

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

The next Ordinary Meeting of the Shire of West Arthur Council will be held on 21 April 2020 as an e-meeting, commencing at 6.00pm

Nicole Wasmann
CHIEF EXECUTIVE OFFICER
Date: 16 April 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 March 2020.
That the Minutes of the Ordinary Meeting of Council held 17 March 2020 be confirmed.
7. **ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION**
8. **REPORTS**
 - 8.1 **OFFICER REPORTS**

ITEM 8.1.1– FINANCIAL REPORT MARCH 2020

LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	N/A
DISCLOSURE OF INTEREST:	N/A
DATE OF REPORT:	16 April 2020

SUMMARY:

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

BACKGROUND:

The financial reports for the period ending 31 March 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 31 March 2020 as presented be accepted.

ATTACHMENTS:

- Financial Reports – 31 March 2020.

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

	Note	Annual Budget 2019/2020	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	2	1,162,096	1,162,096	1,162,096	0	0%	
Revenue from operating activities							
Rates		1,706,538	1,706,538	1,704,587	(1,951)	(0%)	
Operating Grants, Subsidies and Contributions	6	755,939	539,706	586,839	47,133	9%	
Fees and Charges		299,226	249,226	288,192	38,966	16%	▲
Interest Earnings		78,237	47,459	42,909	(4,550)	(10%)	
Other Revenue		76,597	14,242	45,459	31,217	219%	▲
Profit on Disposal of Assets		16,045	10,803	16,178			
		2,932,582	2,567,974	2,684,164			
Expenditure from operating activities							
Employee Costs		(1,670,536)	(1,585,817)	(1,433,923)	(151,894)	10%	
Less overhead and wage allocations			355,000	354,224			
Materials and Contracts		(669,779)	(544,212)	(589,277)	45,065	(8%)	
less Pdepn and POC allocations			190,370	189,954			
Utility Charges		(85,000)	(56,667)	(47,137)	9,530	17%	
Depreciation on Non-Current Assets		(2,082,163)	(395,118)	(386,554)	8,564	2%	
Interest Expenses		(35,389)	(26,993)	(26,993)	0	0%	
Insurance Expenses		(97,701)	(97,701)	(98,444)	(743)	(1%)	
Other Expenditure		(26,000)	(13,000)	(8,199)	4,801	37%	
Loss on Disposal of Assets		(1,666)	0	0			
		(4,668,234)	(2,174,138)	(2,046,349)			
Operating activities excluded from budget							
Add back Depreciation		2,082,163	395,118	386,554	(8,564)	(2%)	
Adjust (Profit)/Loss on Asset Disposal		(14,379)	(10,803)	(16,178)	(5,375)	50%	
Adjust Provisions and Accruals		0	0	(9,507)			
Amount attributable to operating activities		332,132	778,151	998,684			
Investing activities							
Grants, Subsidies and Contributions	6	1,057,659	823,862	837,640	13,778	2%	
Proceeds from Disposal of Assets		86,000	21,000	25,432	4,432	21%	
Land and Buildings	7	(271,525)	(22,000)	(21,773)	227	1%	
Infrastructure Assets - Roads	7	(1,395,630)	(930,000)	(925,840)	4,160	0%	
Infrastructure Assets - Other	7	(243,608)	0	0	0		
Plant and Equipment	7	(198,350)	(100,000)	(81,818)	18,182	18%	▲
Furniture and Equipment	7	(85,000)	(70,000)	0	70,000	100%	▲
Amount attributable to investing activities		(1,050,454)	(277,138)	(166,359)			
Financing Activities							
Proceeds from Self Supporting Loan - repayments		26,290	13,036	13,036	0	0%	
Transfer from Reserves	5	393,059	0	0	0		
Repayment of Debentures		(90,698)	(67,572)	(67,572)	0	0%	
Transfer to Reserves	5	(772,425)	(15,000)	(13,149)	1,851	12%	▲
Amount attributable to financing activities		(443,774)	(69,536)	(67,685)			
Closing Funding Surplus (Deficit)	2	0	1,593,573	1,926,736	333,163	21%	▲

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

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

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

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

Note 1: Explanation of Material Variances

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

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

Operating Grants, Subsidies and Contributions

31012	General purpose grant income above budget. Will be \$41,349 above budget for full year.
(3,185)	Local roads grant income below budget. Will be \$4,246 less for full year.
4454	Culture grants received unbudgeted. Oral histories.
1000	Thank a volunteer grant received. Will be offset by expenditure.
3620	Age friendly, dementia grant received. Unbudgeted and will be offset by expenditure
9429	Kids Central grant higher than budgeted. Service delivered for longer.

Fees and Charges

29633	Kids Central Childcare income above budget. Budgeted for three months prior to transfer to REED.
6656	Caravan park income above budget. permanent variance

Other Revenue

20890	Insurance claims and reimbursements permanent variance
10487	Diesel rebate additional claim permanent variance

Employee Costs

(151,894)	Wages and associated employee expenses are lower than budget due to vacant positions. This is partly offset by kids central wages higher than budget due to later than anticipated handover to REED.
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Materials and Contracts

59828	Museum expenditure shown as operating rather than capital. Review on project completion. Partly offset by several non reportable variances below budget.
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Grants, Subsidies and Contributions

13778	Museum grant higher than budgeted. Will be offset by lower reserve transfer.
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Plant and Equipment

18182	Low loader was below budget.
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Furniture and Equipment

70000	Museum expenditure allocated to operating material expenditure.
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SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2020

Note 2: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Closing	Current
	Note	30 June 2019	31 Mar 2020
		\$	\$
Current Assets			
Cash Unrestricted	3	1,175,057	1,665,858
Cash Restricted - Conditions over Grants	6	0	217,833
Cash Restricted	5	1,756,241	1,769,390
Receivables - Rates	4	107,730	141,878
Receivables - Other	4	41,818	9,860
Inventories		21,550	21,550
		3,102,396	3,826,369
Less: Current Liabilities			
Payables		(184,059)	(130,243)
		(184,059)	(130,243)
Less: Cash Reserves	5	(1,756,241)	(1,769,390)
Net Current Funding Position		1,162,096	1,926,736

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

Note 3: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	632,360			632,360	NAB	0.01%	At Call
Municipal Bank - Bendigo	49,561			49,561	Bendigo	0.15%	At Call
Municipal Cash Maximiser	94,876			94,876	NAB	0.10%	At Call
Bendigo Cash Maximiser	48			48	Bendigo	0.05%	At Call
Trust Bank Account			5,416	5,416	NAB	0.01%	At Call
Trust Cash Maximiser			8,105	8,105	NAB	0.10%	At Call
Trust - Bendigo			1,780	1,780	Bendigo	0.05%	At Call
Reserve Cash Maximiser		9,622		9,622	NAB	0.10%	At Call
Bendigo Reserve		804		804	Bendigo	0.05%	At Call
(b) Term Deposits							
Municipal term deposit	300,000			300,000	NAB	1.6	28/04/2020
Municipal term deposit	306,446			306,446	Bendigo	1.2	23/06/2020
Municipal term deposit	500,000			500,000	Bendigo	0.8	25/05/2020
Reserve term deposit		750,000		750,000	NAB	1.52	26/06/2020
Reserve term deposit		1,008,964		1,008,964	Bendigo	1.55	26/06/2020
Trust term deposit			60,000	60,000	NAB	1.55	12/06/2020
Total	1,883,291	1,769,390	75,301	3,667,982			
	1,883,291	1,769,390	75,301				

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

Note 4: Receivables

Receivables - Rates Receivable	31 Mar 2020	30 June 2018	Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$		\$	\$	\$	\$	\$
Opening Arrears Previous Years	181,873	165,047	Receivables - General	6,802	0	323	2,735	9,860
Levied this year (incl rubbish & ESL)	1,801,030	1,769,903						
Less Collections to date	(1,766,882)	(1,753,077)	Balance per Trial Balance					
Equals Current Outstanding	216,021	181,873	Sundry Debtors					0
			Receivables - Other					0
Net Rates Collectable	216,021	181,873	Total Receivables General Outstanding					9,860
% Collected	89.11%	90.60%						
Less Recognised as doubtful	(74,143)	(74,143)						

Amounts shown above include GST (where applicable)

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

Note 5: Cash Backed Reserve

Name	Opening Balance	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
		Interest Earned	Interest Earned	Transfers In (+)	Transfers In (+)	Transfers Out (-)	Transfers Out (-)	Transfers Out (-)	Transfers Out (-)
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	156,202	2,812	1,169	50,000	0	0	0	209,014	157,371
Plant Reserve	94,159	1,972	705	309,829	0	(112,350)	0	293,610	94,864
Building Reserve	631,562	11,368	4,729	50,000	0	(130,000)	0	562,930	636,291
Town Development Reserve	69,595	1,253	521	0	0	(45,000)	0	25,848	70,116
Recreation Reserve	31,202	562	234	100,000	0	(10,000)	0	121,764	31,436
Heritage Reserve	5,128	92	38	300	0	0	0	5,520	5,166
Community Housing Reserve	109,024	1,962	816	20,000	0	(25,000)	0	105,986	109,840
Waste Management Reserve	80,044	1,441	599	40,000	0	0	0	121,485	80,643
Darkan Swimming Pool Reserve	33,219	598	249	5,000	0	0	0	38,817	33,468
Information Technology Reserve	57,988	1,044	434	3,000	0	(15,000)	0	47,032	58,422
Darkan Sport and Community Centre Reserve	223,747	3,757	1,675	30,000	0	0	0	257,504	225,422
Arthur River Country Club Renewal Reserve	25,049	451	188	6,000	0	(3,000)	0	28,500	25,237
Museum Reserve	127,858	2,301	957	0	0	(25,620)	0	104,539	128,815
Moodiarrup Sports Club Reserve	7,879	142	59	4,000	0	0	0	12,021	7,938
Landcare Reserve	46,885	844	351	0	0	(27,089)	0	20,640	47,236
Corporate Planning and Valuation Reserve	34,000	612	255	0	0	0	0	34,612	34,255
Kids Central Members Reserve	429	8	3	0	0	0	0	437	432
The Shed Reserve	11,019	198	82	0	0	0	0	11,217	11,101
Recreation Trails Reserve	1,185	21	9	0	0	0	0	1,206	1,194
Community Gym Reserve	6,887	124	52	0	0	0	0	7,011	6,939
Economic Development Reserve	3,180	57	24	40,000	0	0	0	43,237	3,204
Road Reserve	0	0	0	82,677	0	0	0	82,677	0
	1,756,241	31,619	13,149	740,806	0	(393,059)	0	2,135,607	1,769,390

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

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 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	0	242,289	0	212,729	0	0	Total anticipated 283,636. Paid quarterly.
	Grants Commission - Roads	WALGGC	0	244,114	0	179,901	0	0	Total anticipated 239,868. Paid quarterly.
	Grants Commission - Bridges	WALGGC	0	90,000	0	0	0	0	Won't be received this year. Project deferred.
Law, Order and Public Safety									
	FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	0	38,500	0	39,268	(35,934)	3,334	Paid quarterly.
	Bushfire mitigation	Office of Emergency Management	0	5,000	0	0	0	0	Application not to be submitted.
Education and Welfare									
	Kids Central Quarterly Grant	Federal DEEWR	0	8,500	0	17,929	0	0	
	Age Friendly and Dementia Community Awareness	Department of Communities	0	0	0	3,620	0	3,620	
Recreation and Culture									
	Redevelopment of play and youth area	Lotterywest	0	0	65,000	0	0	0	
	Museum		0	0	20,000	33,778	(33,778)	0	March
	Oral Histories	Lotterywest	0	0	0	4,454	(3,433)	1,021	
	Thank a Volunteer	Department for Communities	0	0	0	1,000	(1,000)	0	February
Transport									
	Roads To Recovery Grant - Cap	Roads to Recovery	0	0	329,877	299,877	(90,019)	209,858	
	RRG Grants - Capital Projects	Regional Road Group	0	0	344,487	308,477	(308,477)	0	
	Commodity Route Funding	Regional Road Group	0	0	244,384	195,508	(195,508)	0	First and second payments received.
	Direct Grant	Main Roads	0	125,536	0	125,536	0	0	
Economic Development									
	Kylie Dam Project	Department of Water	0	0	53,911	0	0	0	Approved
TOTALS			0	753,939	1,057,659	1,422,077	(668,149)	217,833	
SUMMARY									
	Operating	Operating Grants, Subsidies and Contributions	0	620,439	0	536,095	0	0	
	Operating - Tied	Tied - Operating Grants, Subsidies and Contributions	0	133,500	0	48,342	(40,367)	7,975	
	Non-operating	Non-operating Grants, Subsidies and Contributions	0	0	1,057,659	837,640	(627,782)	209,858	
TOTALS			0	753,939	1,057,659	1,422,077	(668,149)	217,833	

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

Note 7: Capital Acquisitions

Assets	Account	YTD Actual			Budget			Variance	Comment
		Wages and Plant	Materials and Contractors	Total YTD	Wages and Plant	Materials and Contractors	Total Budget	Total YTD to Budget	
		\$	\$	\$	\$	\$	\$		
Buildings									
Governance									
Shire office - solar power		0	(8,844)	(8,844)	0	(10,000)	(10,000)	1,156 Works completed.	
Housing									
Renovations to existing joint venture community housing units		0	0	0	0	(25,000)	(25,000)	25,000 No scheduled works.	
Recreation & Culture									
Football Changerooms Project		0	(8,140)	(8,140)	(2,000)	(22,625)	(24,625)	16,485 Some expenditure allocated to operating.	
Community Amenities									
Darkan Cemetery toilet		(2,566)	(2,223)	(4,789)	(20,000)	(10,000)	(30,000)	25,211 Scheduled to be completed in financial year.	
Challet		0	0	0	(46,900)	(80,000)	(126,900)	126,900	
Other Property & Services									
Staff Housing		0	0	0	(5,000)	(50,000)	(55,000)	55,000 No scheduled works.	
Buildings Total		(2,566)	(19,207)	(21,773)	(73,900)	(197,625)	(271,525)	249,752	
Infrastructure									
Recreation And Culture									
Darkan Railway Reserve - redevelopment of play and youth area		0	0	0	(15,000)	(150,000)	(165,000)	165,000 Scheduled for late in the year.	
Economic Development									
Kylie Dam Water Project		0	0	0	(12,608)	(66,000)	(78,608)	78,608 Funding approved. Land tenure negotiations in progress. 20/21 expected	
Infrastructure Total		0	0	0	(27,608)	(216,000)	(243,608)	243,608	
Furniture & Office Equip.									
Governance									
Computer Server		0	0	0	0	(15,000)	(15,000)	15,000 Installation in March.	
Recreation & Culture									
Museum fit out		0	0	0	0	(70,000)	(70,000)	70,000 Expense to date shown in operating expenditure	
Furniture & Office Equip. Total		0	0	0	0	(85,000)	(85,000)	85,000	
Plant , Equip. & Vehicles									
Transport									
Administration vehicle		0	0	0	0	(52,000)	(52,000)	52,000 To be purchased in April	
Works vehicle		0	0	0	0	(46,350)	(46,350)	46,350 To be purchased in April	
Low loader		0	(81,818)	(81,818)	0	(100,000)	(100,000)	18,182 Purchased in November	
Plant, Equip & Vehicles Total		0	(81,818)	(81,818)	0	(198,350)	(198,350)	116,532	
Roads									
Regional Road Group									
Darkan Moodiarrup Road		(118,779)	(116,373)	(235,152)	(147,880)	(139,910)	(287,790)	52,638 Majority works completed.	
Bowelling Duranillin Road		(137,402)	(109,317)	(246,719)	(139,915)	(119,780)	(259,695)	12,976 Variation for additional works approved.	
Trigwell Bridge Road (Commodity Route Funding)		(167,690)	(153,769)	(321,459)	(167,945)	(198,670)	(366,615)	45,156 Intersection works to be completed.	
Regional Road Group Total		(423,871)	(379,459)	(803,330)	(455,740)	(458,360)	(914,100)	110,770	
Roads to Recovery									
Boyup Brook Arthur Road		(46,710)	0	(46,710)	(85,255)	(33,130)	(118,385)	71,675 Contractor booked for late April	

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

Note 7: Capital Acquisitions

Assets	Account	YTD Actual			Budget			Variance	Comment
		Wages and Plant	Materials and Contractors	Total YTD	Wages and Plant	Materials and Contractors	Total Budget	Total YTD to Budget	
		\$	\$	\$	\$	\$	\$		
Eulin Crossing Road		(23,864)	(925)	(24,789)	(37,877)	(15,000)	(52,877)	28,088	
Rutherford Road		(13,372)	(929)	(14,301)	(20,000)	(15,000)	(35,000)	20,699	
Shields Road		(2,478)	0	(2,478)	(46,866)	(9,255)	(56,121)	53,643	
Boyup Brook Arthur Road		(1,741)	0	(1,741)	(37,841)	(39,670)	(77,511)	75,770	
Roads to Recovery Total		(88,165)	(1,854)	(90,019)	(227,839)	(112,055)	(339,894)	249,875	
Shire Funded									
Growden Place		(7,724)	(2,915)	(10,639)	(46,010)	(51,172)	(97,182)	86,543	Waiting on PTA approval
Collie South East Road		(21,739)	0	(21,739)	(21,275)	(3,056)	(24,331)	2,592	
DustSuppressions		(113)	0	(113)	(16,305)	(3,816)	(20,121)	20,008	
Shire Funded Total		(29,576)	(2,915)	(32,491)	(83,590)	(58,044)	(141,634)	109,143	
	Roads Total	(541,612)	(384,228)	(925,840)	(767,169)	(628,459)	(1,395,628)	469,788	
Capital Expenditure Total		(544,178)	(485,253)	(1,029,431)	(868,677)	(1,325,434)	(2,194,111)	1,164,680	

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: 16 April 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 20032020.1 - 20032020.36, 27032020.1 - 27032020.14, 14042020.1 - 14042020.28 , Licensing, Salaries and Wages and EFT Transfers, Direct Debit totalling \$338,073.72 listed (attached) be noted as approved for payment.

ATTACHMENTS:

- Cheque Listing

Shire of West Arthur
Cheque Detail
March 11 through April 14, 2020

Date	Num	Name	Original Amount
19/03/2020	EFT	SALARIES & WAGES	46,437.36
		PAYROLL	
20/03/2020	20032020.1	AIR LIQUIDE	385.35
		ARCAL FORCE G CYLINDER WORKSHOP	
20/03/2020	20032020.2	AUSTRALIA POST	110.00
		BOX OF POSTAGE STAMPS	
20/03/2020	20032020.3	BLACKWOOD BASIN GROUP (INC)	1,487.10
		LANDCARE SUPPORT FOR FEB 2020	
20/03/2020	20032020.4	CAROL STANDISH	336.68
		REIMBURSE GOODS FOR SENIORS MEALS & HAND SANITISER	
20/03/2020	20032020.5	CHILDREN OF MASSAI	200.00
		DONATION TO CHILDREN OF MASSAI FROM THANK A VOLUNTEER FUNDING IN LIEU OF PAYMENT TO LAUREN JACKSON	
20/03/2020	20032020.6	COLLIE ELECTRICAL SERVICES	442.75
		REPLACE SMOKE ALARMS 11 KING STREET & HRC CHECK 20AMP INLET ON GENERATOR	
20/03/2020	20032020.7	CR ADAM SQUIRES	440.00
		SITTING FEES & COMMUNICATIONS ALLOWANCE - OCT/NOV/DEC	
20/03/2020	20032020.8	CR J M MCFALL	745.00
		SITTING FEES & COMMUNICATIONS ALLOWANCE - JULY/AUG/SEPT/OCT/NOV/DEC	
20/03/2020	20032020.9	CR K J KING	1,856.25
		PRESIDENTIAL, SITTING FEES & COMMUNICATIONS ALLOWANCE - JULY/AUG/SEPT/OCT/NOV/DEC	
20/03/2020	20032020.10	CR M LLOYD	1,256.69
		SITTING, TRAVEL FEES & COMMUNICATIONS ALLOWANCE - JULY/AUG/SEPT/OCT/NOV/DEC	
20/03/2020	20032020.11	CR M O MEREDITH	578.44
		SITTING, TRAVEL FEES & COMMUNICATIONS ALLOWANCE - JULY/AUG/SEPT	
20/03/2020	20032020.12	CR N M MANUEL	802.24
		SITTING, TRAVEL FEES & COMMUNICATIONS ALLOWANCE - JULY/AUG/SEPT/OCT/NOV/DEC	
20/03/2020	20032020.13	CR NEIL MORRELL	793.35
		SITTING, TRAVEL FEES & COMMUNICATIONS ALLOWANCE - OCT/NOV/DEC	
20/03/2020	20032020.14	CR RAY HARRINGTON	1,185.00
		PRESIDENTIAL, SITTING FEES & COMMUNICATIONS ALLOWANCE - JULY/AUG/SEPT	
20/03/2020	20032020.15	CREATIVE SPACES	13,901.80
		GRAPHIC DESIGN & PROJECT MANAGEMENT FOR BETTY BROWN HISTORICAL CENTRE	
20/03/2020	20032020.16	CUTTING EDGES	3,335.20
		GRADER BLADES	
20/03/2020	20032020.17	DARKAN AGRI SERVICES	1,333.85
		FORKLIFT GAS, CLEANING & BUILDING SUPPLIES, PIPE FITTINGS, CHAIN & LOCK ETC	
20/03/2020	20032020.18	DURANILLIN AGENCIES	24.20
		PADLOCK FOR LAKE	
20/03/2020	20032020.19	GEOFABRICS AUSTRALASIA PTY LTD	1,988.26
		ROLLS OF 3M X 125M A44	
20/03/2020	20032020.20	GREAT SOUTHERN WASTE DISPOSAL	4,570.86
		REFUSE & RECYCLING COLLECTION	
20/03/2020	20032020.21	JASON SIGMAKERS	215.60
		1 1200 x 400 (G2-1R) & 1 1200 X 400 (G2-1L) TYPE SIGN WHITE ON GREEN CLASS 1, 1.6 ALI WITH 2 X UNISTRUTS	
20/03/2020	20032020.22	KATANNING PEST MANAGEMENT	1,320.00
		TERMITE TREATMENT TO 11 KING ST DARKAN	
20/03/2020	20032020.23	LAKESIDE CAMPING PTY LTD	441.97
		SITTING & TRAVEL FEES FOR COUNCIL MEETING	
20/03/2020	20032020.24	LANDGATE	114.60
		RURAL UV INTERIM VALUATION SHARED	
20/03/2020	20032020.25	LIBERTY OIL AUSTRALIA PTY LTD	14,814.00
		DIESEL	
20/03/2020	20032020.26	MOTORPASS	552.39
		FUEL FOR DURA FIRE TRUCK PLUS CARDS FEES	
20/03/2020	20032020.27	PAM WALES	150.00
		VOUCHER FOR GROCERIES	
20/03/2020	20032020.28	PERFMET ENGINEERING	110.00
		APPROVED VARIATIONS TO ORIGINAL QUOTE FOR MUSEUM	
20/03/2020	20032020.29	RAREBITS ON BURROWES 1	1,500.00
		MORNING TEA FOR MUSEUM OPENING	
20/03/2020	20032020.30	SUNWISE SOLAR ENERGY	9,728.70
		SOLAR PANELS SHIRE OFFICE	
20/03/2020	20032020.31	SWAT PEST CONTROL	77.00
		SPRAY EXTERIOR OF OLD ROAD BOARD BUILDING INCLUDING DUST ROOF SPACE (MUSEUM)	
20/03/2020	20032020.32	THINKWATER BUNBURY	790.79
		ADDITIONAL COST - SOUTHERN CROSS PHASE THREE MOTOR FOR LAKE PUMP	
20/03/2020	20032020.33	TOLL TRANSPORT PTY LTD	92.79
		FREIGHT FOR SIGNS & WATER SAMPLE FOR LAKE FREIGHT	
20/03/2020	20032020.34	TRUCKLINE	757.29
		PARTS & REPAIRS FOR WATER TANKER - AIR BAGS AND SIDE TIPPING TRAILER - BUSHES & PINS	

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Date	Num	Name	Original Amount
20/03/2020	20032020.35	WA TREASURY CORPORATION CAPITAL REPAYMENT INTEREST PAYMENT AND GUARANTEE FEE ON LOAN 69, 70, 72 & 73	31,521.53
20/03/2020	20032020.36	WEST ARTHUR COMMUNITY RESOURCE CENTRE LIBRARY FUNDING, AUSTRALIA DAY VOUCHERS & COMMUNITY VOUCHER	5,000.00
27/03/2020	27032020.1	CAROL STANDISH REIMBURSE GOODS & MEAT FOR SENIORS MEALS & CLEANING PRODUCTS	487.17
27/03/2020	27032020.2	CJD EQUIPMENT PTY LTD SOURCE FAULT AND REPAIR FOR VOLVO LOADER	766.32
27/03/2020	27032020.3	G & M DETERGENTS CLEANING SUPPLIES FOR LAKE, CARAVAN PARK, OFFICE & HRC	221.00
27/03/2020	27032020.4	JASON SIGNMAKERS SIGNS AND POSTS	734.06
27/03/2020	27032020.5	PUTLAND MOTORS BAR OIL, BEARINGS, PARTS & REPAIRS FOR UTE - WINDSCREEN, CAT DOZER - REPLACE AIRCON	2,201.10
27/03/2020	27032020.6	RICHARD BUCKLAND 1 BA7 NOTICE BUILDING PERMIT 129 - REFUND OF DEPOSIT PREVIOUSLY HELD IN TRUST	3,742.96
27/03/2020	27032020.7	SIGNARAMA SIGNS FOR HEALTH & RESOURCE CENTRE AS PER QUOTE 40408	349.92
27/03/2020	27032020.8	STEWART & HEATON CLOTHING CP. PTY LTD PPE FOR FIRFIGHTERS	2,660.08
27/03/2020	27032020.9	T R ANDERSON PAINTING PAINTING OF CRC AND MUESUM	3,426.50
27/03/2020	27032020.10	THE FACTORY WHITE PVC LABELS FOR BETTY BROWN MUSEUM	9,619.50
27/03/2020	27032020.11	UDUC CONCRETE PRODUCTS SEPTIC TANK LARGE & LID LARGE & LEACH DRAIN 9MTR	1,700.00
27/03/2020	27032020.12	WEST ARTHUR COMMUNITY RESOURCE CENTRE DOCTORS HOURS FOR FEB 2020 & WEBSITE 1.75 HOURS	702.63
27/03/2020	27032020.13	WILMA MANN PART PAYMENT # 2	300.00
27/03/2020	27032020.14	WREN OIL OIL WASTE DISPOSAL ADMI FEES	16.50
30/03/2020	30032020.1	DEPARTMENT OF HUMAN SERVICES CHILD SUPPORT DEDUCTIONS	882.96
02/04/2020	EFT	SALARIES & WAGES PAYROLL	45,016.81
14/04/2020	14042020.1	AIR LIQUIDE GAS CYLINDERS	229.64
14/04/2020	14042020.2	AUSTRALIA POST POSTAGE FOR RATE REMINDERS & OVERDUE RATES POSTAGE & MAIL POST ON HOURS OF DURA TIP	186.68
14/04/2020	14042020.3	BLACKWOOD BASIN GROUP (INC) LANDCARE SUPPORT FOR MARCH 2020 & LANDCARE TRAVEL	1,632.60
14/04/2020	14042020.4	BODDINGTON MEDICAL CENTRE REIMBURSEMENT FOR FUEL FOR THE DOCTOR FROM 14/01/2020 TO 31/03/2020, 1/10/2019 TO 24/12/2019	2,375.00
14/04/2020	14042020.5	BUNBURY TRUCKS BRAKE PADS FRONT AND REAR FOR CREWCAB PARTS & REPAIRS	530.60
14/04/2020	14042020.6	CARO TELFER PHOTOGRAPHY MUSEUM STOCK PHOTOS	347.50
14/04/2020	14042020.7	CAROL STANDISH REIMBURSE GOODS FOR SENIORS MEALS	813.23
14/04/2020	14042020.8	CORUM HEALTH SERVICES LOTS DISPENSE SOFTWARE MAINTENANCE & PBS ONLINE FEE	700.59
14/04/2020	14042020.9	DARKAN AGRI SERVICES CLEANING & BUILDING SUPPLIES, HOSE FITTINGS, HANDLES, FRUIT FLY BAIT, FORKLIFT GAS ETC	2,815.04
14/04/2020	14042020.10	DEPARTMENT OF MINES, IND REG AND SAFETY BUILDING SERVICES LEVY REMITTANCE FOR THE MONTH OF MARCH 2020	949.00
14/04/2020	14042020.11	DEPARTMENT OF PARKS AND WILDLIFE LEASE LAKE TOWERINNING RENT 01/10/2019-30/09/2020	270.02
14/04/2020	14042020.12	EASFLEET MANAGEMENT- MOUNTSVILLE PTY LTD SALARY SACRIFICE PAYMENTS - APRIL 2020	4,095.85
14/04/2020	14042020.13	FLEAYS STORE DRAPES DRYCLEANED FOR COUNCIL CHAMBERS BUILDING	124.00
14/04/2020	14042020.14	FUELS WEST PETROLEUM DIESEL	12,124.49
14/04/2020	14042020.15	GREAT SOUTHERN WASTE DISPOSAL REFUSE & RECYCLING COLLECTION & 6 M DURA SKIP BIN	5,230.86
14/04/2020	14042020.16	KOJONUP TYRE SERVICES TRAVEL FOR FITTING TYRES & 4 X LOADER TYRES FOR LOADER	7,370.00
14/04/2020	14042020.17	LANDGATE RURAL UV INTERIM VALUATION SHARED	125.64
14/04/2020	14042020.18	MARKET CREATIONS TREND MICRO WORRY-FREE BUSINESS SECURITY3 X12, COMPUTER SERVER, COMPUTER MAINTENANCE, MANAGED SERVICES	18,085.67

Shire of West Arthur
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Date	Num	Name	Original Amount
14/04/2020	14042020.19	NARROGIN FREIGHTLINES	263.68
		EMPTY DRUMS TO SIGMA CHEMICALS PLUS CHEMICALS DELIVERED FOR POOL	
14/04/2020	14042020.20	PEDERICK ENGINEERING	1,286.40
		STEEL FOR SHADES AT LAKE TOWERRINNING & FLAT STEEL	
14/04/2020	14042020.21	PRESTIGE PRODUCTS	75.68
		HAND SOAP DISPENSER REFILLS FOR PUBLIC CONVENIENCES	
14/04/2020	14042020.22	RAREBITS ON BURROWES 1	200.00
		MARCH DINNER SHIRE COUNCIL MEETING	
14/04/2020	14042020.23	SHIRE OF NARROGIN (SUPPLIER)	465.00
		VARIOUS INSPECTIONS DARKAN ROADHOUSE/SEPTIC APPROVAL FOR CEMENTARY TOILET BLOCK	
14/04/2020	14042020.24	SOS OFFICE EQUIPMENT	200.16
		METER READINGS FOR THE XEROX PRINTER	
14/04/2020	14042020.25	SOUTHERN LOCK & SECURITY	140.43
		ALARM MONITORING FROM 01/04/2020 TO 30/06/2020	
14/04/2020	14042020.26	TOLL TRANSPORT PTY LTD	68.81
		FREIGHT VARIOUS	
14/04/2020	14042020.27	WEST ARTHUR COMMUNITY RESOURCE CENTRE	874.50
		HOUSE INSPECTIONS 25 NANGIP & 18 GIBBS, 1/10 HILLMAN , DOCTORS HOURS MARCH 2020, WEBSITE MAINTENANCE	
14/04/2020	14042020.28	WILMA MANN	257.00
		FINAL PAYMENT ORAL HISTORIES	
23/03/2020	B/PAY	TELSTRA	330.80
		TELEPHONE CALLS AND CHARGES FOR THE CRC	
23/03/2020	B/PAY	TELSTRA	1,238.41
		VARIOUS PHONE, USAGE & SERVICE CHARGES	
23/03/2020	B/PAY	SYNERGY	531.93
		VARIOUS ELECTRICITY USAGE AND SUPPLY CHARGES	
31/03/2020	B/PAY	SYNERGY	3,625.75
		VARIOUS USAGE & SERVICE CHARGES	
14/04/2020	B/PAY	TELSTRA	320.48
		TELEPHONE CALLS AND CHARGES FOR THE CRC	
14/04/2020	B/PAY	SYNERGY	1,332.31
		ELECTRICITY USAGE AND SUPPLY CHARGE FROM 25/8/14 TO 24/09/14 FOR STREETLIGHTS	
14/04/2020	B/PAY	SYNERGY	651.28
		VARIOUS ELECTRICITY USAGE AND SUPPLY CHARGES	
14/04/2020	B/PAY	WATER CORPORATION	8,617.20
		VARIOUS WATER USAGE & SERVICE CHARGES	
31/03/2020	Debit	NATIONAL AUSTRALIA BANK	40.24
		NAB CONNECT FEE ACCESS AND USAGE	
31/03/2020	Debit	NATIONAL AUSTRALIA BANK	40.00
		END OF MONTH BANK FEES	
02/04/2020	Debit	BENDIGO BANK	127.95
		START OF MONTH BANK FEES	
19/03/2020	DIRECT	AUSTRALIAN TAXATION OFFICE	23,577.00
		FEB BAS	
		VOUCHERS	AMOUNT
MUNICIPAL FUND			
		20032020.1 - 20032020.36	102,959.68
		27032020.1 - 27032020.14	26,927.74
		14042020.1 - 14042020.28	61,838.07
		EFT/DEBIT/BPAY	41,316.31
		SALARIES & WAGES	91,454.17
		LICENSING MARCH 2020 TRANSFERS	13,577.75
		TOTAL	338,073.72

ITEM 8.1.3 – COVID-19 – FINANCIAL SUPPORT

LOCATION/ADDRESS: Whole of Shire
 NAME OF APPLICANT: Not applicable
 FILE REFERENCE:
 DISCLOSURE OF INTEREST: Nil
 DATE OF REPORT: 16 April 2020

SUMMARY:

Council to consider the State Government's request to consider the immediate implementation of initiatives that provide relief and economic stimulus for the local economy. The Western Australian Local Government Association (WALGA) State Council has provide a suite of actions for consideration. Council is asked to consider what, if any actions, will be taken.

It is proposed that as a minimum Council

- honour the Shire's budgeted contribution to the sporting clubs reserve funds, without a requirements for the sporting clubs to provide the full matching contribution, if they are financial unable to do so;
- waive all food business vendor licences from 1 March 2020 to 30 June 2020; and
- consider waiving or freezing all rates and fees and charges for the 2020/21 financial year at the time of adoption of the 2020/21 budget.

BACKGROUND:

The Federal and State Governments have implemented stimulus packages to tackle the significant social and economic impact from COVID-19. The Minister for Local Government believes local governments have a critical role to play in responding to COVID-19, and eventually how their communities will recover.

The Premier wrote to the WALGA President on 17 March 2020, requesting that all Local Governments freeze rates, fees and charges, in order to provide much needed financial support to households and businesses during the COVID-19 crisis. The Premier has also urged the sector to consider the immediate implementation of any initiatives that would provide relief and economic stimulus for local economies, including the provision of financial support and relief to households and businesses.

At the WALGA Special State Council Meeting held on 27 March 2020, WALGA resolved to request each Local Government to give consideration to the following suite of actions, for Local Governments with the capacity to do so, to provide a coordinated and consistent response to the COVID-19 pandemic:

- a) Consider not increasing rates for the 2020-21 financial year
- b) Adoption of the WALGA template rates hardship policy by Local Governments that do not currently have a policy
- c) Consider rate relief options to support small businesses affected by the COVID-19 pandemic
- d) Review fees and charges considering whether fees can be reduced, waived or deferred during the COVID-19 pandemic
- e) Bring forward capital works and infrastructure spending with aggressive application of reserves and borrowing
- f) Prioritise Local Government spending with businesses and contractors located within the Local Government
- g) Implement business friendly payment terms to support business cash flow
- h) Consider supporting Community sporting and cultural groups by either establishing grant programs or waiving fees and charges
- i) Redeploy staff affected by facility closures to tasks that support the community.

The Minister has since indicated that freezing rates for the 2020-21 financial year may be legislated by the State.

A copy of the WALGA template rates hardship policy is available [here](#)

COMMENT

The Shire of West Arthur has implemented a number of social and economic support initiatives including a volunteer buddy program to support vulnerable people, increasing the seniors meal service to twice per week, community art displays, regular communication and offers of support to local businesses, communication to local sporting clubs, and shop local promotion in the Bleat and on social media.

The Shire does not use debt collectors for the recovery of outstanding rates or debts and pursuing debt collection is done on a case by case basis with consideration for personal circumstances. Council may consider the adoption of the WALGA COVID-19 Template for Hardship Policy or consider any request for hardship support for rates individually. The Shire has not previously suspended or waived any rates interest charges.

Fees and charges imposed, excluding memberships and hire for facilities currently closed, include caravan park user fees, water from standpipes and Duranillin supply, residential property rental, private works, building applications, planning applications, dog and cat registration and infringements, seniors meals, cemetery, and food vendor and caravan park licence fees.

Shire staff are liaising with residential tenants and are supporting extended payment arrangements where income has been impacted by COVID-19.

Building and planning applications from business are not anticipated for the remainder of 2019/20. Waiving planning and building fees for businesses could be considered by Council at the time of application or when considering the 2020/21 budget. Waiving building and planning fees for individuals is not proposed.

Council may wish to waive fees for health licences for food vendors for the remainder of the current financial year. Waiving fees for the 2020/21 year could be considered when the 2020/21 fees are considered prior to the adoption of the budget.

Bringing forward capital works and infrastructure spending would require accessing external contractors as the works would be beyond the capacity of our existing workforce and local trades. The resultant economic benefit, would be external to the Shire and not to our local ratepayers unless external funding was made available.

Supporting local businesses through Shire procurement has been reinforced to all staff and payments are made within 14 days of invoice being received.

The Shire does not charge community and sporting groups a fee for use of Shire facilities. As sporting clubs will have had a reduction in revenue in the current financial year, Council could consider honouring the Shire's budgeted contribution to the reserve funds without a requirement for the sporting clubs to provide the full matching contribution, if they are financial unable to do so.

The Shire of West Arthur has no commercial tenants who pay a fee.

The only staff positions impacted by COVID-19 were casual cleaners at the swimming pool who had their season shortened by approximately six weeks.

Council may choose to freeze all rates, fees and charges in the 2020/21 financial year now, or consider no increases at the time of deliberating the 2020/21 budget.

CONSULTATION:

Shire staff have liaised with local businesses and sporting groups in relation to COVID-19, however there has been no direct consultation with relation to the matters listed in this item.

STATUTORY ENVIRONMENT:

The Local Government Act 1995 includes powers for the Council to defer, grant a discount, waive a fee, grant a concession, or write of debts.

POLICY IMPLICATIONS:

The WALGA template for rates hardship is to be considered for adoption.

FINANCIAL IMPLICATIONS:

The impact of waiving health licenses for businesses including food vendor and caravan park licence fees for the remainder of the current financial year and in the 2020/21 would be minimal and less than \$500 per annum.

STRATEGIC IMPLICATIONS:

Goal 1 - The Shire of West Arthur will be a safe and enabling place to live with a strong sense of identity and a thriving, active culture.

Outcome 1.1 - The Shire is a SAFE place to live, strives to reduce risks and is prepared for emergencies.

Outcome 1.2 - People of all ages have the SUPPORT they require to live and participate in the community.

Outcome 1.3- PHYSICAL AND MENTAL WELL-BEING will be enhanced through a variety of sport and recreational opportunities located through-out the Shire.

Goal 2 - The Shire of West Arthur will be a vibrant, sustainable and growing community with active business and agricultural sectors and well maintained infrastructure.

Outcome 2.1 - The business community will be DYNAMIC, GROWING AND DIVERSE providing employment and economic benefit to the Shire.

VOTING REQUIREMENTS:

Absolute majority

OFFICER RECOMMENDATION – (ITEM 8.1.3)

That Council

- honour the Shire of West Arthur's budgeted contribution to the sporting clubs reserve funds, without a requirement for the sporting clubs to provide the full matching contribution, if they are financial unable to do so;
- waive all Shire food business vendor licences from 1 March 2020 to 30 June 2020; and
- consider waiving or freezing all rates and fees and charges for the 2020/21 financial year at the time of adoption of the 2020/21 budget.

ATTACHMENTS:

Nil

ITEM 8.1.4 – APPLICATION FOR FENCING

LOCATION/ADDRESS:	Lot 6 - 8 Gibbs Street Darkan
NAME OF APPLICANT:	Jim Wisniewski
FILE REFERENCE:	Property File – Assessment 770
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	10 September 2019

SUMMARY:

Council to consider a request for permission to erect a 1.6m high chain mesh fence across the front of a residential property in Gibbs Street.

BACKGROUND

The Shire's Fencing Local Law requires the approval of the local government where the fence exceeds one metre in height.

CONSULTATION:

The owner of 8 Gibbs Street Darkan has requested approval to install a 1.6m high steel and chain mesh fence across the front of his property to allow his dogs to have access to and be retained in the front yard.

There has been no consultation with neighbours. The Shire owns 10 Gibbs Street.

STATUTORY ENVIRONMENT:

The Shire of West Arthur Fencing Local Law allows the use of concrete, masonry, wrought iron, tubular steel, link mesh, timber, fibro cement or such other materials approved by the local government. The first schedule of the Local Law details further information in relation to the style of construction permitted.

1 Approval

1.1 No person shall commence to erect, construct, reconstruct or alter, or erect, construct, reconstruct or alter any fence or any hood or pergola forming part of a fence -
(a) exceeding one metre in height abutting or within 7.6 metres of a street alignment; or

- (b) exceeding 1.8 metres in height on the remainder of any lot boundary or adjacent thereto unless he has lodged with the local government two copies of plans and specifications of the proposed fence or hood or pergola forming part of the fence, or the proposed reconstruction or alteration and unless the Local Government has approved the said plans and specifications.

<https://www.westarthur.wa.gov.au/documents/307/sowa-fencing-local-law>

Any person who constructs a fence otherwise in accordance with the provision of the Local Law commits an offence with penalties as prescribed in the Local Law.

POLICY IMPLICATIONS:

There are no policy implications.

FINANCIAL IMPLICATIONS:

There are no financial implications for the Shire.

STRATEGIC IMPLICATIONS:

The Shire of West Arthur' Community Strategic Plan identifies two relevant outcomes being that the Shire will

- be an appealing and attractive place to move to; and
- develop new local laws as required and review and amend existing local laws as required and in accordance with legislation.

COMMENT

Council is asked to consider whether this style of fencing is considered suitable to the "amenity of the area". Any approval may set a precedent for other requests for this style of fencing, unless restricted.

VOTING REQUIREMENTS:

Simple majority

OFFICER RECOMMENDATION – (ITEM 8.1.4)
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That Council consider the request for approval to erect a 1.6m high chain mesh fence at 8 Gibbs Street Darkan.

ATTACHMENTS:

Nil

8.2 COMMITTEE REPORTS

8.3 ELECTED MEMBER REPORTS

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

10. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

11. CONFIDENTIAL ITEMS

12. CLOSURE OF MEETING