

# SHIRE OF WEST ARTHUR



## Ordinary Council Meeting 28 March 2017 Minutes

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**ORDINARY COUNCIL MEETING MINUTES****1. DECLARATION OF OPENING**

Cr Ray Harrington, Chairperson, declared the meeting open at 6.01 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 R Harrington

Shire President

Cr K King

Deputy Shire President

Cr R Hulse

Cr M Meredith

Cr N Manuel

Cr K Goss

Nicole Wasmann

Chief Executive Officer

**Visitors**

Sergeant Stephan Stingemore

OIC Williams Police (6.01 pm to 6.37pm)

First Class Constable Michael Tinley

Williams Police (6.01 pm to 6.37pm)

Duncan South

Chief BFC Officer (6.01pm to 6.50 pm)

**Apologies**

Nil

**Leave of Absence**

Nicole Wasmann reported that Andrew Clarke had requested a leave of absence for the meeting as he was away from the district.

**COUNCIL DECISION – ITEM 4.1**

Moved: Cr Karlene Goss

Seconded: Cr Kevin King

That Cr Andrew Clarke be granted leave of absence for the meeting.

**CARRIED 6/0**

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

Sergeant Stephen Stingemore and First Class Constable Michael Tinley discussed local policing issues with Council. Officers from Williams Police Station were based at the West Arthur Health and Resource Centre during the afternoon and they proposed to provide a similar service every two months. Crime and prevention and community safety were discussed and it was noted that the ability to store local firearms at the Williams Police Station when locals are on leave had been well received.

6.37pm – Sergeant Stephen Stingemore and First Class Constable Michael Tinley left the meeting

Duncan South spoke to Council about the value to the West Arthur bush fire brigades of a Community Emergency Services Manager.

6.50 pm – Mr Duncan South left the meeting.

## 6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 Ordinary Meeting of Council held 28 February 2017.

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

Seconded: Cr Kevin King

That the Minutes of the Ordinary Meeting of Council held 28 February 2017 be confirmed.

**CARRIED 6/0**

## 7. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

The Shire President passed on Council's condolences to the Hulse family on the passing of Max Hulse who was a Shire of West Arthur Councillor from 1952-1964 and President from 1961 – 1964.

## 8. REPORTS

### 8.1 OFFICER REPORTS

<b>ITEM 8.1.1– FINANCIAL REPORT FEBRUARY 2017</b>
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LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	N/A
DISCLOSURE OF INTEREST:	N/A
DATE OF REPORT:	24 March 2017
AUTHOR:	Melinda King

#### SUMMARY:

Consideration of the financial reports for the period ending 28 February 2017.

#### BACKGROUND:

The following financial reports are included for your information:

- Monthly Statement of Financial Activity – 28 February 2017.
- Note 1: Explanation of Variances – 28 February 2017
- Note 2: Composition of Net Current Assets – 28 February 2017.
- Note 3: Cash and Investments– 28 February 2017
- Note 4: Receivables– 28 February 2017.
- Note 5: Reserves– 28 February 2017.
- Note 6: Grants carried forward– 28 February 2017.
- Note 7: Capital expenditure report – 28 February 2017

**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 Karlene Goss

Seconded: Cr Rodney Hulse

That the financial report for the period ending 28 February 2017 as presented be accepted.

**CARRIED 6/0**

**ATTACHMENTS:**

- Monthly Statement of Financial Activity – 28 February 2017.
- Note 1: Explanation of Variances – 28 February 2017.
- Note 2: Composition of Net Current Assets – 28 February 2017.
- Note 3: Cash and Investments– 28 February 2017.
- Note 4: Receivables– 28 February 2017.
- Note 5: Reserves– 28 February 2017.
- Note 6: Grants carried forward– 28 February 2017.
- Note 7: Capital expenditure report – 28 February 2017

**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: 21 March 2017  
 AUTHOR: Belinda Hawker

**SUMMARY:**

Council to note payments of accounts as presented.

**BACKGROUND:**

The schedule of accounts is included as attachment 2 for Council information.

**COMMENT:**

If you have any questions regarding payments in the listing please contact the finance officer 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 Neil Manuel

Seconded: Cr Michael Meredith

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 020317.1, 080317.1, 160317.1 – 160317.49, 3371 – 3374, 19962, Licensing, Salaries and Wages and EFT Transfers, Direct Debit and Trust totalling \$456,767.68 listed (attached) be noted as approved for payment.

**CARRIED 6/0**

**ATTACHMENT**

- Cheque Listing

**ITEM 8.1.3 – SECONDARY FREIGHT ROUTE PROJECT****LOCATION/ADDRESS:**

NAME OF APPLICANT:

FILE REFERENCE: 7.3.4

DISCLOSURE OF Nil.

INTEREST:

DATE OF REPORT: 23 March 2017

AUTHOR: Nicole Wasmann

**SUMMARY:**

Council is asked to consider supporting an allocation from the Main Roads Wheatbelt South and Wheatbelt North Regional Road Groups funds to the secondary freight route project and, should this funding be unsuccessful and no other funding source be found, consider making an allocation in the Shire's 2017/18 Budget of up to \$20,000.

**BACKGROUND:**

Wheatbelt North and South Regional Road Groups have collectively identified secondary freight routes.

RDA Wheatbelt, is coordinating funding applications for a road planning project to identify whether there is sufficient funding available within the present resources to complete the secondary freight routes upgrade or whether a funding gap exists. The long term aim is to have sufficient regional cost benefit data to enable advocacy for increased Federal funding.

Main Roads has estimated the cost of the road planning is \$2m. A funding application has been submitted to the Wheatbelt Development Commission's Regional Grant Scheme (\$300,000) and it is proposed to submit an application to the Federal Government's Building Better Regions Fund. The funding is dependent on co-contributions.

A copy of the letter from RDA Wheatbelt is included as an attachment.

It is understood that the Wheatbelt North Regional Road Group has resolved to support the project and that in the event other monetary sources are unsuccessful, each local government be requested to make a 2017/18 annual budget allocation of up to \$20,000 towards the co-contribution. This same arrangement is expected to be considered by the Wheatbelt South Regional Road Group at its meeting on 4 April 2017.

**CONSULTATION:**

The Shire of West Arthur has received communication from Wheatbelt RDA and from members of the Wheatbelt South Regional Road Group.

**STATUTORY ENVIRONMENT:**

Not applicable.

**POLICY IMPLICATIONS:**

There are no policy implications.

**FINANCIAL IMPLICATIONS:**

If Council supports the project and no alternative funding is sourced, a direct contribution from the Shire's 2017/18 budget will need to be considered.

**STRATEGIC IMPLICATIONS:**

The road planning and subsequent business case development to support a funding application, may return significant funding for roadworks in the Shire of West Arthur.

This would assist to meet the outcome in the Shire's Community Plan "A well maintained road system will facilitate safe travel and transport throughout the Shire."

**COMMENT:**

The Shire's Chief Executive Officer and Cr Kevin King are attending a Regional Road Group meeting sub group meeting prior to the Council meeting and may be able to provide additional information.

Given a number of potential impediments on the Shire's 2017/18 budget, it may be difficult for Council to make a financial commitment at this time.

**VOTING REQUIREMENTS:**

Simple majority as no unbudgeted funds are being committed.

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

Moved: Cr Neil Manuel

Seconded: Cr Kevin King

That Council support an allocation from the Main Roads Wheatbelt South and Wheatbelt North Regional Road Groups funds to the Secondary Freight Route Project and, should this funding be unsuccessful and no other funding source be found, consider an allocation as part of the 2017/18 Budget deliberations.

**CARRIED 6/0**

**ATTACHMENT**

- Letter from Regional Development Australia Wheatbelt WA

**8.2 COMMITTEE REPORTS****ITEM 8.2.1 – ADOPTION OF COMPLIANCE AUDIT RETURN 2016**

LOCATION/ADDRESS: N/A  
 NAME OF APPLICANT: N/A  
 FILE REFERENCE: 2.21.1  
 DISCLOSURE OF INTEREST: N/A  
 DATE OF REPORT: 22 March 2017  
 AUTHOR: Maxine McKenzie

**SUMMARY:**

Council to consider adopting the West Arthur Compliance Audit Return 2016, as presented, as the official return for the Council for the period 1 January 2016 to 31 December 2016.

**BACKGROUND:**

Each year, the local government is required to carry out a compliance audit for the period 1 January to 31 December of the previous year. The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.

**COMMENT**

The Shire of West Arthur Audit Committee reviewed the Compliance Audit Return 2016 at its meeting on Wednesday 22 March 2017. The Audit Committee found that there were no areas of non-compliance and accepted the officer recommendation that the West Arthur compliance Audit Return 2016 be recommended to Council for adoption as the official return for the Council for the period 1 January 2016 to 31 December 2016.

**CONSULTATION:**

There has been no consultation.

**STATUTORY ENVIRONMENT:**

It is a requirement that this return is included in the agenda papers and considered by Council in the February or March meeting of council following the year under review.

**POLICY IMPLICATIONS:**

Nil.

**FINANCIAL IMPLICATIONS:**

Nil.

**STRATEGIC IMPLICATIONS:**

Nil.

**VOTING REQUIREMENTS:**

Simple majority

**COUNCIL DECISION (COMMITTEE RECOMMENDATION) – ITEM 8.2.1**

Moved: Cr Karlene Goss

Seconded: Cr Kevin King

That the West Arthur Compliance Audit Return 2016, as presented, be adopted by Council as the official return for the Council for the period 1 January 2016 to 31 December 2016.

**CARRIED 6/0**

**ATTACHMENT**

- Local Government Compliance Audit Return 2016

CONFIRMED AS A TRUE AND CORRECT RECORD.....SHIRE PRESIDENT



**8.3 ELECTED MEMBER REPORTS**

Cr Kevin King reported that he had attended a Regional Road Group Sub Group meeting earlier that day and would be attending a Regional Group Meeting next week. At the Sub Group meeting, the Group had supported West Arthur's submission to extend the work on Darkan Moodiarrup Road this financial year.

Cr Karlene Goss advised that she had attended an Audit Committee meeting.

Cr Ray Harrington advised that he had spoken to WALGA regarding the vehicle licensing concessions.

**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 Harrington declared the meeting closed at 7.50 pm.