



SHIRE OF MT MARSHALL

UNCONFIRMED MINUTES

Notice is hereby given that an Ordinary Meeting of Council was held on Tuesday 20 November 2018, in Council Chambers, 80 Monger St, Bencubbin commencing at 4:00pm.

Cr ARC Sachse

President

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intentionally**

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.

John Nuttall
Chief Executive Officer

Chairperson Initial

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1.0 Declaration of Opening / Announcement of Visitors

The Presiding Member declared the meeting open at 4:00pm and welcomed all those present.

2.0 Record of Attendance / Apologies / Approved Leave of Absence

In Attendance

Cr ARC Sachse	President
Cr NR Gillett	Deputy President
Cr RM Kirby	Councillor
Cr SE Faulkner	Councillor
Cr SR Putt	Councillor
Cr IC Sanders	Councillor
Cr LN Gobbart	Councillor
Mr John Nuttall	Chief Executive Officer
Ms Nadine Richmond	Executive Assistant
Ms Tanika McLennan	Finance and Administration Manager
Mr Paul Sachse	Member of the Public
Mr Len Cargeeg	Member of the Public
Mr Dean Bavich	Rural Financial Counselling Service

Apologies

Nil

3.0 Standing Orders

2018/10-001 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 IC Sanders

Seconded Cr LN Gobbart

Carried 7/0

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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 Martin Grant:

Does the Shire of Mt Marshall have any planning policies in place that intending purchasers of cleared/arable land or current owners of land must adhere to when it comes to planting entire farms to trees?

Summary of response from the Presiding Member:

The Presiding Member has provided Mr Grant with the following written response:

There are no current planning policies regarding those issues that you raise. Further there is no intention at this time for any such policies to be adopted. The legal basis of determining what type of crop or tree a landowner must plant or may not plant would be a very difficult question for Council to deal with before any such policy could be considered. However the very real issues you have raised regarding wild dogs is one that Council takes extremely seriously. To that extent not only does the Shire contribute financially to the Eastern Wheatbelt Biosecurity Group (EWBG), but Cr Stuart Putt is the chair of that group. The concerns you have raised will be presented at the next meeting of the EWBG. I will be happy to communicate any response from that group to you when it is available.

4.2 Public Question Time

The Presiding Member declared Public Question time open at 4.04pm.

4.2.1 Summary of question from Mr Paul Sachse:

In view of Council's decision to refuse to take on Snake Soak Tank based on Dylan Copeland's report of 2016, would Council be willing to revisit the transfer of this tank for wildlife and heritage reasons?

Summary of response from the Presiding Member:

The Presiding Member advised Mr Paul Sachse that the matter has been before Council on two occasions previously. The original decision to decline transfer of ownership of the Snake Soak Tank and land was made in April 2017 and the re-consideration in October 2018. Shire staff will not be presenting the item to Council again. An individual Elected Member could move a motion regarding Snake Soak, however this would need the previous decision to be rescinded. A decision can only be rescinded with the support of one third of Councillors and requires an absolute majority vote. An Elected Member would have to prepare an item for consideration should Council's previous decision be rescinded.

The Presiding Member declared Public Question time closed at 4.08pm

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5.0 Applications for Leave Of Absence

Nil

6.0 Declarations of Interest

Nil

7.0 Confirmation of Minutes of Previous Meetings

7.1 Minutes of the Ordinary Meeting held on Tuesday 16 October 2018

2018/10-002 OFFICER RECOMMENDATION / COUNCIL DECISION:

That the Minutes of the Ordinary Meeting of Council held on Tuesday 16 October 2018 be confirmed as a true and correct record of proceedings.

Moved Cr RM Kirby

Seconded Cr SR Putt

Carried 7/0

8.0 Announcements by Presiding Person Without Discussion

The Shire of Mt Marshall would like to congratulate the Beacon Community for the very successful Living on the Edge Concert held on Saturday 20 October, 2018. Country music icon Adam Harvey performed as well as other artists including Dave Prior, Amber Munns, Kate Hindle, the Eastern Line and Kate Linke. It was very well run and is a credit to those involved. The volunteer effort to run an event such as this is very considerable. Events such as this bring considerable benefit to communities and the region.

The Shire of Mt Marshall would like to acknowledge the efforts of local fire brigades, staff, landowners and volunteers during fire fighting operations last Friday, 16 November and Saturday, 17 November, 2018. Multiple fires occurred simultaneously throughout the Shire due to extreme weather events and lightning strikes. Although some damage did occur, the excellent efforts by all those involved did help minimize the damage involved.

9.0 Report's of Councillors

9.1 President's Report

Purpose:

This report is prepared by the President to provide Council and the community of Mt Marshall with information about activities undertaken.

Comment:

The President represented the Shire at the following meetings and training opportunities from 17 October 2018 to 20 November 2018.

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- 19/10/2018 Rural Water Council Meeting, Northam.
- 23/10/2018 North Eastern Wheatbelt Regional Organisation of Councils (NEWROC), Shire of Mount Marshall Council Chambers with Cr Gillett and CEO John Nuttall.
- 24/10/2018 AM Bencubbin Community Resource Centre, Bencubbin. AGM and General Meeting.
- PM Local Government Act Review Forum, Merredin with CEO John Nuttall.
- 25/10/2018 NEWTravel AGM and General Meeting, Trayning with Cr Kirby and CEO John Nuttall.
- 25/10/2018 Beacon Community Resource Centre AGM and General Meeting, Beacon with Cr Kirby.
- 1/11/2018 Wheatbelt District Emergency Management Committee Meeting, Northam with RO Jack Walker.
- 8/11/2018 Great Eastern Country Zone Executive Committee Meeting
Teleconference.
- 11/11/2018 Remembrance Day Service, Bencubbin War Memorial.
- 13/11/2018 Mt Marshall Local Emergency Management Committee Meeting, Council Chambers with CEO John Nuttall, RO Jack Walker and CDO Olivia Granich.
- 14/11/2018 Central East Aged Care Alliance Inc (CEACA) AGM and Committee Meeting, Merredin with Cr Kirby and CEO John Nuttall.

9.2 Councillors

CR SE Faulkner:

5/11/2018 – Wheatbelt North East Regional Road Group Meeting in Mukinbudin. Purpose of the meeting was to endorse the roads program for 2018/19.

10.0 Petitions / Deputations / Presentations / Submissions

Mr Dean Bavich of Rural Financial Counselling Service WA presented to Council members and the members of the gallery.

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11.0 Reports of Committees

11.1 Bush Fire Advisory Committee

11.1.1 Minutes of Mt Marshall Bush Fire Advisory Committee Meeting held 12 October 2018

File No:	A6/6
Location/Address:	N/A
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
Attachments:	11.1.1 – Minutes of Mt Marshall Bush Fire Advisory Committee Meeting held 12 October 2018
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:
Nil

Consultation:
Nil

Statutory Environment:

Local Government Act 1995

Section 5.8. Establishment of committees

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

* Absolute majority required.

Relevant Plans and Policy:

Nil

Financial Implications:

Nil

Risk Assessment:

N/A

Community & Strategic Objectives:

N/A

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Comment:

The minutes of the Mt Marshall Bush Fire Advisory Committee are provided for information and contain no recommendations for Council consideration.

2018/10-003 OFFICER RECOMMENDATION / COUNCIL DECISION:

The Minutes of the Mt Marshall Bush Fire Advisory Committee Meeting held 12 October 2018 be received.

Moved Cr SR Putt

Seconded Cr RM Kirby

Carried 7/0

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12.0 Reports of Officers

12.1 Chief Executive Officer

12.1.41 50km Speed Zones - Bencubbin

File No:	W1/22
Location/Address:	Koorda-Bullfinch Road & Beacon-Bencubbin Road, Bencubbin
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	John Nuttall – Chief Executive Officer
Attachments:	12.1.41a – Email Correspondence with Main Roads
	12.1.41b – Map of Southern Approach to Bencubbin
	12.1.41c – Map of Northern approach to Bencubbin
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

There has been an approach to both Shire staff and Councillors regarding the location of the current 50km speed zones at the entrance to Bencubbin on the Bencubbin-Kellerberrin Road and the Beacon-Bencubbin Road. Those approaches suggest that there may be a belief in the community that the 50km zone (and therefore sign) could be moved closer to town in both locations. Given that there is a caravan park (Koorda-Bullfinch Road) and a school (Beacon-Bencubbin Road) in the proximity of these locations the suggestion may be controversial.

Some initial contact with Main Roads has been instigated to determine how the process for any change may work. A copy of the email exchange is attached.

Also provided are maps showing the current location of the speed signs, and the potential new location of the 50km sign should Council ultimately recommend a change to Main Roads.

Consultation:

There has been some conversation between Shire staff and community members, and there have been discussions between the Chief Executive Officer and Cr Sanders.

Statutory Environment:

As per the email from Main Roads – ‘legal responsibility resides with Main Roads for any regulatory function’. Thus it is not in the remit of the Shire to make any alteration of the speed zone, but the Shire is able to request Main Roads review the location.

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Relevant Plans and Policy:

Nil

Financial Implications:

There are no financial implications to the Shire from any change being made to the current speed zone other than any staff time involved.

Risk Assessment:

There are potential risks should any change to the 50km zone be requested and approved by Main Roads, particularly to those with caravans and school children.

Community & Strategic Objectives:

Outcome 2.3 An effective and efficient transportation network

2.3.2 Maintain an efficient, safe and good quality local road network

Comment:

Although there has been an approach by some community members regarding the current location of the 50km speed zone signs with a wish to move them closer to town at the two entrances to Bencubbin, it is not believed that a Council resolution to request such a change would be appropriate without first consulting the community. Given that any change would extend the 80km zone closer to the caravan park and the school respectively it would seem that it would be important to obtain comment from the police and the school also.

2018/10-004 OFFICER RECOMMENDATION / COUNCIL DECISION:

That Council direct the Chief Executive Officer to undertake a period of community feedback regarding the current location of the 50km speed zones on Koorda-Bullfinch Road and Beacon-Bencubbin Road, and the option of requesting Main Roads to move the current 50km zone closer to the town site.

Moved Cr NR Gillett

Seconded Cr IC Sanders

Carried 7/0

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12.1.42 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 item relates to the author's 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:

Annual leave is budgeted.

Risk Assessment:

There is little risk in relation to this application as the majority of the leave is during a time when the Shire Administration Office is closed for the Christmas break.

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Community & Strategic Objectives:

Outcome 4.3 A local government that is highly respected, professional, trustworthy and accountable

4.3.1 Promote and support elected members and staff participation in training, education and professional development

4.3.7 Recruit, retain and develop suitably qualified, experienced and skilled staff

Comment:

Ordinarily given the length of leave that is requested, it would be appropriate for Council to appoint an acting Chief Executive Officer. However given that the Shire Administration will be closed for the majority of the period of the leave requested it is respectfully suggested that it is not necessary on this occasion. Arrangements will be made for emergency contact over the period of the closure.

2018/10-005 OFFICER RECOMMENDATION / COUNCIL DECISION:

That Council approve a period of annual leave for the Chief Executive Officer between December 24 2018 and January 4 2019 inclusive.

Moved Cr SR Faulkner

Seconded Cr RM Kirby

Carried 7/0

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12.1.43 WALGA Quarterly Report

File No:	Nil
Location/Address:	N/A
Name of Applicant:	WALGA
Name of Owner:	Shire of Mt Marshall
Author:	John Nuttall – Chief Executive Officer
Attachments:	12.1.43 – WALGA 3 rd Quarter Report
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

WALGA produce every quarter a personalised document for each Council relating to services that they have provided to that Council in the last quarter. This document is provided to the Chief Executive Officer, with a request that it is formally presented to Council. Accordingly, attached to this item is a copy of the most recent quarterly report.

Consultation:

Nil

Statutory Environment:

Nil

Relevant Plans and Policy:

Nil

Financial Implications:

Nil

Risk Assessment:

Nil, but WALGA request that the whole Council receives a copy of the document each time it is produced.

Community & Strategic Objectives:

Outcome 4.3 A local government that is highly respected, professional, trustworthy and accountable

4.3.1 Promote and support elected members and staff participation in training, education and professional development

Comment:

WALGA will provide information each quarter detailing which of their services have been utilised in the previous quarter.

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2018/10-006 OFFICER RECOMMENDATION / COUNCIL DECISION:

That Council receive the attached WALGA quarterly report, relating to quarter 3 2018.

Moved Cr RM Kirby

Seconded Cr NR Gillett

Carried 7/0

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12.1.44 Aquatic Facility Fee Reimbursement Scheme

File No:	A6/19
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	Shire of Mt Marshall
Author:	John Nuttall – Chief Executive Officer
Attachments:	Nil
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

Due to the closure of the Mt Marshall aquatic facility in the 2016/2017 financial year, arrangements were made for community members who travelled to use aquatic facilities in neighbouring Shires to be reimbursed the entrance fees paid. Those arrangements were extended to the 2017/2018 financial year.

Given that the aquatic facility in the Shire will be closed again for this current financial year this report seeks Council endorsement that the scheme be once again extended for the current year. Further in previous years the Shire has also funded the cost of transporting the local school children (from both Beacon and Bencubbin) to their annual swimming lessons by bus. Again running such a scheme again this year is also recommended.

Consultation:

Nil, but there have been enquiries made to the administration regarding whether the scheme was running again this year.

Statutory Environment:

Nil

Relevant Plans and Policy:

Nil

Financial Implications:

There is a cost to the Shire to run this scheme. Over the past couple of years that cost has been roughly \$2000. The facilities which have been used are those at Mukinbudin, Trayning and Koorda.

Risk Assessment:

There is a risk that physical activity within the community will be reduced if not implemented.

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Community & Strategic Objectives:

Outcome 4.3 A local government that is highly respected, professional, trustworthy and accountable

4.3.5 Use resources efficiently and effectively

4.3.6 Operate in a financially sustainable manner

Comment:

Given that the reimbursement scheme has been run and utilised by the community over the last two years it would seem to be appropriate for the scheme to be run again this current financial year. It is important to make clear, however, that if the funding application which has been made to upgrade the facility is successful fees will have to be paid by the community to use the upgraded facility.

2018/10-007 OFFICER RECOMMENDATION / COUNCIL DECISION:

- 1. Mt Marshall residents be reimbursed by the Shire upon presentation of tickets for entry into Mukinbudin, Trayning or Koorda Aquatic Centres for the 2018/2019 season.***

- 2. The Beacon & Bencubbin Primary Schools are reimbursed for the costs of transporting students to In-term Swimming Lessons in 2018.***

Moved Cr IC Sanders

Seconded Cr SR Putt

Carried 7/0

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12.1.45 Container Deposit Scheme

File No:	Nil
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	John Nuttall – Chief Executive Officer 12.1.45 – Department of Water and Environmental Regulation’s Customer Service Standards for Collection Network
Attachments:	
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

The State Government are introducing a container deposit scheme (CDS) in 2020, and are currently undertaking a review regarding how that scheme might work. They have produced a document (**attachment 12.1.45**) setting out various options.

Consultation:

There has been some conversation between the NEWROC CEO’s.

Statutory Environment:

New legislation and service standards will be introduced to oversee the scheme.

Relevant Plans and Policy:

Nil

Financial Implications:

It is not clear at this stage, but there does not appear to be any financial implication upon local governments.

Risk Assessment:

There is a risk that if no response to the current recommendation it is likely that the closest refund points will be in Merredin and Dalwallinu.

Community & Strategic Objectives:

Outcome 4.2 Strong representation on behalf of the Community

4.2.1 Facilitate processes/networks for the engaging of government agencies and key stakeholders

4.2.2 Lobby all levels of government where services may be threatened or withdrawn

Comment:

Although no final decisions have yet been taken, the service standards document indicates that Merredin or Dalwallinu would be the closest refund points. From either

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town this would be a distance greater than 100kms. This report seeks Council support for the Chief Executive Officer to write to the Department of Water and Environmental Regulation indicating that we believe these options are too far, and that a point should be located somewhere within the NEWROC area. Although no specific site would be offered at this stage there would be an indication that the Shire (and NEWROC) would be willing to work with the department to determine an appropriate site.

2018/10-008 OFFICER RECOMMENDATION / COUNCIL DECISION:

That Council direct the Chief Executive Officer to write to the Department of Water and Environmental Regulation expressing the belief that there is not currently a proposal to locate a container deposit scheme refund point within a sufficient distance of the Shire, and that one should be located somewhere within the NEWROC area.

Moved Cr RM Kirby

Seconded Cr IC Sanders

Carried 7/0

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12.1.46 Outcome of Tenders MM01.18/19 and MM02.18/19

File No:	Nil
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:

At the Ordinary Council Meeting held in September resolutions were passed (2018/8-013 and 2018/8-014) delegating the responsibility for calling and awarding tenders relating to the supply of bitumen and the purchase of two graders to the Chief Executive Officer. Those tenders were let through the WALGA Preferred Supplier Program.

Consultation:

The Chief Executive Officer, Work Supervisor and Regulatory Officer were involved in the assessment process.

Statutory Environment:

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

14. Publicly inviting tenders, requirements for

(2a) "If a Local Government -

(a) is required to invite a Tender; or

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

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

11. When tenders have to be publicly invited

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

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

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

5.42. Delegation of some powers and duties to CEO

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

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- (a) this Act other than those referred to in section 5.43; or
(b) the Planning and Development Act 2005 section 214(2), (3) or (5).

* Absolute majority required.

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

Relevant Plans and Policy:

Nil

Financial Implications:

Both of these tenders have been budgeted in the annual budget. Both tenders came in within budget.

Risk Assessment:

There is little risk in Council receiving the information provided.

Community & Strategic Objectives:

Outcome 4.3 A local government that is highly respected, professional, trustworthy and accountable

4.3.3 Ensure compliance with all relevant legislation

4.3.5 Use resources efficiently and effectively

4.3.6 Operate in a financially sustainable manner

Comment:

The successful tenders were as follows:

Bitumen Supply – Colas WA Pty Ltd in the sum of \$478,527.49

Grader (2) Supply – Komatsu (Australia) in the sum of \$667,000

2018/10-009 OFFICER RECOMMENDATION / COUNCIL DECISION:

That Council receive the information provided.

Moved Cr IC Sanders

Seconded Cr SR Putt

Carried 7/0

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12.1.47 Licence To Occupy L5283 Beacon

File No:	Agreements
Location/Address:	Lindsay Street Railway Reserve, Beacon
Name of Applicant:	N/A
Name of Owner:	Perth Transport Authority
Author:	John Nuttall – Chief Executive Officer
Attachments:	12.1.47a – Email Correspondence from Burgess Rawson 12.1.47b – License to Occupy L5283 Beacon
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

The Shire of Mt Marshall is the current licensee of L5283, a strip of land adjoining the railway reserve along Lindsay Street, Beacon. The Shire has been the licensee since 2009 when the current contract for the grant of a licence to occupy land was signed. The permitted use under the licence is Parking – Beautification. It is the understanding of the author of this report that this land was particularly required when the general store was located in Lindsay Street, and was used for parking and part of the area had gardens built upon it. It is unclear what, if any, reason there may be for retaining this licence now that the general store has relocated.

By email of 19 October 2018 Burgess Rawson (acting for PTA) have indicated that the current licence is due to expire 31 March 2019. As the PTA have an extensive internal process to grant approval for a lease, they now enquire if the Shire wishes to express an interest in a new licence to occupy the area. A copy of the email, and the current licence (with plan showing the area in question) is attached.

Consultation:

There have been some internal discussions regarding the historical reason for the licence.

Statutory Environment:

Nil

Relevant Plans and Policy:

Nil

Financial Implications:

The current licence fee is set at \$1 per annum (on demand) so there is no major financial burden under the terms of the lease. It is anticipated that the Shire would have to fund the cost of preparation of a new licence, along with our own legal costs to review the document.

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Risk Assessment:

There is little risk in expressing an interest in a potential further licence over this area of land in Beacon, but there may be risks to the Shire if the matter proceeds further to a full licence being offered. Those risks will have to be considered at that time.

Community & Strategic Objectives:

Outcome 4.3 A local government that is highly respected, professional, trustworthy and accountable

4.3.4 Ensure that facilities are being maintained, developed/rationalised in line with the Asset Management Plan and Long Term Financial Plan

4.3.5 Use resources efficiently and effectively

Comment:

It is understood that this licence was obtained when the Beacon shop used to operate from the same street and the subject land was used primarily for parking for the shop. With the new community operated shop now having relocated to a different area of town it is not clear if there is any need for the Shire to retain the licence for this area. As can be seen from the email lodging an expression of interest does not commit the Shire to a new agreement. For that reason it is recommended that an expression of interest be lodged with further consideration to be given to the need for another licence over this area in the future.

2018/10-010 OFFICER RECOMMENDATION / COUNCIL DECISION:

That Council direct the Chief Executive Officer to respond to the Perth Transport Authority indicating that the Shire wishes to lodge an expression of interest in a new licence to occupy L5283, Beacon.

Moved Cr SE Faulkner

Seconded Cr SR Putt

Carried 7/0

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12.1.48 Lot 53 Monger St, Bencubbin

File No:	F2/2, A3/5
Location/Address:	Lot 53 Monger St, Bencubbin
Name of Applicant:	Mr Paul Hogan
Name of Owner:	Mr Paul Hogan
Author:	John Nuttall – Chief Executive Officer
Attachments:	12.1.48 – Email Correspondence from Paul Hogan
Declaration of Interest:	Nil
Voting Requirements:	Resolution 1 & 2 - Simple Majority Resolution 3 – Absolute Majority
Previously Considered:	Nil

Background:

An email has been received from Mr Paul Hogan (**attachment 12.1.48**) expressing a wish for the Shire to receive by way of donation a block of land he owns at 53 Monger Street, Bencubbin. The indication from Mr Hogan is that he cannot afford to pay his rates, is already in some arrears from last year and his financial situation will not allow him to make an appropriate arrangement to clear his debt.

Consultation:

Nil

Statutory Environment:

Local Government Act 1995

6.64. Actions to be taken

(1) If any rates or service charges which are due to a local government in respect of any rateable land have been unpaid for at least 3 years the local government may, in accordance with the appropriate provisions of this Subdivision take possession of the land and hold the land as against a person having an estate or interest in the land and

-
- (a) from time to time lease the land; or
- (b) sell the land; or
- (c) cause the land to be transferred to the Crown; or
- (d) cause the land to be transferred to itself.

(2) On taking possession of any land under this section, the local government is to give to the owner of the land such notification as is prescribed and then to affix on a conspicuous part of the land a notice, in the form or substantially in the form prescribed.

5.42. Delegation of some powers and duties to CEO

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

* Absolute majority required.

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Relevant Plans and Policy:

Nil

Financial Implications:

Should Council resolve to agree to the request from Mr Hogan the Shire will have additional rate charges to pay to itself. However as the rates are not currently being paid this may be a moot point. There would certainly be much greater expense to the Shire should possession of the land occur using section 6.64 of the Local Government Act 1995.

Risk Assessment:

The idea of the Shire regaining ownership of a piece of land on the main street in Bencubbin may not immediately appeal, and has the potential to send out the wrong message to the community. However there is little possibility currently of anything being done with the land so this would at least provide an opportunity for the Shire in the future.

Community & Strategic Objectives:

Outcome 4.3 A local government that is highly respected, professional, trustworthy and accountable

4.3.5 Use resources efficiently and effectively

4.3.6 Operate in a financially sustainable manner

Comment:

This is not a welcome situation in that a landowner is unable to pay his rates and wishes to 'donate' the land back to the Shire, especially bearing in mind this is a piece of land on the main street in Bencubbin. However if Council do not accept the offer it is likely that in a couple of years when no rates have been paid that there would be a need to enforce section 6.64 of the Local Government Act to gain control of the land anyway. In those circumstances it is recommended that Council accept the offer from Mr Hogan with a view to future consideration of what can be done with the land when the transfer is completed.

It will also be very important that Mr Hogan understands that, at this stage, the Shire does not wish to 'force' him into donating the land to the Shire. He should be made aware that at any stage in the transfer proceedings, if he wishes to change his mind, and/or is able to make payment towards his rates he is free to do so.

2018/10-011 OFFICER RECOMMENDATION / COUNCIL DECISION:

That:

- 1. the offer from Mr Paul Hogan be accepted that the Shire of Mt Marshall receive by way of donation from him the land at Lot 53 Monger Street, Bencubbin;***
- 2. Council direct the CEO to write to Mr Hogan confirming the resolution 1; and***

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- 3. In accordance with section 5.42 of the Local Government Act 1995, the CEO be delegated authority to complete all necessary paperwork and affix the common seal to effect the transfer.**

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

Seconded Cr IC Sanders

Carried 7/0

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12.2 Works Supervisor

12.2.9 Works Report November 2018

File No:	N/A
Location/Address:	Mt Marshall District
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Aaron Wootton – Works Supervisor
Attachments:	Nil
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

In the interest of better communications the following report of activities and tasks carried out by the Shire's works department is provided to Council.

Consultation:

Nil

Statutory Environment:

Nil

Relevant Plans and Policy:

Nil

Financial Implications:

Nil

Risk Assessment:

Nil

Community & Strategic Objectives:

ECONOMIC - Provide an effective and efficient transportation network

E 3.2 Maintain an efficient, safe and quality local road network

CIVIC LEADERSHIP - Provide efficient and effective management

C 3.3 Provide reporting processes in a transparent, accountable and timely manner

Comment:

Roads

Koorda-Bullfinch 2018/2019 stage 1 (Eastern end) RRG programmed works - road has now been sealed and guide posts erected.

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Koorda-Bullfinch 2018/2019 stage 2 (Western end) RRG programmed works - road has now been sealed and guide post erection is under way. Backhoe will be going back to tidy some drains and verges up next week.

Welbungin South Rd- Roads to Recovery works are nearing completion and should be ready for sealing very soon. The only hold-up to sealing is Water Corp needing to excavate at two points to place a new water line.

Powell Street, Bencubbin has been pegged for a new alignment on the existing corner. Residents of the area have been kept informed and are quite happy with the new alignment. Rod Munns also inspected the layout and was quite happy with it. Works are programmed to start here in the new year.

Gardening

Transport ablutions and fencing etc to Beacon for the Adam Harvey concert.
Spraying weeds along rural roads (Afghan thistle etc)
Re-fitting reticulation and topping up islands in the main street Bencubbin in readiness for new plants.

Maintenance Works

Minor patching works and some sign replacement has been carried out within the Shire.

Maintenance Grading

Stretch has been filling in on the construction grader and is currently working along the eastern end of Scotsmans Rd and other roads in that area.
Ralph is currently working in the Welbungin-Wialki area.
Bill is currently working south of Koorda-Bullfinch Rd area.

2018/10-012 OFFICER RECOMMENDATION / COUNCIL DECISION:

That the November report of the Works Supervisor be received.

Moved Cr IC Sanders

Seconded Cr SR Putt

Carried 7/0

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12.3 Executive Assistant

12.3.19 Status Report – October 2018

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 October 2018
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

The status report is a register of Council resolutions that are allocated to Shire staff for actioning. When staff have progressed or completed any action in relation to Council's decision, comments are provided until the process is completed or superseded by more recent Council resolutions.

Consultation:

Nil

Statutory Environment:

Nil

Relevant Plans and Policy:

Nil

Financial Implications:

Nil

Risk Assessment:

Nil

Community & Strategic Objectives:

CIVIC LEADERSHIP - Provide efficient and effective management

C 3.3 Provide reporting processes in a transparent, accountable and timely manner

Comment:

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

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2018/10-013 OFFICER RECOMMENDATION / COUNCIL DECISION:

The Status Report for October 2018 be received.

Moved Cr RM Kirby

Seconded Cr NR Gillett

Carried 7/0

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12.3.20 Minutes of NEWROC Council Meeting held 23 October 2018

File No:	N/A
Location/Address:	NEWROC District
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
Attachments:	12.3.20 – Minutes of NEWROC Council Meeting held 23 October 2018
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

The Shire of Mt Marshall is a member of the North Eastern Wheatbelt Regional Organisation of Councils (NEWROC). NEWROC is not a formal organisation but was formed for the purpose of collaboration and joint initiatives between the Shires of Koorda, Mt Marshall, Mukinbudin, Nungarin, Trayning and Wyalkatchem, and is governed by a Memorandum of Understanding (MOU) between these Shires.

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

Consultation:

Nil

Statutory Environment:

Nil

Relevant Plans and Policy:

Nil

Financial Implications:

Nil

Risk Assessment:

Nil

Community & Strategic Objectives:

C 3.3 Provide reporting processes in a transparent, accountable and timely manner

Comment:

The Minutes of the NEWROC Council meeting held on 23 October 2018 are submitted (**Attachment 12.3.20**) in order to keep all members abreast of the activities of the NEWROC Council.

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The next meeting of the NEWROC Council is scheduled to be held on Tuesday 18 December 2018 at the Shire of Trayning.

2018/10-014 OFFICER RECOMMENDATION / COUNCIL DECISION:

The minutes of the NEWROC Council meeting held on 23 October 2018 be noted.

Moved Cr SR Putt

Seconded Cr SE Faulkner

Carried 7/0

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12.4 Finance and Administration Manager

12.4.26 Statement of Financial Activity to 31 October 2018

File No:	F1/4
Location/Address:	N/A
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Tanika McLennan – Finance & Admin Manager
Attachments:	12.4.26 – Statement of Financial Activity to 31 October 2018
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

Under Regulation 34 of the Local Government (Financial Management) Regulations 1996 a local government is to prepare each month a statement of financial activity which includes annual budget estimates, year to date budget estimates, actual amounts expenditure, revenue and income, material variances and net current assets.

Consultation:

Nil

Statutory Environment:

Local Government Act 1995 and Local Government (Financial Management) Regulations 1996

Relevant Plans and Policy:

Nil

Financial Implications:

The statement presented to Council is the most up to date information on its current financial position.

Risk Assessment:

Nil

Community & Strategic Objectives:

CIVIC LEADERSHIP - Provide efficient and effective management

C 3.3 Provide reporting processes in a transparent, accountable and timely manner

Comment:

Nil

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2018/10-015 OFFICER RECOMMENDATION / COUNCIL DECISION:

The Statement of Financial Activity for the month ending 31 October 2018 be endorsed.

Moved Cr LN Gobbart

Seconded Cr RM Kirby

Carried 7/0

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12.4.27 Accounts Paid to 31 October 2018

File No: F1/4
Location/Address: N/A
Name of Applicant: Nil
Name of Owner: N/A
Author: Sandy Wyatt – Administration 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 20 November 2018 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
130	10/10/2018	WATER CORPORATION	UTILITY CHARGES 17.7.18-20.9.18	272.42
131	26/10/2018	TELSTRA	UTILITY CHARGES-SEPTEMBER18	1873.96
EFT14183	01/10/2018	EASISALARY	PAYROLL DEDUCTIONS	691.46
EFT14186	01/10/2018	STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	970.00
EFT14187	01/10/2018	SHIRE OF MT MARSHALL	PAYROLL DEDUCTIONS	180.00
EFT14188	01/10/2018	SHIRE OF MT MARSHALL	PAYROLL DEDUCTIONS	100.00
EFT14189	02/10/2018	NEWCOURT FARM	RATES REFUND FOR ASSESSMENT A6969 LOT JACK RD BENCUBBIN 6477	1502.86
EFT14190	01/10/2018	SYNERGY	UTILITY CHARGES 8.8.18-11.9.18	1133.90
EFT14193	10/10/2018	AVON WASTE	RUBBISH COLLECTION-SEPTEMBER18	5064.64

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Chq/EFT	Date	Name	Description	Amount
EFT14194	10/10/2018	BOC GASES	GAS CYLINDERS-SEPTEMBER18	40.25
EFT14195	10/10/2018	COURIER AUSTRALIA	FREIGHT-SEPTEMBER18	451.68
EFT14196	10/10/2018	NINGHAN SPRAYING & AG SERVICES	SEPTEMBER SUPPLIES	75.90
EFT14197	10/10/2018	KTY ELECTRICAL SERVICES	SEPTEMBER REPAIRS	285.69
EFT14198	10/10/2018	JASON SIGNMAKERS	SEPTEMBER SUPPLIES	569.36
EFT14199	10/10/2018	SHIRE OF TRAYNING	DOCTORS HOUSE RENT 2.9.18-29.9.18	768.00
EFT14200	10/10/2018	BENCUBBIN NEWS & POST	NEWSPAPERS-SEPTEMBER18	142.20
EFT14201	10/10/2018	BEACON COUNTRY CLUB INC.	CARAVAN PARK VOUCHERS	210.00
EFT14202	10/10/2018	BEACON CENTRAL COMMUNITY RESOURCE CENTRE	CARAVAN PARK VOUCHERS	70.00
EFT14203	10/10/2018	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	LG PROFESSIONALS ANNUAL STATE CONFERENCE 2018-T.MCLENNAN	1500.00
EFT14204	10/10/2018	WINC AUSTRALIA PTY LTD	SEPTEMBER SUPPLIES	185.98
EFT14205	10/10/2018	ICS CARPENTRY	SEPTEMBER REPAIRS	412.50
EFT14206	10/10/2018	ALL-WAYS FOODS	AUGUST SUPPLIES	11.28
EFT14207	10/10/2018	LGIS PROPERTY	PROPERTY	63210.61
EFT14208	10/10/2018	BENCUBBIN TRUCK N AUTO'S	SEPTEMBER REPAIRS	3252.95
EFT14209	10/10/2018	D & D TRANSPORT	FREIGHT-SEPTEMBER18	130.00
EFT14210	10/10/2018	PERFECT COMPUTER SOLUTIONS PTY LTD	COMPUTER SERVICES	297.50
EFT14211	10/10/2018	JR & A HERSEY PTY LTD	SEPTEMBER SUPPLIES	655.46
EFT14212	10/10/2018	HM & NE BATES	TESTING, TAGGING & DOCUMENTATION	3265.02
EFT14213	10/10/2018	SIPPE'S MUKINBUDIN	SEPTEMBER SUPPLIES	14.00
EFT14214	10/10/2018	BENCUBBIN AG SUPPLIES	SEPTEMBER SUPPLIES	1011.64
EFT14215	10/10/2018	REFUEL AUSTRALIA	FUEL-SEPTEMBER18	130.06
EFT14216	10/10/2018	5RIVERS PLUMBING AND GAS	WATER TANKS	8465.82
EFT14217	10/10/2018	BENNY MART	SEPTEMBER SUPPLIES	108.80
EFT14218	10/10/2018	DEPARTMENT OF PLANNING, LANDS & HERITAGE	ADJUSTED LEASE FOR FUEL DEPOT 1.10.18-31.12.18	55.00
EFT14219	10/10/2018	JOHN LAURO BEACON GARAGE	SEPTEMBER REPAIRS	1398.81
EFT14220	10/10/2018	R MUNNS ENGINEERING CONSULTING SERVICES	CONSULTING WORK	1688.37
EFT14221	10/10/2018	GREAT SOUTHERN FUELS	FUEL-SEPTEMBER18	22084.92

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Chq/EFT	Date	Name	Description	Amount
EFT14222	10/10/2018	AWP GROUP	REPLACEMENT COVER FOR GREENHOUSE	7598.02
EFT14223	10/10/2018	BOB WADDELL & ASSOCIATES PTY LTD	VARIOUS ACCOUNTING SUPPORT	891.00
EFT14224	10/10/2018	KC SALES	CARAVAN PARK VOUCHERS	290.50
EFT14225	10/10/2018	NEWCOURT FARM	REIMBURSEMENT FOR OVERPAYMENT OF RATES	1576.76
EFT14226	10/10/2018	THE KETT FAMILY TRUST	GRAVEL	5008.08
EFT14227	10/10/2018	SARAH MARY MOUG	SEPTEMBER SUPPLIES	11.29
EFT14228	10/10/2018	HEAVY METAL WELDING & CUSTOM FABRICATION	ART EASELS	331.84
EFT14229	10/10/2018	CR NICK GILLETT	MEETING FEES & ALLOWANCES 22.8.18-18.9.18	650.50
EFT14230	10/10/2018	SOUTHERN CROSS AUSTereo PTY LTD	ADVERTISING-SEPTEMBER18	82.50
EFT14231	10/10/2018	DEVLYN CONSTRUCTION	REDEVELOPMENT BENCUBBIN MULTIPURPOSE COMPLEX-BALANCE OF WORKS	10844.16
EFT14232	10/10/2018	JOHN GOSPER DESIGN	NEW HEALTH-BUILDING SURVEYING SERVICE JULY/SEPT18	5786.00
EFT14233	10/10/2018	LEEANNE NOLA GOBBART	MEETING FEES & ALLOWANCES-SEPTEMBER18	493.18
EFT14234	10/10/2018	WHEATBELT LIQUID WASTE MANAGEMENT	SEPTIC PUMP OUT	480.00
EFT14235	10/10/2018	CRISP WIRELESS PTY LTD	INTERNET ACCESS	328.90
EFT14236	10/10/2018	ARCUS AUSTRALIA PTY LTD	DOOR LOCKS	605.00
EFT14237	12/10/2018	EASISALARY	PAYROLL DEDUCTIONS	691.46
EFT14238	05/10/2018	SYNERGY	UTILITY CHARGES 18.7.18-17.9.18	215.30
EFT14239	09/10/2018	SYNERGY	UTILITY CHARGES 16.8.18-19.9.18	798.35
EFT14240	14/10/2018	BENDIGO BANK	SEPTEMBER SUPPLIES	3361.87
EFT14242	15/10/2018	SHIRE OF MT MARSHALL	PAYROLL DEDUCTIONS	100.00
EFT14243	15/10/2018	SHIRE OF MT MARSHALL	PAYROLL DEDUCTIONS	170.00
EFT14244	15/10/2018	STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	130.00
EFT14245	16/10/2018	GERAGHTYS ENG & AUTO ELECTRICS	SEPTEMBER REPAIRS	647.35
EFT14246	16/10/2018	SHIRE OF MT MARSHALL	NEW HEALTH RECOUP 30.9.18	6782.70
EFT14247	16/10/2018	NINGHAN SPRAYING & AG SERVICES	SEPTEMBER SUPPLIES	45.32
EFT14248	16/10/2018	BENCUBBIN NEWS & POST	POSTAGE 13.11.17-16.11.17	58.65

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Chq/EFT	Date	Name	Description	Amount
EFT14249	16/10/2018	AUSTRALIAN TAXATION OFFICE	BAS-SEPTEMBER18	35021.00
EFT14250	16/10/2018	BEACON CO-OPERATIVE LTD	CLEANING-SEPTEMBER18	4631.14
EFT14251	16/10/2018	NEWROC	SUBSCRIPTIONS 2018/19	17600.00
EFT14252	16/10/2018	BENCUBBIN TRUCK N AUTO'S	TYRES	4555.73
EFT14253	16/10/2018	CUTTING EDGES EQUIPMENT PARTS	GRADER BLADES	2090.00
EFT14254	16/10/2018	ENVIRONMENTAL HEALTH AUSTRALIA (WESTERN AUSTRALIA) INC	WA CONFERENCE 2018-MASTERCLASS & SWIMMING POOL-P.TOBOSS	1450.00
EFT14255	16/10/2018	SELECT DIESEL SERVICES	REPAIRS	3338.34
EFT14256	17/10/2018	EXECUTIVE MEDIA PTY LTD	ADVERTISING-CARAVAN AUSTRALIA DIGITAL SPRING 2018	195.00
EFT14257	17/10/2018	LIVING ON THE EDGE TOUR	REIMBURSE ADVERTISING COSTS	4411.80
EFT14258	23/10/2018	SYNERGY	STREETLIGHTS 25.8.18-24.9.18	1843.50
EFT14259	26/10/2018	EASISALARY	PAYROLL DEDUCTIONS	691.46
EFT14260	26/10/2018	SHIRE OF WYALKATCHEM	RENT-EHO 1.10.18-31.10.18	797.14
EFT14261	26/10/2018	CJD EQUIPMENT PTY LTD	OCTOBER SUPPLIES	745.01
EFT14262	26/10/2018	EASTERN HILLS SAWS & MOWERS PTY LTD	OCTOBER SUPPLIES	710.00
EFT14263	26/10/2018	MUKA TYRE MART	OCTOBER SUPPLIES	37.53
EFT14264	26/10/2018	STEWART & HEATON CLOTHING CO PTY LTD	PROTECTIVE CLOTHING	551.92
EFT14265	26/10/2018	NINGHAN SPRAYING & AG SERVICES	OCTOBER SUPPLIES	326.70
EFT14266	26/10/2018	JASON SIGNMAKERS	OCTOBER SUPPLIES	396.00
EFT14267	26/10/2018	THE GIMLET NEWSPAPER INC	ANNUAL ADVERTISING SUBSCRIPTION 2018/19	1700.00
EFT14268	26/10/2018	BEACON COUNTRY CLUB INC.	CARAVAN PARK VOUCHERS	710.00
EFT14269	26/10/2018	HUTTON & NORTHEY MUKINBUDIN	OCTOBER SUPPLIES	97.31
EFT14270	26/10/2018	DIELECTRIC SECURITY SERVICES	MONITORING FEES 1.8.18-31.10.18	101.20
EFT14271	26/10/2018	DEPARTMENT OF FIRE & EMERGENCY SERVICES	ESL ON SHIRE PROPERTIES 2018/19	3854.00
EFT14272	26/10/2018	ROAD AND TRAFFIC SERVICES	RE-INSTATE RAIL XING LINE MARKINGS	2464.00
EFT14273	26/10/2018	THE WORKWEAR GROUP PTY LTD	UNIFORMS	180.00
EFT14274	26/10/2018	BENCUBBIN TRUCK N AUTO'S	AGGREGATE DELIVERY	25096.36
EFT14275	26/10/2018	D & D TRANSPORT	FREIGHT-SEPTEMBER18	51.15
EFT14276	26/10/2018	PERFECT COMPUTER SOLUTIONS PTY LTD	COMPUTER SERVICES	425.00

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Chq/EFT	Date	Name	Description	Amount
EFT14277	26/10/2018	DONOVAN FORD	FORD XL RANGER	22467.91
EFT14278	26/10/2018	KUNUNOPPIN MEDICAL PRACTICE	PRE EMPLOYMENT MEDICAL-J.BELL	143.00
EFT14279	26/10/2018	CR IC SANDERS	MEETING FEES & ALLOWANCES 19.9.18-16.10.18	493.18
EFT14280	26/10/2018	BOB WADDELL & ASSOCIATES PTY LTD	VARIOUS ACCOUNTING SUPPORT	4224.00
EFT14281	26/10/2018	KC SALES	CATERING-NEWROC	340.50
EFT14282	26/10/2018	WESTERN STABILISERS	WET MIXING 5.10.18-12.10.18	85573.84
EFT14283	26/10/2018	PALM PLUMBING	OCTOBER REPAIRS	926.41
EFT14284	26/10/2018	CR ARC SACHSE	MEETING FEES & ALLOWANCES 19.9.18-16.10.18	1659.02
EFT14285	26/10/2018	CR RM KIRBY	MEETING FEES & ALLOWANCES 19.9.18-16.10.18	1311.18
EFT14286	26/10/2018	CR SE FAULKNER	MEETING FEES & ALLOWANCES 19.9.18-16.10.18	579.18
EFT14287	26/10/2018	CR NICK GILLETT	MEETING FEES & ALLOWANCES 19.9.18-16.10.18	650.50
EFT14288	26/10/2018	CR STUART PUTT	MEETING FEES & ALLOWANCES 21.9.18-16.10.18	786.18
EFT14289	26/10/2018	LEEANNE NOLA GOBBART	MEETING FEES & ALLOWANCES 19.9.18-16.10.18	557.18
EFT14290	26/10/2018	DMB QUARRIES	SEALING AGGREGATE	96195.08
EFT14291	26/10/2018	AERODROME MANAGEMENT SERVICES PTY LTD	BEACON AIRSTRIP UPGRADE	24442.00
EFT14292	26/10/2018	KRISTA LANCASTER	REIMBURSEMENT FOR TRAVEL-LIBRARY REGIONAL MEETING	226.20
EFT14293	26/10/2018	CRISP WIRELESS PTY LTD	BUSINESS LITE SUBSCRIPTION-INTERNET ACCESS	328.90
EFT14294	26/10/2018	LMW (WA) PTY LTD	VALUATION REPORT	2750.00
EFT14295	26/10/2018	SYNERGY	UTILITY CHARGES 12.9.18-9.10.18	197.35
EFT14296	26/10/2018	SHIRE OF MT MARSHALL	PAYROLL DEDUCTIONS	100.00
EFT14297	26/10/2018	SHIRE OF MT MARSHALL	PAYROLL DEDUCTIONS	170.00
EFT14298	26/10/2018	STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	130.00
EFT14299	29/10/2018	CARDTRONICS AUSTRALASIA PTY LTD	ONGOING FEES FOR ATM-SEPTEMBER18	92.55

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Chq/EFT	Date	Name	Description	Amount
EFT14300	29/10/2018	WA TREASURY CORPORATION	LOAN NO. 121 INTEREST PAYMENT - SAR BENCUBBIN MULTIPURPOSE COMPLEX REDEV	43326.20
EFT14301	30/10/2018	COURIER AUSTRALIA	FREIGHT-OCTOBER18	66.90
EFT14302	30/10/2018	ST JOHN AMBULANCE AUSTRALIA	HEARTSTART BATTERY	200.22
EFT14303	30/10/2018	KTY ELECTRICAL SERVICES	OCTOBER REPAIRS	2549.80
EFT14304	30/10/2018	BENCUBBIN NEWS & POST	POSTAGE 1.10.18-5.10.18	179.04
EFT14305	30/10/2018	WINC AUSTRALIA PTY LTD	OCTOBER SUPPLIES	346.38
EFT14306	30/10/2018	ICS CARPENTRY	OCTOBER REPAIRS	209.00
EFT14307	30/10/2018	ALL-WAYS FOODS	OCTOBER GOODS	606.92
EFT14308	30/10/2018	5RIVERS PLUMBING AND GAS	OCTOBER REPAIRS	845.90
EFT14309	30/10/2018	PALM PLUMBING	REPLACE HOT WATER SYSTEM	1599.64
EFT14310	30/10/2018	INITIAL HYGIENE	SANITARY DISPOSAL SERVICE 11.11.18-10.12.18	686.19
EFT14311	30/10/2018	WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPY CHARGES	237.62
EFT14312	30/10/2018	ALLTOILETS (WA)	OCTOBER SUPPLIES	53.35
DD9334.1	10/10/2018	WALGS PLAN	PAYROLL DEDUCTIONS	6902.09
DD9334.2	10/10/2018	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	175.99
DD9334.3	10/10/2018	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	224.78
DD9334.4	10/10/2018	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	775.91
DD9334.5	10/10/2018	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	248.68
DD9334.6	10/10/2018	THE NICK & TRYPHENA SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	67.35
DD9334.7	10/10/2018	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	195.04
DD9334.8	10/10/2018	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	511.54
DD9334.9	10/10/2018	BENDIGO SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	174.94
DD9354.1	24/10/2018	WALGS PLAN	PAYROLL DEDUCTIONS	6729.38
DD9354.2	24/10/2018	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	209.22
DD9354.3	24/10/2018	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	776.53
DD9354.4	24/10/2018	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	248.68
DD9354.5	24/10/2018	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	202.16
DD9354.6	24/10/2018	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	511.54

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Chq/EFT	Date	Name	Description	Amount
DD9354.7	24/10/2018	BENDIGO SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	174.93
DD9354.8	24/10/2018	FIRST CHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	220.41
DD9354.9	24/10/2018	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	149.37
DD9334.10	10/10/2018	FIRST CHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	216.98
				598,297.90

2. Trust

Chq/eft	Date	Name	Description	Amount
6	30/10/2018	SHIRE OF MT MARSHALL	SOCIAL CLUB FUNCTION 3.11.18	1500.00
EFT14191	03/10/2018	TANIKA LOUISE McLENNAN	REIMBURSEMENT-ACCOMMODATION SOCIAL CLUB	856.00
EFT14192	05/10/2018	SHIRE OF MT MARSHALL	BOND TRANSFER TO MUNI	340.00
EFT14241	15/10/2018	NADINE RICHMOND	REIMBURSEMENT SOCIAL CLUB PURCHASES & GOLF	128.00
EFT14314	31/10/2018	DEPARTMENT OF TRANSPORT	MMSO20181029	21675.00
				24,499.00

3. Mastercard

Details	Amount
Bank fees	4.00
Uniden UH850S	212.85
Uniden UH850S	212.85
Uniden UH850S	212.85
Uniden UH850S	212.85
Batteries	205.50
Batteries	205.50
Bank fees	4.00
Siteminder(Little Hotelier)	163.90
LG Profess.Conf.-J.Nuttall	1010.00
Bank fees	4.00

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Survey Monkey	33.00
Advertising facebook	14.98
Refreshments for Council	107.00
Bench seats-Junior Council initiative	384.45
Snacks for Council	20.43
Roboform subscription	27.92
International transaction fee	0.84
Dropbox subscription 18/19	141.90
Usb's	26.97
Accomm.-N.Richmond-Records	152.08
Bank fees	4.00
	3,361.87

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 **20 November 2018**. All invoices, being the subject of payments made, have been duly certified as to the receipt of goods and services, and prices, computations and costings have been checked against the expenditure authority (i.e. budget, purchase order, delegation).

John Nuttall
Chief Executive Officer

Consultation:

Tanika McLennan – Finance and Administration Manager

Statutory Environment:

Financial Management Regulations and the Local Government Act 1995

Relevant Plans and Policy:

Nil

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Financial Implications:

An appropriate allowance has been made in the current year's budget to fund and authorise expenditure.

Risk Assessment:

Nil

Community & Strategic Objectives:

CIVIC LEADERSHIP - Provide efficient and effective management

C 3.3 Provide reporting processes in a transparent, accountable and timely manner

Comment:

Nil

2018/10-016 OFFICER RECOMMENDATION / COUNCIL DECISION:

That the Accounts Listed

<i>Municipal Fund</i>	\$	<i>598,297.90</i>
<i>Trust Fund</i>	\$	<i>24,499.00</i>
<i>Mastercard</i>	\$	<i><u>3,361.87</u></i>
<i>Total</i>	\$	<i>626,158.77</i>

Be endorsed.

Moved Cr SE Faulkner

Seconded Cr SR Putt

Carried 7/0

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12.4.28 Unsuccessful Debt Recoveries

File No: F1/20
Location/Address: N/A
Name of Applicant: N/A
Name of Owner: N/A
Author: Tanika McLennan – Finance Admin Manager
Attachments: Nil
Declaration of Interest: Nil
Voting Requirements: Absolute Majority
Previously Considered: Nil

Background:

The Finance Administration Manager routinely checks the outstanding debtors and pursues overdue debts. Debts which staff have been unable to successfully recover are handed over to a debt collection agency.

The following debts have been handed over to AMPAC Debt Recovery. Each of them has been deemed unrecoverable as per the comments:

Debtor No.	Debtor Name	Amount	Notes
81527	Sarah Smith/SSharp Hair Design	\$2,449.78	Court judgement entered. Due to the amount of this debt PSSO not recommended. Judgment remains at court for 12 years and we are able to enforce that debt at anytime within those 12 years. The Judgment also stays on her credit file for 5 years.
81562	Nathan McConnell/Jeek Shearing	\$2,341.60	Closed as uneconomical to pursue. Bailiff established there are no goods to seize.
81053 & 81299	Thomas Henry Rowling/Bencubbin Smash Repairs	\$44,444.85	Agent attended the Beaudesert Magistrates Court on 8th August. Debtor did not offer to repay debt as he has commenced the process of applying for bankruptcy. Unfortunately due to the circumstances AMPAC can provide no further value to the recovery of this debt. If there is any dividend available from the Bankruptcy Petition, which is highly unlikely, then it will come directly to the Shire.

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Consultation:

AMPAC Debt Recovery

Statutory Environment:

Local Government Act 1995

6.12. Power to defer, grant discounts, waive or write off debts

- (1) Subject to subsection (2) and any other written law, a local government may —
 - (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or
 - (b) waive or grant concessions in relation to any amount of money; or
 - (c) write off any amount of money,

which is owed to the local government.

* *Absolute majority required.*

- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.
- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.
- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.

[Section 6.12 amended by No. 64 of 1998 s. 39.]

Relevant Plans and Policy:

N/A

Financial Implications:

Loss of Income - \$49,236.23 accounted for in provision for doubtful debts

Risk Assessment:

Failure to write off debts which are not viable to collect is not considered good governance.

Community & Strategic Objectives:

Outcome 4.3 A local government that is highly respected, professional, trustworthy and accountable

4.3.6 Operate in a financially sustainable manner

Comment:

Delegation FIN 002, delegates authority to the Chief Executive Officer under section 6.12 (1)(c), to write off any amount of money owed to the Shire, provided that it is less than \$10.00. As this amount is great than \$10.00, Council approval is required to write it off.

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2018/10-017 OFFICER RECOMMENDATION / COUNCIL DECISION:

That the following bad debts be written off:

<i>Debtor No.</i>	<i>Debtor Name</i>	<i>Amount</i>
<i>81527</i>	<i>Sarah Smith/SSharp Hair Design</i>	<i>\$2,449.78</i>
<i>81562</i>	<i>Nathan McConnell/Jeek Shearing</i>	<i>\$2,341.60</i>
<i>81053 & 81299</i>	<i>Thomas Henry Rowling/Bencubbin Smash Repairs</i>	<i>\$44,444.85</i>

*Moved Cr SR Putt
(Absolute Majority)*

Seconded Cr RM Kirby

Carried 7/0

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12.5 Community Development Officer

12.5.2 Community Satisfaction Survey Results

File No:	A2/28
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Olivia Granich – Community Development Officer
Attachments:	12.5.2 – Spreadsheet of Collated Survey Results
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

Shire staff conducted a Community Satisfaction Survey during September of this year to gather feedback from Shire residents regarding the performance of the Local Government. The survey closed on Friday 21, September 2018.

The survey was made available via letterbox drop, an online survey or residents had the option to collect a form from the Shire office. The community were notified of the survey and its closing date via social media on Facebook and also via the Shire newsletter in both the Beacon Bulletin and The Gimlet.

The feedback has been collated in a spreadsheet and is provided at **attachment 12.5.2**.

Consultation:

Chief Executive Officer, John Nuttall
Economic Development Officer, Loren Northover

Statutory Environment:

Nil

Relevant Plans and Policy:

Strategic Community Plan

Financial Implications:

Nil

Risk Assessment:

Should the Shire fail to act upon the survey results, community confidence may diminish.

Community & Strategic Objectives:

Objective 4 – Exceptional Leadership, working with our community towards a sustainable future.

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Outcome 4.1 Collaborative and transparent leadership

4.1.1 Enhance open and interactive communication between Council and the community

4.1.3 Engage the community in decision making and shared responsibility in achieving our goals

4.1.4 Promote a culture within the Shire that aligns actions with the values and aspirations of the Strategic Community Plan

Comment:

Items to note from the community satisfaction survey:

- 180 surveys were delivered via the letterbox drop
- 14 responses were received through our online portal, Survey Monkey.
- 35 responses were received via our postal delivery and survey box return.
- Some questions were not answered and some questions had more than one answer.
- The results suggest that Mt Marshall is a good place to live and our Shire is moving in a direction that aligns with the current Strategic Community Plan.
- Respondents felt a sense of belonging in their community, however purposeful youth activities and facilities and services for people who identify with having a disability would identify as a priority.
- Respondents have prioritised the improvement of the condition of our footpaths and the character and maintenance of our streetscapes.
- The results suggest that the Shire shows strength in innovation and research associated with economical sustainability and that we effectively promote the Shire with our communication tools.
- Our staff are courteous but it is suggested that a more timely response to resident's requests be a priority.

Comments from respondent's related to the following topics:

- There is little access to mental health care
- Repairs or replacement of the existing aquatic centre
- Road signs being too bright, causing a danger to motorists
- Bencubbin Multipurpose Complex sign required on Hammond/Murray Street
- Verge collections in the Shire
- Footpaths not suitable to various wheels on scooters, prams etc

The Community Development Officer has started to draft a strategy to improve meaningful activities for the Shire's youth and has communicated with the Works Supervisor regarding signs and foot paths that need repairing.

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2018/10-018 OFFICER RECOMMENDATION / COUNCIL DECISION:

- 1. The results of the community satisfaction survey be received by Council;***
- 2. The results of the survey be advertised in local papers and on the Shire's website; and***
- 3. Utilise the survey feedback when reviewing the Shire's Strategic Community Plan, due in the next twelve months.***

Moved Cr LN Gobbart

Seconded Cr SR Putt

Carried 7/0

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12.6 Regulatory Officer

Nil

12.7 Development

Nil

12.8 Environmental Health Officer

12.8.4 Health Notice – Lot 10 Hammond Street, Gabbin

File No:	Property, H1/15 & B1/2
Location/Address:	Lot 10 Hammond Street, Gabbin
Name of Applicant:	N/A
Name of Owner:	Gill Trainor
Author:	Peter Toboss – Principal Environmental Health Officer (PEHO)
Attachments:	12.8.4a – Health Notice – 10 Hammond St, Gabbin 12.8.4b – Correspondence from Mrs Gill Trainor
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

At the Ordinary meeting of Council held on 17 July 2018, Council resolved as follows:

2018/6-011 OFFICER RECOMMENDATION / COUNCIL DECISION:

That:

- 1. In accordance to section 135 of the Health (Miscellaneous Provisions) Act 1911, the dwelling on Lot 10 Hammond Street Gabbin, being of brick veneer, suspended timber floors and timber framed roof with clay tiles be declared unfit for human habitation by reason of want of repairs and must not be occupied or inhabited by any persons from immediate effect of date of notification;*
- 2. Subject to section 137 of the Health (Miscellaneous Provisions) Act 1911 grant approval for a Notice be issued to the owner to take down and remove the house, without giving him the alternative of amending the same;*
- 3. Subject to section 138 of the Health (Miscellaneous Provisions) Act approval be granted for a Notice to be issued to the owner to clean the land to the satisfaction of the Principal Environmental Health Officer, and remove all rubbish to a place appointed by Principal Environmental Health Officer; and*
- 4. A period of time being 60 days of notification of dwelling unfit for habitation to be allowed to do such works.*

Moved Cr SR Putt

Seconded Cr RM Kirby

Carried 7/0

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Consultation:

Chief Executive Officer, John Nuttall
Property Owner, Gill Trainor

Statutory Environment:

The Health (Miscellaneous Provisions) Act 1911;

- Section 140. Local government may act in default of owner
- (1) Whenever any owner fails to comply with a notice served upon him under any of the foregoing provisions of this Part, within a time therein specified, he commits an offence, and the local government may carry out the terms of the notice and recover all expenses from the owner:
- Provided that the local government may sell or dispose of the material taken from a demolished or amended building, but the proceeds of sale shall be applied towards the expense of carrying out the terms of the notice — the surplus (if any) to be paid to the owner.
- (2) Where, pursuant to subsection (1), a local government is empowered and has resolved to take down and remove a house, any person or authority that supplies electricity, gas or water to the house may, and shall if so requested by the local government, take such action as is necessary to ensure that all equipment, fixtures and fittings on or about the house for the purposes of the supply thereto of electricity, gas or water, as the case may be, are removed or are left in such a state as will not interfere with the taking down and removal of the house.

Relevant Plans and Policy:

This proposal does not contain any notable policy implications.

Financial Implications:

There will be costs associated with demolition of the dwelling house and any legal fees. *The Health (Miscellaneous Provisions) Act 1911* has provision for the Shire to recover all expenses from the owner or place the cost to do so against the land.

Risk Assessment:

The building poses a health risk to the surrounding neighbours and community or visitors who are in its vicinity

Community & Strategic Objectives:

Outcome 4.1 Collaborative and transparent leadership

4.1.4 Promote a culture within the Shire that aligns actions with the values and aspirations of the Strategic Community Plan

Outcome 4.3 A local government that is highly respected, professional, trustworthy and accountable

4.3.3 Ensure compliance with all relevant legislation

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Comments:

Following the decision by Council at the July meeting, the owner of Lot 10 Hammond Street, Gabbin was served with a Health Notice (**attachment 12.8.4a**) in accordance with the provisions of the *Health (Miscellaneous Provisions) Act 1911*. The health notice issued on the 23 July 2018 requiring the dwelling house to be demolished has not been complied with and there was no correspondence received from the owner.

In a telephone conversation held with the Environmental Health Officer and Mrs Gill Trainor on 10 October 2018, Mrs Trainor was advised to write to the Shire and explain her intentions to carry out the work order and request more time. Mrs Trainor later handed a letter dated 10/10/2018 to the Shire (**attachment 12.8.4b**) requesting an extension to get a qualified builder to examine the conditions of the dwelling house and to enclose the block to prevent unauthorised entry. Mrs Trainor was granted a verbal 4 week extension by the Chief Executive Officer from 10 October 2018.

The Shire of Mt Marshall Environmental Health Officer phoned the owner on 13 November 2018 and advised that the due date for work to be carried out had elapsed including the verbal extension of 4 weeks granted by the Chief Executive Officer on 10 October 2018. In the telephone conversations, Mrs Trainor further indicated that she would like to keep the dwelling houses and that she should be given more time to get a qualified builder to fence off the front side of the dwelling house to prevent any illegal entry or access. Given that the time period for complying with the notice is long overdue and the dwelling house is dilapidated beyond repair, it is recommended that the best outcome is to have the dwelling house demolished with the aim to recoup costs to do so when the land is eventually sold.

COUNCILLOR MOTION:

That the item lay on the table for consideration at the February Ordinary Meeting of Council.

Moved Cr RM Kirby

Seconded Cr SE Faulkner

Lost 2/5

2018/10-019 OFFICER RECOMMENDATION / COUNCIL DECISION:

That Council direct the Chief Executive Officer to:

- 1. Proceed with legal action for failing to comply with the Notice served on 23 July 2018 under the provisions of the Health (Miscellaneous Provisions) Act 1911 Part V – Dwellings; Division 1 – Houses unfit for occupation; sections 135, 137 and 138.***
- 2. Subject to section 140 of the Health (Miscellaneous Provisions) Act 1911 (Local Government May Act in Default of Owner) carry out the terms of the Notice, including demolition of the dwelling house, asbestos remediation works and seek recovery of all expenses from the owner.***

Moved Cr LN Gobbart

Seconded Cr NR Gillett

Carried 7/0

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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

2018/10-020 COUNCIL DECISION:

That Council consider late item 14.1.1 New Fee: Gym Member Key Deposit as presented.

Moved Cr IC Sanders

Seconded Cr NR Gillett

Carried 7/0

14.1.1 LATE ITEM - New Fee: Gym Member Key Deposit

File No:	F1/3
Location/Address:	N/A
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Olivia Granich – Community Development Officer
Attachments:	Nil
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority
Previously Considered:	Nil

Background:

The Shire of Mt Marshall have two gyms operating in the Shire. One located at the Beacon Recreation Complex and one located at the Bencubbin Multipurpose Complex. The Shire's administration manage new members, membership renewals and the gym membership database for the Bencubbin gym. Beacon Central manages new memberships, membership renewals and the database for the Beacon gym. The Community Development Officer manages maintenance of the gym equipment and any arising issues regarding both Beacon and Bencubbin gyms.

The gym membership fees for an annual member was last increased in 2017. Due to the increased number of members not returning keys for the Beacon and Bencubbin gyms a key deposit will be imposed to help recover costs associated with key losses with a vision that annual members will take ownership and responsibility of their gym key.

Consultation:

John Nuttall - Chief Executive Officer
Tanika McLennan - Finance Administration Manager
Daneeka Beagley - Customer Service Officer
Beacon Central Employees

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Statutory Environment:

Local Government Act 1995

6.16. Imposition of fees and charges

(1) A local government may impose* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

* Absolute majority required.

(3) Fees and charges are to be imposed when adopting the annual budget but may be —

(a) imposed* during a financial year; and

(b) amended* from time to time during a financial year.

* Absolute majority required.

Relevant Plans and Policy:

Nil

Financial Implications:

Nil, although should the deposit not be introduced the Shire will have to continue to cover costs of key replacements.

Risk Assessment:

The Shire will not collect a key deposit from already existing gym members who may not return their key at the cessation of their membership.

Loss of keys and keys not being returned could lead to the possibility of non-paying members gaining use of the facility where there is risk of injury or harm to that person in a Shire owned facility. Between the two gyms it is estimated approx 16 keys per year are lost or not returned.

Community & Strategic Objectives:

Outcome 1.3 Active and passive recreation facilities and services

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

Comment:

Following consultation with the employee at Beacon Central and discussions with the Customer Service Officer at the Shire of Mt Marshall regarding the lack of keys returned on the cessation of a gym membership and also the loss of gym keys, the author thought the introduction of a key deposit could reduce the financial impact on the Shire as well as encourage members to increase responsibility and ownership of their keys.

Gym membership renewal letters have now been sent to members notifying them of the inclusion of a \$10 key deposit.

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2018/10-021 OFFICER RECOMMENDATION / COUNCIL DECISION:

That Council, subject to Local Government Act 1995 section 6.16, impose a new charge as follows:

Gymnasium Key Deposit \$10

This new rate is to come into effect as of Wednesday 21 November 2018.

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

Seconded Cr SE Faulkner

Carried 7/0

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15.0 Next Meeting – Tuesday 18 December 2018 commencing at 3:00pm in Council Chambers, Monger St, Bencubbin.

16.0 Closure of Meeting

The Presiding Member thanked the members of the gallery and Mr Dean Bavich for attending, wished the community a safe harvest period and declared the meeting closed at 5.17pm.

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

Date

Cr ARC Sachse President