



# **SHIRE OF MT MARSHALL**

**Minutes of Meeting held on  
Tuesday 18 June 2013, in  
Council Chambers, Bencubbin  
commencing at 2:56pm.**

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# **SHIRE OF MT MARSHALL**

**These Minutes were confirmed  
by Council at the Ordinary  
Meeting of Council held on  
24 July 2013**

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Cr PA Gillett

President

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# **DISCLAIMER**

## **MEMBERS OF THE PUBLIC ARE REQUESTED TO READ THROUGH AND FAMILIARISE THEMSELVES WITH THE DISCLAIMER**

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

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**held on Tuesday 18 June 2013**

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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 2:56pm and welcomed everyone to the meeting.

**2.0 Record of Attendance / Apologies / Approved Leave of Absence**

**In Attendance**

Cr PA Gillett	President / Presiding Member	
Cr RN Breakell	Deputy President	
Cr MP Hogan	Councillor	
Cr DA Miguel	Councillor	
Cr CJ Kirby	Councillor	
Cr WJ Beagley	Councillor	
Cr IC Sanders	Councillor	2:58pm – 6:39pm
Mr Matthew Gilfellow	Chief Executive Officer	
Ms Nadine Richmond	Customer Service Officer	2:56pm – 4:35pm
Mrs Lauren Grylls	Executive Administrator	5:19pm – 6:39pm

**Apologies**

Nil

**3.0 Standing Orders**

Cr Ian Sanders entered the room at 2:58pm.

**2013/066 COUNCIL DECISION:**

**That Standing Orders be suspended for the duration of the meeting to allow for greater debate on items in the agenda.**

**Moved Cr Hogan**

**Seconded Cr Beagley**

**Carried 7/0**

**4.0 Public Questions**

**4.1 Response to Public Questions Taken on Notice**

Nil

**4.2 Public Question Time**

Nil



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**5.0 Applications for Leave Of Absence**

**2013/067 COUNCIL RESOLUTION:**

**That Cr Hogan be approved leave from the July 2013 Ordinary Meeting of Council.**

**Moved Cr Gillett**

**Seconded Cr Miguel**

**Carried 7/0**

**6.0 Declarations of Interest**

Cr Ian Sanders declared that he held a financial interest in Item 14.1 as he had submitted a tender for the Office Extension Tender MM02/13.

Mr Matthew Gilfellow declared an interest in Item 11.4.15 due to his association as a member of the Bencubbin & Districts Lions Club.

**7.0 Confirmation of Minutes of Previous Meetings**

**7.1 Minutes of the Ordinary Meeting held on Tuesday 14 May 2013**

**2013/068 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the Minutes of the Ordinary Meeting of Council held on Tuesday 14 May 2013 be confirmed as a true and correct record of proceedings.**

**Moved Cr Miguel**

**Seconded Cr Beagley**

**Carried 7/0**

**8.0 Announcements by Presiding Person Without Discussion**

Nil

**9.0 Petitions / Deputations / Presentations / Submissions**

Nil

**Minutes of the Ordinary Meeting of Council**  
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**10.0 Reports of Committees**

**10.1 NEWROC Council**

**10.1.1 Minutes of NEWROC Council Meeting held 23 April 2013**

<b>LOCATION/ADDRESS:</b>	NEWROC District
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	A5/16
<b>AUTHOR:</b>	Lauren Grylls – Executive Administrator
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	8 April 2012
<b>ATTACHMENT NUMBER:</b>	10.1.1 – Minutes of NEWROC Council Meeting 23 April 2013
<b>CONSULTATION:</b>	Nil
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Nil
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**2013/069 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the information be received.**

**Moved Cr Breakell**

**Seconded Cr Hogan**

**Carried 7/0**

**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 Koorda, Mt Marshall, Mukinbudin, Nungarin, Trayning and Wyalkatchem, and is governed by a Memorandum of Understanding (MOU) between these Shires.

NEWROC Council and NEWROC Executive meetings alternate on a bi-monthly basis.

**COMMENT:**

The Minutes of the NEWROC Council meeting held on 23 April 2013 are submitted (attachment 9.1.1) 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 26 June at Mukinbudin, commencing at 2:00pm.

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**10.2 Local Emergency Management Committee**

**10.2.1 Minutes of Local Emergency Management Committee Meeting held 14 May 2013**

**LOCATION/ADDRESS:** Mt Marshall District  
**NAME OF APPLICANT:** N/A  
**FILE REFERENCE:** A6/38  
**AUTHOR:** Lauren Grylls – Executive Administrator  
**DISCLOSURE OF INTEREST:** Nil  
**DATE:** 11 June 2013  
**ATTACHMENT NUMBER:** 10.2.1 – Minutes of LEMC Meeting 14 May 2013  
**CONSULTATION:** Nil  
**STATUTORY ENVIRONMENT:** Nil  
**POLICY IMPLICATIONS:** Nil  
**FINANCIAL IMPLICATIONS:** Nil  
**STRATEGIC IMPLICATIONS:** Nil  
**VOTING REQUIREMENT:** Simple Majority

**2013/070 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the minutes of the Mt Marshall Local Emergency Management Committee meeting (as attached) held on Tuesday 14 May 2013 be received.**

**Moved Cr Miguel**

**Seconded Cr Sanders**

**Carried 7/0**

**BACKGROUND:**

Nil

**COMMENT:**

The minutes of the Mt Marshall Local Emergency Management Committee meeting held on Tuesday 14 May 2013 are submitted for council information.

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**10.2.2 LEMC Annual Exercise**

<b>LOCATION/ADDRESS:</b>	Mt Marshall District
<b>NAME OF APPLICANT:</b>	Local Emergency Management Committee
<b>FILE REFERENCE:</b>	A6/38
<b>AUTHOR:</b>	Jack Walker – Engineering Administration Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	7 May 2013
<b>ATTACHMENT NUMBER:</b>	10.2.2 – Annual Mt Marshall LEMC Post Exercise Report
<b>CONSULTATION:</b>	Nil
<b>STATUTORY ENVIRONMENT:</b>	Emergency Management Act 2005
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Nil
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**2013/071 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the Annual Exercise report be accepted and a copy of the report be forwarded to the DEMC with the Annual Report.**

**Moved Cr Kirby**

**Seconded Cr Miguel**

**Carried 7/0**

**BACKGROUND:**

Testing and exercising are essential to ensure that the emergency management arrangements are workable and effective for the LEMC. The testing and exercising is also important to ensure that individuals and organisations remain appropriately aware of what is required of them during an emergency response situation.

Exercising the emergency management arrangements will allow the LEMC to:

- Test the effectiveness of the local arrangements
- Bring together members of emergency management agencies and give them knowledge of, and confidence in, their roles and responsibilities
- Help educate the community about local arrangements and programs
- Allow participating agencies an opportunity to test their operational procedures and skills in simulated emergency conditions
- Test the ability of separate agencies to work together on common tasks, and to assess effectiveness of co-ordination between them.

The exercising of a HMA's response to an incident is a HMA responsibility however it could be incorporated into the LEMC exercise.

**Frequency of Exercises**

Local Governments are to ensure that their arrangements are exercised annually.

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**Types of Exercises**

Some examples of exercises types include:

- Desktop/Discussion
- A phone tree recall exercise
- Opening and closing procedures for evacuation centres or any facilities that might be operating in an emergency
- Locating and activating resources on the Emergency Resources Register

**COMMENT:**

A post exercise report is attached for committee information.

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**11.0 Reports of Officers**

**11.1 Environmental Health Officer / Building Surveyor**

Nil

**11.2 Community and Recreation Development Officer**

**11.2.4 Establishment of Off-Road Race Working Group**

<b>LOCATION/ADDRESS:</b>	Mt Marshall District
<b>NAME OF APPLICANT:</b>	Nil
<b>FILE REFERENCE:</b>	C1/15
<b>AUTHOR:</b>	Rebecca Watson – Community and Recreation Development Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	11 June 2013
<b>ATTACHMENT NUMBER:</b>	Nil
<b>CONSULTATION:</b>	Matthew Gilfellon – Chief Executive Officer
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Nil
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**OFFICER RECOMMENDATION:**

That an Off Road Race Working Group, consisting of a minimum of five members, be established by Council to be responsible for:

- Liaising with the Western Australia Off Road Racing Association (WAORRA);
- Booking and hire of venues and equipment;
- Liaising with stakeholders, WAORRA and land owners to determine a track;
- Negotiating use of land terms and conditions with land owners;
- Obtaining quotes for track clean up and informing the shire of these prices;
- Organising catering;
- Organising a licensed bar (including obtaining all permits required);
- Contacting the shire regarding road closures;
- Organising the setting up and packing up required for the event; and
- Liaising with stakeholders and holding meetings when required.

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**2013/072 COUNCIL DECISION:**

That an Off Road Race Working Group, consisting of a minimum of five members, including 2 Shire representatives, be established by Council to be responsible for:

- Liaising with the Western Australia Off Road Racing Association (WAORRA);
- Booking and hire of venues and equipment;
- Liaising with stakeholders, WAORRA and land owners to determine a track;
- Negotiating use of land terms and conditions with land owners;
- Obtaining quotes for track clean up and informing the shire of these prices;
- Organising catering;
- Organising a licensed bar (including obtaining all permits required);
- Contacting the shire regarding road closures;
- Organising the setting up and packing up required for the event;
- Liaising with stakeholders and holding meetings when required; and
- First meeting to be chaired by a Shire representative and attended by relevant shire staff.

**Moved Cr Sanders**

**Seconded Cr Gillett**

**Carried 7/0**

**Note:** The officer recommendation was amended to specify that the Off-Road Race Working Group consist of two shire representatives and that the first meeting is to be chaired by a shire representative and attended by relevant shire staff.

Cr Gillett thanked Rebecca Watson for her efforts in making the WA Off Road Racing one of the top races in the State.

**BACKGROUND:**

The Western Australian Off Road Racing Association has held round three of their state championship round in Bencubbin for four years.

**COMMENT:**

A working group would be made up of community members who would like to take on organising the 2014 Off Road Race in Bencubbin. An advert would be placed asking interested persons to attend a meeting in July, prior to inviting nominations for membership to the working group.

This group will then have the following responsibilities:

- Liaising with the Western Australia Off Road Racing Association (WAORRA);
- Booking and hire of venues and equipment;
- Liaising with stakeholders, WAORRA and land owners to determine a track;
- Negotiating use of land terms and conditions with land owners;
- Obtaining quotes for track clean up and informing the shire of these prices;
- Organising catering;
- Organising a licensed bar (including obtaining all permits required);

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- **Contacting the shire regarding road closures;**
- **Organising the setting up and packing up required for the event; and**
- **Liaising with stakeholders and holding meetings when required**

Stakeholders refer to people who have an interest in the event such as St John's Ambulance, Bush Fire Brigades, Fire & Rescue, bar organisers, catering organisers, police and other relevant persons or groups.

I suggest that the Working Group would require a minimum of five people to be able to work effectively.



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**11.3 Natural Resource Management Officer**

Nil

**11.4 Senior Finance Officer**

**11.4.13 Statement of Financial Activity**

<b>LOCATION/ADDRESS:</b>	N/A
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	F1/4
<b>AUTHOR:</b>	Nancy Collins – Senior Finance Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	10 June 2013
<b>ATTACHMENT NUMBER:</b>	11.4.13a – Statement of Financial Activity (Green paper) 11.4.13b – Municipal Fund Statement 11.4.13c – Trust Fund Statement 11.4.13d – Municipal Term Deposit Statement 11.4.13e – Reserve Term Deposit Statement
<b>CONSULTATION:</b>	Nil
<b>STATUTORY ENVIRONMENT:</b>	Local Government Act 1995 and Local Government (Financial Management) Regulations 1996
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Nil
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**2013/073 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That Council endorse the Statement of Financial Activity for the month ending 31 May 2013.**

**Moved Cr Kirby**

**Seconded Cr Hogan**

**Carried 7/0**

**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.

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**10.4.14 Accounts Paid**

**LOCATION/ADDRESS:** N/A  
**NAME OF APPLICANT:** N/A  
**FILE REFERENCE:** F1/4  
**AUTHOR:** Nancy Collins – Senior Finance Officer  
**DISCLOSURE OF INTEREST:** No Interest to Disclose  
**DATE:** 10 June 2013  
**CONSULTATION:** Nil  
**STATUTORY ENVIRONMENT:** Financial Management Regulations and the Local Government Act 1995  
**POLICY IMPLICATIONS:** Nil  
**FINANCIAL IMPLICATIONS:** Nil  
**STRATEGIC IMPLICATIONS:** Nil  
**VOTING REQUIREMENT:** Simple Majority

**2013/074 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the Accounts Listed**

<b>Municipal Fund</b>	<b>\$</b>	<b>227116.84</b>
<b>Trust Fund</b>	<b>\$</b>	<b>31263.60</b>
<b>Mastercard</b>	<b>\$</b>	<b>1524.78</b>

**Be endorsed.**

**Moved Cr Miguel**

**Seconded Cr Sanders**

**Carried 7/0**

**BACKGROUND:**

Following is a List of Accounts submitted to Council on Tuesday 18 June 2013 for the Municipal Fund, Trust Fund and Mastercard.

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**1. Municipal Fund**

<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT7293	15/05/2013	COVS	ADJUSTABLE WRENCH - VARIOUS SIZES	85.80
EFT7294	15/05/2013	AVON WASTE	RUBBISH COLLECTION - APRIL 2013	5152.28
EFT7295	15/05/2013	CJD EQUIPMENT PTY LTD	RIPPER SHANKS	1527.67
EFT7296	15/05/2013	COURIER AUSTRALIA	FREIGHT	19.54
EFT7297	15/05/2013	MUKA TYRE MART	REPAIR TO GRADER TYRE	175.00
EFT7298	15/05/2013	KTY ELECTRICAL SERVICES	DISCONNECT POWER TO OLD BAR - BENCUBBIN RECREATION CENTRE	93.50
EFT7299	15/05/2013	BENCUBBIN NEWS & POST	STATIONERY - APRIL 2013	281.00
EFT7300	15/05/2013	BEACON COUNTRY CLUB INC.	REFRESHMENTS - PREMIERS VISIT; NIBBLES FOR BUSINESS AFTER HOURS	156.00
EFT7301	15/05/2013	WA TREASURY CORPORATION	LOAN NO. 119 FIXED COMPONENT - LOAN TO BENNYMART - REPAID IN LEASE PAYM	979.96
EFT7302	15/05/2013	BEACON CO-OPERATIVE LTD	POSTAGE - BEACON LIBRARY	6.95
EFT7303	15/05/2013	UHY HAINES NORTON (WA) PTY LTD	FINANCIAL AND MANAGEMENT REPORTING WORKSHOPS - N COLLINS	1705.00
EFT7304	15/05/2013	BENCUBBIN COMMUNITY RESOURCE CENTRE	PRINT PURCHASE ORDER BOOKS	346.95
EFT7305	15/05/2013	ATU SEWAGE SERVICES	QUARTERLY BIOMAX SERVICE - LOT 229 MURRAY ST	123.75
EFT7306	15/05/2013	HITACHI CONSTRUCTION MACHINERY (AUST) P/L	10000HR SERVICE ON JD GRADER	4922.76
EFT7307	15/05/2013	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPIER SUPPORT SERVICE AGREEMENT - APRIL 2013	275.91
EFT7308	15/05/2013	BENCUBBIN SMASH REPAIRS	FIT CAR PHONE KIT AND TWO WAY RADIO TO MITSUBISHI TRITON	234.40
EFT7309	15/05/2013	PACIFIC BRANDS WORKWEAR	STAFF UNIFORM - R WATSON	389.00
EFT7310	15/05/2013	BENCUBBIN TRUCK N AUTO'S	NEW TYRES ON HOLDEN CAPRICE; CHANGEOVER TYRES ON HOLDEN COMMODORE	1292.50
EFT7311	15/05/2013	NAUGHTY BUGS PEST CONTROL	INTERNAL/EXTERNAL SPIDER & INSECT TREATMENTS	616.00

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EFT7312	15/05/2013	IT VISION	SYNERGY SOFT CAT MODULE AND ON-LINE TRAINING	2819.66
EFT7313	15/05/2013	AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LTD	MUSIC ON HOLD - ADMIN OFFICE	145.23
EFT7314	15/05/2013	LANDGATE	MINIMUM CHARGE - MINING TENEMENTS	34.95
EFT7315	15/05/2013	BENCUBBIN AG SUPPLIES	OIL, SUNDRY HARDWARE ITEMS	2735.84
EFT7316	15/05/2013	ADVANCED AUTOLOGIC PTY LTD	SUPER SOAK, BLUE HORIZON FUEL ADDITIVE	312.50
EFT7317	15/05/2013	5RIVERS PLUMBING AND GAS	REPLACE RELIEF VALVE TO SOLAR HWS - BEACON CARAVAN PARK	725.73
EFT7318	15/05/2013	BENNY MART	PPMV - D KETT	100.00
EFT7319	15/05/2013	DONOVAN FORD	NEW NISSAN NAVARA DUAL CAB (WORKS SUPERVISOR) \$42363.70 LESS TRADE \$24000	18363.70
EFT7320	15/05/2013	JENNI BUNCE - CLEANING	BEACON CONTRACT CLEANING 11.4 - 8.5.2013	3015.00
EFT7321	15/05/2013	ASTRO ALLOYS	HAND KLEEN AND PUMPS	399.40
EFT7322	15/05/2013	SKYBRIDGE (AUSTRALIA) PTY LTD	INSTALL DIGITAL TV IN SHIRE HOUSES	250.00
EFT7323	15/05/2013	AMPAC DEBT RECOVERY PTY LTD	DEBT RECOVERY COSTS	888.60
EFT7324	15/05/2013	MILMAR DISTRIBUTORS	EFTPOS THERMAL ROLLS	22.00
EFT7326	21/05/2013	COVS	GAS SOLDERING IRON; LED LIGHTS; STOP LIGHT	407.97
EFT7327	21/05/2013	BOC GASES	CYLINDER RENTAL - APRIL 2013	62.06
EFT7328	21/05/2013	NINGHAN SPRAYING SERVICE	CHLORPYRIFOS, KLEENHEAT GAS, FLYWIRE, SUNDRY RETIC FITTINGS	600.77
EFT7329	21/05/2013	BEACON BOWLING CLUB	CONTRIBUTION TO BOWLING GREEN MAINTENACE	1000.00
EFT7330	21/05/2013	RN COLLINS	FABRICATE PLATFORM FOR EMERGENCY BEACON - WS NISSAN NAVARA	154.00
EFT7331	21/05/2013	TOTAL EDEN PTY LTD	HUNTER SPRINKLERS, TORO POP UP SPRINKLERS WITH ADJUSTABLE NOZZLES	252.03
EFT7332	21/05/2013	AUSTRALIAN SAFETY PRODUCTS PTY LTD	ROADKING GUIDE POSTS	5445.00
EFT7333	21/05/2013	STAPLES AUSTRALIA	STATIONERY ITEMS	162.24

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<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT7334	21/05/2013	STAR TRACK EXPRESS	FREIGHT	1423.01
EFT7335	21/05/2013	RELIANCE PETROLEUM	FUEL CARD PURCHASES - APRIL 2013	787.27
EFT7336	21/05/2013	HITACHI CONSTRUCTION MACHINERY (AUST) P/L	VALVE KIT	545.29
EFT7337	21/05/2013	CR PA GILLET	MEETING FEES AND ALLOWANCES - MAY 2013	1410.95
EFT7338	21/05/2013	SKIPPER TRUCK PARTS	PRESSURE VALVE	118.17
EFT7339	21/05/2013	BENCUBBIN SMASH REPAIRS	REPLACE WINDSCREEN, REMOVE TWO WAY AND PHONE KIT - WS UTE	472.46
EFT7340	21/05/2013	BENCUBBIN TRUCK N AUTO'S	AC DELCO BATTERIES, 7 PIN PLUG	507.82
EFT7341	21/05/2013	RON BATEMAN & CO	WHIPPER SNIPPER CORD	47.71
EFT7342	21/05/2013	D & D TRANSPORT	FREIGHT - IPLEX	772.86
EFT7343	21/05/2013	DOWNER EDI WORKS PTY LTD	CATIONIC R52K EMULSION	1116.72
EFT7344	21/05/2013	JR & A HERSEY	FLUORO SHIRTS, DRILL PANTS, FLEECE	231.19
EFT7345	21/05/2013	CR RN BREAKELL	MEETING FEES AND ALLOWANCES - MAY 2013	408.68
EFT7346	21/05/2013	CR DA MIGUEL	MEETING FEES AND ALLOWANCES - MAY 2013	374.68
EFT7347	21/05/2013	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	ADVERTISING - LEADING HAND AND ROAD MAINTENANCE OFFICER	3376.72
EFT7348	21/05/2013	CR MP HOGAN	MEETING FEES AND ALLOWANCES - MAY 2013	247.28
EFT7349	21/05/2013	BENCUBBIN AG SUPPLIES	KAMBA, CHLORPYRIFOS, SUNDRY ITEMS	1759.72
EFT7350	21/05/2013	ADVANCED AUTOLOGIC PTY LTD	INHIBITOR	167.00
EFT7351	21/05/2013	5RIVERS PLUMBING AND GAS	REPAIR LEAKS AND FAULTY FLEXI HOSE IN FABCO ABLUTION BLOCK - BENCUBBIN CARAVAN PARK \$1539; REPAIR GAS REGULATOR CABIN A BEACON \$442; REPAIR SOLAHART \$255; REPLACE SHOWER TAPS \$149	2385.15
EFT7352	21/05/2013	BENNY MART	AEROGARD ODOURLESS	98.17
EFT7353	21/05/2013	CR CJ KIRBY	MEETING FEES AND ALLOWANCES - MAY 2013	247.28
EFT7354	21/05/2013	CENTRAL WHEATBELT FOOTBALL LEAGUE	2013 CONTRIBUTION TO CWS EXECUTIVE OFFICER POSITION	2000.00
EFT7355	21/05/2013	CR WJ BEAGLEY	MEETING FEES AND ALLOWANCES - MAY 2013	267.30

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<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT7356	21/05/2013	CR IC SANDERS	MEETING FEES AND ALLOWANCES - MAY 2013	338.28
EFT7357	21/05/2013	MERREDIN MOWER & CHAINSAW CENTRE	NEW HONDA MOWER AND HONDA BRUSHCUTTER	2354.85
EFT7358	21/05/2013	GREAT SOUTHERN FUELS	BULK DIESEL - BEACON DEPOT \$13136 BULK DIESEL BENCUBBIN \$5229 FUEL CARDS \$3375	21740.20
EFT7359	22/05/2013	RJ BACK	LONG TERM FINANCIAL PLAN - LESS 10% RETAINED	76255.74
EFT7360	28/05/2013	COURIER AUSTRALIA	FREIGHT	35.25
EFT7361	28/05/2013	KTY ELECTRICAL SERVICES	REPAIRS TO SOLAHART - LOT 15 LINDSAY ST \$542 ;REPAIR LIGHTS LOT 64 BROWN, BEACON CARAVAN PARK, BEACON BARRACKS \$524	1066.36
EFT7362	28/05/2013	EDGECOMBE'S JEWELLERS	CUT KEY FOR BENCUBBIN COMPLEX	12.00
EFT7363	28/05/2013	JASON SIGNMAKERS	COMMUNITY PROJECT SIGNS, ROYALTIES FOR REGIONS SIGNS	957.55
EFT7364	28/05/2013	SHIRE OF TRAYNING	LOCAL GOVERNMENT ACT ADVANCED WORKSHOP - M GILFELLON AND L GRYLLES	913.00
EFT7365	28/05/2013	BENCUBBIN NEWS & POST	POSTAGE 20.5 - 24.5.13	44.36
EFT7366	28/05/2013	RN COLLINS	FABRICATE FRAME FOR GRADER OPERATOR'S UTILITY	1798.50
EFT7367	28/05/2013	DEPARTMENT OF FIRE & EMERGENCY SERVICES	2012/13 QUARTER 4 ESL	2804.40
EFT7368	28/05/2013	D & D TRANSPORT	FREIGHT - CPS	90.50
EFT7369	28/05/2013	JR & A HERSEY	HATS AND GLOVES	167.20
EFT7370	28/05/2013	LANDGATE	RURAL UV VALUATIONS	5543.20
EFT7371	28/05/2013	ID ANDREWS & RJ ANSTEE & MISTY FARM TRUST	GRAVEL	171.60
EFT7372	28/05/2013	CPS WEAR PARTS	GRADER BLADES	4070.00
EFT7373	28/05/2013	TRACE'S PLACE	CATERING - NEWROC MEETING	355.00
EFT7374	28/05/2013	CANAAN CONTRACTORS	WATER TANKER - DRY HIRE FROM 8.3 TO 15.5.2013	13662.00
EFT7375	29/05/2013	ADRIAN TOOVEY	TRAFFIC CONTROL - BENCUBBIN-KELLERBERRIN ROAD	2383.75

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT7376	29/05/2013	STUART HOPWOOD	TRAFFIC CONTROL - BENCUBBIN-KELLERBERRIN ROAD	1449.50
20222	02/05/2013	SHIRE OF MT MARSHALL	CASH PAYMENTS 01.05.2013	2950.00
20223	07/05/2013	SHIRE OF MT MARSHALL	PETTY CASH RECOUP - APRIL 2013	182.10
20224	15/05/2013	SYNERGY	ELECTRICITY 6.3 - 7.5.13	121.55
20225	15/05/2013	AG IMPLEMENTS MUKINBUDIN	PTO HOSE FITTINGS	36.39
20226	16/05/2013	SHIRE OF MT MARSHALL	Cash Payments 15.05.2013	3350.00
20227	21/05/2013	SYNERGY	ELECTRICITY 6.3 - 7.5.13	25.10
20228	21/05/2013	BENCUBBIN BOWLING CLUB	CONTRIBUTION TO BOWLING GREEN MAINTENANCE	1000.00
20229	21/05/2013	BENCUBBIN GOLF CLUB	CONTRIBUTION TO COURSE MOWING	1000.00
20230	28/05/2013	TELSTRA	TELEPHONE - MAY 2013	2040.04
20231	28/05/2013	SYNERGY	STREETLIGHTS 25.3 - 24.4.13	1802.34
20232	30/05/2013	SHIRE OF MT MARSHALL	CASH PAYMENTS 29.05.2013	3350.00
				227116.84

**2. Trust**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
3402	20/05/2013	PRESTIGE COMMUNICATIONS	UNIDEN HANDHELD CB RADIOS AND CHARGER	1740.00
EFT7292	01/05/2013	DEPARTMENT OF PLANNING & INFRASTRUCTURE	RECOUP LICENSING - APRIL 2013	29523.60
				31263.60

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**3. Mastercard**

<b>DETAILS</b>	<b>AMOUNT</b>
INTRO TO WRITING GRANT APPLICATIONS - D COPELAND	145.00
ACCOMMODATION - D COPELAND	142.48
ROPE FOR FLAGPOLE	45.50
PLATE CHANGE	24.00
REMOVE CONCESSION	1027.60
PLATE CHANGE	24.00
REMOVE CONCESSION	68.20
PLATE CHANGE	24.00
PLATE CHANGE	24.00
	1524.78

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 **18 June 2013**. All invoices, being the subject of payments made, have been duly certified as to the receipt of goods and services, and prices, computations and costings have been checked against the expenditure authority (i.e. budget, purchase order, delegation).

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Matthew Gilfellon  
Chief Executive Officer



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**11.4.15 Donation to the Bencubbin & Districts Lions Club**

<b>LOCATION/ADDRESS:</b>	Lions Depot – Monger St, Bencubbin
<b>NAME OF APPLICANT:</b>	Bencubbin & Districts Lions Club
<b>FILE REFERENCE:</b>	F2/1
<b>AUTHOR:</b>	Nancy Collins – Senior Finance Officer
<b>DISCLOSURE OF INTEREST:</b>	Impartiality Interest
<b>DATE:</b>	28 May 2013
<b>ATTACHMENT NUMBER:</b>	11.4.15 – Correspondence from Applicant
<b>CONSULTATION:</b>	Nil
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Budget Provision for Donations
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**2013/075 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That a donation of \$343.75 being the equivalent of rates and Emergency Services Levy paid on assessment A6459, be paid to the Bencubbin & Districts Lions Club.**

**Moved Cr Miguel**

**Seconded Cr Hogan**

**Carried 7/0**

**BACKGROUND**

The Bencubbin & Districts Lions Club have requested that Council refund the 2012/13 rates and ESL on the Lions Depot in Monger Street Bencubbin.

**COMMENT:**

Council has resolved, in previous years, to make a donation equivalent to the rates and Emergency Services Levy (ESL) paid on assessment A6459 in the name of the Bencubbin & Districts Lions Club. The rates and ESL, amounting to \$343.75 have been paid and in view of the group's commitment to the residents of the Mt Marshall district, the request is not unreasonable.

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**11.5 Engineering Administration Officer**

Nil

**11.6 Chief Executive Officer**

**11.6.17 Corporate Business Plan**

**LOCATION/ADDRESS:** Nil  
**NAME OF APPLICANT:** Nil  
**FILE REFERENCE:** Nil  
**AUTHOR:** Matthew Gilfellon – Chief Executive Officer  
**DISCLOSURE OF INTEREST:** Nil  
**DATE:** 10 June 2013  
**ATTACHMENT NUMBER:** 11.6.17 – Corporate Business Plan  
**CONSULTATION:** Community via surveys, mail outs & workshops  
**STATUTORY ENVIRONMENT:** Local Government Act 1995 S.5.56  
Local Government (Administration) Regulations 1996 s.19C  
**POLICY IMPLICATIONS:** Nil  
**FINANCIAL IMPLICATIONS:** Nil  
**STRATEGIC IMPLICATIONS:** Adoption of a Corporate Business Plan that will guide the shire's activities from 2013 to 2017  
**VOTING REQUIREMENT:** Absolute Majority

**2013/076 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the four year Shire of Mt Marshall Corporate Business Plan be adopted.**

**Moved Cr Hogan  
Absolute Majority**

**Seconded Cr Gillett**

**Carried 7/0**

**BACKGROUND:**

In 2011 an Integrated Planning Framework was introduced by the Department of Local Government. Through the amendment of the Local Government (Administration) Regulations 1996, the requirement for local governments to adopt a ten year Strategic Community Plan and a four year Corporate Business Plan was incorporated in legislation.

As part of the Integrated Planning Framework, shires are also encouraged to develop informing strategies such as the Asset Management Plan, Long Term Financial Plan and Workforce Plan.

As part of the Regional Transition Group process, funded by the Department of Local Government, RJ Back started preparing the Shire of Mt Marshall's Corporate Business Plan. Following the ending of the Regional Transition Group process, the Department of Local Government provided grants to allow RJ Back to complete the Corporate Business Plan.

**COMMENT:**

Nil

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**11.6.18 State Assistance Package – Rural Support Grants**

<b>LOCATION/ADDRESS:</b>	N/A
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	F1/16
<b>AUTHOR:</b>	Matthew Gilfellon – Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	8 May 2013
<b>ATTACHMENT NUMBER:</b>	11.6.18a – RBDC Letter 11.6.18b – Rural Support Grant Agreement 11.6.18c – Request from Beacon Progress Association
<b>CONSULTATION:</b>	NEWROC Shires
<b>STATUTORY ENVIRONMENT:</b>	Local Government Act 1995 Local Government (Financial Management) Regulations 1996
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Income of \$10,000 to \$20,000 is unbudgeted however expense of \$10,000 to \$20,000 is also unbudgeted. The overall budget effect will be nil.
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Absolute Majority

**2013/077 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That:**

- 1. \$5,000 of the Rural Support Grant be directed towards event/s of Beacon Progress Associations choosing; and**
- 2. \$5,000 of the Rural Support Grant be directed towards events to be held in Bencubbin.**

**Moved Cr Breakell  
Absolute Majority**

**Seconded Cr Beagley**

**Carried 7/0**

**BACKGROUND:**

On 1 May 2013 a letter was received from the Rural Business Development Unit informing the shire that they were to receive a grant of \$10,000 to expend on community event/s that help to bring the community together and to support an enable relationships. The guiding principles for the expenditure of the grant are contained within the attached Rural Support Grant Agreement.

On 26 April 2013 a request was received from Beacon Progress requesting that the Beacon portion of the grant be spent on the Co-op shop opening. The request is an attachment to this item.

At the May Ordinary Meeting of Council a decision regarding this funding was deferred until the June Ordinary Meeting of Council.

At the NEWROC Executive Meeting, held on 28 May 2013, the majority of CEOs indicated that their Councils showed preference towards small local events.

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**COMMENT:**

At the May Ordinary Meeting of Council there was indicative support for using the funding on smaller local events. This was the same as what was indicated by surrounding shires.

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**11.6.19 Strategic Community Plan**

<b>LOCATION/ADDRESS:</b>	Nil
<b>NAME OF APPLICANT:</b>	Nil
<b>FILE REFERENCE:</b>	A2/25
<b>AUTHOR:</b>	Matthew Gilfellon – Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	10 June 2013
<b>ATTACHMENT NUMBER:</b>	11.6.19 – Strategic Community Plan
<b>CONSULTATION:</b>	Community via surveys, mail outs & workshops. Council via workshops
<b>STATUTORY ENVIRONMENT:</b>	Local Government Act 1995 S.5.56 Local Government (Administration) Regulations 1996 S.19C
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Nil
<b>STRATEGIC IMPLICATIONS:</b>	Adoption of a Strategic Community Plan that will guide the shire's activities from 2013 to 2023.
<b>VOTING REQUIREMENT:</b>	Absolute Majority

**2013/078 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the ten year Shire of Mt Marshall Strategic Community Plan be adopted.**

**Moved Cr Miguel  
Absolute Majority**

**Seconded Cr Sanders**

**Carried 7/0**

**BACKGROUND:**

In 2011 an Integrated Planning Framework was introduced by the Department of Local Government. Through the amendment of the Local Government (Administration) Regulations 1996, the requirement for local governments to adopt a ten year Strategic Community Plan and a four year Corporate Business Plan was incorporated in legislation.

As part of the Integrated Planning Framework, shires are also encouraged to develop informing strategies such as the Asset Management Plan, Long Term Financial Plan and Workforce Plan.

As part of the Regional Transition Group process, funded by the Department of Local Government, RJ Back started preparing the Shire of Mt Marshall's Strategic Community Plan. Following the ending of the Regional Transition Group process, the Department of Local Government provided grants to allow RJ Back to complete the Strategic Community Plan.

**COMMENT:**

Nil

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**11.6.20 Workforce Plan**

<b>LOCATION/ADDRESS:</b>	Nil
<b>NAME OF APPLICANT:</b>	Nil
<b>FILE REFERENCE:</b>	A2/18
<b>AUTHOR:</b>	Matthew Gilfellon – Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	10 June 2013
<b>ATTACHMENT NUMBER:</b>	11.6.20 – Workforce Plan
<b>CONSULTATION:</b>	Workshops held with staff
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Nil
<b>STRATEGIC IMPLICATIONS:</b>	Adoption of a Workforce Plan that will guide the structure of the shire's workforce.
<b>VOTING REQUIREMENT:</b>	Simple Majority

**2013/079 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the Shire of Mt Marshall Workforce Plan be adopted.**

**Moved Cr Kirby**

**Seconded Cr Gillett**

**Carried 7/0**

**BACKGROUND:**

In 2011 an Integrated Planning Framework was introduced by the Department of Local Government. Through the amendment of the Local Government (Administration) Regulations 1996, the requirement for local governments to adopt a ten year Strategic Community Plan and a four year Corporate Business Plan was incorporated in legislation.

As part of the Integrated Planning Framework, shires are also encouraged to develop informing strategies such as the Asset Management Plan, Long Term Financial Plan and Workforce Plan.

As a reforming shire, the Department of Local Government provided funding for the Shire of Mt Marshall to complete a Workforce Plan. Carpe Diem were contracted to prepare the plan. Carpe Diem met with the Chief Executive Officer, senior employees and conducted a workshop with a cross section of staff in order to complete the plan.

**COMMENT:**

Nil

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**11.6.21 Investment Policy**

**LOCATION/ADDRESS:** N/A  
**NAME OF APPLICANT:** N/A  
**FILE REFERENCE:** A2/24  
**AUTHOR:** Matthew Gilfellon – Chief Executive Officer  
**DISCLOSURE OF INTEREST:** Nil  
**DATE:** 11 June 2013  
**ATTACHMENT NUMBER:** 11.6.21 – Investment Policy  
**CONSULTATION:** Nil  
**STATUTORY ENVIRONMENT:** Local Government Act 1995  
Local Government (Financial Management)  
Regulations 1996  
**POLICY IMPLICATIONS:** Updated Investment Policy  
**FINANCIAL IMPLICATIONS:** Nil  
**STRATEGIC IMPLICATIONS:** Nil  
**VOTING REQUIREMENT:** Absolute Majority

**2013/080 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That Council adopt the attached Investment Policy.**

**Moved Cr Hogan**  
**Absolute Majority**

**Seconded Cr Gillett**

**Carried 7/0**

**BACKGROUND:**

In April 2012 the Local Government (Financial Management) Regulations 1996 were changed to alter the requirements for Investment Policies.

**COMMENT:**

The Shire of Mt Marshall's current investment practices operate within the new legislated requirements however an update of the policy was required so the policy meets the legislative requirements.

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<b>11.7 Administration Officer</b>
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<b>11.7.1 Additional Appointed Auditor</b>
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<b>LOCATION/ADDRESS:</b>	N/A
<b>NAME OF APPLICANT:</b>	UHY Haines Norton
<b>FILE REFERENCE:</b>	F1/2
<b>AUTHOR:</b>	Warrick Millar – Administration Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	10 June 2013
<b>ATTACHMENT NUMBER:</b>	11.7.1 - Correspondence from UHY Haines Norton
<b>CONSULTATION:</b>	Nil
<b>STATUTORY ENVIRONMENT:</b>	Local Government Act 1995, s.7.3(1)
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Nil
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Absolute Majority

<b>2013/081 COUNCIL DECISION / OFFICER RECOMMENDATION:</b>
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**That Mr Wen-Shien Chai is added as an appointed auditor for the shire.**

**Moved Cr Breakell  
Absolute Majority**

**Seconded Cr Beagley**

**Carried 7/0**

**BACKGROUND**

On 6 June 2013, correspondence was received informing the shire that Mr Wen-Shien Chai would be joining UHY Haines Norton as a partner.

As stated in the Local Government Act, individuals are appointed as the shire's auditor and are required to sign off the independent audit report on the annual financial report in their own right.

Currently the shire has two appointed auditors, Mr D J Tomasi and Mr G Godwin.

**COMMENT:**

Nil



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**11.8 Executive Administrator**

**11.8.6 Council and Committee Meetings 2013/2014**

<b>LOCATION/ADDRESS:</b>	Mt Marshall District
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	A2/13
<b>AUTHOR:</b>	Lauren Grylls – Executive Administrator
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	15 June 2011
<b>ATTACHMENT NUMBER:</b>	11.8.6 – Notice of Meeting Dates 2013/2014
<b>CONSULTATION:</b>	Nil
<b>STATUTORY ENVIRONMENT:</b>	Local Government Act 1995, S1.7 (2)(a)(b)
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Meeting Attendance Fees
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**2013/082 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the attached notice of meeting dates for 2013/2014 be approved for advertisement in the Gimlet Newspaper, the Beacon Bulletin and Council notice boards.**

**Moved Cr Miguel**

**Seconded Cr Kirby**

**Carried 7/0**

**BACKGROUND:**

Ordinary Meetings of Council have historically been held on the third Wednesday afternoon of each month with the exception of the May and November meetings which are held in the evenings. Council have recently trialled holding meetings on a Tuesday to alleviate conflict that some Members were experiencing with diary appointments.

The March Ordinary Meeting of Council is traditionally held in Beacon and has been held at the Beacon Country Club in recent years. I propose that, in agreement with the Beacon Country Club, next year's March meeting be held there once again.

Dates and commencement times for the remainder of Council's committees are yet to be scheduled and public notice will be provided once dates are set.

**COMMENT:**

Council is required to provide local public notice, at least once each year, of its meetings and those of its committees in accordance with the Local Govt. Act 1995 S1.7 (2)(a)(b).

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**11.8.7 Delegation Register**

<b>LOCATION/ADDRESS:</b>	Shire of Mt Marshall
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	A2/23
<b>AUTHOR:</b>	Lauren Grylls – Executive Administrator
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	12 June 2013
<b>ATTACHMENT NUMBER:</b>	11.8.7a Delegation Register 2012 11.8.7b Proposed Amendments
<b>CONSULTATION:</b>	Matthew Gilfellon – Chief Executive Officer
<b>STATUTORY ENVIRONMENT:</b>	Local Government Act 1995, S5.46
<b>POLICY IMPLICATIONS:</b>	Various as specified in individual delegations - attachment 11.8.7a and 11.8.7b
<b>FINANCIAL IMPLICATIONS:</b>	Nil
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Absolute Majority

**2013/083 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the proposed amendments to the Delegation Register, as attached, be authorised.**

**Moved Cr Beagley  
Absolute Majority**

**Seconded Cr Kirby**

**Carried 7/0**

**BACKGROUND:**

The Local Government Act requires that delegations must be reviewed at least once each financial year.

**COMMENT:**

The delegation register has been reviewed by the author and Chief Executive Officer and is presented for Council consideration.

The recommended amendments are listed in attachment 11.8.7b.

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<b>12.0</b>	<b>Reports of Elected Members</b>
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**Cr IC Sanders attended the following meetings / functions:**

18 June 2013	Workforce Plan Presentation (Carpe Diem)	Bencubbin
18 June 2013	Strategic Planning Presentation (R Back)	Bencubbin

**Cr DA Miguel attended the following meetings / functions:**

18 June 2013	Workforce Plan Presentation	Bencubbin
18 June 2013	Strategic Planning Presentation (R Back)	Bencubbin

**Cr MP Hogan attended the following meetings / functions:**

18 June 2013	Workforce Plan Presentation	Bencubbin
18 June 2013	Strategic Planning Presentation (R Back)	Bencubbin

**Cr CJ Kirby attended the following meetings / functions:**

18 June 2013	Workforce Plan Presentation	Bencubbin
18 June 2013	Strategic Planning Presentation (R Back)	Bencubbin

**Cr WJ Beagley attended the following meetings / functions:**

18 June 2013	Workforce Plan Presentation	Bencubbin
18 June 2013	Strategic Planning Presentation (R Back)	Bencubbin

**Cr RN Breakell attended the following meetings / functions:**

30 May 2013	NEWHealth Meeting	Trayning
18 June 2013	Workforce Plan Presentation	Bencubbin
18 June 2013	Strategic Planning Presentation (R Back)	Bencubbin

**Cr PA Gillett attended the following meetings / functions:**

18 June 2013	Workforce Plan Presentation	Bencubbin
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**13.0 Elected Members Motions of Which Previous Notice Has Been Given**

Nil

**14.0 New Business of an Urgent Nature Introduced by Decision of the Meeting**

**2013/084 COUNCIL DECISION:**

**That the late items 14.1 to 14.3 be considered as presented.**

**Moved Cr Miguel**

**Seconded Cr Kirby**

**Carried 7/0**

Cr Sanders left the meeting at 4:03 pm.

**14.1 Tender MM02/13 – Extension and Renovation to Shire Office**

**LOCATION/ADDRESS:** Mt Marshall District  
**NAME OF APPLICANT:** Nil  
**FILE REFERENCE:** B2/2  
**AUTHOR:** Rebecca Watson – Community and Recreation Development Officer  
**DISCLOSURE OF INTEREST:** No Interest to Disclose  
**DATE:** 17 June 2013  
**ATTACHMENT NUMBER:** 14.1a – Score Matrix  
14.1b – Evaluation Summary  
-Element Construction WA Pty Ltd  
-RWE Robinson & Sons Pty Ltd  
-ICS Carpentry  
-Everfield Pty Ltd  
-Clinton Long Project Management Pty Ltd  
-Clinton Long Project Management Pty Ltd  
-Eclat Building Pty Ltd  
**CONSULTATION:** Matthew Gilfellow – Chief Executive Officer  
**STATUTORY ENVIRONMENT:** Nil  
**POLICY IMPLICATIONS:** Nil  
**FINANCIAL IMPLICATIONS:** Nil  
**STRATEGIC IMPLICATIONS:** Nil  
**VOTING REQUIREMENT:** Absolute Majority

**OFFICER RECOMMENDATION:**

For Council consideration.

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**2013/085 COUNCIL RESOLUTION:**

**That ICS Carpentry is the successful tenderer for Tender MM02/13 with Option 2.**

**Moved Cr Gillett  
Absolute Majority**

**Seconded Cr Miguel**

**Carried 6/0**

**BACKGROUND:**

At Councils May Meeting of Council the following decision was made

**2013/053 COUNCIL RESOLUTION:**

**That Tenders be invited for the shire office extension and renovation.**

**Moved Cr WJ Beagley**

**Seconded Cr DA Miguel**

**Carried 4/0**

The tender was advertised with Friday 14<sup>th</sup> June 2013 4:00pm set as the closing day. A total of seven (7) tenders were received which have been evaluated.

**COMMENT:**

I have attached an evaluation form for each tender. I have also completed and attached an assessment matrix which is a summary of tenders received. There is one tender which I have marked as non-conforming as it does not comply with the requested price schedule requirements.

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Cr Sanders returned to the meeting at 4:14pm.

<b>14.2 Waiver of Rates – Beacon Central</b>
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<b>LOCATION/ADDRESS:</b>	11 Rowlands St, Beacon
<b>NAME OF APPLICANT:</b>	Beacon Progress Association
<b>FILE REFERENCE:</b>	A4/5
<b>AUTHOR:</b>	Matthew Gilfellon – Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	17 June 2013
<b>ATTACHMENT NUMBER:</b>	14.2 – Letter from Beacon Progress Association
<b>CONSULTATION:</b>	Nil
<b>STATUTORY ENVIRONMENT:</b>	Local Government Act 1995
<b>POLICY IMPLICATIONS:</b>	Council Policy CS 1.1 Request for Assistance and/or Donations
<b>FINANCIAL IMPLICATIONS:</b>	Reduction in rate revenue
<b>STRATEGIC IMPLICATIONS:</b>	Assistance provided to community groups and not-for-profit groups
<b>VOTING REQUIREMENT:</b>	Absolute Majority

<b>2013/086 COUNCIL DECISION:</b>
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<p><b>That the request from the Beacon Progress Association to waive the shire rates for 2013/2014 be granted.</b></p>
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<b>Moved Cr Breakell</b>	<b>Seconded Cr Sanders</b>	<b>Carried 7/0</b>
<b>Absolute Majority</b>		

**BACKGROUND:**

On 12 June 2013 a letter was received from Beacon Progress Association requesting that the shire waive its rates for the 2013/2014 year.

In 2012/2013 the amount of shire rates was \$2,099.85. A 7.5% rate discount was offered for early payment of rates which made net rates \$1,942.36. Due to a change in valuations, it is estimated that this year's rates would be \$546.16, which with a 7.5% discount applied would be \$505.20.

At the July 2012 Ordinary Meeting of Council a waiver of rates for Beacon Central was considered. Council made the following decision:

<b>2012/106 COUNCIL DECISION:</b>
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<p><b>That the request from the Beacon Progress Association to waive the shire rates for 2012/2013 be granted.</b></p>
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<b>Moved Cr DA Miguel</b>	<b>Seconded Cr CJ Kirby</b>	<b>Carried 4/2</b>
<b>Absolute Majority</b>		

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Each year the shire gives a donation to the Bencubbin and Districts Lions Club for rates on the Lions Depot. The Lions do not have a rubbish charge or specified area rate however the shire does cover the cost of rates and the ESL.

Currently Beacon Country Club (Lots 61-64 Lucas Street) and Bencubbin Sporting Club (143-144 Brown Street) are exempt from paying rates on the lots specified. These lots represent the vacant part of the land held by these organisations. They are rated on the lots that have been built on. These properties were made exempt under the previous Local Government Act (1960).

Under Section 6.47 of the Local Government Act 1995, at the time of imposing a rate or at a later date a Council can resolve to waive a rate or grant a concession. Due to the wording of Section 6.47 Council would not be able to waive the rates or grant a concession for a five year period.

Under section 6.26(2)(k) of the current Local Government Act 1995, the Minister can declare that a property be exempt from paying rates though approval is generally not given as Local Governments now have the power to waive a rate or grant a concession.

Council Policy CS. 1.1 sets out some guidelines in regards to requests for assistance and/or donations. Two operational guidelines that may be pertinent are; that ongoing requests must be made annually and that all requests should be submitted to council before 30<sup>th</sup> April each year. Council policies do not restrict the decisions of council.

**COMMENT:**

The letter specifies increasing Local Government Rates, escalating electricity and utility prices along with insurance costs for placing financial pressures on the Beacon Progress Association. As the rates amount is set to fall, it may be an idea to think longer term and provide assistance in the form of a contribution to installing renewable energy alongside or instead of the rates waiver.

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Cr Gillett left the meeting at 4:28 pm.  
Cr Gillett returned to the meeting at 4:29 pm.  
Ms Nadine Richmond left the meeting at 4:35 pm  
Mrs Lauren Grylls entered the meeting at 5:19pm.  
Cr Breakell left the meeting at 5:53pm.  
Cr Breakell returned to the meeting at 5:55pm.  
Cr Sanders left the meeting at 6:27pm.  
Cr Sanders returned to the meeting at 6:28pm.

<b>14.3      2013-2014 Draft Budget</b>
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<b>LOCATION/ADDRESS:</b>	N/A
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	F1/3
<b>AUTHOR:</b>	Matthew Gilfellon – Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	17 June 2012
<b>ATTACHMENT NUMBER:</b>	14.3 - Draft Budget
<b>CONSULTATION:</b>	Staff, Councillors, Community
<b>STATUTORY ENVIRONMENT:</b>	Local Government Act 1995 Local Government (Financial Management) Regulations 1996
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Nil, however it will form the budget to be presented in July
<b>STRATEGIC IMPLICATIONS:</b>	Sets the direction to be adopted in July
<b>VOTING REQUIREMENT:</b>	Simple Majority

<b>2013/087 COUNCIL RESOLUTION:</b>
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**That Council receive the draft budget with the amendments as indicated.**

**Moved Cr Hogan**

**Seconded Cr Beagley**

**Carried 7/0**

**BACKGROUND:**

The draft budget is being presented to Council in June in order to allow Council to have input into the final budget. Any amendments or suggestions will be incorporated into the 2013/14 budget that will be presented to Council in July.

**COMMENT:**

It is anticipated that there will be slight changes to the budget between the presentation of the draft budget and the presentation of the budget as more information comes to hand however it is believed that these changes will not have a material effect on the budget. It is likely that any amendments made will be able to be carried through to the presentation of the final budget.

Council is reminded that the draft budget is merely the officer's suggestion of what the budget should look like taking into account requests, previous budgets, strategic plans and officer ideas. Council input is welcome as they have they are responsible for shaping the final budget. Please keep in mind that if amendments are made then they must be like for like e.g. projects using plant and labour replaced with other projects using plant and labour.



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<b>15.0</b>	<b>Next Meeting – Tuesday 23 July 2013 commencing at 2:00pm in Council Chambers, 80 Monger St, Bencubbin</b>
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<b>16.0</b>	<b>Closure of Meeting</b>
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The Presiding Member declared the meeting closed at 6:39pm and thanked all for their attendance.

These Minutes were confirmed by the Council at the Ordinary Meeting of Council held on 23 July 2013

\_\_\_\_\_  
Date

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Cr PA Gillett                      President