

**SHIRE OF WEST ARTHUR**

**Ordinary Council Meeting  
August 2020  
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**ORDINARY COUNCIL MEETING MINUTES****1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

Cr Kevin King, Chairperson, declared the meeting open at 6 pm.

**2. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil.

**3. PUBLIC QUESTION TIME**

Nil.

**4. RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE**

Cr Kevin King	Shire President
Cr Neil Morrell	Deputy Shire President
Cr Neil Manuel	
Cr Marie Lloyd	
Cr Julie McFall	
Cr Graeme Peirce	
Nicole Wasmann	Chief Executive Officer
Bill Owen	Works Manager
Nicki Morrell	Works Administration Officer

**Apologies**

Cr A Squires

**Leave of Absence**

Nil.

**5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

Nil.

**6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

6.1 Ordinary Meeting of Council held 28 July 2020.

<b>COUNCIL DECISION – ITEM 6.1</b>
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Moved: Cr Neil Morrell

Seconded: Cr Neil Manuel

The minutes of the Ordinary Meeting of the Shire of West Arthur held in the Council Chambers on 28 July 2020 be confirmed.

**CARRIED 6/0**

**7. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION**

Nil.

**8. REPORTS****8.1. REPORTS OF OFFICERS**

**ITEM 8.1.1 – FINANCIAL REPORT JUNE 2020 AND JULY 2020**

LOCATION/ADDRESS: N/A  
NAME OF APPLICANT: N/A  
FILE REFERENCE: N/A  
DISCLOSURE OF INTEREST: N/A  
DATE OF REPORT: 12 August 2020

**SUMMARY:**

Consideration of the financial reports for the period ending 30 June 2020 and 31 July 2020.

**BACKGROUND:**

The financial reports for the periods ending 30 June 2020 and 31 July 2020 are included as attachments.

Some notes for the period ending 30 June 2020 were included in the July agenda, however the financial reports were incomplete at that time.

**COMMENT:**

If you have any questions regarding details in the financial reports, please contact the office prior to Council meeting so that sufficient time is given to research the request. This will enable the information to be provided at the Council meeting.

**CONSULTATION:**

Not applicable.

**STATUTORY ENVIRONMENT:**

Section 34 (1) (a) of the Local Government (Financial Management) Regulations 1996 states that a Local Government is to prepare monthly statement of financial activity including annual budget estimates, monthly budget estimates, actual monthly expenditure, revenue and income, material variances between monthly budget and actual figures and net current assets on a monthly basis.

**POLICY IMPLICATIONS:**

Not applicable.

**FINANCIAL IMPLICATIONS:**

Not applicable.

**STRATEGIC IMPLICATIONS:**

Not applicable.

**VOTING REQUIREMENTS:**

Simple majority

**COUNCIL DECISION (OFFICER RECOMMENDATION) – ITEM 8.1.1**

Moved: Cr Julie McFall

Seconded: Cr Graeme Peirce

That the financial reports for the period ending 30 June 2020 and 31 July 2020 as presented be accepted.

**CARRIED 6/0**

**ATTACHMENTS:**

- Financial Reports – 30 June 2020 and 31 July 2020

**SHIRE OF WEST ARTHUR**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 30 June 2020**

	Note	Annual Budget 2019/2020 \$	YTD Budget (a) \$	YTD Actual (b) \$	Var. \$ (b)-(a) \$	Var. % (b)-(a)/(a) %	Var.
<b>Opening Funding Surplus (Deficit)</b>	2	1,162,096	1,162,096	<b>1,162,096</b>	0	0%	
<b>Revenue from operating activities</b>							
Rates		1,706,538	1,706,538	<b>1,704,587</b>	(1,951)	(0%)	
Operating Grants, Subsidies and Contributions	6	755,939	755,939	<b>1,344,514</b>	588,575	78%	▲
Fees and Charges		299,226	299,226	<b>346,591</b>	47,365	16%	▲
Interest Earnings		78,237	78,237	<b>84,575</b>	6,338	8%	
Other Revenue		76,597	76,597	<b>130,608</b>	54,011	71%	▲
Profit on Disposal of Assets		16,045	16,045	<b>30,923</b>			
		<b>2,932,582</b>	<b>2,932,582</b>	<b>3,641,798</b>			
<b>Expenditure from operating activities</b>							
Employee Costs		(1,670,536)	(2,168,778)	<b>(1,957,289)</b>	(211,489)	10%	
Less overhead and wage allocations			498,242	<b>470,862</b>			
Materials and Contracts		(669,779)	(1,040,216)	<b>(829,748)</b>	(210,468)	20%	
less Pdepn and POC allocations			370,437	<b>252,985</b>			
Utility Charges		(85,000)	(85,000)	<b>(80,637)</b>	(4,363)	5%	
Depreciation on Non-Current Assets		(2,082,163)	(2,082,163)	<b>(2,112,764)</b>	30,601	(1%)	
Interest Expenses		(35,389)	(35,389)	<b>(35,390)</b>	1	(0%)	
Insurance Expenses		(97,701)	(97,701)	<b>(98,444)</b>	743	(1%)	
Other Expenditure		(26,000)	(26,000)	<b>(27,378)</b>	1,378	(5%)	
Loss on Disposal of Assets		(1,666)	(1,666)	<b>0</b>	(1,666)		
		<b>(4,668,234)</b>	<b>(4,668,234)</b>	<b>(4,417,803)</b>	(250,431)		
<b>Operating activities excluded from budget</b>					0		
Add back Depreciation		2,082,163	2,082,163	<b>2,112,764</b>	30,601	1%	
Adjust (Profit)/Loss on Asset Disposal		(14,379)	(14,379)	<b>(30,923)</b>	(16,544)	115%	
Adjust Provisions and Accruals		0	0	<b>27,030</b>			
<b>Amount attributable to operating activities</b>		<b>332,132</b>	<b>332,132</b>	<b>1,332,866</b>			
<b>Investing activities</b>							
Grants, Subsidies and Contributions	6	1,057,659	1,057,659	<b>853,361</b>	(204,298)	(19%)	▼
Proceeds from Disposal of Assets		86,000	86,000	<b>93,160</b>	7,160	8%	
Land and Buildings	7	(271,525)	(271,525)	<b>(45,057)</b>	226,468	83%	▲
Infrastructure Assets - Roads	7	(1,395,630)	(1,395,630)	<b>(1,290,369)</b>	105,261	8%	
Infrastructure Assets - Other	7	(243,608)	(243,608)	<b>0</b>	243,608	100%	▲
Plant and Equipment	7	(198,350)	(198,350)	<b>(178,793)</b>	19,557	10%	
Furniture and Equipment	7	(85,000)	(85,000)	<b>(16,115)</b>	68,885	81%	▲
<b>Amount attributable to investing activities</b>		<b>(1,050,454)</b>	<b>(1,050,454)</b>	<b>(583,813)</b>			
<b>Financing Activities</b>							
Proceeds from Self Supporting Loan - repayments		26,290	26,290	<b>26,290</b>	0	0%	
Transfer from Reserves	5	393,059	393,059	<b>120,855</b>	(272,204)	(69%)	▼
Repayment of Debentures		(90,698)	(90,698)	<b>(90,698)</b>	0	0%	
Transfer to Reserves	5	(772,425)	(772,425)	<b>(767,948)</b>	4,477	1%	
<b>Amount attributable to financing activities</b>		<b>(443,774)</b>	<b>(443,774)</b>	<b>(711,501)</b>			
<b>Closing Funding Surplus (Deficit)</b>	2	0	0	<b>1,199,648</b>	<b>1,199,648</b>		▲

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 1 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

**SHIRE OF WEST ARTHUR**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2020**

**Note 1: Explanation of Material Variances**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2019/20 year is \$10,000 or 10% whichever is the greater.

**Operating Grants, Subsidies and Contributions**

41349	General purpose grant income above budget. Will be \$41,349 above budget for full year.
(4,246)	Local roads grant income below budget. Will be \$4,246 less for full year.
297194	General purpose grant prepayment of 2020/21 funds.
297468	Local roads grant prepayment of 2020/21 funds.
4454	Culture grants received unbudgeted. Oral histories.
1000	Thank a volunteer grant received. Offset by expenditure.
0	\$3,620 Age friendly, dementia grant received but transferred to unspent grant.
9429	Kids Central grant higher than budgeted. Service delivered for longer.
33778	Museum grant shown as operating, budgeted as capital
-90000	Bridge grant not received.

**Fees and Charges**

29633	Kids Central Childcare income above budget. Budgeted for three months prior to transfer to REED.
3,000	Caravan park income above budget. permanent variance
3,000	House rental above budget permanent variance
5,000	Private works above budget permanent variance

**Other Revenue**

20890	Insurance claims and reimbursements permanent variance
23,144	Diesel rebate additional claim permanent variance

**Profit on Disposal of Assets**

16554	Combined proceeds on sale of assets were \$7160 above budget. Written down value at time of sale was less than budget - combined \$9385. Timing difference
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**Employee Costs**

(211,489)	Wages and associated employee expenses are lower than budget due to vacant positions. This is partly offset by kids central wages higher than budget due to later than anticipated handover to REED.
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**Materials and Contracts**

59892	Museum expenditure shown as operating rather than capital.
14505	Sports changerooms - budgeted as capital.
-8,000	Council exp below budget, election, training
-15,000	Building, Health, Planning services below budget.
-11,000	Caravan park below budget
-13,000	Other governance below budget
-5,000	Info bay and tourism below budget.
-6,000	Housing materials below budget
-12,000	cemeteries and townscape below budget.
-6,000	pool materials below budget.
6,000	admin materials above budget.
-6,000	fire and animal control below budget
-99,000	bridge expenditure below budget (including \$90,000 offset funding not received.)
-14,000	refuses collection and site maintenance below budget
-5,000	Economic development materials below budget
-34,000	Plant costs below budget
-10,000	Landcare below budget
-46,000	Minor material cost below budget
	Variance includes several non reportable variances below budget which offsets the additional costs.

**SHIRE OF WEST ARTHUR**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2020**

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## Operating Grants, Subsidies and Contributions

## Depreciation on Non-Current Assets

27045 Road depreciation higher than budget.

## Grants, Subsidies and Contributions

-20000 Museum grant higher than budgeted. Will be offset by lower reserve transfer.

(63,000) R2R carried forward as unspent

(65,000) Railway Reserve development grant not received.

(53,911) Grant for Kylie Dam not received.

## Infrastructure Assets - Roads

See capital report - Note 7.

## Plant and Equipment

18182 Low loader was below budget.

All variances shown in not 7.

## Land and Buildings

14505 Some expenditure allocated to operating expenditure - football changerooms.

Please see capital note 7.

## Furniture and Equipment

70000 Museum expenditure allocated to operating material expenditure.

## Transfer from Reserves

-272204 Please see reserve note 5. Funds not drawn from reserve for projects not completed, ie railway reserve development, housing improvements, chalet postponed to following year.

SHIRE OF WEST ARTHUR				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 30 June 2020				
<b>Note 2: Net Current Funding Position</b>				
Positive=Surplus (Negative=Deficit)				
			<b>Last Years Closing</b>	<b>Current</b>
		<b>Note</b>	<b>30 June 2019</b>	<b>30 Jun 2020</b>
			\$	\$
<b>Current Assets</b>				
Cash Unrestricted	3		1,175,057	1,170,147
Cash Restricted - Conditions over Grants	6		0	69,007
Cash Restricted	5		1,756,241	2,403,335
Receivables - Rates	4		107,730	123,400
Receivables - Other	4		41,818	42,915
Inventories			21,550	22,531
			3,102,396	3,831,335
<b>Less: Current Liabilities</b>				
Payables			(184,059)	(228,352)
			(184,059)	(228,352)
Less: Cash Reserves	5		(1,756,241)	(2,403,335)
<b>Net Current Funding Position</b>			<b>1,162,096</b>	<b>1,199,648</b>

**SHIRE OF WEST ARTHUR**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2020**

**Note 3: Cash and Investments**

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
<b>(a) Cash Deposits</b>							
Municipal Bank Account	49,556			49,556	NAB	0.01%	At Call
Municipal Bank - Bendigo	(13,191)			(13,191)	Bendigo	0.05%	At Call
Municipal Cash Maximiser	1,194,876			1,194,876	NAB	0.05%	At Call
Bendigo Cash Maximiser	7,513			7,513	Bendigo	0.05%	At Call
Trust Bank Account			5,725	5,725	NAB	0.05%	At Call
Trust Cash Maximiser			68,114	68,114	NAB	0.05%	At Call
Trust - Bendigo			1,781	1,781	Bendigo	0.05%	At Call
Reserve Cash Maximiser		803,335		803,335	NAB	0.05%	At Call
Bendigo Reserve		1,600,000		1,600,000	Bendigo	0.05%	At Call
<b>(b) Term Deposits</b>							
Municipal term deposit	0			0	Bendigo	1.2	23/06/2020
Reserve term deposit		0		0	NAB	1.52	26/06/2020
Reserve term deposit		0		0	Bendigo	1.55	26/06/2020
Trust term deposit			0	0	NAB	1.55	12/06/2020
<b>Total</b>	<b>1,238,754</b>	<b>2,403,335</b>	<b>75,620</b>	<b>3,717,709</b>			

Bendigo Account is showing on this statement as overdrawn.

Was not actually overdrawn as Reserve transfers adjustment backdated and sufficient funds were in the account at time of t



**SHIRE OF WEST ARTHUR**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2020**

**Note 4: Receivables**

<b>Receivables - Rates Receivable</b>	<b>30 Jun 2020</b>	<b>30 June 2019</b>	<b>Receivables - General</b>	<b>Current</b>	<b>30 Days</b>	<b>60 Days</b>	<b>90+ Days</b>	<b>Total</b>
	\$	\$		\$	\$	\$	\$	\$
Opening Arrears Previous Years	181,873	165,047	Receivables - General	37,844	340	222	842	39,248
Levied this year (incl rubbish & ESL)	1,827,687	1,790,645						
<u>Less Collections to date</u>	(1,802,278)	(1,773,819)	<b>Balance per Trial Balance</b>					
Equals Current Outstanding	<b>207,282</b>	<b>181,873</b>	Sundry Debtors					0
			Receivables - Other					0
<b>Net Rates Collectable</b>	<b>207,282</b>	<b>181,873</b>	<b>Total Receivables General Outstanding</b>					<b>39,248</b>
% Collected	89.69%	90.70%						
Less Recognised as doubtful	(83,882)	(74,143)						

**Amounts shown above include GST (where applicable)**

**SHIRE OF WEST ARTHUR**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2020**

Note 6: Grants and Contributions	Grant Provider	Type	Opening Balance (a)	Budget Operating (b)	Capital (c)	YTD Actual Revenue (f)	(Expended) (g)	Unspent Grant (a)+(f)+(g)	Comment
				\$	\$	\$	\$	\$	
<b>General Purpose Funding</b>									
Grants Commission - General	WALGGC	Operating	0	242,289	0	580,832	0	0	19/20 allocation 283,636. Payment in advance made for 2020/21 grant.
Grants Commission - Roads	WALGGC	Operating	0	244,114	0	537,337	0	0	19/20 allocation 239,868. Payment in advance made for 2020/21 grant.
Grants Commission - Bridges	WALGGC	Operating - Tied	0	90,000	0	0	0	0	Won't be received this year. Project deferred.
<b>Law, Order and Public Safety</b>									
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Operating - Tied	0	38,500	0	39,268	(39,268)	0	Paid quarterly.
Bushfire mitigation	Office of Emergency Management	Operating - Tied	0	5,000	0	0	0	0	Application not submitted.
<b>Education and Welfare</b>									
Kids Central Quarterly Grant	Federal DEEWR	Operating	0	8,500	0	19,900	0	0	
Age Friendly and Dementia Community Awareness	Department of Communities	Operating - Tied	0	0	0	3,620	0	3,620	Moved to liability at year end as unspent. Show in 2021
<b>Recreation and Culture</b>									
Redevelopment of play and youth area	Lotterywest	Non-operating	0	0	65,000	0	0	0	Project deferred.
Museum		Operating - Tied	0	0	20,000	33,778	(33,778)	0	
Oral Histories	Lotterywest	Operating - Tied	0	0	0	4,454	(4,454)	0	
Thank a Volunteer	Department for Communities	Operating - Tied	0	0	0	1,000	(1,000)	0	
<b>Transport</b>									
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	329,877	329,877	(264,490)	65,387	Moved to liability at year end. Show in 2021
RRG Grants - Capital Projects	Regional Road Group	Non-operating	0	0	344,487	344,487	(357,340)	0	
Commodity Route Funding	Regional Road Group	Non-operating	0	0	244,384	244,384	(245,694)	0	
Direct Grant	Main Roads	Operating	0	125,536	0	125,536	0	0	
<b>Economic Development</b>									
Kylie Dam Project	Department of Water	Non-operating	0	0	53,911	0	0	0	Approved
<b>TOTALS</b>			<b>0</b>	<b>753,939</b>	<b>1,057,659</b>	<b>2,264,473</b>	<b>(946,024)</b>	<b>69,007</b>	
<b>SUMMARY</b>									
Operating	Operating Grants, Subsidies and Contributions		0	620,439	0	1,263,605	0	0	
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	133,500	20,000	82,120	(78,500)	3,620	
Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	1,037,659	918,748	(867,524)	65,387	
<b>TOTALS</b>			<b>0</b>	<b>753,939</b>	<b>1,057,659</b>	<b>2,264,473</b>	<b>(946,024)</b>	<b>69,007</b>	

**SHIRE OF WEST ARTHUR**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2020**

**Note 5: Cash Backed Reserve**

Name	Opening Balance	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
		Interest Earned	Interest Earned	Transfers In (+)	Transfers In (+)	Transfers Out (-)	Transfers Out (-)	Transfers Out (-)	Transfers Out (-)
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	156,202	2,812	2,417	50,000	50,000	0	0	209,014	208,619
Plant Reserve	94,159	1,972	1,457	309,829	309,829	(112,350)	(85,633)	293,610	319,812
Building Reserve	631,562	11,368	9,770	50,000	50,000	(130,000)	0	562,930	691,332
Town Development Reserve	69,595	1,253	1,077	0	0	(45,000)	0	25,848	70,672
Recreation Reserve	31,202	562	483	100,000	100,000	(10,000)	(10,000)	121,764	121,685
Heritage Reserve	5,128	92	79	300	136	0	0	5,520	5,343
Community Housing Reserve	109,024	1,962	1,687	20,000	20,695	(25,000)	0	105,986	131,406
Waste Management Reserve	80,044	1,441	1,238	40,000	40,000	0	0	121,485	121,282
Darkan Swimming Pool Reserve	33,219	598	515	5,000	5,000	0	0	38,817	38,734
Information Technology Reserve	57,988	1,044	897	3,000	3,000	(15,000)	(15,000)	47,032	46,885
Darkan Sport and Community Centre Reserve	223,747	3,757	3,461	30,000	30,000	0	0	257,504	257,208
Arthur River Country Club Renewal Reserve	25,049	451	387	6,000	6,000	(3,000)	(3,641)	28,500	27,795
Museum Reserve	127,858	2,301	1,978	0	0	(25,620)	(1,734)	104,539	128,102
Moodiarrup Sports Club Reserve	7,879	142	122	4,000	1,474	0	0	12,021	9,475
Landcare Reserve	46,885	844	725	0	0	(27,089)	(4,847)	20,640	42,763
Corporate Planning and Valuation Reserve	34,000	612	526	0	0	0	0	34,612	34,526
Kids Central Members Reserve	429	8	7	0	234	0	0	437	670
The Shed Reserve	11,019	198	170	0	361	0	0	11,217	11,550
Recreation Trails Reserve	1,185	21	18	0	0	0	0	1,206	1,203
Community Gym Reserve	6,887	124	107	0	1,373	0	0	7,011	8,367
Economic Development Reserve	3,180	57	49	40,000	40,000	0	0	43,237	43,229
Road Reserve	0	0	0	82,677	82,677	0	0	82,677	82,677
	<b>1,756,241</b>	<b>31,619</b>	<b>27,170</b>	<b>740,806</b>	<b>740,779</b>	<b>(393,059)</b>	<b>(120,855)</b>	<b>2,135,607</b>	<b>2,403,335</b>

Note: Reserve transfers are generally completed at year end unless funds are required sooner.

SHIRE OF WEST ARTHUR									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 30 June 2020									
Note 7: Capital Acquisitions									
Assets	Account	YTD Actual			Budget			Variance	
		Wages and Plant	Materials and Contractors	Total YTD	Wages and Plant	Materials and Contractors	Total Budget	Total YTD to Budget	Comment
		\$	\$	\$	\$	\$	\$	\$	
<b>Buildings</b>									
<b>Governance</b>									
Shire office - solar power		0	(8,844)	(8,844)	0	(10,000)	(10,000)	1,156	Works completed.
<b>Housing</b>									
Renovations to existing joint venture community housing units		0	0	0	0	(25,000)	(25,000)	25,000	No scheduled works.
<b>Recreation &amp; Culture</b>									
Football Changerooms Project		0	(8,140)	(8,140)	(2,000)	(22,625)	(24,625)	16,485	Some expenditure allocated to operating.
<b>Community Amenities</b>									
Darkan Cemetery toilet		(19,273)	(8,800)	(28,073)	(20,000)	(10,000)	(30,000)	1,927	Scheduled to be completed in financial year.
Chalet		0	0	0	(46,900)	(80,000)	(126,900)	126,900	Carry forward project to following year.
<b>Other Property &amp; Services</b>									
Staff Housing		0	0	0	(5,000)	(50,000)	(55,000)	55,000	No scheduled works.
<b>Buildings Total</b>		<b>(19,273)</b>	<b>(25,784)</b>	<b>(45,057)</b>	<b>(73,900)</b>	<b>(197,625)</b>	<b>(271,525)</b>	<b>226,468</b>	
<b>Infrastructure</b>									
<b>Recreation And Culture</b>									
Darkan Railway Reserve - redevelopment of play and youth area		0	0	0	(15,000)	(150,000)	(165,000)	165,000	Will be budgeted for in 20/21.
<b>Economic Development</b>									
Kylie Dam Water Project		0	0	0	(12,608)	(66,000)	(78,608)	78,608	Funding approved. Land tenure negotiations in progress. 20/21 expected
<b>Infrastructure Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>(27,608)</b>	<b>(216,000)</b>	<b>(243,608)</b>	<b>243,608</b>	
<b>Furniture &amp; Office Equip.</b>									
<b>Governance</b>									
Computer Server		0	(16,115)	(16,115)	0	(15,000)	(15,000)	(1,115)	Installed.
<b>Recreation &amp; Culture</b>									
Museum fit out		0	0	0	0	(70,000)	(70,000)	70,000	Expense to date shown in operating expenditure
<b>Furniture &amp; Office Equip. Total</b>		<b>0</b>	<b>(16,115)</b>	<b>(16,115)</b>	<b>0</b>	<b>(85,000)</b>	<b>(85,000)</b>	<b>68,885</b>	
<b>Plant , Equip. &amp; Vehicles</b>									
<b>Transport</b>									
Administration vehicle		0	(52,164)	(52,164)	0	(52,000)	(52,000)	(164)	Purchased in April/paid May
Works vehicle		0	(44,810)	(44,810)	0	(46,350)	(46,350)	1,540	Purchased in April/paid May
Low loader		0	(81,818)	(81,818)	0	(100,000)	(100,000)	18,182	Purchased in November
<b>Plant, Equip &amp; Vehicles Total</b>		<b>0</b>	<b>(178,792)</b>	<b>(178,792)</b>	<b>0</b>	<b>(198,350)</b>	<b>(198,350)</b>	<b>19,558</b>	
<b>Roads</b>									
<b>Regional Road Group</b>									
Darkan Moodiarrup Road		(129,432)	(141,933)	(271,365)	(147,880)	(139,910)	(287,790)	16,425	Completed May
Bowelling Duranillin Road		(146,241)	(118,404)	(264,645)	(139,915)	(119,780)	(259,695)	(4,950)	Completed May
Trigwell Bridge Road (Commodity Route Funding)		(169,284)	(199,257)	(368,541)	(167,945)	(198,670)	(366,615)	(1,926)	Completed May
<b>Regional Road Group Total</b>		<b>(444,957)</b>	<b>(459,594)</b>	<b>(904,551)</b>	<b>(455,740)</b>	<b>(458,360)</b>	<b>(914,100)</b>	<b>9,549</b>	

SHIRE OF WEST ARTHUR									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 30 June 2020									
Note 7: Capital Acquisitions									
Assets	Account	YTD Actual			Budget			Variance	Comment
		Wages and Plant	Materials and Contractors	Total YTD	Wages and Plant	Materials and Contractors	Total Budget	Total YTD to Budget	
		\$	\$	\$	\$	\$	\$	\$	
<b>Roads to Recovery</b>									
Boyup Brook Arthur Road		(58,445)	(20,683)	(79,128)	(85,255)	(33,130)	(118,385)	39,257	Completed May
Eulin Crossing Road		(25,033)	(16,829)	(41,862)	(37,877)	(15,000)	(52,877)	11,015	Completed May
Rutherford Road		(13,784)	(15,085)	(28,869)	(20,000)	(15,000)	(35,000)	6,131	Completed May
Shields Road		(37,028)	(716)	(37,744)	(46,866)	(9,255)	(56,121)	18,377	
Boyup Brook Arthur Road		(22,619)	(54,268)	(76,887)	(37,841)	(39,670)	(77,511)	624	
<b>Roads to Recovery Total</b>		<b>(156,909)</b>	<b>(107,581)</b>	<b>(264,490)</b>	<b>(227,839)</b>	<b>(112,055)</b>	<b>(339,894)</b>	<b>75,404</b>	
<b>Shire Funded</b>									
Growden Place		(66,181)	(4,381)	(70,562)	(46,010)	(51,172)	(97,182)	26,620	June
Collie South East Road		(21,780)	(8,298)	(30,078)	(21,275)	(3,056)	(24,331)	(5,747)	
DustSuppressions		(14,747)	(5,942)	(20,689)	(16,305)	(3,816)	(20,121)	(568)	
<b>Shire Funded Total</b>		<b>(102,708)</b>	<b>(18,621)</b>	<b>(121,329)</b>	<b>(83,590)</b>	<b>(58,044)</b>	<b>(141,634)</b>	<b>20,305</b>	
	<b>Roads Total</b>	<b>(704,574)</b>	<b>(585,796)</b>	<b>(1,290,370)</b>	<b>(767,169)</b>	<b>(628,459)</b>	<b>(1,395,628)</b>	<b>105,258</b>	
<b>Capital Expenditure Total</b>		<b>(723,847)</b>	<b>(806,487)</b>	<b>(1,530,334)</b>	<b>(868,677)</b>	<b>(1,325,434)</b>	<b>(2,194,111)</b>	<b>663,777</b>	

**SHIRE OF WEST ARTHUR**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 31 July 2020**

	Note	Annual Budget 2020/2021 \$	YTD Budget (a) \$	YTD Actual (b) \$	Var. \$ (b)-(a) \$	Var. % (b)-(a)/(a) %	Var.
<b>Opening Funding Surplus (Deficit)</b>	2	1,199,648	1,199,648	<b>1,199,648</b>	0	0%	
<b>Revenue from operating activities</b>							
Rates		1,727,022	0	<b>0</b>	0		
Operating Grants, Subsidies and Contributions	6	625,608	137,053	<b>137,053</b>	0	0%	
Fees and Charges		273,365	22,780	<b>22,268</b>	(512)	(2%)	
Interest Earnings		56,364	100	<b>92</b>	(8)	(8%)	
Other Revenue		169,739	150	<b>220</b>	70	47%	
Profit on Disposal of Assets		19,137	0	<b>0</b>			
		<b>2,871,235</b>	<b>160,083</b>	<b>159,633</b>			
<b>Expenditure from operating activities</b>							
Employee Costs		(1,714,206)	(153,644)	<b>(148,430)</b>	(5,214)	3%	
Less overhead and wage allocations			0	<b>0</b>			
Materials and Contracts		(765,845)	(93,820)	<b>(92,632)</b>	(1,188)	1%	
less Pdepn and POC allocations			0	<b>0</b>			
Utility Charges		(91,700)	(1,500)	<b>(1,483)</b>	(17)	1%	
Depreciation on Non-Current Assets		(2,137,367)	(43,153)	<b>(43,981)</b>	828	(2%)	
Interest Expenses		(30,457)	0	<b>0</b>	0		
Insurance Expenses		(93,484)	(97,701)	<b>(96,230)</b>	(1,471)	2%	
Other Expenditure		(36,000)	0	<b>0</b>	0		
Loss on Disposal of Assets		(18,307)	0	<b>0</b>	0		
		<b>(4,887,366)</b>	<b>(389,818)</b>	<b>(382,756)</b>	(7,062)		
<b>Operating activities excluded from budget</b>							
Add back Depreciation		2,137,367	43,153	<b>43,981</b>	828	2%	
Adjust (Profit)/Loss on Asset Disposal		(830)	0	<b>0</b>	0		
Adjust Provisions and Accruals		0	0	<b>(23,074)</b>			
<b>Amount attributable to operating activities</b>		<b>120,406</b>	<b>(186,582)</b>	<b>(202,216)</b>			
<b>Investing activities</b>							
Grants, Subsidies and Contributions	6	1,246,368	0	<b>0</b>	0		
Proceeds from Disposal of Assets		52,000	0	<b>0</b>	0		
Land and Buildings	7	(225,000)	0	<b>0</b>	0		
Infrastructure Assets - Roads	7	(1,253,908)	0	<b>0</b>	0		
Infrastructure Assets - Other	7	(651,307)	0	<b>0</b>	0		
Plant and Equipment	7	(532,000)	0	<b>0</b>	0		
Furniture and Equipment	7	0	0	<b>0</b>	0		
<b>Amount attributable to investing activities</b>		<b>(1,363,847)</b>	<b>0</b>	<b>0</b>			
<b>Financing Activities</b>							
Proceeds from Self Supporting Loan - repayments		27,174	0	<b>0</b>	0		
Transfer from Reserves	5	797,089	0	<b>0</b>	0		
Repayment of Debentures		(95,630)	0	<b>0</b>	0		
Transfer to Reserves	5	(684,840)	0	<b>(30)</b>	(30)		
<b>Amount attributable to financing activities</b>		<b>43,793</b>	<b>0</b>	<b>(30)</b>			
<b>Closing Funding Surplus (Deficit)</b>	2	<b>0</b>	<b>1,013,066</b>	<b>997,402</b>	<b>(15,664)</b>	<b>(2%)</b>	

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 1 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

**SHIRE OF WEST ARTHUR**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2020**

**Note 1: Explanation of Material Variances**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2019/20 year is \$10,000 or 10% whichever is the greater.

There is no reportable variance to 31 July 2020





**SHIRE OF WEST ARTHUR**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2020**

**Note 3: Cash and Investments**

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
<b>(a) Cash Deposits</b>							
Municipal Bank Account	101,932			101,932	NAB	0.01%	At Call
Municipal Bank - Bendigo	148,738			148,738	Bendigo	0.05%	At Call
Municipal Cash Maximiser	644,876			644,876	NAB	0.05%	At Call
Bendigo Cash Maximiser	7,515			7,515	Bendigo	0.05%	At Call
Trust Bank Account			5,728	5,728	NAB	0.05%	At Call
Trust Cash Maximiser			8,114	8,114	NAB	0.05%	At Call
Trust - Bendigo			1,781	1,781	Bendigo	0.05%	At Call
Reserve Cash Maximiser		16		16	NAB	0.05%	At Call
Bendigo Reserve		14		14	Bendigo	0.05%	At Call
<b>(b) Term Deposits</b>							
Municipal term deposit	300,000			300,000	NAB	0.8	27/04/2021
Reserve term deposit		803,335		803,335	NAB	0.92	29/06/2021
Reserve term deposit		1,600,000		1,600,000	Bendigo	0.95	29/06/2021
Trust term deposit			60,000	60,000	NAB	0.8	27/04/2021
<b>Total</b>	<b>1,203,061</b>	<b>2,403,365</b>	<b>75,623</b>	<b>3,622,049</b>			

Bendigo Account is showing on this statement as overdrawn. Was not adjustment backdated and sufficient funds were in the account at time of transfer.

**SHIRE OF WEST ARTHUR**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2020**

**Note 4: Receivables**

<b>Receivables - Rates Receivable</b>	<b>31 Jul 2020</b>	<b>30 June 2020</b>	<b>Receivables - General</b>	<b>Current</b>	<b>30 Days</b>	<b>60 Days</b>	<b>90+ Days</b>	<b>Total</b>
	\$	\$		\$	\$	\$	\$	\$
Opening Arrears Previous Years	199,932	181,873	Receivables - General	161,017	4,155	214	485	165,871
Levied this year (incl rubbish & ESL)	0	1,827,687						
<u>Less Collections to date</u>	(5,243)	(1,809,628)	<b>Balance per Trial Balance</b>					
Equals Current Outstanding	<b>194,689</b>	<b>199,932</b>	Sundry Debtors					0
			Receivables - Other					0
<b>Net Rates Collectable</b>	<b>194,689</b>	<b>199,932</b>	<b>Total Receivables General Outstanding</b>					<b>165,871</b>
% Collected	2.62%	90.05%						
Less Recognised as doubtful	(83,882)	(83,882)						

**Amounts shown above include GST (where applicable)**

**SHIRE OF WEST ARTHUR**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2020**

**Note 5: Cash Backed Reserve**

Name	Opening Balance	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget Closing Balance	Actual YTD Closing Balance
		Interest Earned	Interest Earned	Transfers In (+)	Transfers In (+)	Transfers Out (-)	Transfers Out (-)	Transfers Out (-)	Transfers Out (-)		
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	208,619	1,878	3	0	0	0	0	0	0	210,497	208,622
Plant Reserve	319,812	2,878	4	313,801	0	(480,000)	0	0	0	156,491	319,816
Building Reserve	691,332	6,222	9	60,109	0	(130,000)	0	0	0	627,663	691,341
Town Development Reserve	70,672	636	1	0	0	(70,000)	0	0	0	1,308	70,673
Recreation Reserve	121,685	1,095	2	40,000	0	0	0	0	0	162,780	121,687
Heritage Reserve	5,343	48	0	300	0	0	0	0	0	5,691	5,343
Community Housing Reserve	131,406	1,183	2	20,000	0	(25,000)	0	0	0	127,589	131,408
Waste Management Reserve	121,282	1,092	2	0	0	(60,000)	0	0	0	62,374	121,284
Darkan Swimming Pool Reserve	38,734	349	0	5,000	0	0	0	0	0	44,083	38,734
Information Technology Reserve	46,885	422	1	3,000	0	0	0	0	0	50,307	46,886
Darkan Sport and Community Centre Reserve	257,208	2,315	3	30,000	0	0	0	0	0	289,523	257,211
Arthur River Country Club Renewal Reserve	27,795	250	0	6,000	0	0	0	0	0	34,045	27,795
Museum Reserve	128,102	1,153	2	0	0	(5,000)	0	0	0	124,255	128,104
Moodiarrup Sports Club Reserve	9,475	85	0	5,000	0	0	0	0	0	14,560	9,475
Landcare Reserve	42,763	385	1	0	0	(27,089)	0	0	0	16,059	42,764
Corporate Planning and Valuation Reserve	34,526	311	0	0	0	0	0	0	0	34,837	34,526
Kids Central Members Reserve	670	6	0	0	0	0	0	0	0	676	670
The Shed Reserve	11,550	104	0	0	0	0	0	0	0	11,654	11,550
Recreation Trails Reserve	1,203	11	0	0	0	0	0	0	0	1,214	1,203
Community Gym Reserve	8,367	75	0	0	0	0	0	0	0	8,442	8,367
Economic Development Reserve	43,229	389	1	40,000	0	0	0	0	0	83,618	43,230
Road Reserve	82,677	743	1	150,000	0	0	0	0	0	233,420	82,678
	<b>2,403,335</b>	<b>21,630</b>	<b>30</b>	<b>673,210</b>	<b>0</b>	<b>(797,089)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,301,086</b>	<b>2,403,365</b>

Note: Reserve transfers are generally completed at year end unless funds are required sooner.

**SHIRE OF WEST ARTHUR**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2020**

Note 6: Grants and Contributions	Grant Provider	Type	Opening Balance (a)	Budget Operating (b)	Capital (c)	YTD Actual Revenue (f)	(Expended) (g)	Unspent Grant (a)+(f)+(g)	Comment
				\$	\$	\$	\$	\$	
<b>General Purpose Funding</b>									
Grants Commission - General	WALGGC - General Purpose Grant	Operating	0	226,526	0	0	0	0	
Grants Commission - Roads	WALGGC - Local Roads Grant	Operating	0	229,428	0	0	0	0	
Federal Road & Community Infrastructure	Dept. of Infrastructure, Transport, Regional Development and Communications	Non-operating	0	0	253,187	0	0	0	
<b>Law, Order and Public Safety</b>									
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Services	Operating - Tied	0	39,479	0	9,870	(9,870)	0	
<b>Education and Welfare</b>									
Age Friendly and Dementia Community Awareness	Department of Communities	Operating - Tied	0	3,620	0	3,620	0	3,620	Carried forward from prior year
<b>Recreation and Culture</b>									
Redevelopment of play and youth area	Lotterywest	Non-operating	0	0	30,000	0	0	0	Darkan Railway Reserve
<b>Transport</b>									
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	329,877	0	0	0	
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	65,387	65,387	0	65,387	Carried forward from prior year
RRG Grants - Capital Projects	Regional Road Group	Non-operating	0	0	365,987	146,395	0	146,395	Shown as a liability until spent, then recognised as income
Federal Road & Community Infrastructure Direct Grant	Main Roads - Direct Grant	Non-operating Operating	0 0	0 127,175	113,507 0	127,175	0	0	
<b>Economic Development</b>									
Kylie Dam Project	Department of Water	Non-operating	0	0	88,423	0	0	0	Kylie Dam
<b>TOTALS</b>			<b>0</b>	<b>626,228</b>	<b>1,246,368</b>	<b>352,447</b>	<b>(9,870)</b>	<b>215,402</b>	
<b>SUMMARY</b>									
Operating	Operating Grants, Subsidies and Contributions		0	583,129	0	127,175	0	0	
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	43,099	0	13,490	(9,870)	3,620	
Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	1,246,368	211,782	0	211,782	
<b>TOTALS</b>			<b>0</b>	<b>626,228</b>	<b>1,246,368</b>	<b>352,447</b>	<b>(9,870)</b>	<b>215,402</b>	

SHIRE OF WEST ARTHUR									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 31 July 2020									
Note 7: Capital Acquisitions									
Assets	Account	YTD Actual			Budget			Variance	Comment
		Wages and Plant	Materials and Contractors	Total YTD	Wages and Plant	Materials and Contractors	Total Budget	Total YTD to Budget	
		\$	\$	\$	\$	\$	\$	\$	
<b>Buildings</b>									
<b>Housing</b>									
Renovations to existing joint venture community housing units		0	0	0	0	(25,000)	(25,000)	25,000	
<b>Community Amenities</b>									
Chalet		0	0	0	(20,000)	(110,000)	(130,000)	130,000	
<b>Other Property &amp; Services</b>									
Staff Housing		0	0	0	(20,000)	(50,000)	(70,000)	70,000	
<b>Buildings Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>(40,000)</b>	<b>(185,000)</b>	<b>(225,000)</b>	<b>225,000</b>	
<b>Infrastructure</b>									
<b>General Purpose Funding</b>									
Community Infrastructure Other		0	0	0	0	(253,187)	(253,187)	253,187	
<b>Community Amenities</b>									
Darkan Refuse Site		0	0	0	(20,000)	(100,000)	(120,000)	120,000	
<b>Recreation And Culture</b>									
Darkan Railway Reserve - redevelopment of play and youth area		0	0	0	(15,000)	(150,000)	(165,000)	165,000	
<b>Economic Development</b>									
Kylie Dam Water Project		0	0	0	(12,608)	(100,512)	(113,120)	113,120	
<b>Infrastructure Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>(47,608)</b>	<b>(603,699)</b>	<b>(651,307)</b>	<b>651,307</b>	
<b>Plant , Equip. &amp; Vehicles</b>									
<b>Transport</b>									
Prime Mover		0	0	0	0	(170,000)	(170,000)	170,000	
Side Tipping Trailer		0	0	0	0	(100,000)	(100,000)	100,000	
Large Vibe Roller		0	0	0	0	(150,000)	(150,000)	150,000	
Utes		0	0	0	0	(101,000)	(101,000)	101,000	
Mower		0	0	0	0	(11,000)	(11,000)	11,000	
<b>Plant, Equip &amp; Vehicles Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(532,000)</b>	<b>(532,000)</b>	<b>532,000</b>	
<b>Roads</b>									
<b>Regional Road Group</b>									
Boyup Brook Arthur Road		0	0	0	(142,075)	(159,300)	(301,375)	301,375	
Bowelling Duranillin Road		0	0	0	(117,508)	(140,175)	(257,683)	257,683	
<b>Regional Road Group Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>(259,583)</b>	<b>(299,475)</b>	<b>(559,058)</b>	<b>559,058</b>	
<b>Roads to Recovery</b>									
Darkan South Road - Slip Lane and Intersection		0	0	0	(81,264)	(27,790)	(109,054)	109,054	
Darkan South Road - Widening Corners		0	0	0	(74,308)	(28,040)	(102,348)	102,348	
Old Collie Road		0	0	0	(58,371)	(8,208)	(66,579)	66,579	
Bowelling McAlinden Road		0	0	0	(33,125)	(30,914)	(64,039)	64,039	

SHIRE OF WEST ARTHUR									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 31 July 2020									
Note 7: Capital Acquisitions									
Assets	Account	YTD Actual			Budget			Variance	Comment
		Wages and Plant	Materials and Contractors	Total YTD	Wages and Plant	Materials and Contractors	Total Budget	Total YTD to Budget	
		\$	\$	\$	\$	\$	\$	\$	
Bokal East Arthur Road		0	0	0	(26,408)	(39,300)	(65,708)	65,708	
<b>Roads to Recovery Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>(273,476)</b>	<b>(134,252)</b>	<b>(407,728)</b>	<b>407,728</b>	
<b>Road and Community Infrastructure Program</b>									
W Tree Gully Road		0	0	0	(19,261)	(58,357)	(77,618)	77,618	
Lake Towerrinning Entrance and Car Park		0	0	0	(1,000)	(25,000)	(26,000)	26,000	
Growden Place - Drainage, seal, reseal original section		0	0	0	(14,038)	(30,150)	(44,188)	44,188	
<b>Shire Funded Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>(34,299)</b>	<b>(113,507)</b>	<b>(147,806)</b>	<b>147,806</b>	
<b>Shire Funded</b>									
Growden Place - Intersection		0	0	0	(24,149)	(59,480)	(83,629)	83,629	
Airlee Road					(510)	(8,000)	(8,510)		
Collie South East Road		0	0	0	(510)	(5,000)	(5,510)	5,510	
Jackson Road		0	0	0	(39,845)	(1,822)	(41,667)	41,667	
<b>Shire Funded Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>(65,014)</b>	<b>(74,302)</b>	<b>(139,316)</b>	<b>130,806</b>	
	<b>Roads Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(632,372)</b>	<b>(621,536)</b>	<b>(1,253,908)</b>	<b>1,245,398</b>	
<b>Capital Expenditure Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>(719,980)</b>	<b>(1,942,235)</b>	<b>(2,662,215)</b>	<b>2,653,705</b>	

**ITEM 8.1.2 – ACCOUNTS FOR PAYMENT**

LOCATION/ADDRESS: N/A  
 NAME OF APPLICANT: N/A  
 FILE REFERENCE: N/A  
 DISCLOSURE OF INTEREST: N/A  
 DATE OF REPORT: 11 August 2020

**SUMMARY:**

Council to note payments of accounts as presented.

**BACKGROUND:**

The schedule of accounts is included as an attachment for Council information.

**COMMENT:**

If you have any questions regarding payments in the listing, please contact the office prior to the Council meeting.

**CONSULTATION:**

There has been no consultation.

**STATUTORY ENVIRONMENT:**

Section 12 of the Local Government (Financial Management) Regulations 1996 states that

- 12 (1) A list of creditors is to be compiled for each month showing –
- (a) The payee's name.
  - (b) The amount of the payment.
  - (c) Sufficient information to identify to transaction; and
  - (d) The date of the meeting of the council to which the list is to be resented.

**POLICY IMPLICATIONS:**

There are no policy implications.

**FINANCIAL IMPLICATIONS:**

There are no financial implications.

**STRATEGIC IMPLICATIONS:**

No strategic implications.

**VOTING REQUIREMENTS:**

Simple majority

**COUNCIL DECISION (OFFICER RECOMMENDATION) – ITEM 8.1.2**

Moved: Cr Marie Lloyd

Seconded: Cr Neil Morrell

That in accordance with section 13 of the Financial Management Regulations of the Local Government Act 1995 and in accordance with delegation, payment of Municipal Fund vouchers 22072020.1 - 22072020.21, 05082020.1 - 05082020.18, 20054 and 18, Licensing, Salaries and Wages and EFT Transfers, Direct Debit totalling \$398,045.02 listed (attached) be noted as approved for payment.

**CARRIED 6/0**

**ATTACHMENTS:**

- Cheque Listing

**Shire of West Arthur**  
**Cheque Detail**  
July 21 through August 10, 2020

Date	Num	Name	Original Amount
22/07/2020	22072020.1	<b>BLACKWOOD BASIN GROUP (INC)</b>	1,293.60
		LANDCARE SUPPORT JUNE 2020	
22/07/2020	22072020.2	<b>BODDINGTON MEDICAL CENTRE</b>	1,235.00
		DOCTOR TRAVEL REIMBURSEMENTS APRIL - JUNE	
22/07/2020	22072020.3	<b>DEPARTMENT OF MINES, IND REG AND SAFETY</b>	56.65
		BUILDING SERVICES LEVY	
22/07/2020	22072020.4	<b>ELDERS RURAL SERVICES</b>	187.00
		POLY PIPE LINER FOR CEMETERY	
22/07/2020	22072020.5	<b>FLEAYS STORE</b>	108.30
		GOODS FOR SENIOR MEALS ON WHEELS PROJECT	
22/07/2020	22072020.6	<b>GREAT SOUTHERN WASTE DISPOSAL</b>	660.00
		HIRE OF SKIP BIN FOR DURANILLIN REFUSE SITE	
22/07/2020	22072020.7	<b>INSTITUTE OF PUBLIC WORKS ENGINEERING AUS</b>	935.00
		NAMS SUBSCRIPTION FEES 01/07/2020 TO 30/06/2021	
22/07/2020	22072020.8	<b>JASON SIGNMAKERS</b>	732.76
		ROAD SIGNS	
22/07/2020	22072020.9	<b>LANDGATE</b>	96.61
		MINING TENEMENTS	
22/07/2020	22072020.10	<b>LOCAL HEALTH AUTHORITIES ANALYTICAL COMM</b>	198.00
		ANALYTICAL SERVICES 2020-2021	
22/07/2020	22072020.11	<b>MM ELECTRICAL MERCHANDISING</b>	79.20
		LIGHT GLOBES FOR SHIRE OFFICE	
22/07/2020	22072020.12	<b>MOTORPASS</b>	5.50
		FEES FOR ARTHUR RIVER FUEL CARD FOR FIRE TRUCK	
22/07/2020	22072020.13	<b>PETE'S</b>	3,095.15
		OUTSIDE CREW WORK UNIFORMS	
22/07/2020	22072020.14	<b>RAREBITS ON BURROWES 1</b>	200.00
		JUNE COUNCIL MEETING DINNER	
22/07/2020	22072020.15	<b>REGIONAL DEVELOPMENT AUST WHEATBELT INC</b>	467.50
		SUBSCRIPTION TO THE GRANT PORTAL	
22/07/2020	22072020.16	<b>THE PLANT SUPPLY CO.</b>	4,051.36
		PLANTS PARKS AND GARDENS, LAKE, CARAVAN PARK, CRC & SPORTS CLUB	
22/07/2020	22072020.17	<b>TOLL TRANSPORT PTY LTD</b>	33.83
		FREIGHT ON PARTS	
22/07/2020	22072020.18	<b>WA TREASURY CORPORATION</b>	2,680.34
		GOVERNEMENT GUARANTEE FEE FOR JUNE 30 2020	
22/07/2020	22072020.19	<b>WEST AUSTRALIAN LOCAL GOVERNMENT ASSOCIAT</b>	4,400.00
		COUNCILLOR TRAINING ELEARNING	
22/07/2020	22072020.20	<b>WILSONS SIGN SOLUTIONS</b>	8,057.50
		BRASS PLAQUES FOR PIONEER MEMORIAL	
22/07/2020	22072020.21	<b>WYNNE, MANDY</b>	1,600.00
		CONTRACTOR FINANCIAL SERVICE TO 30 JUNE 2020	
23/07/2020	EFT	<b>SALARIES &amp; WAGES</b>	45,193.69
		PAYROLL	
23/07/2020	EFT	<b>CUTHBERT, CHRISTOPHER M</b>	1,034.97
		PAYROLL	
05/08/2020	05082020.1	<b>DURANILLIN AGENCIES</b>	82.35
		PADLOCK AND RAKE FOR LAKE	
05/08/2020	05082020.2	<b>FULTON HOGAN</b>	4,081.00
		SUPLY & SPRAY EMULSION ON DARKAN SOUTH ROAD	
05/08/2020	05082020.3	<b>AIR LIQUIDE</b>	229.64
		GAS CYLINDERS	
05/08/2020	05082020.4	<b>CAROL STANDISH</b>	174.48
		REIMBURSE COSTS FOR SENIOR MEALS ON THE 23RD JULY 2020	
05/08/2020	05082020.5	<b>CENTRAL COUNTRY ZONE WALGA</b>	3,058.00
		ANNUAL SUBSCRIPTIONS 2020-2021	



**Shire of West Arthur**  
**Cheque Detail**  
July 21 through August 10, 2020

Date	Num	Name	Original Amount
05/08/2020	05082020.6	<b>CJD EQUIPMENT PTY LTD</b>	35,712.49
		SUPPLY AND FIT VOLVO ENGINE TO LOADER	
05/08/2020	05082020.7	<b>E W &amp; R J PUGH</b>	631.00
		PUMP OUT SEPTIC SYSTEM ON DARKAN HALL & TRAVEL	
05/08/2020	05082020.8	<b>EASIFLEET MANAGEMENT- MOUNTSVILLE PTY LTD</b>	4,095.85
		SALARY SACRIFICE PAYMENTS - AUGUST 2020	
05/08/2020	05082020.9	<b>FLEAYS STORE</b>	221.20
		GOODS FOR SENIOR MEALS ON THE 30TH JULY 2020	
05/08/2020	05082020.10	<b>FUELS WEST PETROLEUM</b>	14,715.45
		14000L DIESEL	
05/08/2020	05082020.11	<b>IN2BALANCE PTY LTD</b>	31,900.00
		ANNUAL LICENCE MAINTENAINCE AND SUPPORT FEES	
05/08/2020	05082020.12	<b>JUNCTION BROOK PTY LTD</b>	720.50
		PARTS & REPAIRS FOR TRUCKS & FILTERS	
05/08/2020	05082020.13	<b>LGIS</b>	660.00
		MARINE CARGO INSURANCE 30/06/2020 TO 30/06/2021	
05/08/2020	05082020.14	<b>LGISWA</b>	142,161.68
		VARIOUS INSURANCES,	
05/08/2020	05082020.15	<b>LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA</b>	716.00
		2020/2021 AFFILATE MEMBERSHIP FEES & 2020/2021 MEMBERSHIP SUBSCRIPTIONS	
05/08/2020	05082020.16	<b>PDF FOOD SERVICES PTY LTD</b>	308.15
		300 LIDS FOR SENIOR MEALS & 500 FOIL CONTAINERS FOR SENIOR MEALS	
05/08/2020	05082020.17	<b>SHIRE OF NARROGIN (SUPPLIER)</b>	60.00
		1 HOUR HEALTH OFFICER	
05/08/2020	05082020.18	<b>WEST AUSTRALIAN LOCAL GOVERNMENT ASSOCIAT</b>	19,977.65
		WALGA MEMBERSHIP	
06/08/2020	EFT	<b>SALARIES &amp; WAGES</b>	46,301.44
		PAYROLL	
06/08/2020	B/PAY	<b>DEPARTMENT OF HUMAN SERVICES</b>	441.48
		PAYROLL DEDUCTIONS - CHILD SUPPORT	
22/07/2020	B/PAY	<b>TELSTRA</b>	261.76
		VARIOUS TELEPHONE/INTERNET SERVICES AND CHARGES	
22/07/2020	B/PAY	<b>AUSTRALIAN COMMUNICATIONS &amp; MEDIA</b>	114.00
		LAND MOBILE SYSTEM MOUNT FISHER DARKAN	
05/08/2020	B/PAY	<b>WATER CORPORATION</b>	410.31
		VARIOUS WATER USAGE & SERVICE CHARGES	
05/08/2020	B/PAY	<b>SYNERGY</b>	1,737.68
		VARIOUS ELECTRICITY USAGE AND SUPPLY CHARGES	
30/07/2020	DIRECT	<b>NATIONAL AUSTRALIA BANK</b>	43.99
		NAB CONNECT FEES	
31/07/2020	DIRECT	<b>NATIONAL AUSTRALIA BANK</b>	16.00
		FEE ACCOUNT 086724 508314385 FEES	
02/08/2020	DIRECT	<b>BENDIGO BANK</b>	128.51
		MERCHANT FEES JULY	
25/07/2020	20054	<b>AUSTRALIAN TAXATION OFFICE</b>	2,212.00
		JUNE 2020 BAS	
03/08/2020	18	<b>SHIRE OF WEST ARTHUR</b>	277.65
		PETTY CASH JULY 2020	
		<b>VOUCHERS</b>	<b>AMOUNT</b>
MUNICIPIAL FUND		22072020.1 - 22072020.21	30,173.30
		05082020.1 - 05082020.18	259,505.44
		CHEQUE NO: 20054 & 18	2,489.65
		EFT/DEBIT/BPAY	3,153.73
		SALARIES & WAGES	92,530.10
		LICENSING JULY 2020 TRANSFERS	10,192.80
		<b>TOTAL</b>	<b>398,045.02</b>

**ITEM 8.1.3 – WALGA 2020 AGM - APPOINTMENT OF VOTING DELEGATES**

LOCATION/ADDRESS: Local Government AGM – Crown  
 NAME OF APPLICANT: WALGA  
 FILE REFERENCE: 2.7.1  
 DISCLOSURE OF INTEREST: Nil  
 DATE OF REPORT: 11 August 2020

**SUMMARY:**

The 2020 WALGA Annual General Meeting is to be held on Wednesday Friday 25 September 2020. The Shire must nominate voting delegates by Friday 28 August 2020 to be able to exercise voting entitlements.

It is proposed that Cr Kevin King and Cr Neil Morrell be nominated as voting delegates.

**BACKGROUND:**

All WALGA member councils are entitled to be represented by two voting delegates at the AGM of WALGA to be held on Friday 25 September 2020. In the event that a voting delegate is unable to attend, provision is made for proxy delegates to be registered. Only registered delegates or registered proxy delegates will be permitted to exercise voting entitlements on behalf of member councils. Delegates may be elected members or serving officers.

WALGA is the peak industry body for local government in Western Australia. At the Annual General Meeting, members consider WALGA's annual financial statements, the President's report and executive and member motions that are raised.

A political forum for Presidents, Deputy Presidents and Chief Executive Officers is being held prior to the event. Due to COVID 19, the WALGA Local Government Week Convention was not held this year.

**CONSULTATION:**

A request has been received from WALGA for nominations to be made by Friday 28 August 2020.

Shire staff have consulted with the Shire President.

**STATUTORY ENVIRONMENT:**

Clause 24 of the WALGA Constitution details "Representation and Voting at General Meetings".

**POLICY IMPLICATIONS:**

Policy 1.7 Elected Members Entitlements makes provision for elected members attendance at the WALGA AGM.

**FINANCIAL IMPLICATIONS:**

There is no cost for attendance at the AGM. Parking, meal and travel costs will be minimal. There will be sufficient funds within the 2020/21 Budget to address the recommendation.

Elected members will be entitled to claim a fee for attendance.

**STRATEGIC IMPLICATIONS:**

Council's Corporate Plan states:

*"Fund, promote, support and encourage elected member representation at relevant conferences, workshops and meetings at a regional and state level."*

**COMMENT:**

Council may wish to appoint proxy delegates.

**VOTING REQUIREMENTS:**

Simple majority

**OFFICER RECOMMENDATION – (ITEM 8.1.3)**

That Council nominates Cr Kevin King and Cr Neil Morrell as voting delegates to the 2020 Western Australian Local Government Association's Annual General Meeting.

**COUNCIL DECISION – ITEM 8.1.3**

Moved: Cr Marie Lloyd

Seconded: Cr Neil Manuel

That Council nominates Cr Kevin King and Cr Neil Morrell as voting delegates and Cr Graeme Peirce as a proxy to the 2020 Western Australian Local Government Association's Annual General Meeting.

**CARRIED 6/0****ATTACHMENTS**

Nil.

**ITEM 8.1.4 – CONSTRUCTION OF DARKAN CARAVAN PARK CHALET**

LOCATION/ADDRESS:	Darkan Caravan Park Coalfields Road Darkan
NAME OF APPLICANT:	Not applicable
FILE REFERENCE:	8.1.1
DISCLOSURE OF INTEREST:	Not applicable
DATE OF REPORT:	11 August 2020

**SUMMARY:**

Council to consider quotes for the construction of a chalet at the Darkan Caravan Park.

**BACKGROUND:**

The Shire has planned for the construction of an additional chalet in the current financial year. The chalet could be built using shire staff and sub-contractors or it can be predominantly contracted out to a builder. The new chalet will use the septic system that is in place. Power is available close to the site.

It is proposed that

- the Shire carry out all trenching for connecting power and plumbing to the chalet,
- a builder construct the chalet building including installation of and connection to power, water, and sanitary services; and
- the Shire complete the finishing works on the chalet including painting, floor coverings, window treatments and air conditioning.

**CONSULTATION:**

Quotes have been invited from two Collie based builders for construction.

Builders have been given the option of using the existing chalet for accommodation during construction at no charge, subject to no paid bookings being received for the period and minimal cleaning being required.

**STATUTORY ENVIRONMENT:**

Plans have been certified in accordance with the Building Code of Australia.

**POLICY IMPLICATIONS:**

Council's purchasing policy is that three written quotations shall be sought where the contract is between \$50,000 to \$150,000.

The policy identifies that "it is recognised that it is not always possible to obtain quotes for goods or services in regional areas, especially when considerable travel is required for a site visit to quote. Where it is not practical to obtain multiple written or verbal quotations the CEO may approve the purchase of goods and services where deemed appropriate without compliance with the protocol. If a purchase and the minimum protocol is not met, a file note signed by the CEO shall be completed detailing the reasons for not meeting the protocol."

**FINANCIAL IMPLICATIONS:**

The net amount included in the budget is \$110,000 for materials and contracts and \$20,000 for labour and plant.

The estimated material and contract expenses for the finishing works (painting, floor coverings, window treatments and air conditioning) is \$17,300 (excluding GST).

**STRATEGIC IMPLICATIONS:**

Construction of the Chalet was included in the Shire's Corporate Business Plan for 2020/21 to meet the strategy "There will be a range of short stay accommodation options for visitors to use encouraging them to stay in and explore the Shire".

**COMMENT:**

Quotes are included as confidential attachments to the report. The quote provided by White Building is an initial estimate only and they have been given the opportunity to provide a final quote prior to the Council meeting.

The Shire has used both builders in the past and is confident in the quality of their work.

The cost for the Shire to construct and sub contract all components of the chalet construction using shire staff and sub-contractors would be \$95,000 materials and contracts plus staff labour. Contracting out the majority of the works enables Shire staff to focus on maintenance works on other buildings and complete other projects.

**VOTING REQUIREMENTS:**

Simple majority

**VERBAL REPORT – CHIEF EXECUTIVE OFFICER**

The Chief Executive Officer advised that a new quote had been received from White Building and had been circulated to elected members prior to the meeting. Following a review of both quotes and consultation with builders, it has been identified that an additional sum of up to \$1500 will need to be added to the quote from Jeff Riley for appliances.

The quote from JILA Riley is the cheaper quote.

**OFFICER RECOMMENDATION – (ITEM 8.1.4)**

That Council consider the quotes received for the construction of the chalet at the Darkan Caravan Park.

**COUNCIL DECISION – ITEM 8.1.4**

Moved: Cr Neil Morrell

Seconded: Cr Neil Manuel

That the Shire of West Arthur accept the quote from JILA Riley for the construction of a chalet at the Darkan Caravan Park.

**CARRIED 6/0**

**ATTACHMENTS:**

Nil.

**ITEM 8.1.5 – POLICY - ELECTED MEMBERS CONTINUING PROFESSIONAL DEVELOPMENT**

LOCATION/ADDRESS:	Not applicable
NAME OF APPLICANT:	Not applicable
FILE REFERENCE:	2.30.1
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	10 August 2020

**SUMMARY:**

As part of the State Government's review of the Local Government Act 1995, local governments are required to adopt a policy in relation to continuing professional development of council members.

A draft policy has been prepared for Council consideration.

**BACKGROUND:**

As part of the Local Government Act Review, Parliament passed the Local Government Legislation Amendment Act 2019 on 27 June 2019. Changes to the Act include the introduction of mandatory training for elected members and the requirement for local governments to adopt a policy in relation to the continuing professional development of elected members.

All elected members are now required to complete the Council Member Essential training course within 12 months of being elected.

**CONSULTATION:**

No public consultation has been undertaken.

**STATUTORY ENVIRONMENT:**

In accordance with Section 5.128 of the Local Government Act, a local government must prepare and adopt a policy in relation to continuing professional development of council members.

The policy must be published on the local government's website. A review of the policy must be undertaken after each ordinary election.

**POLICY IMPLICATIONS:**

The proposal recommends the establishment of a new policy consistent with the requirements of the legislation.

Part of the new policy incorporates what is also included in Policy 1.7 "Elected Member Entitlements" under section 4.6. It is proposed that this section be removed from Policy 1.7. Section 4.6 is shown below:

4.6 Conference and Training Expenses

*Elected members who wish to attend training courses, appropriate conferences or seminars may make application to the Shire President in writing. A decision on attendance will be made jointly between the Shire President and the CEO based on the need and budgeted funds being available.*

*Claims for reimbursement of expenses must be submitted within 14 days of the conference or training and may include:*

- *Registration and training costs for the elected member;*
- *Actual receipted*
  - o *accommodation for the duration of the conference or training*
  - o *taxi fares associated with the conference or workshop*
  - o *parking at the venue or accommodation*
  - o *food and drink costs (excluding alcohol)*
  - o *mileage costs in accordance with SAT determination.*

**FINANCIAL IMPLICATIONS:**

The Shire's 2020/21 Budget includes \$6,000 for training and \$2,000 for conference expenses, with the same amount included in the four-year financial projections in the Corporate Plan.

**STRATEGIC IMPLICATIONS:**

The Shire's Corporate Plan includes as Outcome 5.1 "Representation by skilled elected members to achieve the best outcomes for the Shire" with the specific strategy "Elected members have the skills and knowledge relevant to local government to act in the best interests of the Shire". The specific action is "Elected Member Training and Development: Training, informing, and skill development promoted and available to all elected members including in house development sessions, access to external programs, and induction programs."

**VOTING REQUIREMENTS:**

Absolute majority

**COUNCIL DECISION (OFFICER RECOMMENDATION) – ITEM 8.1.5**

Moved: Cr Graeme Peirce

Seconded: Cr Julie McFall

That Council adopts the draft Shire of West Arthur Elected Member Continuing Professional Development Policy pursuant to section 5.128 of the Local Government Act 1995 as attached to this report and removes section 4.6 from Policy 1.7.

**CARRIED 6/0**

**ATTACHMENTS:**

- Shire of West Arthur Elected Member Continuing Professional Development Policy.

Policy Register Reference 1.6



Council Policy

***Council Member –  
Continuing  
Professional  
Development***

*Adopted 18 August 2020  
Amended [dates and details of any amendments]*

## **1. Objective**

This policy describes the Shire of West Arthur's approach to enable council members to meet their statutory obligations for training and gives effect to the requirement to adopt a continuing professional development policy.

This policy also provides guidance on training and professional development for elected members that is not of a statutory nature.

## **2. Scope**

This policy applies to all elected members of the Shire of West Arthur.

Training can take several forms including formal qualifications, short courses, seminars and conferences.

## **3. Definitions**

There are no definitions relevant to this policy.

## **4. Policy Statement**

Councillors have a unique and challenging role performing their functions under the Act. The Shire recognises the value of training and continuing professional development to build and supplement council members skills and experience.

### **4.1 Compulsory Elected Member Training**

The Local Government (Administration) Regulations 1996, requires elected members to complete a Council Members Essentials course consisting of five modules. Certain exemptions, specified in the Regulations apply.

In accordance with the Regulations, training must be completed by all elected members following their election within 12 months of taking office and is valid for five years. The Regulations specify three training providers.

Elected members have a responsibility to complete the training in accordance with the legislation. Following each ordinary election, elected members will be provided with the relevant information on training options.

Training that an elected member is required to complete under Section 5.126 of the Act will be paid for by the Shire from the elected member training account. ELearning is the preferred method of training as it is the most cost efficient form of delivery, however it is acknowledged that some elected members may prefer to receive training face to face. Elected members are, therefore, able to select a training option to meet their learning style and availability from one of the approved providers.

### **4.2 Continuing Professional Development**

The Shire is committed to supporting the continuing professional development of council members to the benefit of Council, the Shire and the community.

Continuing professional development can include training and attendance at conferences in accordance with this policy.

Elected members who wish to attend training courses, appropriate conferences or seminars may make application to the Shire President in writing. A decision on attendance will be made jointly between the Shire President and the CEO based on the need, the benefit to the Shire of the person attending, identified skills gaps of elected members both individually and as a collective, and budgeted funds being available.

Professional development events and training for the Shire President must be approved by the Deputy Shire President in conjunction with the CEO.

Where an elected member's request for training is declined under this Policy, the member can request the matter be referred to Council.

Claims for reimbursement of expenses must be submitted within 14 days of the conference or training and may include:

- Registration and training costs for the elected member;
- Actual received
  - o accommodation for the duration of the conference or training
  - o taxi fares associated with the conference or workshop
  - o parking at the venue or accommodation
  - o food and drink costs (excluding alcohol)
  - o mileage costs in accordance with SAT determination.

Training that exceeds to allocated budget amount, must be approved by resolution of Council.

Elected members should note that all training undertaken, including conferences, are required to be published on the Shire's website.

## **5. Legislative and Strategic Context**

The Local Government Act 1995, Section 5.126, requires all elected members to undertake compulsory training within 12 months of being elected. The Shire of West Arthur is required, under the Local Government Act 1995 Sections 5.127 and 5.128, to adopt a policy and report on compulsory training and continuing professional development for elected members.

Part 10 of the Local Government (Administration) Regulations 1996 provides the legal frameworks for elected member statutory training.

## **6. Review Position and Date**

Council to review following October 2021 Elections.

## **7. Associated Documents**

Shire of West Arthur Policy 1.7..



**ITEM 8.1.6 – REGIONAL ROAD GROUP AND COMMODITY ROUTE FUNDING APPLICATIONS**

LOCATION/ADDRESS:	Whole of Shire
NAME OF APPLICANT:	Not applicable
FILE REFERENCE:	7.1
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	11 August 2020

**SUMMARY:**

Council to consider nominations for Regional Road Group (RRG) Project funding and Commodity Route funding.

The five year draft Regional Road Group funding program is included as part of the 21/22 nominations.

It is proposed to nominate to seal an additional 5kms of Trigwell Bridge Road under the Commodity Route Fund.

**BACKGROUND:**

Submissions for the 21/22 RRG funding are due by 31 August 2021. Road Project Grants (State Road Funds to Local Government Agreement) are provided annually for specific road improvements; provision of new roads; and major preservation works such as resealing to maintain the road asset. Only projects on local roads included in Roads 2030 are eligible.

In the Shire of West Arthur, the following roads are listed on Roads 2030

1. Darkan Quindanning Road
2. Boyup Brook Arthur Road
3. Darkan Williams Road
4. Darkan – Kojonup route (Darkan South, Darkan Moodiarrup, Moodiarrup Changerup roads)
5. Bowelling Duranillin Road

Additionally, the State Road Funds to Local Government Agreement makes provision for a Commodity Route Fund (CRF). Commodity Routes are defined as routes where there is a significant high priority transport task associated with the transport of a commodity such as grain, timber, agricultural lime, iron ore etc. The assessment process for the Commodity Routes Fund will prioritise projects not eligible for Road Project Grant Funding. Completed application forms must be submitted in September.

The Wheatbelt South Regional Road Group reference information provides additional information regarding the allocation of funding and is available online from this [link](#).

**COMMENT**

It is proposed to submit the following five year program as part of the 21/22 RRG funding round,

**Boyup Brook Arthur**

Project Year	Works Description	Status
2020-2021	Cement stabilisation, surface corrections, improve drainage in various sections from Glenorchy South to Moodiarrup Changerup roads. Reseal from Albany Highway for 2.5 kms.	Funded/Scheduled
2021-2022	Cement stabilisation, surface correction, drainage in various sections from Shire boundary to Glenorchy South Road. Full construction section between intersection with Darkan South and bridge (near Moodiarrup hall). Reseal 1 km west from 2020/21 reseal	Proposed
2022-2023	Various cement stabilisation, surface corrections, improve drainage from Moodiarrup Changerup Road to Hughes Mill Road. Reseal first 8 kms from Boyup Brook shire boundary.	Proposed
2023-2024	Reseal from 1 km west of Eulin Crossing Road for 5 kms east and west of Glenorchy South Road for 3 kms east.	Proposed
2024-2025	Reconstruct and widen shoulder, improve drainage from Bokal North Road (Bokal Bin) for 3.6 kms north. Reseal 1 km east of Capercup South road for 5 kms to Moodiarrup Changerup Road	Proposed
2025-2026	Reconstruct and widen shoulder, improve drainage from south of Putland's driveway to 400 metres east of Wharton's driveway. Reseal from Moodiarrup Changerup Road to Hughes Mill Road.	Proposed

## Bowelling Duranillin Road

Project Year	Works Description	Status
2020-2021	Reconstruct and widen starting 5 kms west of Darkan South/Bowelling Duranillin intersection for 2.6 kms east. Reseal 2.8 kms west of Cordering North Road and 1.1 kms Bowelling end of road.	Funded/Scheduled
2021-2022	Reconstruct and widen shoulders, improve drainage starting at Bowelling Duranillin/Darkan South intersection for 3.6 kms west. Reseal from Cordering North Road for 650 metres east and from 200 metres west of Scott Road for 1 km.	Proposed
2023-2024	Full construction, improve drainage, correct super elevation. from 650 metres east of Cordering North Road to 200 metres west of Scott Road. Reseal from end of 2023/24 reseal works for 2.7 kms and from Capercup South Road to McKenzie's old driveway.	Proposed
2024-2025	Reconstruct and widen shoulders, improve drainage 1 km from beginning to Bowelling Duranillin road at Bowelling end for 1.3kms east.	Proposed

## Darkan Williams Road

Project Year	Works Description	Status
2022-2023	Widen shoulder and culverts, improve drainage from intersection with Coalfields Road for 3.36 kms north (near Woodruff's driveway)	Proposed
2023-2024	Widen shoulder and culverts, improve drainage from Woodruff's driveway for 3.3 kms north.	Proposed
2024-2025	Widen shoulder and culverts, improve drainage from 2023-2024 works to end of road at Williams shire boundary (200 metres south of Taylor Road).	Proposed

## Darkan Moodiarrup (Darkan South Road)

Project Year	Works Description	Status
2022-2023	Widen shoulder and culverts, improve drainage from north of O'Connell road to 1km south of Quill Road.	Proposed
2025-2026	Widen shoulder and culverts, improve drainage from Quill Road to 200 metres north of Schinzig Buller Road.	Proposed

The Shire completed five kilometres of reconstruction and seal on Trigwell Bridge Road in 2019-2020. Proposed harvest information would support extending the seal by a further 5kms.

The area of works can be viewed on the [Main Roads GPS SLK](#) (straight line kilometres) map by entering the road name in search bar.

## CONSULTATION:

Harvesting information provided by plantation managers indicates 94,000 gross mass tonnes from Bunbury Treefarm Project, 43,900 tonnes from Ents Forestry and 70 000 tonnes from WAPRES. Harvesting information has been requested from Wespine.

## STATUTORY ENVIRONMENT:

Nil.

## POLICY IMPLICATIONS:

Nil.

## FINANCIAL IMPLICATIONS:

Funding is based on one third local government and two thirds Main Roads State Roads Funding.

The Shire's long-term financial plan allows for contributions from Main Roads of \$370,000 in the 21/22 and 22/23 financial year and \$375,000 in the 23/24 financial year and the required Shire contribution.

Should the application for Commodity Route Funding be successful, Council may choose to fund the Shire's one third contribution from either the Road Reserve (budget balance for 30 June 21 is \$233,000) or from funds available in the 21/22 budget. The cost to construct and seal 5kms of Trigwell Bridge Road is expected to be \$400,000.

**STRATEGIC IMPLICATIONS:**

The Shire aspires to have a well-maintained infrastructure that supports the community and the economy.

Outcome 3.1: A well maintained road system

Action: Sourcing Funding for Roadworks

Maximise external funding for works on Shire roads by applying for grants and maintaining a high standard of reporting and accountability on funds received.

**VOTING REQUIREMENTS:**

Simple majority

**COUNCIL DECISION (OFFICER RECOMMENDATION) – ITEM 8.1.6**

Moved: Cr Neil Morrell

Seconded: Cr Julie McFall

That the Shire of West Arthur

1. Submit the following program Regional Road Group 21/22 application:

Regional Road Group	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
Boyup Brook Arthur SLK 13.990 – 25.475. & SLK 60.26-57.75	301,500					
Boyup Brook Arthur SLK 0.00 – 14.00 & SLK 23.19- 24.59 & SLK 57.75- 56.75		285,000				
Boyup Brook Arthur SLK 25.475- 29.69, & SLK .00 -8.00			275,000			
Boyup Brook Arthur SLK 8-13.99 & SLK 17.15-20				285,000		
Boyup Brook Arthur SLK 20-25 & SLK 40-43.6					270,000	
Boyup Brook Arthur SLK 25-30 & SLK 43.6-47.2						240,000
Bowelling Duranillin SLK 31.09 -33.69 & SLK 17.16-19.99, SLK 3.195 -4.316	258,000					
Bowelling Duranillin SLK 33.69- 36.31 & SLK 21.6-22.525 & SLK 23.275-24.400		285,000				
Bowelling Duranillin SLK 33.69 – 36.31 & SLK 21.6-22.525 & SLK 23.275 – 24.400				280,000		
Bowelling Duranillin SLK 22.525-23.275, & SLK 24.400-27.107& SLK 29.107 - 31.00					180,000	
Bowelling Duranillin SLK 1.6-2.92						200,000
Darkan Williams SLK 0-3.3			150,000			
Darkan Williams SLK 3.36 -6.7						
Darkan Williams SLK 6.7-10					120,000	
Darkan Moodiarrup SLK 20-17.4			140,000			
Darkan Moodiarrup SLK 16.52-8.36						120,000
RRG Contribution	373,000	380,000	377,000	377,000	380,000	373,333
LG Contribution	186,500	190,000	188,000	188,000	190,000	186,667
	559,500	570,000	565,000	565,000	570,000	560,000

2. Submit a Commodity Route Funding application to reconstruct and seal Trigwell Bridge Road from SLK 24.00 to SLK 29.00.

**CARRIED 6/0**

**ATTACHMENTS:**

- Nil.

**ITEM 8.1.7 – SIGN TO BE PLACED FOR PROMOTING THE WEST ARTHUR CRC AND THEIR SERVICES**

LOCATION/ADDRESS: Darkan Railway Reserve Coalfields Road Darkan  
NAME OF APPLICANT: West Arthur Community Resource Centre  
FILE REFERENCE:  
DISCLOSURE OF INTEREST: The author is a volunteer treasurer of the West Arthur CRC Committee  
DATE OF REPORT: 11 August 2020

**SUMMARY:**

An application for planning approval has been received from the West Arthur Community Resource Centre for a sign to be placed on the Darkan Railway Reserve. It is recommended that Council issues planning approval for the sign.

**BACKGROUND:**

The West Arthur Community Resource Centre has submitted an application for planning approval to erect a sign on the Darkan Railway Reserve adjacent to the information bay and public toilets.

The Darkan Railway Reserve is managed by the Shire under management order for reserve 49176 for “parklands, recreation, and community purposes” only.

A copy of the proposed sign and location is included on the attachment.

**CONSULTATION:**

The Department of Planning, Lands and Heritage has been contacted to ascertain if the sign would be permitted under the management order for the land. At the time of finalising the agenda, a response had not been received, however it is presumed that the sign will be permitted.

**STATUTORY ENVIRONMENT:**

In accordance with the Shire of West Arthur Local Planning Scheme No 2, all development on land zoned or reserved under the Scheme requires the prior approval of the local government. A person must not commence or carry out any development without first having applied for and obtained the planning approval of the local government under Part 9.

The planning approval of the local government is required for both the development of land (subject of this Part) and the use of land (subject of Part 4). 2. Development includes the erection, placement, and display of any advertisements.

**POLICY IMPLICATIONS:**

There are no policy implications.

**FINANCIAL IMPLICATIONS:**

An application fee of \$147 could be charged, however it is proposed that Council waive the fee.

Should the Community Resource Centre request Shire staff to install the sign, it is proposed that the CRC pay for the cost of the employees' time at cost.

**STRATEGIC IMPLICATIONS:**

The Shire's Corporate Plan includes the action to “support the CRC to deliver services locally”. The Plan also includes an outcome for the Shire to ensure “Appropriate planning and development”.

**VOTING REQUIREMENTS:**

Simple majority

**VERBAL REPORT – CHIEF EXECUTIVE OFFICER**

The Chief Executive Officer advised that the Department of Planning Lands and Heritage had advised that the Minister for Lands is required to sign all Development Applications where the use is not in accordance with the management order, being “parklands, recreation, and community purposes”. Therefore, it is recommended that Council approve the application subject to the approval of the Minister for Lands.

**OFFICER RECOMMENDATION – (ITEM 8.1.7)**

That

- the Shire of West Arthur approves the installation of a 1200 x 1800 sign in the Darkan Railway Reserve adjacent to the information bay area as shown on the map supplied and waive the planning application fee; and
- the Community Resource Centre may engage Shire staff to install the sign subject to the Shire being reimbursed costs associated with staff time and materials.

**COUNCIL DECISION – ITEM 8.1.7**

Moved: Cr Neil Morrell

Seconded: Cr Graeme Peirce

That

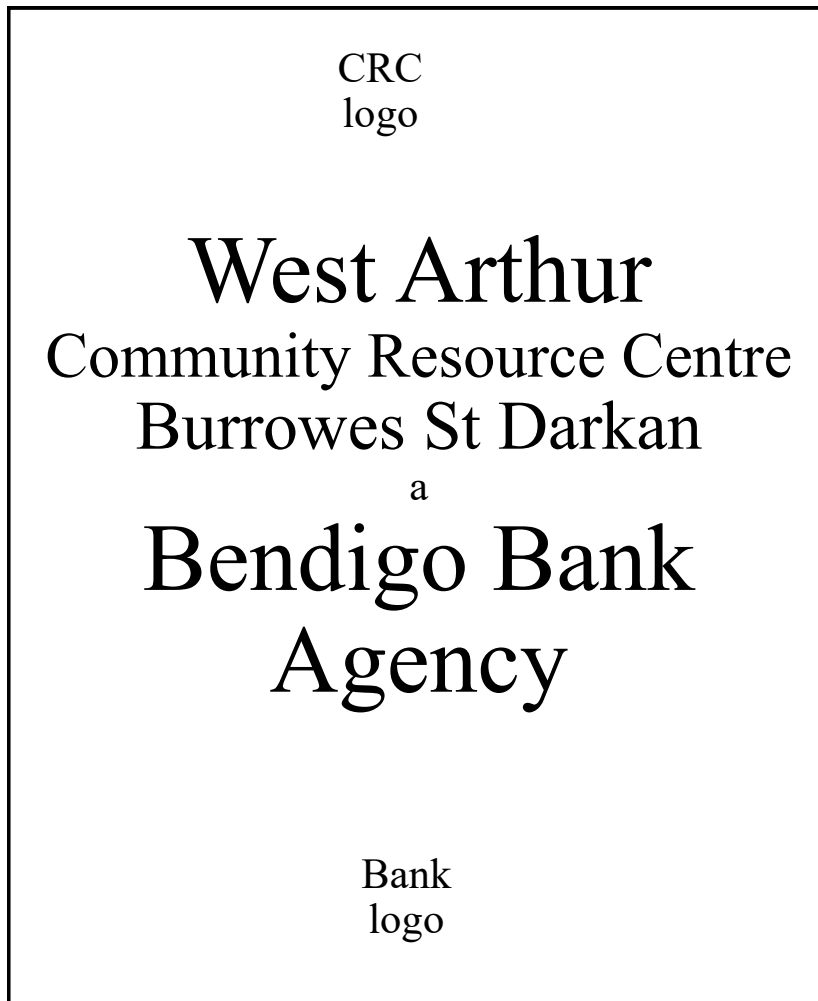
- the Shire of West Arthur approves the installation of a 1200 x 1800 sign in the Darkan Railway Reserve adjacent to the information bay area as shown on the map supplied, subject to the approval of the Minister for Lands, and waive the planning application fee; and
- the Community Resource Centre may engage Shire staff to install the sign subject to the Shire being reimbursed costs associated with staff time and materials.

**CARRIED 6/0**

**ATTACHMENTS:**

- Proposed sign and location.

**1200mm wide**



**1800mm  
height**



# Burrowes St Darkan

- Internet
- Photo printing
- Office services
- Tourism information
- Health services

agency  **Bendigo Bank**

IN

Coathelds Hwy



Lay by

Info Bay

Table

Table Gazebos

Table Gazebos

\* desired sign location

Path



**ITEM 8.1.8 – CCTV DESIGN**

LOCATION/ADDRESS: Shire of West Arthur  
NAME OF APPLICANT:  
FILE REFERENCE:  
DISCLOSURE OF INTEREST: Nil  
DATE OF REPORT: 12 August 2020

**SUMMARY:**

Council to consider engaging Spyker Technologies Pty Ltd to develop a detailed CCTV design including mobile and fixed camera options, security recommendations to various identified 'hotspot' locations in West Arthur.

**BACKGROUND:**

Council has been considering CCTV options as part of the Local Road and Community Infrastructure Funding program. Considerable research and approximate costings have been provided to Council via email and the Information Bulletin.

Spyker Technologies Pty Ltd provide security and IT solutions for Local Governments and businesses.

**CONSULTATION:**

Cr's McFall, Manuel, Morrell and Peirce, and Manager Community Services, Kym Gibbs, met with Paul and Brenton from Spyker Technologies Pty Ltd for an information session and demonstration of the Spyker CCTV products and services.

Council has been provided with information and costings from other Shire Councils and CCTV suppliers via email and the Information Bulletin. An alternatives provider, indicated that they could do a site survey (\$1280 for up to four sites in one day of which 70% is rebated if the Shire uses their services). The survey involves putting up a drone and developing design criteria for the area. The design criteria can then be used to invite quotes.

Sergeant Andy Brown, Williams Police addressed Council prior to the July Council meeting with his opinion and advice regarding the value of CCTV and local crime statistics for West Arthur.

**STATUTORY ENVIRONMENT:**

Nil for a design, however the Shire will need to consider recommended data storage and privacy legislation when implementing.

**POLICY IMPLICATIONS:**

Council's purchasing policy indicates that two verbal or written quotes are required where the value of goods or services is between \$2,000 and \$10,000.

The policy identifies that "it is recognised that it is not always possible to obtain quotes for goods or services in regional areas, especially when considerable travel is required for a site visit to quote. Where it is not practical to obtain multiple written or verbal quotations the CEO may approve the purchase of goods and services where deemed appropriate without compliance with the protocol. If a purchase and the minimum protocol is not met, a file note signed by the CEO shall be completed detailing the reasons for not meeting the protocol."

**FINANCIAL IMPLICATIONS:**

The estimated cost for the design would be up to \$5,000. This is unbudgeted expenditure.

Council could then consider the allocation of the Local Road and Community Infrastructure Funding, Shire funds, or other future funding sources for installation. At a minimum costs would include \$20,000 for one camera plus ongoing annual maintenance costs, software upgrades of approximately \$3,000 - \$4,000 (based on 5 cameras); depreciation and replacement costs. Cameras have approximately seven-year lifetime and batteries five to eight years. Annual license fee for police number plate recognition software for each camera is additional.

As advised by Paul from Spyker, the purchase of the cameras is the smallest cost component, with power, communications and ongoing costs the greatest cost challenge.

There may also be a cost to consider for transferring or upgrading existing security systems at sporting complexes if the integration option is taken as recommended by Spyker.

**STRATEGIC IMPLICATIONS:**

The Shire's Corporate Business Plan includes the strategy "Safety is considered in planning and works management to protect employees and the community". The specific action "CCTV -Investigate and seek funding to install CCTV security cameras on Coalfields Highway – east and west entries to Darkan, school and main street" was included in the most recent revision on the Corporate Plan.

**COMMENT:**

Fixed CCTV is eligible however, mobile equipment is not eligible under the Local Road and Community Infrastructure Funding Program criteria.

The design process would include stakeholder meetings, site visits and a detailed report providing a number of recommendations including a staged installation process.

Council could request that as part of the design process, a review of security and recommendations for improvements other than CCTV be made on crime targets including the three sporting complexes.

The report from Spyker Technologies Pty Ltd is likely to take up to six weeks. Council may need to make fund allocations for the Local Road and Community Infrastructure Funding Program at the September Council meeting to provide staff with sufficient time to complete projects prior to 30 June. It is anticipated that a report on the jetties at the Lake will be received in early September which will assist Council to determine priorities for the funding. An allocation for CCTV could be identified for the funds prior to receiving the final report.

**VOTING REQUIREMENTS:**

Simple majority

**OFFICER RECOMMENDATION – (ITEM 8.1.8)**

That Council consider unbudgeted expenditure of up to \$5,000 to engage Spyker Technologies Pty Ltd to develop a detailed CCTV design including mobile and fixed camera options, security review and recommendations to various identified 'hotspot' locations in West Arthur.

**OUTCOME**

No motion was moved in relation to this item.

**ATTACHMENTS**

Nil.

**8.2 COMMITTEE REPORTS**

Nil

**8.3 REPORTS OF ELECTED MEMBERS**

Cr K King

- 31 August 2020 – Attended a Regional Road Group meeting in Wickepin.

Cr N Manuel

- 12 August 2020 – Attended a meeting to discuss CCTV options for the Shire.

Cr J McFall

- 12 August 2020 – Attended a meeting to discuss CCTV options for the Shire.

Cr Neil Morrell

- 12 August 2020 – Attended a meeting to discuss CCTV options for the Shire.

Cr Graeme Pierce

- 12 August 2020 – Attended a meeting to discuss CCTV options for the Shire.

**9. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil.

10. **NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**  
Nil.
11. **CONFIDENTIAL ITEMS**  
Nil.
12. **CLOSURE OF MEETING**  
Cr King declared the meeting closed at 7:30 pm.

**DISCLAIMER**

The purpose of this council meeting is to discuss and, where possible, make resolutions about items appearing on the agenda.

Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on basis of such decision or on any advice or information provided by a member or officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the Local Government Act 1995 (section 5.25 (e)) establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person.

The Shire of West Arthur expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the Council meeting.

These Minutes were confirmed at the ordinary council meeting on: 15 September 2020.

Signed: \_\_\_\_\_  
Presiding Member at the meeting at which the Minutes were confirmed