

# SHIRE OF WEST ARTHUR



## Ordinary Council Meeting 25 October 2016 Minutes

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**ORDINARY COUNCIL MEETING MINUTES****1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

Cr Ray Harrington, Chairperson, declared the meeting open at 6.18 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

**Apologies**

Cr A Clarke.

**Leave of Absence**

Nil.

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

Nil.

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

6.1 Ordinary Meeting of Council held 20 September 2016

**COUNCIL DECISION – ITEM 6.1**

Moved: Cr Neil Manuel

Seconded: Cr Rodney Hulse

The minutes of the Ordinary Meeting of the Shire of West Arthur held in the Council Chambers on 20 September 2016 be confirmed.

**CARRIED 6/0**

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

Nil.

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

**ITEM 8.1.1– FINANCIAL REPORT SEPTEMBER 2016**

LOCATION/ADDRESS: N/A  
NAME OF APPLICANT: N/A  
FILE REFERENCE: N/A  
DISCLOSURE OF INTEREST: N/A  
DATE OF REPORT: 21 October 2016  
AUTHOR: Melinda King

**SUMMARY:**

Consideration of the financial reports for the periods ending 30 September 2016.

**BACKGROUND:**

The following financial reports are included for your information:

- Monthly Statement of Financial Activity – 30 September 2016.
- Note 1: Explanation of Variances – 30 September 2016.
- Note 2: Composition of Net Current Assets – 30 September 2016.
- Note 3: Cash and Investments– 30 September 2016.
- Note 4: Receivables– 30 September 2016.
- Note 5: Reserves– 30 September 2016.
- Note 6: Grants carried forward– 30 September 2016.
- Note 7: Capital expenditure report – 30 September 2016.

**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

<b>COUNCIL DECISION (OFFICER RECOMMENDATION) – ITEM 8.1.1</b>
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Moved: Cr Karlene Goss

Seconded: Cr Kevin King

That the financial reports for the period ending 30 September 2016 as presented be accepted.

**CARRIED 6/0****ATTACHMENT 1:**

- Monthly Statement of Financial Activity – 30 September 2016.
- Note 1: Explanation of Variances – 30 September 2016.
- Note 2: Composition of Net Current Assets – 30 September 2016.
- Note 3: Cash and Investments– 30 September 2016.
- Note 4: Receivables– 30 September 2016.
- Note 5: Reserves– 30 September 2016.
- Note 6: Grants carried forward– 30 September 2016.
- Note 7: Capital expenditure report – 30 September 2016.

**SHIRE OF WEST ARTHUR**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 30 September 2016**

	Note	Annual Budget 2016/2017	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus (Deficit)</b>	2	1,206,058	1,206,058	<b>1,206,058</b>	0	0%	
<b>Revenue from operating activities</b>							
Rates		1,563,465	1,563,465	<b>1,566,851</b>	3,386	0%	
Operating Grants, Subsidies and Contributions	6	2,286,667	737,507	<b>743,661</b>	6,154	1%	
Fees and Charges		340,105	122,360	<b>116,370</b>	(5,990)	(5%)	
Interest Earnings		113,512	8,952	<b>8,183</b>	(769)	(9%)	
Other Revenue Including Reimbursements		114,572	24,454	<b>32,582</b>	8,128	33%	
Profit on Disposal of Assets		17,787	0	<b>0</b>			
		<b>4,436,108</b>	<b>2,456,738</b>	<b>2,467,647</b>			
<b>Expenditure from operating activities</b>							
Employee Costs		(1,745,528)	(482,620)	<b>(468,616)</b>	14,004	3%	
Less allocations to capital works			56,328	<b>64,489</b>			
Materials and Contracts		(2,137,238)	(429,310)	<b>(423,779)</b>	5,531	1%	
Less plant allocations to capital works			19,445	<b>19,871</b>			
Utility Charges		(68,021)	(16,855)	<b>(14,451)</b>	2,404	14%	▲
Depreciation on Non-Current Assets		(1,856,368)	(147,489)	<b>(124,721)</b>	22,768	15%	▲
Interest Expenses		(32,487)	(8,424)	<b>(8,424)</b>	0	0%	
Insurance Expenses		(109,103)	(84,103)	<b>(84,103)</b>	0	0%	
Other Expenditure		(35,276)	0	<b>0</b>	0		
Loss on Disposal of Assets		0	0	<b>0</b>			
		<b>(5,984,021)</b>	<b>(1,093,027)</b>	<b>(1,039,734)</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		1,856,368	147,489	<b>124,721</b>	(22,768)	(15%)	▼
Adjust (Profit)/Loss on Asset Disposal		(17,787)	0	<b>0</b>	0		
Adjust Provisions and Accruals			0	<b>(6,987)</b>	(6,987)		
<b>Amount attributable to operating activities</b>		<b>290,668</b>	<b>1,511,199</b>	<b>1,545,647</b>			
<b>Investing activities</b>							
Grants, Subsidies and Contributions	6	1,564,418	212,258	<b>212,258</b>	0	0%	
Proceeds from Disposal of Assets		43,000	0	<b>0</b>	0		
Land and Buildings	7	(1,917,690)	(144,600)	<b>(144,502)</b>	98	0%	
Infrastructure Assets - Roads	7	(1,877,040)	(95,696)	<b>(110,135)</b>	(14,439)	(15%)	▼
Infrastructure Assets - Other	7	(235,711)	(1,500)	<b>(1,473)</b>	27	2%	
Plant and Equipment	7	(253,000)	0	<b>0</b>	0		
Furniture and Equipment	7	(15,000)	0	<b>0</b>	0		
<b>Amount attributable to investing activities</b>		<b>(2,691,023)</b>	<b>(29,538)</b>	<b>(43,852)</b>			
<b>Financing Activities</b>							
Proceeds from New Self Supporting Loan		560,000	0	<b>0</b>	0		
Transfer from Reserves	5	1,272,000	0	<b>0</b>	0		
Repayment of Debentures		(53,691)	(13,120)	<b>(13,120)</b>	0	0%	
Transfer to Reserves	5	(584,012)	(4,476)	<b>(3,396)</b>	1,080	24%	▲
<b>Amount attributable to financing activities</b>		<b>1,194,297</b>	<b>(17,596)</b>	<b>(16,516)</b>			
<b>Closing Funding Surplus (Deficit)</b>	2	0	2,670,123	<b>2,691,337</b>	<b>21,214</b>	<b>1%</b>	

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

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

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

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

**SHIRE OF WEST ARTHUR**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2016**

**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 2016/17 year is \$10,000 or 10% whichever is the greater.

**Other Income**

\$8,128 Refund of water connection Cottage Homes. Offset against expenditure.

**Employee Costs**

Landcare officer expenses not incurred. Permanent difference.

**Depreciation**

Depreciation is below budget. A review of plant depreciation rates is required following revaluation of plant at 30 June 2016.

**Infrastructure Assets - Roads**

Expenditure on Piesseville Tarwonga is above budget. \$5,794 materials.

**SHIRE OF WEST ARTHUR**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2016**

**Note 2: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

		Last Years Closing	Current
	Note	30 June 2016	30 Sep 2016
		\$	\$
<b>Current Assets</b>			
Cash Unrestricted	3	237,070	1,424,445
Cash Restricted - Conditions over Grants	6	719,401	915,952
Cash Restricted	5	1,852,123	1,855,519
Receivables - Rates	4	124,794	415,577
Receivables - Other	4	430,433	0
Inventories		29,143	29,143
		3,392,964	4,640,636
<b>Less: Current Liabilities</b>			
Payables		(334,783)	(93,780)
		(334,783)	(93,780)
Less: Cash Reserves	5	(1,852,123)	(1,855,519)
<b>Net Current Funding Position</b>		<b>1,206,058</b>	<b>2,691,337</b>

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

**SHIRE OF WEST ARTHUR**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2016**

**Note 3: Cash and Investments**

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
<b>(a) Cash Deposits</b>							
Municipal Bank Account	100,072			100,072	NAB	0.05%	At Call
Municipal Cash Maximiser	539,725			539,725	NAB	0.70%	At Call
Trust Bank Account			20,085	20,085	NAB	0.05%	At Call
Trust Cash Maximiser			34,011	34,011	NAB	0.70%	At Call
Reserve Cash Maximiser		4,657		4,657	NAB	0.70%	At Call
Reserve 11am		0		0	Bendigo	1.75%	At Call
<b>(b) Term Deposits</b>							
Municipal	500,000			500,000	NAB	2.65%	24-Nov-16
Municipal	550,000			550,000	NAB	2.64%	22-Dec-16
Municipal	300,000			300,000	NAB	1.85%	21-Oct-16
Municipal	350,000			350,000	NAB	2.28%	24-Nov-16
Trust	0		150,000	150,000	NAB	2.80%	02-Dec-16
Reserve		155,000		155,000	NAB	2.80%	02-Dec-16
Reserve		1,695,862		1,695,862	Bendigo	2.90%	09-Jun-17
<b>Total</b>	<b>2,339,797</b>	<b>1,855,519</b>	<b>204,096</b>	<b>4,399,412</b>			

**Comments/Notes - Investments**

Investment maturing on 21 Oct 16 has been reinvested for 3 months at 2.7%.

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



**SHIRE OF WEST ARTHUR**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2016**

**Note 4: Receivables**

<b>Receivables - Rates Receivable</b>	<b>30 Sep 2016</b>	<b>30 June 2016</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	260,498	232,131	Receivables - General	21,393	768	0	33,514	55,675
Levied this year	1,630,827	1,517,126						
<u>Less</u> Collections to date	(1,395,719)	(1,488,759)	<b>Balance per Trial Balance</b>					
Equals Current Outstanding	<b>495,606</b>	<b>260,498</b>	Sundry Debtors					0
			Receivables - Other					0
<b>Net Rates Collectable</b>	<b>495,606</b>	<b>260,498</b>	<b>Total Receivables General Outstanding</b>					<b>55,675</b>
% Collected	73.80%	85.11%						
Less Recognised as doubtful	(135,704)	(135,704)	<b>Amounts shown above include GST (where applicable)</b>					

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

**SHIRE OF WEST ARTHUR**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2016**

**Note 5: Cash Backed Reserve**

Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Long Service Leave Reserve	87,581	2,540	161	60,000	0	(20,000)	0	130,121	87,742
Plant Reserve	228,964	6,640	420	360,000	0	(210,000)	0	385,604	229,384
Building Reserve	325,230	9,432	596	15,000	0	(250,000)	0	99,662	325,826
Town Development Reserve	40,134	1,164	73	0	0	(40,000)	0	1,298	40,207
Recreation Reserve	34,727	1,007	64	0	0	0	0	35,734	34,791
Heritage Reserve	3,722	108	7	300	0	0	0	4,130	3,729
Community Housing Reserve	105,380	3,056	193	0	0	0	0	108,436	105,573
Waste Management Reserve	74,730	2,167	137	0	0	0	0	76,897	74,867
Darkan Swimming Pool Reserve	26,601	771	49	4,000	0	0	0	31,372	26,650
Information Technology Reserve	53,897	1,563	99	0	0	0	0	55,460	53,996
Darkan Sport and Community Centre Reserve	125,885	3,651	231	30,000	0	0	0	159,536	126,116
Health and Resource Centre Reserve	734,209	21,292	1,346	0	0	(750,000)	0	5,501	735,555
Arthur River Country Club Renewal Reserve	11,063	321	20	6,000	0	(2,000)	0	15,384	11,083
Museum	0	0	0	55,000	0	0	0	55,000	0
	<b>1,852,123</b>	<b>53,712</b>	<b>3,396</b>	<b>530,300</b>	<b>0</b>	<b>(1,272,000)</b>	<b>0</b>	<b>1,164,135</b>	<b>1,855,519</b>

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

**SHIRE OF WEST ARTHUR**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2016**

Note 6: Grants and Contributions			Grant Provider	Type	Opening Balance (a)	Budget Operating (b)	Capital (c)	Expected (b)+(c)+(d)	YTD Actual Revenue (f)	(Expended) (g)	Unspent Grant (a)+(f)+(g)
<b>General Purpose Funding</b>						\$	\$		\$	\$	\$
Grants Commission - General			WALGGC	Operating	0	421,493	0	421,493	104,858	0	0
Grants Commission - Roads			WALGGC	Operating	0	494,508	0	494,508	123,763	0	0
Grants Commission - Bridges			WALGGC	Operating - Tied	0	320,000	0	320,000	80,000	0	80,000
<b>Law, Order and Public Safety</b>											
FESA Grant - Operating Bush Fire Brigade			Dept. of Fire & Emergency Serv.	Operating - Tied	0	28,500	0	28,500	7,125	(17,433)	(10,308)
FESA Grant - Operating Bush Fire Brigade 1516 Additional			Dept. of Fire & Emergency Serv.	Operating - Tied	0	0	0	0	154	(154)	0
Department of Water Contribution to radios			Dept. of Water	Operating - Tied	0	0	0	0	4,500	0	4,500
<b>Education and Welfare</b>											
Youth Week			Dept. Local Govt. and Comm.	Operating - Tied	0	1,000	0	1,000	0	0	0
Kids Central Quarterly Grant			Federal DEEWR	Operating	0	41,000	0	41,000	10,222	0	0
Kids Central Traineeship Grant			Federal DEEWR	Operating	0	0	0	0	1,500	0	0
Kids Central Professional Development			Federal DEEWR	Operating - Tied	3,345	0	0	0	0	(645)	2,700
<b>Health</b>											
<b>Housing</b>											
4WDL Well Aged Persons Housing			Dept. Regional Development	Operating - Tied	0	662,866	0	662,866	175,989	(175,989)	0
<b>Community Amenities</b>											
Fodder Shrubs			South West Catchment Council	Operating - Tied	3,266	0	0	0	0	0	3,266
Strategic Ground Works			South West Catchment Council	Operating - Tied	75,000	0	0	0	0	0	75,000
<b>Recreation and Culture</b>											
Health and Resource Centre expansion			LotteryWest	Non-operating	0	0	200,000	200,000	0	0	0
CRC Funding Health and Resource Centre expansion			Dept. of Regional Development	Non-operating	0	0	250,000	250,000	0	0	0
R4R CLGF 12-13 Health and Resource Centre expansion			Dept. of Regional Development	Non-operating	86,525	0	0	0	0	(86,525)	0
Health and Resource Centre expansion			Estate of E Brown	Non-operating	0	0	80,000	80,000	80,000	0	80,000
R4R CLGF 12-13 Darkan Town Hall			Dept. of Regional Development	Non-operating	43,505	0	0	0	0	(43,505)	0
Museum			Estate of E Brown	Operating - Tied	0	120,000	0	120,000	120,000	0	120,000
Darkan to Dardadine Rail Trail			LotteryWest	Non-operating	17,000	0	0	0	0	0	17,000
Darkan Swimming Pool			Dept. of Sport and Recreation	Operating - Tied	0	32,000	0	32,000	0	0	0
Nature Play Facility			LotteryWest	Non-operating	0	0	65,000	65,000	0	0	0
Nature Play Facility			Dept. of Infrastructure & Regiona	Non-operating	10,000	0	0	0	0	0	10,000
<b>Transport</b>											
Roads To Recovery Grant - Cap			Roads to Recovery	Non-operating	433,481	0	585,274	585,274	0	(17,401)	416,080
RRG Grants - Capital Projects			Regional Road Group	Non-operating	47,279	0	384,144	384,144	132,258	(61,823)	117,714
Direct Grant			Main Roads	Operating	0	115,500	0	115,500	115,550	0	0
<b>TOTALS</b>					<b>719,401</b>	<b>2,236,867</b>	<b>1,564,418</b>	<b>3,801,285</b>	<b>955,919</b>	<b>(403,475)</b>	<b>915,952</b>
<b>SUMMARY</b>											
Operating			Operating Grants, Subsidies and Contributions		0	1,072,501	0	1,072,501	355,893	0	0
Operating - Tied			Tied - Operating Grants, Subsidies and Contributions		81,611	1,164,366	0	1,164,366	387,768	(194,221)	275,158
Non-operating			Non-operating Grants, Subsidies and Contributions		637,790	0	1,564,418	1,564,418	212,258	(209,254)	640,794
<b>TOTALS</b>					<b>719,401</b>	<b>2,236,867</b>	<b>1,564,418</b>	<b>3,801,285</b>	<b>955,919</b>	<b>(403,475)</b>	<b>915,952</b>

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

**SHIRE OF WEST ARTHUR**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2016**

**Note 7: Capital Acquisitions**

Assets	Account	YTD Actual			Budget			Variance
		Wages and Plant	Materials and Contractors	Total YTD	Wages and Plant	Materials and Contractors	Total Budget	Total YTD to Budget
<b>Buildings</b>		\$	\$	\$	\$	\$	\$	\$
<b>Housing</b>								
Staff housing	E168481	0	0	0	0	(40,000)	(40,000)	40,000
Land for staff house	E168482	0	0	0	0	(45,000)	(45,000)	45,000
<b>Housing Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(85,000)</b>	<b>(85,000)</b>	<b>85,000</b>
<b>Recreation And Culture</b>								
Darkan Town Hall Renovation	E168479	(10,321)	(43,505)	(53,826)	(8,600)	(83,631)	(92,231)	38,405
Health and Resource Centre Expansion	E168480	0	(90,676)	(90,676)	(105,000)	(1,591,359)	(1,696,359)	1,605,683
<b>Recreation And Culture Total</b>		<b>(10,321)</b>	<b>(134,181)</b>	<b>(144,502)</b>	<b>(113,600)</b>	<b>(1,674,990)</b>	<b>(1,788,590)</b>	<b>1,644,088</b>
<b>Transport</b>								
Depot Shed Construction and Power Upgrade	E168484	0	0	0	(9,100)	(35,000)	(44,100)	44,100
<b>Transport Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>(9,100)</b>	<b>(35,000)</b>	<b>(44,100)</b>	<b>44,100</b>
<b>Buildings Total</b>		<b>(10,321)</b>	<b>(134,181)</b>	<b>(144,502)</b>	<b>(122,700)</b>	<b>(1,794,990)</b>	<b>(1,917,690)</b>	<b>1,773,188</b>
<b>Infrastructure</b>								
<b>Recreation And Culture</b>								
Lake Towerrinning - barbecue replacement	E167901	0	0	0	0	(18,000)	(18,000)	18,000
Town Oval - water tank	E167902	0	(1,473)	(1,473)	0	(10,000)	(10,000)	8,527
Rail Trail - signage	E167903	0	0	0	0	(17,000)	(17,000)	17,000
Parks - nature space playground stage 1	E167904	0	0	0	(7,000)	(22,000)	(29,000)	29,000
Parks - nature space playground stage 2	E167904	0	0	0	(20,300)	(120,000)	(140,300)	140,300
<b>Recreation And Culture Total</b>		<b>0</b>	<b>(1,473)</b>	<b>(1,473)</b>	<b>(27,300)</b>	<b>(187,000)</b>	<b>(214,300)</b>	<b>212,827</b>
<b>Transport</b>								
Install drainage along Burrowes St lane	E167900	0	0	0	(11,134)	(10,277)	(21,411)	21,411
<b>Transport Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>(11,134)</b>	<b>(10,277)</b>	<b>(21,411)</b>	<b>21,411</b>
<b>Infrastructure Total</b>		<b>0</b>	<b>(1,473)</b>	<b>(1,473)</b>	<b>(38,434)</b>	<b>(197,277)</b>	<b>(235,711)</b>	<b>234,238</b>
<b>Furniture &amp; Office Equip.</b>								
<b>Governance</b>								
Computer Hardware Upgrade/New	E167701	0	0	0	0	(8,000)	(8,000)	8,000
<b>Governance Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(8,000)</b>	<b>(8,000)</b>	<b>8,000</b>
<b>Recreation And Culture</b>								
Furniture and Equipment Other	E167701	0	0	0	0	(7,000)	(7,000)	7,000
<b>Recreation And Culture Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(7,000)</b>	<b>(7,000)</b>	<b>7,000</b>
<b>Furniture &amp; Office Equip. Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(15,000)</b>	<b>(15,000)</b>	<b>15,000</b>

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

**SHIRE OF WEST ARTHUR**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2016**

**Note 7: Capital Acquisitions**

Assets	Account	YTD Actual			Budget			Variance
		Wages and Plant	Materials and Contractors	Total YTD	Wages and Plant	Materials and Contractors	Total Budget	Total YTD to Budget
<b>Buildings</b>		\$	\$	\$	\$	\$	\$	\$
<b>Plant , Equip. &amp; Vehicles</b>								
<b>Governance</b>								
CEO Vehicle Replacement	E167800	0	0	0	0	(50,000)	(50,000)	50,000
<b>Governance Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(50,000)</b>	<b>(50,000)</b>	<b>50,000</b>
<b>Transport</b>								
Primve Mover Acquisition	E167801	0	0	0	0	(150,000)	(150,000)	150,000
Mower	E167802	0	0	0	0	(38,000)	(38,000)	38,000
Sundry Plant	E167803	0	0	0	0	(15,000)	(15,000)	15,000
<b>Transport Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(203,000)</b>	<b>(203,000)</b>	<b>203,000</b>
<b>Plant , Equip. &amp; Vehicles Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(253,000)</b>	<b>(253,000)</b>	<b>253,000</b>
<b>Roads</b>								
<b>Regional Road Group</b>								
Bowelling - Duranillin Road (intersection)	E168814	0	0	0	(40,887)	(41,524)	(82,411)	82,411
Piesseville Tarwonga Road	E168815	(49,682)	(38,994)	(88,676)	(40,816)	(33,200)	(74,016)	(14,660)
Darkan Moodiarrup Road	E168816	0	(4,058)	(4,058)	(159,284)	(101,704)	(260,988)	256,930
Bowelling - Duranillin Road (widen and reseal)	E168817	0	0	0	(167,275)	(67,705)	(234,980)	234,980
<b>Regional Road Group Total</b>		<b>(49,682)</b>	<b>(43,052)</b>	<b>(92,734)</b>	<b>(408,262)</b>	<b>(244,133)</b>	<b>(652,395)</b>	<b>559,661</b>
<b>Roads to Recovery</b>								
O'Connor Road	E168818	(126)	0	(126)	(16,788)	(3,500)	(20,288)	20,162
Coben Soak Road	E168819	0	0	0	(12,112)	(5,000)	(17,112)	17,112
Hillman Dardadine Road	E168820	0	0	0	0	(268,013)	(268,013)	268,013
Quindanning Williams Road	E168821	0	0	0	0	(68,040)	(68,040)	68,040
Cordering North Road	E168822	0	(32)	(32)	(23,377)	(6,339)	(29,716)	29,684
Collie Changerup Road	E168823	(17,243)	0	(17,243)	(103,703)	(59,052)	(162,755)	145,512
Hughes Mill Road	E168824	0	0	0	(29,102)	(30,729)	(59,831)	59,831
O'Connor Road Bridge	E168825	0	0	0	(24,108)	(68,892)	(93,000)	93,000
Glenorchy South Bridge	E168826	0	0	0	(2,624)	(297,376)	(300,000)	300,000
<b>Roads to Recovery Total</b>		<b>(17,369)</b>	<b>(32)</b>	<b>(17,401)</b>	<b>(211,814)</b>	<b>(806,941)</b>	<b>(1,018,755)</b>	<b>1,001,354</b>
<b>Shire Funded</b>								
Bokal East Arthur Road	E168827	0	0	0	(80,720)	(16,120)	(96,840)	96,840
Dellyanine Road	E168828	0	0	0	(80,720)	(16,120)	(96,840)	96,840
Dust Suppression	E168829	0	0	0	(4,508)	(7,701)	(12,209)	12,209
<b>Shire Funded Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>(165,948)</b>	<b>(39,941)</b>	<b>(205,889)</b>	<b>205,889</b>
<b>Roads Total</b>		<b>(67,051)</b>	<b>(43,084)</b>	<b>(110,135)</b>	<b>(786,024)</b>	<b>(1,091,015)</b>	<b>(1,877,039)</b>	<b>1,766,904</b>
<b>Capital Expenditure Total</b>		<b>(77,372)</b>	<b>(178,738)</b>	<b>(256,110)</b>	<b>(947,158)</b>	<b>(3,351,282)</b>	<b>(4,298,440)</b>	<b>4,042,330</b>

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

**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: 19 October 2016  
AUTHOR: Belinda Hawker

**SUMMARY:**

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

**BACKGROUND:**

Not Applicable.

**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 the 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

<b>COUNCIL DECISION (OFFICER RECOMMENDATION) – ITEM 8.1.2</b>
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Moved: Cr Michael Meredith...

Seconded: Cr Neil Manuel...

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 190916.1 – 190916.6, 230916.1 – 230916.13, 300916.1, 111016.1 – 111016.33, 191016.1 – 191016.10, 3333 – 3341, 19956 - 19957, Licensing, Salaries and Wages and EFT Transfers, Direct Debit and Trust totalling \$401854.11 listed (attached) be noted as approved for payment.

**CARRIED 6/0**

**ATTACHMENT 2:**

- Cheque Listing

Date	Num	Name	Amount
16/09/2016	160916.1	COURIER AUSTRALIA	20.60
		VARIOUS FREIGHT	
16/09/2016	160916.2	RAREBITS ON BURROWES 1	180.00
		4WDL CATERING	
16/09/2016	160916.3	RURAL PRESS REGIONAL MEDIA (W.A.) PTY LTD	13.00
		13 WEEKS SUBSCRIPTION TO THE COLLIE MAIL ONLINE	
16/09/2016	160916.4	SOS OFFICE EQUIPMENT	348.85
		METER READINGS FOR THE XEROX PRINTER	
16/09/2016	160916.5	TELSTRA CORPORATION LIMITED	2,739.00
		DEVELOPMENT PAYMENT FOR ILU'S	
16/09/2016	160916.6	WHITE BUILDING CO PTY LTD1	20,743.65
		WORKS FOR COMMUNITY GYM	
22/09/2016	EFT	SALARIES & WAGES	49,281.80
		STAFF WAGES	
23/09/2016	230916.1	AUSQ TRAINING	1,000.00
		DEPOSIT FOR BASIC TRAFFIC MANAGEMENT TRAINING	
23/09/2016	230916.2	BENARA NURSERIES	201.25
		VARIOUS PLANTS	
23/09/2016	230916.3	COVS PARTS PTY LTD	297.79
		STARTER MOTOR FOR TOYOTA HILUX	
23/09/2016	230916.4	DARKAN AGRI SERVICES	868.20
		FLURO TUBE, GAS BOTTLES, SHACKLES, BATTERIES, PAINT, ROUND UP & DOOR LATCH	
23/09/2016	230916.5	GREAT SOUTHERN WASTE DISPOSAL	3,726.00
		REFUSE & RECYCLING COLLECTION	
23/09/2016	230916.6	JR & A HERSEY PTY LTD	894.26
		MARKER PAINT, FLURO TAPE, CABLE TIES & ELECTRICAL TAPE	
23/09/2016	230916.7	JUNCTION BROOK PTY LTD	1,878.80
		VARIOUS FILTERS	
23/09/2016	230916.8	METRO COUNT	541.20
		ROAD TUBES, BATTERY PACKS & COMMS CABLES	
23/09/2016	230916.9	PUTLAND MOTORS	802.02
		HYDROLIC HOSE, BEARINGS, SOCKETS & OIL	
23/09/2016	230916.10	SHERIDAN'S FOR BADGES	558.25
		NICHE WALL PLAQUE	
23/09/2016	230916.11	THINKWATER BUNBURY	432.25
		NEW FOOT VALVE FOR TOWN DAM	
23/09/2016	230916.12	WA MEN'S SHED ASSOCIATION INC	55.00
		MENS SHED ANNUAL MEMBERSHIP	
23/09/2016	230916.13	WHITE BUILDING CO PTY LTD1	72,665.58
		PROGRESS PAYMENT FOR ILU'S	
30/09/2016	300916.1	COLLIE ELECTRICAL SERVICES	1,578.00
		UPGRADE TO LIGHTING CONTROL & WIRING IN HALL	
06/10/2016	EFT	SALARIES & WAGES	50,346.66
		STAFF WAGES	
11/10/2016	111016.1	AIR LIQUIDE	195.80
		FACILITY FEES	
11/10/2016	111016.2	ALBANY INSULATION	2,087.00
		BLINDS FOR ARTHUR RIVER COUNTRY CLUB	
11/10/2016	111016.3	BODDINGTON MEDICAL CENTRE	1,140.00
		REIMBURSEMENT FOR FUEL FOR THE DOCTOR	
11/10/2016	111016.4	BUNBURY MACHINERY	721.79
		SPINDLE GUARD, BLADES & DECK STONE FLECKTOR	
11/10/2016	111016.5	CALTEX ENERGY WA	15,335.83
		14,000 LTRS OF DIESEL	
11/10/2016	111016.6	CORUM HEALTH SERVICES	700.59
		LOTS DISPENSE SOFTWARE MAINTENANCE	
11/10/2016	111016.7	COURIER AUSTRALIA	68.46
		VARIOUS FREIGHT	
11/10/2016	111016.8	CRESCENT CONVEYANCERS 1	359.34
		SETTLEMENT FEE & LANDGATE TITLE DOCUMENT SEARCH	
11/10/2016	111016.9	DARKAN AGRI SERVICES	737.91
		FLYWIRE, DOOR LATCH, LIGHT GLOBES, BLOOD & BONE, EAR PLUGS & GAS BOTTLES	
11/10/2016	111016.10	DARKAN DISTRICTS SPORTS CLUB INC	2,865.57

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Date	Num	Name	Amount
		REIMBURSE CLEANING & SUPER WAGES, KC RENT	
11/10/2016	111016.11	<b>DARKAN LISENSED POST OFFICE</b>	508.00
		TONERS FOR CESM PRINTER	
11/10/2016	111016.12	<b>EASIFLEET MANAGEMENT- MOUNTSVILLE PTY LTD</b>	1,098.93
		SALARY SACRIFICE PAYMENT	
11/10/2016	111016.13	<b>FLEAYS STORE</b>	149.10
		GROCERIES	
11/10/2016	111016.14	<b>FORPARK AUSTRALIA</b>	20,289.50
		NATURE PARK PLAY EQUIPMENT	
11/10/2016	111016.15	<b>G &amp; M DETERGENTS</b>	72.00
		20L LEMON DISINFECTANT	
11/10/2016	111016.16	<b>GARY BATT &amp; ASSOCIATES</b>	4,620.00
		CONTRACT ADMINISTRATION FOR ILU'S & HRC	
11/10/2016	111016.17	<b>GREAT SOUTHERN WASTE DISPOSAL</b>	6,543.00
		REFUSE & RECYCLING COLLECTION	
11/10/2016	111016.18	<b>HOST CATERING SUPPLIES</b>	617.61
		KITCHEN SUPPLIES FOR HALL	
11/10/2016	111016.19	<b>IBIS STYLES ALBANY</b>	129.00
		HOTEL ACCOMODATION FOR CESM	
11/10/2016	111016.20	<b>JACKSONS DRAWING SUPPLIES PTY LTD</b>	104.87
		PAINT FOR CULTURAL FESTIVAL	
11/10/2016	111016.21	<b>LANDGATE</b>	157.75
		LANDGATE SERVICES	
11/10/2016	111016.22	<b>LGISWA</b>	1,442.71
		TEMPORARY INSURANCE COVER FOR C PARK & ILU'S	
11/10/2016	111016.23	<b>MARKETFORCE</b>	409.23
		ADVERT FOR TENDERS FOR CRC EXPANSION	
11/10/2016	111016.24	<b>NARROGIN FREIGHTLINES</b>	324.69
		VARIOUS FREIGHT	
11/10/2016	111016.25	<b>OFFICEWORKS BUSINESS DIRECT</b>	55.38
		GLOVES FOR KIDS CENTRAL	
11/10/2016	111016.26	<b>P &amp; S GRIGGS PLUMBING</b>	588.97
		KITCHEN SINK FOR 8 HILLMAN STREET	
11/10/2016	111016.27	<b>POOL &amp; SPA MART BUNBURY</b>	1,100.00
		SUPPLY & INSTALL PHASE POWER PUMP AT POOL	
11/10/2016	111016.28	<b>QUALITY PRESS</b>	52.25
		VEHICLE IDENTIFIER STICKERS	
11/10/2016	111016.29	<b>RHINO WATER TANKS</b>	6,498.00
		SUPPLY & INSTALL TANK FOR TOWN OVAL	
11/10/2016	111016.30	<b>SOS OFFICE EQUIPMENT</b>	152.23
		METER READINGS FOR THE XEROX PRINTER	
11/10/2016	111016.31	<b>THINKWATER BUNBURY</b>	868.60
		PUMP, VALVE SOCKET, PVC PIPE & ELBOWS	
11/10/2016	111016.32	<b>TRUCKLINE</b>	642.97
		BREAKSHOE KIT	
11/10/2016	111016.33	<b>WEST ARTHUR COMMUNITY RESOURCE CENTRE</b>	642.25
		DOCTORS HOURS FOR SEPTEMBER 2016	
19/10/2016	191016.1	<b>AUSQ TRAINING</b>	2,960.00
		BASIC TRAFFIC MANAGEMENT & CONTROLLER TRAINING	
19/10/2016	191016.2	<b>AUSTRALIA POST</b>	18.14
		VARIOUS POSTAGE	
19/10/2016	191016.3	<b>COLLIE BETTA HOME LIVING</b>	229.00
		MICROWAVE FOR HALL KITCHEN	
19/10/2016	191016.4	<b>COLLIE MOWERS &amp; MORE</b>	109.00
		HARNESS FOR MOWER	
19/10/2016	191016.5	<b>COURIER AUSTRALIA</b>	13.22
		VARIOUS FREIGHT	
19/10/2016	191016.6	<b>DATALINE VISUAL LINK PTY LTD</b>	100.10
		ALARM MONITORING FOR THE HRC	
19/10/2016	191016.7	<b>DUNCAN SOUTH 1</b>	800.00
		ALLOWANCE FOR CHIEF	
19/10/2016	191016.8	<b>JH COMPUTERS - SERVICE WEST</b>	318.01
		USB 3.0 PORTABLE HARD DRIVE	
19/10/2016	191016.9	<b>NICOLE WASMANN</b>	179.88

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

Date	Num	Name	Amount
		ACROBAT STANDARD DC SUBSCRIPTION	
19/10/2016	191016.10	SHIRE OF LAKE GRACE	1,172.60
		RECOUP OF 4WDL EXECUTIVE OFFICER HOURS	
16/09/2016	BPAY	WESTERN POWER	44,926.00
		CUSTOMER KVA CHARGE FOR HRC	
27/09/2016	DEBIT	NATIONAL AUSTRALIA BANK	46.99
		NAB CONNECT FEE ACCESS AND USAGE	
30/09/2016	DEBIT	NATIONAL AUSTRALIA BANK	2,579.54
		START OF MONTH BANK FEES	
30/09/2016	DEBIT	NATIONAL AUSTRALIA BANK	600.00
		END OF MONTH BANK FEES	
30/09/2016	DEBIT	NATIONAL AUSTRALIA BANK	103.10
		END OF MONTH BANK FEES	
30/09/2016	DEBIT	NATIONAL AUSTRALIA BANK	20.00
		END OF MONTH BANK FEES	
13/10/2016	DEBIT	CLICK SUPER	1,028.40
		ASGARD SUPER	
13/10/2016	DEBIT	CLICK SUPER	4,266.60
		AUSTRALIAN SUPER	
13/10/2016	DEBIT	CLICK SUPER	709.69
		BT BUSINESS SUPER	
13/10/2016	DEBIT	CLICK SUPER	367.41
		HOSTPLUS SUPERANNUATION	
13/10/2016	DEBIT	CLICK SUPER	151.62
		MACQUARIE SUPERANNUATION	
13/10/2016	DEBIT	CLICK SUPER	1,260.66
		MLC NOMINEES PTY LTD- MASTER KEY BUSINESS	
13/10/2016	DEBIT	CLICK SUPER	1,284.72
		PRIME SUPER	
13/10/2016	DEBIT	CLICK SUPER	1,931.76
		REST SUPERANNUATION	
13/10/2016	DEBIT	CLICK SUPER	293.03
		SPECTRUM SUPER	
13/10/2016	DEBIT	CLICK SUPER	1,259.12
		TWUSUPER	
13/10/2016	DEBIT	CLICK SUPER	29,611.06
		WA SUPER	
16/09/2016	3333	SYNERGY	35.55
		VARIOUS ELECTRICITY ACCOUNTS	
16/09/2016	3334	TELSTRA	876.77
		VARIOUS TELEPHONE CALLS & CHARGES	
23/09/2016	3335	SYNERGY	1,178.65
		VARIOUS ELECTRICITY ACCOUNTS	
23/09/2016	3336	TELSTRA	740.28
		VARIOUS TELEPHONE CALLS & CHARGES	
23/09/2016	3337	VOID	0.00
		VOID	
11/10/2016	3338	SYNERGY	1,205.90
		VARIOUS ELECTRICITY ACCOUNTS	
11/10/2016	3339	TELSTRA	562.55
		VARIOUS TELEPHONE CALLS & CHARGES	
28/09/2016	3340	SOUTHSIDE CONTRACTORS	9,031.00
		FLOORING FOR COMMUNITY GYM	
19/10/2016	3341	TELSTRA	997.57
		VARIOUS TELEPHONE CALLS & CHARGES	
04/10/2016	19956	SHIRE OF WEST ARTHUR	179.55
		PETTY CASH RECOUP AUGUST TO SEPTEMBER 2016 - KIDS CENTRAL	
14/10/2016	19957	SHIRE OF WEST ARTHUR	300.00
		PETTY CASH RECOUP JULY TO SEPTEMBER	

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

Date	Num	Name	Amount
<b>FUND</b>		<b>VOUCHERS</b>	<b>AMOUNT</b>
MUNICIPAL			
		160916.1 - 160916.6	24,045.10
		230916.1 - 230916.13	83,920.60
		300916.1	1,578.00
		111016.1 - 111016.33	71,279.33
		191016.1 - 191016.10	5,899.95
		3333 - 3341	14,628.27
		19956 - 19957	479.55
		BPAY	44,926.00
		DIRECT DEBIT	45,513.70
		EFT SALARIES AND WAGES	99,628.46
		LICENSING TOTAL TRANSFERS SEPTEMBER	9,955.15
		TOTAL	401,854.11

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

**ITEM 8.1.3- 2016/17 SPRAYED SEAL WORKS**

LOCATION/ADDRESS: Various  
 NAME OF APPLICANT:  
 FILE REFERENCE:  
 DISCLOSURE OF INTEREST: N/A  
 DATE OF REPORT: 19 October 2016  
 AUTHOR: Maxine McKenzie

**SUMMARY:**

Council to consider quotes received for the supply of bituminous products for the 2016/17 road program. It is recommended that the Fulton Hogan Industries Pty Ltd quote is accepted.

**BACKGROUND:**

In this year's construction budget, there is 67,100 m<sup>2</sup> of reseal works with contractor supplied aggregate, and approximately 27,800 m<sup>2</sup> of first coat seal on new works required.

**CONSULTATION:**

Suppliers from Western Australian Local Government Association's preferred suppliers list were invited to quote on a full service.

For comparison purposes, rates were requested on a per litre basis with 1.8Lt/m<sup>2</sup> @ 15° requested for reseals and 2.0lts/m<sup>2</sup> @ 15° for first coat seal location and area required given.

Quotations from four suppliers were received.

**STATUTORY ENVIRONMENT:**

The Local Government (Functions and General) Regulation 11, a local government is required to invite tenders before entering into a contract where the value of the contract exceeds \$150,000 unless, amongst other things, (b) the purchase is to be made through Council Purchasing Services of WALGA.

**POLICY IMPLICATIONS:**

Nil.

**FINANCIAL IMPLICATIONS:**

The quote from the recommended supplier is within budget estimates.

**STRATEGIC IMPLICATIONS:**

Nil.

**COMMENT:**

The lowest quote received was from Fulton Hogan, who has not previously provided services to the Shire, however Bill Owen has seen their widening and overlaying work at Boddington which was a good finish.

**VOTING REQUIREMENTS:**

Simple majority

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

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

Moved: Cr Michael Meredith

Seconded: Cr Neil Manuel

That Fulton Hogan Industries Pty Ltd be contracted to complete the 2016/17 construction season sealing program, as required, in accordance with the quote supplied.

**CARRIED 6/0****ATTACHMENTS:****Nil.****ITEM 8.1.4 – REQUEST TO ALLOW DISCOUNT – ASSESSMENTS 257, 426, 496**

LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	1.9.1
DISCLOSURE OF INTEREST:	N/A
DATE OF REPORT:	11 October 2016
AUTHOR:	Maxine McKenzie

**SUMMARY:**

Council is asked to approve the discount on the 2016/2017 rates for assessments 257, 426 and 496.

**BACKGROUND:**

Credit card authorisation for the discounted amount on three Shire assessments was made by facsimile transmission at 4.47pm on Friday 16 September, which was after the close of business on the due date, making it ineligible for Option 1 – Pay Early to receive 5% discount on rates, without Council approval. The rate payment was processed on the Monday following the closing date.

The ratepayer has explained, for Council consideration, that plans to pay the rates in person on the due date were unexpectedly changed and the only opportunity to meet the due date was to fax them through, thinking by 5pm would suffice as before close of business.

**COMMENT:**

The Shire's advertised office hours, which were included on the information sent with the rate notice, are Monday to Friday 8:30am to 4:30 pm. There appears to have been a genuine attempt by the ratepayer to make payment by the due date, and rate payments in previous years have always been received by the due date.

**CONSULTATION:**

Not Applicable

**STATUTORY ENVIRONMENT:**

Local Government Act 1995 Part 6, Division 6, 6.46. Discounts. Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may, when imposing a rate or service charge, resolve\* to grant a discount or other incentive for the early payment of any rate or service charge.

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

**POLICY IMPLICATIONS:**

The granting of a discount on the payment of other than current rates within a specified time shall be determined by Council. However as a general guide no discount will be permitted on any back rates, irrespective of when the assessment is issued, and payment will be expected within 35 days of the service of notice.

If the envelope is postmarked prior to the discount closing date the discount is allowed.

**FINANCIAL IMPLICATIONS:**

The discount on assessments 257, 426 and 496 is \$772.76.

**STRATEGIC IMPLICATIONS:**

Not applicable

**VOTING REQUIREMENTS:**

Simple majority

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

Moved: Cr Michael Meredith ...

Seconded: Cr Neil Manuel...

That Council allow the 5% discount on the 2016/2017 rates on assessments 257, 426 and 496.

**CARRIED 6/0**

**ATTACHMENTS:**

Nil

**ITEM 8.1.5 – TENDER FOR EXPANSION OF HEALTH AND RESOURCE CENTRE**

LOCATION/ADDRESS: Burrowes Street Darkan

NAME OF APPLICANT:

FILE REFERENCE: 6.10

DISCLOSURE OF Nil

INTEREST:

DATE OF REPORT: 20 October 2016

AUTHOR: Nicole Wasmann

**SUMMARY:**

Council to consider tenders received for the expansion of the West Arthur Health and Resource Centre. It is recommended that the tender from White Building is accepted.

**BACKGROUND:**

The expansion of the West Arthur Health and Resource Centre was included in the 2016/17 Budget. Tenders were invited in the West Australian on 3 September and a summary of the tenders received is provided in the report from the architect (separate attachment).

**CONSULTATION:**

The architect has assessed tenders received.

**STATUTORY ENVIRONMENT:**

Local Government Act - Division 2, Subdivision 6 (s.3.57). Local Government (Functions and General) Regulations - Part 4, Division 2 (R11). Tenders are to be publicly invited if the consideration under the contract is expected to be \$150,000 or more.

#### POLICY IMPLICATIONS:

There are no policy implications.

#### FINANCIAL IMPLICATIONS:

The total materials and contracts expense in the 2016/17 Budget is \$1,591,359, based on grants of \$576,398 and reserve funds of \$1,000,000, with the balance of \$14,961 plus shire labour and plant being funding from general revenue. An additional \$40,129 is available in grant funds transferred from the Country Local Government Fund unspent on the Darkan Town Hall.

The following table represents the total project budget, including the additional funds transferred from the Town Hall.

<b>Total Project Budget</b>	
	Total
architect	<b>82,500</b>
consultants	<b>64,448</b>
shire wages and plant (non cash)	<b>105,000</b>
land acquisition/amalgamation	<b>8,000</b>
construction (includes health and building approval fees and power car park, landscaping, paving	<b>1,440,129</b>
	<b>100,000</b>
	<b>1,800,077</b>
<b>Expenses to date (19 Oct 2016)</b>	
architect	<b>60,250</b>
consultants	<b>47,350</b>
shire wages and plant (non cash)	<b>1,851</b>
land acquisition/amalgamation	<b>2,739</b>
construction (includes health and building approval fees and power car park, landscaping, paving	<b>44,926</b>
	-
	<b>157,117</b>

The project will not be completed in the current financial year, therefore any expenditure over the total budget will impact the 2017/18 Budget. Any additional expenditure could be funded from the reserve (\$99,662 building and \$5,501 Health and Resource Centre balances budgeted for end of the financial year) or through loan funds. It is possible that the tender price could be reduced through negotiation with the builder, i.e. Shire undertake some demolition work or use lower quality fittings. There is also an allowance of \$60,000 for variations in the tender price which may not be utilised.

#### STRATEGIC IMPLICATIONS:

Accepting a tender will allow the expansion to the Health and Resource Centre to proceed, which is identified in the Shire's Corporate Plan.

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

**VOTING REQUIREMENTS:**

Simple majority

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

Moved: Cr Kevin King...

Seconded: Cr Neil Manuel...

That the Shire of West Arthur accept the tender from White Building for the extension to the Health and Resource Centre.

**CARRIED 6/0****ATTACHMENT**

- Nil

**ITEM 8.1.6 - WEST ARTHUR FOOTBALL CLUB REQUEST FOR FINANCIAL ASSISTANCE**

LOCATION/ADDRESS: Memorial Drive, Darkan  
 NAME OF APPLICANT: West Arthur Football Club  
 FILE REFERENCE: 6.19.7  
 DISCLOSURE OF INTEREST:  
 DATE OF REPORT: 20 October 2016  
 AUTHOR: Kym Gibbs

**SUMMARY:**

Council to consider a request from the West Arthur Football Club for a net contribution of \$1,072.50 towards purchase and installation of submersible septic pump at the Darkan oval kitchen and changeroom facility.

**BACKGROUND:**

The WAF Club is seeking financial assistance towards the cost of the purchase of a submersible pump, associated plumbing and installation at the Darkan oval kitchen and changeroom facility. This will replace the existing failed pump and will be fitted for ease of service in the future.

The total cost of the project including volunteer labour is \$3,145 of which the club requests \$1,072.50 from the Shire.

Whilst this facility is only being used once per year by the football club to host a Wagin Football Club match, the Darkan junior sports (not an official club) are using the facility to run Auskick, Milo Cricket, Net Set Go and maybe more in the future. The group has been running for two years now and participation has been very high. This group has provided an opportunity for young children to be involved in sports, teamwork, being active and participation. It also provides an outlet for parents to socialise, learn coaching skills and volunteer. The junior sports has fundraised and already purchased and replaced items in the clubroom kitchen including stainless steel benches, fridge and oven.

**CONSULTATION:**

Consultation has been carried out with the West Arthur Football Club, Darkan & Districts Sports Complex and Darkan junior sports members.

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



**STATUTORY ENVIRONMENT:**

Not applicable

**POLICY IMPLICATIONS:**

The policy states that under the Community Financial Assistance Program, Council will fund up to \$5,000 and no more than 50% of the total cost of a project. In special circumstances Council may consider a higher contribution; justification will need to be provided by the applicant.

**FINANCIAL IMPLICATIONS:**

Council has sufficient funds in the Sports Clubs and Amenities budget for the request.

**STRATEGIC IMPLICATIONS:**

The Shire's Community Plan identifies that "Physical and mental well-being will be enhanced through a variety of sport and recreational opportunities located through-out the Shire" and includes the strategies "Cultural artistic and sporting events will be supported for community development and enjoyment" and "Collaborative partnerships with sport and recreational clubs will be formed to ensure sustainability and good governance". The Corporate Plan indicates that Council will financially support clubs through an annual small grants program.

**COMMENT:**

The Club is aware that it has an agreement with the Shire to maintain the facility however requests Council consider a contribution due to the nature of the works required. The Club is also submitting this request on behalf of Darkan junior sports, who whilst not an official club has been using these facilities to provide a sporting program for the community.

**VOTING REQUIREMENTS:**

Simple majority

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

Moved: Cr Neil Manuel ...

Seconded: Cr Karlene Goss

That Council supports the request from the West Arthur Football Club for a contribution of \$1,072.50 exc GST towards the purchase and installation of a submersible pump under the Community Financial Assistance Scheme.

**CARRIED 6/0**

**ATTACHMENT**

Nil.

**ITEM 8.1.7 – SHIRE OF WEST ARTHUR 2015/16 ANNUAL REPORT**

LOCATION/ADDRESS:

NAME OF APPLICANT:

FILE REFERENCE: 1.1.2

DISCLOSURE OF

INTEREST:

DATE OF REPORT: 21 October 2016

AUTHOR: Kate Johnston

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

**SUMMARY:**

Council to consider:

- 1) receiving the Auditors Report for inclusion in the 2015/16 Annual report;
- 2) accepting the 2015/16 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 2016 is attached, and Council is requested to receive it for inclusion in the 2015/16 Annual Report.

The Shire of West Arthur 2015/16 Annual Report is attached and Council s 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 following the November Ordinary Council Meeting which will be 22 November 2016.

**VOTING REQUIREMENTS:**

Absolute majority

<b>COUNCIL DECISION (OFFICER RECOMMENDATION) – ITEM 8.1.7</b>
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Moved: Cr Rodney Hulse

Seconded: Cr Kevin King

That Council:

- 1) receives the Auditors Report for inclusion in the 2015/16 Annual Report;
- 2) accepts the 2015/16 Annual Report; and
- 3) sets the date for the Annual Electors Meeting as 22 November 2016 at 7.30 pm.

**CARRIED BY ABSOLUTE MAJORITY 6/0**

**ATTACHMENTS**

- Independent Auditor's Report to the Ratepayers of the Shire of West Arthur
- Shire of West Arthur Annual Report 2015/16

**8.4 REPORTS OF ELECTED MEMBERS**

Cr Hulse advised that the Community Resource Centre AGM tomorrow night. The Shire representative is not specifically mentioned in their constitution, therefore the Shire representative is to be a member and complete a nomination form. Cr Hulse advised that he was happy to continue in the role, if Council agreed it was needed. It was agreed that it was important and Council thanked Cr Hulse for continuing in this role.

Cr Harrington advised that he attended a biosecurity meeting in Katanning and that tomorrow he was attending a meeting to discuss regional biosecurity groups. He had also attended a 4WDL meeting where the Arthur River intersections were discussed with Main Roads staff and a meeting with locals and Main Roads representatives at the church in Arthur River. A landcare planning meeting was held with the Blackwood Basin Group last week that Cr Harrington attended.

Cr Harrington and Cr Meredith attended the Bush Fire Advisory Meeting and Cr Harrington attended a Local Emergency Management 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 Harrington declared the meeting closed at 7.56 pm.