

## SHIRE OF WEST ARTHUR



**Ordinary Council Meeting  
17 November 2020  
Minutes**

|            |   |           |
|------------|---|-----------|
| <b>1.</b>  | <b>DECLARATION OF OPENING .....</b>   | <b>3</b>  |
| <b>2.</b>  | <b>RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE .....</b>              | <b>3</b>  |
| <b>3.</b>  | <b>PUBLIC QUESTION TIME .....</b>   | <b>3</b>  |
| <b>4.</b>  | <b>RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE .....</b>                   | <b>3</b>  |
| <b>5.</b>  | <b>PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS .....</b>                    | <b>3</b>  |
| <b>6.</b>  | <b>CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS .....</b>                       | <b>3</b>  |
| <b>7.</b>  | <b>ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION .....</b>           | <b>3</b>  |
| <b>8.</b>  | <b>REPORTS .....</b>  | <b>3</b>  |
| <b>8.1</b> | <b>OFFICER REPORTS .....</b>  | <b>3</b>  |
|            | ITEM 8.1.1 – FINANCIAL REPORT OCTOBER 2020 .....                                | 3         |
|            | ITEM 8.1.2 – ACCOUNTS FOR PAYMENT .....   | 13        |
|            | ITEM 8.1.3 – RENEWAL OF LEASE FOR ARTHUR RIVER KITCHEN INN AND POST OFFICE ..   | 16        |
|            | ITEM 8.1.4 – BANK PROPOSAL .....  | 21        |
| <b>8.2</b> | <b>COMMITTEE REPORTS .....</b>  | <b>22</b> |
| <b>8.3</b> | <b>ELECTED MEMBER REPORTS .....</b>   | <b>22</b> |
| <b>9.</b>  | <b>MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN .....</b>                    | <b>22</b> |
| <b>10.</b> | <b>NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING .....</b> | <b>22</b> |
| <b>11.</b> | <b>CONFIDENTIAL ITEMS .....</b>   | <b>22</b> |
| <b>12.</b> | <b>CLOSURE OF MEETING .....</b>   | <b>22</b> |

**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 Adam Squires  |                         |
| Cr Marie Lloyd   |                         |
| Cr Julie McFall  |                         |
| Cr Graeme Peirce |                         |
| Nicole Wasmann   | Chief Executive Officer |
| Bill Owen        | Works Manager           |
| Nicki Morrell    | Works Administration    |

**Visitors**

Adrian South Blackwood Biosecurity INC (to 6:51pm)

**Apologies**

Nil.

**Leave of Absence**

Nil.

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

Ade South provided Council with information on the operation of Blackwood Biosecurity Incorporated and responded to questions from councillors. He explained that the BBI was doing their best to give value to the land owners in the Shire of West Arthur and that as a relatively new organisation they were still on a learning curve.

6.51pm – Adrian South left the meeting

6.52pm – Cr Julie McFall and Nicki Morrell left the meeting.

6.53pm – Cr Julie McFall and Nicki Morrell returned to the meeting

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

6.1 Ordinary Meeting of Council held 20 October 2020.

**COUNCIL DECISION – ITEM 6.1**

Moved: Cr Neil Morrell

Seconded: Cr Graeme Peirce

That the Minutes of the Ordinary Meeting of Council held 20 October 2020 be confirmed.

**CARRIED 7/0**

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

Nil.

## 8. REPORTS

### 8.1 OFFICER REPORTS

#### ITEM 8.1.1 – FINANCIAL REPORT OCTOBER 2020

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

#### **SUMMARY:**

Consideration of the financial reports for the period ending 31 October 2020.

#### **BACKGROUND:**

The financial reports for the periods ending 31 October 2020 are included as attachments.

#### **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 Neil Manuel

Seconded: Cr Julie McFall

That the financial report for the period ending 31 October 2020 as presented be accepted.

**CARRIED 7/0**

#### **ATTACHMENTS:**

- Financial Reports – 31 October 2020.

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

|  | Note | Annual<br>Budget<br>2020/2021<br>\$ | YTD<br>Budget<br>(a)<br>\$ | YTD<br>Actual<br>(b)<br>\$ | Var. \$<br>(b)-(a)<br>\$ | Var. %<br>(b)-(a)/(a)<br>% |
|--|------|-------------------------------------|----------------------------|----------------------------|--------------------------|----------------------------|
| <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                           | 1,727,022                  | <b>1,727,085</b>           | 63                       | 0%                         |
| Operating Grants, Subsidies and Contributions      | 6    | 625,608                             | 260,903                    | <b>265,050</b>             | 4,147                    | 2%                         |
| Fees and Charges                                   |      | 273,365                             | 124,367                    | <b>129,785</b>             | 5,418                    | 4%                         |
| Interest Earnings                                  |      | 56,364                              | 4,567                      | <b>4,559</b>               | (8)                      | (0%)                       |
| Other Revenue                                      |      | 169,739                             | 9,746                      | <b>11,157</b>              | 1,411                    | 14%                        |
| Profit on Disposal of Assets                       |      | 19,137                              | 0                          | <b>0</b>                   |                          |                            |
|  |      | <b>2,871,235</b>                    | <b>2,126,605</b>           | <b>2,137,636</b>           |                          |                            |
| <b>Expenditure from operating activities</b>       |      |                                     |                            |                            |                          |                            |
| Employee Costs                                     |      | (1,714,206)                         | (702,368)                  | <b>(626,140)</b>           | (76,228)                 | 11%                        |
| Less Allocated to Capital                          |      |                                     | 60,000                     | <b>58,159</b>              |                          |                            |
| Materials and Contracts                            |      | (780,665)                           | (237,707)                  | <b>(245,833)</b>           | 8,126                    | (3%)                       |
| Less Plant Allocations to Capital                  |      |                                     | 27,236                     | <b>26,400</b>              |                          |                            |
| Utility Charges                                    |      | (91,700)                            | (22,925)                   | <b>(18,734)</b>            | (4,191)                  | 18%                        |
| Depreciation on Non-Current Assets                 |      | (2,137,367)                         | (172,612)                  | <b>(174,867)</b>           | 2,255                    | (1%)                       |
| Interest Expenses                                  |      | (30,457)                            | (8,087)                    | <b>(8,087)</b>             | 0                        | 0%                         |
| Insurance Expenses                                 |      | (93,484)                            | (93,484)                   | <b>(93,484)</b>            | 0                        | 0%                         |
| Other Expenditure                                  |      | (36,000)                            | 0                          | <b>(110)</b>               | 110                      |                            |
| Loss on Disposal of Assets                         |      | (18,307)                            | 0                          | <b>0</b>                   | 0                        |                            |
|  |      | <b>(4,902,186)</b>                  | <b>(1,149,947)</b>         | <b>(1,082,696)</b>         | (67,251)                 |                            |
| <b>Operating activities excluded from budget</b>   |      |                                     |                            |                            |                          |                            |
| Add back Depreciation                              |      | 2,137,367                           | 172,612                    | <b>174,867</b>             | 2,255                    | 1%                         |
| Adjust (Profit)/Loss on Asset Disposal             |      | (830)                               | 0                          | <b>0</b>                   | 0                        |                            |
| Adjust Provisions and Accruals                     |      | 0                                   | 0                          | <b>(23,137)</b>            |                          |                            |
| <b>Amount attributable to operating activities</b> |      | <b>105,586</b>                      | <b>1,149,270</b>           | <b>1,206,670</b>           |                          |                            |
| <b>Investing activities</b>                        |      |                                     |                            |                            |                          |                            |
| Grants, Subsidies and Contributions                | 6    | 1,246,368                           | 45,000                     | <b>44,330</b>              | (670)                    | (1%)                       |
| Proceeds from Disposal of Assets                   |      | 52,000                              | 0                          | <b>0</b>                   | 0                        |                            |
| Land and Buildings                                 | 7    | (225,000)                           | (3,000)                    | <b>(2,243)</b>             | 757                      | 25%                        |
| Infrastructure Assets - Roads                      | 7    | (1,255,157)                         | (135,000)                  | <b>(132,112)</b>           | 2,888                    | 2%                         |
| Infrastructure Assets - Other                      | 7    | (635,238)                           | 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>(1,349,027)</b>                  | <b>(93,000)</b>            | <b>(90,025)</b>            |                          |                            |
| <b>Financing Activities</b>                        |      |                                     |                            |                            |                          |                            |
| Proceeds from Self Supporting Loan - repayments    |      | 27,174                              | 6,709                      | <b>6,709</b>               | 0                        | 0%                         |
| Transfer from Reserves                             | 5    | 797,089                             | 0                          | <b>0</b>                   | 0                        |                            |
| Repayment of Debentures                            |      | (95,630)                            | (23,434)                   | <b>(23,434)</b>            | 0                        | 0%                         |
| Transfer to Reserves                               | 5    | (684,840)                           | (150)                      | <b>(162)</b>               | (12)                     | (8%)                       |
| <b>Amount attributable to financing activities</b> |      | <b>43,793</b>                       | <b>(16,875)</b>            | <b>(16,887)</b>            |                          |                            |
| <b>Closing Funding Surplus (Deficit)</b>           | 2    | 0                                   | 2,239,043                  | <b>2,299,406</b>           | <b>60,363</b>            | 3%                         |

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 October 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 2020/21 year is \$10,000 or 10% whichever is the greater.

**Employee**

**Costs**

(76,228) Employee costs are below budget due to staff vacancies.

**Budget Amendments**

**Materials and Contracts**

The following projects which were budgeted under the Community Infrastructure will be materials - originally included in capital budget.

|                                 |         |
|---------------------------------|---------|
| HRC - kitchen modifications     | (2,500) |
| School pool shade structure     | (4,500) |
| Darkan town hall                | (3,500) |
| Water fountain at football oval | (4,000) |

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

**Note 1: Explanation of Material Variances**

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

The material variance adopted by Council for the 2020/21 year is \$10,000 or 10% whichever is the greater.

**Employee Costs**

Employee costs are below budget (76,228)

**Note 2: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

|                                     |      | Last Years Closing | Current          |
|-------------------------------------|------|--------------------|------------------|
|                                     | Note | 30 June 2020       | 31 Oct 2020      |
|                                     |      | \$                 | \$               |
| <b>Current Assets</b>               |      |                    |                  |
| Cash Unrestricted                   | 3    | 1,170,147          | 2,233,464        |
| Cash Restricted                     | 5    | 2,403,335          | 2,403,497        |
| Receivables - Rates                 | 4    | 116,050            | 420,117          |
| Receivables - Other                 | 4    | 42,915             | 15,265           |
| Inventories                         |      | 22,531             | 22,531           |
|                                     |      | 3,823,985          | 5,094,874        |
| <b>Less: Current Liabilities</b>    |      |                    |                  |
| Payables                            |      | (151,995)          | (121,609)        |
| Unspent reimbursements (insurance)  |      | 0                  | (99,920)         |
| Unspent grants, contributions       |      | (69,007)           | (170,442)        |
|                                     |      | (221,002)          | (391,971)        |
| Less: Cash Reserves                 | 5    | (2,403,335)        | (2,403,497)      |
| <b>Net Current Funding Position</b> |      | <b>1,199,648</b>   | <b>2,299,406</b> |

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

**Note 3: Cash and Investments**

|                          | Unrestricted     | Restricted       | Trust         | Total<br>Amount  | Institution | Interest<br>Rate | Maturity<br>Date |
|--------------------------|------------------|------------------|---------------|------------------|-------------|------------------|------------------|
|                          | \$               | \$               | \$            | \$               |             |                  |                  |
| <b>(a) Cash Deposits</b> |                  |                  |               |                  |             |                  |                  |
| Municipal Bank Account   | 95,033           |                  |               | 95,033           | NAB         | 0.01%            | At Call          |
| Municipal Bank - Bendigo | 370,500          |                  |               | 370,500          | Bendigo     | 0.05%            | At Call          |
| Municipal Cash Maximiser | 160,000          |                  |               | 160,000          | NAB         | 0.05%            | At Call          |
| Bendigo Cash Maximiser   | 7,531            |                  |               | 7,531            | Bendigo     | 0.05%            | At Call          |
| Trust Bank Account       |                  |                  | 5,252         | 5,252            | 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   |                  | 146              |               | 146              | NAB         | 0.05%            | At Call          |
| Bendigo Reserve          |                  | 16               |               | 16               | Bendigo     | 0.05%            | At Call          |
| <b>(b) Term Deposits</b> |                  |                  |               |                  |             |                  |                  |
| Municipal term deposit   | 300,000          |                  |               | 300,000          | NAB         | 0.80%            | 27/04/2021       |
| Municipal term deposit   | 1,000,000        |                  |               |                  | Bendigo     | 0.75%            | 24/04/2021       |
| Municipal term deposit   | 300,000          |                  |               |                  | Bendigo     | 0.60%            | 23/12/2020       |
| 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         | 0.80%            | 27/04/2021       |
| <b>Total</b>             | <b>2,233,064</b> | <b>2,403,497</b> | <b>75,147</b> | <b>3,351,708</b> |             |                  |                  |

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

**Note 4: Receivables**

| <b>Receivables - Rates Receivable</b> | <b>31 Oct 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                        | 9,185          | 590            | 3,436          | 2,054           | 15,265        |
| Levied this year (incl rubbish & ESL) | 1,823,745          | 1,799,818           |  |                |                |                |                 |               |
| Less Collections to date              | (1,519,678)        | (1,781,759)         | <b>Balance per Trial Balance</b>             |                |                |                |                 |               |
| Equals Current Outstanding            | <b>503,999</b>     | <b>199,932</b>      | Sundry Debtors                               |                |                |                |                 | 0             |
|                                       |                    |                     | Receivables - Other                          |                |                |                |                 | 0             |
| <b>Net Rates Collectable</b>          | <b>503,999</b>     | <b>199,932</b>      | <b>Total Receivables General Outstanding</b> |                |                |                |                 | <b>15,265</b> |
| % Collected                           | 75.09%             | 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 October 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                             | 208,619          | 1,878           | 14              | 0                | 0                | 0                 | 0                 | 210,497           | 208,633           |
| Plant Reserve                             | 319,812          | 2,878           | 22              | 313,801          | 0                | (480,000)         | 0                 | 156,491           | 319,834           |
| Building Reserve                          | 691,332          | 6,222           | 47              | 60,109           | 0                | (130,000)         | 0                 | 627,663           | 691,379           |
| Town Development Reserve                  | 70,672           | 636             | 5               | 0                | 0                | (70,000)          | 0                 | 1,308             | 70,677            |
| Recreation Reserve                        | 121,685          | 1,095           | 8               | 40,000           | 0                | 0                 | 0                 | 162,780           | 121,693           |
| Heritage Reserve                          | 5,343            | 48              | 0               | 300              | 0                | 0                 | 0                 | 5,691             | 5,343             |
| Community Housing Reserve                 | 131,406          | 1,183           | 9               | 20,000           | 0                | (25,000)          | 0                 | 127,589           | 131,415           |
| Waste Management Reserve                  | 121,282          | 1,092           | 8               | 0                | 0                | (60,000)          | 0                 | 62,374            | 121,290           |
| Darkan Swimming Pool Reserve              | 38,734           | 349             | 3               | 5,000            | 0                | 0                 | 0                 | 44,083            | 38,737            |
| Information Technology Reserve            | 46,885           | 422             | 3               | 3,000            | 0                | 0                 | 0                 | 50,307            | 46,888            |
| Darkan Sport and Community Centre Reserve | 257,208          | 2,315           | 17              | 30,000           | 0                | 0                 | 0                 | 289,523           | 257,225           |
| Arthur River Country Club Renewal Reserve | 27,795           | 250             | 2               | 6,000            | 0                | 0                 | 0                 | 34,045            | 27,797            |
| Museum Reserve                            | 128,102          | 1,153           | 9               | 0                | 0                | (5,000)           | 0                 | 124,255           | 128,111           |
| Moodiarrup Sports Club Reserve            | 9,475            | 85              | 1               | 5,000            | 0                | 0                 | 0                 | 14,560            | 9,476             |
| Landcare Reserve                          | 42,763           | 385             | 3               | 0                | 0                | (27,089)          | 0                 | 16,059            | 42,766            |
| Corporate Planning and Valuation Reserve  | 34,526           | 311             | 2               | 0                | 0                | 0                 | 0                 | 34,837            | 34,528            |
| Kids Central Members Reserve              | 670              | 6               | 0               | 0                | 0                | 0                 | 0                 | 676               | 670               |
| The Shed Reserve                          | 11,550           | 104             | 1               | 0                | 0                | 0                 | 0                 | 11,654            | 11,551            |
| Recreation Trails Reserve                 | 1,203            | 11              | 0               | 0                | 0                | 0                 | 0                 | 1,214             | 1,203             |
| Community Gym Reserve                     | 8,367            | 75              | 1               | 0                | 0                | 0                 | 0                 | 8,442             | 8,368             |
| Economic Development Reserve              | 43,229           | 389             | 3               | 40,000           | 0                | 0                 | 0                 | 83,618            | 43,232            |
| Road Reserve                              | 82,677           | 743             | 6               | 150,000          | 0                | 0                 | 0                 | 233,420           | 82,683            |
|   | <b>2,403,335</b> | <b>21,630</b>   | <b>162</b>      | <b>673,210</b>   | <b>0</b>         | <b>(797,089)</b>  | <b>0</b>          | <b>2,301,086</b>  | <b>2,403,497</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 October 2020**

| Note 6: Grants and Contributions              | Grant Provider   | Type             | Opening<br>Balance<br>(a) | Budget<br>Operating<br>(b) | Capital<br>(c)   | YTD Actual<br>Revenue<br>(f) | (Expended)<br>(g) | Unspent<br>Grant<br>(a)+(f)+(g) | Comment   |
|---|--|------------------|---------------------------|----------------------------|------------------|------------------------------|-------------------|---------------------------------|---|
| <b>General Purpose Funding</b>                |  |                  |                           | \$                         | \$               | \$                           | \$                | \$                              |   |
| Grants Commission - General                   | WALGGC - General Purpose Grant   | Operating        | 0                         | 226,526                    | 0                | 59,628                       | 0                 | 0                               | Final allocations will be \$238,526, \$11,986 above budget. |
| Grants Commission - Roads                     | WALGGC - Local Roads Grant   | Operating        | 0                         | 229,428                    | 0                | 58,409                       | 0                 | 0                               | Final allocations will be \$233,637, \$4,209 above budget.  |
| Federal Road & Community Infrastructure       | Dept. of Infrastructure (Fed)  | 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                | 19,740                       | (19,740)          | 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                       | (11,497)          | 53,890                          | Carried forward from prior year                             |
| RRG Grants - Capital Projects                 | Regional Road Group  | Non-operating    | 0                         | 0                          | 365,987          | 146,395                      | (32,833)          | 113,562                         | Shown as a liability until spent, then recognised as income |
| Federal Road & Community Infrastructure       | Dept. of Infrastructure, Transport, Regional<br>Development and Communications | Non-operating    | 0                         | 0                          | 113,507          | 0                            | 0                 | 0                               |   |
| Direct Grant                                  | Main Roads - Direct Grant  | Operating        | 0                         | 127,175                    | 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>480,354</b>               | <b>(64,070)</b>   | <b>171,072</b>                  |   |
| <b>SUMMARY</b>                                |  |                  |                           |                            |                  |                              |                   |                                 |   |
| Operating                                     | Operating Grants, Subsidies and Contributions                                  |                  | 0                         | 583,129                    | 0                | 245,212                      | 0                 | 0                               |   |
| Operating - Tied                              | Tied - Operating Grants, Subsidies and Contributions                           |                  | 0                         | 43,099                     | 0                | 23,360                       | (19,740)          | 3,620                           |   |
| Non-operating                                 | Non-operating Grants, Subsidies and Contributions                              |                  | 0                         | 0                          | 1,246,368        | 211,782                      | (44,330)          | 167,452                         |   |
| <b>TOTALS</b>                                 |  |                  | <b>0</b>                  | <b>626,228</b>             | <b>1,246,368</b> | <b>480,354</b>               | <b>(64,070)</b>   | <b>171,072</b>                  |   |

SHIRE OF WEST ARTHUR  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 October 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   |                             | (317)           | (1,926)                   | (2,243)        | (20,000)        | (110,000)                 | (130,000)        | 127,757   |         |
| <b>Other Property &amp; Services</b>   |                             |                 |                           |                |                 |                           |                  |   |         |
| Staff Housing  |                             | 0               | 0                         | 0              | (20,000)        | (50,000)                  | (70,000)         | 70,000  |         |
|  | <b>Buildings Total</b>      | <b>(317)</b>    | <b>(1,926)</b>            | <b>(2,243)</b> | <b>(40,000)</b> | <b>(185,000)</b>          | <b>(225,000)</b> | <b>222,757</b>  |         |
| <b>Infrastructure</b>  |                             |                 |                           |                |                 |                           |                  |   |         |
| <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 Community Space   |                             | 0               | 0                         | 0              | (15,000)        | (150,000)                 | (165,000)        | 165,000   |         |
| Lake boat ramp   |                             | 0               | 0                         | 0              | (4,834)         | (6,000)                   | (10,834)         | 10,834 Community Infrastructure funded (Council decision Sep 20)  |         |
| Lake Towerrinning jetties  |                             | 0               | 0                         | 0              | (4,995)         | (110,000)                 | (114,995)        | 114,995 Community Infrastructure funded (Council decision Sep 20) |         |
| Arthur River Hall kitchen  |                             | 0               | 0                         | 0              | 0               | (14,000)                  | (14,000)         | 14,000 Community Infrastructure funded (Council decision Sep 20)  |         |
| Seating at football oval   |                             | 0               | 0                         | 0              | (490)           | (8,800)                   | (9,290)          | 9,290 Community Infrastructure funded (Council decision Sep 20)   |         |
| Moodiarrup Hall -  |                             | 0               | 0                         | 0              | 0               | (12,000)                  | (12,000)         | 12,000 Community Infrastructure funded (Council decision Sep 20)  |         |
| Darkan Railway Reserve redevelopment including outdoor shelter and/or pump track |                             | 0               | 0                         | 0              | 0               | (32,000)                  | (32,000)         | 32,000 Community Infrastructure funded (Council decision Sep 20)  |         |
| Moodiarrup Complex - ceiling (based on 50% cost)                                 |                             | 0               | 0                         | 0              | 0               | (6,000)                   | (6,000)          | 6,000 Community Infrastructure funded (Council decision Sep 20)   |         |
| Lake playground retaining and fence and playground                               |                             | 0               | 0                         | 0              | (4,195)         | (16,500)                  | (20,695)         | 20,695 Community Infrastructure funded (Council decision Sep 20)  |         |
| Reserve projects:  |                             |                 |                           |                |                 |                           |                  |   |         |
| Cricket pitch cover for oval - \$6,000   |                             | 0               | 0                         | 0              |                 |                           |                  |   |         |
| <b>Economic Development</b>  |                             |                 |                           |                |                 |                           |                  |   |         |
| Kylie Dam Water Project  |                             | 0               | 0                         | 0              | (12,608)        | (100,512)                 | (113,120)        | 113,120   |         |
| Nissen Hut upgrade/restoration   |                             | 0               | 0                         | 0              | (560)           | (16,744)                  | (17,304)         | 17,304 Community Infrastructure funded (Council decision Sep 20)  |         |
| Reserve projects:  |                             |                 |                           |                |                 |                           |                  |   |         |
| Card swipe system for water standpipe in Growden Place - \$18,000                |                             |                 |                           |                |                 |                           |                  |   |         |
|  | <b>Infrastructure Total</b> | <b>0</b>        | <b>0</b>                  | <b>0</b>       | <b>(62,682)</b> | <b>(572,556)</b>          | <b>(635,238)</b> | <b>635,238</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   |         |

SHIRE OF WEST ARTHUR  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 October 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 |   |
|   |  | \$              | \$                        | \$               | \$               | \$                        | \$                 |                     |   |
| 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   |  | (43,741)        | 0                         | (43,741)         | (142,075)        | (159,300)                 | (301,375)          | 257,634             |   |
| Bowelling Duranillin Road   |  | (4,224)         | (1,284)                   | (5,508)          | (117,508)        | (140,175)                 | (257,683)          | 252,175             |   |
|   | <b>Regional Road Group Total</b>         | <b>(47,965)</b> | <b>(1,284)</b>            | <b>(49,249)</b>  | <b>(259,583)</b> | <b>(299,475)</b>          | <b>(559,058)</b>   | <b>509,809</b>      |   |
| <b>Roads to Recovery</b>  |  |                 |                           |                  |                  |                           |                    |                     |   |
| Darkan South Road - Slip Lane and Intersection                        |  | (213)           | (238)                     | (451)            | (81,264)         | (27,790)                  | (109,054)          | 108,603             |   |
| Darkan South Road - Widening Corners                                  |  | 0               | (1,100)                   | (1,100)          | (74,308)         | (28,040)                  | (102,348)          | 101,248             |   |
| Old Collie Road   |  | (1,930)         | 0                         | (1,930)          | (58,371)         | (8,208)                   | (66,579)           | 64,649              |   |
| Bowelling McAlinden Road  |  | 0               | (7,704)                   | (7,704)          | (33,125)         | (30,914)                  | (64,039)           | 56,335              |   |
| Bokal East Arthur Road  |  | (312)           | 0                         | (312)            | (26,408)         | (39,300)                  | (65,708)           | 65,396              |   |
|   | <b>Roads to Recovery Total</b>           | <b>(2,455)</b>  | <b>(9,042)</b>            | <b>(11,497)</b>  | <b>(273,476)</b> | <b>(134,252)</b>          | <b>(407,728)</b>   | <b>396,231</b>      |   |
| <b>Road and Community Infrastructure Program</b>                      |  |                 |                           |                  |                  |                           |                    |                     |   |
| Centre line - Bowelling Duranillin, Darkan South, Moodi-Changerup Rds |  | 0               | 0                         | 0                | 0                | (40,000)                  | (40,000)           | 40,000              | W Tree Gully project removed<br>Community Infrastructure funded (Council decision Sep 20) |
| Bunce-King Road Bridge  |  |                 |                           |                  | (3,867)          | (35,000)                  | (38,867)           | 38,867              | Community Infrastructure funded (Council decision Sep 20)                                 |
| Lake Towerrinning Entrance and Car Park                               |  | 0               | 0                         | 0                | (1,000)          | (25,000)                  | (26,000)           | 26,000              | Community Infrastructure funded (as per budget)   |
| Growden Place - Drainage, seal, reseal original section               |  | (9,225)         | (238)                     | (9,463)          | (14,038)         | (30,150)                  | (44,188)           | 34,725              |   |
|   | <b>Shire Funded Total</b>                | <b>(9,225)</b>  | <b>(238)</b>              | <b>(9,463)</b>   | <b>(18,905)</b>  | <b>(130,150)</b>          | <b>(149,055)</b>   | <b>139,592</b>      |   |
| <b>Shire Funded</b>   |  |                 |                           |                  |                  |                           |                    |                     |   |
| Growden Place - Intersection  |  | (24,597)        | (37,068)                  | (61,665)         | (24,149)         | (59,480)                  | (83,629)           | 21,964              |   |
| Airlee Road   |  | 0               | 0                         | 0                | (510)            | (8,000)                   | (8,510)            | 8,510               |   |
| Collie South East Road  |  | 0               | 0                         | 0                | (510)            | (5,000)                   | (5,510)            | 5,510               |   |
| Jackson Road  |  | 0               | (238)                     | (238)            | (39,845)         | (1,822)                   | (41,667)           | 41,429              |   |
|   | <b>Shire Funded Total</b>                | <b>(24,597)</b> | <b>(37,306)</b>           | <b>(61,903)</b>  | <b>(65,014)</b>  | <b>(74,302)</b>           | <b>(139,316)</b>   | <b>77,413</b>       |   |
|   | <b>Roads Total</b>                       | <b>(84,242)</b> | <b>(47,870)</b>           | <b>(132,112)</b> | <b>(616,978)</b> | <b>(638,179)</b>          | <b>(1,255,157)</b> | <b>1,123,045</b>    |   |
|   | <b>Capital Expenditure Total</b>         | <b>(84,559)</b> | <b>(49,796)</b>           | <b>(134,355)</b> | <b>(719,660)</b> | <b>(1,927,735)</b>        | <b>(2,647,395)</b> | <b>2,513,040</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: 10 November 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 15102020.1 - 15102020.11, 28102020.1 - 28102020.17, Licensing, Salaries and Wages and EFT Transfers, Direct Debit totalling \$232,007.97 listed (attached) be noted as approved for payment.

**CARRIED 7/0**

**ATTACHMENTS:**

- Cheque Listing

**Shire of West Arthur**  
**Cheque Detail**  
 October 14 through November 9, 2020

| Date       | Num         | Name  | Original Amount |
|------------|-------------|---|-----------------|
| 15/10/2020 | EFT         | <b>SALARIES &amp; WAGES</b>   | 42,051.07       |
|            |             | PAYROLL   |                 |
| 15/10/2020 | 15102020.1  | <b>AL ANTZ ELECTRICAL</b>   | 1,692.11        |
|            |             | LIGHTS, EXIT LIGHTS & REPAIRS FOR CIRCUIT ARTHUR RIVER HALL, CIRCUIT BREAKER ARTHUR RIVER FIRE SHED |                 |
| 15/10/2020 | 15102020.2  | <b>BAXTER ZANTHE</b>  | 293.52          |
|            |             | GOODS FOR SENIOR MEALS  |                 |
| 15/10/2020 | 15102020.3  | <b>COLLIE TYRE &amp; EXHAUST</b>  | 445.00          |
|            |             | TYRES AND WHEEL ALIGNMENT FOR HILUX TOYOTA 1EPE146  |                 |
| 15/10/2020 | 15102020.4  | <b>CONSTRUCTION SCIENCES</b>  | 1,900.80        |
|            |             | SOIL DENSITY ON SUBBASE, SOIL DENSITY ON BASECOURSE & TRAVEL  |                 |
| 15/10/2020 | 15102020.5  | <b>DARKAN AGRI SERVICES</b>   | 853.50          |
|            |             | VARNISH, LATCH, GUTTER BOLTS, 2X GLYOSPHATE, FORKLIFT GAS, PAINT, BUILDING SUPPLIES                 |                 |
| 15/10/2020 | 15102020.6  | <b>DARKAN SPORTS AND COMMUNITY CENTRE</b>   | 305.52          |
|            |             | CLAIM REIMBURSEMENT FROM LGISWA   |                 |
| 15/10/2020 | 15102020.7  | <b>DEPARTMENT OF MINES, IND REG AND SAFETY</b>  | 202.79          |
|            |             | BUILDING SERVICES LEVY FEES   |                 |
| 15/10/2020 | 15102020.8  | <b>HOIST SALES &amp; HYDRAULIC REPAIRS PTY LTD</b>  | 1,914.00        |
|            |             | SEAL KIT FOR SEMI TRAILER SIDE TIPPER & TRI AXLE SIDE TIPPG TRLR                                    |                 |
| 15/10/2020 | 15102020.9  | <b>SMS GLOBAL PTY LTD</b>   | 500.00          |
|            |             | CREDIT FOR SMS DURING FIRE SEASON   |                 |
| 15/10/2020 | 15102020.10 | <b>SYMONDSON MICHELLE</b>   | 40.00           |
|            |             | REFUND OF CARAVAN PARK FEE CANCELLED BOOKING  |                 |
| 15/10/2020 | 15102020.11 | <b>TOLL TRANSPORT PTY LTD</b>   | 28.55           |
|            |             | FREIGHT ON ENVELOPES  |                 |
| 22/10/2020 | DIRECTDEBIT | <b>AMP SUPER</b>  | 1,376.76        |
|            |             | SUPER CONTRIBUTIONS   |                 |
| 22/10/2020 | DIRECTDEBIT | <b>AUSTRALIAN SUPER</b>   | 6,004.17        |
|            |             | SUPER CONTRIBUTIONS   |                 |
| 22/10/2020 | DIRECTDEBIT | <b>COLONIAL FIRST STATE</b>   | 1,093.43        |
|            |             | SUPER CONTRIBUTIONS   |                 |
| 22/10/2020 | DIRECTDEBIT | <b>MLC NOMINEES PTY LTD- MASTER KEY BUSINESS</b>  | 1,386.21        |
|            |             | SUPER CONTRIBUTIONS   |                 |
| 22/10/2020 | DIRECTDEBIT | <b>PRIME SUPER</b>  | 2,454.44        |
|            |             | SUPER CONTRIBUTIONS   |                 |
| 22/10/2020 | DIRECTDEBIT | <b>REST SUPERANNUATION</b>  | 47.73           |
|            |             | SUPER CONTRIBUTIONS   |                 |
| 22/10/2020 | DIRECTDEBIT | <b>TWUSUPER</b>   | 1,376.53        |
|            |             | SUPER CONTRIBUTIONS   |                 |
| 22/10/2020 | DIRECTDEBIT | <b>WA SUPER</b>   | 27,686.69       |
|            |             | SUPER CONTRIBUTIONS   |                 |
| 28/10/2020 | 28102020.1  | <b>BLACKWOOD BASIN GROUP (INC)</b>  | 1,617.00        |
|            |             | LANDCARE SUPPORT FOR SEPTEMBER 2020   |                 |
| 28/10/2020 | 28102020.2  | <b>COLLIE TYREPOWER</b>   | 75.00           |
|            |             | WHEEL ALIGNMENT - WORK UTE  |                 |
| 28/10/2020 | 28102020.3  | <b>CR K J KING</b>  | 125.00          |
|            |             | REIMBURSE FOR ACCOMODATION FOR WALGA MEETING 24/09/2020   |                 |
| 28/10/2020 | 28102020.4  | <b>ELITE COMPLIANCE</b>   | 1,320.00        |
|            |             | ENGINEERING DESIGN AND REVIEW CERTIFICATION FOR BUILDING PERMIT FOR NEW CHALET                      |                 |
| 28/10/2020 | 28102020.5  | <b>FRONTLINE FIRE &amp; RESCUE EQUIPMENT</b>  | 3,322.00        |
|            |             | 30 x 20LT VS FOCUM WHITES 0.1-1% FORESTRY FOAM & FREIGHT  |                 |
| 28/10/2020 | 28102020.6  | <b>IG &amp; BM WOODRUFF</b>   | 114.00          |
|            |             | REFUND OVERCHARGE LICENCING   |                 |
| 28/10/2020 | 28102020.7  | <b>JAMES WISNIEWSKI</b>   | 299.80          |
|            |             | CONTRIBUTION TO PHONE JULY TO OCT 2020 & REIMBURSEMENT FOR WORK CLOTHES                             |                 |
| 28/10/2020 | 28102020.8  | <b>KLEEN WEST DISTRIBUTERS</b>  | 437.03          |
|            |             | CLEANING SUPPLIES, HANDTOWEL, TOILET ROLLS, DISINFECTANT  |                 |
| 28/10/2020 | 28102020.9  | <b>LANDGATE</b>   | 26.70           |
|            |             | LEMC BUILDING ENQUIRY HILLMAN STREET DARKAN   |                 |
| 28/10/2020 | 28102020.10 | <b>MALATESTA ROAD PAVING &amp; HOTMIX</b>   | 38,753.88       |
|            |             | GROWDEN PLACE ASPHALT 40MM  |                 |
| 28/10/2020 | 28102020.11 | <b>MARKET CREATIONS</b>   | 1,676.95        |
|            |             | IT SERVICES   |                 |
| 28/10/2020 | 28102020.12 | <b>MOTORPASS</b>  | 5.50            |
|            |             | ARTHUR RIVER FEE FUEL CARD  |                 |
| 28/10/2020 | 28102020.13 | <b>PUTLAND MOTORS</b>   | 2,117.45        |
|            |             | RAGS, OIL, PARTS & REPAIRS FOR SPRAY UTE, ROLLER, MOWER, SIDETIPPER, LOADER                         |                 |

**Shire of West Arthur**  
**Cheque Detail**  
 October 14 through November 9, 2020

| Date       | Num            | Name   | Original Amount   |
|------------|----------------|--|-------------------|
| 28/10/2020 | 28102020.14    | SEEK LIMITED   | 816.20            |
|            |                | ADVERTISING EMPLOYMENT                               |                   |
| 28/10/2020 | 28102020.15    | TOLL TRANSPORT PTY LTD                               | 143.66            |
|            |                | FREIGHT ON GROWDEN PLACE SIGNAGE & POOL TESTING      |                   |
| 28/10/2020 | 28102020.16    | WESTRAC BUNBURY                                      | 97.27             |
|            |                | OIL & FUEL FILTERS FOR GRADER 500 HOUR SERVICE       |                   |
| 28/10/2020 | 28102020.17    | WILLIAMS COMMUNITY RESOURCE CENTRE                   | 30.00             |
|            |                | PRINTING OF POSTERS FOR STRATEGIC PLANNING WORKSHOPS |                   |
| 29/10/2020 | EFT            | SALARIES & WAGES                                     | 45,904.92         |
|            |                | PAYROLL  |                   |
| 16/10/2020 | B/PAY          | SYNERGY  | 1,465.29          |
|            |                | ELECTRICITY USAGE AND SUPPLY                         |                   |
| 16/10/2020 | B/PAY          | SYNERGY  | 94.08             |
|            |                | ELECTRICITY CHARGES                                  |                   |
| 16/10/2020 | B/PAY          | TELSTRA  | 345.93            |
|            |                | TELEPHONE CHARGES OCTOBER 2020 FOR CRC               |                   |
| 16/10/2020 | B/PAY          | TELSTRA  | 281.31            |
|            |                | VARIOUS USAGE AND SERVICE CHARGES                    |                   |
| 16/10/2020 | B/PAY          | WATER CORPORATION                                    | 1,993.67          |
|            |                | VARIOUS WATER USAGE AND SERVICE CHARGES              |                   |
| 16/10/2020 | B/PAY          | TELSTRA  | 552.15            |
|            |                | VARIOUS PHONE USAGE AND INTERNET CHARGES             |                   |
| 29/10/2020 | B/PAY          | SYNERGY  | 3,129.83          |
|            |                | VARIOUS ELECTRICITY USAGE AND SUPPLY CHARGES         |                   |
| 29/10/2020 | B/PAY          | SYNERGY  | 125.53            |
|            |                | SUPPLY AND USAGE CHARGE FOR REES ROAD STANDPIPE      |                   |
| 21/10/2020 | DIRECTDEBIT    | AUSTRALIAN TAXATION OFFICE                           | 22,152.00         |
|            |                | SEP 20 BAS   |                   |
| 30/10/2020 | DIRECTDEBIT    | NATIONAL AUSTRALIA BANK                              | 10.00             |
|            |                | ACCOUNT FEES   |                   |
| 04/11/2020 | DIRECTDEBIT    | BENDIGO BANK   | 139.46            |
|            |                | MERCHANT FEES  |                   |
| 05/11/2020 | DIRECTDEBIT    | BENDIGO BANK   | 4.00              |
|            |                | TRANSFER FEE   |                   |
| 29/10/2020 | DIRECTDEBIT    | NATIONAL AUSTRALIA BANK                              | 41.24             |
|            |                | OCTOBER NAB CONNECT FEE                              |                   |
|            |                | <b>VOUCHERS</b>                                      | <b>AMOUNT</b>     |
|            | MUNICIPAL FUND |  |                   |
|            |                | 15102020.1 - 15102020.11                             | 8,175.79          |
|            |                | 28102020.1 - 28102020.17                             | 50,977.44         |
|            |                | EFT/DEBIT/BPAY                                       | 71,760.45         |
|            |                | SALARIES & WAGES                                     | 87,955.99         |
|            |                | LICENSING OCTOBER 2020 TRANSFERS                     | 13,138.30         |
|            |                | <b>TOTAL</b>   | <b>232,007.97</b> |

**ITEM 8.1.3 – RENEWAL OF LEASE FOR ARTHUR RIVER KITCHEN INN AND POST OFFICE**

LOCATION/ADDRESS:  
NAME OF APPLICANT: Maree O'Connell  
FILE REFERENCE:  
DISCLOSURE OF INTEREST: Not applicable  
DATE OF REPORT: 12 November 2020

**SUMMARY:**

Council to consider the request for the renewal of the lease of the old Mount Pleasant Inn Kitchen and Post Office (once repairs are complete), Arthur River for the demonstration and sale of crafts and the sale of plants.

**BACKGROUND:**

The historical buildings are located opposite the Arthur River Hall and owned by the Shire. In accordance with the deed of agreement dated 1 October 1991 with Dakin Nominees Pty Ltd, the Shire agreed that it "would use the Land solely for the purpose of protection of the historical buildings erected on the Land and activities associated with the preservation of historical buildings and for no other purpose." in the event of the land being used for an alternative purpose, Dakin Nominees Pty Ltd have the option to repurchase the land.

The applicant previously leased the Post Office and Kitchen throughout 2018-19 and is seeking renewal of lease.

Most of the craft items are produced by the applicants, with the potential to sell other local produced items.

A draft agreement for the Kitchen is attached. Following completion of the Post Office repairs, the agreement will be altered to include the Post Office.

**CONSULTATION:**

The Arthur River Development Committee continue to support the proposal and has indicated that this small business is resulting in more traffic stopping. The committee has requested that limitations on temporary signage associated with the proposed craft store be included in the lease documents.

State Heritage was consulted in the preparation of the original lease and as long as there are no structural changes to the buildings they do not believe that cottage industries, such as being suggested, will be an issue.

Main Roads was consulted in the preparation of the original lease and do not need to be formally approached regarding traffic and access.

**STATUTORY:**

Provided that the lease is for a period of less than two years, and during all or any of which time the lease does not give the lessee exclusive use, the lease is exempt from the requirements of s3.58 of the Local Government Act for the disposal of property.

**POLICY IMPLICATIONS:**

Not applicable.

**FINANCIAL IMPLICATIONS:**

It is proposed that the applicant will meet all electricity charges during the use.

There may be a costs to the Shire to maintain the buildings to a standard suitable for public access and use. The most recent property condition assessment has identified some minor maintenance requirements. The buildings were previously maintained by volunteers.

**STRATEGIC IMPLICATIONS:**

Not applicable.

**COMMENT:**

Should Council support the recommendation there will be no requirement for future renewals of the lease to be considered by Council.

**VOTING REQUIREMENTS:**

Simple Majority.



**COUNCIL DECISION (OFFICER RECOMMENDATION) – ITEM 8.1.3**

Moved: Cr Neil Manuel

Seconded: Cr Adam Squires

That Council support the Shire entering into an agreement for non- exclusive use of the Arthur River historical site, incorporating the old Post Office and Inn Kitchen, with Marree O'Connell.

**CARRIED 7/0**

**ATTACHMENTS:**

- Agreement

**AGREEMENT BETWEEN  
SHIRE OF WEST ARTHUR – MS MAREE O’CONNELL  
FOR THE USE OF THE OLD INN KITCHEN AT ARTHUR RIVER;  
AND APPROVAL FOR A COTTAGE INDUSTRY: SALE OF PLANTS AND CRAFTS**

This agreement is made on the 19 November 2020 between the following parties:

**The Shire of West Arthur (the Shire)**, 31 Burrowes Street, DARKAN WA 6392; AND

**Maree O’Connell**, 12067 Coalfields Hwy, ARTHUR RIVER 6315

For a period of 12 months commencing November 2020 with a review in November 2021.

**1. Purpose**

The purpose of this agreement is to give Ms Maree O’Connell non-exclusive use of the Mt Pleasant Inn Kitchen at the Arthur River Historical Site for the storage of plants and craft items, for the demonstration and sale of crafts, and sale of plants to the public.

A map of the Arthur River historical site is attached with the Mt Pleasant Inn Kitchen clearly marked.

**2. Obligation**

The Shire of West Arthur is to:

- Keep and maintain the Arthur River Historical Site in good condition and to carry out maintenance to the buildings as required; and
- Invoice Maree for the reimbursement of all power consumption costs.

Ms Maree O’Connell is to:

- reimburse the Shire the cost of all power consumption on the presentation of the invoice;
- take care of the buildings and keep them in a clean and neat conditions;
- notify the Shire promptly of any loss, damage or defects in the buildings ;
- have currently public liability insurance for a minimum of \$10,000,000;
- have worker’s compensation for all payroll employees, full time, part time or casual (if applicable);
- insurance cover for any property, contents or consumables kept on site;
- personal accident cover for any volunteers assisting (if applicable); and
- minimum third party property damage motor vehicle insurance.

Further more, Ms Maree O’Connell is **not** to:

- make any alterations or additions to the building, including the erection of any sign or antenna without the prior written consent of the Shire;
- do any decorating that involves marking, defacing or painting any part of the building, without prior written consent of the Shire;
- keep any animals or birds onsite without the prior written consent of the Shire;
- store or use any flammables or hazardous substances on the premises;
- allow rubbish to accumulate on the site;
- sleep or permit anyone to sleep on the premises;
- do anything that may prejudice any insurance policy that the Shire has in relation to the buildings;
- have more than one permanent sign, which is attached to the front of the building; and
- have flag signs or temporary signs installed when not present in the building.

**3. Obligation**

To use the premises for the purpose of the sale and demonstration of crafts and sale of plants to the public between the hours of 10am and 4pm daily and the storage of materials.

**Limitation of Shire of West Arthur Liability and Indemnity**

The Shire of West Arthur is not liable for any loss or damage of any property of Ms Maree O’Connell or any other person on the premises or land; or any injury sustained to any of Ms O’Connell’s employees, customers or any other person when any of them is on the premises or land; and Ms O’Connell agrees to release the Shire from any liability in connection with any such event. Ms O’Connell agrees to indemnify the Shire against any liability incurred except to the extent that any liability is caused by the negligent activity of the Shire or any of its agents, employees or contractors.

**4. Variation/termination**

This agreement shall not be altered, varied or modified in any respect except by agreement in writing.

This agreement may be terminated by mutual agreement of both parties at any time or by either party giving three months’ notice in writing to the other party at any time.

In the event that either party fails to meet their obligations, then the agreement may be terminated immediately at the request of the other party.

**5. Signed by the parties**

**Signed by the Shire of West Arthur**

By a duly authorised officer  
in the presence of

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Duly authorised officer

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Date

**Signed by Maree O’Connell**

in the presence of

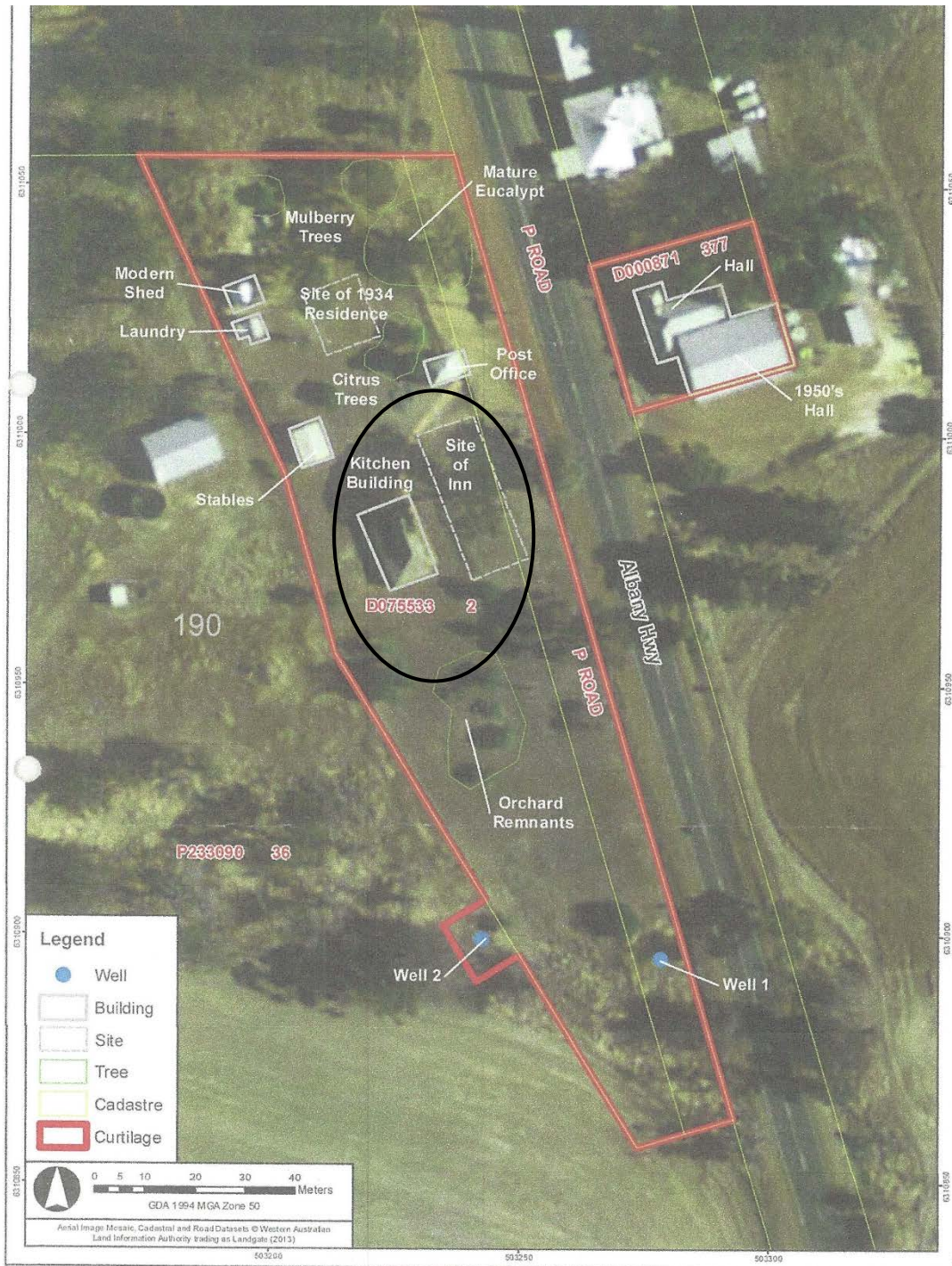
\_\_\_\_\_  
Witness

\_\_\_\_\_  
Maree O’Connell

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Date



Disclosure of Financial Interest Item 8.1.4 – Cr Marie Lloyd

Prior to any consideration of item 8.1.4, Cr Marie Lloyd disclosed a financial interest in this matter. The nature of her interest is that she owns shares with Bendigo Bank.

7:09pm – Cr Marie Lloyd left the meeting and did not participate in discussion or vote on the matter.

**ITEM 8.1.4 – BANK PROPOSAL**

|                         |                 |
|-------------------------|-----------------|
| LOCATION/ADDRESS:       | N/A             |
| NAME OF APPLICANT:      | N/A             |
| FILE REFERENCE:         |                 |
| DISCLOSURE OF INTEREST: | Nil             |
| DATE OF REPORT:         | 4 November 2020 |

**SUMMARY:**

Council to consider changing banks from Bendigo to NAB.

**BACKGROUND:**

The Shire currently banks with Bendigo but still has accounts operational with NAB.

In September 2018 Council made a decision to change the main operating bank accounts from NAB to Bendigo due to the closure of the Darkan NAB branch and to support the Collie and Districts Community Bank Agency at the West Arthur Community Resource Centre.

Operating accounts were held with Bendigo and the original accounts with NAB are also still operational as the full transition had not been made.

The local branch of the Bendigo Bank closed on 9 November 2020. Australia Post has facilities available so that deposits can be made into most banks.

**CONSULTATION:**

Consultation has taken place with the Post Office.

**STATUTORY ENVIRONMENT:**

Not applicable.

**POLICY IMPLICATIONS:**

Council's investment policy requires investments to be spread across at least two institutions to ensure that no single institution holds more than 70% of the Shire's invested funds. Several banks are included in the investment policy as being able to hold funds. The Shire currently has funds held in accordance with the conditions of the investment policy.

**FINANCIAL IMPLICATIONS:**

The fee charged for deposits made at the Post Office into Bendigo accounts is \$4 per transaction. NAB deposits have a nil fee. The merchant fees were comparable between NAB and Bendigo when investigated prior to establishing accounts with Bendigo. There may be some initial setup fees for EFTPOS however this is not expected to be significant. Having deposits and withdrawals made from one account will save staff time when reconciling.

Staff time would be required to implement the change however as we already have existing accounts set up with NAB this is not expected to be significant.

The Bendigo operating account would be retained until ratepayers and customers have changed their direct deposits.

There is currently a stock of rate notices which have Bendigo banking details printed on them. These can be used for instalments and reminders however it is expected that new notices would be ordered showing NAB details for the rates in 2021.

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple majority

**COUNCIL DECISION (OFFICER RECOMMENDATION) – ITEM 8.1.4**

Moved: Cr Neil Manuel

Seconded: Cr Adam Squires

That the Shire of West Arthur change their main operating bank accounts from Bendigo to NAB.

**CARRIED 6/0**

**ATTACHMENTS:**

Nil

7:10pm – Cr Marie Lloyd returned to the meeting.

**8.2 COMMITTEE REPORTS**

Nil

**8.3 REPORTS OF ELECTED MEMBERS**

Cr K King

- 22 October 2020 - Community Coffee and Chat Darkan Hotel
- 30 October 2020 - Audit Meeting

Cr N Manuel

Nil

Cr M Lloyd

- 22 October 2020 - Community Coffee and Chat Darkan Hotel
- 28 October 2020 - CRC Annual General Meeting

Cr J McFall

- 22 October 2020 - Community Coffee and Chat Darkan Hotel
- 30 October 2020 - Audit Meeting

Cr A Squires

- 16 October 2020 – West Arthur Cottage Homes AGM and General Meeting

Cr Neil Morrell

Nil

Cr Graeme Pierce

- 22 October 2020 - Community Coffee and Chat in Duranillin
- 30 October 2020 - Audit Meeting

**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 7:16pm.

**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: 14 December 2020

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