



*Shire of*  
**Koorda**

*Drive in, stay awhile*

# AGENDA

## Ordinary Council Meeting

To be held in Shire of Koorda Council Chambers

10 Haig Street, Koorda WA 6475

Monday 17 July 2023

Commencing 5.00pm

## 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 Monday, 17 July 2023 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

Lana Foote  
Acting Chief Executive Officer  
14 July 2023

## 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



Darren Simmons  
Chief Executive Officer

## Table of Contents

1. Declaration of Opening .....	4
2. Record of Attendance, Apologies and Leave of Absence .....	4
3. Public Question Time.....	4
4. Disclosure of Interest.....	4
5. Applications for Leave of Absence .....	4
6. Petitions and Presentations.....	4
7. Confirmation of Minutes from Previous Meetings .....	5
7.1. Ordinary Council Meeting held on 28 June 2023.....	5
8. Minutes of Committee Meetings to be Received .....	5
8.1. Audit Committee Meeting Minutes for meeting held 28 June 2023 .....	5
8.2. GECZ Meeting Minutes for meeting held 20 June 2023 .....	5
8.3. NEWROC Council Meeting Minutes for meeting held 27 June 2023 .....	5
9. Recommendations from Committee Meetings for Council Consideration.....	6
10. Announcements by the President without Discussion .....	6
11. OFFICER'S REPORTS – CORPORATE & COMMUNITY .....	7
11.1. Monthly Financial Statements .....	7
11.2. List of Accounts Paid.....	10
12. OFFICER'S REPORTS – GOVERNANCE & COMPLIANCE .....	12
12.1. WA Local Government Convention and WALGA AGM 2023 .....	12
12.2. Longmuir Road, Mollerin - Proposed Subdivision.....	15
13. OFFICER'S REPORTS – WORKS & ASSETS.....	19
14. Urgent Business Approved by the Person Presiding or by Decision.....	19
15. Elected Members' Motions .....	19
16. Matters Behind Closed Doors .....	19
17. Closure .....	19

**Shire of Koorda  
Ordinary Council Meeting  
5.00pm, Monday 17 July 2023**



**1. Declaration of Opening**

The Presiding person welcomes those in attendance and declares the meeting open at X.XXpm.

**2. Record of Attendance, Apologies and Leave of Absence**

**Councillors:**

Cr JM Stratford	President
Cr BG Cooper	Deputy President
Cr GW Greaves	
Cr NJ Chandler	
Cr LC Smith	

**Staff:**

Miss L Foote	Acting Chief Executive Officer
Mrs K Harrap	Governance Officer

**Members of the Public:**

**Apologies:**

Mr DJ Simmons	Chief Executive Officer
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**Visitors:**

**Approved Leave of Absence:**

Cr GL Boyne (Wednesday 19<sup>th</sup> July)

**3. Public Question Time**

**4. Disclosure of Interest**

**5. Applications for Leave of Absence**

**6. Petitions and Presentations**

## 7. Confirmation of Minutes from Previous Meetings

### 7.1. Ordinary Council Meeting held on 28 June 2023

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

**Voting Requirements**     Simple Majority     Absolute Majority

#### Officer Recommendation

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 28 June 2023, as presented, be confirmed as a true and correct record of proceedings.

## 8. Minutes of Committee Meetings to be Received

### 8.1. Audit Committee Meeting Minutes for meeting held 28 June 2023

[Click here to view](#)

**Voting Requirements**     Simple Majority     Absolute Majority

#### Officer Recommendation

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, Council receives the Minutes of the Audit Committee meeting held 28 June 2023, as tabled.

### 8.2. GECZ Meeting Minutes for meeting held 20 June 2023

[Click here to view](#)

**Voting Requirements**     Simple Majority     Absolute Majority

#### Officer Recommendation

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, Council receives the Minutes of the GECZ meeting held 20 June 2023, as tabled.

### 8.3. NEWROC Council Meeting Minutes for meeting held 27 June 2023

[Click here to view](#)

**Voting Requirements**     Simple Majority     Absolute Majority

#### Officer Recommendation


That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, Council receives the Minutes of the NEWROC Council meeting held 27 June 2023, as tabled.

**9. Recommendations from Committee Meetings for Council Consideration**

**10. Announcements by the President without Discussion**

## 11. OFFICER'S REPORTS – CORPORATE & COMMUNITY

### 11.1. Monthly Financial Statements

Corporate and Community		
<b>Date</b>	20 June 2023	
<b>Location</b>	Not Applicable	
<b>Responsible Officer</b>	Lana Foote, Deputy Chief Executive Officer	
<b>Author</b>	As above	
<b>Legislation</b>	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
<b>Disclosure of Interest</b>	Nil	
<b>Purpose of Report</b>	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
<b>Attachments</b>	<a href="#">June 2023 Financial Activity Statement</a>	

#### Background:

This item presents the Statement of Financial Activity to Council for the period ending 30 June 2023.

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:

In order to fulfil statutory reporting requirements and provide Council with a synopsis of the Shire of Koorda's overall financial performance on a year-to-date basis, the following financial information is included in the Attachment.

#### Statements of Financial Activity – Statutory Reports by Nature or Type

The Statement of Financial Activity provide details of the Shire's operating revenues and expenditures on a year-to-date basis. The reports further include details of non-cash adjustments and capital revenues and expenditures, to identify the Shire's net current position.

#### Note 1 – Statement of Financial Activity

Notes supporting the Statement of Financial Activity by Program and by Nature and Type.

#### Note 2 – Cash and Financial Assets

This note provides Council with the details of the actual amounts in the Shire's bank accounts and/or investment accounts as at the reporting date.

#### Note 3 – Receivables

This note provides Council with both Rates Receivables and General Receivables outstanding as at the reporting date. This report has been expanded to further break down the detail of General Receivables.

#### Note 4 – Other Current Assets

This note provides details of other current assets that the Shire may hold.

Note 5 – Payables

This note provides details of Shire payables unpaid as at the reporting date. This Note is new to the financial statements.

Note 6 – Disposal of Assets

This note gives details of the capital asset disposals during the year.

Note 7 – Capital Acquisitions

This note details the capital expenditure program for the year.

Note 8 – Reserve Accounts

This note provides summary details of transfers to and from reserve funds, and associated interest earnings on reserve funds, on a year-to-date basis.

Note 9 – Other Current Liabilities

This note outlines any provisions the Shire has on hand relative to other current liabilities.

Note 10– Operating Grants and Contributions Received

This note provides information on operating grants received.

Note 11 – Non-Operating Grants and Contributions

This note provides information on non-operating grants received.

Note 12 – Budget Amendments

This note provides detail of adopted budget amendments.

Note 13 – Explanation of Material Variances

Council adopted (in conjunction with the Annual Budget) a material reporting variance threshold of 10% and \$10,000. This note explains the reasons for any material variances identified in the Statements of Financial Activity at the end of the reporting period.

**Consultation:**

Nil

**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.

**Financial Implications:**

Nil




**Voting Requirements:**     Simple Majority     Absolute Majority

**Officer Recommendation**

**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 30 June 2023, as presented.**

## 11.2. List of Accounts Paid

<b>Corporate and Community</b>		
<b>Date</b>	14 July 2023	
<b>Location</b>	Not Applicable	
<b>Responsible Officer</b>	Lana Foote, Acting Chief Executive Officer	
<b>Author</b>	As above	
<b>Legislation</b>	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
<b>Disclosure of Interest</b>	Nil	
<b>Purpose of Report</b>	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
<b>Attachments</b>	<a href="#">List of Accounts Paid</a>	

### Background:

This item presents the List of Accounts Paid, paid under delegated authority, for the period 19 June 2023 to 30 June 2023.

### Comment:

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

### Consultation:

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)

### Financial Implications:

Funds expended are in accordance with Council's adopted 2022/2023 Budget.

**Voting Requirements:**     Simple Majority     Absolute Majority

**Officer Recommendation**


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 Acting 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 19 June 2023 to 30 June 2023.

Municipal Voucher V676 to V724	Totalling \$ 369,555.24
Credit Card Transaction (V706 & V707)	Totalling \$ 3,220.69
	Total \$ 372,775.93

## 12. OFFICER'S REPORTS – GOVERNANCE & COMPLIANCE

### 12.1. WA Local Government Convention and WALGA AGM 2023

<b>Governance and Compliance</b>		
<b>Date</b>	14 July 2023	
<b>Location</b>	Not applicable	
<b>Responsible Officer</b>	Lana Foote, Acting Chief Executive Officer	
<b>Author</b>	As above	
<b>Legislation</b>	<i>Local Government Act 1995</i>	
<b>Disclosure of Interest</b>	Nil	
<b>Purpose of Report</b>	<input checked="" type="checkbox"/> Executive Decision <input type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
<b>Attachments</b>	<a href="#">2023 WA Local Government Convention Program</a>	

#### **Background:**

Consideration for WA Local Government Convention attendances and WALGA AGM Voting Delegates.

#### **Comment:**

The 2023 WA Local Government Convention and WALGA AGM will be held at Crown Perth from Sunday, 17 to Tuesday, 19 September. The AGM will be held on Monday, 18 September, from 2.00pm to 5.00pm.

Taking place alongside the Convention for the first time, the WALGA Supplier Showcase 2023 is hosted outdoors at Crown Perth on Tuesday, 19 and Wednesday, 20 September and is for exhibitors with large-scale products and machinery such as transport and waste management suppliers.

Accommodation has been booked at the Crown Metropol Hotel as it is adjacent to the conference venue.

To ensure hotel reservations, it is requested that the number of Councillors attending the conference be ascertained to allow for bookings to be confirmed.

The Convention is an opportunity for Councillors to speak with members from other local governments and establish networks for sharing ideas and information. While attendance to the conference is not required, it does provide members with an informative insight into local government sector including city and rural Councils.

Prices are per person and are all inclusive of GST. Full Delegate fees cover the daily conference program, lunches, refreshments, and the Welcome Drinks on Sunday, 17 September. The Convention Gala Cocktails on Monday evening and Convention Breakfast on Tuesday morning are optional, and a ticket fee applies. Deadline for all registrations is Friday, 8 September at 5.00pm.

#### **Convention registration fees:**

Full Delegate:	\$1,296.00
Monday Day Delegate:	\$648.00
Tuesday Day Delegate:	\$972.00
Corporate Delegate:	\$1,620.00

**Optional Extras:**

Gala Cocktails - Westin Perth (Mon):	\$135.00
Convention Breakfast with Michelle Payne (Tues):	\$93.30

**Partners (Costs to be reimbursed to the Shire):**

Opening Reception & Awards (Sun)	\$ Nil
Gala Cocktails - Westin Perth (Mon):	\$135.00
Convention Breakfast with Michelle Payne (Tues):	\$ 93.30

Costs do not include accommodation, parking and travel.

For the WALGA AGM, two members are to be given voting rights for the meeting. In 2022, this was the President and Deputy President with the CEO proxy for both. WALGA require notification of the Members with voting rights.

**Consultation:**

Shire President

**Statutory Implications:**

Local Government Act 1995

**Policy Implications:**

Nil.

**Strategic Implications:**

Shire of Koorda Integrated Strategic Plan (2022)

4.2.1 – Promote continued professional development amongst elected members and staff.

**Financial Implications:**

Council's 2023-2024 Draft Budget includes allocations for elected member training and development (\$12,000) and travel and accommodation (\$10,000) would apply.

**Voting Requirements:**     Simple Majority     Absolute Majority

**Officer Recommendation**


**That Council;**

**1. Approves the registration for the WA Local Government Convention and WALGA AGM be completed for the following attendees (and partners, on a costs reimbursement basis, if the CEO is so advised):**

- 1. Cr \_\_\_\_\_
- 2. Cr \_\_\_\_\_
- 3. Cr \_\_\_\_\_
- 4. Cr \_\_\_\_\_
- 5. Cr \_\_\_\_\_
- 6. Cr \_\_\_\_\_
- 7. CEO by policy; and

**2. Delegates voting rights for the WALGA AGM to the Shire President and Deputy President with the CEO Proxy for both.**

**12.2. Longmuir Road, Mollerin - Proposed Subdivision**

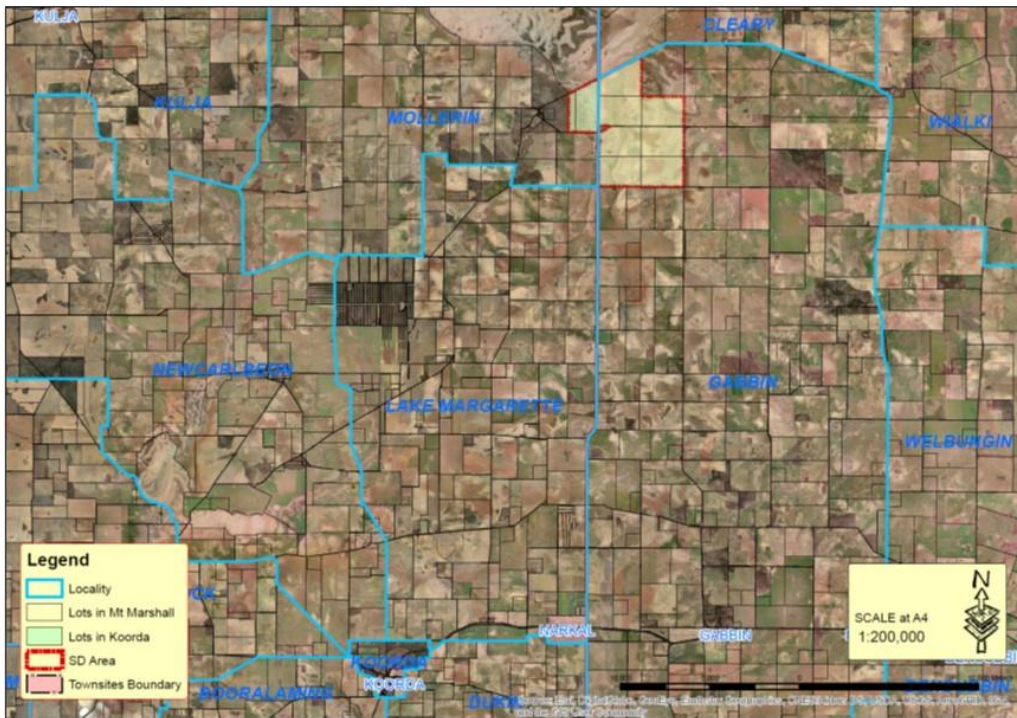
<b>Governance and Compliance</b>		
<b>Date</b>	11 July 2023	
<b>Location</b>	Not Applicable	
<b>Responsible Officer</b>	Lana Foote, Acting Chief Executive Officer	
<b>Author</b>	Paul Bashall, Planwest Planning Consultant	
<b>Legislation</b>	Shire of Koorda Local Planning Scheme No 4	
<b>Disclosure of Interest</b>	Nil	
<b>Purpose of Report</b>	<input checked="" type="checkbox"/> Executive Decision <input type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
<b>Attachments</b>	<a href="#">WAPC Subdivision Application Cover Letter</a> <a href="#">Subdivision/Boundary Adjustment Overall Plan</a>	

**Background:**

The WA Planning Commission has referred a proposed subdivision (Ref: 163319) of Lots 770 and 3516 Longmuir Road in **Mollerin** to the Council for comment. It appears that most of the land the subject of the proposed subdivision is in the Shire of Mount Marshall (in Gabbin). As a result, the application was only recently referred to the Council for comment. Responses are now required by 7th July 2023.

The proposed subdivision area is located about 32 kilometres north northeast of Koorda townsite on the border of Mt Marshall Shire as shown in **Figure 1** below.

**FIGURE 1 – LOCATION PLAN**

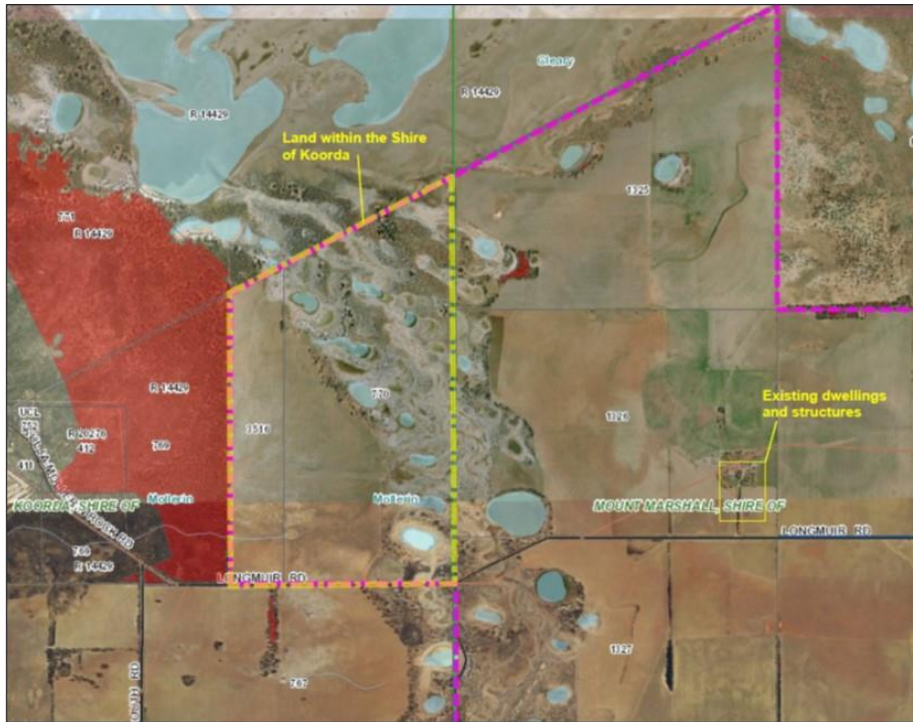


Source: Planwest, ESRI, Landgate

The WA Planning Commission has advised that there are no buildings on the two lots in Koorda by providing map of the area. **Figure 2** shows an extract from this map.



**FIGURE 2 – EXTRACT OF WAPC MAP**



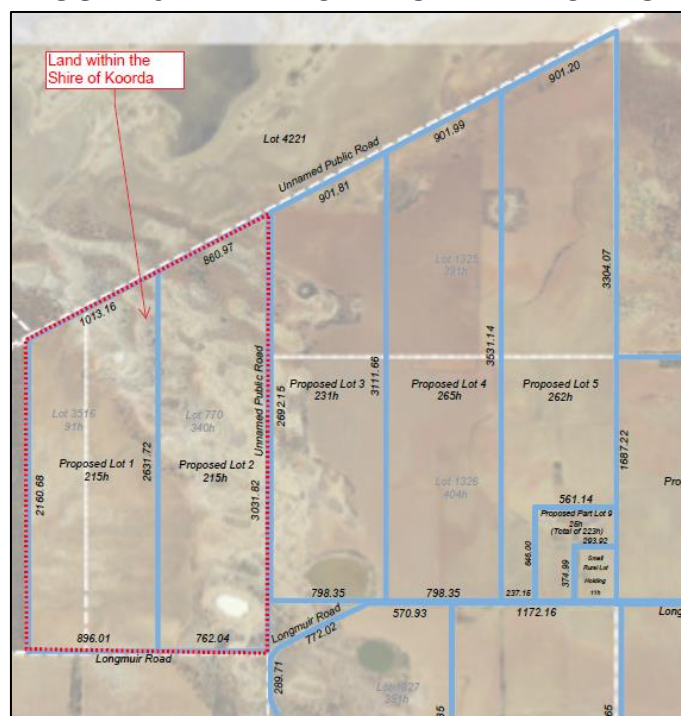
Source: Planwest, WAPC

**Comment:**

The proposed subdivision seeks to create 16 new lots that are permitted through the Mt Marshall Scheme. However, the component of the subdivision in Koorda only seeks a boundary adjustment. The 2 existing lots in Koorda (Lots 770 and 3516) are 340 ha and 91 ha respectively, are proposed to be 215ha each.

**Figure 3** shows an extract from the application sketch with the proposed new boundaries shown as light blue.

**FIGURE 3 – EXTRACT FROM APPLICATION**



Source: SD Application



The Commission is responsible for determining all subdivision applications in the State.

It is recommended that Council supports the application, raising no objections or conditions as;

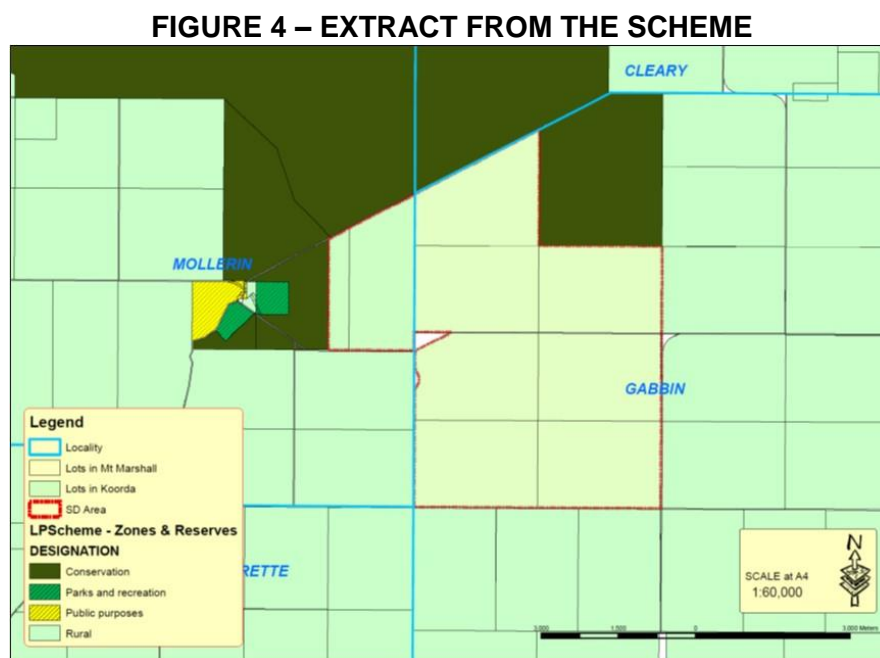
- The subdivision proposal simply seeks to rearrange existing lot boundaries without creating additional lots;
- Because there is no new development, the BAL (Bushfire Attack Level) should not be required. Any future development may require the Council's assessment of a fresh DA (Development Approval) application at which time a BAL may be necessary, and
- Fire breaks will automatically apply to new boundaries.

### Consultation:

Lana Foote, Acting CEO  
Department of Planning, Lands & Heritage

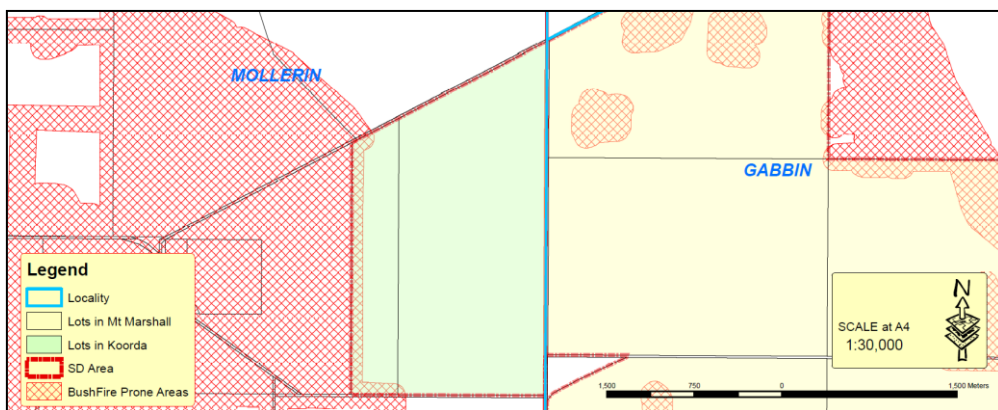
### Statutory Implications:

The land is zoned Rural in the Shire of Koorda Local Planning Scheme No 4 (the Scheme) - an extract of which is shown in **Figure 4**. The Scheme was gazetted in December 2014 and has one amendment completed in 2020.



The area in Koorda is slightly affected by the Bushfire Prone mapping, however as there are no new residential uses a Bushfire Attack Level assessment is not considered necessary.

**FIGURE 5 – EXTRACT FROM BUSHFIRE PRONE MAPPING**



Source: Planwest, DFES, Landgate

**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.

**Financial Implications:**

Nil

**Voting Requirements:**

Simple Majority     Absolute Majority

**Officer Recommendation**

**That Council:**

1. Supports the subdivision application No. 163319 - Lots 770 and 3516 Longmuir Road as outlined in the application to the WA Planning Commission, and;
2. Advises the WA Planning Commission that it has no objections to the proposed subdivision and had no conditions to impose on the proposal.

**13. OFFICER'S REPORTS – WORKS & ASSETS**

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

**15. Elected Members' Motions**

**16. Matters Behind Closed Doors**

**17. Closure**