

SHIRE OF WEST ARTHUR**NOTICE OF ORDINARY COUNCIL MEETING**

The next Ordinary Meeting of the Shire of West Arthur Council will be held on
15 December 2020 in the Shire Chambers,
Darkan commencing at 6.00pm

Nicole Wasmann

CHIEF EXECUTIVE OFFICER

Date: 9 December 2020

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ORDINARY COUNCIL MEETING AGENDA

- 1. DECLARATION OF OPENING**
- 2. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
- 3. PUBLIC QUESTION TIME**
- 4. RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE**
- 5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**
- 6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**
 - 6.1 Ordinary Meeting of Council held 17 November 2020

That the Minutes of the Ordinary Meeting of Council held 17 November 2020 be confirmed.
- 7. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION**
- 8. REPORTS**
 - 8.1 OFFICER REPORTS**

ITEM 8.1.1– FINANCIAL REPORT NOVEMBER 2020

LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	N/A
DISCLOSURE OF INTEREST:	N/A
DATE OF REPORT:	9 December 2020

SUMMARY:

Consideration of the financial reports for the period ending 30 November 2020.

BACKGROUND:

The financial reports for the periods ending 30 November 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

OFFICER RECOMMENDATION – ITEM 8.1.1

That the financial report for the period ending 30 November 2020 as presented be accepted.

ATTACHMENTS:

- Financial Reports – 30 November 2020.

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

	Note	Amended Annual Budget 2020/2021 \$	YTD Budget (a) \$	YTD Actual (b) \$	Var. \$ (b)-(a) \$	Var. % (b)-(a)/(a) %
Opening Funding Surplus (Deficit)	2	1,199,648	1,199,648	1,199,648	0	0%
Revenue from operating activities						
Rates		1,727,022	1,727,022	1,728,233	1,211	0%
Operating Grants, Subsidies and Contributions	6	625,608	374,892	383,088	8,197	2%
Fees and Charges		273,365	145,890	152,540	6,650	5%
Interest Earnings		56,364	6,634	5,686	(948)	(14%)
Other Revenue		169,739	46,251	48,788	2,537	5%
Profit on Disposal of Assets		19,137	0	0		
		2,871,235	2,300,689	2,318,335		
Expenditure from operating activities						
Employee Costs		(1,714,206)	(881,474)	(779,219)	(102,255)	12%
Less Allocated to Capital			121,000	120,235		
Materials and Contracts		(780,665)	(323,258)	(329,215)	5,957	(2%)
Less Plant Allocations to Capital			59,412	59,036		
Utility Charges		(91,700)	(30,567)	(21,773)	(8,794)	29%
Depreciation on Non-Current Assets		(2,137,367)	(215,765)	(217,517)	1,752	(1%)
Interest Expenses		(30,457)	(8,087)	(8,087)	0	0%
Insurance Expenses		(93,484)	(93,484)	(93,484)	0	0%
Other Expenditure		(36,000)	(7,125)	(6,699)	(426)	6%
Loss on Disposal of Assets		(18,307)	0	0	0	
		(4,902,186)	(1,379,348)	(1,276,723)	(102,625)	
Operating activities excluded from budget						
Add back Depreciation		2,137,367	215,765	217,517	1,752	1%
Adjust (Profit)/Loss on Asset Disposal		(830)	0	0	0	
Adjust Provisions and Accruals		0	0	(23,137)		
Amount attributable to operating activities		105,586	1,137,106	1,235,992		
Investing activities						
Grants, Subsidies and Contributions	6	1,246,368	176,194	176,194	0	0%
Proceeds from Disposal of Assets		52,000	0	0	0	
Land and Buildings	7	(225,000)	(3,000)	(2,423)	577	19%
Infrastructure Assets - Roads	7	(1,255,157)	(318,000)	(317,960)	40	0%
Infrastructure Assets - Other	7	(635,238)	0	0	0	
Plant and Equipment	7	(532,000)	0	0	0	
Furniture and Equipment	7	0	0	0	0	
Amount attributable to investing activities		(1,349,027)	(144,806)	(144,189)		
Financing Activities						
Proceeds from Self Supporting Loan - repayments		27,174	6,709	6,709	0	0%
Transfer from Reserves	5	797,089	0	0	0	
Repayment of Debentures		(95,630)	(23,434)	(23,434)	0	0%
Transfer to Reserves	5	(684,840)	(150)	(162)	(12)	(8%)
Amount attributable to financing activities		43,793	(16,875)	(16,887)		
Closing Funding Surplus (Deficit)	2	0	2,175,073	2,274,564	99,491	5%

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 November 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

(102,255) Employee costs are below budget due to staff vacancies.

Budget Amendments

Materials and Contracts Expenditure from operating activities

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 30 November 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 (102,255)

Note 2: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Closing	Current
	Note	30 June 2020	30 Nov 2020
		\$	\$
Current Assets			
Cash Unrestricted	3	1,170,147	2,435,672
Cash Restricted	5	2,403,335	2,403,497
Receivables - Rates	4	116,050	261,089
Receivables - Other	4	42,915	6,677
Inventories		22,531	22,531
		3,823,985	5,129,466
Less: Current Liabilities			
Payables		(151,995)	(101,736)
Unspent reimbursements (insurance)		0	(63,415)
Unspent grants, contributions		(69,007)	(286,254)
		(221,002)	(451,405)
Less: Cash Reserves	5	(2,403,335)	(2,403,497)
Net Current Funding Position		1,199,648	2,274,564

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

Note 3: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	91,186			91,186	NAB	0.01%	At Call
Municipal Bank - Bendigo	381,555			381,555	Bendigo	0.05%	At Call
Municipal Cash Maximiser	355,000			355,000	NAB	0.05%	At Call
Bendigo Cash Maximiser	7,531			7,531	Bendigo	0.05%	At Call
Trust Bank Account			5,143	5,143	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) Term Deposits							
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
Total	2,435,272	2,403,497	75,038	3,553,807			

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

Note 4: Receivables

Receivables - Rates Receivable	30 Nov 2020	30 June 2020	Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$		\$	\$	\$	\$	\$
Opening Arrears Previous Years	199,932	181,873	Receivables - General	2,185	3,194	104	1,194	6,677
Levied this year (incl rubbish & ESL)	1,823,745	1,799,818						
Less Collections to date	(1,678,706)	(1,781,759)	Balance per Trial Balance					
Equals Current Outstanding	344,971	199,932	Sundry Debtors					0
			Receivables - Other					0
Net Rates Collectable	344,971	199,932	Total Receivables General Outstanding					6,677
% Collected	82.95%	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 30 November 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
	2,403,335	21,630	162	673,210	0	(797,089)	0	2,301,086	2,403,497

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 November 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
				\$	\$	\$	\$	\$	
General Purpose Funding									
	Grants Commission - General	WALGGC - General Purpose Grant	0	226,526	0	119,256	0	0	Final allocations will be \$238,526, \$11,986 above budget.
	Grants Commission - Roads	WALGGC - Local Roads Grant	0	229,428	0	116,819	0	0	Final allocations will be \$233,637, \$4,209 above budget.
	Federal Road & Community Infrastructure	Dept. of Infrastructure (Fed)	0	0	253,187	183,347	(179)	183,168	
Law, Order and Public Safety									
	FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Services	0	39,479	0	19,740	(19,740)	0	
Education and Welfare									
	Age Friendly and Dementia Community Awareness	Department of Communities	0	3,620	0	3,620	0	3,620	Carried forward from prior year. Payment to be made December.
Recreation and Culture									
	Redevelopment of play and youth area	Lotterywest	0	0	30,000	0	0	0	Darkan Railway Reserve
Transport									
	Roads To Recovery Grant - Cap	Roads to Recovery	0	0	329,877	63,699	(16,407)	47,292	
	Roads To Recovery Grant - Cap	Roads to Recovery	0	0	65,387	65,387	(65,387)	0	Carried forward from prior year
	RRG Grants - Capital Projects	Regional Road Group	0	0	365,987	146,395	(94,221)	52,174	Shown as a liability until spent, then recognised as income
	Federal Road & Community Infrastructure	Dept. of Infrastructure, Transport, Regional Development and Communications	0	0	113,507	0	0	0	
	Direct Grant	Main Roads - Direct Grant	0	127,175	0	127,175	0	0	
Economic Development									
	Kylie Dam Project	Department of Water	0	0	88,423	0	0	0	Kylie Dam
TOTALS			0	626,228	1,246,368	845,438	(195,934)	286,254	
SUMMARY									
	Operating	Operating Grants, Subsidies and Contributions	0	583,129	0	363,250	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	458,828	(176,194)	282,634	
TOTALS			0	626,228	1,246,368	845,438	(195,934)	286,254	

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

Note 7: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Variance	Comment
		Wages and Plant	Materials and Contractors	Total YTD	Wages and Plant	Materials and Contractors	Total Budget	Total YTD to Budget	
		\$	\$	\$	\$	\$	\$		
Buildings									
Housing									
Renovations to existing joint venture community housing units		0	0	0	0	(25,000)	(25,000)	25,000	
Community Amenities									
Chalet		(317)	(1,926)	(2,243)	(20,000)	(110,000)	(130,000)	127,757	
Other Property & Services									
Staff Housing		0	0	0	(20,000)	(50,000)	(70,000)	70,000	
	Buildings Total	(317)	(1,926)	(2,243)	(40,000)	(185,000)	(225,000)	222,757	
Infrastructure									
Community Amenities									
Darkan Refuse Site		0	0	0	(20,000)	(100,000)	(120,000)	120,000	
Recreation And Culture									
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					
Economic Development									
Kylie Dam Water Project		0	0	0	(12,608)	(100,512)	(113,120)	113,120	
Nissen Hut upgrade/restoration		(179)	0	(179)	(560)	(16,744)	(17,304)	17,125 Community Infrastructure funded (Council decision Sep 20)	
Reserve projects:									
Card swipe system for water standpipe in Growden Place - \$18,000									
	Infrastructure Total	(179)	0	(179)	(62,682)	(572,556)	(635,238)	635,059	
Plant , Equip. & Vehicles									
Transport									
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 30 November 2020

Note 7: Capital Acquisitions

Assets	Account	YTD Actual			Amended 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	
	Plant, Equip & Vehicles Total	0	0	0	0	(532,000)	(532,000)	532,000	
Roads									
Regional Road Group									
Boyup Brook Arthur Road		(88,834)	(46,929)	(135,763)	(142,075)	(159,300)	(301,375)	165,612	
Bowelling Duranillin Road		(4,224)	(1,344)	(5,568)	(117,508)	(140,175)	(257,683)	252,115	
	Regional Road Group Total	(93,058)	(48,273)	(141,331)	(259,583)	(299,475)	(559,058)	417,727	
Roads to Recovery									
Darkan South Road - Slip Lane and Intersection		(213)	(298)	(511)	(81,264)	(27,790)	(109,054)	108,543	
Darkan South Road - Widening Corners		0	(1,160)	(1,160)	(74,308)	(28,040)	(102,348)	101,188	
Old Collie Road		(21,907)	(4,448)	(26,355)	(58,371)	(8,208)	(66,579)	40,224	
Bowelling McAlinden Road		(75)	(7,777)	(7,852)	(33,125)	(30,914)	(64,039)	56,187	
Bokal East Arthur Road		(25,046)	(20,870)	(45,916)	(26,408)	(39,300)	(65,708)	19,792	
	Roads to Recovery Total	(47,241)	(34,553)	(81,794)	(273,476)	(134,252)	(407,728)	325,934	
Road and Community Infrastructure Program									
Centre line - Bowelling Duranillin, Darkan South, Moodi-Changerup Rds		0	0	0	0	(40,000)	(40,000)	40,000	W Tree Gully project removed 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		(9,545)	(238)	(9,783)	(14,038)	(30,150)	(44,188)	34,405	
	Shire Funded Total	(9,545)	(238)	(9,783)	(18,905)	(130,150)	(149,055)	139,272	
Shire Funded									
Growden Place - Intersection		(28,931)	(55,884)	(84,815)	(24,149)	(59,480)	(83,629)	(1,186)	
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	
	Shire Funded Total	(28,931)	(56,122)	(85,053)	(65,014)	(74,302)	(139,316)	54,263	
	Roads Total	(178,775)	(139,186)	(317,961)	(616,978)	(638,179)	(1,255,157)	937,196	
	Capital Expenditure Total	(179,271)	(141,112)	(320,383)	(719,660)	(1,927,735)	(2,647,395)	2,327,012	

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: 8 December 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

OFFICER RECOMMENDATION – ITEM 8.1.2

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 11112020.1 - 11112020.23, 12112020.1 - 12112020.10, 24112020.1 - 24112020.26, 26112020.1 - 26112020.6, Licensing, Salaries and Wages and EFT Transfers, Direct Debit totalling \$369,649,81, listed (attached) be noted as approved for payment.

ATTACHMENTS:

- Cheque Listing

Shire of West Arthur
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Date	Num	Name	Original Amount
11/11/2020	11112020.1	AFGRI EQUIPMENT AUSTRALIA PTY LTD	293.40
		REAR VIEW MIRROR PARTS & REPAIRS PLUS FREIGHT	
11/11/2020	11112020.2	AIR LIQUIDE	88.96
		GAS CYLINDERS	
11/11/2020	11112020.3	BAXTER ZANTHE	459.15
		GOODS FOR SENIOR MEALS	
11/11/2020	11112020.4	CAROL STANDISH	396.01
		LABELS, WHITE MARKING PAINT, COFFEE, DISHWASHING TABS TISSUES	
11/11/2020	11112020.5	DARKAN PRIMARY SCHOOL	40.00
		YEAR 6 DUX AWARD	
11/11/2020	11112020.6	DOWNER EDI WORKS	18,903.50
		GROWDEN PLACE INTERSECTION PRIMER SEAL & TWO COAT SEAL	
11/11/2020	11112020.7	EASIFLEET MANAGEMENT- MOUNTSVILLE PTY LTD	3,446.19
		SALARY SACRIFICE PAYMENTS	
11/11/2020	11112020.8	FUELS WEST PETROLEUM	12,832.49
		DIESEL & UNLEADED	
11/11/2020	11112020.9	JASON SIGNMAKERS	3,049.89
		DELINEATORS, T JUNCTION SIGNS, LAKE TOWERRINNING SIGNS, GRADER AHEAD SIGNS ETC.	
11/11/2020	11112020.10	KOJONUP AGRICULTURAL SUPPLIES	1,750.00
		DAVEY 3" HONDA GX200 MOTOR AND SUCTION HOSE BUSH FIRE BRIGADES	
11/11/2020	11112020.11	LANDGATE	85.46
		VALUATIONS RATES	
11/11/2020	11112020.12	MM ELECTRICAL MERCHANDISING	442.79
		LIGHT FOR HALL, ASSORTED BULBS FOR ADMIN BULIDINGS & RESERVES	
11/11/2020	11112020.13	NARROGIN FREIGHTLINES	285.29
		FREIGHT FROM SIGMA CHEMICALS & FRONTLINE	
11/11/2020	11112020.14	P & S GRIGGS PLUMBING	1,504.81
		SEWERLINE REPAIRS TO 31 ARTHUR ST, BACKFLOW TESTING STANDPIPES & CARAVAN PARK	
11/11/2020	11112020.15	RAREBITS ON BURROWES 1	330.00
		FOOD FOR COMUNITY CONSULTION EVENTS, LEMAC, WALGA MEETING, COUNCIL MEETING	
11/11/2020	11112020.16	REBECCA SOUTH	36.95
		LEAF CATCHER FOR SWIMMING POOL	
11/11/2020	11112020.17	SOS OFFICE EQUIPMENT	188.43
		METER READINGS FOR THE FUJI XEROX PRINTER FOR OCTOBER 2020	
11/11/2020	11112020.18	STEWART & HEATON CLOTHING CP. PTY LTD	1,083.72
		30 PAIRS OF FIRE GOGGLES	
11/11/2020	11112020.19	THINKWATER BUNBURY	4,112.32
		SUBMERSIBLE PUMP FOR TOWN DAM & FREIGHT	
11/11/2020	11112020.20	TOLL TRANSPORT PTY LTD	44.61
		FREIGHT FOR PUMP TOWN DAM & FREIGHT FOR SIGNAGE FOR LAKE TOWERRINNING	
11/11/2020	11112020.21	TRADELINK BUNBURY	1,686.30
		REPLACE TOILET PAN AND CISTERN WITH STAINLESS STEEL AT LAKE TOWERRINNING	
11/11/2020	11112020.22	WARREN BLACKWOOD WASTE	2,399.30
		DOMESTIC WASTE & RECYLING BINS FEES	
11/11/2020	11112020.23	WEST ARTHUR COMMUNITY RESOURCE CENTRE	10.50
		DARKAN SWIMMING POOL - LAMINATING COVID POSTERS A4	
11/11/2020	DIRECT DEBIT	DEPARTMENT OF HUMAN SERVICES	662.22
		CHILD MAINTENANCE PAYMENTS - PAYROLL DEDUCTION	
12/11/2020	12112020.1	COLLIE MOWERS & MORE	187.20
		MOWING HEAD/FILTERS/LINE FERRARI RIDE ON MOWER	
12/11/2020	12112020.2	CR ADAM SQUIRES	445.00
		SITTING FEES & COMMUNICATIONS ALLOWANCE FOR : JULY-SEPT 2020	
12/11/2020	12112020.3	CR K J KING	2,289.25
		SITTING FEES, TRAVEL, PRESIDENT & COMMUNICATIONS ALLOWANCE FOR: JULY-SEPT 2020	
12/11/2020	12112020.4	CR M LLOYD	914.86
		SITTING FEES, TRAVEL & COMMUNICATIONS ALLOWANCE FOR: JULY-SEPT 2020	
12/11/2020	12112020.5	CR NEIL MORRELL	1,337.80
		SITTING FEES, TRAVEL, DEPUTY PRESIDENT & COMMUNICATIONS ALLOWANCE FOR: JULY-SEPT 2020	
12/11/2020	12112020.6	DARKAN AGRI SERVICES	2,638.60
		BUILDING SUPPLIES, PARKS & GARDENS SUPPLIES, GAS BOTTLES, CHAIN, KEYS, CABLE TIES ETC.	
12/11/2020	12112020.7	FLEAYS STORE	10.00
		MILK AND CREAM FOR SENIOR MEALS ON WHEELS PROJECT	
12/11/2020	12112020.8	ROBINSON, BEN & STACEY	45.37
		FUEL ARTHUR RIVER FIRE TRUCK	

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Date	Num	Name	Original Amount
12/11/2020	12112020.9	SIGMA CHEMICALS- COMPANIES GROUP PTY LTD	720.53
		CHEMICALS FOR DARKAN SWIMMING POOL INCLUDING FREIGHT AND PALLET	
12/11/2020	12112020.10	SOUTH WEST ISUZU	534.05
		REPAIR SUMP PLUG ISUZU TANDEM AXLE TRUCK	
12/11/2020	EFT	SALARIES & WAGES	48,467.22
		PAYROLL	
24/11/2020	24112020.1	ARCHIVAL SURVIVAL	873.79
		MATERIALS FOR COMMUNITY HISTORICAL ARCHIVES AND MUSEUM	
24/11/2020	24112020.2	AUSTRALIA POST	187.60
		REFLEX COPY PAPER, POSTAGE	
24/11/2020	24112020.3	BAXTER ZANTHE	389.92
		REIMBURSE GOODS PURCHASED FOR SENIOR MEALS	
24/11/2020	24112020.4	BILL OWEN	212.80
		REIMBURSEMENT - REFRESHMENTS ON TERMINATION	
24/11/2020	24112020.5	BLACKWOOD BASIN GROUP (INC)	1,617.00
		LANDCARE SUPPORT FOR THE PERIOD OCTOBER 2020	
24/11/2020	24112020.6	BRIDGER PETER	130.00
		REFUND PAYMENT CHALET PAID 3 NIGHTS ONLY STAYED 2	
24/11/2020	24112020.7	COLLIE ELECTRICAL SERVICES	496.01
		REPAIRS TO THE RETIC SYSTEM AT TOWN DAM INCLUDING MATERIALS AND LABOUR	
24/11/2020	24112020.8	COLLIE TYRE & EXHAUST	575.00
		2 NEW TYRES AND WHEEL ALIGNMENT TO UTE	
24/11/2020	24112020.9	CR J M MCFALL	665.00
		SITTING FEES & COMMUNICATIONS ALLOWANCE FOR : JULY-SEPT 2020	
24/11/2020	24112020.10	CTF	416.64
		FEES FOR OLD POST OFFICE ARTHUR RIVER & CHALET CARAVAN PARK	
24/11/2020	24112020.11	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	15,649.20
		2020/2021 ESL QUARTER 2	
24/11/2020	24112020.12	JASON SIGNMAKERS	200.51
		LAKE TOWER RINNING SIGNAGE AS PER QUOTE 7039#1	
24/11/2020	24112020.13	KLEEN WEST DISTRIBUTERS	136.95
		SANITARY BIN HEALTH & RESOURCE CENTRE & PLASTIC SLIM LINE HAND TOWEL DISPENSER FOR DR ROOM CRC	
24/11/2020	24112020.14	MOORE STEPHENS PTY LTD	198.00
		FINANCIAL MANAGEMENT REGULATION UPDATE WEBINAR	
24/11/2020	24112020.15	MOTORPASS	5.50
		FEES ON CARD FOR ARTHUR RIVER FIRE TRUCK	
24/11/2020	24112020.16	NICKI MORRELL	250.00
		REIMBURSE FOR GIFT CARD FOR EMPLOYEE TERMINATION	
24/11/2020	24112020.17	O.C.P SALES	498.52
		HANDHELD BATTERIES AND CHARGES - FIRE RADIO	
24/11/2020	24112020.18	OFFICEWORKS	161.81
		VARIOUS STATIONARY	
24/11/2020	24112020.19	PFD FOOD SERVICES PTY LTD	337.55
		FOIL TRAYS AND CONTAINERS FOR SENIOR MEALS	
24/11/2020	24112020.20	REBECCA SOUTH	64.00
		REIMBURSE REMOTE CONTROL FOR CHALET TV	
24/11/2020	24112020.21	STABILISED PAVEMENTS OF AUSTRALIA	64,258.01
		BOYUP BROOK ARTHUR, BOKAL EAST ARTHUR CEMENT STAB	
24/11/2020	24112020.22	THINKWATER BUNBURY	114.62
		SPRINKLERS FOR FOOTBALL OVAL, FITTING FOR REPAIRS TO RETIC SYSTEM AT TOWN DAM	
24/11/2020	24112020.23	TOLL TRANSPORT PTY LTD	109.95
		FREIGHT REPAIRS TO RETIC AT TOWN DAM, SIGNS FOR LAKE, WATER SAMPLES, COPIER TONER	
24/11/2020	24112020.24	WAGIN MECHANICAL REPAIRS	297.50
		REPLACE HOSE AND CLAMPS, LABOUR FOR ARTHUR RIVER FIRE TRUCK	
24/11/2020	24112020.25	WEST ARTHUR COMMUNITY RESOURCE CENTRE	5,535.67
		DOCTORS HOURS FOR OCTOBER 2020, MEDICAL & LIBRARY FUNDING FROM OCT TO DEC 2020	
24/11/2020	24112020.26	WESTRAC BUNBURY	564.23
		AIR COOLER HOSE, ROLLER PARTS & REPAIRS , TRAVEL FROM BUNBURY TO FIELD TO REPAIR GRADER	
24/11/2020	DIRECT DEBIT	DEPARTMENT OF HUMAN SERVICES	47.40
		CHILD CARE PAYMENTS	
25/11/2020	EFT	SALARIES & WAGES	55,215.76
		PAYROLL	
26/11/2020	26112020.1	AG BROOKS EXCAVATIONS	17,737.50
		TREE PRUNING ON LAKE ENTRANCE, BOYUP BROOK ARTHUR, OLD COLLIE ROAD	

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Date	Num	Name	Original Amount
26/11/2020	26112020.2	DEPARTMENT OF MINES, IND REG AND SAFETY	129.26
		BUILDING SERVICES LEVY REMITTANCE FOR MONTH OF OCTOBER 2020	
26/11/2020	26112020.3	JI & LA RILEY	40,155.50
		PROGRESS PAYMENT ON ARTHUR RIVER OLD POST OFFICE RECONSTRUCTION	
26/11/2020	26112020.4	LAKESIDE CAMPING PTY LTD	936.97
		SITTING FEES, TRAVEL & COMMUNICATIONS ALLOWANCE FOR: JULY-SEPT 2020	
26/11/2020	26112020.5	PUTLAND MOTORS	2,558.10
		PARTS AND REPAIRS FOR ISUZU TRUCK, VARIOUS UTES, AND LOADER	
26/11/2020	26112020.6	RAREBITS ON BURROWES 1	200.00
		DINNER FOR COUNCIL MEETING 17 NOVEMBER 2020	
27/11/2020	B/PAY	SYNERGY	3,230.94
		VARIOUS ELECTRICITY USAGE AND SUPPLY CHARGES	
11/11/2020	B/PAY	TELSTRA	346.00
		TELEPHONE FOR THE HRC	
11/11/2020	B/PAY	TELSTRA	571.31
		VARIOUS PHONE USAGE AND INTERNET CHARGES	
12/11/2020	B/PAY	TELSTRA	263.83
		VARIOUS WATER USAGE AND SERVICE CHARGES	
24/11/2020	B/PAY	SYNERGY	112.53
		SUPPLY AND USAGE CHARGES FOR MEMORIAL DRIVE	
30/11/2020	DIRECT DEBIT	NATIONAL AUSTRALIA BANK	51.50
		ACCOUNT FEES	
30/11/2020	DIRECT DEBIT	NATIONAL AUSTRALIA BANK	15.90
		ACCOUNT FEES	
02/12/2020	DIRECT DEBIT	BENDIGO BANK	286.12
		BENDIGO MERCHANT FEES NOVEMBER 2020	
02/12/2020	DIRECT DEBIT	NATIONAL AUSTRALIA BANK	47.74
		NAB CONNECT FEES NOVEMBER	
16/11/2020	B/PAY	AUSTRALIAN TAXATION OFFICE	30,608.00
		BAS OCTOBER 2020	
		VOUCHERS	AMOUNT
		MUNICIPAL FUND	
		11112020.1 - 11112020.23	53,470.07
		12112020.1 - 12112020.10	9,122.66
		24112020.1 - 24112020.26	93,945.78
		26112020.1 - 26112020.6	61,717.33
		EFT/DEBIT/BPAY	36,243.49
		SALARIES & WAGES	103,682.98
		LICENSING NOVEMBER 2020 TRANSFERS	11,467.50
		TOTAL	369,649.81

ITEM 8.1.3 – SHIRE OF WEST ARTHUR 2019/20 ANNUAL REPORT

LOCATION/ADDRESS: N/A
 NAME OF APPLICANT: N/A
 FILE REFERENCE: 1.1.2
 DISCLOSURE OF INTEREST: N/A
 DATE OF REPORT: 8 December 2020

SUMMARY:

Council to consider:

- 1) receiving the Auditors Report for inclusion in the 2019/20 Annual report;
- 2) accepting the 2019/20 Annual Report; and
- 3) setting the date for the Annual Electors Meeting.

BACKGROUND:

The Shire of West Arthur is required to prepare an Annual Report for each financial year.

The Auditor's Report for year ended 30 June 2020 is attached. Council is requested to receive it for inclusion in the 2019/20 Annual Report.

The Shire of West Arthur 2019/20 Annual Report is attached, and Council is requested to accept it.

The Annual Report is to be presented to an electors meeting.

CONSULTATION:

Not applicable.

STATUTORY ENVIRONMENT:

It is a statutory requirement that, amongst other prescribed matters, the Financial Report and Auditor's Report for the financial year are included in the Annual Report. Sections 5.53, 5.54 and 5.55 of the Local Government Act outline information to be included in the Annual Report, acceptance of the Annual Report and notice of the Annual Report.

Section 5.27 of the Act requires that the Annual Electors Meeting must be held within 56 days of the adoption of the Council's Annual Report.

POLICY IMPLICATIONS:

Not applicable.

FINANCIAL IMPLICATIONS:

Not applicable.

STRATEGIC IMPLICATIONS:

Not applicable

COMMENT

It is proposed to hold the Annual Electors Meeting on Tuesday, 9th February 2021 at 6pm.

VOTING REQUIREMENTS:

Absolute majority

OFFICER RECOMMENDATION – ITEM 8.1.3

That Council:

- 1) receives the Auditors Report for inclusion in the 2019/20 Annual report;
- 2) accepts the 2019/20 Annual Report; and
- 3) sets the date for the Annual Electors Meeting as Tuesday 9 February 2021 at 6.00pm.

ATTACHMENTS

- Independent Auditor's Report to the Council of the Shire of West Arthur
- Shire of West Arthur Annual Report 2019/20

ITEM 8.1.4 – KENNEL ESTABLISHMENT – 17961 ALBANY HWY ARTHUR RIVER

LOCATION/ADDRESS:	17961 Albany Hwy Arthur River
NAME OF APPLICANT:	Daryl Manuel
FILE REFERENCE:	2615 Property
DISCLOSURE OF INTEREST:	Nil.
DATE OF REPORT:	7 December 2020

SUMMARY:

An application has been received for a breeding kennel for the keeping of no more than ten dogs. Approval for the use and development of Lot 503 Plan 72421 Albany Highway is recommended subject to a number of conditions including annual renewal of kennel licence following inspections by Shire rangers.

BACKGROUND:

An application has been received for a breeding kennel for ten dogs (poodles both standard and miniature along with maltese) on a property located at 17961 Albany Highway Arthur River. The applicant currently has a permit for six dogs.

The applicant was previously operating a kennel establishment without the necessary approvals.

The application requires approval under both the Local Planning Scheme No 1 and the Shire's Dogs Local Law

CONSULTATION:

The application was advertised in the Bleat and on the Shire's website. No comments were received.

As the site is located on Albany Highway, the planning application would normally be referred to Main Roads however, given that there is no expected increase in vehicle traffic, no referral was considered necessary.

The Shire's town planner has reviewed the proposal.

The initial application was for 15 dogs, however following consultation with the Shire's rangers, the applicant reduced the number to ten. The Shire's rangers have also liaised with the RSPCA who have previously issued directives to the applicant.

The property was inspected by the Shire's rangers on 23 September and improvements required noted.

The applicant has since provided evidence to demonstrate that:

- all pens have concrete floors with raised bedding;
- suitable drains to carry water away from pens when cleaning;
- all pens are fitted with water bowls with float valves; and
- she has membership of Responsible Pet Breeders Australia.

Rangers are satisfied that the infrastructure provided is suitable for the keeping of ten dogs in accordance with the recommended standards.

STATUTORY ENVIRONMENT:Dog Act 1976

Sections 26 and 27 of the Dog Act 1976 control the number of dogs which may be kept at a property and the licensing of approved kennel establishments. Approval for a kennel under the Dog Act is separate to any approval under the Town Planning Scheme.

Part 4 and Schedule 2 of the Shire's Dogs Local Law provides the conditions of a license for an approved kennel establishment.

Clause 4.6 of the Local Law states that in determining an application for a licence, the local government is to have regard to:

- (a) the matters referred to in clause 4.7
- (b) any written submissions received within the time specified in clause 4.3(2)(a) on the proposed use of the premises;
- (c) any economic or social benefits which may be derived by any person in the district if the application for a licence is approved;
- (d) the effect which the kennel establishment may have on the environment or amenity of the neighbourhood;

- (e) whether the approved kennel establishment will create a nuisance for the owners and occupiers of adjoining premises; and
- (f) whether or not the imposition of and compliance with appropriate conditions of a licence will mitigate any adverse effects of the approved kennel establishment identified in the preceding paragraphs.

Clause 4.7 states that the local government cannot approve an application for a licence where-

- (a) an approved kennel establishment cannot be permitted by the local government on the premises under a town planning scheme; or
- (b) an applicant for a licence or another person who will have the charge of the dogs will not reside on the premises, or, in the opinion of the local government, sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare

Schedule 2 of the Local Law (see Attachment 1) sets out the standard conditions of approval for a kennel, noting that Council may vary these or impose other conditions as the local government considers appropriate.

Town Planning Scheme

The subject land is zoned Rural under Local Planning Scheme No 1. Kennels are a Discretionary Use (A) which requires advertising. Kennels is defined as meaning land and buildings used for the purpose of keeping, breeding and temporary care of dogs except that the expression shall not include the keeping of up to two dogs by a land owner for his own use and enjoyment. The maximum number of dogs which may be kept in kennels shall be determined in each case by the local government.

Bushfire Prone Land

All of the subject land is designated as being bushfire prone. As the kennels are not requiring additional employees, then no Bushfire Attack Level (BAL) Assessment is considered necessary.

POLICY IMPLICATIONS:

There are no policy implications.

FINANCIAL IMPLICATIONS:

It is proposed that annual inspections be carried out by Shire rangers prior to the consideration of kennel licence renewal and two further spot inspections be carried out at any time during the year.

The annual kennel fee paid to the Shire is \$200. Council may wish to consider including an additional fee for inspections when considering the 2021/22 Budget.

The applicant will also be required to pay a planning approval fee of \$147 unless waived by Council.

STRATEGIC IMPLICATIONS:

The Shire's Corporate Business Plan includes an action to "Administer the Cat Act and the Dog Act, and encourage responsible pet ownership".

COMMENT:

Guidelines for the Health and Welfare of Dogs

The Animal Welfare Act 2002 provides a general provision to prevent cruelty to animals. However, there are no mandatory standards for dog breeding, housing, husbandry, transport and sale in Western Australia.

The Standards and Guidelines for the Health and Welfare of Dogs in Western Australia (Dog Standards and Guidelines) establishes minimum requirements and recommended practices to protect and promote the welfare of dogs.

Buffers

The keeping of multiple numbers of dogs on a property has the potential to be disruptive especially due to noise.

The EPA's Guidance Statement No 3 Separation Distances between Industrial and Sensitive Land Uses prescribes the minimum distance requirements for environmental management which the EPA expects to be met when the Authority considers a proposal. In relation to dog kennels it prescribes a distance of 500m in rural zones due to potential noise and odour impacts. There are no existing dwellings within 500m of the site.

Environmental Health

The principal environmental health issues relate to waste disposal (liquid and solid waste) and also potentially to noise. Cleaning of the kennels must be done in a controlled environment where there is an approved

drainage system. The kennel structure needs to be adequately drained and connected to an effluent disposal system.

This can be addressed in any proposed management plan.

Zone Objectives

The objectives for the Rural zone include consideration of non-rural uses where they can be shown to be of benefit to the district and not detrimental to the natural resources or the environment. Uses such as kennels are considered to be appropriate in rural areas because of the need to provide substantial buffer distances. With appropriate management

Licence Duration

A planning approval is normally issued to the land, irrespective of the owner. However, dog kennels are recognised as one of the few examples where an approval can be issued specifically to the manager because of the need for ongoing management responsibility. This means that if the land is sold then the planning approval lapses.

Conclusion

The proponent has made a concerted effort to meet regulatory requirements and compliance with the Standards. The reduction in the number of dogs to ten will be more manageable than the previous numbers kept on the premises.

It is recommended that Council issues planning approval.

VOTING REQUIREMENTS:

Simple majority

OFFICER RECOMMENDATION – ITEM 8.1.4

A) That the Shire of West Arthur approve under Local Planning Scheme No 1 the use and development Lot 503 Plan 72421 Albany Highway Arthur River for the purpose of dog kennels subject to the following conditions:

1. This approval is issued to Daryl Manuel as the operator/manager and is not transferrable to any other person.
2. The maximum number of dogs which can be kept at the property at any one time is ten (10).
3. The development and use hereby approved shall occur in accordance with the endorsed plans and these shall not be altered or modified without the prior written approval of the Shire.
4. Any use, additions to and further intensification of any part of the facilities or land (not the subject of this consent) shall be subject to a further development application and consent for that use.
5. The development and operation of the site shall manage noise levels to the requirements and satisfaction of the Shire. Noise emissions from the development shall at all times comply with the Environmental Protection (Noise) Regulations 1997.
6. The kennels, exercise areas, yards and property shall be fenced to the requirements and satisfaction of the Shire.
7. The use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product or otherwise.
8. Waste water and effluent from the operations shall be treated and managed to the requirements and satisfaction of the Environmental Health Officer. No polluted drainage shall be discharged beyond the boundaries of the land from which it emanates or into watercourse or easement drain, but shall be so treated and/or absorbed on that lot to the satisfaction of the Environmental Health Officer.
9. The site shall be so ordered and maintained as not to prejudicially affect the amenity of the locality by reason of appearance.
10. This approval shall expire if the development hereby permitted is not completed within two years of the date hereof, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Shire, is granted by it in writing.

B) That the Shire of West Arthur approve under Part 4 and Schedule 2 of the Shire's Dogs Local Law the establishment of a kennel at Lot 503 Plan 72421 Albany Highway Arthur River subject to the following conditions:

1. The maximum number of dogs which can be kept at the property at any one time is ten (10 dogs and any young of those dogs under the age of 3 months).

2. Inspections of the property on issue of the Kennel Licence followed by two further spot inspections at any time during the year between the hours of 0900-1500hrs and a final inspection prior to the renewal of the Licence for a further year.
3. The old enclosures along the back fence of the house yard are to be decommissioned/removed.
4. A time frame imposed on any works not completed prior to application going to Council.
5. Continued compliance with the Standards and Guidelines for the Health and Welfare of Dogs in Western Australia including the too clauses below.
6. A written Dog Health Management Plan (available for inspection)
7. Register of all dogs kept on property under the Licence and any puppies born along with microchip numbers and records of sale for those puppies (available for inspection).
8. The kennel shall comply with the conditions of Schedule 2 (attached) of the Dog Local Law to the requirements and satisfaction of Council.

ATTACHMENTS:

- Schedule 2 of the Dog Local Law - Licence Conditions

ATTACHMENT 1

Schedule 2
(clause 4.8(1))**CONDITIONS OF A LICENCE FOR AN APPROVED KENNEL ESTABLISHMENT**

An application for a licence for an approved kennel establishment may be approved subject to the following conditions—

- (a) each kennel, unless it is fully enclosed, must have a yard attached to it;
- (b) each kennel and each yard must be at a distance of not less than—
 - (i) 25m from the front boundary of the premises and 5m from any other boundary of the premises;
 - (ii) 10m from any dwelling; and
 - (iii) 25m from any church, school room, hall, factory, dairy or premises where food is manufactured, prepared, packed or stored for human consumption;
- (c) each yard for a kennel must be kept securely fenced with a fence constructed of link mesh or netting or other materials approved by the local government;
- (d) the minimum floor area for each kennel must be calculated at 2.5 times the length of the breed of dog (when it is fully grown), squared, times the number of dogs to be housed in the kennel and the length of the dog is to be determined by measuring from the base of the tail to the front of its shoulder;
- (e) the floor area of the yard attached to any kennel or group of kennels must be at least twice the floor area of the kennel or group of kennels to which it is attached;
- (f) the upper surface of the kennel floor must be—
 - (i) at least 100mm above the surface of the surrounding ground;
 - (ii) smooth so as to facilitate cleaning;
 - (iii) rigid;
 - (iv) durable;
 - (v) slip resistant;
 - (vi) resistant to corrosion;
 - (vii) non-toxic;
 - (viii) impervious;
 - (ix) free from cracks, crevices and other defects; and
 - (x) finished to a surface having a fall of not less than 1 in 100 to a spoon drain which in turn must lead to a suitably sized diameter sewerage pipe which must be properly laid, ventilated and trapped in accordance with the health requirements of the local government;
- (g) all kennel floor washings must pass through the drain in item (f)(x) and must be piped to approved apparatus for the treatment of sewage in accordance with the health requirements of the local government;
- (h) the kennel floor must have a durable upstand rising 75mm above the floor level from the junction of the floor and external and internal walls, or internal walls must be so constructed as to have a minimum clearance of 50mm from the underside of the bottom plate to the floor;
- (i) where a yard is to be floored, the floor must be constructed in the same manner as the floor of any kennel;
- (j) from the floor, the lowest internal height of a kennel must be, whichever is the lesser of—
 - (i) 2m; or
 - (ii) 4 times the height of the breed of dog in the kennel, when it is fully grown, measured from the floor to the uppermost tip of its shoulders while in a stationary upright position;
- (k) the walls of each kennel must be constructed of concrete, brick, stone or framing sheeted internally and externally with good quality new zinalume or new pre-finished colour coated steel sheeting or new fibrous cement sheeting or other durable material approved by the local government;
- (l) all external surfaces of each kennel must be kept in good condition;
- (m) the roof of each kennel must be constructed of impervious material;
- (n) all kennels and yards and drinking vessels must be maintained in a clean condition and must be cleaned and disinfected when so ordered by an authorized person;
- (o) all refuse, faeces and food waste must be disposed of daily into the approved apparatus for the treatment of sewage;
- (p) noise, odours, fleas, flies and other vectors of disease must be effectively controlled;
- (q) suitable water must be available at the kennel via a properly supported standpipe and tap; and
- (r) the licensee or the person nominated in the application for a licence, must, in accordance with the application for the licence, continue to reside—
 - (i) at the premises; or
 - (ii) in the opinion of the local government, sufficiently close to the premises so as to control the dogs, and to ensure their health and welfare.

ITEM 8.1.5 – CIPHERTEL COMMUNICATIONS TOWER – WILLIAMS DARKAN ROAD

LOCATION/ADDRESS:	Lot 3497 Williams Darkan Road, Hillman
NAME OF APPLICANT:	Tecon WA
FILE REFERENCE:	Property Ass: 2581
DISCLOSURE OF INTEREST:	N/A
DATE OF REPORT:	9 December 2020

SUMMARY:

The application is for the development of a communications tower and associated infrastructure on Williams Darkan Road as part of the Digital Farms Grant. Concern has been raised about the potential impact of the future development and tourism opportunities of the Hillman Nature Reserve, which adjoins the proposed site. It is difficult to quantify the actual impact of the tower on the future recreational value of the reserve.

It is recommended that that Council approve the use and development of Lot 3497 DP233059 Williams Darkan Road for the purpose of Telecommunications Infrastructure

BACKGROUND:

The proposed communication tower will be operated by CipherTel, which is a Western Australian privately owned licenced carrier under the Telecommunications Act 1997 (Carrier #272). This is part of the Royalties for Regions Digital Farm Grants program.

Application

The development site is located 5.5 kms north of Darkan and is situated on the eastern portion of Lot 3497. The proposal includes:

- 1 x telecommunications enclosure – 6m x 2.5m
- 1 x 65m high, steel trellis, guided mast. The guys will extend 33m from the tower.
- 1 x Solar array – 9m x 3.5m

The development site is setback approximately 1.2kms from the Williams Darkan Road; 325m from the northern boundary and 36m from the eastern rear boundary. The site location plan is contained as Attachment 1 and the Development Plan as Attachment 2.

The development site is on a cleared portion of Lot 3497 in an elevated position. Access to the property will be via the adjacent Lot 2589 which is under the same ownership.

The surrounding area is characterised by large rural properties. The site cleared with some isolated patches of remnant vegetation. The Hillman Nature reserve (R16904) is immediately adjacent to the eastern property boundary. The reserve has an area of 247 hectares.

The development site is not located near any dwellings.

Digital Farm Grants Program

The “Digital Farm” grants program (the Program) is a State Government initiative under the Royalties for Regions, State Agricultural Telecommunications Infrastructure Improvement Fund, administered by the Department of Primary Industries and Regional Development.

The objective of the Program is to improve connectivity for agricultural businesses in regional Western Australia to support the widespread adoption of digital farm technologies. Satellite services are oversubscribed, slow and have high latency and offer minimal data allowances. Mobile services are available however due to the large expansive areas mobile services offer little connectivity to data networks.

CipherTel have existing facilities at Boddington, Williams, Capel, Busselton, Wagerup, Kununurra and North Kununurra. The network coverage between Perth and Albany is shown in Attachment 3 highlighting the area being developed by CipherTel. This extends from Wandering to West Arthur.

CONSULTATION:

The application has been referred to the surrounding landowners including DBCA.

DBCA has no objection to the application and has advised that the application is unlikely to cause any impact to known significant biodiversity values. Another adjoining land owner advised they had no objections to the proposal.

One submission has been received as follows:

Whilst we are not completely opposed to a communications tower, we do have some concerns for the chosen location and would like Council to consider the following:

- *Impact on the Hillman Reserve and Julikin Rock in terms of both visually and noise de-valuing the area for the community and potential tourism growth in this area.*
- *Impact on local bird species and fauna in the reserve in terms of noise affecting nesting etc.*
- *Possibly impact future economic potential for our property if considering tourism opportunities.*
- *Perhaps whole of community consultation should be done on this particular site considering potential impact on one of the Shire's natural and culturally (community) significant reserves.*
- *In the planning application it indicates "the distance from the road ensures that the infrastructure is in the least visually intrusive as possible." - we feel it will be more visually intrusive at the site of the Hillman Reserve than for passers by in vehicles on Williams-Darkan Rd.*
- *How many people will potentially benefit from the tower in terms of having a negative effect on the Hillman Reserve?*
- *Have alternative locations been considered to meet this need?*

STATUTORY ENVIRONMENT:

Local Planning Scheme No 2

The subject land is zoned Rural and the proposed development is defined as "telecommunications infrastructure." This is a 'D' discretionary use in the Rural zone.

The objectives for the Rural zone include:

- to ensure the continuation of broad-hectare agriculture as the principal land use in the district, encouraging where appropriate the retention and expansion of agricultural activities.
- to provide for intensive agricultural uses and diversified farming which retain the rural character and amenity of the locality, and which are consistent with land suitability.
- to have regard to use of adjoining land at the interface of the Rural Zone with other zones to avoid adverse effects on local amenities.

The minimum building setbacks in the Rural zone are:

- Front : 20.0m
- Rear : 20.0m
- Side : 10.0m

The Planning and Development (Local Planning Schemes) Regulations 2015 provide in clause 67 of Schedule 2 a number of provisions which are deemed to be included in the local planning scheme text (Deemed Provisions) and which the local government is to have due regard to when considering an application. The subclauses in clause 67 that are considered relevant to the application are:

- (a) aims and provisions of Local Planning Scheme No2;
- (b) requirements of orderly and proper planning;
- (c) any approved State planning policy;
- (m) compatibility of the proposal with its setting and locality;
- (n) amenity; and
- (y) any submissions received.

In considering an application for planning approval the local government is also to have due regard to Clause 5.18.3 of the Scheme being:

- (a) any sensitive or incompatible uses which may require buffer separation from the proposed use;
- (b) evidence of a sustainable water supply that does not rely on catchment outside the lot, or damming of a stream that will impact on the water availability for another lot or lots;
- (c) soil conditions, slope, soil type, rock, potential for water logging, foundation stability, and how the application has addressed these site characteristics; and
- (d) whether effluent disposal systems can be set back 100 metres (conventional septic system) or 50 metres (alternative system) from any stream. (The buffer distances may be reduced depending on the size and nature of the stream and the soil types).

State Planning Policy 5.2 – Telecommunications Infrastructure (2015)

SPP 5.2 – Telecommunications Infrastructure aims to balance the need for effective telecommunications services and effective roll-out of networks, with the community interest in protecting the visual character of local

areas. Using a set of land use planning policy measures, the policy intends to provide clear guidance pertaining to the siting, location and design of telecommunications infrastructure.

The Guiding Principles for the Location, Siting and Design of Telecommunications Infrastructure include:

- Located where the facility will not be prominently visible from significant viewing locations, such as scenic routes, lookouts, and recreation centres.
- Located so as to avoid detracting from a significant view of a landmark, streetscape, vista or panorama, whether viewed from public or private land.
- Not be located on sites where environmental, cultural heritage, social and visual landscape values may be compromised.
- Display design features, including scale, materials, external colours and finishes that are sympathetic to the surrounding landscape.
- Located where it will facilitate continuous network coverage and/or improved telecommunications services to the community.
- Facilities should be co-located whenever possible.

In considering an application, local government should have regard to the:

- extent to which the proposal contributes to the social and economic benefits of affordable and convenient access to modern telecommunications services for people and businesses throughout the State;
- need to ensure continuity of supply of telecommunications services to people and businesses in the local area or region;
- effect of the proposal on the environment and natural landscape and the extent to which the proposal affords protection of these elements;
- effect of the proposal on any place of cultural heritage significance on or near the land;
- extent to which the proposal enhances or maintains visual amenity including streetscape and minimises adverse visual impacts;
- degree to which the proposal is co-ordinated with other services;
- extent to which the proposal fulfils the requirements of Section 5.3 of this Policy; and
- extent to which the proposal adheres to the Guiding Principles for the Location, Siting and Design of Telecommunications Infrastructure set out in Section 5.1 of this Policy.

State Planning Policy 3.7 Planning in Bushfire Prone Areas

The proposed development site is on land which is designated as being bushfire prone.

Under the Local Planning Scheme Regulations, any structure on bushfire prone land used by people for living or working, is required to have a Bushfire Attack Level (BAL) Assessment undertaken. The associated special construction provisions of Australia Standard AS3959 Construction of Buildings in Bushfire Prone Areas in the National Construction Code are not applied to the proposed development.

Planning Bulletin 111/2016 Planning in Bushfire Prone Areas promotes that the Deemed Provisions (LPS Regulations) should be applied pragmatically by Council and that there may not be any practicable reason to require a BAL Assessment.

The communications facility is unmanned and would require maintenance checks approximately once or twice a year. Routine maintenance would involve one vehicle per visit and parking would be available close to the proposed site for this purpose. There is no increased bushfire risk associated with the application and hence it is not considered necessary to have a BAL Assessment undertaken.

STRATEGIC IMPLICATIONS:

Council's Strategic Plan promotes:

Local Economy

Ensure our farmers have the opportunity to be up to date with latest developments and encourage investigation and learning to ensure their farms remain viable and sustainable.

Has the following action in relation to Communication Infrastructure

- Support the provision of improved communication technology in the Shire by staying abreast of opportunities, future plans and funding programs and lobbying on behalf of businesses for

improvements where warranted, in particular increased mobile phone coverage across the whole Shire (highest priorities Moodiarrup and Bowelling), and improved internet speeds and capacity.

Natural Environment

Collaborative partnerships with DCBA, Friends of Groups, catchment land managers, etc to maintain natural bush land and water ways.

Has the following action in relation to Hillman Reserve

- Work with community, State Government agencies and local member to plan for Hillman Reserve protection and enhancement, including removal of asbestos so that public access can be supported.

COMMENT:

The primary issue with the application is the potential impact the future tourism and recreation development of Hillman Nature Reserve. The Reserve will be suitable for astrotourism photography. A walk trail is also proposed in the Reserve and the relationship of the site of the tower to the main rock areas is shown In Attachment 4.

It is understood that the main attraction will be the view to the south from the southern rock ie away from the tower. However, the tower is on a similar elevation to the northern rock and is expected to be visible above the tree line.

No formal landscape assessment has been undertaken. Any visual assessment would consider the prominence of the development within the landscape, the extent to which visual aspects of value to the community as a whole might be compromised, and the degree to which the development is sympathetic to the surrounding landscape.

In response to the following queries the applicant has provide the responses below:

1. How fixed is the proposed location and could the tower be moved further to the west?

The location proposed has been strategically chosen due to its high elevation, ability to link to the existing network further North and ability to provide the most beneficial coverage to the farms in the coverage zone. If the tower were to be moved to a lower elevation a network connection would not be possible from the existing network and no services could be delivered.

To provide comparison tower locations along the road focus on delivering mobile phone coverage to travellers and are connected to the network via fibre optic circuits. This means towers are generally located close to road reserves. This is also the reason coverage beyond the road corridors is marginal. The proposed network aims at providing high speed internet services to those who are unable to receive a reliable internet connection and therefore the location has been strategically chosen for this reason. Other locations where researched during design and engineering, however, did not provide appropriate network coverage or a reliable link back to the existing network.

2. Confirm what will actually be in the top of the tower in terms of infrastructure compared to other Telstra and Optus towers?

At 53m 4 x small panel antennas will be mounted close to the tower structure. These antennas are 700mm x 300mm in size and are a cream colour. When comparing to a mobile tower the panel antennas are much smaller and more discrete.

3. Are there any photos of existing towers?

The attached image provides an example of a 72m tower with a similar design to the proposed. The dish antenna near the top will not be installed on the proposed tower.



There have been a number of Town Planning Appeals addressing the perceived visual impact of phone towers. These note that just because the proposed development will be visible does not, of itself, mean that the proposed development will have a negative impact on the visual amenity of the locality.

The most efficient location for telecommunications infrastructure is generally on peaks or higher ground where the facility is to be of an appropriate height, clear of any existing vegetation to avoid the loss of coverage to ensure the line of sight connection to other facilities is achieved for network integration.

The issue is whether the development will be a dominant feature or major component within the broader landscape, largely even when viewed from relatively close proximity. The Guiding Principles in SPP 5.2 recommend that facilities should not be located where it will be prominently visible from significant viewing locations, such as scenic routes, lookouts, and recreation centres. The difficulty with this is that the towers are normally on elevated land which is also where scenic lookouts are located.

The rural landscape is not static and is evolving over time. The development of communication towers and to a lesser extent wind turbines, are now a much more accepted component of the landscape. Regionally communication towers have been established along the Albany Highway corridor including at Arthur River. This tower was approved by Council in 2012 in close proximity to the highway on the crest of the hill at the entrance to the townsite. However, there has never been any issued raised over its possible visual impact.

The development of the walking trails in the Hillman Nature Reserve is a strategic objective which may take some time to implement especially as the reserve is currently not easily accessible to the public and requires action to address contaminated asbestos material. Shire staff have met with DBCA and commenced negotiations for approvals for public access and walk trails. Whilst it was initially anticipated that the asbestos would have to be removed, alternative risk management practices have been proposed by DBCA.

Supporting and maintaining the district agricultural base is an immediate economic objective which is heavily promoted by the State Government as part of the Covid - 19 recovery.

It is difficult to quantify the actual impact of the tower on the future recreational value of the reserve. If there are no alternative development sites, then consideration of the application is a judgement decision considering if the social and economic benefits of the application / Digital Farm Grants program outweigh the possible impacts on the proposed use of the nature reserve. If an objective of the walk trail and public recreation use is to promote the southerly views from the larger southern exposed rock then the visual impact of the tower will be less than it would be from the northern rock (see Attachment 4).

The aims and objectives of the Local Planning Scheme clearly promote the agricultural base of the Shire and its continued development.

POLICY IMPLICATIONS:

None

FINANCIAL IMPLICATIONS:

None

VOTING REQUIREMENTS:

Simple majority

OFFICER RECOMMENDATION – (ITEM 8.1.6)

That Council approve the use and development of Lot 3497 DP233059 Williams Darkan Road for the purpose of Telecommunications Infrastructure subject to the following conditions:-

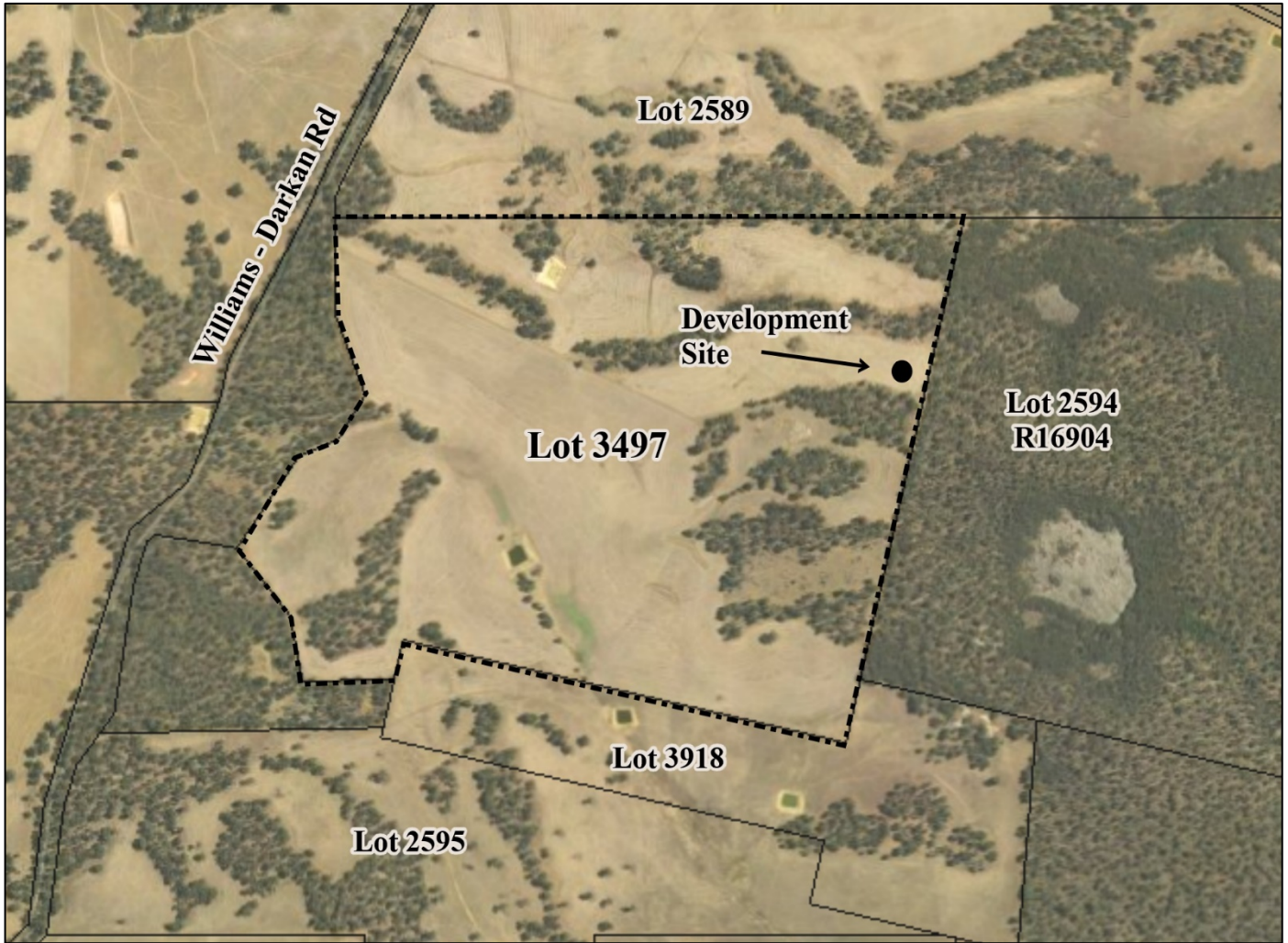
1. The development hereby approved shall occur generally in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Council.
2. Any use, additions to and further intensification of any part of the building or land (not the subject of this consent) shall be subject to a further development application and consent for that use.
3. Access to the site shall be to the requirements and satisfaction of the Shire. The provision of access through the adjoining land is acceptable while acknowledging that the continued provision of this is a civil matter and not the Shire's responsibility.

4. This approval shall expire if the development hereby permitted is not completed within two years of the date hereof, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Council, is granted by it in writing.

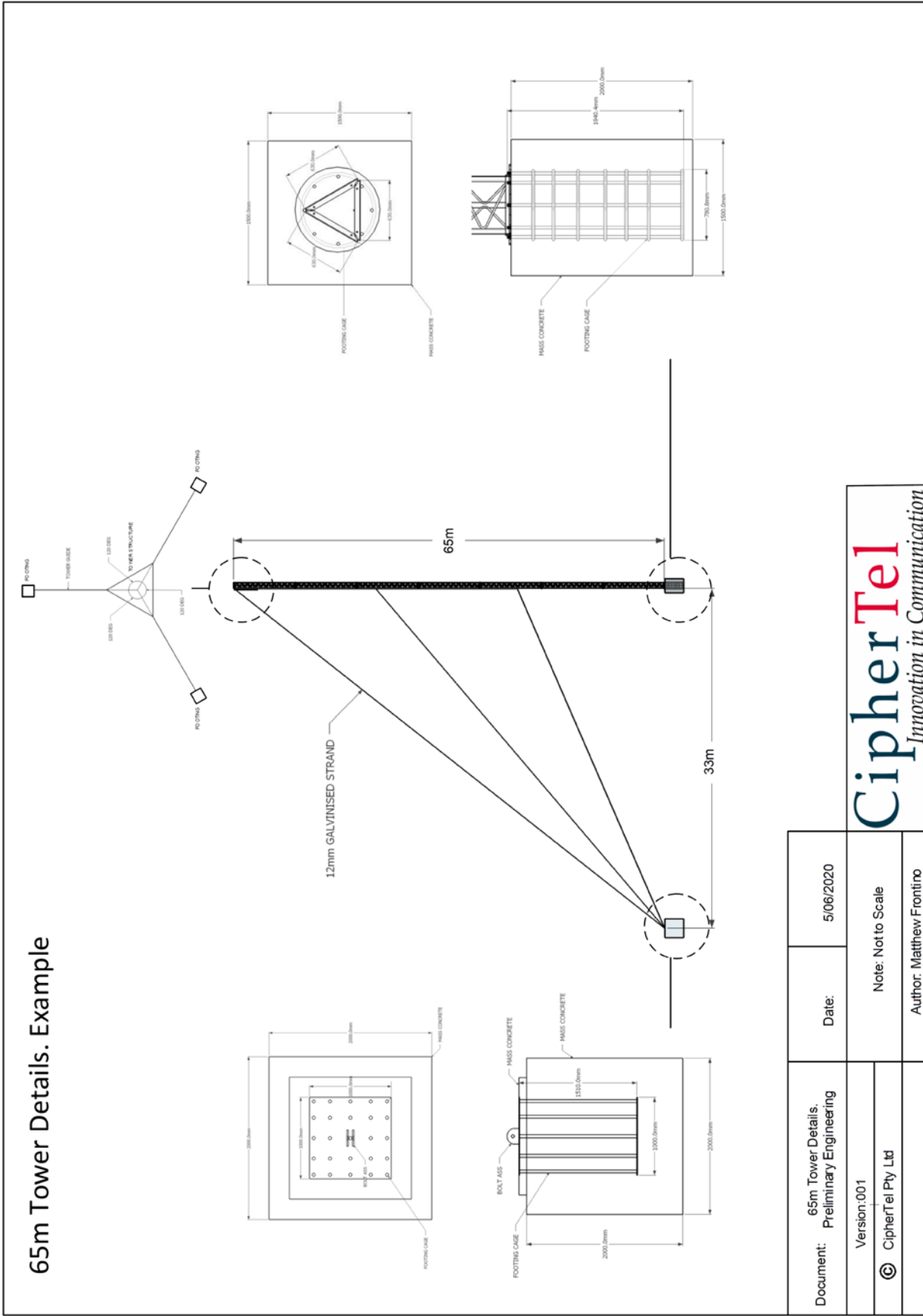
ATTACHMENTS:

- Location Plan
- Development Plan
- Network Coverage
- Hillman Reserve

ATTACHMENT 1 - SITE PLAN



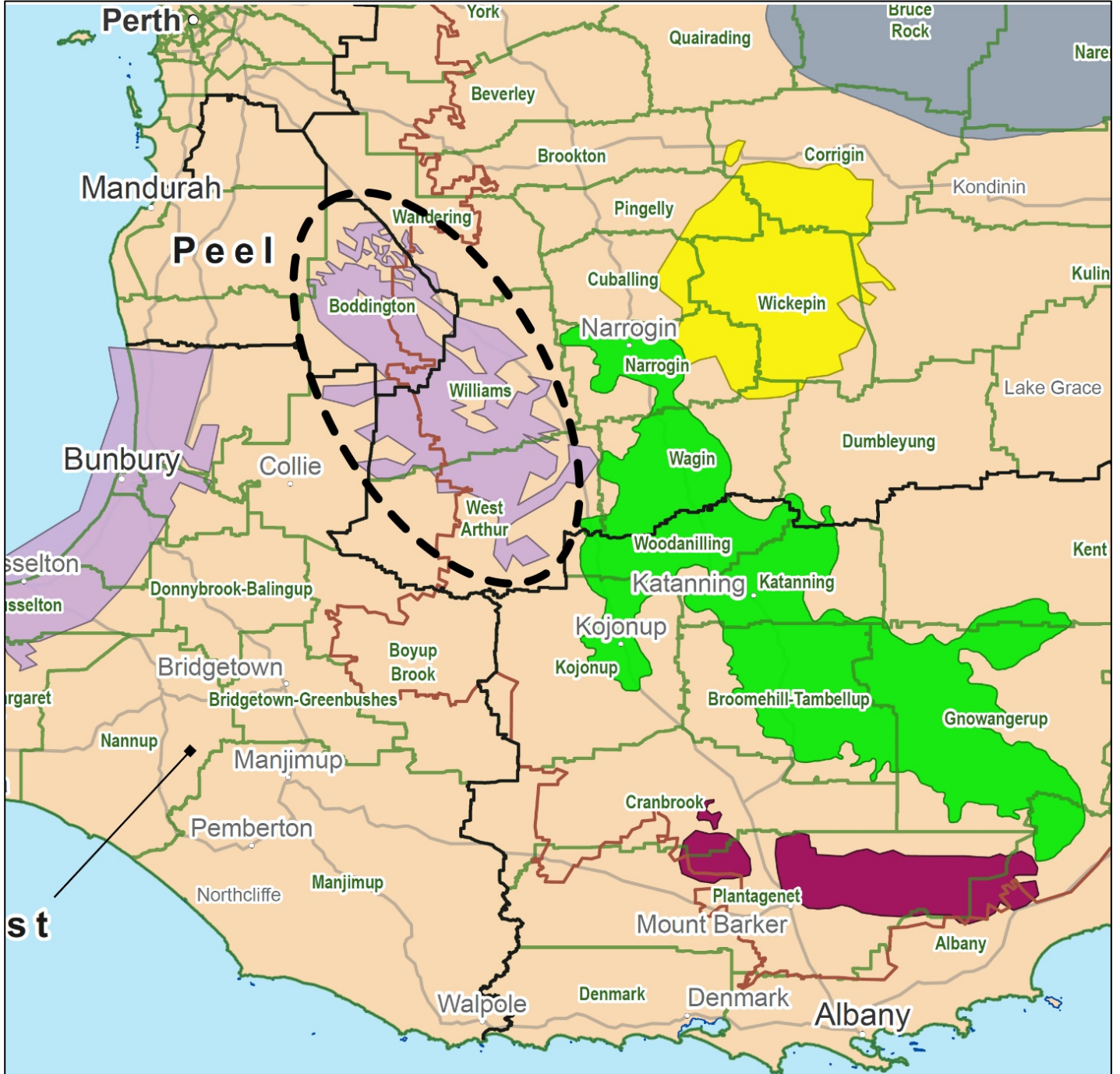
ATTACHMENT 2 - DEVELOPMENT PLAN



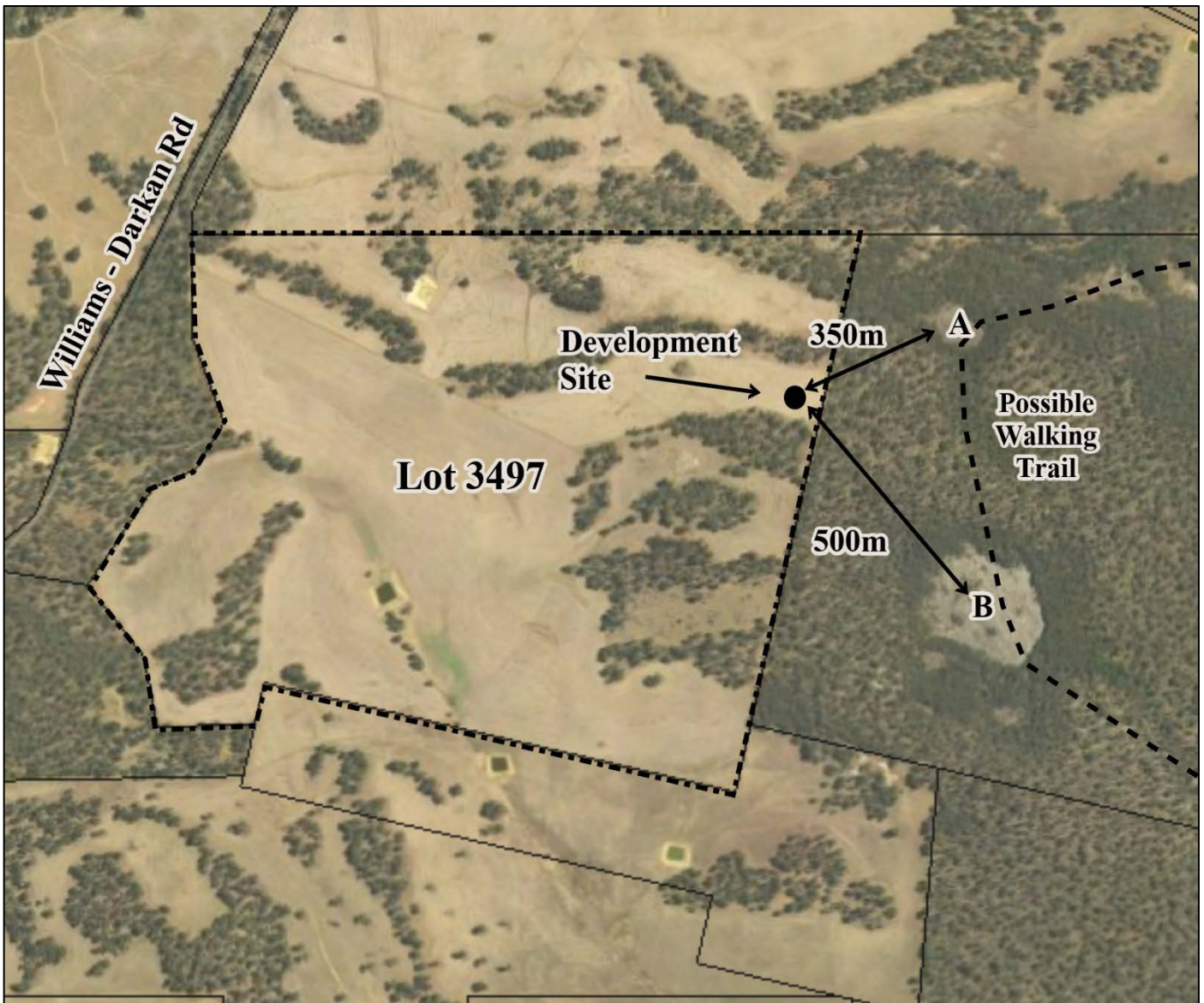
Document:	65m Tower Details. Preliminary Engineering	Date:	5/06/2020
Version:	001	Note:	Not to Scale
©	CipherTel Pty Ltd	Author:	Matthew Frontino



ATTACHMENT 3 - NETWORK COVERAGE



ATTACHMENT 4 - HILLMAN RESERVE



ITEM 8.1.6 – PURCHASE OF ROLLER

LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	7.8.5
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	10 December 2020

SUMMARY:

Council to consider quotes received for the supply of a smooth drum vibrating roller. Six quotes were received and it is recommended that the Shire purchase a Multipac 113H-2 from GCM Agencies Pty Ltd.

BACKGROUND:

The 2020/21 Budget includes the purchase of a roller. The roller required is a 13 tonne, vibrating smooth drum roller, which is used for compacting the road surface throughout construction to ensure the surface is smooth for sealing and to minimise future pavement failures.

CONSULTATION:

Quotations from six suppliers were received via the WALGA equote process and a summary of quotes is included on a separate confidential attachment.

Two local governments who have purchased the recommended roller have been consulted.

STATUTORY ENVIRONMENT:

A local government is not required to invite tenders unless the purchase is over \$250,000.

POLICY IMPLICATIONS:

Council's purchasing policy requests three written quotes for purchases between \$50,000 and \$150,000.

FINANCIAL IMPLICATIONS:

The amount allowed in the budget is \$115,000 ex GST net after disposal of the existing roller. There is capacity within the Plant Replacement Reserve to exceed the amount budgeted if required, with the balance of the reserve not forecasted to reduce below \$100,000 in the next ten years.

STRATEGIC IMPLICATIONS:**Strategy**

Roads will be well designed and constructed and regularly maintained for safe transport.

Actions

Plant Replacement and Acquisition

Ongoing review of the plant replacement program, with consideration for efficiency, available funds, and available work force, and annual acquisition and disposal of plant.

The replacement of the roller is included in the Plant Replacement Program.

COMMENT

The Shire previously owned a Multipac VV500D and a multityre.

VOTING REQUIREMENTS:

Simple majority

OFFICER RECOMMENDATION – ITEM 8.1.6

That the Shire of West Arthur accept the quote provided by GCM for the supply of a Multipac 113H-2.

ATTACHMENTS

- Smooth Drum Roller Quote Comparison

8.2 COMMITTEE REPORTS

Nil.

8.3 ELECTED MEMBER REPORTS

Nil.

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