



**AGENDA
FOR
ORDINARY MEETING OF COUNCIL
Wednesday 9 December 2020**

**Council Chambers
Lot 66 Railway Street
Trayning WA 6488**

Commencement: 4:00pm

Forum Meeting – 3:00pm





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The Shire of Trayning warns that anyone who has any application lodged with the Shire of Trayning must obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Trayning in respect of the application.

Signed

Leanne Parola
Chief Executive Officer



AGENDA

Ordinary Meeting of the Trayning Shire Council,
Held in the Council Chambers, Lot 66 Railway Street, Trayning,
on Wednesday 9 December 2020, commencing at 4:00pm.

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

2 ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

MEMBERS:

Cr Melanie Brown (Shire President)
Cr Geoff Waters (Deputy Shire President)
Cr Michelle McHugh
Cr Freda Tarr
Cr Jim Wilkins
Cr Clayton Marchant

STAFF:

Mrs Leanne Parola (Chief Executive Officer)
Miss Belinda Taylor (Manager of Corporate Services)
Mr Parthiv Parekh (Manager of Financial Services)

APOLOGIES:

ON APPROVED LEAVE(S) OF ABSENCE:

ABSENT:

VISITORS:

3 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

4 PUBLIC QUESTION TIME

5 APPLICATIONS FOR, AND PREVIOUSLY APPROVED, LEAVE OF ABSENCE AND DISCLOSURES OF INTEREST

5.1 Applications Previously Approved

5.2 Leave of Absence

5.3 Disclosure of Interest

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

6.1 Petitions

6.2 Deputations



6.3 Presentations

7 CONFIRMATION OF MINUTES

7.1 Ordinary Meeting of Council

Officer Recommendation

That the minutes of the Ordinary Meeting of Council held on 18 November 2020 be confirmed as a true and correct record of the proceedings.

8 ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS

9 REPORTS OF OFFICERS

9.1 REGULATORY SERVICES



9.2 MANAGER OF FINANCE

9.2.1 Monthly Financial Report for November 2020

Date of Report:	02 December 2020
Proponent:	N/A
File Ref:	N/A
Officer	Parthiv Parekh – Manager of Financial Services
Senior Officer:	Leanne Parola –Chief Executive Officer
Officer’s Disclosure of Interest:	Nil
Attachments:	9.2.1 Monthly Financial Report for November 2020
Voting Requirements:	Simple Majority

Purpose of Report

This report presents for consideration the Monthly Financial Report, for the period ending 30th November 2020.

Background

All financial reports are required to be presented to Council within two meetings following the end of the month that they relate to.

These reports are prepared after all the end of month payments and receipts have been processed.

Consultation

There has been consultation with the Chief Executive Officer.

Statutory Environment

Local Government Act 1995 -

6.4. Financial report

- (1) A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.

Local Government (Financial Management) Regulations 1996 -

34. Financial activity statement required each month (Act s. 6.4)

- (1A) In this regulation —
committed assets means revenue unspent but set aside under the annual budget for a specific purpose.



- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1) (d), for that month in the following detail —
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the month to which the statement relates; and
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
 - (b) an explanation of each of the material variances referred to in sub regulation (1) (d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown —
 - (a) according to nature and type classification; or
 - (b) by program; or
 - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

The recommendation that follows is consistent with the legislative requirements.

Policy Implications

This proposal incorporates the requirements of policy 7.11 – Investment of Surplus Funds, specifically the requirement to report on Councils investments within the Monthly Financial Report.

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Financial Implications

A copy of the Monthly Financial Report for the period ending 30th November 2020, including the report on significant variances, Investment of Councils reserve and surplus funds and the reconciliation of Councils bank accounts, has been provided to Council via attachment to this report.

Strategic Implications

There are no strategic implications.

Environmental Implications

There are no environmental implications.

Social Implications

There are no social implications.

Officer's Comment

Nil

Officer's Recommendation

That Council accepts the Monthly Financial Report for the period ending 30th November 2020 as presented.



9.2.2 Monthly Payment List November 2020

Date of Report:	3 December 2020
Proponent:	N/A
File Ref:	3.2.2.3 – Accounts Payable (Creditors)
Officer:	Parthiv Parekh – Manager of Financial Services
Senior Officer:	Leanne Parola –Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	9.2.3 Monthly Payments and Sundry Debtor List
Voting Requirements:	Simple Majority

Purpose of Report

To meet legislative requirements under the local government (financial management) regulations.

Background

The Local Government (Financial Management) Regulations 1996 requires that Council is to be presented with a Statement of Payments each month.

Statutory Environment

Local Government (Financial Management) Regulations 1996

Officer's Comment

The list of payments has been compiled for the month of November 2020 and is attached. These payments have already occurred and Council are not making a decision as to whether payments are to be made.

Officer's Recommendation

That Council receives the list of payments, as presented, for the month of November 2020, totalling \$320,813.46.



9.3 CHIEF EXECUTIVE OFFICER

9.3.1 Review of Representation

Date of Report:	2 December 2020
Proponent:	N/A
File Ref:	4.1.4.1 Structural Reform & Amalgamations
Officer:	Leanne Parola –Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Absolute Majority

Purpose of Report

To consider the outcome of the public submission period relating to the review of representation for the Shire of Trayning.

Background

At the Ordinary Meeting of Council held 21 October 2020, Council resolved:

Moved Cr ML McHugh

Seconded Cr CL Marchant

That, in accordance with Schedule 2.2 of the Local Government Act 1995, Council adopts the Review of Representation Discussion Paper, as presented in Attachment 9.3.6, for the purpose of conducting the statutory six week community consultation period relating to the Review.

Resolution 10-2020.114

Carried 6/0

Consultation

The Review of Representation Discussion Paper was released for public consultation, with notices appearing in the Ninghan News, Shire's website and facebook page calling for public submissions on 27 October 2020.

The advertisement called for submissions before 4 pm on Friday 11 December 2020. At the time of writing this report, no submissions had been received.

Statutory Environment

Schedule 2.2 of the *Local Government Act 1995* is applicable

Policy Implications

There are no direct policy implications.



Financial Implications

Amending the number of Councillors is likely to have a minor impact on the Shire's Long Term Financial Plan. An increase in number of Councillors will result in increased operating costs; less Councillors will result in savings.

Strategic Implications

The Shire of Trayning Corporate Business Plan includes an action to review the number of Councillors in 2020/21. The review would need to be completed by 30 January to allow any proposed changes to be implemented in time for the October 2021 election.

Environmental Implications

There are no known environmental implications.

Social Implications

There are no direct social implications. The number of electors within the Shire of Trayning has declined from 338 in 2001 to 239 in 2019.

Officer's Comment

As this is the last Council Meeting scheduled before the 30 January 2021 deadline, Council is asked to consider adopting the recommendation in advance of public submissions closing.

In considering whether, or not, to propose a change to the number of offices of councillor, Council is to have regard to the following:

Community of Interests

The term "community of interests" has a number of elements. These include a sense of community identity and belonging, similarities in the characteristics of the residents of a community and similarities in the economic activities. It can also include dependence on shared facilities in an area as reflected in catchment areas of local schools and sporting teams or the circulation areas of the local newspaper.

Neighbourhoods are important units in the physical, historical and social infrastructure and often generate a feeling of community and belonging.

For a district the size of Trayning, it could be argued that Community of Interests may mostly apply to districts which contain wards as otherwise; with all Councillors elected to represent all aspects and constituents of the district, the "community of interest" is the whole district.

It would not be expected that either retaining the current level of representation, or decreasing the level of representation, would have a significant or critical effect on these community of interests.



Physical and Topographic Features

These may be natural or man-made features. Water features, such as watercourses and catchment boundaries, may be relevant considerations. Farmland, parks and reserves may be relevant, as may other man-made features, such as the rail line and other major and minor roads.

The Shire of Trayning is transversed with a number of both natural and man-made features with the salt lakes and water courses running through various areas of the district as well as the rail line and a number of major roads such as the Bencubbin-Kellerberrin Road running north-south and the Nungarin-Wyalkatchem Road running east-west.

However, as mentioned above, these may also be insignificant when considering that the main real divide would be between rural and town areas and so where all Councillors are elected to represent all aspects and constituents of the district, the physical and topographic features are across the whole district.

It would not be expected that either retaining the current level of representation, or decreasing the level of representation, would have a significant effect on these physical and topographic features.

Demographic Trends

Several measurements of the characteristics of human population size and its distribution by age, sex, occupation and location provide important demographic information. Current and projected characteristics will be relevant, as well as similarities and differences between areas within the Shire.

The 2016 Census detailed the population of the Shire of Trayning as 350 persons made up of 55.5% male and 44.5% female with a median age of 50 years. This compares to the 2011 Census which detailed the population of the Shire as 348 persons made up of 54.5% males and 45.5% females with a median age of 44 years. Therefore, the Shire's population is expected to remain mostly static with no major increases or decreases.

Again, the main difference within the district will be those within the rural areas and those within the townsite, as well as those who are employed and those who are not.

With the Shire's population not expected to change significantly it would not be expected that either retaining the current level of representation, or decreasing the level of representation, would have a considerable effect on the Shire's demographic trends.

Having said that, there could be an argument for whether sufficient diversity on Council could be maintained with either the same level of representation, particularly when new Councillors are not elected to office, or where there is less representation, allowing specific interest groups to control Council's activities.



Economic Factors

Economic factors can be broadly interpreted to include any factor that reflects the character of economic activities and resources in the area. This may include the industries that occur in an area (or the release of land for these) and the distribution of community assets and infrastructure such as road networks.

The main industry within the district is agriculture which is spread across the rural areas with the farms themselves and into the townsite areas for businesses catering to retail and hospitality type businesses.

It would not be expected that either retaining the current level of representation, or decreasing the level of representation, would have a significant effect on the economic factors of the district aside from where there are changes to the diversity of Council, and the individual Councillor's alliances.

Councillor to Elector Ratio

It is expected that each local government will have similar ratios of electors to elected members across its municipality. The Local Government Advisory Board (LGAB) stipulates the importance of keeping the councillor/elector ratio preferably within plus or minus 10%, although that is only applicable to districts which contain wards, which the Shire of Trayning does not currently.

Trayning currently has a councillor/elector ratio of 34:1 being 239 electors (as at the 2019 election) to seven councillors. Reducing the number of Councillors to six would result in a ratio of 40:1 which is within the 10% variance allowed by the LGAB.

The **advantages** of a reduction in the number of councillors may include:

1. The decision making process may be more effective and efficient if the number of councillors is reduced. It is more timely to ascertain the views of a fewer number of people and decision making may be easier. There is also more scope for team spirit and cooperation amongst a smaller number of people.
2. The cost of maintaining councillors is likely to be reduced.
3. The increase in the ratio of councillors to electors is unlikely to be significant.
4. Consultation with the community can be achieved through a variety of means in addition to individuals and groups contacting their local councillor.
5. A reduction in the number of councillors may result in an increased commitment from those elected reflected in greater interest and participation in Council's affairs.
6. Fewer councillors are more readily identifiable to the community.



7. With legislated training requirements both prior to nomination and within the first 12 months of election, potential candidates may be deterred from nominating for Council.
8. With less offices on Council to fill, there may not be a need for a costly extraordinary election should the number of nominations not match the number of vacant offices on Council.
9. Fewer positions on Council may lead to greater interest in elections with contested elections and those elected obtaining a greater level of support from the community.
10. There is a Statewide trend for reductions in the number of councillors and many local governments have found that fewer councillors works well.

The **disadvantages** of a reduction in the number of councillors may include:

1. A smaller number of councillors may result in an increased workload and may lessen effectiveness. A demanding role may discourage others from nominating for Council.
2. There is the potential for dominance in the Council by a particular interest group.
3. A reduction in the number of councillors may limit the diversity of interests around the Council table.
4. Opportunities for community participation in Council's affairs may be reduced if there are fewer councillors for the community to contact.
5. A significant increase in the ratio of councillors to electors may place too many demands on councillors.

In considering all the above, perhaps it would be more pertinent to a local government such as the Shire of Trayning to consider the longer-term implications of being able to attract the necessary number of interested candidates to nominate for election to Council. This may be particularly true in light of the newly introduced, mandatory training which is required to be undertaken online prior to nomination and, for those successfully elected, the completion of five core modules within the first 12 months of their election. This, in addition to the current legislative, compliance and audit obligations to be adhered to by both Councillors and staff, may result in less candidates being willing to nominate or re-nominate for Council.

In those situations, it would be expected that an extra-ordinary election would need to be conducted resulting in additional costs. In addition, conducting an extra-ordinary election is no guarantee that a suitable candidate(s) will nominate and could essentially result in Council having to conduct two or more election processes to fill all vacancies.



Should Council not wish to reduce its level of representation at this time, an alternative may be that should be abovementioned scenario arise without a satisfactory outcome (ie all positions on Council filled) Council could again consider conducting another review of its representation with those factors taken into account.

Should Council wish to make a recommendation to the LGAB to reduce its level of representation, the changes, if endorsed by the LGAB and agreeable by the Minister, will be published in the Government Gazette and come into effect for the next local government election of October 2021.

The Officer's Recommendation takes into account the potential for interested and capable candidates nominating for Council in future years, and the significant costs to Council and the community in conducting extra-ordinary elections when the appropriate number of candidates cannot be achieved.

Officer's Recommendation

That, subject to no contrary submissions being received, Council:

1. Endorses the option to reduce the number of Councillors from seven to six, to be effective from the 2021 Ordinary Local Government Elections; and
2. Authorises the Chief Executive Officer to write to the Local Government Advisory Board to seek endorsement of the reduction in Councillors and submission to the Minister for Local Government.



9.3.2 Biosecurity Group Member Vacancy

Date of Report:	2 December 2020
Proponent:	N/A
File Ref:	4.1.1.10 Committees & Representatives
Officer:	Leanne Parola –Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Absolute Majority

Purpose of Report

To appoint a Shire of Trayning representative to the Eastern Wheatbelt Biosecurity Group.

Background

A letter of resignation has been received from Councillor Marlon Hudson. Councillor Hudson was the Shire of Trayning's representative on the Eastern Wheatbelt Biosecurity Group.

Consultation

Advertisements have been run in the Ninghan News asking for expressions of interest to represent the Shire of Trayning on the Eastern Wheatbelt Biosecurity Group. No applications or enquiries were received.

Statutory Environment

Local Government Act 1995, section 5.10. Committee members, appointment of

Policy Implications

Policy 1.5 External Organisations – Council Representatives and Expenses

Financial Implications

There are no direct financial implications.

Strategic Implications

Active participation in regional groupings is one of the strategies within the Strategic Community Plan.

Environmental Implications

There are no direct environmental implications.



Social Implications

There are no direct social implications.

Officer's Comment

The Eastern Wheatbelt Biosecurity Group meetings twice per year in Merredin. It is an incorporated organisation with eleven Shire representatives making up the EWBG membership. A management group of five is elected who direct and manage the day-to-day operations.

The management group work on a voluntary basis, with an in-kind contribution from each Shire (volunteer's contribution of time and travel to meetings, plus attending bait making days).

The EWBG employ an Executive Officer part time and two full time Licenced Pest Management Technicians, who are contracted to the group for 200 days per year. All wild dogs that are caught are dated and given GPS coordinates (which is entered into data loggers). This gives the exact number of dogs caught and where the main concentrations are. From 2008-2016 there were over 50,000 baits used, all made by volunteers together with the Licensed Pest Management Technicians.

The EWBG is supported financially by the mining company Western Areas LTD (WSA), the Department of Agriculture and Food, Australian Wool Innovation, Department of Parks and Wildlife (DPaW) and the State Governments Royalties for Regions program.

Officer's Recommendation

That Councillor _____ be appointed as the Shire of Trayning's representative on the Eastern Wheatbelt Biosecurity Group.



9.3.3 Application to Keep Additional Dogs

Date of Report:	3 December 2020
Proponent:	N/A
File Ref:	4.1.1.10 Committees & Representatives
Officer:	Leanne Parola –Chief Executive Officer
Officer's Disclosure of Interest:	Officer lives diagonally behind 47 Glass Street
Attachments:	Nil
Voting Requirements:	Simple Majority

Purpose of Report

To consider a request to keep six (6) dogs at 47 Glass Street, Trayning.

Background

Ms Sandra Pike was given permission to keep six dogs at 19 Adams Street, Trayning in January 2019, subject to a number of conditions.

The house at 19 Adams Street, Trayning was the subject of a fire and Ms Pike has relocated to 47 Glass Street, Trayning. She has applied for approval to have her six dogs at this property.

Consultation

There has been no consultation in this regard. Shire records indicate that there has been one complaint made in relation to the dogs barking from 5.00 am onwards when they first moved to the Glass Street property.

Ms Pike has advised that since then the dogs have been kept inside between 7.00 pm and 6.30 am.

Statutory Environment

Dog Act 1976 - Section 26 – Limitation as to numbers
Shire of Trayning Dogs Local Law

Policy Implications

There are no policy implications.

Financial Implications

There are no direct financial implications.



Strategic Implications

There are no direct strategic implications.

Environmental Implications

There are no direct environmental implications.

Social Implications

There are no direct social implications.

Officer's Comment

The Chief Executive Officer has delegated authority to administer the Dog Act 1976, however in this instance is referring the application to Council as the property in question is diagonally behind her residence.

The Shire's contract Ranger has inspected the property and advised that all the dogs are well cared for and housed appropriately and that the property is very clean and tidy.

Officer's Recommendation

- 1) Approval be given to Ms. Sandra Pike to keep the following six (6) dogs at 47 Glass Street, Trayning:

Name	Tag No	Breed	Microchip
Erica	2100020	Papillon	941000018645061
Cyrus	210019	Papillon	941000018645058
Lucy Lou	210018	Cavalier	941000016588644
I am Jackson	210017	Cavalier	941000017309997
Smelly	210016	Cavalier	941000017809643
Fleur	210015	Papillon	94100001217681

- 2) Approval is subject to the following conditions:
 - a) Approval is only for the property situated at 47 Glass Street, Trayning and cannot be transferred to any other property in the Shire of Trayning;
 - b) The approval is only for a maximum of six (6) dogs over the age of three (3) months, currently located at 47 Glass Street, Trayning and registered with the Shire. If any additional dogs are kept on the property they must be removed from the property once they are over the age of three (3) months; and



- c) Approval is confined to the dogs registered with the Shire and once any of these dogs are deceased they are not to be replaced, with the intention to reduce the number of dogs on the property, over the age of three (3) months, to comply with the Shire's local law which is two dogs. Any approval to keep more than two dogs, other than these currently approved, over the age of three (3) months will require a future separate approval of the Shire.



9.3.4 Singles Accommodation - Trayning Caravan Park

Date of Report:	2 December 2020
Proponent:	N/A
File Ref:	3.2.7.8 Budget Amendments
Officer:	Leanne Parola –Chief Executive Officer
Officer's Disclosure of Interest:	Officer lives diagonally behind 47 Glass Street
Attachments:	Nil
Voting Requirements:	Simple Majority

Purpose of Report

To consider the purchase and installation of transportable accommodation units on Lot 173 Sutherland Street as an out of budget expense to be funded by an unbudgeted loan.

Background

The Shire of Trayning Caravan Park currently has powered and unpowered sites for caravans and tents, but has no on-site chalets or other short-term accommodation options.

Consultation

Councillors
Senior Staff
Trayning Hotel

Statutory Environment

The following sections of the Local Government Act 1995 apply:

- 6.8. Expenditure from municipal fund not included in annual budget
- 6.11 Reserve accounts
- 6.16 Imposition of fees and charges
- 6.17 Setting level of fees and charges
- 6.19 Local government to give notice of fees and charges
- 6.20 Power to borrow

Policy Implications

Policy 7.4 Purchasing and Tenders will apply.



Financial Implications

The 2020/2021 budget does not include the proposed purchase, installation and operation of accommodation units at Lot 173 Sutherland Street, nor a new loan, and would require a budget variation.

The capital costs of purchasing and setting up the units have been estimated by staff should the project proceed, Option A being second hand units with a budget of \$200,000 and Option B being new ones with a budget of \$230,000. A detailed breakdown of estimates will be provided as a confidential attachment under separate cover as quotations are still being sought and estimates refined.

Operating Income/Expenditure – 22 February to 30 June 2021

	\$
Rent (50% occupancy, 5 nights/week @\$125/night x 18 weeks less GST)	33,750
Contents (linen, beds, appliances etc.)	(5,000)
Cleaning – 2 hours per room per week @ \$75/hr	(16,200)
Insurance	(700)
Consumables (toilet paper, cleaning products etc)	(3,000)
Power	(1,200)
Water	(600)
TOTAL SURPLUS	7,050

Predicted breakeven point for future years:

	\$
25% Occupancy @ \$125/night	62,216
Replacement linen etc. (\$200 per room)	(1,200)
Cleaning – 2 hours per room per week @ \$75/hr	(46,800)
Insurance	(1,200)
Consumables (toilet paper, cleaning products etc.)	(3,000)
Power	(2,400)
Water	(1,600)
Maintenance allowance	(6,016)
Break even	0



It is proposed to fund the capital outlay for the purchase and installation of the accommodation units by way of a loan over ten years which will spread the cost of the units over future budgets.

Indicative loan repayment schedules have been received from the Western Australian Treasury Corporation for loans of \$150,000, \$200,000 or \$250,000 over ten years with semi-annual repayments.

Loan Amount	Total Interest	Annual Repayment
\$150,000	\$8,511.63	\$15,096.34
\$200,000	\$10,998.47	\$21,099.84
\$250,000	\$13,748.11	\$26,375.02

It is proposed that a loan would not be raised until the capital costs are known.

Strategic Implications

The Strategic Community Plan recognises the need to increase tourism numbers and stays and includes the following Strategy:

- *Capital improvements to the Trayning Caravan Park*

The provision of a new service and associated income/expenditure, loan liability and assets will have implications for future versions of the Long Term Financial Plan, Asset Management Plan and Workforce Development Plan.

It will also impact on the Shire's ability to borrow funds in the future.

It is expected that the accommodation units will result in a slight increase in local employment (cleaner) and create a positive income stream for the Shire.

Environmental Implications

There are no known environmental implications.

Social Implications

There are no known social implications.

Officer's Comment

The proposal to install accommodation units next to the Trayning Caravan Park was developed as CBH had advised that they are expecting to refurbish two of the silos at the Trayning site, with formal confirmation expected on 8 December 2020.

The project will run from February to September 2021 and it is expected that there will be around 10 people requiring accommodation for most of the project, but that there may be as many as 20 people at times.



The Manager of the Trayning Hotel has advised that she routinely refers contractors to stay in Bencubbin because her accommodation is often booked out.

CBH had indicated that they would like to hire the Shire's consultant's unit from 1 February 2021 to 30 September 2021 and would like to reserve rooms for at least five contractors for the duration of the projects. They have since advised that the contractors have secured accommodation elsewhere, so are only requesting to rent the consultant's unit.

Prior to this advice, the Chief Executive Officer, Councillors Brown and Waters inspected a number of second hand accommodation units to assess their suitability on 30 November 2020. Transportable units with three and four rooms were inspected, and it was felt that in the long term it would be better to purchase three room units as being larger they would be more comfortable and attractive for people to stay in.

There are not many second hand accommodation units available at the moment, the following were inspected:

Fox Transportables

Fox Transportables did not have any 4 bedroom units available, but did have five three bedroom units on concrete bases for \$37,500 plus GST. The units are wider than the 4 bedroom units we observed on site (4.2 m instead of 3.4 m) and for sale by other providers and will have new air conditioners and hot water systems installed. They would need to be painted and have cosmetic improvements carried out and Fox Transportables can provide new beds at \$250 each.





The following unit was an ex display model and was of a higher standard than a 'typical' accommodation unit, particularly regarding internal finishings. It is listed for \$69,000 plus GST. It provides an example of what can be achieved by renovating or increasing the specifications of a standard unit.



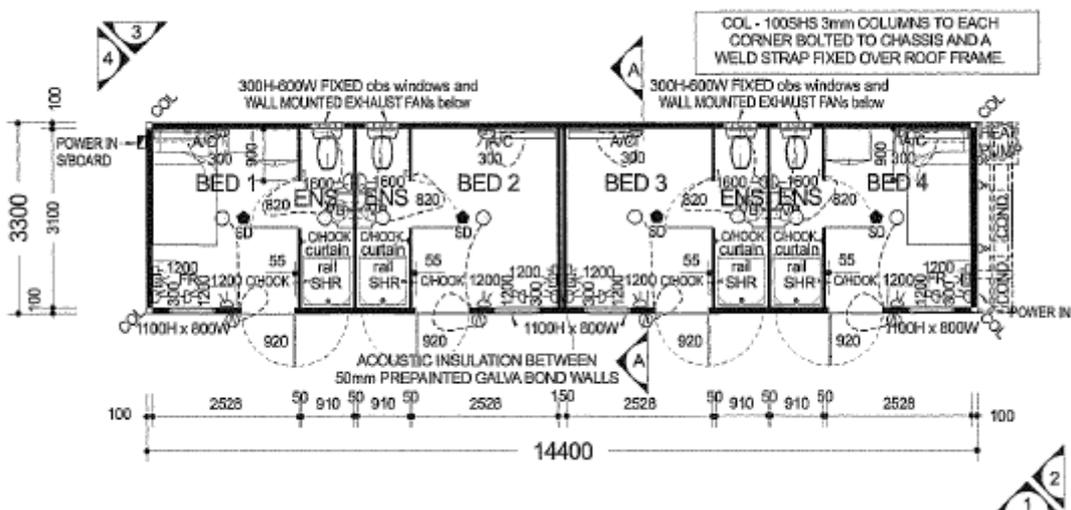
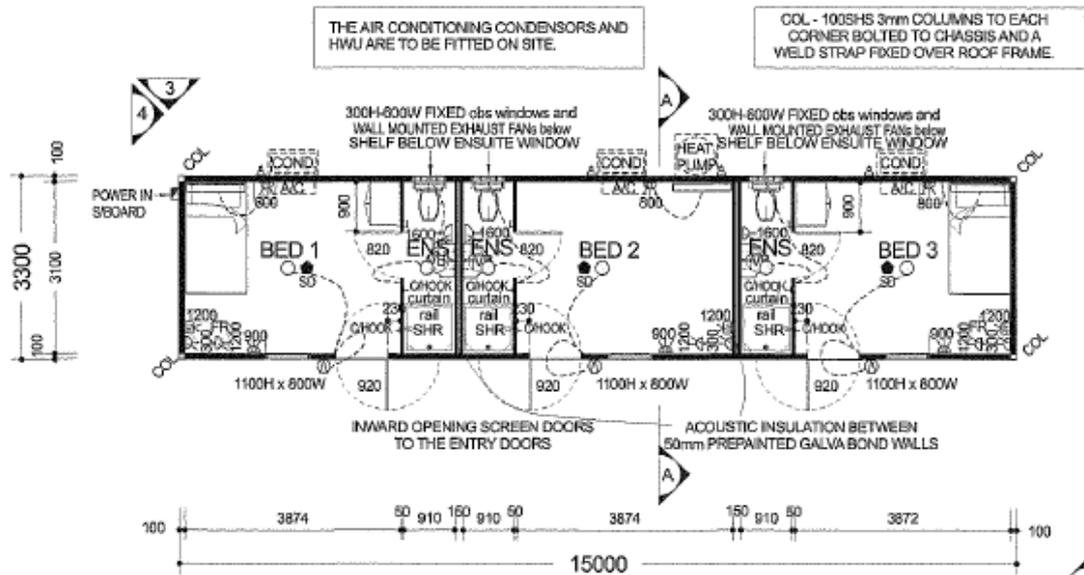


Fox Transportables advised that if a new accommodation unit was ordered now, it would not be ready for at least six months.

Steve's Transportables

There were no second hand units available, but floorplans and indicative costs for new standard three and four bedroom units were provided as \$71,000 and \$74,500 plus GST respectively.





The units come with cupboards, side tables and desks, however beds would be additional.

Steve's Transportables indicated that if an order was received in the next fortnight they may be able to build two new units in time for a February 2021 installation.

They are currently building some transportable buildings for the Shire of Koorda's Caravan Park.



Mining Buildings

Mining Buildings have two 2009 four bedroom units which have yet to be renovated. They would sell them for \$35,000 each plus GST as they are, or \$40,000 plus GST with new air conditioners and hot water systems.

They would need renovating, including painting and do not come with any furniture.

Officer's Recommendation

That:

- 1) Unit 139B Felgate be rented to CBH from 1 February to 30 September 2021 at a rate of \$200/week.
- 2) Consideration of the purchase and installation of transportable accommodation units on Lot 173 Sutherland Street be discussed in future budget deliberations.



10 NEW BUSINESS OF AN URGENT NATURE BY DECISION OF MEETING

11 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

In accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for this item as the following sub-section applied:

(b) the personal affairs of any person; and

Confidential Item

11.1.1 Chief Executive Officer – Key Performance Indicators

Date of Report:	1 December 2020
Proponent:	Shire President
File Ref:	Personnel
Officer:	
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Simple Majority

12 CLOSURE