economic Development Fund (EDF) with a total allocation of \$40,000.00. The fund is open twice annually for Community Groups and Businesses to make applications for funding of projects which benefit the community and promote economic development within the Shire of Mt Marshall. The second round saw 2 applications received totalling \$1,800.87. There is \$13,040.30 available for this round. It should be noted that \$9945.22 of this financial year's \$40,000 allocation has been committed to Bencubbin Truck and Autos from the previous financial year funding round.

A Council appointed committee met on Tuesday 2 March 2021 to assess the applications. This item presents the applications, and the committee recommendation relating to each application. Also presented with this report are the minutes from the committee meeting.

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As the applications contain both financial and sensitive business information it is not appropriate that they are presented as attachments to this item as they would then be open for public inspection. However, Councillors are able to view any and all of the documents in advance of the Council meeting.

Consultation:

Nil

Statutory Environment:

Nil

Relevant Plans and Policy:

Council adopted Policy CS3.2 (copy attached) relating to this funding.

Financial Implications:

This year Council set aside \$40,000 to the fund, to be awarded over two rounds. The Audit Committee is recommending awarding \$1465.92 in this round. \$9945.22 of this financial year's \$40,000 allocation has been committed to Bencubbin Truck and Autos from the previous financial year funding round.

Risk Assessment:

There is a risk that if this funding were not available Council would be requested to fund projects without the necessary scrutiny and need for formal application, assessment and acquittal.

Community & Strategic Objectives:

Governance and Leadership

Implement systems and processes that meet our legal and audit obligations and the needs of the community.

Comment:

The Economic Development Fund Committee met on 2 March 2021 and discussed the two applications at length. The minutes of the meeting are at **attachment 11.3.1a**. It is important to note that it will be a requirement for all grant money recipients to properly acquit the grant funding, and an amount less than awarded may be provided subject to the provision of receipts.

Listed below is information relating to each application and reasons for the committee recommendation.

Beacon Co-Operative – Office Equipment Upgrade

Purchase of office equipment; desktop PC, Microsoft 365, laser printer and two office chairs.

Purpose of upgrade is to improve the operational efficiency of community grocery store, including communications, stock and financial management.

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The Co-Op is the main supplier of food products in the town, the support and development of such businesses provides significant community benefit and economic benefit.

Upgrade to facilities and the purchase of equipment fit the criteria for the funding.

Bencubbin Sports Club – Under Bench Bar Fridge

Purchase of new equipment would allow the club to provide a greater variety of products to customers.

Cool room at capacity, can be difficult to store orders of sporting clubs for long periods of time.

Sports Club is the central hub for social gatherings for many locals and visitors, expanding what they offer provides both community and economic benefit.

Upgrade to facilities and purchase of equipment fit the criteria for the funding.

Have requested to be considered as a community group, not in the commercial stream, however the committee determined (in line with earlier decisions regarding similar entities) that the club falls into the commercial stream.

No audited financial statements received, profit and loss summary for 2020 provided.

OFFICER'S / COMMITTEE RECOMMENDATION:

That Council:

1. *Receive the minutes from the Economic Development Committee of 2 March 2021 at attachment 11.3.1a;*
2. *Endorse the recommendations (as detailed above) of the Economic Development Committee by making the following awards:*
 - a) *Beacon Co-Operative be awarded \$796.00 towards the purchase of office equipment; and*
 - b) *Bencubbin Sports Club be awarded \$669.92 towards the purchase of a new fridge (subject to the club supplying audited financial statements).*

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12.0 Reports of Officers

12.1 Chief Executive Officer

12.1.4 Annual Report 2019/2020

File No:	4.0376
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	John Nuttall – Chief Executive Officer
Attachments:	12.1.4 – Annual Report 2019/2020
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority
Previously Considered:	Nil

Background:

The *Local Government Act 1995* dictates that a local government is to prepare an Annual Report for each financial year. S.5.53 lists the items required to be contained within that report. S.5.54 further dictates that the report must be adopted by 31 December or two (2) months after receipt of the auditor's report. The Annual Financial Report was received on 4 March 2021 from the Auditors.

Consultation:

Nadine Richmond – Executive Assistant

Statutory Environment:

Local Government Act 1995

5.53. Annual reports

- (1) The local government is to prepare an annual report for each financial year.
- (2) The annual report is to contain —
 - (a) a report from the mayor or president; and
 - (b) a report from the CEO; and
 - [(c), (d) deleted]*
 - (e) an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year; and
 - (f) the financial report for the financial year; and
 - (g) such information as may be prescribed in relation to the payments made to employees; and
 - (h) the auditor's report for the financial year; and

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- (ha) a matter on which a report must be made under section 29(2) of the *Disability Services Act 1993*; and
- (hb) details of entries made under section 5.121 during the financial year in the register of complaints, including —
 - (i) the number of complaints recorded in the register of complaints; and
 - (ii) how the recorded complaints were dealt with; and
 - (iii) any other details that the regulations may require;

and

- (i) such other information as may be prescribed.

5.54. Acceptance of annual reports

- (1) Subject to subsection (2), the annual report for a financial year is to be accepted* by the local government no later than 31 December after that financial year.

* *Absolute majority required.*

- (2) If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.

5.55. Notice of annual reports

The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.

Relevant Plans and Policy:

Nil

Financial Implications:

Nil

Risk Assessment:

There would be a breach of legislation if Council did not accept the annual report within 2 months of the date on which the Auditor provided the report.

Community & Strategic Objectives:

Governance and Leadership

Implement systems and processes that meet our legal and audit obligations and the needs of the community.

Comment:

The Annual Report, as determined by legislation, is to contain a report from the mayor or president; a report from the CEO; the financial report for the financial year; information on payments made to employees that total more than \$100,000; the auditor's report for

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the financial year; a matter on which a report must be made under section 29(2) of the *Disability Services Act 1993*; details of entries made into the register of complaints.

2021/2-005 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

The Annual Report for the year 2019/2020 be accepted.

Moved Cr SR Putt
Absolute Majority

Seconded Cr LN Gobbart

Carried 4/0

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12.1.5 Building Better Regions Fund (BBRF) Application

File No:	4.0377, 4.0378
Location/Address:	Beacon Caravan Park
Name of Applicant:	Nil
Name of Owner:	Nil
Author:	John Nuttall – Chief Executive Officer
Attachments:	Nil
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

The Federal Building Better Regions Fund (BBRF) opened in late December 2020 and closed on Friday 5 March 2021. The fund had two streams, Community Investments and Infrastructure Projects. In general discussions with Council there was direction that the Shire could lodge an application for the Infrastructure Projects round. This report seeks the endorsement of Council for that application and the co-contribution required if the application is successful.

Consultation:

The Chief Executive Officer has consulted with Ms Mandy Walker (RDA Wheatbelt) and Mrs Linda Vernon (NEWTRAVEL) and obtained support documents from those officers.

Statutory Environment:

Nil

Relevant Plans and Policy:

Nil

Financial Implications:

Should the application be successful the Shire will be required to contribute \$100,000 towards the total project of \$215,000.

Risk Assessment:

As there is a co-contribution required there is a risk that without Council approval this contribution would not be available.

Community & Strategic Objectives:

Environment (Built and Natural)

Deliver sustainable long-term planning for infrastructure that meets the needs of the community.

Design, construct and maintain infrastructure in a manner that maximise its life, capacity, and function.

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Comment:

The BBRF application has been lodged with the Federal Government to fund the following:

- | | |
|--|----------|
| 1. Power upgrade to Beacon Caravan Park | \$78,000 |
| 2. Replacement Cabin (2 Bedroom) Beacon Caravan Park | \$74,000 |
| 3. Replacement Cabin (1 Bedroom) Beacon Caravan Park | \$63,000 |

The stream is designed to assist with tourism related projects so it was agreed that this application fit the criteria well.

Should the grant application be successful the Shire will be required to contribute \$100,000 through the annual budget process for the 2021/2022 financial year.

Applications will be assessed over the coming months and a decision will be provided sometime in the middle of 2021.

2021/2-006 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That Council:

- 1. Acknowledge the Building Better Regions Fund application submitted for the Infrastructure Projects Stream Round 5; and***
- 2. Direct that \$100,000 co-contribution should be inserted into the 2021/22 budget for adoption.***

Moved Cr LN Gobbart

Seconded Cr NR Gillett

Carried 4/0

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12.1.6 Appointment of Bushfire Control Officer

File No:	4.0217
Location/Address:	N/A
Name of Applicant:	Nil
Name of Owner:	Nil
Author:	John Nuttall – Chief Executive Officer
Attachments:	Nil
Declaration of Interest:	Miss Meg Wyatt, Regulatory Officer makes a declaration as she is the subject of this report
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

Miss Meg Wyatt is the Shire's Regulatory Officer. One of the roles of that position is dealing with emergency management including bush fire control.

One of the requirements of the Bushfires Act 1954 is that burning permits are required to be obtained at certain times of the year. Currently many of the local residents make a request for a permit to the Shire. The Chief Executive Officer is delegated by Council to be able to sign these permits, but currently there is nobody else within the office who is authorised to sign. This means that on days when the Chief Executive Officer is not in the office or available there is nobody who can provide a permit. This report therefore seeks Council's authority for Miss Meg Wyatt to be appointed as a Bush Fire Control Officer and therefore be able to grant and sign burning permits.

Consultation:

Nil

Statutory Environment:

Bush Fires Act 1954

38. Local government may appoint bush fire control officer

(1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.

(2A) The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.

Relevant Plans and Policy:

Nil

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Financial Implications:

Nil

Risk Assessment:

There is a risk that permits would not be able to be prepared and granted if this authorisation is not made.

Community & Strategic Objectives:

Governance and Leadership

Provide informed and transparent decision making that, meets our legal obligations, reflect the level of associated risk, and are adequately explained to community.

Comment:

Council are requested to consider this authorisation as appropriate given the role the Regulatory Officer plays in emergency management and the need to be able to approve and provide, or to reject, applications for a burning permit made by local community members.

2021/2-007 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That Council, subject to Section 38(1) Bush Fires Act 1954, appoint Miss Meg Wyatt as a Bush Fire Control Officer – Permit Issuing Officer Only for the Shire of Mt Marshall.

Moved Cr SR Putt

Seconded Cr NR Gillett

Carried 4/0

Chairperson Initial

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12.1.7 Offer for the Transfer of Lease - 37 and 39 Lucas Street, Beacon

File No:	4.0379
Location/Address:	37 & 39 Lucas Street Beacon
Name of Applicant:	Anglican Diocese of Perth
Name of Owner:	WA State Government
Author:	John Nuttall – Chief Executive Officer
Attachments:	12.1.7 - Email from Anglican Diocese of Perth re Lease of Lot 37 and 39 Lucas St, Beacon
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

An email was sent to the Chief Executive Officer on 26 February 2021 (Attachment 12.1.7) with an offer from the Anglican Diocese of Perth to transfer the current lease of land at 37 & 39 Lucas Street Beacon to the Shire, failing which the Diocese intend to return the land to the State Government.

Although not stipulated in the email the land at 39 Lucas Street contains the now deconsecrated Anglican Church.

Consultation:

Nil

Statutory Environment:

Nil

Relevant Plans and Policy:

Nil

Financial Implications:

There is no indication from the Diocese that they would be seeking to charge the Shire for the transfer, although there may well be legal costs involved in the transfer. As the land is leased from the State Government there will also be annual lease fees associated – again there is no indication in the email how much those fees are.

Risk Assessment:

There is a risk that should Council accept the offer, it will then be liable for the costs of maintaining an old church. There is not currently any planning regarding utilising this building (or any similar old building) in the Shire.

Community & Strategic Objectives:

Environment (Built and Natural)

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Deliver sustainable long-term planning for infrastructure that meets the needs of the community.

Comment:

The request to take the land and buildings has only been received very recently and so there has not been any time to inspect the building to provide a full report. Should Council therefore feel that there is some merit in the request it is respectfully suggested that prior to making a final decision, further investigation (and potentially a survey) is undertaken into the building structure in order that all information is available on which to base a decision.

2021/2-008 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That Council reject the offer from the Anglican Diocese of Perth to transfer the lease for 37 & 39 Lucas Street Beacon.

Moved Cr SR Putt

Seconded Cr LN Gobbart

Carried 4/0

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12.1.8 Purchase of Land – 67 Monger Street Bencubbin

File No:	4.0380
Location/Address:	67 Monger Street, Bencubbin (Lot 82 on Deposited Plan 148004)
Name of Applicant:	Nil
Name of Owner:	Department of Planning, Lands & Heritage
Author:	John Nuttall – Chief Executive Officer
Attachments:	Nil
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Resolution 1: Simple Majority Resolution 2: Absolute Majority

Background:

The Shire does not currently own the land upon which the Bencubbin Town Hall is situated. It is currently owned by the State Government. Not only is that an unsatisfactory situation given the Town Hall is a significant Shire owned building, but it also means that the State Government need to provide approval for a range of activities to take place at the building, such as it being a supermarket.

Lengthy negotiations have taken place between the Shire and the State Government and they have now agreed to sell the land to the Shire. The necessary purchase documents have been received and are ready for finalising subject to Council resolving to make the purchase.

Consultation:

Nil

Statutory Environment:

3.55. Acquisition of land

A local government can only take land under Part 9 of the Land Administration Act 1997 if it is in, or is to be regarded as being included in, its own district.

Relevant Plans and Policy:

Nil

Financial Implications:

The proposed purchase price is \$8,000 plus the costs of preparation of the documentation. A budget item has been added to the mid year budget review subject to Council agreeing to the purchase.

Risk Assessment:

There continues to be a risk of the State objecting to a particular use for the Bencubbin Town Hall given that it controls the land should this purchase not proceed.

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Community & Strategic Objectives:

Environmental (Built and Natural)

Deliver sustainable long-term planning for infrastructure that meets the needs of the community.

Comment:

It makes sense that the Shire owns the land on which the Town Hall stands. Given the reasonable offer of \$8,000 for the land it is recommended that Council resolve to accept the offer and purchase the land.

2021/2-009 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That Council:

- 1. Endorse purchasing the land at Lot 82 on Deposited Plan 148004 for \$8,000; and***
- 2. Endorse the Chief Executive Officer and Shire President signing the necessary paperwork to effect the purchase, including use of the Common Seal where necessary.***

***Moved Cr LN Gobbart
Absolute Majority***

Seconded Cr NR Gillett

Carried 4/0

Chairperson Initial

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12.2 Works Supervisor

12.2.1 Works Report March 2021

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

Scotsman Rd:

The second section of this road is well under way, utilising under spend in various Regional Road Group funded works. The crew were water binding before rains

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interrupted the works. It is envisaged that the works will be completed in time for when the sealers return to finish their planned works.

Welbungin-Wialki Rd
Waiting for the second coat seal to be applied.

Koorda-Bullfinch Rd
Requires a small amount of patching before the second coat seal is applied.

Gillett Rd
Works will recommence here as soon as the Scotsmans Rd works are completed. There is approximately 250 metres to complete.

Other Sealing Works

The following seal works will be carried out on the sealers return:

Wialki North East Road

Cleary-Gabbin Road

Burakin-Wialki Road east of Beacon

Lindsay Street in Beacon

Hammond and Murray Streets in Bencubbin.

The two spray jobs at Bencubbin and Beacon complex's will be done with the second coat seals in mid-March.

Gardening

The gardeners have been busy with spraying, mowing and raking leaves as to their individual maintenance schedules. Only having the one gardener in Bencubbin is evident, however, when possible other staff are directed to assist the current gardener.

Maintenance Works

Maintenance crew have been out filling in with traffic management, replacing worn out signs and guideposts as well as erecting new ones. Other jobs being completed are the patching of roads, filling in for parks and gardens and also assisting with cleaning on the regular cleaners day off (mainly at the gym and toilets to make sure they are clean and disinfected before use).

Maintenance Grading

They are currently working in the following locations:

Stretch- Is working in the Mouroubra area.

Kevin- is currently along Barbalin-Koonkoobing Rd.

Bill-has now retired and a replacement for him will be commencing on the grader shortly.

2021/2-010 OFFICER'S RECOMMENDATION:

That the March 2021 report of the Works Supervisor be received.

Moved Cr NR Gillett

Seconded Cr SR Putt

Carried 4/0

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12.3 Executive Assistant

12.3.2 Status Report – February 2021

File No:	N/A
Location/Address:	N/A
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
Attachments:	12.3.2 – Status Report February 2021
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:

Governance and Leadership

Provide informed and transparent decision making that, meets our legal obligations, reflect the level of associated risk, and are adequately explained to community.

Comment:

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

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2021/2-011 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

The Status Report for February 2021 be received.

Moved Cr SR Putt

Seconded Cr LN Gobbart

Carried 4/0

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12.3.3 Minutes of the NEWROC Meetings held 8 December 2020 and 23 February 2021

File No:	N/A
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
	12.3.3a – Minutes of NEWROC Council Meeting held 8 December 2020
Attachments:	12.3.3b - Minutes of NEWROC Council Meeting held 23 February 2021
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, Wyalkatchem and Dowerin 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:

Economy

Work with local business and other stakeholders to attract investment; create jobs and support business growth.

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Encourage, promote, and deliver activities and events that promote our region and have a positive economic and social benefit.

Continue to work with regional partners to advocate for improved energy reliability and telecommunications coverage

Comment:

The Minutes of the NEWROC Council meetings held on Tuesday 8 December 2020 and Tuesday 23 February 2021 are submitted (**Attachment 12.3.3a and 12.3.3b**) in order to keep all members abreast of the activities of the NEWROC Council.

The next meeting of the NEWROC Council is scheduled to be held on Tuesday 27 April 2021 at the Shire of Mukinbudin.

2021/2-012 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

The minutes of the NEWROC Council meetings held on 8 December 2020 and 23 February 2021 be received.

Moved Cr SR Putt

Seconded Cr NR Gillett

Carried 4/0

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12.4 Finance and Administration Manager

12.4.4 Accounts Paid to 28 February 2021

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 16 March 2021 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
202	10/02/2021	WATER CORPORATION	UTILITY CHARGES 16.11.20-27.1.21	805.85
203	24/02/2021	TELSTRA	UTILITY CHARGES-JANUARY21	1700.03
204	24/02/2021	WATER CORPORATION	PROPERTY RENTAL CHARGES	550.00
EFT17136	03/02/2021	EASISALARY	PAYROLL DEDUCTIONS	396.17
EFT17137	03/02/2021	TOLL TRANSPORT PTY LTD	FREIGHT-JANUARY20	14.63
EFT17138	03/02/2021	REGIONAL EARLY EDUCATION AND DEVELOPMENT INC	ANNUAL FAMILY DAYCARE MEMBERSHI SUBSCRIPTION 2020/21-C.BLAND	360.00

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Chq/EFT	Date	Name	Description	Amount
EFT17139	03/02/2021	MINERAL CRUSHING SERVICES (WA) PTY LTD	AGGREGATE	14722.40
EFT17140		TRUST PAYMENT BELOW		
EFT 7141		TRUST PAYMENT BELOW		
EFT17142	01/02/2021	CRISP WIRELESS PTY LTD	BUSINESS LITE SUBSCRIPTION-INTERNET ACCESS	328.90
EFT17143	10/02/2021	SHIRE OF MT MARSHALL	ACCOMMODATION-MUSICIAN FOR AUSTRALIA DAY	132.00
EFT17144	10/02/2021	AVON WASTE	RUBBISH COLLECTION-JANUARY21	5122.88
EFT17145	10/02/2021	BOC GASES	GAS CYLINDER	94.19
EFT17146	10/02/2021	BEACON BULLETIN	ANNUAL ADVERTISING SUBSCRIPTION 2020/21	1700.00
EFT17147	10/02/2021	STEWART & HEATON CLOTHING CO PTY LTD	PROTECTIVE CLOTHING	326.13
EFT17148	10/02/2021	NINGHAN SPRAYING & AG SERVICES	JANUARY SUPPLIES	594.84
EFT17149	10/02/2021	KTY ELECTRICAL SERVICES	JANUARY REPAIRS	353.98
EFT17150	10/02/2021	SHIRE OF TRAYNING	DOCTORS HOUSE RENT 29.11.20-2.1.21 & VEHICLE EXPENSES PLUS MEDICAL EXPENSES-DEC20	205.15
EFT17151	10/02/2021	BENCUBBIN NEWS & POST	POSTAGE 25.1.21-29.1.21	170.16
EFT17152	10/02/2021	BEACON PROGRESS ASSOCIATION INC.	CLUB SUPPORT FUNDING-BEACON MENS SHED	7304.89
EFT17153	10/02/2021	BEACON CO-OPERATIVE LTD	CARAVAN PARK VOUCHERS	70.00
EFT17154	10/02/2021	BENCUBBIN BULK HAULIERS	AGGREGATE	6395.07
EFT17155	10/02/2021	WINC AUSTRALIA PTY LTD	JANUARY SUPPLIES	147.95
EFT17156	10/02/2021	ICS CARPENTRY	JANUARY REPAIRS	159.50
EFT17157	10/02/2021	BENCUBBIN TRUCK N AUTO'S	TYRES	9862.93
EFT17158	10/02/2021	REFUEL AUSTRALIA	FUEL-JANUARY21	170.84
EFT17159	10/02/2021	LOCAL PEST CONTROL	PEST CONTROL	418.25
EFT17160	10/02/2021	A.D. ENGINEERING INTERNATIONAL PTY LTD	JANUARY REPAIRS	484.00
EFT17161	10/02/2021	GREAT SOUTHERN FUELS	FUEL-JANUARY21	5813.79
EFT17162	10/02/2021	LAKE MCDERMOTT CATCHMENT GROUP INC	ECONOMIC DEVELOPMENT FUND	3635.50

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Chq/EFT	Date	Name	Description	Amount
EFT17163	10/02/2021	BOB WADDELL & ASSOCIATES PTY LTD	VARIOUS ACCOUNTING SUPPORT	363.00
EFT17164	10/02/2021	AMPAC DEBT RECOVERY PTY LTD	DEBT RECOVERY COSTS-1043	2336.12
EFT17165	10/02/2021	WA CONTRACT RANGER SERVICES	RANGER SERVICES 11.1.21 & 25.1.21	607.75
EFT17166	10/02/2021	PALM PLUMBING	JANUARY REPAIRS	2064.46
EFT17167	10/02/2021	MARKET CREATIONS	COMPUTER SERVICES	2163.60
EFT17168	10/02/2021	MARKETFORCE PTY LTD	ADVERTISING-TENDER	619.87
EFT17169	10/02/2021	MEG LEE WYATT	REIMBURSEMENT-UNIFORM	43.00
EFT17170	10/02/2021	TOLL TRANSPORT PTY LTD	FREIGHT-JANUARY21	45.44
EFT17171	10/02/2021	THE BENCUBBIN SHOP	JANUARY SUPPLIES-AUSTRALIA DAY	910.62
EFT17172	10/02/2021	SCUD AG SUPPLIES	JANUARY SUPPLIES	833.47
EFT17173	10/02/2021	DYNAMIC POOLS AUSTRALIA PTY LTD	MT MARSHALL AQUATIC CENTRE UPGRADE	18734.51
EFT17174	10/02/2021	INTERFIRE AGENCIES	PROTECTIVE CLOTHING	1249.49
EFT17175	10/02/2021	ACCREDIT BUILDING SURVEYING & CONSTRUCTION SERVICES PTY LTD	BUILDING SURVEYING SERVICE	770.00
EFT17176	10/02/2021	BEACON BRANCH COMMITTEE SILVER CHAIN	ECONOMIC DEVELOPMENT FUNDING	7320.00
EFT17177	10/02/2021	SQUASH MAGIC CO	HIRE OF INFLATABLES FOR AUSTRALIA DAY	1279.30
EFT17178	10/02/2021	PERTH BAND BOOKINGS	MUSIC-AUSTRALIA DAY AT BEACON	1300.00
EFT17179	10/02/2021	CONTRACT AQUATIC SERVICES	MONTHLY CONTRACT FEE-NOV/DEC20	28600.00
EFT17180	15/02/2021	SHIRE OF TRAYNING	DOCTORS HOUSE RENT 3.1.21-30.1.21 & DOCTORS VEHICLE EXPENSES	1023.48
EFT17181	15/02/2021	SIGMA CHEMICALS	POOL SUPPLIES	349.47
EFT17182	15/02/2021	WA DISTRIBUTORS PTY LTD-ALL-WAYS FOODS	JANUARY SUPPLIES	413.80
EFT17183	15/02/2021	EASISALARY	PAYROLL DEDUCTIONS	396.17
EFT17184	15/02/2021	CONTRACT AQUATIC SERVICES	MONTHLY CONTRACT FEE-JANUARY21	16500.00
EFT17185	15/02/2021	KIM PARKS	HR ASSISTANCE	860.00
EFT17186	10/02/2021	SYNERGY	UTILITY CHARGES 18.11.20-20.1.21	204.18
EFT17187	10/02/2021	SYNERGY	UTILITY CHARGES 10.12.20-12.1.21 (REPLACEMENT BILLS)	1405.18
EFT17188	11/02/2021	SYNERGY	UTILITY CHARGES 18.12.20-20.1.21	718.89

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Chq/EFT	Date	Name	Description	Amount
EFT17189	14/02/2021	BENDIGO BANK	JANUARY SUPPLIES	3817.71
EFT17190	09/02/2021	PERKBOX AUSTRALIA	STANDARD L&W BUNDLE	198.00
EFT17191	16/02/2021	STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	660.00
EFT17192	17/02/2021	WESTRAC PTY LTD	FEBRUARY SUPPLIES	551.14
EFT17193	17/02/2021	STEWART & HEATON CLOTHING CO PTY LTD	PROTECTIVE CLOTHING	142.45
EFT17194	17/02/2021	WESFARMERS KLEENHEAT GAS P/L	FACILITY FEE-GAS CYLINDERS	858.00
EFT17195	17/02/2021	NINGHAN SPRAYING & AG SERVICES	FEBRUARY SUPPLIES	24.20
EFT17196	17/02/2021	KTY ELECTRICAL SERVICES	FEBRUARY REPAIRS	10663.84
EFT17197	17/02/2021	BENCUBBIN SPORTS CLUB INC.	VOUCHERS	70.00
EFT17198	17/02/2021	BENCUBBIN NEWS & POST	POSTAGE 1.2.21-5.2.21	66.58
EFT17199	17/02/2021	MT MARSHALL & DISTRICTS AGRICULTURAL SOCIETY	ANNUAL CONTRIBUTION TOWARDS MT MARSHALL COMMUNITY SHOW	8250.00
EFT17200	17/02/2021	BEACON CENTRAL COMMUNITY RESOURCE CENTRE	NOVEMBER SUPPLIES	27.00
EFT17201	17/02/2021	ICS CARPENTRY	FEBRUARY REPAIRS	56048.97
EFT17202	17/02/2021	WA DISTRIBUTORS PTY LTD-ALL-WAYS FOODS	FEBRUARY SUPPLIES	28.15
EFT17203	17/02/2021	TM & AM GRANT	GRAVEL	3366.00
EFT17204	17/02/2021	CR IC SANDERS	MEETING FEES & ALLOWANCES 16.12.20-9.2.21	493.18
EFT17205	17/02/2021	MARTY GRANT BULLDOZING	PUSH GRAVEL	12034.00
EFT17206	17/02/2021	BOB WADDELL & ASSOCIATES PTY LTD	VARIOUS ACCOUNTING SUPPORT	429.00
EFT17207	17/02/2021	KC SALES	UNIFORMS	369.51
EFT17208	17/02/2021	INITIAL HYGIENE	SANITARY DISPOSAL SERVICE 11.3.21-10.4.21	550.00
EFT17209	17/02/2021	CR ARC SACHSE	MEETING FEES & ALLOWANCES 16.12.20-9.2.21	1606.77
EFT17210	17/02/2021	WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER CHARGES	292.80
EFT17211	17/02/2021	CR NICK GILLETT	MEETING FEES & ALLOWANCES 16.12.20-9.2.21	648.80

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Chq/EFT	Date	Name	Description	Amount
EFT17212	17/02/2021	CR STUART PUTT	MEETING FEES & ALLOWANCES 16.12.20-9.2.21	493.18
EFT17213	17/02/2021	LEEANNE NOLA GOBBART	MEETING FEES & ALLOWANCES 16.12.20-9.2.21	523.75
EFT17214	17/02/2021	SALLY J DESIGN	DESIGN OF SIGNAGE-HERITAGE TRAIL	315.00
EFT17215	17/02/2021	TOLL TRANSPORT PTY LTD	FREIGHT-FEBRUARY21	11.94
EFT17216	17/02/2021	THE BENCUBBIN SHOP	VOUCHERS	410.00
EFT17217	17/02/2021	REGIONAL EARLY EDUCATION AND DEVELOPMENT INC	ADMIN LEVY FOR DAYCARE 9-21ST FEBRUARY21	474.60
EFT17218	17/02/2021	MINERAL CRUSHING SERVICES (WA) PTY LTD	AGGREGATE	2018.72
EFT17219	17/02/2021	CR TM GIBSON	MEETING FEES & ALLOWANCES 16.12.20-9.2.21	636.49
EFT17220	17/02/2021	GDR CIVIL CONTRACTING PTY LTD	SAND	2281.16
EFT17221	17/02/2021	INTERFIRE AGENCIES	PROTECTIVE CLOTHING	328.46
EFT17222	17/02/2021	DAVID WILLS AND ASSOCIATES	CIVIL DESIGN AND DOCUMENTATION	3932.50
EFT17223	17/02/2021	BOSSHEALTH GROUP PTY LTD	ENVIRONMENTAL HEALTH SERVICES-FEBRUARY21	2475.00
EFT17224	17/02/2021	SHIRE OF WILLIAMS	ANNUAL MEMBERSHIP 2020/21	256.00
Eft17225		TRUST PAYMENT BELOW		
Eft17226		TRUST PAYMENT BELOW		
EFT17227	18/02/2021	SHIRE OF MT MARSHALL	PAYROLL DEDUCTIONS	200.00
EFT17228	22/02/2021	SYNERGY	STREETLIGHTS 25.12.20-24.1.21	1969.03
EFT17229	23/02/2021	SYNERGY	UTILITY CHARGES 18.11.20-11.1.21	101.46
EFT17230	24/02/2021	WESTRAC PTY LTD	FEBRUARY SUPPLIES	223.74
EFT17231	24/02/2021	STEWART & HEATON CLOTHING CO PTY LTD	NAME BADGE	507.28
EFT17232	24/02/2021	NINGHAN SPRAYING & AG SERVICES	JANUARY SUPPLIES	8.80
EFT17233	24/02/2021	KTY ELECTRICAL SERVICES	FEBRUARY REPAIRS	2161.29
EFT17234	24/02/2021	BENCUBBIN NEWS & POST	NEWSPAPERS	91.74
EFT17235	24/02/2021	BEACON COUNTRY CLUB INC.	CARAVAN PARK VOUCHERS	80.00
EFT17236	24/02/2021	BEACON CO-OPERATIVE LTD	AUSTRALIA DAY SUPPLIES	642.29

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Chq/EFT	Date	Name	Description	Amount
EFT17237	24/02/2021	WINC AUSTRALIA PTY LTD	FEBRUARY SUPPLIES	87.92
EFT17238	24/02/2021	DEPARTMENT OF FIRE & EMERGENCY SERVICES	ESLB 3RD QTR CONTRIBUTION	12474.00
EFT17239	24/02/2021	ICS CARPENTRY	FEBRUARY REPAIRS	6047.25
EFT17240	24/02/2021	BENCUBBIN TRUCK N AUTO'S	FEBRUARY REPAIRS	3054.90
EFT17241	24/02/2021	BENCUBBIN AG SUPPLIES	FEBRUARY SUPPLIES	20.65
EFT17242	24/02/2021	CENTRAL WHEATBELT FOOTBALL LEAGUE	2021 CONTRIBUTION TO CWWS EXECUTIVE OFFICER POSITION	2500.00
EFT17243	24/02/2021	GREAT SOUTHERN FUELS	FUEL-FEBRUARY21	11894.54
EFT17244	24/02/2021	TRACY LEE TRANTER	CATERING	540.00
EFT17245	24/02/2021	KC SALES	CATERING	221.00
EFT17246	24/02/2021	ASPHALT IN A BAG	ASPHALT 20KG	3437.50
EFT17247	24/02/2021	JAMES BOYD	CLEANING & BOOKING AGENT FEE- JANUARY21	898.20
EFT17248	24/02/2021	TOLL TRANSPORT PTY LTD	FREIGHT-FEBRUARY21	43.46
EFT17249	24/02/2021	THE BENCUBBIN SHOP	THANK A VOLUNTEER AND NIGHT SWIM SUPPLIES	857.41
EFT17250	24/02/2021	MINERAL CRUSHING SERVICES (WA) PTY LTD	AGGREGATE	7453.60
EFT17251	24/02/2021	KIM PARKS	HR ASSISTANCE	1120.00
EFT17252	24/02/2021	AUSTRALIAN TAXATION OFFICE	BAS-JANUARY21	40548.00
EFT17253	25/02/2021	OASIS CORPORATION PTY LTD ATF OASIS UNIT TRUST	VARIOUS WORKS-AQUATIC CENTRE	111095.60
EFT17254	26/02/2021	CARDTRONICS AUSTRALASIA PTY LTD	ONGOING FEES FOR ATM-JANUARY21	34.03
EFT17255	26/02/2021	SYNERGY	UTILITY CHARGES 23.11.20-11.1.21	163.59
Eft17256		TRUST PAYMENT BELOW		
DD10371.1	10/02/2021	AWARE SUPER	PAYROLL DEDUCTIONS	6445.58
DD10371.2	10/02/2021	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	213.02
DD10371.3	10/02/2021	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	376.42
DD10371.4	10/02/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	183.38
DD10371.5	10/02/2021	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	88.76

Chairperson Initial

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Chq/EFT	Date	Name	Description	Amount
DD10371.6	10/02/2021	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	584.60
DD10371.7	10/02/2021	CHILD CARE SUPER	SUPERANNUATION CONTRIBUTIONS	135.62
DD10371.8	10/02/2021	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	195.06
DD10371.9	10/02/2021	IOOF	SUPERANNUATION CONTRIBUTIONS	177.18
DD10403.1	24/02/2021	AWARE SUPER	PAYROLL DEDUCTIONS	6573.05
DD10403.2	24/02/2021	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	376.42
DD10403.3	24/02/2021	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	213.02
DD10403.4	24/02/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	183.38
DD10403.5	24/02/2021	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	90.70
DD10403.6	24/02/2021	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	593.77
DD10403.7	24/02/2021	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	195.06
DD10403.8	24/02/2021	IOOF	SUPERANNUATION CONTRIBUTIONS	177.18
				493,784.21

2. Trust

Chq/EFT	Date	Name	Description	Amount
11	09/02/2021	SUE SCULLY	REFUND OF AARON'S BOND	10.00
EFT17140	09/02/2021	NADINE RICHMOND	REFUND OF SOCIAL CLUB PURCHASE	101.50
EFT17141	09/02/2021	TONI O'GRADY	REFUND OF HOUSE & PET BOND	800.00
EFT17225	17/02/2021	BENCUBBIN SPORTS CLUB INC.	SOCIAL CLUB PURCHASES	57.00
EFT17226	17/02/2021	TANIKA LOUISE McLENNAN	REIMBURSEMENT-ACCOMMODATION- SOCIAL CLUB FUNCTION	818.10
EFT17256	28/02/2021	DEPARTMENT OF TRANSPORT	MMSO20210201	26832.40
				28,619.00

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3. Mastercard

Details	Amount
No diving signage	97.88
Bin, cleaning clothes	174.19
Sds located here signage	34.38
Toner cartridges	149.00
Vehicle renewal	160.10
Farewell gift-W.Reid	439.00
Daycare membership-C.Begley	489.17
Bank fees	4.00
Plate change	28.60
Vehicle licence	233.65
Filing cabinets-daycare	407.95
Face painter etc-Australia day	1047.60
Bank fees	4.00
Plate change	28.60
Plate change	28.60
Bank fees	4.00
Little hotelier	81.95
Little hotelier	81.95
Tyre repair	296.00
Zoom-January	23.09
Bank fees	4.00
	3,817.71

Chairperson Initial

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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 **16 March 2021**. 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:

Governance and Leadership

Implement systems and processes that meet our legal and audit obligations and the needs of the community.

Chairperson Initial

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Comment:
Nil

2021/2-013 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That the Accounts Listed

<i>Municipal Fund</i>	\$	<i>493,784.21</i>
<i>Trust Fund</i>	\$	<i>28,619.00</i>
<i>Mastercard</i>	\$	<i><u>3,817.71</u></i>
<i>Total</i>	\$	<i>526,220.92</i>

Be endorsed.

Moved Cr LN Gobbart

Seconded Cr SR Putt

Carried 4/0

Chairperson Initial

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12.4.5 Statement of Financial Activity to 31 January 2021

File No:	4.0042
Location/Address:	N/A
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Tanika McLennan – Finance & Admin Manager
Attachments:	12.4.5 – Statement of Financial Activity to 31 January 2021
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:

Governance and Leadership

Implement systems and processes that meet our legal and audit obligations and the needs of the community.

Comment:

Nil

Chairperson Initial

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2021/2-014 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

The Statement of Financial Activity for the month ending 31 January 2021 be endorsed.

Moved Cr SR Putt

Seconded Cr LN Gobbart

Carried 4/0

Chairperson Initial

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12.4.6 Statement of Financial Activity to 28 February 2021

File No:	4.0042
Location/Address:	N/A
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Tanika McLennan – Finance & Admin Manager
Attachments:	12.4.6 – Statement of Financial Activity to 28 February 2021
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:

Governance and Leadership

Implement systems and processes that meet our legal and audit obligations and the needs of the community.

Comment:

Nil

Chairperson Initial

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2021/2-015 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

The Statement of Financial Activity for the month ending 28 February 2021 be endorsed.

Moved Cr NR Gillett

Seconded Cr LN Gobbart

Carried 4/0

Chairperson Initial

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12.4.7 Budget Review as at 28 February 2021

File No:	4.0166
Location/Address:	N/A
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Tanika McLennan – Finance & Admin Manager
Attachments:	12.4.7a – Budget Review to 28 February 2021 12.4.7b - Road Report Budget v Actual as at 26 February 2021
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority
Previously Considered:	Nil

Background:

The Local Government Act 1995 requires a local government to prepare a review of the Approved Budget each year for consideration by Council.

The purpose of this review is to ensure the Shire is on track to achieve the objectives outlined in the adopted budget and to make any adjustments as required as a result of actual events unfolding.

Consultation:

Nil

Statutory Environment:

Local Govt. Act 1995 section 6.2 and Financial Management Regulations 33A
33A. Review of budget

(1) Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.

(2A) The review of an annual budget for a financial year must —

(a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and

(b) consider the local government's financial position as at the date of the review; and

(c) review the outcomes for the end of that financial year that are forecast in the budget.

(2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.

(3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.

**Absolute majority required.*

(4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

Relevant Plans and Policy:

Nil

Chairperson Initial

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Financial Implications:

See list of variations provided in item's comments.

Risk Assessment:

Breach of Local Govt. Act 1995 section 6.2 and Financial Management Regulations 33A

Community & Strategic Objectives:

Governance and Leadership

Implement systems and processes that meet our legal and audit obligations and the needs of the community.

Comment:

The Financial Management Regulations allow for the Budget Review to be presented up until 31 March each year, accordingly, a Budget Review to 28 February 2021 has been prepared and is attached at 12.4.7a. All projected variances which meet Council's reporting threshold of \$5,000 or 10% have been highlighted in red. The review shows a projected surplus of \$95,558, which is mainly attributed to the use of the short term accommodation units in Bencubbin by the pool contractors, the income for which was not advised of at the time of adopting the budget. This surplus already allows for the following adjustments which will need to be approved by resolution of Council:

IPR Support	\$10,000
Fire Preventions Office Expenditure	\$5,000
Both the Loan and Purchase Price of new staff house be removed	\$0
Capital works to Unit 97A Monger St (completed in 2020)	-\$20,000
Purchase of Bencubbin Hall Reserve	\$10,000
Beacon Bowling Green funds redirected to Bencubbin (previous decision of Council, no further resolution required)	
Purchase Bencubbin Cricket Pitch Cover	\$8,000
Remove Aquatic Centre Loan	\$40,000

No adjustments have been made to the projected road budget in the main document as, although additional work will need to be added to ensure all funds are spent, this will have nil impact on the year end closing figure. A new proposed road budget is presented for consideration as attachment 12.4.7b.

Council may choose to end the year with a surplus however, there is also an opportunity to direct some or all of this surplus to reserves.

Chairperson Initial

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2021/2-016 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That:

- 1. the Budget Review document for the period ending 28 February 2021 be accepted as presented;**
- 2. the revised road budget, attachment 12.4.7b, be adopted;**
- 3. an additional \$10,000 be budgeted for IPR Support;**
- 4. an additional \$5,000 be budgeted for Fire Prevention Office Expenditure;**
- 5. both the loan (\$410,000) and the purchase price of the new staff house (\$410,000) be removed;**
- 6. Capital works to Unit 97A Monger St be removed from the budget -\$20,000;**
- 7. an additional \$10,000 be budgeted for the purchase of the Bencubbin Hall Reserve;**
- 8. an additional \$8,000 be budgeted for the replacement of the Bencubbin Cricket Pitch Cover;**
- 9. redirect \$20,000 from the Beacon Rock line item to the Beacon Campers Kitchen project; and**
- 10. the \$40,000 proposed loan for the Mt Marshall Aquatic Centre Redevelopment be removed from the budget and the project be funded by general revenue.**

**Moved Cr SR Putt
Absolute Majority**

Seconded Cr NR Gillett

Carried 4/0

Chairperson Initial

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12.5 Community Development Officer

Nil

12.6 Regulatory Officer

Nil

12.7 Development

Nil

12.8 Environmental Health Officer

Nil

13.0 Matters for Which Members of the Public are Excluded

2021/2-017 COUNCIL DECISION:

That members of the public be excluded to discuss agenda item 13.1 as it is considered to be a matter affecting an employee or employees.

Moved Cr LN Gobbart

Seconded Cr SR Putt

Carried 4/0

Ms Tanika McLennan, Miss Lucia Scari and Mr Len Cargeeg left the meeting at 3.37pm.

13.1 Chief Executive Officer Annual Performance Review

2021/2-018 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That Council:

- 1. Subject to S5.38 Local Government Act 1995, receive the completed Chief Executive Officer Appraisal Form (provided under separate confidential cover) and adopt its conclusions and recommendations.*
- 2. Subject to S5.39 Local Government Act 1995, adopt any agreed and documented (upon the Chief Executive Officer Appraisal Form provided under separate confidential cover) alterations to the current contract and remuneration package, effective as of 11 February 2021.*

Moved Cr SR Putt

Seconded NR Gillett

Carried 4/0

2021/2-019 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That the meeting comes out from behind closed doors.

Moved Cr LN Gobbart

Seconded SR Putt

Carried 4/0

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

Nil

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

Nil

16.0 Next Meeting – Tuesday 20 April 2021 commencing at 3:00pm at the Beacon Hall

17.0 Closure of Meeting

The Presiding Member thanked everyone for attending and declared the meeting closed at 3.44pm.

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

Date

Cr ARC Sachse President