



Shire of
Koorda

Drive in, stay awhile

MINUTES

Ordinary Council Meeting

Held in Shire of Koorda Council Chambers

10 Haig Street, Koorda WA 6475

Wednesday 17 April 2024

Commencing 5.00pm

CONFIRMED

NOTICE OF MEETING

Dear Elected Members,

Notice is hereby given that the next Ordinary Meeting of Council of the Shire of Koorda will be held on Wednesday, 17 April 2024 in the Shire of Koorda Council Chambers, 10 Haig Street, Koorda.

The format of the day will be:

5.00pm	Council Meeting
Following conclusion of Council Meeting	Council Forum

Zac Donovan
Chief Executive Officer
12 April 2024

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Koorda for any act, omission or statement or intimation occurring during Council or Committee meetings.

The Shire of Koorda disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, and statement or intimation of approval made by a member or officer of the Shire of Koorda during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Koorda.

The Shire of Koorda warns that anyone who has any application lodged with the Shire of Koorda 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 Koorda in respect of the application.

To be read aloud if any member of the public is present.

Signed



Zac Donovan
Chief Executive Officer

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**Shire of Koorda
Ordinary Council Meeting
5.00pm, Wednesday 17 April 2024**



1. Declaration of Opening

The Presiding person welcomes those in attendance and declares the meeting open at 5.01pm.

2. Record of Attendance, Apologies and Leave of Absence

Councillors:

Cr JM Stratford	President
Cr GW Greaves	Deputy President
Cr NJ Chandler	
Cr GL Boyne	
Cr KM Burrell	
Cr KA Fuchsbichler	

Staff:

Mr Z Donovan	Chief Executive Officer
Miss L Foote	Deputy Chief Executive Officer

Members of the Public:

Ms Sandra Christie, Council Elect

Apologies:

Visitors:

Approved Leave of Absence:

3. Public Question Time

Nil.

4. Disclosure of Interest

The following Councillors have disclosed an interest in item 12.2 Scheme 3 Amendment 2 – Additional Use – CBH workforce accommodation and office.

Cr Jannah Stratford

Financial – A shareholder in CBH Ltd (CBH) (as grower member/farmer) who holds one share valued at \$2.00 in CBH, a non-distributing co-operative governed under the Co-operatives Act 2009, and which is also a registered charity.

Cr Gary Greaves

Financial - A shareholder in CBH Ltd (CBH) (as grower member/farmer) who holds one share valued at \$2.00 in CBH, a non-distributing co-operative governed under the Co-operatives Act 2009, and which is also a registered charity.

Cr Nicholas Chandler

Financial - An employee of CBH Ltd (CBH).

Cr Gina Boyne

Financial - Closely associated (spouse) with a shareholder in CBH Ltd (CBH) (as grower member/farmer) who holds one share valued at \$2.00 in CBH, a non-distributing co-operative governed under the Co-operatives Act 2009, and which is also a registered charity.

Cr Kurt Fuchsbichler

Financial - A shareholder in CBH Ltd (CBH) (as grower member/farmer) who holds one share valued at \$2.00 in CBH, a non-distributing co-operative governed under the Co-operatives Act 2009, and which is also a registered charity.

Due to a potential loss of a quorum resulting from the above financial interest disclosures, an application for statutory participation approval for Councillors Stratford, Greaves, Boyne, and Fuchsbichler under s5.69(3) of the Local Government Act 1995, has been submitted so that item 12.2 may be addressed at this meeting.

Accordingly, Approval is granted to Cr Gina Boyne, Cr Jannah Stratford, Cr Gary Greaves and Cr Kurt Fuchsbichler to fully participate in the discussion and decision making relating to the following agenda item at the Shire's Ordinary Council Meeting, on 17 April 2024, as follows:

12.2 – SCHEME 3 AMENDMENT 2 – ADDITIONAL USE – CBH WORKFORCE ACCOMMODATION AND OFFICE

Conditions of the approval:

- 1. The approval is only valid for the 17 April 2024 Ordinary Council Meeting when agenda item 12.2 is considered;*
- 2. The above-mentioned councillors must declare the nature and extent of their interests at the abovementioned meeting when the matter is considered, together with the approval provided;*
- 3. The Chief Executive Officer (CEO) is to provide a copy of the Department of Local Government, Sport and Cultural Industries (DLGSC's) letter of approval to the abovementioned councillors;*
- 4. The CEO is to ensure that the declarations, including the approval given and any conditions imposed, are recorded in the minutes of the abovementioned meeting, when the item is considered;*
- 5. The CEO is to provide a copy of the confirmed minutes of the abovementioned meeting to DLGSC, to allow DLGSC to verify compliance with the conditions of this approval; and*
- 6. The approval granted is based solely on the interests disclosed by the abovementioned councillors, made in accordance with the application. Should other interests be identified, these interests will not be included in this approval and the financial interest provisions of the Act will apply.*

5. Applications for Leave of Absence

Nil.

6. Petitions and Presentations

Nil.

7. Confirmation of Minutes from Previous Meetings

7.1. Ordinary Council Meeting held on 20 March 2024

[Click here to view the previous minutes](#)

Voting Requirements Simple Majority Absolute Majority

Officer Recommendation RESOLUTION 010424

Moved Cr GW Greaves

Seconded Cr NJ Chandler

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Ordinary Council Meeting held 20 March 2024, as presented, be confirmed as a true and correct record of proceedings.

CARRIED 6/0

For: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler

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8. Minutes of Committee Meetings to be Received

8.1. Minutes of Shire of Koorda Committee Meetings to be Received

- a. Audit & Risk Meeting Minutes for meeting held 20 March 2024
[Audit & Risk Meeting Minutes](#)
- b. BFAC Meeting Minutes for meeting held 27 March 2024
[BFAC Meeting Minutes](#)
- c. LEMC Meeting Minutes for meeting held 27 March 2024
[LEMC Meeting Minutes](#)
- d. Governance Meeting Minutes for meeting held 03 April 2024
[Governance Meeting Minutes](#)

Voting Requirements Simple Majority Absolute Majority

Officer Recommendation RESOLUTION 020424

Moved Cr GL Boyne

Seconded Cr KM Burrell

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, Council receives the Minutes of the below Internal Committee meetings, as tabled;

- a. Audit & Risk Meeting, held 20 March 2024;
- b. BFAC Meeting, held 27 March 2024;
- c. LEMC Meeting, held 27 March 2024; and
- d. Governance Meeting, held 3 April 2024.

CARRIED 6/0

FOR: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler

8.2. Minutes of External Committee Meetings to be Received

- a. NEWROC Council Meeting Minutes for meeting held 26 March 2024
[NEWROC Council Meeting Minutes](#)

Voting Requirements Simple Majority Absolute Majority

Officer Recommendation RESOLUTION 030424

Moved Cr GL Boyne

Seconded Cr NJ Chandler

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, Council receives the Minutes of the below External Committee meetings, as tabled;


- a. NEWROC Council Meeting, held 26 March 2024.

CARRIED 6/0

FOR: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler

9. Recommendations from Committee Meetings for Council Consideration

9.1. Adoption of Koorda Bushfire Advisory Committee Terms of Reference

Governance and Compliance		
Date	11 April 2024	
Location	Not Applicable	
Responsible Officer	Lana Foote, Deputy Chief Executive Officer	
Author	As above	
Legislation	Nil	
Disclosure of Interest	Nil	
Purpose of Report	<input checked="" type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	Draft Koorda Bushfire Advisory Committee Terms of Reference	

Background:

The former Koorda Bushfire Advisory Committee was re-established at the Special Meeting of Council held 23 October 2023 (RES: 191023), following the 2023 Ordinary Local Government Elections.

Comment:

Appointment of Elected Members to the Koorda Bushfire Advisory Committee was determined by Council following ordinary local government elections, for a term to expire on the date of the subsequent Ordinary Local Government Elections.

The Bushfire Advisory Committee endorsed the Draft ToR at their meeting held 27 March 2024, and now refer them to Council for final adoption.

Consultation:

Koorda Bushfire Advisory Committee

Statutory Implications:

The Koorda Bushfire Advisory Committee was re-established by Council (in its current format) under section 5.8 of the Local Government Act 1995 (the Act) (RES: 191023). Part 5, Subdivision 2 of the Act provides for committees including establishment and appointment of members. Part 5, Subdivision 3 of the Act provides for the quorum, voting, decisions and minutes of committees. The Local Government (Administration) Regulations 1996 also make provisions in regards to committees.

Policy Implications:

Shire of Koorda Code of Conduct for Council Members, Committee Members and Candidates

Section 10 of the Shire of Koorda Code of Conduct for Council Members, Committee Members and Candidates provides an expected standard of conduct for council members and committee members appointed to a Committee.

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2022

4.1 - Open and Transparent Leadership.

Risk Implications:

While it is not a legislative requirement for a Committee to have a TOR, it is common practice and ensures committee members are aware of their role and responsibilities and mitigates the risk of committees acting outside their responsibility.

Financial Implications:

Nil

Voting Requirements: Simple Majority Absolute Majority

Committee Recommendation

RESOLUTION 040424

Moved Cr GW Greaves

Seconded Cr GL Boyne


That the Koorda Bushfire Advisory Committee Terms of Reference be adopted.

CARRIED 6/0

FOR: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler

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9.2. Adoption of Koorda Governance Committee Terms of Reference

Governance and Compliance		 Shire of Koorda <small>Drive in, stay awhile</small>
Date	4 April 2024	
Location	Not Applicable	
Responsible Officer	Lana Foote, Deputy Chief Executive Officer	
Author	As above	
Legislation	Nil	
Disclosure of Interest	Nil	
Purpose of Report	<input checked="" type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	Draft Koorda Governance Committee Terms of Reference	

Background:

The former Koorda Policy Review Committee was re-established as the Koorda Governance Committee at the Special Meeting of Council held 23 October 2023 (RES: 191023), following the 2023 Ordinary Local Government Elections.

Comment:

Appointment of Elected Members to the Koorda Governance Committee was determined by Council following ordinary local government elections, for a term to expire on the date of the subsequent Ordinary Local Government Elections.

The Governance Committee endorsed the Draft ToR at their meeting held 3 April 2024, and now refer them to Council for final adoption.

Consultation:

Koorda Governance Committee

Statutory Implications:

The Koorda Governance Committee was re-established by Council (in its current format) under section 5.8 of the Local Government Act 1995 (the Act) (RES: 191023). Part 5, Subdivision 2 of the Act provides for committees including establishment and appointment of members. Part 5, Subdivision 3 of the Act provides for the quorum, voting, decisions and minutes of committees. The Local Government (Administration) Regulations 1996 also make provisions in regards to committees.

Policy Implications:

Shire of Koorda Code of Conduct for Council Members, Committee Members and Candidates

Section 10 of the Shire of Koorda Code of Conduct for Council Members, Committee Members and Candidates provides an expected standard of conduct for council members and committee members appointed to a Committee.

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2022

4.1 - Open and Transparent Leadership.

Risk Implications:

While it is not a legislative requirement for a Committee to have a TOR, it is common practice and ensures committee members are aware of their role and responsibilities and mitigates the risk of committees acting outside their responsibility.

Financial Implications:

Nil

Voting Requirements: Simple Majority Absolute Majority

Officer Recommendation
RESOLUTION 050424

Moved Cr NJ Chandler

Seconded Cr GL Boyne


That the Koorda Governance Committee Terms of Reference be adopted.

CARRIED 6/0

FOR: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler

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9.3. Policy Manual Review and Update

Governance and Compliance		
Date	4 April 2024	
Location	Not Applicable	
Responsible Officer	Lana Foote, Deputy Chief Executive Officer	
Author	As above	
Legislation	Local Government Act 1995	
Disclosure of Interest	Nil	
Purpose of Report	<input checked="" type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	Part 1 - Policies for Adoption, Review, New and Amended Part 2 - Rescind Policies	

Background:

In accordance with Section 2.7(2) of the Local Government Act 1995, Council is to determine the Shire's policies. The development and management of Council policy is an ongoing process.

It is important that Council policies are kept up to date and are reviewed on a regular basis under the direction of the Chief Executive Officer. If any changes or amendments are required these are brought to Council for endorsement.

Staff, in consultation with the Governance Committee, are conducting a major review of the Shires Policy Manual and propose improvements for Council's consideration. This report presents the changes within the policy manual.

This report presents the policy review that has been undertaken by Staff, in consultation with the Governance Committee to update the following:

- Rebranding changes to reflect the new logo.
- Updating of policy sections and numbering to remove redundant numbering and policy sections (A = Administration, EM = Elected Members, F = Finance, G = Governance & Compliance, and W= Works & Assets).
- Separating the existing Policy Manual into two (2) separate sections. One section being Strategic Policies (Council related) and one new section, Operational Policies being those policies that specifically fall under the functions of the CEO as defined in the Local Government Act 1995, Section 5.41 Function of the CEO.
- Amendments to be made to existing policies.
- Introduction of new policies.
- Rescindment of outdated policies.

Comment:

The Governance Committee met Wednesday 3 April 2024 to discuss the policies attached to this item, and now refer the below recommendations to Council for final consideration.

PART 1 - Amendments and introduction of policies to the “Strategic” section of the policy manual

Note: A = Administration, EM = Elected Members, F = Finance, G = Governance & Compliance, W= Works & Assets.

Policy Section & Title	Proposed Amendments/Comments
A - Use of Shire Corporate Logo	<ul style="list-style-type: none"> Amendment to former policy.
F - Investments	<ul style="list-style-type: none"> Updating of former policy as per FMR recommendation: Review and update the policy to provide for investments to align with regulatory requirements, and to include appropriate considerations to monitor and support control procedures required by Regulation 19 of the Local Government (Financial Management) Regulations 1996.
G - Complaints Management	<ul style="list-style-type: none"> Introduction of new policy as per FMR recommendation: to help ensure all complaints are adequately monitored, reported and resolved, a register of customer complaints received should be maintained and systems and processes should ensure staff are aware of their obligations in accordance with adopted policies.
G - Conducting Electronic Meetings and Attendance by Electronic Means	<ul style="list-style-type: none"> Introduction of new policy as requested during February 2024 Council Forum.
G - Internal Control	<ul style="list-style-type: none"> Introduction of new policy as per FMR recommendation: we suggest an internal control policy be formulated and adopted to formalise Council’s commitment and approach to internal controls, based on a risk management process.
W - Consumption of Alcohol on Shire Property	<ul style="list-style-type: none"> Amendment to former policy.
W - Recreational Vehicles and Overflow Camping Grounds	<ul style="list-style-type: none"> Amendment to former policy. Inclusion of provisions around Recreational Vehicle (RV) Parking.
W - Temporary Road Closure for Public Events*	<ul style="list-style-type: none"> Amendment to former policy.

*** Note: W - Temporary Road Closure for Public Events to be considered at future Governance Committee Meeting.**

PART 2 - Policies to be Rescinded

It is recommended that the below policies be removed from the Policy Manual in their entirety. These policies are attached and labelled Part 2.

Policy	Reason for Rescindment
A14 - Instruments of Delegation	The pre-amble contained (pages 5-7) in the Delegation Register , which is subject to an annual review, is far more comprehensive than the current policy and outlines the process of delegations and instruments of delegations in greater detail.
A26 - Local Government Elections	Under LG Act Section 4.61 (2) - the decision has to be made by an Absolute Majority at Council to conduct election as a postal election. The current procedure is that any Councillor resignation is tabled at Council for acceptance, and the item, pending when the resignation comes in, involves steps for filling the vacancy (including election preference).

A31 - Street Appeals	Policy from 2000, no longer applicable.
F2 - Payment of Accounts	Council have adopted "F - Purchasing Policy" and "Delegation 4.1 - Payments from the Municipal or Trust Funds" which cover purchasing guidelines and payment authority. Policy F2 outlines the admin/operational procedure, which is now outdated. A comprehensive Admin Procedure for "Payment of Accounts" now exists.
F3 - Amending the Rate Record	Sections 6.39 (2) and 6.40 of the LG Act outlines the amendment of the rate record process. Council have adopted "Delegation 4.4 - Rate Record Amendment" which provides delegated authority for the CEO and DCEO to amend the rate record.
F6 - Rates - Write Off	Section 6.12 of the LG Act outlines "Power to defer, grant discounts, waive or write off debts." Council have adopted "Delegation 4.2 - Defer, Grant Discounts, Waive or Write off Debts" which provides delegated authority and additional amounts of discounts, waivers and write offs.
P3 - Conditions of Hire to be Acknowledged	As part of the Shire of Koorda Booking Application Form , the hirer is to sign the application form and agree to conditions of hire.
P7 - Seasonal Hire is not exclusive	Operational process. A note to be included on the Booking Application Form under the conditions of hire.
P8 - Recreation Grounds - Marking Fields	Operational process. A note to be included on the Booking Application Form under the conditions of hire.
W17 - Heavy Vehicle Operation - Rural Roads	No policy detail included, only references back to another Shire policy.

Consultation:

Executive Management Team
Governance Committee

Statutory Implications:

Local Government Act 1995, Part 2, Division 2 'Role of Council'

2.7. Role of council

(1) The council –

- (a) governs the local government's affairs; and
- (b) is responsible for the performance of the local government's functions.

(2) Without limiting subsection (1), the council is to –

- (a) oversee the allocation of the local government's finances and resources; and
- (b) determine the local government's policies.

Policy Implications:

The Policy Manual will be updated accordingly, should Council resolve to adopt the Committee's Recommendations.

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2022
4.1 - Open and Transparent Leadership.

Financial Implications:

Nil

Voting Requirements: Simple Majority Absolute Majority

Officer Recommendation
RESOLUTION 060424

Moved Cr GL Boyne

Seconded Cr KM Burrell

That Council;

1. With regards to Shire of Koorda Policy Manual, adopts the following policies, as amended and included in this report, attached in Part 1;

- (a) A - Shire of Koorda Logo**
- (b) F - Investment**
- (c) G - Complaints Management**
- (d) G - Conducting electronic meetings and attendance by electronic means**
- (e) G - Internal Control**
- (f) W - Consumption of Alcohol**
- (g) W - Recreational Vehicles**

2. With regards to Shire of Koorda Policy Manual, rescinds and removes the following policies, attached in Part 2;

- (a) A14 Instrument of Delegation**
- (b) A26 Local Government Elections**
- (c) A31 Street Appeals**
- (d) F2 Payment of Accounts**
- (e) F3 Amending Rate Record**
- (f) F6 Rates - Write Off**
- (g) P3 Conditions of Hire to be Acknowledged**
- (h) P7 Seasonal Hire is not exclusive**
- (i) P8 Recreation Ground/Marking Fields**
- (j) W17 Heavy Vehicle Operation Rural Roads**


CARRIED BY ABSOLUTE MAJORITY 6/0

FOR: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler

10. Announcements by the President without Discussion

11. OFFICER'S REPORTS – CORPORATE & COMMUNITY

11.1. Monthly Financial Statements

Corporate and Community		
Date	10 April 2024	
Location	Not Applicable	
Responsible Officer	Lana Foote, Deputy Chief Executive Officer	
Author	As above	
Legislation	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	March 2024 Financial Activity Statement	

Background:

This item presents the Statement of Financial Activity to Council for the period ending 31 March 2024.

Section 6.4 of the *Local Government Act 1995* requires a local government to prepare financial reports.

Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996* set out the form and content of the financial reports, which have been prepared and presented to Council.

Comment:

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:

LG Best Practices
Zac Donovan, Chief Executive Officer

Statutory Implications:

Council is required to adopt monthly statements of financial activity to comply with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.

Policy Implications:

Finances have been managed in accordance with the Shire of Koorda policies.

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2022

4.1.1 – Ensure the use of resources is effective, efficient and reported regularly.

Risk Implications:

Risk Profiling Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Category	Compliance
Risk Description	No noticeable regulatory or statutory impact
Consequence Rating	Insignificant (1)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (1)
Key Controls (in place)	Governance Calendar, Financial Management Framework and Legislation
Action (Treatment)	Nil
Risk Rating (after treatment)	Adequate

Timely preparation of the monthly financial statements within statutory guidelines is vital to good financial management. Failure to submit compliant reports within statutory time limits will lead to non-compliance with the Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996.

Financial Implications:

Nil

Voting Requirements: Simple Majority Absolute Majority

Officer Recommendation
RESOLUTION 070424

Moved Cr GW Greaves

Seconded Cr NJ Chandler

That Council, by Simple Majority, pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, receives the statutory Financial Activity Statement report for the period ending 31 March 2024, as presented.

CARRIED 6/0

FOR: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler

SHIRE OF KOORDA

MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)

For the period ended 31 March 2024

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF KOORDA
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2024

	Supplementary Information	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates	10	1,199,557	1,225,178	1,207,872	(17,306)	(1.41%)	
Rates excluding general rates		25,620	0	30,199	30,199	0.00%	
Grants, subsidies and contributions	12	339,823	334,065	307,587	(26,478)	(7.93%)	
Fees and charges		589,827	491,885	471,955	(19,930)	(4.05%)	
Interest revenue		226,000	169,200	178,649	9,449	5.58%	
Other revenue		22,500	16,869	32,933	16,064	95.23%	▲
Profit on asset disposals	6	163,000	163,000	22,719	(140,281)	(86.06%)	▼
Fair value adjustments to financial assets at fair value through profit or loss		0	0	1,261	1,261	0.00%	
		2,566,327	2,400,197	2,253,175	(147,022)	(6.13%)	
Expenditure from operating activities							
Employee costs		(1,357,222)	(927,701)	(797,776)	129,925	14.01%	▲
Materials and contracts		(1,134,828)	(865,357)	(938,751)	(73,394)	(8.48%)	
Utility charges		(229,950)	(172,404)	(179,797)	(7,393)	(4.29%)	
Depreciation		(1,864,650)	(1,398,411)	(1,772,943)	(374,532)	(26.78%)	▼
Insurance		(194,927)	(180,636)	(198,802)	(18,166)	(10.06%)	▼
Other expenditure		(73,530)	(46,180)	(30,642)	15,538	33.65%	▲
Loss on asset disposals	6	(9,000)	(9,000)	(1,305)	7,695	85.50%	
		(4,864,107)	(3,599,689)	(3,920,016)	(320,327)	(8.90%)	
Non-cash amounts excluded from operating activities	Note 2(b)	1,718,177	1,244,411	1,755,476	511,065	41.07%	▲
Amount attributable to operating activities		(579,603)	44,919	88,635	43,716	97.32%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	13	1,855,191	1,818,566	1,724,125	(94,441)	(5.19%)	
Proceeds from disposal of assets	6	350,000	155,000	144,090	(10,910)	(7.04%)	
		2,205,191	1,973,566	1,868,215	(105,351)	(5.34%)	
Outflows from investing activities							
Payments for property, plant and equipment	5	(2,937,154)	(2,473,519)	(2,076,529)	396,990	16.05%	▲
Payments for construction of infrastructure	5	(2,377,000)	(1,666,200)	(1,529,194)	137,006	8.22%	
		(5,314,154)	(4,139,719)	(3,605,724)	533,995	12.90%	
Amount attributable to investing activities		(3,108,963)	(2,166,153)	(1,737,509)	428,644	19.79%	
FINANCING ACTIVITIES							
Inflows from financing activities							
Transfer from reserves	4	2,121,805	0	0	0	0.00%	
		2,121,805	0	0	0	0.00%	
Outflows from financing activities							
Transfer to reserves	4	(220,000)	0	(152,240)	(152,240)	0.00%	
		(220,000)	0	(152,240)	(152,240)	0.00%	
Amount attributable to financing activities		1,901,805	0	(152,240)	(152,240)	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year		2,035,341	2,035,341	2,008,589	(26,752)	(1.31%)	
Amount attributable to operating activities		(579,603)	44,919	88,635	43,716	97.32%	▲
Amount attributable to investing activities		(3,108,963)	(2,166,153)	(1,737,509)	428,644	19.79%	▲
Amount attributable to financing activities		1,901,805	0	(152,240)	(152,240)	0.00%	
Surplus or deficit after imposition of general rates		248,580	(85,893)	207,476	293,369	341.55%	▲

KEY INFORMATION

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

* Refer to Note 3 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 KOORDA
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 MARCH 2024

	Supplementary Information	30 June 2023	31 March 2024
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	3	2,785,894	817,411
Trade and other receivables		100,162	201,112
Other financial assets		6,024,334	6,176,574
Inventories	8	23,568	30,667
TOTAL CURRENT ASSETS		8,933,958	7,225,764
NON-CURRENT ASSETS			
Trade and other receivables		15,156	15,156
Other financial assets		61,117	62,378
Property, plant and equipment		13,666,862	15,212,906
Infrastructure		92,645,552	92,809,643
TOTAL NON-CURRENT ASSETS		106,388,687	108,100,083
TOTAL ASSETS		115,322,645	115,325,847
CURRENT LIABILITIES			
Trade and other payables	9	379,611	748,713
Other liabilities	11	423,185	0
Employee related provisions	11	304,342	304,342
TOTAL CURRENT LIABILITIES		1,107,138	1,053,054
NON-CURRENT LIABILITIES			
Employee related provisions		37,645	37,645
Other provisions		553,337	553,337
TOTAL NON-CURRENT LIABILITIES		590,982	590,982
TOTAL LIABILITIES		1,698,120	1,644,036
NET ASSETS		113,624,525	113,681,810
EQUITY			
Retained surplus		53,351,557	53,256,602
Reserve accounts	4	6,024,334	6,176,574
Revaluation surplus		54,248,635	54,248,635
TOTAL EQUITY		113,624,525	113,681,810

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2024

1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supporting information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

Judgements and estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

SIGNIFICANT ACCOUNTING POLICES

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 March 2024

SHIRE OF KOORDA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2024

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Net current assets used in the Statement of Financial Activity	Supplementary Information	Adopted Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 31 March 2024
		\$	\$	\$
Current assets				
Cash and cash equivalents	3	2,784,354	2,785,894	817,411
Trade and other receivables		125,265	100,162	201,112
Other financial assets		6,024,334	6,024,334	6,176,574
Inventories	8	51,949	23,568	30,667
		8,985,902	8,933,958	7,225,764
Less: current liabilities				
Trade and other payables	9	(673,743)	(379,611)	(748,713)
Other liabilities	11	(439,707)	(423,185)	0
Employee related provisions	11	(245,392)	(304,342)	(304,342)
		(1,358,842)	(1,107,138)	(1,053,054)
Net current assets		7,627,060	7,826,820	6,172,709
Less: Total adjustments to net current assets	Note 2(c)	(5,818,231)	(5,818,231)	(5,965,262)
Closing funding surplus / (deficit)		1,808,829	2,008,589	207,447

(b) Non-cash amounts excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

Non-cash amounts excluded from operating activities		Adopted Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	6	(163,000)	(163,000)	(22,719)
Less: Movement in liabilities associated with restricted cash		7,527	0	5,208
Less: Fair value adjustments to financial assets at amortised cost		0	0	(1,261)
Add: Loss on asset disposals	6	9,000	9,000	1,305
Add: Depreciation		1,864,650	1,398,411	1,772,943
Total non-cash amounts excluded from operating activities		1,718,177	1,244,411	1,755,476

(c) Current assets and liabilities excluded from budgeted deficiency

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

Adjustments to net current assets		Adopted Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 31 March 2024
		\$	\$	\$
Less: Reserve accounts	4	(6,024,334)	(6,024,334)	(6,176,574)
Add: Current liabilities not expected to be cleared at the end of the year:				
- Current portion of employee benefit provisions held in reserve	4	206,103	206,103	211,312
Total adjustments to net current assets	Note 2(a)	(5,818,231)	(5,818,231)	(5,965,262)

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

SHIRE OF KOORDA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2024

3 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 actual materially.

The material variance adopted by Council for the 2023-24 year is \$10,000 and 10.00%.

Description	Var. \$	Var. %	
	\$	%	
Revenue from operating activities			
Other revenue	16,064	95.23%	▲
\$19k received from Koorda Uniting Church to be used on Community projects. Debt recovery through external agent not yet commenced, so reimbursement of \$2.5k yet to be claimed on overdue rate accounts for recovery costs. Rates recovery is currently underway.		Timing	
Profit on asset disposals	(140,281)	(86.06%)	▼
P63 Roller, P19 Grader, and 3 x Utes (P05, P58 & P66) are currently at the auctioneers for disposal. Action ended 11th April, waiting on final auction results to come through.		Timing	
Expenditure from operating activities			
Employee costs	129,925	14.01%	▲
Annual budget equally divided per month, timing variance as employee costs lower than anticipated at this time. Admin wages lower than anticipated at time of budget, and PWOH timesheet wages lower than anticipated.		Timing	
Depreciation	(374,532)	(26.78%)	▼
Depreciation higher than anticipated due to increased asset values following the revaluation of Infrastructure Assets during the 2022/2023 FY. Road Depreciation \$193k higher than anticipated budget and Sewerage \$168k.		Timing	
Insurance	(18,166)	(10.06%)	▼
Minor variation based on budget timing estimates, should remain within variance threshold at year end.		Timing	
Other expenditure	15,538	33.65%	▲
November-February Councillor payments to be finalised in April.			
Non-cash amounts excluded from operating activities	511,065	41.07%	▲
Annual budget equally divided per month.		Timing	
Outflows from investing activities			
Payments for property, plant and equipment	396,990	16.05%	▲

SHIRE OF KOORDA
SUPPLEMENTARY INFORMATION

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**SHIRE OF KOORDA
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2024**

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.04 M	\$2.04 M	\$2.01 M	(\$0.03 M)
Closing	\$0.25 M	(\$0.09 M)	\$0.21 M	\$0.29 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$0.82 M	11.7%
Restricted Cash	\$6.18 M	88.3%
Total	\$6.99 M	

Refer to 3 - Cash and Financial Assets

Payables		% Outstanding
	\$	
Trade Payables	\$0.72 M	
0 to 30 Days		97.1%
Over 30 Days		2.9%
Over 90 Days		0.0%
Total	\$0.75 M	

Refer to 9 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$0.13 M	90.0%
Trade Receivable	\$0.07 M	
Over 30 Days		86.0%
Over 90 Days		61.4%
Total	\$0.07 M	

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.58 M)	\$0.04 M	\$0.09 M	\$0.04 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$1.21 M	
YTD Budget	\$1.23 M	(1.4%)

Refer to 10 - Rate Revenue

Grants and Contributions		
	\$	% Variance
YTD Actual	\$0.31 M	
YTD Budget	\$0.33 M	(7.9%)

Refer to 12 - Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.47 M	
YTD Budget	\$0.49 M	(4.1%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$3.11 M)	(\$2.17 M)	(\$1.74 M)	\$0.43 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.14 M	
Adopted Budget	\$0.35 M	(58.8%)

Refer to 6 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$1.53 M	
Adopted Budget	\$2.38 M	(35.7%)

Refer to 5 - Capital Acquisitions

Capital Grants		
	\$	% Received
YTD Actual	\$1.72 M	
Adopted Budget	\$1.86 M	(7.1%)

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$1.90 M	\$0.00 M	(\$0.15 M)	(\$0.15 M)

Refer to Statement of Financial Activity

Borrowings	
	\$
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.00 M

Reserves	
	\$
Reserves balance	\$6.18 M
Interest earned	\$0.15 M

Refer to 4 - Cash Reserves

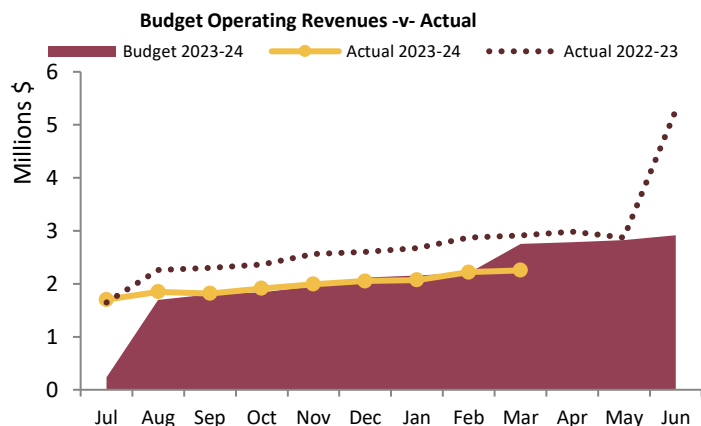
This information is to be read in conjunction with the accompanying Financial Statements and notes.

**SHIRE OF KOORDA
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2024**

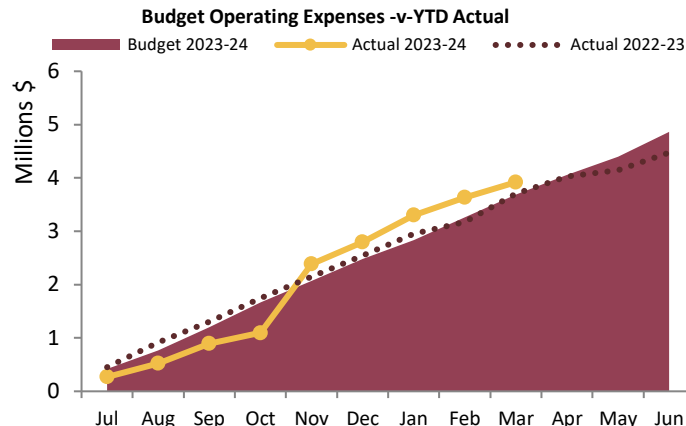
2 KEY INFORMATION - GRAPHICAL

OPERATING ACTIVITIES

OPERATING REVENUE

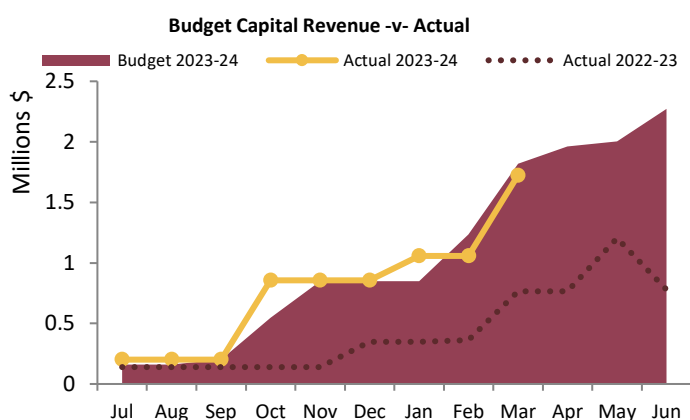


OPERATING EXPENSES

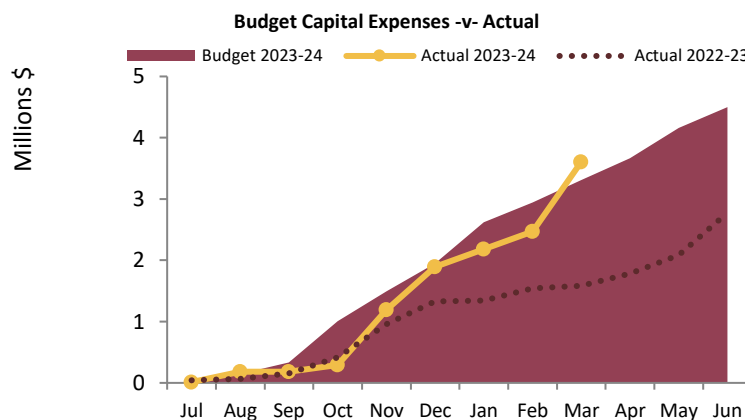


INVESTING ACTIVITIES

CAPITAL REVENUE



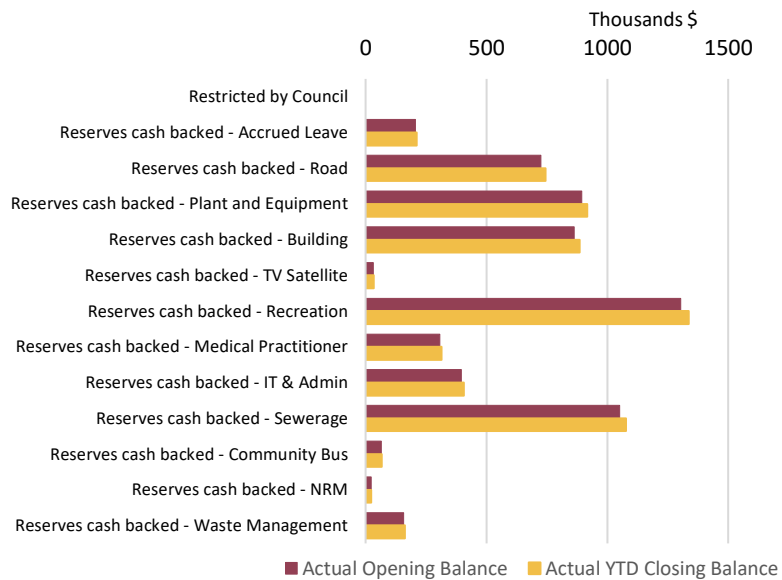
CAPITAL EXPENSES



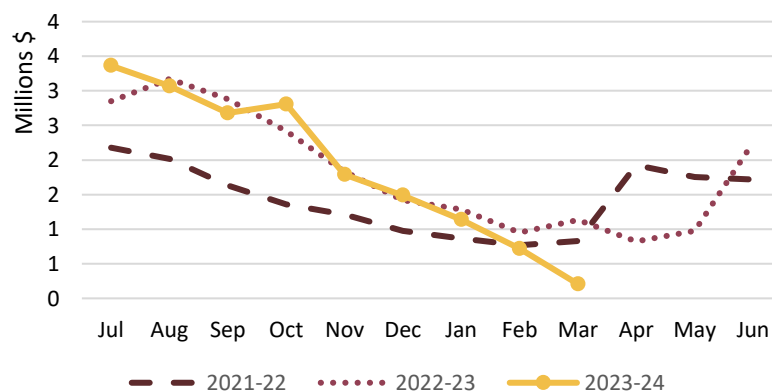
FINANCING ACTIVITIES

BORROWINGS

RESERVES



Closing funding surplus / (deficit)



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

**SHIRE OF KOORDA
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2024**

3 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Municipal Account	Cash and cash equivalents	9,294		9,294		Bendigo	Variable	Nil
Municipal Account	Cash and cash equivalents	739,437		739,437		BWA	Variable	Nil
Licensing Account	Cash and cash equivalents	11,640		11,640		BWA	Variable	Nil
ATM Control Account	Cash and cash equivalents	30,010		30,010		BWA	Nil	Nil
ATM Cash Account	Cash and cash equivalents	26,270		26,270		BWA	Nil	Nil
Cash on Hand	Cash and cash equivalents	760		760		Cash on Hand	Nil	Nil
Term Deposit XXX1	Financial assets at amortised cost	0	4,682,030	4,682,030		Bankwest	4.45%	28/06/2024
Term Deposit XXX2	Financial assets at amortised cost	0	1,494,543	1,494,543		Bankwest	4.30%	02/04/2024
Total		817,411	6,176,573	6,993,984	0			
Comprising								
Cash and cash equivalents		817,411	0	817,411	0			
Financial assets at amortised cost		0	6,176,573	6,176,573	0			
		817,411	6,176,573	6,993,984	0			

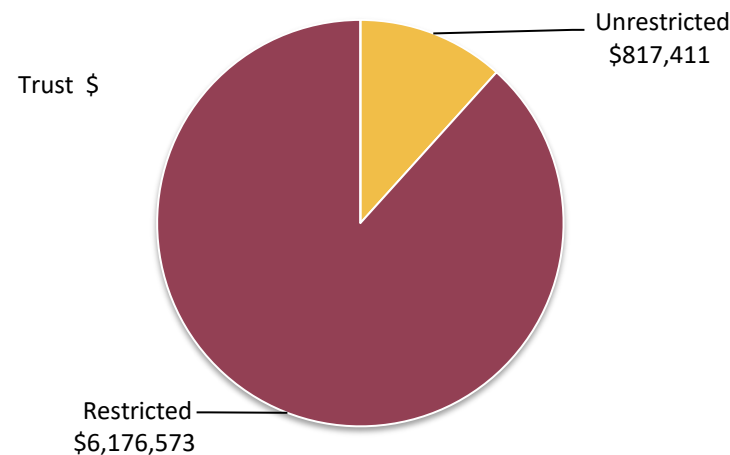
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other ass



SHIRE OF KOORDA
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2024

4 RESERVE ACCOUNTS

Reserve name	Budget	Budget	Budget	Budget	Budget	Actual	Actual	Actual	Actual	Actual YTD
	Opening Balance	Interest Earned	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Interest Earned	Transfers In (+)	Transfers Out (-)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council										
Reserves cash backed - Accrued Leave	206,103	0	7,527	0	213,630	206,103	5,208	0	0	211,312
Reserves cash backed - Road	725,329	0	26,488	(109,000)	642,817	725,329	18,330	0	0	743,659
Reserves cash backed - Plant and Equipment	895,049	0	32,686	(875,000)	52,735	895,049	22,619	0	0	917,667
Reserves cash backed - Building	863,689	0	31,541	(206,000)	689,230	863,689	21,826	0	0	885,516
Reserves cash backed - TV Satellite	32,780	0	1,197	0	33,977	32,780	828	0	0	33,608
Reserves cash backed - Recreation	1,303,568	0	47,605	(811,800)	539,373	1,303,568	32,942	0	0	1,336,510
Reserves cash backed - Medical Practitioner	306,488	0	11,193	(120,005)	197,676	306,488	7,745	0	0	314,233
Reserves cash backed - IT & Admin	395,947	0	14,459	0	410,406	395,947	10,006	0	0	405,953
Reserves cash backed - Sewerage	1,050,190	0	38,351	0	1,088,541	1,050,190	26,539	0	0	1,076,729
Reserves cash backed - Community Bus	64,496	0	2,355	0	66,851	64,496	1,630	0	0	66,126
Reserves cash backed - NRM	22,656	0	827	0	23,483	22,656	573	0	0	23,229
Reserves cash backed - Waste Management	158,039	0	5,771	0	163,810	158,039	3,994	0	0	162,033
	6,024,334	0	220,000	(2,121,805)	4,122,529	6,024,334	152,240	0	0	6,176,574

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings - non-specialised	1,477,635	1,096,000	806,051	(289,949)
Plant and equipment	1,459,519	1,377,519	1,270,479	(107,040)
Acquisition of property, plant and equipment	2,937,154	2,473,519	2,076,529	(396,990)
Infrastructure - roads	1,732,000	1,526,200	1,493,714	(32,486)
Infrastructure - Other	645,000	140,000	35,481	(104,520)
Acquisition of infrastructure	2,377,000	1,666,200	1,529,194	(930,985)
Total capital acquisitions	5,314,154	4,139,719	3,605,724	(1,327,975)
Capital Acquisitions Funded By:				
Capital grants and contributions	1,855,191	1,818,566	1,724,125	(94,441)
Other (disposals & C/Fwd)	350,000	155,000	144,090	(10,910)
Reserve accounts				
Reserves cash backed - Road	109,000	0	0	0
Reserves cash backed - Plant and Equipment	875,000	0	0	0
Reserves cash backed - Building	206,000	0	0	0
Reserves cash backed - Recreation	811,800	0	0	0
Reserves cash backed - Medical Practitioner	120,005	0	0	0
Contribution - operations	987,158	2,166,153	1,737,508	(428,645)
Capital funding total	5,314,154	4,139,719	3,605,724	(533,995)

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

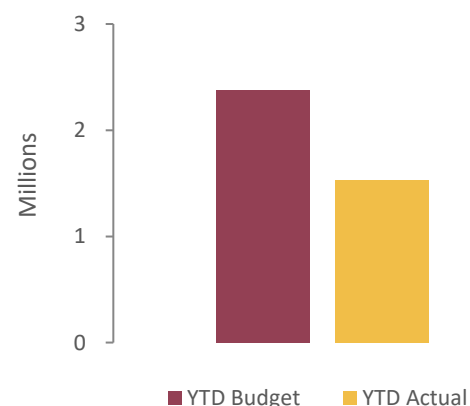
Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

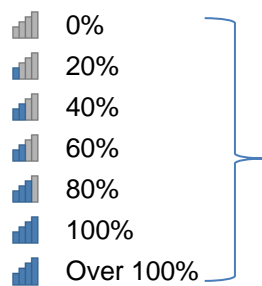
Payments for Capital Acquisitions



5 CAPITAL ACQUISITIONS - DETAILED

Capital expenditure total

Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Level of completion indicator, please see table at the end of this note for further detail.

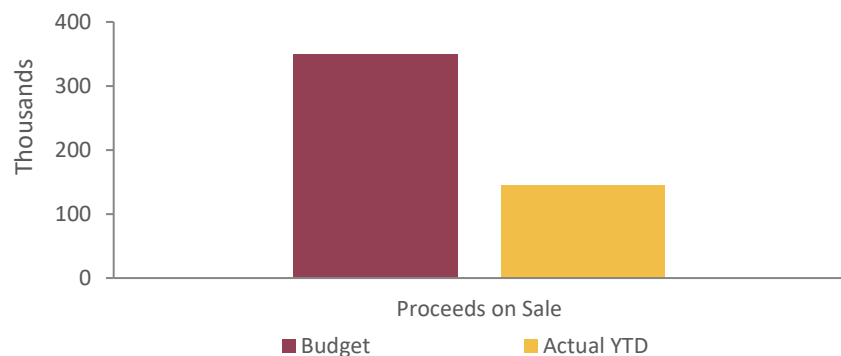
		Adopted			Variance
Account Description		Budget	YTD Budget	YTD Actual	(Under)/Over
		\$	\$	\$	\$
Plant & Equipment					
PE0091	P09: Semi Side Tipper Trailer	0	0	0	0
PE0191	P19: Grader	455,000	455,000	455,000	0
PE0611	P61: Ute Patching	45,000	45,000	45,808	(808)
PE0631	P63: Road Roller	192,000	192,000	192,000	0
PE0651	P065 Prime Mover - 22/23 Carryforward	267,519	267,519	267,519	0
PE0661	P066 Ute Works Crew - 22/23 Carryforward	0	0	52,786	(52,786)
PE0691	P69: Cherry Picker	50,000	50,000	54,545	(4,545)
PE0101	P10: Mollerin Fire Truck (SEROJA FUNDING)	62,000	62,000	61,914	86
	Misc Plant	0	0	0	0
PE1001	P100: CEO Vehicle	85,000	85,000	75,768	9,232
PE2001	P200: WS Vehicle	60,000	60,000	65,139	(5,139)
PE3001	P300: DCEO Vehicle	65,000	65,000	0	65,000
PEOGENO	Generators - 25KVA Portable (x2) (SEROJA FUNDING)	38,800	38,800	0	38,800
PECOMS	Communications Tower (SEROJA FUNDING)	57,000	0	0	0
PEWATER	Water Tanks*	25,000	0	0	0
FE003	L33226 Medical Centre - Generator	22,200	22,200	0	22,200
FE002	Rec: Recreation Ground - Generator	35,000	35,000	0	35,000
					0
Buildings					
BC016	Rec Ground Upgrade & Extension	1,146,635	800,000	743,329	56,671
BC016B	Rec Ground Upgrade & Extension	200,000	200,000	0	200,000
BC001	Admin Office (Paint & Gardens)	35,000	0	0	0
BC054	L271 Greenham Paint & Lino	16,000	16,000	15,693	307
BC003	L157 Memorial Hall (SEROJA FUNDING)	60,000	60,000	43,988	16,012
BC024	Drive In (Toilets & Tiling)	20,000	20,000	3,041	16,959
Other Infrastructure					
PC001	Synthetic Bowling Green Relocation	400,000	100,000	0	100,000
IO001	Admin Office Carpark	15,000	0	0	0
PC002	Rec Ground Playground	150,000	0	0	0
IO005	Depot Auto Gates	40,000	40,000	35,481	4,520
IO002	Pool Balance Tank	40,000	0	0	0
Infrastructure Roads					
RRG002	Cadoux-Koorda Cement Stabilise	235,000	235,000	218,025	16,975
RRG003	Koordas-Dowerin Reseal	152,000	152,000	140,408	11,592
RRG140	Burakin-Wialki Full Recon	182,000	182,000	224,218	(42,218)
RRG140B	Burakin-Wialki Full Reseal	150,000	150,000	129,764	20,236
					0
R2R004	Koordas-Kulja Reseal	273,000	273,000	368,319	(95,319)
R2R006	Kulja-Kalannie Full Recon	130,000	130,000	87,125	42,875
R2R009	Koordas North West Shoulder Recon	70,000	70,000	39,257	30,743
					0
RC003	Koordas-Dowerin Reseal	160,000	160,000	142,001	17,999
RC004	Koordas-Kulja Widen Reseal	100,000	100,000	99,544	456
RC010	Mollerin Rock South Reform & Sheet	90,000	0	0	0
RC011	Dukin West Reform & Sheet	90,000	34,200	44,899	(10,699)
RC014	Maher Reform & Sheet	60,000	0	153	(153)
					0
FC098	Footpath - Greenham St	40,000	40,000	0	40,000
		5,314,154	4,139,719	3,605,724	533,995

**SHIRE OF KOORDA
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2024**

OPERATING ACTIVITIES

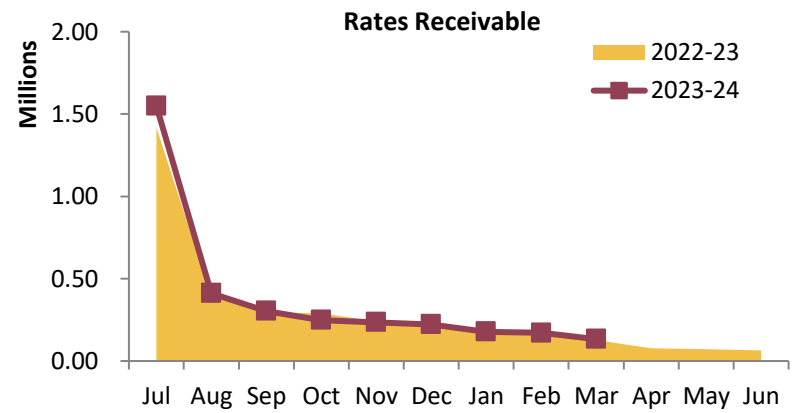
6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
Plant and equipment									
10918	P020 Grader - 2015 CAT 12M	0	100,000	100,000	0	0	0	0	0
10949	P061 Ute - 2019	11,000	25,000	14,000	0	8,747	23,636	14,889	0
10951	P063 Roller - 2014 Dynapac	0	30,000	30,000	0	0	0	0	0
10979	P100 CEO Vehicle	65,000	80,000	15,000	0	65,396	64,091	0	(1,305)
10981	P200 WS Vehicle	53,000	50,000	0	(3,000)	48,533	56,363	7,830	0
10988	P300 DCEO Vehicle	61,000	65,000	4,000	0	0	0	0	0
		190,000	350,000	163,000	(3,000)	122,676	144,090	22,719	(1,305)



7 RECEIVABLES

Rates receivable	30 June 2023	31 Mar 2024
	\$	\$
Opening arrears previous years	63,512	88,681
Levied this year	1,213,196	1,238,071
Less - collections to date	(1,188,027)	(1,194,148)
Gross rates collectable	88,681	132,604
Net rates collectable	88,681	132,604
% Collected	93.1%	90.0%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	4,387	7,658	0	19,125	31,170
Percentage	0.0%	14.1%	24.6%	0.0%	61.4%	
Balance per trial balance						
Trade receivables	0	4,387	7,658	0	19,125	31,170
GST receivable		16,353	(674)			15,679
Interest Receivable		21,660				21,660
Total receivables general outstanding						68,508

Amounts shown above include GST (where applicable)

KEY INFORMATION

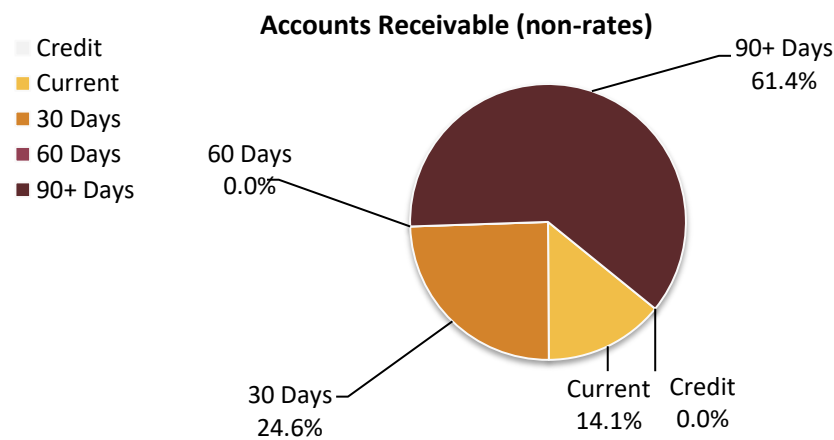
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



**SHIRE OF KOORDA
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2024**

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2023	Asset Increase	Asset Reduction	Closing Balance 31 March 2024
Other current assets	\$	\$	\$	\$
Financial assets at amortised cost	6,024,334	152,240		6,176,574
Inventory				
Stock on Hand	23,568	7,098		30,667
Total other current assets	6,047,902	159,338	0	6,207,240

Amounts shown above include GST (where applicable)

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

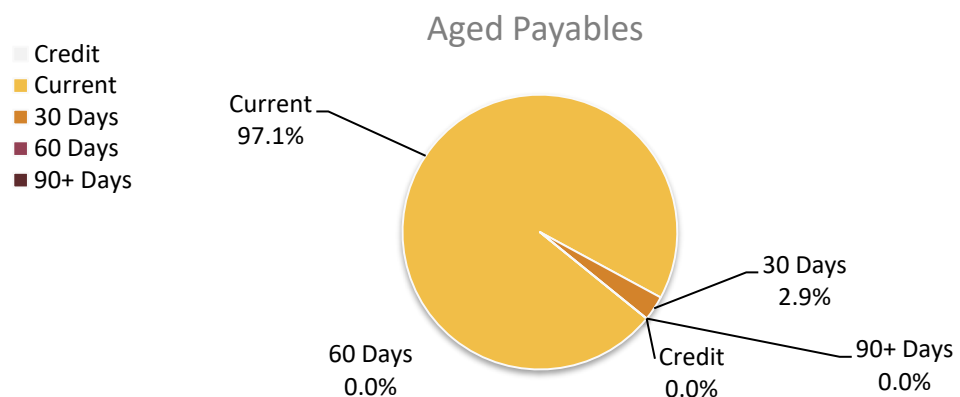
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	694,205	20,992	0	0	715,196
Percentage	0.0%	97.1%	2.9%	0.0%	0.0%	
Balance per trial balance						
Sundry creditors	0	694,205	20,992	0	0	715,196
Other Payables		1,650				1,650
Prepaid Rates		19,615				13,915
Bonds and Deposits Held		7,144			63,428	70,572
ESL Liability		5,904				5,904
GST Payable		(69,032)				(69,032)
Payroll Creditors				(202)		(202)
PAYG Payables		22,224				22,224
FBT Liabilities			(11,514)			(11,514)
Total payables general outstanding						748,713

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



SHIRE OF KOORDA
 SUPPLEMENTARY INFORMATION
 FOR THE PERIOD ENDED 31 MARCH 2024

OPERATING ACTIVITIES 29/02/2024

10 RATE REVENUE

General rate revenue

RATE TYPE	Rate in	Number of	Rateable	Rate	Budget	Total	Rate	YTD Actual	Total
	\$ (cents)	Properties	Value	Revenue	Interim	Revenue	Revenue	Interim	Revenue
				\$	\$	\$	\$	\$	\$
Gross rental value									
Gross Rental Value	0.1217	136	959,024	116,713	1,834	118,547	116,713	7,602	124,315
Unimproved value									
Unimproved Value	0.0126	221	87,194,166	1,100,390		1,100,390	1,100,390	577	1,100,967
Sub-Total		357	88,153,190	1,217,103	1,834	1,218,937	1,217,103	8,179	1,225,282
Minimum payment									
Gross rental value									
Gross Rental Value	420	28	29,070	11,760		11,760	12,180	0	12,180
Unimproved value									
Unimproved Value	420	33	442,945	13,860		13,860	13,860	0	13,860
Sub-total		61	472,015	25,620	0	25,620	26,040	0	26,040
Discount						-45,000			-43,450
Amount from general rates						1,199,557			1,207,872
Ex-gratia rates	0.06		457,560	25,620		25,620			30,199
Total general rates						1,225,177			1,238,071

11 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2023	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 March 2024
		\$	\$	\$	\$	\$
Other current liabilities						
Other liabilities						
Capital grant/contributions liabilities		423,185	0	0	(423,185)	0
Total other liabilities		423,185	0	0	(423,185)	0
Employee Related Provisions						
Provision for annual leave		169,690	0	0	0	169,690
Provision for long service leave		134,652	0	0	0	134,652
Total Provisions		304,342	0	0	0	304,342
Total other current liabilities		727,527	0	0	(423,185)	304,342
Amounts shown above include GST (where applicable)						

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

**SHIRE OF KOORDA
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2024**

OPERATING ACTIVITIES

12 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability 1 July 2023	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Mar 2024	Current Liability 31 Mar 2024	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies								
ESL Bush Fire Brigade Operating Grant				0	0	15,930	15,930	10,770
Main Roads Direct Road Grant				0	0	196,756	196,756	196,756
Fuel Tax Credits Grant Scheme				0	0	23,500	17,622	22,243
Financial Assistance Grant - General				0	0	64,039	64,039	48,029
Financial Assistance Grant - Roads				0	0	39,718	39,718	29,789
	0	0	0	0	0	339,943	334,065	307,587


**SHIRE OF KOORDA
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2024**

INVESTING ACTIVITIES

13 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability (As revenue)	Liability	Current Liability	Adopted Budget	YTD	YTD Revenue
	1 July 2023			31 Mar 2024	31 Mar 2024	Revenue	Budget	Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies								
Local Roads & Community Infrastructure Grant (LRCI)				0		836,000	425,790	423,185
CSRFF Grant				0		130,421	86,946	0
Regional Road Group Grants				0		401,940	401,940	401,940
Roads to Recovery Grant				0		402,890	402,890	398,000
LGRF08 - Cyclone Seroja Local Government Resilience Fund				0		500,000	500,000	500,000
COTA Grant Seniors Luncheon				0		1,000	1,000	1,000
	0	0	0	0	0	2,272,251	1,818,566	1,724,125

11.2. List of Accounts Paid

Corporate and Community		
Date	11 April 2024	
Location	Not Applicable	
Responsible Officer	Zac Donovan, Chief Executive Officer	
Author	Lana Foote, Deputy Chief Executive Officer	
Legislation	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	List of Accounts Paid	

Background:

This item presents the List of Accounts Paid, paid under delegated authority, for the period 14 March 2024 to 11 April 2024.

Comment:

From 1 September 2023, Regulations were amended that required Local Governments to disclose information about each transaction made on a credit card, debit card or other purchasing cards. Purchase cards may include the following: business/corporate credit cards, debit cards, store cards, fuel cards and/or taxi cards.

The List of Accounts Paid as presented has been reviewed by the Chief Executive Officer.

Consultation:

Zac Donovan, Chief Executive Officer
Finance Team

Statutory Implications:

Regulation 12 and 13 of the *Local Government (Financial Management) Regulations 1996* requires that a separate list be prepared each month for adoption by Council showing creditors paid under delegate authority.

Policy Implications:

Finances have been managed in accordance with the Shire of Koorda policies. Payments have been made under delegated authority.

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2022

4.1.1 - Ensure the use of resources is effective, efficient and reported regularly. (e.g. Financial Management)

Risk Implications:

Risk Profiling Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Category	Compliance
Risk Description	No noticeable regulatory or statutory impact
Consequence Rating	Insignificant (1)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (1)
Key Controls (in place)	Governance Calendar
Action (Treatment)	Nil
Risk Rating (after treatment)	Adequate

Financial Implications:

Funds expended are in accordance with Council's adopted 2023/2024 Budget.

Voting Requirements: Simple Majority Absolute Majority

Officer Recommendation
RESOLUTION 080424

Moved Cr GL Boyne

Seconded Cr NJ Chandler

That Council, by Simple Majority, pursuant to Section 6.8(1)(a) of the *Local Government Act 1995* and Regulation 12 & 13 of the *Local Government (Financial Management) Regulations 1996*;

Receives the report from the Chief Executive Officer on the exercise of delegated authority in relation to creditor payments from the Shire of Koorda Municipal Fund, as presented in the attachment, and as detailed below:


For the period 14 March 2024 to 11 April 2024

Municipal Voucher V547 to V604	Totalling \$ 1,390,902.24
Purchase Card Transactions (V570, V591 & V595)	Totalling \$ 4,601.42
	Total \$ 1,395,503.66

CARRIED 6/0

FOR: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler

11.3. Proposed Budget Development 2024/2025

Corporate and Community		
Date	10 April 2024	
Location	Not Applicable	
Responsible Officer	Zac Donovan, Chief Executive Officer	
Author	As above	
Legislation	<i>Local Government Act 1995;</i> <i>Local Government (Financial Management) Regulations 1996</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input checked="" type="checkbox"/> Executive Decision <input type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	Proposed Budget Development Plan	

Background:

Each local government is required to develop and adopt an operating (municipal fund) budget for the succeeding financial year as per the Local Government Act 1995 (6.2) and in accordance with the Financial Management Regulations 1996 (part 3) and Australian Accounting Standards.

As such, preparation of the annual budget needs to consider the income and expenditure for the next financial period in the context of planning for the future.

The annual budget estimates expenditure for operations, services and assets and projects income including grants, fee and charges and earnings, but excluding rate revenue, to define any deficiency. It needs to define the general rates to be raised, fees and charges, any borrowing obligations, funds for reserves and the local government's land transactions and trading activities, if applicable.

Comment:

The most common approach adopted by local governments in addressing the legislative budget development requirements is to primarily consider financial implications and restrictions and in effect undertake a process of rationing resources for a business-as-usual outcome.

The intent of the approach proposed (attached) is to prioritise the delivery of outcomes for the community and facilitate Council develop and consider new initiatives, uncompromised by financial requirements and constraints.

The necessary financial considerations will be introduced later in the process, to refine the timing and funding options of projects. It is a process that emphasises strategy over accounting and as such better harnesses the experience and insights of Council and puts community outcomes at the forefront.

The proposed timeframe sets out to align the development of the Shire's budget with the review of the Integrated Strategic Plan and Resourcing Plan. The strategies and tactics encompassed in the Integrated Strategic Plan will flow through and be developed in concert with the budget while the adopted financial position for 2024-25 will provide the base year for the Resourcing and Asset plans.

The timetable provides in the best-case scenario for council to be in a meeting of Council, with contingencies to enable final at the latest at the August 21 meeting, ahead of the August 31 deadline.

Consultation:

Lana Foote, Deputy Chief Executive Officer
Darren West, Works Supervisor

Statutory Implications:

As per the Local Government Act 195 (6.2) and Financial Management Regulations 1996 (part 3) Council is required to develop and adopt an annual municipal fund budget for each financial period and submit such to the department of Local Government by August 31 of the relevant period.

Policy Implications:

Nil

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2022

3.1.1 - Manage Shire Assets sustainably using the Strategic Resourcing Plan.

4.1.1 - Ensure the use of resources is effective, efficient, and reported regularly.

4.1.2 - Identify business improvement opportunities to enhance operational effectiveness.

Risk Implications:

Risk Profiling Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Category	Compliance
Risk Description	Some temporary non-compliance
Consequence Rating	Minor (2)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Low (4)
Key Controls (in place)	Local Government act and regulations & Proposed Budget Development Plan
Action (Treatment)	Nil
Risk Rating (after treatment)	Effective

As per the Local Government Act 195 (6.2) and Financial Management Regulations 1996 (part 3) Council is required to develop and adopt an annual municipal fund budget for each financial period and submit such to the department of Local Government by August 31 of the relevant period. The proposed Budget Development Plan ensures reviews of the Integrated Planning is undertaken within the recommended timeframe and that budget adoption deadlines are met.

Financial Implications:

The Shire of Koorda 2024-25 Budget will be developed as a balanced budget.

Voting Requirements: Simple Majority Absolute Majority

Officer Recommendation
RESOLUTION 090424

Moved Cr NJ Chandler

Seconded Cr GW Greaves


That Council adopted the proposed budget development approach and accompanying timetable as presented.

CARRIED 6/0

FOR: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler

12. OFFICER'S REPORTS – GOVERNANCE & COMPLIANCE

12.1. Review of Delegations

Governance and Compliance		
Date	10 April 2024	
Location	Not Applicable	
Responsible Officer	Zac Donovan, Chief Executive Officer	
Author	As above	
Legislation	<i>Local Government Act 1995</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	Shire of Koorda Delegations Register	

Background:

Under the provisions of the Local Government Act 1995, it is necessary to review delegations at least annually. In April 2023 an extensive review was undertaken by Council.

Comment:

A review of the Delegations Register has found a small number of minor required amendments, as would be expected given the comprehensive review undertaken 12 months prior.

The existing Delegations Register is attached for reference, however given the comprehensive nature of the document (85 pages), the proposed amendments are detailed in the following table:

Delegation	Page	Existing Entry	Proposed Amendment	Rationale
4.1 Payments from Municipal or Trust Funds	28	Sub-Delegates: Deputy CEO	Sub-Delegates: Deputy CEO Finance Officers	Recognise existing practice and harmonise Sub-Delegations with CEO Conditions of this Sub-Delegation: (part 2) <i>Payments by cheque, BPay and EFT transactions must be approved jointly by two Authorised Officers, one of whom must have Delegated Authority (CEO, DCEO and Finance Officers).</i>
		CEO Conditions on sub-delegations: (3) The verification of incurring the liability via the purchase order, invoice and evidence of goods/service received must be approved jointly by two Authorised Officers, one of whom must have Delegated Authority (CEO, or DCEO).	CEO Conditions on sub-delegations: (3) The verification of incurring the liability via the purchase order, invoice and evidence of goods/service received must be approved jointly by two Authorised Officers, one of whom must be the CEO or Deputy CEO.	With the addition of Finance Officers as Sub-delegates for the purpose of making payments (part 2) as above, it is necessary to define that either the CEO or Deputy CEO be required to verify and approve payments.
4.3 Power to Invest and Manage Investments	30	Sub-Delegates: Deputy CEO	Sub-Delegates: Deputy CEO Finance Officers	Required to address practicalities of approvals during times of absences of either CEO or Deputy CEO so to maintain

				compliance with CEO Conditions of Sub-Delegation for (part 1) A decision to invest must be jointly confirmed by two Delegates.
6.1 Make Request FES Commissioner-Control of Fire	47	Delegate: CEO	Delegate CEO Chief Fire Officer	Council empower Chief Fire Officer to make request on behalf of Shire in recognition of potential timeliness in practicalities of emergency situations
6.3 Prohibited Burning Times – Control Activities	49	Function: (part 1) Authority to determine permits to burn during prohibited burning times that have previously been refused by a Bush Fire Control Officer [r.15].	Delete Function (1) and renumber functions	Council Policy B4 amended to remove CEO authority to override permit application denied by Chief Fire Control Officer
		Function: (part 5) Authority to prohibit the use of tractors, engines or self-propelled harvesters during a Prohibited Burning Times, [s.27(2) and (3)].	Change reference to [s.27 (3)]	Reference s.27(2) refers to orchards

Consultation:

Lana Foote, Deputy Chief Executive Officer

Policy Implications:

Nil

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2022
4.1 - Open and Transparent Leadership

Financial Implications:

Nil

Risk Implications:

Risk Profiling Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Category	Compliance
Risk Description	Some temporary non-compliance
Consequence Rating	Minor (2)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Low (2)
Key Controls (in place)	Local Government act and regulations
Action (Treatment)	Nil
Risk Rating (after treatment)	Adequate

Statutory Implications:

The Local Government Act 1995 (5.46) requires that delegations to the CEO and employees be reviewed at least once each financial year.

Voting Requirements:

Simple Majority

Absolute Majority

**Officer Recommendation
RESOLUTION 100424**

Moved Cr GW Greaves

Seconded Cr KM Burrell

That Council endorse the minor amendments to the Shire of Koorda Delegations Register as presented.

CARRIED BY ABSOLUTE MAJORITY 6/0

FOR: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler

CONFIRMED

12.2. SCHEME 3 AMENDMENT 2 – Additional use - CBH workforce accommodation and office

Cr Jannah Stratford

Financial – A shareholder in CBH Ltd (CBH) (as grower member/farmer) who holds one share valued at \$2.00 in CBH, a non-distributing co-operative governed under the Co-operatives Act 2009, and which is also a registered charity.

Cr Gary Greaves

Financial - A shareholder in CBH Ltd (CBH) (as grower member/farmer) who holds one share valued at \$2.00 in CBH, a non-distributing co-operative governed under the Co-operatives Act 2009, and which is also a registered charity.

Cr Nicholas Chandler

Financial - An employee of CBH Ltd (CBH).

Cr Gina Boyne

Financial - Closely associated (spouse) with a shareholder in CBH Ltd (CBH) (as grower member/farmer) who holds one share valued at \$2.00 in CBH, a non-distributing co-operative governed under the Co-operatives Act 2009, and which is also a registered charity.

Cr Kurt Fuchsbichler

Financial - A shareholder in CBH Ltd (CBH) (as grower member/farmer) who holds one share valued at \$2.00 in CBH, a non-distributing co-operative governed under the Co-operatives Act 2009, and which is also a registered charity.

Due to a potential loss of a quorum resulting from the above financial interest disclosures, an application for statutory participation approval for Councillors Stratford, Greaves, Boyne, and Fuchsbichler under s5.69(3) of the Local Government Act 1995, has been submitted so that item 12.2 may be addressed at this meeting.

Accordingly, Approval is granted to Cr Gina Boyne, Cr Jannah Stratford, Cr Gary Greaves and Cr Kurt Fuchsbichler to fully participate in the discussion and decision making relating to the following agenda item at the Shire's Ordinary Council Meeting, on 17 April 2024, as follows:

12.2 – SCHEME 3 AMENDMENT 2 – ADDITIONAL USE – CBH WORKFORCE ACCOMMODATION AND OFFICE

Conditions of the approval:

- 1. The approval is only valid for the 17 April 2024 Ordinary Council Meeting when agenda item 12.2 is considered;*
- 2. The above-mentioned councillors must declare the nature and extent of their interests at the abovementioned meeting when the matter is considered, together with the approval provided;*
- 3. The Chief Executive Officer (CEO) is to provide a copy of the Department of Local Government, Sport and Cultural Industries (DLGSC's) letter of approval to the abovementioned councillors;*
- 4. The CEO is to ensure that the declarations, including the approval given and any conditions imposed, are recorded in the minutes of the abovementioned meeting, when the item is considered;*
- 5. The CEO is to provide a copy of the confirmed minutes of the abovementioned meeting to DLGSC, to allow DLGSC to verify compliance with the conditions of this approval; and*
- 6. The approval granted is based solely on the interests disclosed by the abovementioned councillors, made in accordance with the application. Should other interests be identified, these*

interests will not be included in this approval and the financial interest provisions of the Act will apply.

5.36pm - Cr NJ Chandler withdrew from chambers and thus did not participate in discussion or vote on item 12.2.

**5.37pm – SUSPEND STANDING ORDERS
 RESOLUTION 110424**

Moved Cr GL Boyne

Seconded Cr GW Greaves

That standing orders be suspended to discuss item 12.2 – Scheme 3 Amendment 2 – Additional Use – CBH Workforce Accommodation and Office.

CARRIED 5/0

FOR: Cr JM Stratford, Cr GW Greaves, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler

**5.44pm – RESUMPTION OF STANDING ORDERS
 RESOLUTION 120424**


Moved Cr GL Boyne

Seconded Cr GW Greaves

That standing orders be resumed as per the attendance register.

CARRIED 5/0

FOR: Cr JM Stratford, Cr GW Greaves, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler

Governance and Compliance		
Date	10 April 2024	
Location	Not applicable	
Responsible Officer	Zac Donovan, Chief Executive Officer	
Author	Paul Bashall, Planner, Planwest	
Legislation	<i>Land Administration Act 1997</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	A - EPA Determination B - Copy of Advertisements C - Copies of Submissions D - Bushfire Management Plan	

Background:

CLE Town Planning + Design consultants, on behalf of CBH, lodged a proposed Scheme Amendment to allow the development of a CBH office complex on the western portion of Lot 19 Orchard Street, Koorda currently zoned Residential. **Figure 1** shows the location of the proposed amendment property.

FIGURE 1 – LOCATION PLAN



Comment:

The Council is keen to provide for the proposed CBH development in Koorda and has supported the Scheme Amendment to insert two new ‘Additional uses’ on the subject land to allow both the CBH office and the workforce accommodation. The Additional uses will make these uses permissible - notwithstanding that an office is not ordinarily permitted in a Residential zone.

A workforce accommodation complex, housing 24 workers, has already been approved under clause 4.4.2 of the Scheme (uses not listed) and development works are currently under way.

The nature, appearance and movement patterns of a typical workforce accommodation development usually involves activities and movements that often do not sit comfortably within a residential area. The proposed site is currently unused (apart from the building works of the workforce accommodation units) and has no existing sensitive uses within close proximity. The adjacent uses on Orchard Street include a drive-in cinema and drum recycling operation – both of which have been operational for decades.

The logical location for an office complex would normally be in the Town centre zone, however there are no sites available that would have the capacity for the proposed development.

The details of the siting, landscaping, bushfire measures, plans, elevations, servicing and access issues can be dealt with at the Development Approval (DA) stage.

On request, the Amendment documentation has been modified to discuss various issues that may impact this proposal. Most changes have been addressed, however there are still outstanding issues that may be of concern in the development of the project - but are not considered as ‘showstoppers’ for this Amendment.

These issues include;

1. The Engineering Services Report (McDowall Affleck Pty Ltd) states that the *geotechnical report also indicated possible shallow rock that their borehole auger was not able to penetrate*. This observation may have a serious impact on the capacity of the proposed drainage system to adequately deal with effluent disposal and stormwater on site in all-weather events. The Report states that the office component has not been included in the wastewater or drainage calculations. Although this is reasonable (as a DA for the office component has yet to be lodged and determined), the Council may be concerned that, in the event that drainage overflows into the public road and drainage system, it would require more of the Council's resources. This issue was not addressed in the Scheme Amendment report.
2. The Engineering Services Report states that there is doubt whether the existing power infrastructure has the capacity to service the proposed development. The Report states '*The forecasted capacity is estimated to remain at this capacity until 2029 noting that there is currently no plan for increasing this capacity for the next 6 years*', but then states that the *site can ultimately be serviced with overhead power considering possible power works to service the site*. Although this is not an issue that needs to be addressed at the Scheme Amendment stage, it is a issue that must be resolved at the development stage to ensure the extra draw on the power grid does not impact other town users, and an issue that should have been addressed in the Scheme Amendment report.
3. The Scheme Amendment report includes 2 items that will be provided as 'subsequent information'. These include Bushfire Management Plan and Plans and Elevations. It was suggested that a landscaping plan and access upgrade details also be subsequently provided. The landscaping plan needs to address the appearance of the accommodation from the main access road into Koorda (Aitken Road). The Orchard Street access needs to ensure minimal disruption to the Council's drainage system and minimise Council's resources on road upgrades. Both of these items can be addressed as part of the development process, but could have been mentioned in the Scheme Amendment report.

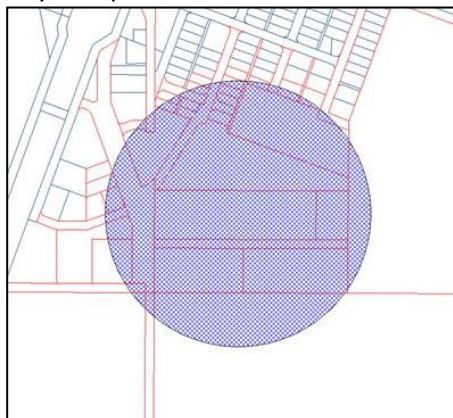
Consultation:

The Amendment was presented to the Council on 15th November 2023 to initiate the Amendment. The documentation was subsequently forwarded to the EPA (Environmental Protection Authority) for clearance prior to advertising.

Attachment A shows a copy of the EPA's determination that the Amendment **not** be assessed.

The proposed Amendment was advertised as follows.

1. By email on 23/1/24 to several agencies, including.
 - landplanning@watercorporation.com.au
 - planninginfo@mainroads.wa.gov.au
 - planning.enquiry@dwer.wa.gov.au
 - sustainability@team.telstra.com
 - advice@dfes.wa.gov.au
 - customerservice@landgate.wa.gov.au
 - landuse.planning@dpird.wa.gov.au
 - info@epa.wa.gov.au
2. By email on 29/1/24 to properties within 300m of the site (See diagram below).



3. On the Council's web site on 22nd January 2024 (see **Attachment B**).
4. In the local paper on 23rd and 30th January, and 6th February 2024.
5. Facebook on 30th January 2024.

The advertising period closed on the 27 March 2024 with the Council receiving 5 submissions. These are summarised in **Table 1** below. Copies of these submission are contained in **Attachment C**.

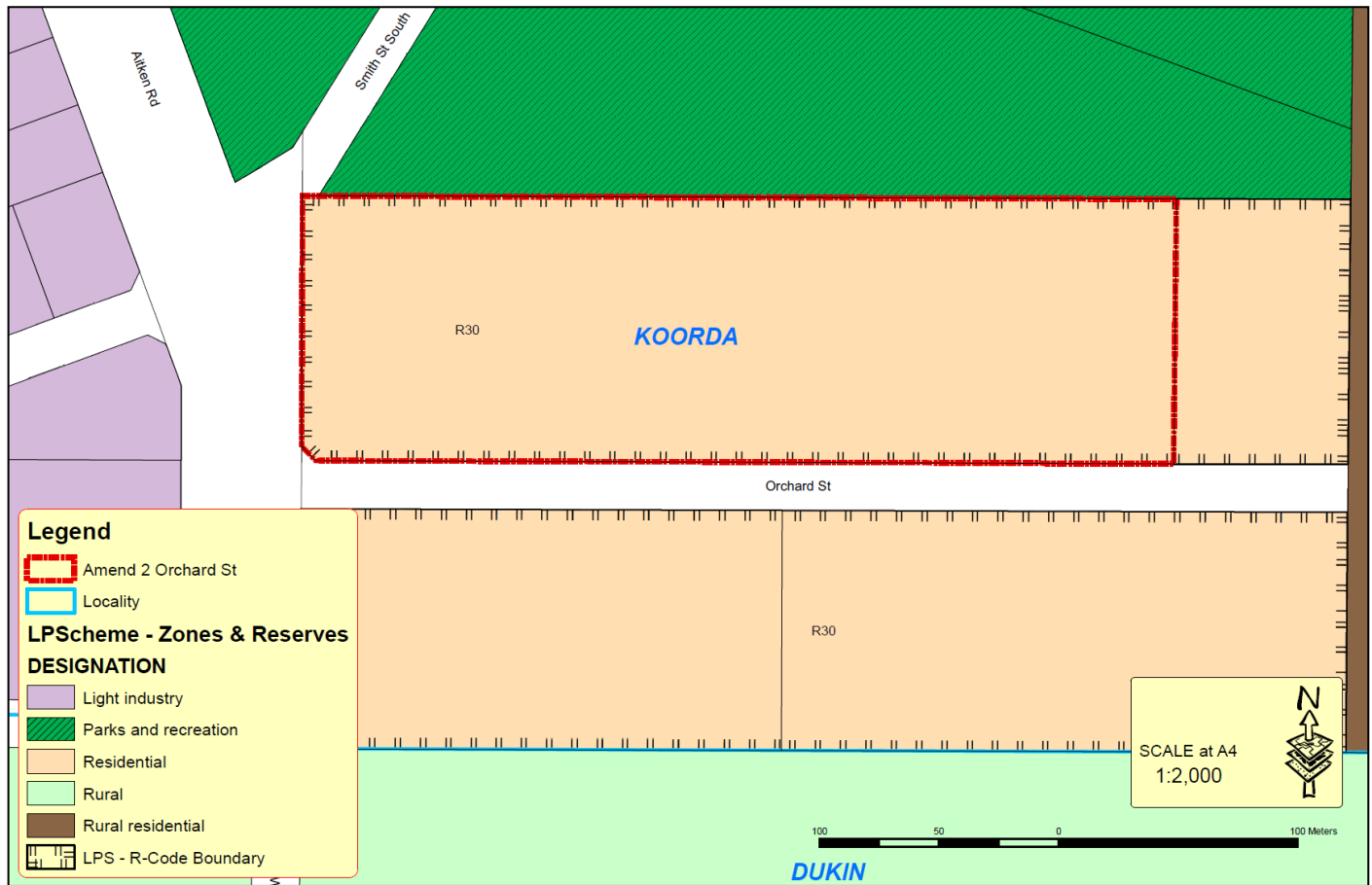
TABLE 1 – SUMMARY OF SUBMISSIONS

Sub No	Date Rec'd	Submitter location	Summary of Sub	Recommendation
1	31/1/24	Spark - Koorda	Support.	Note the submission.
2	8/2/24	Main Roads WA - Perth	No comments.	Note the submission.
3	18/3/24	DPIRD - Perth	Supports the proposal. Advises that, if the accommodation is to be connected to the Koorda sewer, then the office should be too.	Note the submission and advise the proponent of this advice.
4	18/3/24	Water Corporation (WC) - Perth	Developer is required to provide water and sewerage services. 111m of water main extension is required to service the new facility. WC Infrastructure contribution and fees may be required prior to approval.	Note the submission and advise the proponent to contact the WC for the satisfactory provision of services and associated costs.
5	4/4/24	DFES - Perth	DFES notes the absence of a BMP (Bushfire Management Plan) as required by SPP 3.7. A BMP will need to be assessed by DFES prior to any development approval.	Note the submission and advise the proponent that a BMP was prepared for the accommodation DA (to the satisfaction of the local government), a copy of which will be forwarded to DFES.

Statutory Implications:

The subject land is zoned Residential in the Scheme. **Figure 2** provides an extract from the Scheme Map.

FIGURE 2 – EXTRACT FROM SCHEME MAP



Source: DPLH, Landgate, Planwest

The term 'Workforce accommodation' is defined in the Scheme but is not listed in Table 1 – Zoning Table.

Clause 4.4.2 states that *'If a person proposes to carry out on land any use that is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the type, class or genus of activity of any other use category the local government may (inter alia) – b) determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 9.4 in considering an application for planning approval'*.

In February 2023 the Council approved a DA application for the workforce accommodation under the provisions of this clause.

An 'Office' use class is an 'X' use in a Residential zone. An 'X' use *means a use that is not permitted by the scheme*.

It has been determined that, rather than rezoning the subject land to a zone that permits an office use, an 'Additional use' will be allowed on this particular property.

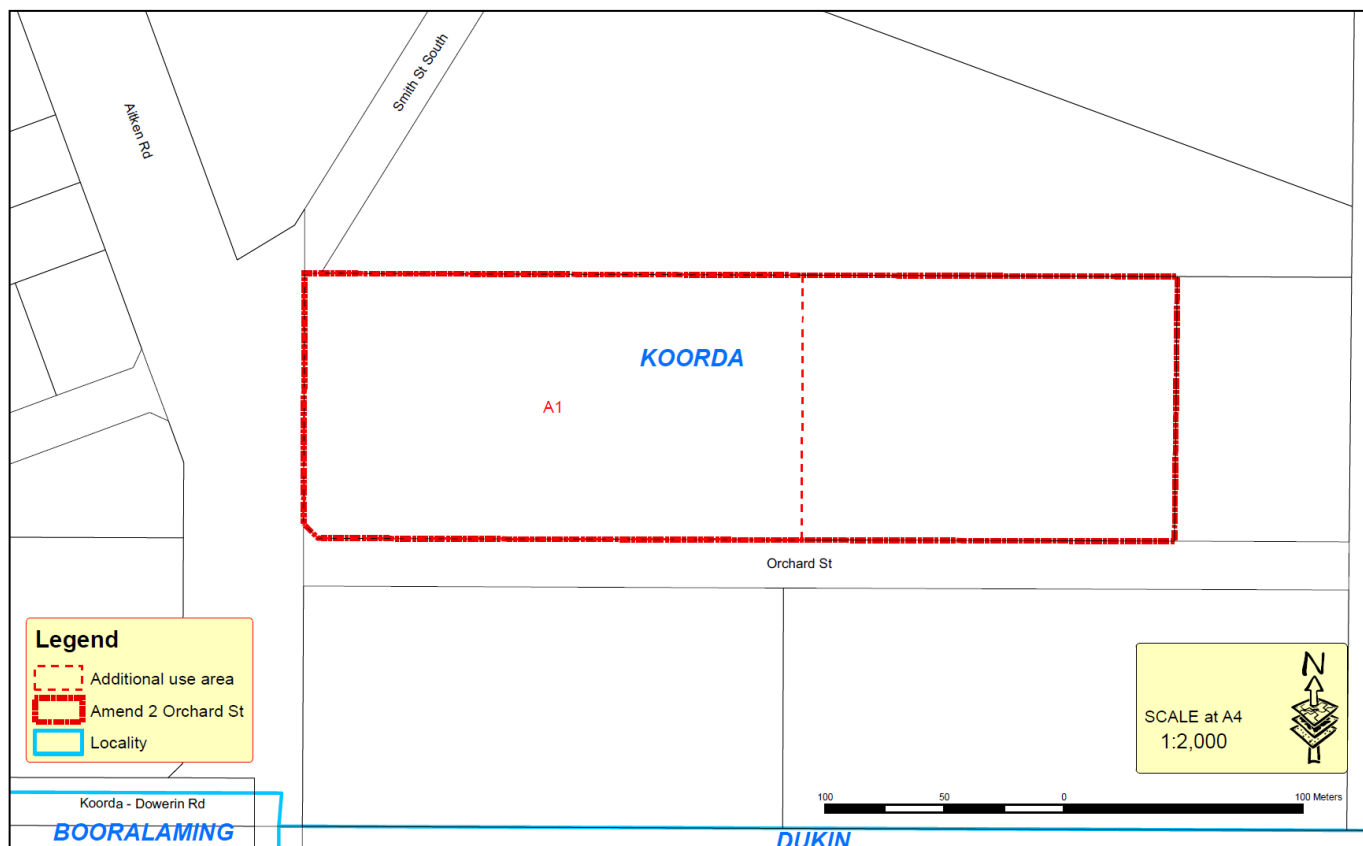
Clause 4.5 – 'Additional uses' of the Scheme states; *'Despite anything contained in the Zoning Table, the land specified in Schedule 2 may be used for the specific use or uses that are listed in addition to any uses permissible in the zone in which the land is situated subject to the conditions set out in Schedule 2 with respect to that land.'*

This Amendment will insert additional uses into Schedule 2 of the Scheme to allow an office and workforce accommodation (amongst other uses permitted in the Residential zone) on that portion of the subject land shown on the Scheme Amendment map.

This method of allowing the proposed uses avoids creating a precedent for other similar requests for offices in a Residential zone.

Figure 3 shows the area of the subject where the additional uses will be permitted.

FIGURE 3 - ADDITIONAL USE AREA



Source: Landgate, Planwest

Policy Implications:

Nil

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2022

2.1.1 - Ensure that our planning framework is modern and meets the needs of the relevant zoning stakeholders, such as industry, residential, small business and any emerging opportunities.

2.1 - Our local economy grows in a sustainable manner

- Housing and rental stock assists in the attraction and retention of the local workforce.

- Ensure that our planning framework is modern and meets the needs of the relevant zoning stakeholders, such as industry, residential, small business and any emerging opportunities.

4.1 - Open and Transparent Leadership

- Audits confirm we deliver sound strategic planning, financial and asset management practices.

- Identify business improvement opportunities to enhance operational effectiveness.

Risk Implications:

Risk Profiling Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Category	Compliance
Risk Description	No noticeable regulatory or statutory impact
Consequence Rating	Insignificant (1)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (1)
Key Controls (in place)	Land Administration Act and road closure procedures
Action (Treatment)	Nil
Risk Rating (after treatment)	Adequate

Financial Implications:

Shire rates for the subject land will need to be adjusted following a revised Valuer General valuation on completion of the project.

Road upgrades may be necessary to cater for the increased traffic on Orchard Street.

The applicant has been advised of a Scheme Amendment fee to cover the processing and advertising costs.

Conclusion:

There are 2 issues raised in the 5 submissions received during the advertising period. Both of these issues relate to any proposed development on the site.

The first issue is the provision of **water and sewerage services** for the proposed development. This advice should be forwarded to the proponent in order that satisfactory arrangements can be made with DPIRP and Water Corporation for the servicing of any future development on the site.

The second issue is the preparation and approval of a **BMP** (Bushfire Management Plan). It should be noted that a DA (Development Approval) was required for the development of the workforce accommodation on the subject land (approved under clause 4.4.2 of the Scheme). The DA was accompanied by a BMP prepared by James Terenciuk, Bushfire Planning Practitioner (copy attached). This BMP was not part of this Amendment process as the new addition of the CBH office component does not require a BMP.

Any subsequent DA determination may include a requirement for plans and elevations, a landscaping plan and access upgrade details to the satisfaction of the local; government.

The landscaping plan needs to address the appearance of any development from the main access road into Koorda (Aitken Road).

Voting Requirements: Simple Majority Absolute Majority

**Officer Recommendation
RESOLUTION 130424**

Moved Cr GL Boyne

Seconded Cr GW Greaves

That Council;

- 1. Notes the submissions as detailed in Table 1 and provides the appropriate advice to the proponents as recommended,**
- 2. Grants its final approval to Amendment No 2 to the Shire of Koorda Local Planning Scheme No 3,**
- 3. Requests that the WA Planning Commission supports the proposed Amendment No 2 to the Shire of Koorda Local Planning Scheme No 3, and**
- 4. Requests that the WA Planning Commission recommends that the Minister grants final approval for the said Amendment.**

CARRIED 5/0

FOR: Cr JM Stratford, Cr GW Greaves, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler

5.45pm – Cr NJ Chandler re-joined the meeting and the Presiding Person advised him of the outcome of item 12.2.

13. OFFICER'S REPORTS – WORKS & ASSETS

5.46pm – SUSPEND STANDING ORDERS RESOLUTION 140424

Moved Cr KA Fuchsbichler

Seconded Cr GW Greaves

That standing orders be suspended to discuss item 13.1 Heavy Vehicle Route Determinations.

CARRIED 6/0

FOR: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler

6.14pm – RESUMPTION OF STANDING ORDERS RESOLUTION 150424

Moved Cr KA Fuchsbichler


Seconded Cr GW Greaves

That standing orders be resumed as per the attendance register.

CARRIED 6/0

FOR: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler

13.1. Heavy Vehicle Route Determinations

Works and Assets		
Date	4 April 2024	
Location	Not Applicable	
Responsible Officer	Zac Donovan, Chief Executive Officer	
Author	As above	
Legislation	<i>Road Traffic Act 1974; Road Traffic (Vehicle) Regulations 2014</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	Email from Main Roads RAV 7 Request for Support Qube Bulk Pty Ltd Application to MRWA	

Background:

Main Roads WA Heavy Vehicle Services have received an application (from Qube Bulk Pty Ltd) to permanently add 2 Shire of Koorda managed roads to the Restricted Access Vehicle (Tandem Drive) Network 7 and increase the Accredited Mass Management Scheme to Level 3.

The roads subject to the request were previously among those endorsed by Council to temporarily be RAV7 to facilitate the harvest period between 1 October, 2023 to January 31, 2024. They are:

Number	Road	Origin	Terminus
4110006	Kalannie - Kulja Rd	Kalannie - Kulja Rd (0.00)	Burakin - Wialki Rd (14.33)
4110140	Burakin - Wialki Rd	Kalannie - Kulja Rd (6.15)	LGA Boundary Line (36.63)

Comment:

The change from RAV6 to RAV7 permits an increase in trailer combinations but up to the same total length at 36.5m. The increase in the AMMS for Tandem Drive RAV7 roads from Level 1 (as current) to Level 3 is an increase of 18.5 tonne (115t to 123.5t).

Council previously resolved (April 2019) that any application beyond RAV 4 is to be referred to Council for consideration. In addition, the Shire Work Supervisor has expressed concerns as to the potential damage to the roads with the proposed changes and the resulting increased maintenance cost.

However, as detailed in correspondence from MRWA, The Road Traffic (Vehicles) Act 2012 provides authority for the Commissioner of Main Roads to approve road access to RAVs and does not provide authority for Local Governments, or other road managers, to approve or decline RAV access.

MRWA HVS intends to conduct an on-site assessment of the relevant roads and has requested from the Shire details regarding estimated traffic volumes and comments on local circumstances including road conditions, planning conflicts and development issues, which will be addressed by the Shire Works Supervisor within the requested timeframe (4 weeks from receipt of the 4 April email).

While Council does not have an approval role within existing legislation, there is the opportunity for Council to express its support or otherwise to the proposed changes via a OCM motion and additional correspondence as deemed appropriate to accompany the Works Supervisor response.

Consultation:

Darren West, Works Supervisor
Main Roads WA Heavy Vehicle Services

Statutory Implications:

The Road Traffic (Vehicles) Act 2012 provides authority for the Commissioner of Main Roads to approve RAV status and access.

The Land Administration Act 1997 Section 55 and Local Government Act 1995 Section 3.53(2) provides the Shire management responsibility for local roads.

Policy Implications:

No policy exists at this time however resolution of April 2019 was for all requests exceeding RAV4 to be considered by Council.

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2022
2.3.2 - Maintain an efficient, safe and quality local road network.

Risk Implications:

Risk Profiling Theme	Likely increased wear and tear to affected roads and increased maintenance costs for ratepayers.
Risk Category	Property Damage and Financial Impact
Risk Description	Localised damaged rectified by routine internal procedures.
Consequence Rating	Minor (2)
Likelihood Rating	Likely (4)

Risk Matrix Rating	Moderate (8)
Key Controls (in place)	Reallocation of road grant funding.
Action (Treatment)	Advocacy
Risk Rating (after treatment)	Adequate

Financial Implications:

The increase in both RAV and AMMS status has the likelihood of increasing wear and tear on the affected roads and consequently resulting in an ongoing additional maintenance cost to the Shire.

Voting Requirements: Simple Majority Absolute Majority

Officer Recommendation
RESOLUTION 160424

Moved Cr NJ Chandler

Seconded Cr GL Boyne

That the Main Roads application be approved, RAV 7 Access, Roads ...

TIED VOTE - 3 FOR/3 AGAINST

FOR: Cr NJ Chandler, Cr GL Boyne, Cr KA Fuchsbichler

AGAINST: Cr JM Stratford, Cr GW Greaves, Cr KM Burrell,

Due to the 3/3 tied vote, Cr JM Stratford as the Presiding member cast a second vote - AGAINST the motion.

Therefore, the motion was PUT & LOST 4/3

6.28pm – SUSPEND STANDING ORDERS
RESOLUTION 170424

Moved Cr GW Greaves

Seconded Cr GL Boyne

That standing orders be suspended to discuss item 13.1 Heavy Vehicle Route Determinations.

CARRIED 6/0

FOR: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler

6.36pm – RESUMPTION OF STANDING ORDERS
RESOLUTION 180424

Moved Cr GW Greaves

Seconded Cr GL Boyne

That standing orders be resumed as per the attendance register.

CARRIED 6/0

FOR: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler

Officer Recommendation
RESOLUTION 190424

Moved Cr JM Stratford

Seconded Cr GW Greaves

That Council;

Direct CEO to seek further information on the impacts of increasing RAV on Shire of Koorda Roads by:

- 1. Engaging an Independent Consultant to analyse and assess the impact on increasing RAV, and**
- 2. Explore advocacy options for future planning of Shire roads.**

CARRIED 6/0

FOR: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler

CONFIDENTIAL

**6.38pm – SUSPEND STANDING ORDERS
RESOLUTION 200424**

Moved Cr NJ Chandler

Seconded Cr KA Fuchsbichler

That standing orders be suspended to discuss item 13.2 Koorda Recreation Centre Management.

CARRIED 6/0

FOR: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler

**6.54pm – RESUMPTION OF STANDING ORDERS
RESOLUTION 210424**

Moved Cr NJ Chandler


Seconded Cr KM Burrell

That standing orders be resumed as per the attendance register.

CARRIED 6/0

FOR: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler

13.2. Koorda Recreation Centre Management

Works and Assets		
Date	12 April 2024	
Location	Not Applicable	
Responsible Officer	Zac Donovan, Chief Executive Officer	
Author	As above	
Legislation	Nil	
Disclosure of Interest	Nil	
Purpose of Report	<input checked="" type="checkbox"/> Executive Decision <input type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	CONFIDENTIAL REPORT - Progress Report - Koorda Recreation Centre Management	

Background:

At the March Ordinary Meeting, Council decided to proceed with the bowling green construction project at the Recreation Centre subject to a number of conditions.

These conditions included extension of grant funding; confirmation of tendered pricing and quotes within parameters; and Council to be presented final architectural plans and elevations.

In concert with the proposal proceeding, a consultation process was undertaken by 150square with various stakeholders including the Koorda Sports Club Inc. and representatives of other local winter and summer sports clubs.

The purpose of the consultation was to assist Council to define a preferred management model for the redeveloped Recreation Centre that will facilitate the relocation of the Koorda Sports Club and provide a contingency should the club decide to remain at its existing Greenham Street premises.

Comment:

Following extensive consultation, Caroline Robinson from 150square held a workshop with Council on 8 April to work through the various potential Recreation Centre management models.

The workshop defined a preferred management model and an alternative should the requirements of the first option not be able to be achieved. The consultation process and the preferred and alternative models are detailed in the attachment under a sperate cover.

Also outlined in the attachment are key positions that need to be endorsed by Council in regard to the ongoing status of the bowling green project; options for Koorda Sports Club building; provision of future golf club facilities.

Consultation:

Council Members
Caroline Robinson, 150 Square
Recreation Centre Users
Koorda Sports Club Inc.

Statutory Implications:

Nil

Policy Implications:

Nil

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2022

- 1.1 - Local people feel safe, engaged and enjoy a healthy and peaceful lifestyle.
- 1.2.1 - Recognise and support the value of our community volunteers.
- 3.1 - Shire owned facilities are renewed and maintained to meet community needs.
- 4.1.1 – Ensure the use of resources is effective, efficient and reported regularly.

Risk Implications:

Risk Profiling Theme	Possible damage to reputation of Shire in managing expectations
Risk Category	Reputational
Risk Description	Unsubstantiated, low impact and low profile.
Consequence Rating	Insignificant (1)
Likelihood Rating	Likely (4)
Risk Matrix Rating	Low (4)
Key Controls (in place)	Consultation process and contingency
Action (Treatment)	Communication
Risk Rating (after treatment)	Adequate

Financial Implications:

Financial implications for Shire will be dependent on the management model eventually implemented.

Voting Requirements: Simple Majority Absolute Majority

Officer Recommendation
RESOLUTION 220424

Moved Cr KM Burrell

Seconded Cr GL Boyne

That Council endorse:

- 1. Preferred and Alternative management models as defined in the 150square report,**
- 2. Positions detailed in the 150square report under Points of Clarification, and**
- 3. 150square providing the report to relevant stakeholders including the Koorda Sports Club Inc. and local sports clubs.**

CARRIED 6/0

FOR: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler

14. Urgent Business Approved by the Person Presiding or by Decision

Nil.

15. Elected Members' Motions

Nil.

16. Matters Behind Closed Doors

Nil.

17. Closure

The President thanked everyone for their attendance and closed the meeting at 6.55pm.

Signed: Stratford

Presiding Person at the meeting at which the minutes were confirmed.

Date: 22 May 2024