



SHIRE OF MT MARSHALL

MINUTES

Notice is hereby given that an Ordinary Meeting of Council was held on Tuesday 21 December 2021 in Council Chambers, 71 Monger St, Bencubbin commencing at 3:00pm.

Cr ARC Sachse

President

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intentionally**

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John Nuttall
Chief Executive Officer

Chairperson Initial

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In accordance with the Local Government Act 1995 Section 5.23(2)(b) it is appropriate for Council to resolve, by procedural motion, to exclude members of the public.

13.1 CONFIDENTIAL – Citizen of the Year Award 2022

14. Elected Members' Motions of Which Previous Notice Has Been Given
15. New Business of an Urgent Nature Introduced by Decision of the Meeting
16. Next Meeting – Tuesday 8 February 2022 commencing at 3:00pm in Council Chambers, 71 Monger St, Bencubbin
10. Petitions / Deputations / Presentations / Submissions
Presentation by Caroline Robinson, Executive Officer of NEWROC
17. Closure of Meeting

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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	Councillor/President	
Cr NR Gillett	Councillor/Deputy President	3.00-4.30pm
Cr LN Gobbart	Councillor	
Cr IC Sanders	Councillor	
Cr SR Putt	Councillor	

Mr John Nuttall	Chief Executive Officer	3.00-3.43, 3.45-4.31pm
Ms Nadine Richmond	Executive Assistant	
Ms Tanika McLennan	Finance and Administration Manager	3.00-3.35, 4.00-4.31pm
Mr Len Cargeeg	Member of the Public	3.00 – 3.33pm
Mrs Caroline Robinson	Executive – NEWROC	4.00 – 4.31pm

Apologies

Cr TM Gibson	Councillor
Cr MR Beagley	Councillor

3.0 Standing Orders

2021/11-001 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 LN Gobbart

Seconded Cr SR Putt

Carried 5/0

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4.0 Public Questions

4.1 Response to Public Questions Taken on Notice

4.1.1 Summary of question from Mr Len Cargeeg:

Why wasn't the existing Welbungin Fire Shed offered to the public as an option to purchase and remove it from the site?

Summary of response from the Presiding Member:

A range of options relating to how to deal with the existing shed are being considered by the Shire and the option for it to be purchased and removed is one of those options. A decision will be made following the tender process for the construction of the new shed.

4.1.2 Summary of question from Mr Len Cargeeg:

Was the Safety Committee given the opportunity to review the policy concerning outside staff having first aid qualifications and what was their decision if any?

Summary of response from the Presiding Member:

It is not possible to say if the original policy was discussed by the OHS committee prior to it being presented to Council for adoption as it was some time ago. The most recent slight amendment was not presented to the OHS committee prior to Council adoption.

4.2 Public Question Time

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

The Presiding Member declared public question time closed at 3.07pm.

5.0 Applications for Leave of Absence

Nil

6.0 Declarations of Interest

Nil

7.0 Confirmation of Minutes of Previous Meetings

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held on Tuesday 21 December 2021

7.1 Minutes of the Ordinary Meeting held on Tuesday 16 November 2021

2021/11-002 OFFICER RECOMMENDATION/COUNCIL DECISION:

That the Minutes of the Ordinary Meeting of Council held on Tuesday 16 November 2021 be confirmed as a true and correct record of proceedings.

Moved Cr SR Putt

Seconded Cr NR Gillett

Carried 5/0

8.0 Announcements by Presiding Person Without Discussion

The Shire of Mt Marshall would like to extend our condolences to the family of Ross Perry, who passed away on 19th November, 2021. Ross lived and farmed with his family north of Bencubbin for many years before moving to Perth in later years. He was an active sportsman and is a life member of the Bencubbin Football Club. Ross' funeral was held in Perth on 1st December, 2021. Rest in Peace.

The Shire of Mt Marshall would like to extend our condolences to the family of Geoffrey Walke, who passed away recently. Geoffrey attended the Beacon Primary School and played football for the Beacon Football Club. Rest in Peace.

The Shire of Mt Marshall would like to extend our condolences to the family of Peter Neilson, who passed away recently. Peter lived with his family in Beacon and attended the Beacon Primary School. He was involved with sporting clubs and was a very good basketballer. Rest in Peace.

The Shire of Mt Marshall would like to extend our condolences to the family of John Cashmore who passed away on the 4th December 2021. John had a distinguished military career and was also an officer with the WA Police Force. John later farmed with his family in Beacon and Wialki, and continued to live in Beacon for the rest of his life. He was an outstanding community member. His funeral is in Perth today, 21st December 2021. Rest in Peace.

The Shire of Mt Marshall would like to wish everyone a very Merry Christmas and Happy New Year. To all those who are able to have a summer holiday or break away, and to all those staying at home or working during this period, please stay safe as we look forward to 2022.

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.

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Comment:

The President represented the Shire at the following meetings and training opportunities from 17 November to 21 December 2021.

- 17/11/2021 Shire of Mt Marshall Facilities and Services Committee Meeting with Cr Tanya Gibson, CEO John Nuttall and CDO Rebecca Watson
- 22/11/2021 WALGA Great Eastern Country Zone (GECZ) Meeting, Kellerberrin
- 24/11/2021 WALGA State Council Induction, Microsoft Teams
- 26/11/2021 Agricultural Freight Group, WALGA 170 Railway Pde, West Leederville
- 2/12/2021 Shire of Mt Marshall Audit Committee Meeting, Council Chambers, with Deputy President Cr Nick Gillett, Cr Stuart Putt, CEO John Nuttall, FAM Tanika McLennan, Representatives of the Office of the Auditor General and Audit Partners Australia.
- 3/12/2021 Shire of Mt Marshall Christmas Function, Bencubbin, with Cr Megan Beagley, Cr Tanya Gibson, Cr Leeanne Gobbart, CEO John Nuttall, staff and their partners.
- 9/12/2021 Bencubbin Primary School Concert with Cr Leeanne Gobbart and Cr Stuart Putt.
- 10/12/2021 Seniors Lunch in Bencubbin organised by the Bencubbin Community Resource Centre with CEO John Nuttall and CDO Rebecca Watson.
- 14/12/2021 Kununoppin Medical Practice Committee Meeting, Shire of Mt Marshall Chambers, with Deputy President Cr Nick Gillett and CEO John Nuttall.

North Eastern Wheatbelt Regional Organisation of Councils (NEWROC) Meeting and Christmas drinks, with Deputy President Cr Nick Gillett and CEO John Nuttall.

Beacon Primary School Annual Concert and Graduation Ceremony, with Cr Megan Beagley and Cr Leeanne Gobbart.

- 21/12/2021 Department of Water and Environmental Regulation Survey, telephone.

9.2 Councillors

Nil

The Presiding Member declared a change in the order of the meeting and item 10.0 - Petitions / Deputations / Presentations / Submissions will be addressed later in the meeting.

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11.0 Reports of Committees

11.1 Audit Committee

11.1.1 2020/2021 Annual Financial Report, Auditor's Report and Minutes of Meeting Held Thursday 2 December 2021

File No:	4.0460
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
	11.1.1a - Minutes of Audit Committee Meeting held 2 December 2021
Attachments:	11.1.1b - Audited Annual Financial Report to 30 June 2021
	11.1.1c - Management Letter and Auditors Report 2020/2021
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

The Shire's Audit Committee met on Thursday 2 December 2021 to consider the 2020/21 Annual Financial Report and Auditor's Report. The meeting was attended by representatives of the Office of the Auditor General and Audit Partners Australia who addressed the Committee and answered questions in relation to the annual financials and audit findings. The Committee recommended Council accept the 2020/2021 Annual Financial Report and Auditors Report, both of which are attached to this item.

Consultation:

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

Statutory Environment:

Local Government Act 1995, Section 7

Division 2 — Appointment of auditors

7.2. Audit

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

Relevant Plans and Policy:

Nil

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Financial Implications:

Nil from this report.

Risk Assessment:

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

Failure to have Council endorse the minutes of a Council appointed committee would be a breach of the *Local Government Act 1995*.

Community & Strategic Objectives:

Governance and Leadership

External audits and reviews confirm compliance with relevant Local Government legislation.

Comment:

Attached to this item is the letter prepared by the Office of the Auditor General following the attendance of Audit Partners Australia for the final audit. Council will note the management comments attached to the document. These comments were prepared internally and provided to the audit team prior to finalising this document.

The minutes of the Audit Committee meeting held on Thursday 2 December 2021 are submitted for Council endorsement.

2021/11-003 COMMITTEE RECOMMENDATION / COUNCIL DECISION:

That:

- 1. the unconfirmed minutes of the Audit Committee Meeting held 2 December 2021 be endorsed;***
- 2. the 2020/2021 Audited Financial Report be accepted; and***
- 3. and Management Letter and Auditors Report for 2020/2021 be accepted***

Moved Cr SR Putt

Seconded Cr IC Sanders

Carried 5/0

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12.0 Reports of Officers

12.1 Chief Executive Officer

12.1.35 Annual Report 2020/2021

File No:	4.0499
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	John Nuttall – Chief Executive Officer
Attachments:	12.1.35 – Annual Report 2020/2021
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 6 December 2021 from the Office of the Auditor General.

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

(ha) a matter on which a report must be made under section 29(2) of the *Disability Services Act 1993*; and

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- (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 \$130,000; the auditor's report for 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.

Additions included and required by the *Local Government Legislation Amendment Act 2019* are Elected Member attendance at Council and Committee meetings, remuneration paid or

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provided to the CEO, and modifications to the strategic community plan and corporate business plan.

2021/11-004 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

The Annual Report for the year 2020/2021 be accepted.

Moved Cr IC Sanders
Absolute Majority

Seconded Cr SR Putt

Carried 5/0

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12.1.36 Corporate Business Plan Quarterly Review – Quarter 2 of 2021-2022

File No:	4.0499
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	Shire of Mt Marshall
Author:	John Nuttall – Chief Executive Officer
Attachments:	12.1.36 - Corporate Business Plan Quarterly Review – Quarter 2 of 2021-2022
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

At the Ordinary Council Meeting held in May 2021 the new Corporate Business Plan was adopted. As part of adopting the new plan it was determined that a quarterly review be provided by the administration in order that Council and the community can see what work has or is being undertaken towards the adopted actions.

Consultation:

Nil

Statutory Environment:

Nil

Relevant Plans and Policy:

A copy of the Corporate Business Plan with annotations explaining how each action is progressing is provided with this report.

Financial Implications:

There are no financial implications from the review.

Risk Assessment:

Should the plan not be regularly reviewed there is the potential that actions set by Council will not be undertaken.

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:

This is the first review of the Corporate Business Plan since it was adopted in May. Council are invited to consider the information provided to understand how each action is progressing.

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2021/11-005 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That Council receive the Corporate Business Plan Quarterly Review for Quarter 2 2021/22.

Moved Cr LN Gobbart

Seconded Cr NR Gillett

Carried 5/0

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12.1.37 Chief Executive Officer Annual 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:	Simple 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 would be a financial implication in the increased remuneration to be paid to the Acting Chief Executive Officer should it be required.

Risk Assessment:

There is a risk to the organisation if leave arrangements are not properly planned.

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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:

Although there are separate periods of leave requested the Chief Executive Officer does not feel it is necessary for Council to appoint an acting Chief Executive Officer given that the majority of the leave requested is during the Christmas shutdown period. The Chief Executive Officer will still be easily contactable during all periods of leave should there be a need.

2021/11-006 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That Council:

- 1. Approve the following periods of annual leave for the Chief Executive Officer:**
 - ***December 23 2021 to January 7 2022 inclusive (9 Days leave)***
 - ***January 13 2022 to January 18 2022 inclusive (4 Days leave)***
 - ***January 27 2022 to January 28 2022 inclusive (2 Days leave)***

Moved Cr IC Sanders

Seconded Cr SR Putt

Carried 5/0

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12.1.38 WALGA Local Government Reform Submission Paper

File No:	4.0480
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	John Nuttall – Chief Executive Officer
Attachments:	12.1.38 - WALGA Summary of Proposed Local Government Reforms Impartiality – The reform references how Chief Executive Officer (CEO) Key Performance Indicators might be handled into the future and changes to the role of a CEO
Declaration of Interest:	
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

The State Government have recently advised of a 3 month consultation period, which is due to close on Friday 4 February 2022, on the proposed Local Government Act legislative reforms.

At WALGA's State Council Meeting held on Wednesday 1 December, the State Council resolved to approach the Minister for Local Government for an extension to the consultation period by 1 month due to the Christmas holiday period. A response has been received extending submissions now to 25 February 2022.

The following is the timeline and process for a sector submission on the Local Government Legislative Reform Program developed by WALGA:

- Friday 28 January 2022 - Local Governments requested to provide feedback to WALGA by 5pm;
- February 2022 – Zone Meetings to consider a draft sector submission;
- Wednesday 23 February at 4pm – WALGA Special Meeting of State Council via video conference to endorse submission; and
- Friday 25 February - WALGA to present submission to the State Government.

Consultation:

Consultation has occurred with WALGA, Local Government Professionals (WA) and other Local Governments in the WALGA Central Country Zone.

Statutory Environment:

The reforms relate to the Local Government Act 1995, an Act of State Parliament that has now been substantially in place since 1996, some 25 years.

Relevant Plans and Policy:

The Council's Policy Manual contains no policies that relate and nor are there any proposed.

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Financial Implications:

In relation to the reform proposals there are no known meaningful financial implications relative to this matter other than officer time and minor administrative costs.

Risk Assessment:

Failure to respond to this review could lead to legislative change which is detrimental to the Shire.

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

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

Comment:

The Department of Local Government, Sport and Cultural Industries notes the following:
“Local government benefits all Western Australians. It is critical that local government works with:

- a culture of openness to innovation and change*
- continuous focus on the effective delivery of services*
- respectful and constructive policy debate and democratic decision-making*
- an environment of transparency and accountability to ensure effective public engagement on important community decisions.*

Since first coming to office in 2017, the McGowan Government has already progressed reforms to improve specific aspects of local government performance. This includes new laws that work to improve transparency, cut red tape, and support jobs growth and economic development - ensuring that local government works for the benefit of local communities.

Based on the significant volume of research and consultation undertaken over the past five years, the Minister for Local Government has now announced the most significant package of major reforms to local government in Western Australia since the Local Government Act 1995 was passed more than 25 years ago. The package is based on six major themes:

- 1. Earlier intervention, effective regulation and stronger penalties*
- 2. Reducing red tape, increasing consistency and simplicity*
- 3. Greater transparency and accountability*
- 4. Stronger local democracy and community engagement*
- 5. Clear roles and responsibilities*
- 6. Improved financial management and reporting.*

A large focus on the new reform is oversight and intervention where there are significant problems arising within a local government. The introduction of new intermediate powers for intervention will increase the number of tools available to more quickly address problems and dysfunction within local governments. The proposed system for early intervention has been developed based on similar legislation in place in other jurisdictions, including Victoria and Queensland.

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This will deliver significant benefits for small business, residents and ratepayers, industry, elected members and professionals working in the sector”.

Elected Members should refer to the attachment for a suggested response to each of the proposed matters slated for reform. Most are supported and relatively inconsequential. Several are potentially far reaching, including:

- a maximum number of elected members (five) for smaller local governments up to 5,000 population;
- the election of Mayor / President by the people (for certain sized local governments);
- reversion to preferential voting for election of elected members; and
- compulsory live streaming and audio recording of meetings, including confidential meetings.

It is pleasing to see the Minister has listened to some of the concerns of the sector in relation to ‘size and scale’ with compliance and reporting.

The Council is free to alter any or all of the comments listed as ‘Shire of Mt Marshall Response’.

2021/11-007 OFFICER’S RECOMMENDATION / COUNCIL DECISION:

That Council:

- 1. Adopt the attached document as the Shire of Mt Marshall response to the Minister for Local Government’s Reform Proposals***
- 2. Direct the Chief Executive Officer to send a copy of this response to the Department of Local Government and the WALGA Zone Executive***

Moved Cr SR Putt

Seconded Cr LN Gobbart

Carried 5/0

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12.1.39 Review of C&C.2.4 – Elected Members Continuing Professional Development Policy

File No:	4.0478
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	Shire of Mt Marshall
Author:	John Nuttall – Chief Executive Officer
Attachments:	12.1.39 - C&C.2.4 – Elected Members Continuing Professional Development Policy
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

Part of the legislative review changes which came into force during the term of the last government required every local government to prepare and adopt a policy relating to the continuing professional development of Elected Members. Council have already adopted a policy as required.

The legislation also requires that following every Ordinary Election the policy is reviewed.

Consultation:

Nil

Statutory Environment:

Local Government Act 1995 (As amended)

5.128. Policy for continuing professional development

(1) A local government must prepare and adopt* a policy in relation to the continuing professional development of council members.

* Absolute majority required.

(2) A local government may amend* the policy.

* Absolute majority required.

(3) When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.

(4) The CEO must publish an up to date version of the policy on the local government's official website.

(5) A local government —

(a) must review the policy after each ordinary election; and

(b) may review the policy at any other time.

Relevant Plans and Policy:

A copy of the current policy is attached.

Financial Implications:

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There are financial implications from the policy but they are covered by the annual budget.

Risk Assessment:

It would be a breach of the act if the policy were not reviewed.

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.

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

Comment:

A copy of the current policy is attached for reference. The policy was only relatively recently adopted and at this time no changes are recommended.

Councillors should be aware that should it be determined that amendments are required then an absolute majority would be required subject to section 5.128(2) Local Government Act 1995.

2021/11-008 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That Council subject to Section 5.128 Local Government Act 1995 review Policy C&C.2.4 Elected Members Continuing Professional Development and determine that no changes are required.

Moved Cr SR Putt

Seconded Cr IC Sanders

Carried 5/0

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12.1.40 Tender MM05.21/22 - Waste Collection Service

File No:	Tender Register
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:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

Waste collection services in the Shire have been undertaken for some time under contract by Avon Waste. The current contract with Avon Waste has expired and the Chief Executive Officer has arranged that the current terms be continued until the matter is again put out as a Request for Tender (RFT).

It had been hoped that by the time the contract expired the NEWROC waste review would have been finalised and a group type arrangement could have been made. Unfortunately, as that process is still running it is not appropriate that the matter is left any longer. The proposed RFT would be for an appropriate length of contract to tie in with as many of our NEWROC colleague Shires as possible in order that should a regional waste decision be made in the future contracts are, as far as possible, aligned.

Consultation:

Nil

Statutory Environment:

There are various pieces of legislation relating to waste but none directly relevant to this process.

Relevant Plans and Policy:

Nil

Financial Implications:

Waste collection services are budgeted annually.

Risk Assessment:

It would be a risk to fail to have a contract in place for any length of time for waste services.

Community & Strategic Objectives:

Environment (Built and Natural)

Deliver a sustainable and progressive approach to waste management including collaboration with neighbouring local governments

Chairperson Initial

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Comment:

Council are requested to approve the Chief Executive Officer undertaking an RFT process for the waste collection services across the Shire utilising the qualitative criteria as set out. The process will be let through the WALGA preferred supplier e-quotes portal

2021/11-009 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

Officer's Recommendation 1:

That Council, pursuant to Section 3.57 of the Local Government Act, 1995 and Division 2 of the Local Government (Functions and General) Regulations, 1996 call for Quotes (RFT MM05.21/22) for the provision of Waste Collection Services and Recycling Collection Services

Officer's Recommendation 2:

That Council, pursuant to Section 3.57 of the Local Government Act, 1995 and Division 2 of the Local Government (Functions and General) Regulations, 1996 set the Qualitative Evaluation Criteria for RFT MM05.21/22, as follows:

<i>Relevant Experience</i>	<i>20%</i>
<i>Capability to Provide Service</i>	<i>20%</i>
<i>Price</i>	<i>60%</i>

Moved Cr IC Sanders

Seconded Cr NR Gillett

Carried 5/0

Chairperson Initial

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12.2 Works Supervisor

Nil

12.3 Executive Assistant

12.3.19 Status Report – November 2021

File No:	N/A
Location/Address:	N/A
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
Attachments:	12.3.19 – Status Report November 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.

Chairperson Initial

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Comment:

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

2021/11-010 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

The Status Report for November 2021 be received.

Moved Cr IC Sanders

Seconded Cr SR Putt

Carried 5/0

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12.4 Finance and Administration Manager

12.4.27 Accounts Paid to 30 November 2021

File No: 4.0458
Location/Address: N/A
Name of Applicant: Nil
Name of Owner: N/A
Author: Sandy Wyatt – Finance Officer
Attachments: Nil
Declaration of Interest: Nil
Voting Requirements: Simple Majority
Previously Considered: Nil

Background:

Following is a List of Accounts submitted to Council on Tuesday 21 December 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
66	30/11/2021	BANK FEES - BANK FEES	BANK FEES	522.85
222	23/11/2021	WATER CORPORATION	UTILITY CHARGES 2.9.21-15.11.21	28190.28
EFT18169		TRUST PAYMENT BELOW		
EFT18170	01/11/2021	CRISP WIRELESS PTY LTD	MONTHLY INTERNET SUBSCRIPTION-3 SERVICES	526.90
EFT18171	02/11/2021	SYNERGY	UTILITY CHARGES 8.9.21-12.10.21	1588.36
EFT18173		TRUST PAYMENT BELOW		
EFT18174		TRUST PAYMENT BELOW		
EFT18175	09/11/2021	SYNERGY	UTILITY CHARGES 17.8.21-19.10.21	7580.50

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Chq/EFT	Date	Name	Description	Amount
EFT18176	10/11/2021	FAULKNER BROTHER HOLDINGS	GRAVEL	6416.98
EFT18177	10/11/2021	MORGAN TIRIANA FARMS	GRAVEL	4387.57
EFT18178	10/11/2021	SYNERGY	UTILITY CHARGES 16.9.21-20.10.21	1368.77
EFT18179	11/11/2021	BOC GASES	GAS CYLINDERS	43.32
EFT18180	11/11/2021	KTY ELECTRICAL SERVICES	OCTOBER REPAIRS	297.66
EFT18181	11/11/2021	JASON SIGNMAKERS	SIGNS	5090.46
EFT18182	11/11/2021	BENCUBBIN NEWS & POST	NEWSPAPERS-OCTOBER21	90.48
EFT18183	11/11/2021	BEACON COUNTRY CLUB INC.	CARAVAN PARK VOUCHERS	890.00
EFT18184	11/11/2021	BEACON CENTRAL COMMUNITY RESOURCE CENTRE	PRINTING AND LAMINATING	16.00
EFT18185	11/11/2021	BENCUBBIN BULK HAULIERS	AGGREGATE	21028.52
EFT18186	11/11/2021	WINC AUSTRALIA PTY LTD	OCTOBER SUPPLIES	5.67
EFT18187	11/11/2021	ICS CARPENTRY	OCTOBER REPAIRS	121.00
EFT18188	11/11/2021	WA DISTRIBUTORS PTY LTD-ALL-WAYS FOODS	OCTOBER SUPPLIES	647.85
EFT18189	11/11/2021	METROCOUNT	BATTERY PACK	154.00
EFT18190	11/11/2021	AUSTRALIA'S GOLDEN OUTBACK	ADVERTISING	220.00
EFT18191	11/11/2021	BENCUBBIN TRUCK N AUTO'S	OCTOBER REPAIRS	3665.07
EFT18192	11/11/2021	D & D TRANSPORT	FREIGHT-JUNE21 (INVOICE ONLY RECEIVED 8.11.21)	279.19
EFT18193	11/11/2021	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	PROCUREMENT IN LOCAL GOVERNMENT- THE BASICS-S.MOUG	195.00
EFT18194	11/11/2021	BENCUBBIN AG SUPPLIES	OCTOBER SUPPLIES	2459.77
EFT18195	11/11/2021	REFUEL AUSTRALIA	MONTHLY CARD FEE & FUEL	220.48
EFT18196	11/11/2021	GREAT SOUTHERN FUELS	DIESEL	14571.33
EFT18197	11/11/2021	AMPAC DEBT RECOVERY PTY LTD	DEBT RECOVERY COSTS-1043	337.79
EFT18198	11/11/2021	LO-GO APPOINTMENTS	CONTRACT SERVICES	4877.79
EFT18199	11/11/2021	MARKET CREATIONS T/A INTEGRATED ICT	COMPUTER SERVICES	8557.07
EFT18200	11/11/2021	MARKETFORCE PTY LTD	ADVERTISING	1250.11
EFT18201	11/11/2021	SOUTHERN CROSS AUSTEREO PTY LTD	ADVERTISING-AROUND THE TOWNS OCTOBER21	99.00
EFT18202	11/11/2021	COMFORT STYLE MERREDIN	OCTOBER SUPPLIES	4470.00

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Chq/EFT	Date	Name	Description	Amount
EFT18203	11/11/2021	THE BENCUBBIN SHOP	OCTOBER SUPPLIES	311.32
EFT18204	11/11/2021	SCUD AG SUPPLIES	OCTOBER SUPPLIES	602.36
EFT18205	11/11/2021	MINERAL CRUSHING SERVICES (WA) PTY LTD	AGGREGATE	5871.36
EFT18206	11/11/2021	ACCREDIT BUILDING SURVEYING & CONSTRUCTION SERVICES PTY LTD	BUILDING SURVEYING SERVICE	385.00
EFT18207	11/11/2021	FRONTLINE FIRE & RESCUE EQUIPMENT	EQUIPMENT	11456.13
EFT18208	11/11/2021	MARBRET INTERNATIONAL	LINEN FOR ACCOMMODATION	695.20
EFT18209	11/11/2021	LANGE CONSULTING & SOFTWARE	PREPARE & ASSEMBLE TENDER DOCUMENTS-WELBUNGIN FIRE SHED	4225.00
EFT18210	11/11/2021	EASISALARY	PAYROLL DEDUCTIONS	396.17
EFT18211	14/11/2021	BENDIGO BANK	OCTOBER SUPPLIES	2812.22
EFT18212	10/11/2021	PERKBOX AUSTRALIA	STANDARD L&W BUNDLE	176.22
EFT18213	15/11/2021	SOPHIE JANE MUSIC	PERFORMANCE-CHRISTMAS EVENT	1200.00
EFT18214		TRUST PAYMENT BELOW		
EFT18215		TRUST PAYMENT BELOW		
EFT18216		TRUST PAYMENT BELOW		
EFT18217		TRUST PAYMENT BELOW		
EFT18218		TRUST PAYMENT BELOW		
EFT18219	23/11/2021	TELSTRA	UTILITY CHARGES-OCTOBER21	1430.44
EFT18220	23/11/2021	AVON WASTE	RUBBISH COLLECTION-OCTOBER21	5198.48
EFT18221	23/11/2021	EASTERN HILLS SAWS & MOWERS PTY LTD	MOWER	944.00
EFT18222	23/11/2021	STEWART & HEATON CLOTHING CO PTY LTD	PROTECTIVE CLOTHING	980.80
EFT18223	23/11/2021	NINGHAN SPRAYING & AG SERVICES	AUGUST SUPPLIES	625.35
EFT18224	23/11/2021	KTY ELECTRICAL SERVICES	NOVEMBER REPAIRS	12386.58
EFT18225	23/11/2021	JASON SIGNMAKERS	SIGNS	149.78
EFT18226	23/11/2021	SHIRE OF TRAYNING	DOCTORS HOUSE RENT 4.10.21-1.11.21 & DOCTORS VEHICLE EXPENSES-OCT21	865.33
EFT18227	23/11/2021	BENCUBBIN NEWS & POST	POSTAGE 1.11.21-5.11.21	68.30
EFT18228	23/11/2021	CENTRAL WHEATBELT PLUMBING	NOVEMBER REPAIRS	297.00
EFT18229	23/11/2021	BEACON CO-OPERATIVE LTD	CARAVAN PARK VOUCHERS	600.00
EFT18230	23/11/2021	MOORE AUSTRALIA (WA) PTY LTD	GST WORKSHOP-S.WYATT	825.00

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Chq/EFT	Date	Name	Description	Amount
EFT18231	23/11/2021	ICS CARPENTRY	NOVEMBER REPAIRS	29876.00
EFT18232	23/11/2021	WA DISTRIBUTORS PTY LTD-ALL-WAYS FOODS	NOVEMBER SUPPLIES	249.00
EFT18233	23/11/2021	CIVIC LEGAL	PROJECT AWARE GOVERNANCE	1100.00
EFT18234	23/11/2021	RURAL WATER COUNCIL OF WA INC	ANNUAL MEMBERSHIP SUBSCRIPTION 2021	300.00
EFT18235	23/11/2021	BENCUBBIN AG SUPPLIES	NOVEMBER SUPPLIES	170.64
EFT18236	23/11/2021	DEPARTMENT OF MINES,INDUSTRY REGULATION AND SAFETY (DMIRS)	BUILDING SERVICES LEVY	113.30
EFT18237	23/11/2021	TUTT BRYANT EQUIPMENT	NOVEMBER SUPPLIES	966.80
EFT18238	23/11/2021	PUBLIC LIBRARIES WA INC	PLWA MEMBERSHIP 2021/22	110.00
EFT18239	23/11/2021	BOB WADDELL & ASSOCIATES PTY LTD	VARIOUS ACCOUNTING SUPPORT	264.00
EFT18240	23/11/2021	SHIRE OF WESTONIA	LG PRO CONFERENCE DINNER-J.NUTTALL & T.MCLENNAN	121.66
EFT18241	23/11/2021	KC SALES	NOVEMBER SUPPLIES	389.54
EFT18242	23/11/2021	LO-GO APPOINTMENTS	CONTRACT SERVICES	3989.27
EFT18243	23/11/2021	WA CONTRACT RANGER SERVICES	RANGER SERVICES 18.10.21 & 3.11.21	467.50
EFT18244	23/11/2021	QC ULTIMATE CLEAN	CARPET CLEANING	484.00
EFT18245	23/11/2021	CR ARC SACHSE	MEETING FEES & ALLOWANCES 20.10.21-16.11.21	1732.11
EFT18246	23/11/2021	WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER CHARGES	326.63
EFT18247	23/11/2021	CR NICK GILLETT	MEETING FEES & ALLOWANCES 20.10.21-16.11.21	671.73
EFT18248	23/11/2021	CR STUART PUTT	MEETING FEES & ALLOWANCES 20.10.21-16.11.21	493.18
EFT18249	23/11/2021	LEEANNE NOLA GOBBART	MEETING FEES & ALLOWANCES 20.10.21-16.11.21	605.92
EFT18250	23/11/2021	WHEATBELT LIQUID WASTE MANAGEMENT	SEPTIC PUMP OUT	660.00
EFT18251	23/11/2021	TOLL TRANSPORT PTY LTD	FREIGHT-NOV21	147.62
EFT18252	23/11/2021	SCUD AG SUPPLIES	OCTOBER SUPPLIES	86.57
EFT18253	23/11/2021	CR TM GIBSON	MEETING FEES & ALLOWANCES 20.10.21-16.11.21	550.50
EFT18254	23/11/2021	INTERFIRE AGENCIES	PROTECTIVE CLOTHING	328.46

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Chq/EFT	Date	Name	Description	Amount
EFT18255	23/11/2021	LUCIA SCARI	REIMBURSEMENT-DISHWASHING TABLETS	18.84
EFT18256	23/11/2021	BOSSHEALTH GROUP PTY LTD	ENVIRONMENTAL HEALTH SERVICE	2475.00
EFT18257	23/11/2021	MURRAY BENNETT	PINE BOLLARDS-WADDOURING DAM	3200.00
EFT18258	23/11/2021	BRICK AND MORTAR RESTORATION	WORKS-BEACON HALL	14601.34
EFT18259	23/11/2021	ADVANCED TRAFFIC MANAGEMENT (WA) PTY LTD	TRAFFIC CONTROLLERS	13670.14
EFT18260	23/11/2021	CR MEGAN BEAGLEY	MEETING FEES & ALLOWANCES 19.10.21- 28.10.21	1232.84
EFT18261	22/11/2021	SYNERGY	STREETLIGHTS 25.9.21-24.10.21	1950.44
EFT18262	25/11/2021	EASISALARY	PAYROLL DEDUCTIONS	396.17
EFT18263	24/11/2021	SYNERGY	UTILITY CHARGES 1.9.21-1.11.21	2304.93
EFT18264	30/11/2021	GN & AL WHYTE (ROTHIEMAY P/L)	RATES REFUND FOR ASSESSMENT A7018 LOT LUCKMAN RD WELBUNGIN 6478	3041.72
EFT18265	30/11/2021	SYNERGY	UTILITY CHARGES 13.10.21-9.11.21	1279.47
EFT18266	30/11/2021	STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	715.00
EFT18267		TRUST PAYMENT BELOW		
EFT18268		TRUST PAYMENT BELOW		
DD10720.1	03/11/2021	AWARE SUPER	PAYROLL DEDUCTIONS	6315.55
DD10720.2	03/11/2021	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	252.10
DD10720.3	03/11/2021	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	420.32
DD10720.4	03/11/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	545.15
DD10720.5	03/11/2021	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	95.79
DD10720.6	03/11/2021	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	625.02
DD10720.7	03/11/2021	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	219.19
DD10720.8	03/11/2021	IOOF	SUPERANNUATION CONTRIBUTIONS	191.22
DD10738.1	17/11/2021	AWARE SUPER	PAYROLL DEDUCTIONS	5809.50
DD10738.2	17/11/2021	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	539.22
DD10738.3	17/11/2021	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	248.94
DD10738.4	17/11/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	726.69
DD10738.5	17/11/2021	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	95.79
DD10738.6	17/11/2021	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	625.02
DD10738.7	17/11/2021	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	219.19

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Chq/EFT	Date	Name	Description	Amount
DD10738.8	17/11/2021	IOOF	SUPERANNUATION CONTRIBUTIONS	199.20
				278,890.02

2. Trust

Chq/EFT	Date	Name	Description	Amount
EFT18169	08/11/2021	CR MEGAN BEAGLEY	NOMINATION REFUND	80.00
EFT18173	09/11/2021	NADINE RICHMOND	REIMBURSE FOR SOCIAL CLUB PURCHASES	39.00
EFT18174	09/11/2021	MEG LEE WYATT	REFUND OF GYM KEY BOND	10.00
EFT18214	15/11/2021	MARINA BAUER	REFUND HOUSING BOND	340.00
EFT18215	15/11/2021	MEG LEE WYATT	REFUND-HOUSING BOND	340.00
EFT18216	15/11/2021	ARC & MA SACHSE	REFUND GYM KEY BOND	10.00
EFT18217	17/11/2021	NGAHUIA NELSON	REFUND GYM KEY BOND	10.00
EFT18218	17/11/2021	SHIRE OF MT MARSHALL	K.DALGETTY BOND	280.00
EFT18267	30/11/2021	DEPARTMENT OF TRANSPORT	MMSO2021111	15931.05
EFT18268	30/11/2021	SHIRE OF MT MARSHALL	CORRECTION TO 27140 20180630	0.17
				17,040.22

Chairperson Initial

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3. Mastercard

Details	Amount
Bank fees	4.00
Kettle,toaster,mop,t/brush	111.00
Little hotelier	81.95
Little hotelier	81.95
Outdoor broom	12.00
Zoom-October	23.09
Replace bullbar	300.00
Bank fees	4.00
Diary A4 day to page	26.99
2 seater sofa	99.97
Toilet brush/delivery	15.60
Toilet brush/bins/delivery	112.60
Pillows/delivery	124.60
Microwave/delivery	56.60
Knives/delivery	106.60
Brochure holder	35.23
Umbrella and delivery	48.48
Folding trolley wagon and delivery	73.49
Plate change	30.50
Plate change	30.50
Plate change	18.30
Ups	204.95
Plate change	36.60
Bank fees	4.00
Door handle	29.50
Canva	167.88
Advertising facebook	18.03
Plate change	18.30
Batteries and delivery	46.33
Storage container and delivery	19.93
Storage container and delivery	19.93

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Storage container and delivery	19.93
Christmas invites	39.56
Western Power	497.92
Refund C.Begley Insurance	-82.71
Bank fees	4.00
Farewell beverages	203.00
Farewell catering	9.38
Farewell catering	84.89
Farewell gift	73.35
	2,812.22

This List of Accounts Paid under Delegation 14 and covering vouchers and direct debits as above was submitted to each Member of the Council for the Ordinary Meeting of **21 December 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

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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.

Comment:

Nil

2021/11-011 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That the Accounts Listed

<i>Municipal Fund</i>	\$	278,890.02
<i>Trust Fund</i>	\$	17,040.22
<i>Mastercard</i>	\$	<u>2812.22</u>
<i>Total</i>	\$	298,742.46

Be endorsed.

Moved Cr SR Putt

Seconded Cr NR Gillett

Carried 5/0

Chairperson Initial

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12.4.28 Statement of Financial Activity to 30 November 2021

File No:	4.0458
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 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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2021/11-012 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

The Statement of Financial Activity for the month ending 30 November 2021 be endorsed.

Moved Cr LN Gobbart

Seconded Cr SR Putt

Carried 5/0

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

Mr Len Cargeeg left the meeting at 3.33pm.

13.0 Matters for Which Members of the Public are Excluded

2021/11-013 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That members of the public be excluded to discuss agenda item 13.1 - Citizen of the Year Award 2022 as it is considered to be matters regarding the personal affairs of any person.

Moved Cr SR Putt

Seconded Cr IC Sanders

Carried 5/0

Ms Tanika McLennan left the meeting at 3.35pm.

13.1 CONFIDENTIAL – Citizen of the Year Award 2022

2021/11-014 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That Mrs Lisa Clark be awarded the Shire of Mt Marshall Citizen of the Year for 2022.

Moved Cr SR Putt

Seconded Cr LN Gobbart

Carried 5/0

2021/11-015 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That the meeting comes out from behind closed doors.

Moved Cr LN Gobbart

Seconded Cr SR Putt

Carried 5/0

Mr John Nuttall left the meeting at 3.43pm

Mr John Nuttall re-entered the meeting at 3.45pm

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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 8 February 2022 commencing at 3:00pm in Council Chambers, 71 Monger St, Bencubbin

Ms Tanika McLennan and Mrs Caroline Robinson of NEWROC entered the meeting at 4.00pm.

The Presiding member declared that item 10.0 – Petitions / Deputations / Presentations / Submissions deferred earlier in the meeting would be addressed at this point in the meeting.

10.0 Petitions / Deputations / Presentations / Submissions

Mrs Caroline Robinson presented to Council regarding NEWROC's role.

Cr NR Gillett left the meeting at 4.30pm.

17.0 Closure of Meeting

The Presiding Member thanked everyone for attending and declared the meeting closed at 4.31pm.

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

Date

Cr ARC Sachse President