

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

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

Nicole Wasmann

CHIEF EXECUTIVE OFFICER

Date: 10 November 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 20 October 2020.

That the Minutes of the Ordinary Meeting of Council held 20 October 2020 be confirmed.
- 7. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION**

8. REPORTS**8.1 OFFICER REPORTS****ITEM 8.1.1 – FINANCIAL REPORT OCTOBER 2020**

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

SUMMARY:

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

BACKGROUND:

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

COMMENT:

If you have any questions regarding details in the financial reports, please contact the office prior to Council meeting so that sufficient time is given to research the request. This will enable the information to be provided at the Council meeting.

CONSULTATION:

Not applicable.

STATUTORY ENVIRONMENT:

Section 34 (1) (a) of the Local Government (Financial Management) Regulations 1996 states that a Local Government is to prepare monthly statement of financial activity including annual budget estimates, monthly budget estimates, actual monthly expenditure, revenue and income, material variances between monthly budget and actual figures and net current assets on a monthly basis.

POLICY IMPLICATIONS:

Not applicable.

FINANCIAL IMPLICATIONS:

Not applicable.

STRATEGIC IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple majority

OFFICER RECOMMENDATION – ITEM 8.1.1

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

ATTACHMENTS:

- Financial Reports – 31 October 2020.

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

	Note	Annual Budget 2020/2021 \$	YTD Budget (a) \$	YTD Actual (b) \$	Var. \$ (b)-(a) \$	Var. % (b)-(a)/(a) %
Opening Funding Surplus (Deficit)	2	1,199,648	1,199,648	1,199,648	0	0%
Revenue from operating activities						
Rates		1,727,022	1,727,022	1,727,085	63	0%
Operating Grants, Subsidies and Contributions	6	625,608	260,903	265,050	4,147	2%
Fees and Charges		273,365	124,367	129,785	5,418	4%
Interest Earnings		56,364	4,567	4,559	(8)	(0%)
Other Revenue		169,739	9,746	11,157	1,411	14%
Profit on Disposal of Assets		19,137	0	0		
		2,871,235	2,126,605	2,137,636		
Expenditure from operating activities						
Employee Costs		(1,714,206)	(702,368)	(626,140)	(76,228)	11%
Less Allocated to Capital			60,000	58,159		
Materials and Contracts		(780,665)	(237,707)	(245,833)	8,126	(3%)
Less Plant Allocations to Capital			27,236	26,400		
Utility Charges		(91,700)	(22,925)	(18,734)	(4,191)	18%
Depreciation on Non-Current Assets		(2,137,367)	(172,612)	(174,867)	2,255	(1%)
Interest Expenses		(30,457)	(8,087)	(8,087)	0	0%
Insurance Expenses		(93,484)	(93,484)	(93,484)	0	0%
Other Expenditure		(36,000)	0	(110)	110	
Loss on Disposal of Assets		(18,307)	0	0	0	
		(4,902,186)	(1,149,947)	(1,082,696)	(67,251)	
Operating activities excluded from budget						
Add back Depreciation		2,137,367	172,612	174,867	2,255	1%
Adjust (Profit)/Loss on Asset Disposal		(830)	0	0	0	
Adjust Provisions and Accruals		0	0	(23,137)		
Amount attributable to operating activities		105,586	1,149,270	1,206,670		
Investing activities						
Grants, Subsidies and Contributions	6	1,246,368	45,000	44,330	(670)	(1%)
Proceeds from Disposal of Assets		52,000	0	0	0	
Land and Buildings	7	(225,000)	(3,000)	(2,243)	757	25%
Infrastructure Assets - Roads	7	(1,255,157)	(135,000)	(132,112)	2,888	2%
Infrastructure Assets - Other	7	(635,238)	0	0	0	
Plant and Equipment	7	(532,000)	0	0	0	
Furniture and Equipment	7	0	0	0	0	
Amount attributable to investing activities		(1,349,027)	(93,000)	(90,025)		
Financing Activities						
Proceeds from Self Supporting Loan - repayments		27,174	6,709	6,709	0	0%
Transfer from Reserves	5	797,089	0	0	0	
Repayment of Debentures		(95,630)	(23,434)	(23,434)	0	0%
Transfer to Reserves	5	(684,840)	(150)	(162)	(12)	(8%)
Amount attributable to financing activities		43,793	(16,875)	(16,887)		
Closing Funding Surplus (Deficit)	2	0	2,239,043	2,299,406	60,363	3%

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

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

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

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

Note 1: Explanation of Material Variances

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

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

Employee

Costs

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

Budget Amendments

Materials and Contracts

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

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

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

Note 1: Explanation of Material Variances

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

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

Employee Costs

Employee costs are below budget (76,228)

Note 2: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

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

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

Note 3: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	95,033			95,033	NAB	0.01%	At Call
Municipal Bank - Bendigo	370,500			370,500	Bendigo	0.05%	At Call
Municipal Cash Maximiser	160,000			160,000	NAB	0.05%	At Call
Bendigo Cash Maximiser	7,531			7,531	Bendigo	0.05%	At Call
Trust Bank Account			5,252	5,252	NAB	0.05%	At Call
Trust Cash Maximiser			8,114	8,114	NAB	0.05%	At Call
Trust - Bendigo			1,781	1,781	Bendigo	0.05%	At Call
Reserve Cash Maximiser		146		146	NAB	0.05%	At Call
Bendigo Reserve		16		16	Bendigo	0.05%	At Call
(b) Term Deposits							
Municipal term deposit	300,000			300,000	NAB	0.80%	27/04/2021
Municipal term deposit	1,000,000				Bendigo	0.75%	24/04/2021
Municipal term deposit	300,000				Bendigo	0.60%	23/12/2020
Reserve term deposit		803,335		803,335	NAB	0.92%	29/06/2021
Reserve term deposit		1,600,000		1,600,000	Bendigo	0.95%	29/06/2021
Trust term deposit			60,000	60,000	NAB	0.80%	27/04/2021
Total	2,233,064	2,403,497	75,147	3,351,708			

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

Note 4: Receivables

Receivables - Rates Receivable	31 Oct 2020	30 June 2020	Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$		\$	\$	\$	\$	\$
Opening Arrears Previous Years	199,932	181,873	Receivables - General	9,185	590	3,436	2,054	15,265
Levied this year (incl rubbish & ESL)	1,823,745	1,799,818						
Less Collections to date	(1,519,678)	(1,781,759)	Balance per Trial Balance					
Equals Current Outstanding	503,999	199,932	Sundry Debtors					0
			Receivables - Other					0
Net Rates Collectable	503,999	199,932	Total Receivables General Outstanding					15,265
% Collected	75.09%	90.05%						
Less Recognised as doubtful	(83,882)	(83,882)						

Amounts shown above include GST (where applicable)

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

Note 5: Cash Backed Reserve

Name	Opening Balance	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
		Interest Earned	Interest Earned	Transfers In (+)	Transfers In (+)	Transfers Out (-)	Transfers Out (-)	Transfers Out (-)	Transfers Out (-)
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	208,619	1,878	14	0	0	0	0	210,497	208,633
Plant Reserve	319,812	2,878	22	313,801	0	(480,000)	0	156,491	319,834
Building Reserve	691,332	6,222	47	60,109	0	(130,000)	0	627,663	691,379
Town Development Reserve	70,672	636	5	0	0	(70,000)	0	1,308	70,677
Recreation Reserve	121,685	1,095	8	40,000	0	0	0	162,780	121,693
Heritage Reserve	5,343	48	0	300	0	0	0	5,691	5,343
Community Housing Reserve	131,406	1,183	9	20,000	0	(25,000)	0	127,589	131,415
Waste Management Reserve	121,282	1,092	8	0	0	(60,000)	0	62,374	121,290
Darkan Swimming Pool Reserve	38,734	349	3	5,000	0	0	0	44,083	38,737
Information Technology Reserve	46,885	422	3	3,000	0	0	0	50,307	46,888
Darkan Sport and Community Centre Reserve	257,208	2,315	17	30,000	0	0	0	289,523	257,225
Arthur River Country Club Renewal Reserve	27,795	250	2	6,000	0	0	0	34,045	27,797
Museum Reserve	128,102	1,153	9	0	0	(5,000)	0	124,255	128,111
Moodiarrup Sports Club Reserve	9,475	85	1	5,000	0	0	0	14,560	9,476
Landcare Reserve	42,763	385	3	0	0	(27,089)	0	16,059	42,766
Corporate Planning and Valuation Reserve	34,526	311	2	0	0	0	0	34,837	34,528
Kids Central Members Reserve	670	6	0	0	0	0	0	676	670
The Shed Reserve	11,550	104	1	0	0	0	0	11,654	11,551
Recreation Trails Reserve	1,203	11	0	0	0	0	0	1,214	1,203
Community Gym Reserve	8,367	75	1	0	0	0	0	8,442	8,368
Economic Development Reserve	43,229	389	3	40,000	0	0	0	83,618	43,232
Road Reserve	82,677	743	6	150,000	0	0	0	233,420	82,683
	2,403,335	21,630	162	673,210	0	(797,089)	0	2,301,086	2,403,497

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

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

Note 6: Grants and Contributions	Grant Provider	Type	Opening Balance (a)	Budget Operating (b)	Capital (c)	YTD Actual Revenue (f)	(Expended) (g)	Unspent Grant (a)+(f)+(g)	Comment
General Purpose Funding				\$	\$	\$	\$	\$	
Grants Commission - General	WALGGC - General Purpose Grant	Operating	0	226,526	0	59,628	0	0	Final allocations will be \$238,526, \$11,986 above budget.
Grants Commission - Roads	WALGGC - Local Roads Grant	Operating	0	229,428	0	58,409	0	0	Final allocations will be \$233,637, \$4,209 above budget.
Federal Road & Community Infrastructure	Dept. of Infrastructure (Fed)	Non-operating	0	0	253,187	0	0	0	
Law, Order and Public Safety									
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Services	Operating - Tied	0	39,479	0	19,740	(19,740)	0	
Education and Welfare									
Age Friendly and Dementia Community Awareness	Department of Communities	Operating - Tied	0	3,620	0	3,620	0	3,620	Carried forward from prior year
Recreation and Culture									
Redevelopment of play and youth area	Lotterywest	Non-operating	0	0	30,000	0	0	0	Darkan Railway Reserve
Transport									
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	329,877	0	0	0	
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	65,387	65,387	(11,497)	53,890	Carried forward from prior year
RRG Grants - Capital Projects	Regional Road Group	Non-operating	0	0	365,987	146,395	(32,833)	113,562	Shown as a liability until spent, then recognised as income
Federal Road & Community Infrastructure	Dept. of Infrastructure, Transport, Regional Development and Communications	Non-operating	0	0	113,507	0	0	0	
Direct Grant	Main Roads - Direct Grant	Operating	0	127,175	0	127,175	0	0	
Economic Development									
Kylie Dam Project	Department of Water	Non-operating	0	0	88,423	0	0	0	Kylie Dam
TOTALS			0	626,228	1,246,368	480,354	(64,070)	171,072	
SUMMARY									
Operating	Operating Grants, Subsidies and Contributions		0	583,129	0	245,212	0	0	
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	43,099	0	23,360	(19,740)	3,620	
Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	1,246,368	211,782	(44,330)	167,452	
TOTALS			0	626,228	1,246,368	480,354	(64,070)	171,072	

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

Note 7: Capital Acquisitions

Assets	Account	YTD Actual			Budget			Variance	Comment
		Wages and Plant	Materials and Contractors	Total YTD	Wages and Plant	Materials and Contractors	Total Budget	Total YTD to Budget	
		\$	\$	\$	\$	\$	\$		
Buildings									
Housing									
Renovations to existing joint venture community housing units		0	0	0	0	(25,000)	(25,000)	25,000	
Community Amenities									
Chalet		(317)	(1,926)	(2,243)	(20,000)	(110,000)	(130,000)	127,757	
Other Property & Services									
Staff Housing		0	0	0	(20,000)	(50,000)	(70,000)	70,000	
	Buildings Total	(317)	(1,926)	(2,243)	(40,000)	(185,000)	(225,000)	222,757	
Infrastructure									
Community Amenities									
Darkan Refuse Site		0	0	0	(20,000)	(100,000)	(120,000)	120,000	
Recreation And Culture									
Darkan Railway Reserve Community Space		0	0	0	(15,000)	(150,000)	(165,000)	165,000	
Lake boat ramp		0	0	0	(4,834)	(6,000)	(10,834)	10,834 Community Infrastructure funded (Council decision Sep 20)	
Lake Towerrinning jetties		0	0	0	(4,995)	(110,000)	(114,995)	114,995 Community Infrastructure funded (Council decision Sep 20)	
Arthur River Hall kitchen		0	0	0	0	(14,000)	(14,000)	14,000 Community Infrastructure funded (Council decision Sep 20)	
Seating at football oval		0	0	0	(490)	(8,800)	(9,290)	9,290 Community Infrastructure funded (Council decision Sep 20)	
Moodiarrup Hall -		0	0	0	0	(12,000)	(12,000)	12,000 Community Infrastructure funded (Council decision Sep 20)	
Darkan Railway Reserve redevelopment including outdoor shelter and/or pump track		0	0	0	0	(32,000)	(32,000)	32,000 Community Infrastructure funded (Council decision Sep 20)	
Moodiarrup Complex - ceiling (based on 50% cost)		0	0	0	0	(6,000)	(6,000)	6,000 Community Infrastructure funded (Council decision Sep 20)	
Lake playground retaining and fence and playground		0	0	0	(4,195)	(16,500)	(20,695)	20,695 Community Infrastructure funded (Council decision Sep 20)	
Reserve projects:									
Cricket pitch cover for oval - \$6,000		0	0	0					
Economic Development									
Kylie Dam Water Project		0	0	0	(12,608)	(100,512)	(113,120)	113,120	
Nissen Hut upgrade/restoration		0	0	0	(560)	(16,744)	(17,304)	17,304 Community Infrastructure funded (Council decision Sep 20)	
Reserve projects:									
Card swipe system for water standpipe in Growden Place - \$18,000									
	Infrastructure Total	0	0	0	(62,682)	(572,556)	(635,238)	635,238	
Plant , Equip. & Vehicles									
Transport									
Prime Mover		0	0	0	0	(170,000)	(170,000)	170,000	
Side Tipping Trailer		0	0	0	0	(100,000)	(100,000)	100,000	

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

Note 7: Capital Acquisitions

Assets	Account	YTD Actual			Budget			Variance	Comment
		Wages and Plant	Materials and Contractors	Total YTD	Wages and Plant	Materials and Contractors	Total Budget	Total YTD to Budget	
		\$	\$	\$	\$	\$	\$		
Large Vibe Roller		0	0	0	0	(150,000)	(150,000)	150,000	
Utes		0	0	0	0	(101,000)	(101,000)	101,000	
Mower		0	0	0	0	(11,000)	(11,000)	11,000	
	Plant, Equip & Vehicles Total	0	0	0	0	(532,000)	(532,000)	532,000	
Roads									
Regional Road Group									
Boyup Brook Arthur Road		(43,741)	0	(43,741)	(142,075)	(159,300)	(301,375)	257,634	
Bowelling Duranillin Road		(4,224)	(1,284)	(5,508)	(117,508)	(140,175)	(257,683)	252,175	
	Regional Road Group Total	(47,965)	(1,284)	(49,249)	(259,583)	(299,475)	(559,058)	509,809	
Roads to Recovery									
Darkan South Road - Slip Lane and Intersection		(213)	(238)	(451)	(81,264)	(27,790)	(109,054)	108,603	
Darkan South Road - Widening Corners		0	(1,100)	(1,100)	(74,308)	(28,040)	(102,348)	101,248	
Old Collie Road		(1,930)	0	(1,930)	(58,371)	(8,208)	(66,579)	64,649	
Bowelling McAlinden Road		0	(7,704)	(7,704)	(33,125)	(30,914)	(64,039)	56,335	
Bokal East Arthur Road		(312)	0	(312)	(26,408)	(39,300)	(65,708)	65,396	
	Roads to Recovery Total	(2,455)	(9,042)	(11,497)	(273,476)	(134,252)	(407,728)	396,231	
Road and Community Infrastructure Program									
Centre line - Bowelling Duranillin, Darkan South, Moodi-Changerup Rds		0	0	0	0	(40,000)	(40,000)	40,000	W Tree Gully project removed Community Infrastructure funded (Council decision Sep 20)
Bunce-King Road Bridge					(3,867)	(35,000)	(38,867)	38,867	Community Infrastructure funded (Council decision Sep 20)
Lake Towerrinning Entrance and Car Park		0	0	0	(1,000)	(25,000)	(26,000)	26,000	Community Infrastructure funded (as per budget)
Growden Place - Drainage, seal, reseal original section		(9,225)	(238)	(9,463)	(14,038)	(30,150)	(44,188)	34,725	
	Shire Funded Total	(9,225)	(238)	(9,463)	(18,905)	(130,150)	(149,055)	139,592	
Shire Funded									
Growden Place - Intersection		(24,597)	(37,068)	(61,665)	(24,149)	(59,480)	(83,629)	21,964	
Airlee Road		0	0	0	(510)	(8,000)	(8,510)	8,510	
Collie South East Road		0	0	0	(510)	(5,000)	(5,510)	5,510	
Jackson Road		0	(238)	(238)	(39,845)	(1,822)	(41,667)	41,429	
	Shire Funded Total	(24,597)	(37,306)	(61,903)	(65,014)	(74,302)	(139,316)	77,413	
	Roads Total	(84,242)	(47,870)	(132,112)	(616,978)	(638,179)	(1,255,157)	1,123,045	
	Capital Expenditure Total	(84,559)	(49,796)	(134,355)	(719,660)	(1,927,735)	(2,647,395)	2,513,040	

ITEM 8.1.2 – ACCOUNTS FOR PAYMENT

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

SUMMARY:

Council to note payments of accounts as presented.

BACKGROUND:

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

COMMENT:

If you have any questions regarding payments in the listing please contact the office prior to the Council meeting.

CONSULTATION:

There has been no consultation.

STATUTORY ENVIRONMENT:

Section 12 of the Local Government (Financial Management) Regulations 1996 states that

- 12 (1) A list of creditors is to be compiled for each month showing –
- (a) The payee's name;
 - (b) The amount of the payment;
 - (c) Sufficient information to identify to transaction; and
 - (d) The date of the meeting of the council to which the list is to be resented.

POLICY IMPLICATIONS:

There are no policy implications.

FINANCIAL IMPLICATIONS:

There are no financial implications.

STRATEGIC IMPLICATIONS:

No strategic implications.

VOTING REQUIREMENTS:

Simple majority

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 15102020.1 - 15102020.11, 28102020.1 - 28102020.17, Licensing, Salaries and Wages and EFT Transfers, Direct Debit totalling \$232,007.97 listed (attached) be noted as approved for payment.

ATTACHMENTS:

- Cheque Listing

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

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

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

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

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

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

SUMMARY:

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

BACKGROUND:

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

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

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

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

CONSULTATION:

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

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

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

STATUTORY:

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

POLICY IMPLICATIONS:

Not applicable.

FINANCIAL IMPLICATIONS:

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

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

STRATEGIC IMPLICATIONS:

Not applicable.

COMMENT:

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

VOTING REQUIREMENTS:

Simple Majority.

OFFICER RECOMMENDATION – (ITEM 8.1.3)

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

ATTACHMENTS:

- Agreement

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

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

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

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

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

1. Purpose

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

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

2. Obligation

The Shire of West Arthur is to:

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

Ms Maree O’Connell is to:

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

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

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

3. Obligation

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

Limitation of Shire of West Arthur Liability and Indemnity

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

4. Variation/termination

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

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

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

5. Signed by the parties

Signed by the Shire of West Arthur

By a duly authorised officer in the presence of

Witness

Duly authorised officer

Name (please print)

Name (please print)

Date

Signed by Maree O’Connell

in the presence of

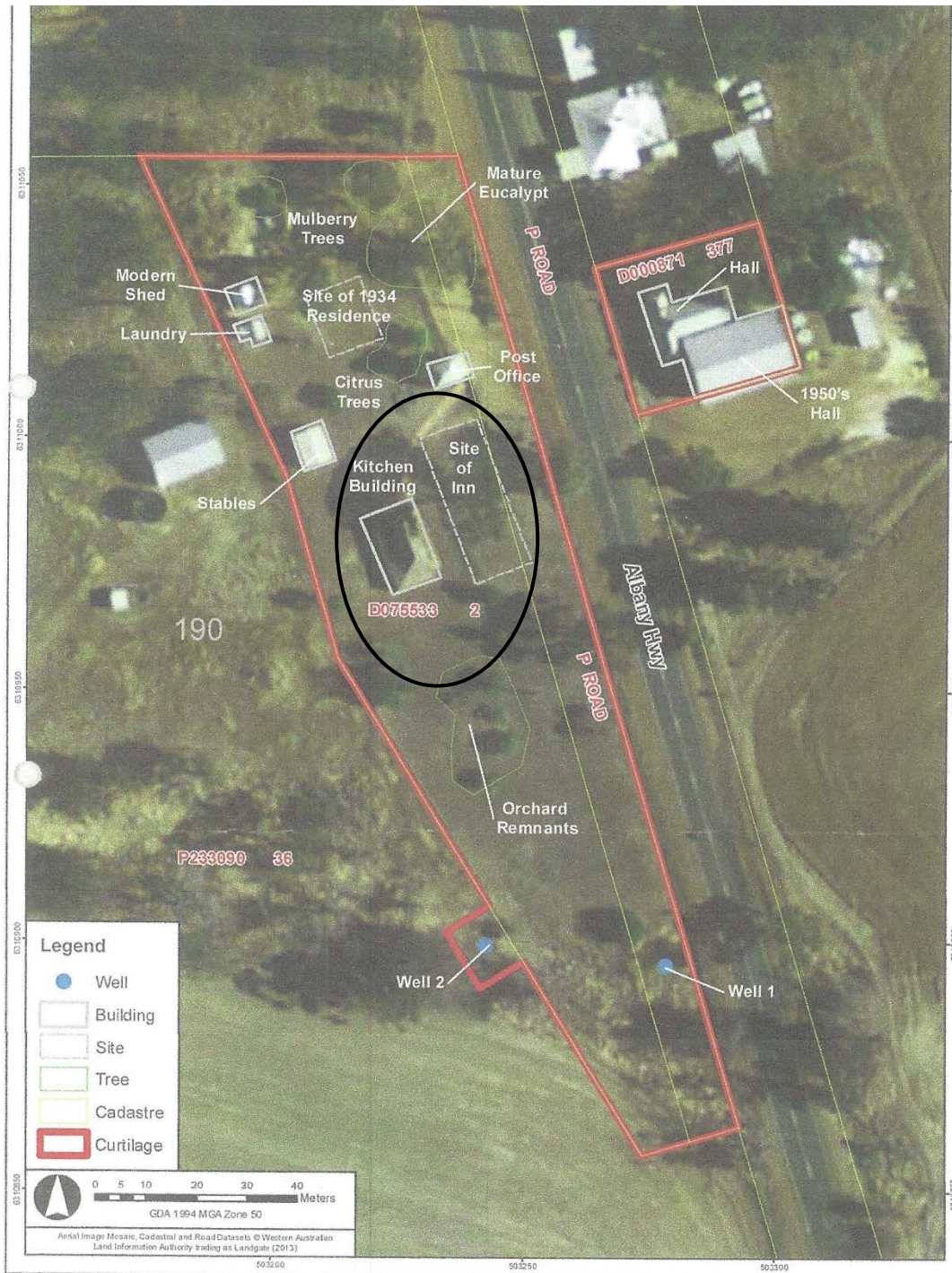
Witness

Duly authorised officer

Name (please print)

Name (please print)

Date



ITEM 8.1.4 – BANK PROPOSAL

LOCATION/ADDRESS: ...
 NAME OF APPLICANT: ...
 FILE REFERENCE:
 DISCLOSURE OF INTEREST: Nil
 DATE OF REPORT: 04/11/2020

SUMMARY:

Council to consider changing banks from Bendigo to NAB.

BACKGROUND:

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

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

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

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

CONSULTATION:

Consultation has taken place with the Post Office.

STATUTORY ENVIRONMENT:

Not applicable.

POLICY IMPLICATIONS:

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

FINANCIAL IMPLICATIONS:

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

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

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

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

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple majority

OFFICER RECOMMENDATION – (ITEM 8.1.4)

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

ATTACHMENTS:

Nil

8.2 COMMITTEE REPORTS

Nil.

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

Nil.

12. CLOSURE OF MEETING