



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 28 June 2023

Commencing 5.00pm

UNCONFIRMED

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, 28 June 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
23 June 2023

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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

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**Shire of Koorda
Ordinary Council Meeting
5.00pm, Wednesday 28 June 2023**



1. Declaration of Opening

The Presiding person welcomes those in attendance and declares the meeting open at 5.00pm.

2. Record of Attendance, Apologies and Leave of Absence

Councillors:

Cr JM Stratford	President
Cr GW Greaves	
Cr NJ Chandler	
Cr GL Boyne	
Cr LC Smith	

Staff:

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

Members of the Public:

Apologies:

Cr BG Cooper	Deputy President
Mr DJ Simmons	Chief Executive Officer

Visitors:

Approved Leave of Absence:

3. Public Question Time

Nil.

4. Disclosure of Interest

Nil.

5. Applications for Leave of Absence

Resolution 010623

Moved CR GW Greaves

Seconded CR NJ Chandler

That Cr GL Boyne be approved a leave of absence for the July 2023 Council Meeting.

CARRIED 5/0

6. Petitions and Presentations

Nil.

7. Confirmation of Minutes from Previous Meetings

7.1. Ordinary Council Meeting held on 17 May 2023

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

Voting Requirements Simple Majority Absolute Majority

Officer Recommendation RESOLUTION 020623

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*, the Minutes of the Ordinary Council Meeting held 17 May 2023, as presented, be confirmed as a true and correct record of proceedings.

CARRIED 5/0

8. Minutes of Committee Meetings to be Received

8.1. Audit Committee Meeting Minutes for meeting held 17 May 2023

[Click here to view](#)

Voting Requirements Simple Majority Absolute Majority

Officer Recommendation RESOLUTION 030623

Moved CR NJ Chandler

Seconded CR LC Smith

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 17 May 2023, as tabled.

CARRIED 5/0

8.2. Works Committee Meeting Minutes for meeting held 30 May 2023

[Click here to view](#)

Voting Requirements Simple Majority Absolute Majority

Officer Recommendation
RESOLUTION 040623

Moved CR NJ Chandler

Seconded CR LC Smith

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, Council receives the Minutes of Works Committee meeting held 30 May 2023, as tabled.

CARRIED 5/0

8.3. NEWROC Executive Meeting Minutes for meeting held 30 May 2023

[Click here to view](#)

Voting Requirements Simple Majority Absolute Majority

Officer Recommendation
RESOLUTION 050623

Moved CR GW Greaves

Seconded CR GL Boyne


That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, Council receives the Minutes of the NEWROC Executive meeting held 30 May 2023, as tabled.

CARRIED 5/0

9. Recommendations from Committee Meetings for Council Consideration

9.1. Audit Committee Meeting held on 28 June 2023

9.1.1. Forth Quarterly Reporting of Integrated Strategic Plan and Workforce Plan

Governance and Compliance		
Date	20 June 2023	
Location	Not Applicable	
Responsible Officer	Lana Foote, Acting Chief Executive Officer	
Author	As above	
Legislation	<i>Local Government Act 1995; Local Government (Administration) Regulations 1996</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input checked="" type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	Forth Quarterly Scorecard April to June 2023	

Background:

This report is to inform the Committee and Council of its obligations in relation to the integrated planning and reporting (IPR) requirements under the Local Government Act 1995, the Local Government (Administration) Regulations 1996.

Following the Committee's recommendation of 28 September 2022, the quarterly scorecard reporting document approach was adopted by Council on 26 October 2022.

Comment:

Council adopted its Integrated Strategic Plan and Workforce Plan at its meeting held on 20 April 2022.

To assist Council to meet its IPR requirements under the Local Government Act 1995, the Local Government (Administration) Regulations 1996, Shire staff have prepared draft quarterly reporting documents (provided as confidential attachment) for the Committee to consider and, if appropriate, recommend to Council that the forth quarterly scorecard be adopted and the Integrated Strategic Plan and Workforce Plan components be endorsed for publication.

Consultation:

Nil.

Statutory Implications:

Local Government Act 1995 and relevant subsidiary legislation.

Policy Implications:

Nil

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:

Nil

Voting Requirements: Simple Majority Absolute Majority

Committee Recommendation
RESOLUTION 060623

Moved CR GW Greaves

Seconded CR GL Boyne


That Council:

- 1. Adopts the fourth quarterly reporting documents (April to June 2023) as presented to the Audit Committee meeting held on 28 June 2023; and**
- 2. Endorses the publication of the Integrated Strategic Plan and Workforce Plan components for community information.**

CARRIED 5/0

UNCONFIRMED

9.1.2. Review of Financial Management, Risk Management, Legislative Compliance and Internal Controls

Governance and Compliance		
Date	20 June 2023	
Location	Not Applicable	
Responsible Officer	Darren Simmons Chief Executive Officer	
Author	Lana Foote, Deputy Chief Executive Officer	
Legislation	<i>Local Government Act 1995 Section 7.13 (i)</i> <i>Local Government (Audit) Regulations 1996 – Reg 13, 14 and 15</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	FMR Action Plan - June 2023	

Background:

The Review of Financial Management, Risk Management, Legislative Compliance and Internal Controls helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance.

At the May 2023 Audit Committee Meeting, the Review of Financial Management, Risk Management, Legislative Compliance and Internal Controls was presented for consideration with the below committee recommendation being resolved at the May 2023 Council Meeting.

Committee Recommendation RESOLUTION 050523

Moved CR GW Greaves

Seconded CR BG Cooper

That Council:

1. Receives Moore's Review of Financial Management, Risk Management, Legislative Compliance and Internal Controls report, dated April 2023 (Attachment A);
2. Directs the CEO to provide a report, on a quarterly basis, to the Audit Committee to enable the Committee to monitor the Shire's progress in addressing the recommendations, pursuant to Regulation 16 (d) of the Local Government (Audit) Regulations 1996; and
3. Directs the CEO at the first quarterly review to provide proposed actions, including expected completion dates, to the recommendations identified in the report.

CARRIED BY ABSOLUTE MAJORITY 6/0

Comment:

As per resolution 050523, an initial draft report, as attached to this item, has been prepared for the Committee in relation to the actions that have taken place, and the draft proposed actions.

The action list is subject to review and consultation with the CEO.

This report has been presented to the audit committee as the committee has a role in supporting Council in fulfilling its governance and oversight responsibilities and provide the audit committee with the opportunity to raise any issues that the document has identified or ask any other questions, they may have in relation to our risk management and compliance activities.

Consultation:

Administration Staff

Statutory Implications:

Regulation 16 of the Local Government (Audit) Regulations 1996 prescribes the functions of an Audit Committee which includes;

“16 (c) to review a report given to it by the CEO under regulation 17(3) and is to –

- (i) Report to the council the results of that review; and*
- (ii) Give a copy of the CEO’s report to the council.”*

“16 (d) to monitor and advise the CEO when the CEO is carrying out functions in relation to a review under –

- (i) Regulations 17 (1); and*
- (ii) The Local Government (Financial Management) Regulations 1996 regulation 5(2)(c).”*

Regulation 17 of the Local Government (Audit) Regulations 1996 reads as follows;

“(1) The CEO is to review the appropriateness and effectiveness of a local government’s systems and procedures in relation to —

- a) risk management; and*
- b) internal control; and*
- c) legislative compliance.*

(2) The review may relate to any or all of the matters referred to in subregulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review not less than once in every 3 financial years.

(3) The CEO is to report to the audit committee the results of that review.”

Regulation 5 (2) (c) of the Local Government (Financial Management) Regulations 1996 states that -

“the CEO is to undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures of the local government regularly (and not less than once in every 3 financial years) and report to the local government the results of those reviews.”

Policy Implications:

The review recommended some potential improvement opportunities to some of the Council’s policy. These will be considered separately by the Policy Review Committee and Council at the completion of the review process. Comments made in the FM Review relating to specific Policies and Procedures will be taken on-board as part of the review process.

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)

4.1.2 - Identify business improvement opportunities to enhance operational effectiveness.

Financial Implications:

The 2022/23 Budget contained an allocation for the costs associated with undertaking the Financial Management, Risk Management, Legislative Compliance and Internal Controls review, provides at GL 2040250 OTH GOV - Consultancy - Strategic.

Voting Requirements: Simple Majority Absolute Majority

**Committee Recommendation
RESOLUTION 070623**

Moved CR NJ Chandler

Seconded CR GL Boyne

That Council notes the Draft Report of the Deputy CEO on the completed and proposed actions to the identified improvements highlighted in the Financial Management, Risk Management, Legislative Compliance and Internal Controls review.

CARRIED 5/0

10. Announcements by the President without Discussion

CEO decisions made under delegated authority since last Ordinary Meeting of Council


Applicant	Date received / Details of application	Address	Estimated project cost / Shire planning fee	Decision / Date
CBH	18 April 2023 / Tarp and Truck Trailer Store	Lot 287 Stockyard Road, Koorda	\$30,000 / \$147	Approved with conditions / 29 May 2023

Decisions made under delegated authority since last Ordinary Meeting of Council

Delegation	Nature of Deferred, Discounted, Waived or Written Off Request	Amount Deferred, Discounted, Waived or Written Off	Authorised Person to exercise Delegation	Date Delegation Granted
4.2 - Defer, Grant Discounts, Waive or Write off Debts	Waiver of Fees for Community Bus Hire for Koorda Residents to attend Live Export Workshop in Merredin on 20 June 2023.	\$232.00	Lana Foote, Acting CEO	14 June 2023

11. OFFICER'S REPORTS – CORPORATE & COMMUNITY

11.1. Monthly Financial Statements

Corporate and Community		
Date	20 June 2023	
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	May 2023 Financial Activity Statement	

Background:

This item presents the Statement of Financial Activity to Council for the period ending 30 April 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
RESOLUTION 080623

Moved CR LC Smith


Seconded CR GW Greaves

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 May 2023, as presented.

CARRIED 5/0

UNCONFIRMED

11.2. List of Accounts Paid

Corporate and Community		
Date	20 June 2023	
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	List of Accounts Paid	

Background:

This item presents the List of Accounts Paid, paid under delegated authority, for the period 9 May 2023 to 19 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
RESOLUTION 090623**

Moved CR GL Boyne

Seconded CR LC Smith

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 9 May 2023 to 19 June 2023.

Municipal Voucher V555 to V675	Totalling \$ 383,173.62
Credit Card Transaction (V626 & V647)	Totalling \$ 2,788.68
	Total \$ 385,962.30

CARRIED 5/0

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5.25pm - SUSPEND STANDING ORDERS

Resolution 100623

Moved CR GW Greaves

Seconded CR GL Boyne

That standing orders be suspended to discuss item 11.3 Adoption of Proposed 2023/2024 Fees and Charges.

CARRIED 5/0

At 5.26pm ACEO and K Harrap left the meeting.

At 5.35pm ACEO and K Harrap re-joined the meeting.

5.35pm - RESUMPTION OF STANDING ORDERS

Resolution 110623


Moved CR GW Greaves

Seconded CR NJ Chandler

That standing orders be resumed as per the attendance register.

CARRIED 5/0

11.3. Adoption of Proposed 2023/2024 Fees & Charges

Corporate and Community		
Date	23 June 2023	
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 type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	Proposed 2023/2024 Fees & Charges	

Background:

A review of fees and charges is an annual practice within the normal budget process.

Proposed fees and charges were presented to Councillors as part of the Councillor Budget workshop on 30 May 2023. Shire Housing Rental Fees were increased between 3.5 and 9.09%, to better align with current rental market values. Yalambee and Caravan Parks Fees saw minor increases to nightly and weekly charges to cover increasing costs to provide the service.

It is proposed that fees and charges as presented in the attachment are adopted at the Council Meeting on 28 June 2023 and those fees and charges are effective from the 1 July 2023.

Comment:

Due to the 2023/2024 Budget Adoption being anticipated after 1 July 2023, some fees and charges, as listed in the attachment, have been bought forward for adoption.

These fees will be calculated and proposed to Council with the 2023/24 Annual Financial Budget later in the year, along with the remaining Fees and Charges.

A copy of the proposed 2023/24 Shire of Koorda Fees and Charges is attached.

Consultation:

Council Members
Staff

Statutory Implications:

Local Government Act 1995 (Part 6, Division 5, s.6.17 and s.6.19) states in part:

6.17 Setting the level of fees and charges

(1) In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors –

- (a) the cost to the local government of providing the service or goods;
- (b) the importance of the service or goods to the community; and
- (c) the price at which the service or goods could be provided by an alternative provider.

6.19 Local Government to give notice of fees and charges

If a Local Government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees and charges, give local public notice of

- (a) its intention to do so; and
- (b) the date from which it is proposed the fees and charges will be imposed.

Policy Implications:

Nil.

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2022

2.2.2 - Work towards a high standard of tourism assets and information.

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. (e.g. Financial Management)

4.1.2 - Identify business improvement opportunities to enhance operational effectiveness.

Financial Implications:

Increase to fees and charges should have been increased, and this should see a minor increase in Councils fees and charges revenue to cover increasing costs to provide the service.

Voting Requirements: Simple Majority Absolute Majority

**Officer Recommendation
RESOLUTION 120623**

Moved CR GW Greaves

Seconded CR LC Smith

That Council;


- 1. Adopts the 2023/2024 Fees and Charges Schedule as attached in this item; and**
- 2. Endorse the statutory advertising of the 2023/2024 Fees and Charges for the Shire of Koorda effective 1 July 2023.**

CARRIED BY ABSOLUTE MAJORITY 5/0

UNCONFIRMED

12. OFFICER'S REPORTS – GOVERNANCE & COMPLIANCE

12.1 Council Resolutions Status Report

Governance and Compliance		
Date	20 June 2023	
Location	Not applicable	
Responsible Officer	Lana Foote, Acting 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 type="checkbox"/> Legislative Requirement <input checked="" type="checkbox"/> Information	
Attachments	May 2023 Status Report	

Background:

The Council resolutions status report (status report) is a register of Council resolutions that are allocated to Shire staff that require actioning. When staff have progressed or completed any action in relation to Council's decision, comments are provided until the process is completed or superseded by more recent Council resolutions.

Comment:

In the interest of increased transparency and communication with the community, the status report is provided for information. (As a new initiative, the status report period commences from October 2022 and will then follow a 'rolling' monthly cycle as Council agenda item 12.1).

Consultation:

Nil

Statutory Implications:

Nil

Policy Implications:

Nil

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 130623

Moved CR NJ Chandler


Seconded CR LC Smith

That the Council Resolutions Status Report for May 2023 be received.

CARRIED 5/0

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12.2 Policy Manual Review and Update

Governance and Compliance		
Date	20 June 2023	
Location	Not applicable	
Responsible Officer	Lana Foote, Deputy 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	Part 1 – Policies for Adoption, Reviewed, New and Amended Part 2 – Transfer to ‘Operational’ Policies Part 3 – 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 Policy Review 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 to Council the policy review that has been undertaken by Staff, in consultation with the Policy Review 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:

Staff and the Policy Review Committee have conducted an initial review of the Shire’s Policy Manual and propose a number of amendments for Council’s consideration. Once Staff and the Policy Review Committee work through the next lot of policies, another report will be tabled at Council for consideration until all policies have been reviewed and relevant updates/recommendations have been made.

As the Policy Review Committee were delegated the task of an in-depth review, the policies attached to this report only show the new policy recommended to Council for consideration and a copy of the original Council policy for reference. If any further details are required by Council in relation to the workings of the new policy wording, please contact the DCEO for the workings papers provided to the Policy Review Committee.

The Policy review and update has been broken up into three parts, with comments below to summarise recommended amendments, introductions and rescindments.

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 - Annual Council Christmas Function	<ul style="list-style-type: none"> Former Policy No: C15 Annual Christmas Employee Functions. Update policy wording.
A - Bereavement Policy (including flying of Koorda Flag at half-mast)	<ul style="list-style-type: none"> Former Policy No: C13 Flag - Flown for Funerals. Update policy and add bereavement guide.
A - Chief Executive Officer Performance Review Policy	<ul style="list-style-type: none"> Former Policy No: A21 CEO Performance Review. Re-branded with major policy review and update.
A - Elected Members, CEO and Employee Attendance at Events Policy	<ul style="list-style-type: none"> Former Policy: A26 - Elected Member, CEO and Employee Attendance at Events Minor wording and formatting updates.
A - Freeman of the Shire of Koorda - Guidelines for Appointments	<ul style="list-style-type: none"> Former Policy No: C11 Freeman of the Shire of Koorda - Guidelines for Appointments Review and updating of policy. Addition of further nomination criteria, nomination procedure and assessment sheet.
A - Internet, Email Usage and Access to IT Systems Policy	<ul style="list-style-type: none"> Former Policy No: A45 E-mail Use & A46 Internet and WI-FI/LAN Use Re-write and merge old policies (A45 & A46) as per WALGA template.
EM - Continuing Professional Development – Elected Members	<ul style="list-style-type: none"> Former Policy No: A26 Continuing Professional Development – Elected Members, A42 Conference, Seminar and Forum Attendance & C4 Councillor - Training Separated Compulsory Elected Members Training and Continuing Professional Development and added additional guidance and procedures.
EM - Elected Member Entitlements	<ul style="list-style-type: none"> Former Policy No: C1 Councillor Information Requirements, C2 Presidential Allowance, C2(1) Deputy Presidential Allowance & C3 Payments to Councillors. Merged and re-wrote old policies.
EM - Elected Member Service Recognition	<ul style="list-style-type: none"> Former Policy: C5 Certificate of Service Re-written with addition of gift as per allowance in Local Government (Administration) Regulations 1996
EM - Elected Member Social Media and Communications	<ul style="list-style-type: none"> Former Policy No: A13 Media Statements/Interviews & A48 Social Media Policy Re-write and merge old policies (A13 & A48) as per WALGA template.
F - Corporate Purchasing Cards	<ul style="list-style-type: none"> Former Policy: F18 Corporate Credit Card Use

	<ul style="list-style-type: none"> • Re-write policy and include additional corporate purchasing cards.
F - Donations and Requests to Waiver fees	<ul style="list-style-type: none"> • Former Policy: F8 Donations/Requests/Waivers and P12 Community Bus • Merge policy F8 and P12 and update.
F - Purchasing Policy	<ul style="list-style-type: none"> • Former Policy: F16 Purchasing Policy • Updating of Purchasing Thresholds, Authorised Officer Limits, Sole Supplier Limit. Removal of Pre-qualified Supplier Panels (do not currently use).
G - Development, Review and Amendment of Policies	<ul style="list-style-type: none"> • Former Policy: A15 Policy Change and Review • Policy amended to include further back ground and definition between policies, procedures and delegations.
G - Fraud and Corruption Control	<ul style="list-style-type: none"> • Introduction of new policy following release of OAG Report “Fraud Prevention in Local Government.”
G - Legislative Compliance	<ul style="list-style-type: none"> • Introduction of new policy following recommendation from 2023 Review of Financial Management, Risk Management, Legislative Compliance and Internal Controls.
G - Risk Management	<ul style="list-style-type: none"> • Former Policy No: R4 Risk Management • Re-write policy following recommendations from 2023 Review of Financial Management, Risk Management, Legislative Compliance and Internal Controls.
G - Shire of Koorda Dress Code for Australian Citizenship Ceremonies	<ul style="list-style-type: none"> • Former Policy “Shire of Koorda Dress Code for Australian Citizenship Ceremonies” • Re-branded with major policy review and update.
G - Use of the Shire of Koorda Common Seal-Executing of Legal Documents	<ul style="list-style-type: none"> • Former Policy “Use of the Shire of Koorda Common Seal-Executing of Legal Documents” • Re-branded with major policy review and update.

PART 2 - Policies to be transferred to the new “Operational” section of the Policy Manual:

In the policy review it was noted that there are numerous policies that address matters relating to management supervision and direction of employees.

Operational policies do not need the approval of Council as this delegation already exists in the *Local Government Act 1995 – Part 5 Administration*:

5.41 Functions of the CEO

- (d) *Manage the day-to-day operations of the local government*
- (g) *be responsible for the employment, management supervision, direction and dismissal of other employees*

Policies, particularly those with budget implications or demonstrating sound management, can be brought to Council for noting or receiving.

It is recommended that the below policies that specifically fall under the Functions of the CEO as defined in the Act, remain in the Policy Manual but are transferred into the new “Operational” section of the Manual. These policies are attached and labelled Part 2.

Council should note that the original policies are yet to be fully reviewed. Once the policies have been transferred to the “Operational” section of the manual, and the Strategic Policy review and update has

been completed, the Executive Management Team will commence work on the review and updates to the Operational policies.

Policies to be transferred to the “Operation” section of the Policy Manual
A12 - Sexual Harassment
E1 - Police Clearance Checks
E2 - Medical Clearance Checks
E3 - Employee Incentives
E4 - Employee Use of Council Property
E4a - Employee Use of Council Property - DCEO/MoFA Administration Vehicle
E5 - Leave - Outside Workforce
E6 - Gratuitous Payments to Employees
E7 - Employee Annual Christmas Bonus
E8 - Employee Terms and Conditions
R1 - Occupational Safety, Health and Welfare
R2 - Equal Employment Opportunity
R3 - Injury Management and Rehabilitation
R5 - Consultation and Communication (Risk Management)
R6 - Training and Development
R7 - Contractor Management
R8 - Volunteer Management
R9 - Noise
R10 - Visitor Management
S1 - Safety & Health
S2 - Personal Conduct
S3 - Personal Protective Equipment
S4 - Roadworks
S5 - Plant and Equipment Responsibilities
S6 - Use of Equipment
S7 - Tree Pruning
S8 - Drugs and Alcohol
W7 - Private Works
W8 - Private Works - Service/Sporting Clubs

PART 3 - 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 3.

Policy	Reason for Rescindment
A36 - Authorisations under the Dog Act 1976	Covered under Section 8 of the 2023 Shire of Koorda Delegation Register.
A39 - CEO to Enforce Act	Policy references are currently outdated in current policy format. Policy contains specific detail relating to legislation and other external references which may result in conflict between the policy and legislation or guidance in the instance of a change in legislation, guidance, or other external references.
A40 - Exercise Powers Under Part 3	Policy references are currently outdated in current policy format. Policy contains specific detail relating to legislation and other external references which may result in conflict between the policy and legislation or guidance in the instance of a change in legislation, guidance, or other external references.

B2 - Bush Fire Prosecutions	Covered under Delegation 6.9 of the 2023 Shire of Koorda Delegation Register.
B5 - Fire Control Officers	Covered under Delegation 6.7 of the 2023 Shire of Koorda Delegation Register.
B9 - Extension of Burning Periods	Not in-line with the Bush Fires Act 1954. Shire President and Chief Bush Fire Control Officer (jointly) can only Vary Prohibited Burning Times. Covered under Delegation 6.2 of the 2023 Shire of Koorda Delegation Register.
C14 - District - Group Photographs	No longer relevant.
F11 - Asset Valuations in Accounts	Recommended rescindment following 2023 FMR Review. Formalisation of policies relating to asset accounting may conflict with the Australian Accounting Standards. To avoid conflict with the standards and legislation, the policy should not include legislative and standards requirements and should enhance these requirements to provide a policy decision where an accounting standard allows a policy choice. To adopt accounting policies annually within the annual statutory budget.
F15 - Review of Financial Management Systems	Recommended rescindment following 2023 FMR Review. The policy statement provides for the CEO to negotiate with Council's auditors to review financial management systems every four years. The review frequency required by legislation is every three years. To avoid conflict with legislation the policy should not restate legislative requirements, but rather should enhance these requirements.

Consultation:

Policy Review Committee

Darren Simmons, Chief Executive Officer

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.

Section 5.41(d) and (g) of the Local Government Act 1995 is applicable and states:

5.41. Functions of CEO

The CEO's functions are to —

- (a) advise the council in relation to the functions of a local government under this Act and other written laws; and
- (b) ensure that advice and information is available to the council so that informed decisions can be made; and
- (c) cause council decisions to be implemented; and
- (d) manage the day to day operations of the local government; and

- (e) liaise with the mayor or president on the local government's affairs and the performance of the local government's functions; and
- (f) speak on behalf of the local government if the mayor or president agrees; and
- (g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees); and
- (h) ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and
- (i) perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.

Policy Implications:

The Policy Manual will be updated accordingly, should Council resolve to adopt the Officer'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 1
RESOLUTION 140623

Moved CR GL Boyne

Seconded CR GW Greaves

That Council, 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 - Annual Council Christmas Function**
- (b) A - Bereavement Policy (including flying of Koorda Flag at half-mast)**
- (c) A - Chief Executive Officer Performance Review Policy**
- (d) A - Elected Members, CEO and Employee Attendance at Events Policy**
- (e) A - Freeman of the Shire of Koorda - Guidelines for Appointments**
- (f) A - Internet, Email Usage and Access to IT Systems Policy**
- (g) EM - Continuing Professional Development – Elected Members**
- (h) EM - Elected Member Entitlements**
- (i) EM - Elected Member Service Recognition**
- (j) EM - Elected Member Social Media and Communications**
- (k) F - Corporate Purchasing Cards**
- (l) F - Donations and Requests to Waiver fees**
- (m) F - Purchasing Policy**
- (n) G - Development, Review and Amendment of Policies**
- (o) G - Fraud and Corruption Control**
- (p) G - Legislative Compliance**
- (q) G - Risk Management**
- (r) G - Shire of Koorda Dress Code for Australian Citizenship Ceremonies**
- (s) G - Use of the Shire of Koorda Common Seal-Executing of Legal Documents.**

CARRIED BY ABSOLUTE MAJORITY 5/0

Officer Recommendation 2

RESOLUTION 150623

Moved CR NJ Chandler

Seconded CR LC Smith

That Council, with regards to Shire of Koorda Policy Manual, and in accordance with Section 5.41(d) and (g) of the Local Government Act 1995, transfers the following policies that fall under the function of the CEO into the new Operational section of the Council Policy Manual, as attached in Part 2:

- (a) A12 - Sexual Harassment**
- (b) E1 - Police Clearance Checks**
- (c) E2 - Medical Clearance Checks**
- (d) E3 - Employee Incentives**
- (e) E4 - Employee Use of Council Property**
- (f) E4a - Employee Use of Council Property - DCEO/MoFA Administration Vehicle**
- (g) E5 - Leave - Outside Workforce**
- (h) E6 - Gratuitous Payments to Employees**
- (i) E7 - Employee Annual Christmas Bonus**
- (j) E8 - Employee Terms and Conditions**
- (k) R1 - Occupational Safety, Health and Welfare**
- (l) R2 - Equal Employment Opportunity**
- (m) R3 - Injury Management and Rehabilitation**
- (n) R5 - Consultation and Communication (Risk Management)**
- (o) R6 - Training and Development**
- (p) R7 - Contractor Management**
- (q) R8 - Volunteer Management**
- (r) R9 - Noise**
- (s) R10 - Visitor Management**
- (t) S1 - Safety & Health**
- (u) S2 - Personal Conduct**
- (v) S3 - Personal Protective Equipment**
- (w) S4 - Roadworks**
- (x) S5 - Plant and Equipment Responsibilities**
- (y) S6 - Use of Equipment**
- (z) S7 - Tree Pruning**
- (aa) S8 - Drugs and Alcohol**
- (ab) W7 - Private Works**
- (ac) W8 - Private Works - Service/Sporting Clubs.**

CARRIED BY ABSOLUTE MAJORITY 5/0

Voting Requirements: Simple Majority Absolute Majority

**Officer Recommendation 3
RESOLUTION 160623**

Moved CR LC Smith

Seconded CR GL Boyne

That Council, with regards to Shire of Koorda Policy Manual, rescinds and removes the following policies, attached in Part 3

- (a) A36 - Authorisations under the Dog Act 1976**
- (b) A39 - CEO to Enforce Act**
- (c) A40 - Exercise Powers Under Part 3**
- (d) B2 - Bush Fire Prosecutions**
- (e) B5 - Fire Control Officers**
- (f) B9 - Extension of Burning Periods**
- (g) C14 - District - Group Photographs**
- (h) F11 - Asset Valuations in Accounts**
- (i) F15 - Review of Financial Management Systems**

CARRIED BY ABSOLUTE MAJORITY 5/0

Voting Requirements: Simple Majority Absolute Majority

**Officer Recommendation 4
RESOLUTION 170623**

Moved CR NJ Chandler

Seconded CR GL Boyne

That Council, with regards to the Shire of Koorda Policy Manual, authorises the Deputy CEO to make any necessary minor typographical and formatting changes, new policy numbering to remove redundant numbering and improve the layout and rebranding prior to publication.

CARRIED 5/0

Congratulations to Deputy CEO, Lana for her work on the Policy Review so far, and to Cr Boyne and Cr Smith for their review work as part of the Policy Review Committee.

13. OFFICER'S REPORTS – WORKS & ASSETS

Nil.

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 Presiding Person thanked those present for their attendance and declared the meeting closed at 6.16pm.

Signed: _____

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

Date: 19 July 2023



Shire of
Koorda

Drive in, stay awhile

MINUTES

Audit Committee Meeting

Held in Shire of Koorda Council Chambers

10 Haig Street, Koorda WA 6475

Wednesday 28 June 2023

Commencing 4.00pm

UNCONFIRMED

NOTICE OF MEETING

Dear Audit Committee Members,

The next Audit Committee Meeting of the Shire of Koorda will be held on Wednesday 28 June 2023 in the Shire of Koorda Council Chambers, 10 Haig Street, Koorda, commencing at 4.00pm.

Lana Foote
Acting Chief Executive Officer
23 June 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

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**Shire of Koorda
Audit Committee Meeting
4.00pm, Wednesday 28 June 2023**



1. Declaration of Opening

The Chairperson welcomes those in attendance and declares the meeting open at 4.00pm.

2. Record of Attendance, Apologies and Leave of Absence

Committee Members:

Cr JM Stratford	President & Chair
Cr NJ Chandler	Member
Cr LC Smith	Member

Staff:

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

Visitors:

Cr GW Greaves	Councillor
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Apologies:

Mr DJ Simmons	Chief Executive Officer
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Approved Leave of Absence:

3. Public Question Time

Nil.

4. Disclosure of Interest

Nil.

5. Confirmation of Minutes from Previous Meetings

5.1. Audit Committee Meeting held on 17 May 2023

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

Voting Requirements Simple Majority Absolute Majority

Officer Recommendation/Resolution

Moved CR NJ Chandler

Seconded CR LC Smith

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Audit Committee Meeting held 17 May 2023, as presented, be confirmed as a true and correct record of proceedings.


CARRIED 3/0

6. Presentations

Nil.

7. Officer's Reports

7.1. Fourth Quarterly Reporting of Integrated Strategic Plan and Workforce Plan

Governance and Compliance		
Date	20 June 2023	
Location	Not Applicable	
Responsible Officer	Lana Foote, Acting Chief Executive Officer	
Author	As above	
Legislation	<i>Local Government Act 1995; Local Government (Administration) Regulations 1996</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input checked="" type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	Fourth Quarterly Scorecard April to June 2023	

Background:

This report is to inform the Committee and Council of its obligations in relation to the integrated planning and reporting (IPR) requirements under the Local Government Act 1995, the Local Government (Administration) Regulations 1996.

Following the Committee's recommendation of 28 September 2022, the quarterly scorecard reporting document approach was adopted by Council on 26 October 2022.

Comment:

Council adopted its Integrated Strategic Plan and Workforce Plan at its meeting held on 20 April 2022.

To assist Council to meet its IPR requirements under the Local Government Act 1995, the Local Government (Administration) Regulations 1996, Shire staff have prepared draft quarterly reporting documents (provided as confidential attachment) for the Committee to consider and, if appropriate, recommend to Council that the fourth quarterly scorecard be adopted and the Integrated Strategic Plan and Workforce Plan components be endorsed for publication.

Consultation:

Nil.

Statutory Implications:

Local Government Act 1995 and relevant subsidiary legislation.

Policy Implications:

Nil

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:

Nil

Voting Requirements:

Simple Majority Absolute Majority

Officer Recommendation/Resolution

Moved CR NJ Chandler

Seconded CR LC Smith

That the Audit Committee recommends:


That Council:

- 1. Adopts the fourth quarterly reporting documents (April to June 2023) as presented to the Audit Committee meeting held on 28 June 2023; and**
- 2. Endorses the publication of the Integrated Strategic Plan and Workforce Plan components for community information.**

CARRIED 3/0

UNCOM

7.2. Review of Financial Management, Risk Management, Legislative Compliance and Internal Controls

Governance and Compliance		
Date	20 June 2023	
Location	Not Applicable	
Responsible Officer	Darren Simmons Chief Executive Officer	
Author	Lana Foote, Deputy Chief Executive Officer	
Legislation	<i>Local Government Act 1995 Section 7.13 (i)</i> <i>Local Government (Audit) Regulations 1996 – Reg 13, 14 and 15</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	FMR Action Plan - June 2023	

Background:

The Review of Financial Management, Risk Management, Legislative Compliance and Internal Controls helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance.

At the May 2023 Audit Committee Meeting, the Review of Financial Management, Risk Management, Legislative Compliance and Internal Controls was presented for consideration with the below committee recommendation being resolved at the May 2023 Council Meeting.

Committee Recommendation RESOLUTION 050523

Moved CR GW Greaves

Seconded CR BG Cooper

That Council:

1. Receives Moore's Review of Financial Management, Risk Management, Legislative Compliance and Internal Controls report, dated April 2023 (Attachment A);
2. Directs the CEO to provide a report, on a quarterly basis, to the Audit Committee to enable the Committee to monitor the Shire's progress in addressing the recommendations, pursuant to Regulation 16 (d) of the Local Government (Audit) Regulations 1996; and
3. Directs the CEO at the first quarterly review to provide proposed actions, including expected completion dates, to the recommendations identified in the report.

CARRIED BY ABSOLUTE MAJORITY 6/0

Comment:

As per resolution 050523, an initial draft report, as attached to this item, has been prepared for the Committee in relation to the actions that have taken place, and the draft proposed actions.

The action list is subject to review and consultation with the CEO.

This report has been presented to the audit committee as the committee has a role in supporting Council in fulfilling its governance and oversight responsibilities and provide the audit committee with the opportunity to raise any issues that the document has identified or ask any other questions, they may have in relation to our risk management and compliance activities.

Consultation:

Administration Staff

Statutory Implications:

Regulation 16 of the Local Government (Audit) Regulations 1996 prescribes the functions of an Audit Committee which includes;

“16 (c) to review a report given to it by the CEO under regulation 17(3) and is to –

- (i) Report to the council the results of that review; and*
- (ii) Give a copy of the CEO’s report to the council.”*

“16 (d) to monitor and advise the CEO when the CEO is carrying out functions in relation to a review under –

- (i) Regulations 17 (1); and*
- (ii) The Local Government (Financial Management) Regulations 1996 regulation 5(2)(c).”*

Regulation 17 of the Local Government (Audit) Regulations 1996 reads as follows;

“(1) The CEO is to review the appropriateness and effectiveness of a local government’s systems and procedures in relation to –

- a) risk management; and*
- b) internal control; and*
- c) legislative compliance.*

(2) The review may relate to any or all of the matters referred to in subregulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review not less than once in every 3 financial years.

(3) The CEO is to report to the audit committee the results of that review.”

Regulation 5 (2) (c) of the Local Government (Financial Management) Regulations 1996 states that -
“the CEO is to undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures of the local government regularly (and not less than once in every 3 financial years) and report to the local government the results of those reviews.”

Policy Implications:

The review recommended some potential improvement opportunities to some of the Council’s policy. These will be considered separately by the Policy Review Committee and Council at the completion of the review process. Comments made in the FM Review relating to specific Policies and Procedures will be taken on-board as part of the review process.

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)

4.1.2 - Identify business improvement opportunities to enhance operational effectiveness.

Financial Implications:

The 2022/23 Budget contained an allocation for the costs associated with undertaking the Financial Management, Risk Management, Legislative Compliance and Internal Controls review, provides at GL 2040250 OTH GOV - Consultancy - Strategic.

Voting Requirements: Simple Majority Absolute Majority

Officer Recommendation/Resolution

Moved CR LC Smith

Seconded CR NJ Chandler

That the Audit Committee recommends;

That Council notes the Draft Report of the Deputy CEO on the completed and proposed actions to the identified improvements highlighted in the Financial Management, Risk Management, Legislative Compliance and Internal Controls review.

CARRIED 3/0

UNCONFIRMED

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

Nil.

9. Date of Next Meeting

TBC

10. Closure

The Chairperson thanked everyone for their attendance and closed the meeting at 4.06pm.

Signed: _____

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

Date: 28 July 2023

UNCONFIRMED

APPENDIX I – Terms of Reference

Audit Committee Terms of Reference

1. Establishment

The Audit Committee was re-established by the Council at the Special Meeting of Council on 23 March 2020 and this Terms of Reference sets out the membership, responsibilities, authority and operations of the Committee.

The Committee was created in recognition of the importance of, and legislative obligation for, the establishment and maintenance of an effective internal audit function, best practice governance systems, oversight of the risk management and governance frameworks and performance, and maintenance of strong financial management controls and processes.

2. Objective of the Audit Committee

The primary objective of the Audit Committee (the Committee) is to accept responsibility for the annual external audit, liaise with the Shire's external auditor and provide review and oversight of internal audit process, including performance and independence of internal auditor, so that Council can be satisfied with the performance of the Shire in managing its financial affairs.

Reports from the Committee will assist Council in discharging its legislative responsibilities of controlling the Shire's affairs, determining the Shire's policies and overseeing the allocation of the Shire's finances and resources. The Committee will ensure openness in the Shire's financial reporting and will liaise with the CEO to ensure the effective and efficient management of the Shire's financial accounting systems and compliance with legislation.

The Committee is to facilitate:

- a) the enhancement of the credibility and objectivity of internal and external financial reporting;
- b) effective management of financial and other risks and the protection of Council assets;
- c) compliance with laws and regulations as well as use of best practice guidelines relative to audit, risk management, internal control and legislative compliance;
- d) the coordination of the internal audit function with the external audit;
- e) the provision of an effective means of communication between the external auditor, the CEO and the Council and
- f) the reduction of fraud, corruption and misconduct risk as a part of their oversight of financial reporting.

The Committee is to undertake its responsibilities cognisant of:

- a) requirements for meetings to fit in with requisites around the planning calendar and decisions at significant times in the Governance cycle (i.e. Compliance Audit Return, Interim Audit, End of year Audit and other reviews);
- b) obligations to have oversight of all matters that relate to the risk management framework of the Shire;
- c) obligations and good governance practices within the local government environment.

3. Powers of the Audit Committee

- a) The Audit committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its term of reference. This is in order to facilitate informed decision-making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.
- b) The committee is a formally appointed committee of council and is responsible to that body.
- c) The committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility.

- d) The committee does not have any management functions and cannot involve itself in management processes or procedures.

4. Responsibilities of the Committee Chair

The Audit Committee Chair has the following responsibilities:

- a) Reports to the Council on the actions of the Committee;
- b) Encourages broad participation from members in discussion;
- c) Summarises decisions and assignments at the conclusion of each meeting; and
- d) Signs off on minutes of meetings after they have been received by the Committee.

5. Responsibilities of Audit and Governance Committee Members

Individual Committee members have the following responsibilities:

- a) to execute the role, scope, and responsibilities of the Committee;
- b) to act on opportunities to communicate positively about the Shire's activities;
- c) to actively participate in meetings through attendance, discussion, and review of minutes, papers and Governance documents;
- d) to participate in professional development opportunities;
- e) To support open discussion and debate and encourage fellow Committee members to voice their insights.

6. Membership

The Committee will consist of three elected members, with a fourth elected member acting as a deputy.

All full members shall have full voting rights.

The CEO and employees are not members of the committee. The CEO or his/her nominee is to be available to attend meetings to provide advice and guidance to the Committee. The Shire shall provide secretarial and administrative support to the Committee.

7. Quorum

A quorum of two Committee members must be present at a Committee meeting to constitute a meeting.

8. Frequency of Meetings

The Committee shall meet at least twice once per calendar year. Additional meetings shall be convened at the discretion of the presiding person.

9. Reporting

Reports and recommendations of each Committee meeting shall be presented to the next ordinary meeting of the Council.

10. Duties and Responsibilities

The duties and responsibilities of the committee will be to:

- a) provide guidance and assistance to Council as to the carrying out the functions of the Shire in relation to audits;
- b) meet with the external auditor once in each year and provide a report to Council on the matters discussed and outcome of those discussions;
- c) liaise with the CEO to ensure that the Shire does everything in its power to:
 - assist the auditor to conduct the audit and carry out his or her other duties under the Local Government Act 1995 and associated Regulations; and
 - ensure that audits are conducted successfully and expeditiously;
- d) examine the reports of the auditor after receiving a report from the CEO on the matters to:
 - determine if any matters raised require action to be taken by the Shire; and

- ensure that appropriate action is taken in respect of those matters;
- e) review the report prepared by the CEO on any actions taken in respect of any matters raised in the report of the auditor and presenting the report to Council for adoption prior to the end of the next financial year or 6 months after the last report prepared by the auditor is received, whichever is the latest in time;
- f) review the Shire’s draft annual financial report, focusing on:
 - accounting policies and practices;
 - changes to accounting policies and practices;
 - the process used in making significant accounting estimates; iv. significant adjustments to the financial report (if any) arising from the audit process;
 - compliance with accounting standards and other reporting requirements; and
 - significant variances from prior years.
- g) address issues brought to the attention of the Committee, including responding to requests from Council for advice that are within the parameters of the committee’s terms of reference;
- h) seek information or obtain expert advice through the CEO on matters of concern within the scope of the committee’s terms of reference following authorisation from the Council;
- i) Review the annual Compliance Audit Return and report to the council the results of that review,
- j) Monitor the progress of the internal audit plan, review findings from internal and external audits, monitor the implementation of the recommendations; and
- k) Consider the CEO’s triennial reviews of the appropriateness and effectiveness of the Shire’s systems and procedures in regard to risk management, internal control and legislative compliance, required to be provided to the Committee, and report to the council the results of those reviews.

11. Agendas, Minutes and Decision Papers

The responsibility for ensuring that Agendas and supporting materials are delivered to members in advance of meetings rests with the Chief Executive Officer. The agenda and associated attachments will be sent to Committee members and attendees at least 72 hours in advance of a Committee meeting.

12. Conflicts of Interest

Committee Members and invited attendees at each meeting must:

- a) Declare any conflict of interest, potential conflict of interest or apparent conflict of interest in matters that might potentially be considered or, are proposed to be considered by the Committee;
- b) Provide a further declaration should any conflict of interest, potential conflict of interest or apparent conflict of interest arise after making a declaration; and
- c) Maintain confidential, all information provided to them in their role as a member or attendee. This includes all matters discussed, formally presented or tabled at meetings of the Committee or such matters associated with dealings of the Committee in carrying out its responsibilities.

13. Review

The Terms of Reference shall be reviewed every two years when Council considers the re-establishment of the Committee to coincide with Local Government elections and any amendment to it require approval of Council.

Version Control

Version No.	Version Date	Prepared by	Reviewed by	Council Resolution No. and Date
1	09/09/2021	Lana Foote	Darren Simmons	RES: 060921 Date:15/09/2021



Great Eastern Country Zone

Minutes

Tuesday, 20 June 2023
Commenced at 9:03am

Shire of Kellerberrin
Recreation and Leisure Centre
110 Massingham Street Kellerberrin 6410

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1. **Opening and Welcome**

The Chair declared the meeting open at 9.03am.

1.1 Acknowledgement of Country

We, the Great Eastern Country Zone of WALGA acknowledge the Traditional Custodians of this land, and pay our respects to their Elders past, present and future.

2. Attendance and Apologies

Shire of Bruce Rock	President Cr Stephen Strange Deputy President Cr Tony Crooks [JM1] Mr Darren Mollenoyux, Chief Executive Officer, non-voting
Shire of Cunderdin	Mr Stuart Hobley, Chief Executive Officer, non-voting
Shire of Kellerberrin	Deputy President Cr Emily Ryan Mr Raymond Griffiths, Chief Executive Officer, non-voting
Shire of Koorda	President Cr Jannah Stratford
Shire of Merredin	President Cr Mark McKenzie
Shire of Mount Marshall	President Cr Tony Sachse (Chair) Deputy President Cr Nick Gillett Mr Ben McKay, Chief Executive Officer, non-voting
Shire of Nungarin	President Cr Pippa de Lacy Deputy President Cr Gary Coumbe
Shire of Tammin	President Cr Glenice Batchelor Ms Joanne Soderlund, Chief Executive Officer, non-voting
Shire of Westonia	President Cr Mark Crees Jasmine Geier – Deputy CEO, non-voting
Shire of Wyalkatchem	President Cr Quentin Davies (Deputy Chair) Cr Mischa Stratford
Shire of Yilgarn	Deputy President Cr Bryan Close Mr Nic Warren, Chief Executive Officer, non-voting
Guests	
Water Corporation	Rebecca Bowler, Manager, Customer & Stakeholder
Regional Development Australia	Mandy Walker, Director RDA Wheatbelt
NEMA	Amelta Balme
Main Roads WA	Mohammad Siddiqui, Regional Manager Wheatbelt
WALGA	Paul Kelly WALGA Deputy President,



James McGovern, Manager Governance & Procurement
Naoimh Donaghy, Governance & Organisational Services Officer

Apologies

Shire of Cunderdin	President Cr Alison Harris Deputy President Cr Tony Smith
Shire of Dowerin	President Cr Robert Trepp Cr Darrel Hudson Ms Rebecca McCall, Chief Executive Officer, non-voting
Shire of Kellerberrin	President Cr Scott O' Neill
Shire of Kondinin	President Kent Mouritz Deputy President Cr Beverley Gangell Mr David Burton, Chief Executive Officer, non-voting
Shire of Koorda	Mr Darren Simmons, Chief Executive Officer, non-voting Deputy President Cr Buster Cooper
Shire of Merredin	Cr Donna Crook Ms Lisa Clack, Chief Executive Officer, non-voting
Shire of Mukinbudin	President Cr Gary Shadbolt Deputy President Romina Nicoletti Mr Dirk Sellenger, Chief Executive Officer, non-voting
Shire of Narembeen	President Cr Kellie Mortimore Deputy President Cr Scott Stirrat Mr Paul Sheedy, A/Chief Executive Officer, non-voting
Shire of Tammin	Deputy President Cr Tanya Nicholls
Shire of Trayning	President Cr Melanie Brown Deputy President Cr Geoff Waters Ms Leanne Parola, Chief Executive Officer, non-voting
Shire of Westonia	Mr Bill Price, Chief Executive Officer, non-voting Deputy President Cr Ross Della Bosca
Shire of Wyalkatchem	Deputy President Cr Owen Garner Mr Peter Klein, Chief Executive Officer, non-voting
Shire of Yilgarn	President Cr Wayne Della Bosca
Guests	
Wheatbelt Development Commission	Susan Hall, A/Chief Executive Officer Pip Gooding, Regional Development Officer Wheatbelt South



Department of Local Government,
Sport, & Cultural Industries
Wheatbelt Development Commission

Samantha Cornthwaite, Regional Manager Wheatbelt
Renee Manning, Principal Regional Development Officer

Members of Parliament

Hon Mia Davies MLA, Member for Central Wheatbelt
Hon Martin Aldridge MLC, Member for Agricultural Region
Hon Darren West MLC, Member for Agricultural Region
Hon Peter Rundle MLA, Member for Roe

WALGA

Cliff Simpson, Regional Road Safety Advisor

Attachments

The following are provided as attachments to the minutes:

1. Item 8.5 Water Corporation presentation

4. Declarations of Interest

2. Announcements

The Chair welcomed Cr Paul Kelly WALGA Deputy President to the meeting.

6. Guest Speakers / Deputations

6.1 Speakers for the August Zone Meeting

NIL

7. Members of Parliament

Any Members of Federal and State Government in attendance were invited to provide a brief update on matters relevant to the Zone.

Noted



8. Agency Reports

8.1 Department of Local Government, Sport, and Cultural Industries

Samantha Cornthwaite, Regional Director Wheatbelt is an apology. The May 2023 report was attached.

Noted

8.2 Wheatbelt Development Commission

Renee Manning, Principal Regional Development Officer is an apology, The June 2023 report was attached.

Noted

8.3 Regional Development Australia Wheatbelt

Mandy Walker, Director Regional Development, provided an update to the Zone.

Noted

8.4 Main Roads Western Australia

Mohammad Siddiqui, Regional Manager Wheatbelt, provided an update to the Zone.

Noted

8.5 Water Corporation

Rebecca Bowler, Manager Customer & Stakeholder provided an update to the Zone.

Rebecca's presentation is now attached to the Minutes (Attachment 1)

9. Minutes

9.1 Confirmation of Minutes from the Great Eastern Country Zone meeting held on Monday, 17 April 2023

The Minutes of the Great Eastern Country Zone meeting held on Monday, 17 April 2023 have previously been circulated to Member Councils.

RESOLUTION

Moved: Shire of Tammin

Seconded: Shire of Nungarin

That the minutes of the Great Eastern Country Zone meeting held on Monday, Monday, 17 April 2023 be confirmed as a true and accurate record of the proceedings.

CARRIED

9.2 Business Arising from the Minutes from the Great Eastern Country Zone Meeting held on Monday, 17 April 2023

Nil

9.3 Minutes of the Great Eastern Country Executive Committee Meeting held on Tuesday, 6 June 2023

The Minutes of the Great Eastern Country Zone Executive Committee meeting held on Tuesday, 6 June 2023 are attached.

RESOLUTION

Moved: Shire of Tammin

Seconded: Shire of Koorda

That the Minutes of the Great Eastern Country Zone Executive Committee Meeting held on Tuesday, 6 June 2023 be endorsed.

CARRIED

10. Zone Business**10.1 Biosecurity and Agriculture Management Act 2007: Stage 3 Review**

By Rebecca Brown, Manager Environment and Waste

WALGA draft Submission

Executive Summary

- Consultation for Stage 3 of the review of the Biosecurity and Agriculture Management Act 2007 (BAM Act) has commenced, with feedback sought on potential biosecurity reform opportunities.
- WALGA has developed a draft Submission for sector feedback by 26 June.
- Zones are asked to consider and provide feedback on the proposals in the discussion paper and WALGA's draft Submission.
- Local Governments are also strongly encouraged to provide feedback directly to the Review Panel via the online portal by 30 June 2023.
- Local Governments are invited to attend a WALGA webinar on the proposed reforms, which will include a presentation from the Chair of the Independent BAM Act Review Panel, Kaylene Gulich, at 10.30am, Wednesday 14 June.

Background

The first 10-year [statutory review](#) of the [Biosecurity and Agriculture Management Act 2007](#) (BAM Act) is currently underway; this is a key opportunity for Local Government to influence the how post-border biosecurity is managed in Western Australia. The [Independent Panel](#) undertaking the review, is using a three-stage engagement process.

Stage 1 (closed) - Used open submissions and a survey to identify major themes and issues. To inform comment on this stage of the review WALGA prepared a [Discussion Paper](#) which includes 11 key biosecurity themes and related recommendations reflecting issues raised by Local Government, and those identified in the [Auditor General's 2013 and 2020 Reports](#).

Stage 2 (closed) - Stage 1 identified the key themes and stage 2 provided an opportunity to focus on these issues, which included:

- principles to underpin WA's biosecurity, including biosecurity in all contexts and shared responsibility.

- legal foundations of WA's biosecurity, including prioritising pests, weeds and diseases, and enabling industry and community action.
- planning, coordinating, and resourcing WA's biosecurity system, including responsibilities and timing.
- community-led pest and weed management, including the Declared Pest Rate and Recognised Biosecurity Groups.

Stage 3 – (now open) A [Discussion Paper](#) sets out nine priority reform areas, and identifies 21 opportunities to clarify, strengthen and support a strengthened biosecurity system in WA. The nine priority reform areas are:

1. Clarifying the role of the BAM Act
2. Working together to protect WA
3. Planning and reporting- vital to a better biosecurity system
4. Prioritising pests and diseases
5. Emergency powers- a necessary precaution
6. Compensation can boost biosecurity efforts
7. Enabling industries to act
8. Community-led pest management
9. Compliance with WA's biosecurity laws.

Policy Implications

[4.5 Post Border Biosecurity](#)

Western Australia's economy, environment and the community are facing increasing challenges posed by already established and new pests, weeds, and diseases. Local Government has a significant role in biosecurity management, as land managers and regulators, and therefore has an interest in ensuring that Western Australia's biosecurity system, including control of declared pests, is effective and appropriately resourced. WALGA considers significant changes to the operation of the State's biosecurity system, including the Biosecurity and Agriculture Management Act 2007, are required to ensure these risks can be managed now and into the future.

To be effective the Western Australian biosecurity system must:

1. *Take a transparent approach to the notion of 'shared responsibility' by ensuring that:*
 - a. *The respective roles and responsibilities of Commonwealth, State and Local Government, industry, landholders, community groups and individuals are agreed and clearly articulated; and*
 - b. *There is improved pest management on State Government managed land and a formalised structure for State Government agencies with responsibilities for biosecurity management to work together and coordinate their activities.*
2. *Be underpinned by a strategic framework, developed in collaboration with stakeholders, that:*
 - a. *Establishes priorities for biosecurity threats in geographically defined regions, sets measurable targets and guides investment in biosecurity activities; and*
 - b. *Is regularly evaluated and reported on.*
3. *Have a greater focus on environmental biosecurity, through the increased recognition and management of pest species that have significant ecological impacts.*
4. *Be adequately, sustainably, and equitably funded:*
 - a. *The appropriateness and effectiveness of the Declared Pest Rate (DPR) and Recognised Biosecurity Group (RBG) model as key mechanisms for the management of widespread and established declared pests should be reviewed and alternate mechanisms considered;*
 - b. *Increased and more equitable distribution of funding for every step in the biosecurity continuum and adequate resourcing for all stakeholders, including Local Government; and*
 - c. *The provision of funding for declared pest management in metropolitan areas.*
5. *Ensure that the criteria and process for listing of declared pests is evidence-based, timely and transparent.*
6. *Have an increased emphasis on compliance through education and enforcement activity, to ensure land managers are aware of their legislative responsibilities and are supported to implement biosecurity actions.*
7. *Facilitate the use of new technologies, strategic monitoring, and the establishment of data management systems to inform biosecurity investment decisions and support adaptive management.*
8. *Improve the community's understanding, awareness and action in relation to biosecurity to assist with threat surveillance and timely response to incursions.*

Comment

WALGA has developed a Draft Submission (attached) for consideration by the sector and is requesting feedback by **COB Monday 26 June** (via environment@walga.asn.au). WALGA is hosting a webinar regarding Stage 3 of the Review, at 10.30am, Wednesday 14 June, with a presentation from the Chair of the Independent Review Panel, Kaylene Gulich. Register [here](#).

WALGA requests that the Zone consider the Draft Submission and provide feedback to WALGA on:

- The top priority reform areas (from the nine listed) for the Zone
- Any key reform areas which have been missed
- Feedback on WALGA's comments regarding the 21 Opportunities identified.

Local Governments are strongly encouraged to provide feedback directly to the Review Panel by Friday, 30 June 2023 through the online survey portal [here](#).

Noted

10.2 Aboriginal Cultural Heritage Act 2021 - Aboriginal Cultural Heritage Act Update

With the *Aboriginal Cultural Heritage Act 2021* (ACH Act) coming into effect on 1 July 2023 I wanted to take the opportunity to provide you with some information on the legislation's operation and WALGA's advocacy.

The ACH Act replaces the *Aboriginal Heritage Act 1972*. It is intended to provide a contemporary legislative framework for the identification, protection, and management of Aboriginal cultural heritage across WA. Key features of the ACH Act include:

1. An updated definition of Aboriginal cultural heritage (ACH);
2. New structures for the management of Aboriginal cultural heritage, including Local Aboriginal Cultural Heritage Services (LACHS) as a central point of contact for proponents, and the Aboriginal Cultural Heritage Council (ACH Council) to oversee the system;
3. A tiered land use assessment and approvals system that focuses on consultation and agreement making between Traditional Owners and land users;
 - a. This is based around the classification of [activities into tiers](#), depending on the level of ground disturbance;
 - b. Each tier has a corresponding process, and activities are classified as tier 1, tier 2, tier 3, or exempt activity;
 - c. Land users will be required to negotiate agreements with Traditional Owners for any activities considered medium to high ground disturbance that may harm Aboriginal cultural heritage;
 - d. Activities involving minimal or low ground disturbance will benefit from a streamlined approval pathway, encouraging proponents to avoid or minimise impacts;
4. The establishment of an online ACH directory of information and documents relevant to Aboriginal cultural heritage;
5. Provisions for the establishment of Protected Areas; and
6. The establishment of new penalties and offences for breaches of the ACH Act.

It is important to bear in mind that all ACH is also protected under the current legislation – the approvals process for disturbing ACH and the system is changing, however all ACH is protected under the current legislation and in fact the exemptions under the new ACH Act do not exist under the current legislation.

WALGA facilitated an Aboriginal Cultural Heritage Education Session delivered by the Department of Planning, Lands and Heritage (DPLH) and WALGA on Wednesday, 10 May which was attended by 80 Local Government representatives from across the State. I encourage those who were unable to attend this session to view the [presentation](#) and [recording](#) from the workshop (including a Q&A session) which provide detailed information on the development and operation of the ACH Act.

Since 2018, WALGA has undertaken the following advocacy and capacity building activities in relation to the development of the ACH Act:

1. Developed five State Council endorsed submissions – most recently WALGA’s Phase Three submission which was endorsed by State Council on 23 December 2022. WALGA’s submissions to the 2022 co-design process can be viewed [here](#).
2. DPLH Director General Anthony Kannis and staff presenting to State Council in September 2022.
3. Provision of formal feedback to DPLH twice via correspondence and a survey.
4. Co-delivered 10 place-based online workshops to contribute to the preliminary work in developing the activity categories in 2021.
5. Convened the Local Government Aboriginal Heritage Reference Group, which has included representation from 26 Local Governments.
6. Co-delivered five information sessions and webinars with DPLH to facilitate consultation with, and provide information to, Local Governments.
7. Advocated for funding for the establishment and ongoing functioning of the new Aboriginal heritage system, with respect to the ACH Council, Local ACH Services (LACHS) and Local Governments in the [2023-24 WALGA Budget Submission](#) and meetings with the Minister for Aboriginal Affairs.

A clear message from sector consultations is that the ACH Act must balance the need to protect Aboriginal cultural heritage with the requirements on Local Government to deliver essential infrastructure works and emergency activities efficiently and effectively to maintain public safety and comply with other legislative responsibilities. Conversations around the activity categories dominated the consultation sessions due to the lack of consideration given to the works undertaken by Local Government early in the co-design process.

As a result of WALGA’s advocacy, significant improvement to the activity categories was made with consideration now given to many every day and emergency works that Local Governments undertake. This includes the exemption of activities such as:

1. Maintaining existing infrastructure that does not involve disturbance to ground beyond that which was disturbed during the construction;
2. Maintenance of waterways and coastlines to rectify accretion and erosion of natural material; and
3. An emergency management activity intended to prevent imminent loss of life, prejudice to the safety, or harm to the health, of persons or animals.

WALGA’s submissions also highlighted the need for the Aboriginal Cultural Heritage Council and Local Aboriginal Cultural Heritage Services (and Local Governments) to be adequately resourced to enable them to respond to applications for permits and management plans pursuant to the new legislation. The [State Government has announced its \\$77million investment](#) into the ACH system which will further support the successful implementation of the ACH Act.

Upcoming Aboriginal Cultural Heritage Act 2021 Education Workshops

DPLH is facilitating education workshops across the State from 24 May – 28 June to support the implementation of the new legislation. Workshops will be held online and, in the Kimberley, Pilbara, Goldfields, Great Southern, Midwest, Southwest, and metropolitan regions. You can register for these workshops [here](#).

WALGA is continuing to advocate for support from DPLH to enhance Local Government knowledge and capability with respect to ACH and the new legislation.

The WALGA President has written to the Minister for Aboriginal Affairs advising that Local Governments across the State require support. Seeking support for the following proposals, which are based on discussions and WALGA’s consultation with Local Governments during the co-design process:

- **Local Government ACH Facilitator**
 - A Local Government ACH Facilitator would provide advice and support to Local Government with respect to their obligations under the Act and build capability, including through facilitating a community of practice, the development of templates and case studies. A similar arrangement already exists through the CoastWA Facilitator role which is funded by DPLH and located at WALGA to provide support and build capacity within Local Government to undertake coastal adaptation planning and management. This arrangement has been very beneficial for DPLH and Local Government and was recently extended by DPLH for a further 3 years.
- **Training**
 - WALGA understands that DPLH and South Metropolitan TAFE are developing ACH training for LACHS. This training could be adapted and made available for Local Government. WALGA is a Registered Training Organisation and may be able to assist in the delivery and/ or development of this tailored Local Government training.
- **Guidance Materials**
 - Given the lack of understanding of ACH in the general community, it is anticipated that Local Governments will receive many enquiries from community members, landowners, small-scale property developers and local businesses about the application of the new legislation. It is proposed that DPLH develops guidance material that Local Governments could share and use to respond to queries and an Advice Note that could be included on development and subdivision approvals.
 - Local Governments and other proponents are required to comply with various legislative and regulatory requirements in addition to the Act, including environmental, planning, and building requirements. There is uncertainty regarding how these legislative requirements interact with one another, when and in what order approvals are required. This would be assisted through the provision of information that articulates step-by-step the processes required to comply with ACH, environmental and other relevant legislative requirements.
- **Additional DPLH regional officers**
 - WALGA welcomes the additional DPLH staff to be located in Broome, Karratha, Geraldton, Kalgoorlie, and Albany to support implementation of the Act. Western Australia has a very large geographic area, with 137 Local Governments, and WALGA would support additional DPLH staff being located in the Wheatbelt, Mid-West and Murchison regions, so that all regional Local Governments have access to regionally based DPLH staff.
- **Extend grant funded project timeframes and include ACH costs**
 - ACH processes are likely to increase the costs and delivery timeframes for Local Governments' Road and other infrastructure projects. As noted in WALGA's submissions during the co-design process, many State and Commonwealth grant funded infrastructure and road projects must be completed within 12 months and do not include ACH costs. This is a major concern for the delivery of Commonwealth or State Government grant funded projects such as those funded under the State and Federal BlackSpot programs, State Road Project Grants, the Commonwealth Local Roads and Community Infrastructure Program, the Mitigation Activity Fund and CoastWA. Delivery of these projects is already challenging given the skilled labour and supply chain constraints in the current economic environment. It is requested that the timeframes for relevant State Government grant programs be extended where required to accommodate ACH approvals and that provision be made to include these costs as part of the grant. Similarly, I would ask for the State Government to support the Local Government sector in dealing with the Commonwealth in relation to impacts on the delivery of Commonwealth Government funded projects.



WALGA Recommendation

1. That the Great Eastern Country Zone request the Department of Planning Lands and Heritage (DPLH) to provide information on the cost to Local Governments of implementing the regulations.
2. Request WALGA to collate the information from the Local Governments feedback on the on Aboriginal Heritage Act and the implementation of the Regulations.

RESOLUTION

Moved: Cr Stephen Strange

Seconded: Cr Quentin Davies

- 1. That the Great Eastern Country Zone request the Department of Planning Lands and Heritage (DPLH) to provide information on the cost to Local Governments and to fund implementation of the regulations.**
- 2. Request WALGA to collate the information on the impacts/anticipated costs to Local Governments of the Aboriginal Cultural Heritage Act 2021 and the implementation of the Regulations.**
- 3. That the Great Eastern Country Zone writes urgently to DPLH to raise concerns the community feedback from the wheatbelt community forum on the Aboriginal Cultural Heritage Act 2021, held in Merredin on 19 June 2023 needs to be addressed urgently. Key concerns include:**
 - a. Further details and guidance is needed to understand how decision-making criteria should be applied, and the consultation process with the LACHs (Local Aboriginal cultural heritage services)**
 - b. Traditional Owners raised concerns about who can talk for County in the Eastern Wheatbelt, calling on communities and Shires for their support for an additional LACH to be endorsed for our area. As the Act will be in effect within weeks, this is something that urgently need consideration by the Government and Minister.**
 - c. Based on the above, WALGA State Council advocate for a delay in the implementation of the Aboriginal Cultural Heritage Act 2021 until such time as all affected stakeholders are satisfied.**

CARRIED

11. Zone Reports

11.1 Zone President Report

President Tony Sachse

Today's meeting has had to be rescheduled due to the clash with the Aboriginal Cultural Heritage Act 2021 meeting in Merredin on Monday, 19th June 2023. After rescheduling our meeting, the Phase Out of Live Sheep Exports by Sea meeting in Merredin today 20th June 2023 beginning at midday was advertised. Every endeavor will be made to conclude today's meeting to allow travel time for those wishing to attend both meetings today.

Bearing that in mind, we will just have Agency reports today and no Guest speakers.



RESOLUTION

Moved: Shire of Wyalkatchem
Seconded: Shire of Nungarin

That the Zone President's Report be received.

CARRIED

11.2 Local Government Agricultural Freight Group (LGAFG)

President Tony Sachse

The LGAFG meeting last met on 13th July 2022. A meeting in 2023 has so far not been scheduled. There is nothing else to report.

RESOLUTION

Moved: Shire of Wyalkatchem
Seconded: Shire of Nungarin

That the Local Government Agricultural Freight Groups Report be received.

CARRIED

11.3 Wheatbelt District Emergency Management Committee (DEMC)

President Tony Sachse

The May 2023 update report was attached.

The Wheatbelt DEMC Members Contact List as at 1 June 2023 was attached.

RESOLUTION

Moved: Shire of Tammin
Seconded: Shire of Merredin

That the Wheatbelt District Emergency Management Committee Report be received.

CARRIED

11.4 Regional Health Advocacy Group

Cr Alison Harris was an apology. Attached was the June 2023 report.

RESOLUTION

Moved: Shire of Koorda
Seconded: Shire of Nungarin

That the Regional Health Advocacy Report be received.

CARRIED

11.5 WALGA RoadWise

Cliff Simpson, Road Safety Advisor, was an apology. The June 2023 report was attached.



RESOLUTION

**Moved: Shire of Bruce Rock
Seconded: Shire of Tammin**

That the WALGA RoadWise Report be received.

CARRIED

12. Western Australian Local Government Association (WALGA) Business

12.1 State Councillor Report

Cr Stephen Strange

RESOLUTION

**Moved: Shire of Westonia
Seconded: Shire of Wyalkatchem**

That the State Councillor Report be received.

CARRIED

12.2 WALGA Status Report

By James McGovern, Executive Officer

BACKGROUND

Presenting the Status Report for June 2023 which contains WALGA's responses to the resolutions of previous Zone meetings.

GREAT EASTERN COUNTRY ZONE STATUS REPORT June 2023

Zone	Agenda Item	Zone Resolution	WALGA Response	Update	WALGA Contact
Great Eastern C	13 February 2023 Zone Agenda Item 13.1 Review of Audit Process by the Office of Auditor General	That the Great Eastern Country Zone supports a comprehensive review, prioritised, and led by WALGA, of the audit process managed by the Office of the Auditor General.	<p>WALGA in conjunction with LG Professionals carried out a survey of the Local Government sector on their experiences with the Audit process.</p> <p>The results of the survey have been collated as an item for Decision in the July State Council agenda.</p>	June 2023	<p>Tony Brown Executive Director, Member Services 9213 2051 tbrown@walga.asn.au</p>

ZONE COMMENT

This is an opportunity for Member Councils to consider the response from WALGA in respect to the matters that were submitted at the previous Zone Meeting.

RESOLUTION

Moved: Shire of Koorda

Seconded: Shire of Tammin

That the Great Eastern Country Zone, WALGA Status Report for June 2023 be noted.

CARRIED

12.3 Review of WALGA State Council Agenda's – Matters for Decision

12.3.1 State Council Agenda Items – 5 July 2023

Background

WALGA State Council meets five times each year and as part of the consultation process with Member Councils circulates the State Council Agenda for input through the Zone structure.

The full State Council Agenda can be found via this link: [State Council Agenda 5 July 2023](#)

The Zone is able to provide comment or submit an alternative recommendation that is then presented to the State Council for consideration.

Matters for Decision

7.1 Review of Urban Forest Advocacy Position

Executive Summary

- It is proposed that the 2017 Advocacy Position 4.6 Urban Forestry be replaced with a new position that reflects Local Governments' urban forest advocacy priorities.
- The new position has been prepared in collaboration with the officers of the Local Government Urban Forest Working Group and has been endorsed by both the People and Place Policy Team and Environment and Waste Policy Team at a special joint meeting on 31 May 2023.

WALGA Recommendation

That WALGA endorse a new Advocacy Position 4.6 Urban Forest as follows:

To promote the growth of Western Australia's urban forest the State Government should:

1. Identify a lead agency with responsibility for setting the strategic direction and oversight of urban forest initiatives.
2. In consultation with Local Government:
 - a. Develop an Urban Forest Strategy, based on the overarching principles of a resilient, connected, expanded and equitable urban forest including:
 - i. an overall tree canopy target for the Perth and Peel regions,
 - ii. robust and contemporary data to inform decision making,
 - iii. funding mechanisms to support growth in urban canopy.
 - b. Develop contemporary legislative and policy mechanisms to enable the protection and growth of urban forest, including:
 - i. an effective and efficient regulatory mechanism that allows Local Government to consider the removal or alteration of a significant tree as a form of development.
 - ii. prioritisation of trees and vegetation as a key structural element in the design of new neighbourhoods to facilitate climate resilient and liveable communities.
 - iii. consideration of public realm design to maximise opportunities for tree retention and new planting consistent with any tree canopy targets.
3. Work with Local Government and other stakeholders to increase community awareness and promote behaviour change in relation to urban forest growth and retention to support State and Local Government targets and action.
4. Provide recurrent funding for a comprehensive and accessible Urban Greening Grant program to support Local Government investment in public realm planting, focusing on high urban heat areas and enhancing biodiversity outcomes.

7.2 State Planning Policy 3.7 – Bushfire

Executive Summary

- *State Planning Policy 3.7 Bushfire* (SPP3.7) directs how land use and planning proposals should address bushfire risk in Western Australia. It applies to all land designated as bushfire prone, which is approximately 93% of the state.
- The Department of Planning, Lands and Heritage has released a revised version of SPP3.7 and *Planning for Bushfire Guidelines* for public comment.
- Future changes to the *Map of Bush Fire Prone Areas* are planned that will create a revised mapping standard for lower risk areas, such as significantly built-up urban areas.
- The revised SPP 3.7 and Guidelines propose a nuanced response compared to the existing policy framework, with the intent of better reflecting the type of planning or development proposal and the level of bushfire risk.
- WALGA's submission generally supports the revised SPP3.7 and Guidelines. The more nuanced policy response better reflects the level of bushfire risk across the State and is a positive evolution of policy design. Several matters of concern and technical comments are raised in the submission.
- The public comment period closes on Monday, 17 July 2023.

WALGA Recommendation

That WALGA endorse the submission on State Planning Policy 3.7 Bushfire and the Planning for Bushfire Guidelines.

7.3 Reforming WA Disability Legislation Submission

Executive Summary

- In March 2023, the Department of Communities (DoC) released the consultation paper 'Reforming WA Disability Legislation'.
- DoC is developing new disability legislation for Western Australia, largely driven by the State Disability Strategy 2020-2030 and the recommendations of the *Royal Commission into Violence, Abuse, Neglect and Exploitation of People with Disability*.
- Under the current *Disability Services Act 1993* (DSA), Local Governments are legislated to implement Disability Access and Inclusion Plans (DAIPs).
- WALGA has consulted with the sector and developed a submission with 11 key recommendations.
- The recommendations make the case for additional measures to support Local Governments implement DAIPs to deliver enhanced access and inclusion outcomes within local communities through standardized governance, training, support, and funding.

WALGA Recommendation

That WALGA endorse the submission to the Department of Communities relating to the Consultation Paper – Reforming WA Disability Legislation.

7.4 Landfill Bans Advocacy Position

Executive Summary

- The State Government has committed to delivering a state-wide E-waste ban to landfill by 2024, with the aim of improving management and recycling of e-waste produced by households and businesses across the State.
- Consultation has occurred on the proposed ban and a WALGA Submission on this matter was endorsed by State Council in March 2023.

- A key recommendation of this and previous WALGA Submissions is that any material subject to landfill bans must be covered by a fully effective product stewardship scheme prior to ban implementation.
- Without effective product stewardship arrangements in place for items covered under landfill bans, the burden of managing the product at end of life falls disproportionately to Local Governments.
- A new advocacy position is proposed that makes it clear that landfill bans are not supported in the absence of effective product stewardship schemes, or other funding mechanisms, for products which would be subject to the ban.
- A contemporary and clear advocacy position on landfill bans will enable WALGA to strongly discourage this policy approach and advocate to the Government for the range of conditions necessary to increase resource recovery and reduce disposal of material to landfill.

WALGA Recommendation

That WALGA endorse the following Landfill Ban Advocacy Position:

Landfill bans are not supported in the absence of effective product stewardship schemes, or other funding mechanisms, for products which would be subject to the ban.

7.5 Audit Experience Survey Results and Advocacy Position

Executive Summary

- In April, WALGA in partnership with LG Professionals WA conducted a survey of the Local Government sector to seek feedback on the annual audit process.
- A range of views were captured in the feedback, both positive and negative.
- The responses highlighted five key emerging issues in the audit process:
 - timeframe and delays;
 - additional workload on Local Government staff;
 - cost;
 - inconsistent advice from contract Auditors and the OAG; and
 - asset valuation requirements.
- WALGA and LG Professionals will continue to work with the OAG to reform the audit process in line with sector feedback, with a particular focus on those issues above.

WALGA Recommendation

That:

1. State Council note the Audit Experience Survey Results Summary; and
2. WALGA advocate to the Office of the Auditor General (OAG) to reform the audit process for Local Governments by seeking:
 - a. Audits of Local Governments are completed and reported on in a timely manner and that the processes, procedures, and scope of audits are consistently applied.
 - b. That the OAG review the requirements for pre-audit information with a view to reducing the need for additional information where possible;
 - c. That the OAG review their costing formulae for Local Government audits and show constraint in audit cost increases;
 - d. That the OAG provide a breakdown on the cost of the audit and justification for any variance to the estimate to the Local Government as part of the final billing process;
 - e. That auditors be required to improve their communication and information management and avoid repeated requests for information that has already been provided;
 - f. That Local Governments only be required to communicate with contract Auditors (*unless the OAG is directly auditing the Local Government*) and the onus be placed on the

- contract Auditors to confirm their advice with the OAG before instructing the Local Government; and
- g. In-conjunction with the Department of Local Government, Sport and Cultural Industries, review the application of Fair Value principles in the context of the audit.

7.6 Amendments to WALGA's Constitution

Executive Summary

- At its last meeting, State Council resolved for two sets of constitutional changes to be developed for consideration by State Council, with the intention that Members would consider both sets of amendments at the 2023 Annual General Meeting:
 - One set to give effect to the alternate model, as per the [Best Practice Governance Review Final Report](#); and
 - A second set to refine the current Constitution to address inconsistencies and other issues while maintaining the current governance model.
- The constitutional changes have been prepared by legal firm, Jackson McDonald.
- Amendments to the [Association Constitution](#) require both a special (75 percent) majority at State Council and a special (75 percent) majority at a General Meeting of Members.
- Consequently, if the proposed sets of amendments are endorsed by State Council, they will be put to the 2023 Annual General Meeting on Monday, 18 September.

WALGA Recommendation

That State Council endorse putting two items to the 2023 Annual General Meeting that:

1. propose a new Constitution to give effect to the alternate governance model as per the attached; and
2. amend the Constitution to retain the current governance model with necessary changes, as per the attached mark-up.

VOTING REQUIREMENT: 75% SPECIAL MAJORITY

Policy Team Reports

8.1 Environment and Waste Policy Team Report

Landfill Bans

The Policy Team considered and recommended State Councils endorsement of the proposed Policy Position on Landfill Bans (see [Agenda Item 7.4](#)).

Matters Referred by Zones

Avon-Midland Country Zone referred comments regarding clearing permits and recommending a fee to lodge an appeal against the grant, conditions, or amendment of a clearing permit. The Policy Team noted the recommendation from the Zone but decided that WALGA should not advocate for the introduction of a fee in relation to clearing permit appeals. The Policy Team noted WALGA's policy priority to support Local Governments to deliver on their statutory obligations related to native vegetation clearing, including development of a strategic biodiversity offset framework as part of the implementation of the State Native Vegetation Policy. WALGA provided additional feedback to the Zone which is included in the Zone Status report.

The North Metropolitan Zone requested a report on the progress of community batteries from WALGA. WALGA has provided the Zone with information on Round 1 of the [ARENA Community Battery Funding](#). The Zone has been encouraged to invite Western Power and Synergy, who are undertaking community battery installation across WA, to attend the next Zone meeting to directly address the issues raised.

Updates provided

The following updates were noted:

- **Australian Renewable Energy Agency (ARENA) EV charging infrastructure funding application:** WALGA is finalising the Expression of Interest to submit to ARENA for consideration at its 7 June Panel meeting (Note: this has now been lodged). This project:
 - Has the commitment of 22 Local Governments, representing 58% of the Western Australian population, to accelerate the transition to BEVs.
 - Will require 112 AC and 35 DC dual outlet chargers.
 - Will see the purchase of 121 light BEVs, and software for charging infrastructure, at a cost of \$7.11 million, by the 22 participating Local Governments.
 - Will accelerate these Local Governments transition to BEV's by an average of 2 years and provide the infrastructure to assist Local Governments into the medium and long term phases of their transition plans. The participating Local Governments have a fleet of over 900 vehicles.
 - Has secured a \$1 million State Government funding commitment to this project, which has been used to reduce the funding requested from ARENA.
 - Is seeking ARENA funding of \$4.22 million, to contribute towards the purchase and installation of the charging infrastructure.
 - Has a total project budget of \$12.128 million and if funded, will be implemented from January 2024 to June 2025.
- **Biosecurity and Agriculture Management Act (BAM Act) Review** has developed a draft submission on the proposed reforms for sector feedback **by 26 June 2023**. The draft submission provides analysis against the [WALGA Biosecurity advocacy position](#), endorsed by State Council in December 2023 and on anticipated benefits or issues of the proposed reforms. The draft submission will be provided as an item for Zones' consideration in the June round of meetings. As well as providing comments to WALGA, Local Governments are being strongly encouraged to [respond directly](#) to DPIRD by 30 June.
- **Polyphagous Shot Hole Borer (PSHB):** The quarantine zone for the PSHB has expanded and now covers the majority of the metropolitan area. To ensure Local Governments are informed regarding the potential implications of the PSHB and their legislative requirements, WALGA is hosted an online information session on Tuesday 9 May. WALGA is also engaging with the Department of Primary Industries and Regional Development to ensure the sector is informed, and engaged, ahead of any further changes to the quarantine zone.
- **Draft State Waste Infrastructure Plan:** The Department of Water and Environmental Regulation has released the draft [Western Australia State Waste Infrastructure Plan](#) for comment, with consultation open until 23 June 2023. WALGA hosted an online information session on Wednesday 31 May for Local Governments to provide feedback on a draft Submission.
- **Urban Forest:** In 2022 WALGA, through the Urban Forest Working Group, developed an Issues Paper: *Local Government Approaches to Tree Retention*.
 - The Issues Paper identified the key challenges faced by Local Government using existing measures for tree retention and explored opportunities for further measures. In July 2022, a briefing was provided to the Environment and Waste Policy Team on the key legal issues identified. WALGA has recently completed a procurement process for the legal advice on these issues, appointing McLeod's, and anticipates provision of the advice within 3 months.
 - Local Governments will be able to 'buy-in' to the legal advice for a nominal fee. Based on the success of the coastal planning legal advice project, WALGA anticipates at least 50 Local Governments will purchase the advice, representing a \$1m saving for the sector compared to each Local Government seeking the advice individually.
 - The findings of the advice will be used to inform WALGA's ongoing advocacy around urban forest, assist Local Governments in updating their planning frameworks to improve protections for existing significant trees.

At the meeting on 31 May 2023, the Environment and Waste Policy Team considered an item on updating the Urban Forest Policy advocacy position in conjunction with the People and Place Policy Team (see [Agenda Item 7.1](#)).

WALGA Recommendation

That the matters considered by the Environment and Waste Policy Team be noted.

8.2 Governance and Organisational Services Policy Team Report

The GOS Policy Team provides recommendations regarding three [Advocacy Positions](#) for State Council's decision.

Advocacy Position 2.1.10 Recovery of Rates and Service Charges

Policy Team Comment: Amendment of s.6.56 of the *Local Government Act 1995* has not been addressed in the current Local Government Amendment Bill 2023 and the matter is therefore unresolved. **Recommend State Council retain Advocacy Position 2.1.10 Recovery of Rates and Service Charges**

Advocacy Position 2.5.25 Attendance at Council Meetings by Technology

Policy Team Comment: This advocacy position has been achieved through the *Local Government (Administration) Amendment Regulations 2022*, implemented in November 2022, which included provisions that enable Council Members to individually attend by electronic means up to half the council or committee meetings held within any 12-month period. **Recommend State Council delete Advocacy Position 2.5.25 Attendance at Council Meetings by Technology**

Advocacy Position 2.5.31 Annual Electors' General Meetings

Policy Team Comment: The Minister for Local Government has not included or proposed a provision in the current Local Government Act Reform proposals that would give effect to this advocacy position. **Recommend State Council retain Advocacy Position 2.5.31 Annual Elector's General Meetings**

The GOS Policy Team endorsed the WALGA 2023 State Wage Case submission at its meeting held on 3 May, subject to the submission including an example of the street lighting costs.

WALGA Recommendation

That State Council:

1. retain, without amendment, Advocacy Positions:
 - (a) 2.1.10 Recovery of Rates and Service Charges; and
 - (b) 2.5.31 Annual Electors' General Meetings;
2. delete Advocacy Position 2.5.25 Attendance at Council Meetings by Technology; and
3. notes that the Governance and Organisational Services Policy Team endorsed the WALGA 2023 State Wage Case submission.

8.3 Infrastructure Policy Team Report

The Infrastructure Policy Team noted the expanding number of activities and prioritised:

- Developing effective responses to barriers and challenges to achieving timely and on-budget deliver of funded road projects in conjunction with Regional Road Groups;
- Revising and providing updated tools, model policies and advice to Local Governments concerning heavy vehicle cost recovery, including options available to Councils considering extending access to concessional mass vehicles;
- Improving the implementation and effectiveness of Disaster Recovery Funding Arrangements, noting that there are currently three on-going inquiries or reviews initiated by the Commonwealth, and a need to resolve implementation issues with the Department of Fire and Emergency Services;
- Addressing management of road works during Total Fire Bans.

WALGA Recommendation

That State Council note the matters considered by the Infrastructure Policy Team.

RESOLUTION

Moved: Shire of Tammin

Seconded: Shire of Nungarin

That the Great Eastern Country Zone:

- 1. Supports Matters for Decision, items 7.1 to 7.6 as listed above in the July 2023 State Council Agenda;**
- 2. Supports Matters for Noting and Organisational Reports Items 8.1 to 8.3**

CARRIED

8.4 People and Place Policy Team Report

At the meeting on 31 May, the People and Place Policy Team:

- In conjunction with the Environment and Waste Policy Team, endorsed a new Urban Forest advocacy position for consideration by State Council (see [Agenda Item 7.1](#))
- Endorsed the WALGA submission on Consistent Local Planning Schemes and an updated Planning Reform advocacy position for consideration by State Council via the Flying Minute process;
- Noted a matter referred from Peel Country Zone on the establishment of a Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) Taskforce and endorsed actions to be undertaken by WALGA Secretariat, including the preparation of a discussion paper on the matter; and
- Endorsed the WALGA submission to the Department of Communities on Reforming WA Disability Legislation (see [Agenda Item 7.3](#)).

At the meeting on 3 May, the People and Place Policy Team:

- Received a presentation from the Planning and Building Team on Non-Residential Car Parking Requirements – Draft Interim Guidance;
- Received a presentation from the Planning and Building Team on Local Government Planning and Building Performance for the 2022-23 reporting year (see [Agenda Item 9.3](#));
- Received an update from the Planning and Building Team on WALGA’s work on planning fees and charges; and
- Received an update from the Planning and Building Team on Urban Forest.

WALGA Recommendation

That State Council note the matters considered by the People and Place Policy Team.

8.5 Municipal Waste Advisory Council (MWAC) Report

Submission on WA Container Deposit Scheme Expansion

A [Discussion Paper](#) has been released on expanding the scope of the eligible containers covered by the WA Container Deposit Scheme. The scope of the proposed expansion includes glass wine and spirit bottles, and beverage containers up to 3L.

The draft Submission supports the expansion of the Scheme and proposes that plain and milk alternatives also be included. The Draft Submission was circulated for Local Government consultation during March, with general support received. WALGA has also been appointed to a Department of Water and Environmental Regulation Working Group focusing on the expansion of the Scheme.

MUNICIPAL WASTE ADVISORY COUNCIL MOTION

That the Municipal Waste Advisory Council endorse the Submission on Discussion Paper: Container Deposit Scheme – Expanding the Scope of Eligible Beverage Containers.

Policy Position Landfill Bans

The Department of Water and Environmental Regulation released a [Consultation Paper](#) on the proposed e-waste landfill ban. The State Government made an election commitment to deliver a state-wide ban by 2024, with the aim of improving management and recycling of e-waste produced by households and businesses across the State.

A Submission on DWER's Consultation Paper was circulated for State Council and MWAC endorsement out of session following Local Government engagement. A key recommendation of the Submission is that any material subject to landfill bans be covered by a fully effective product stewardship scheme prior to ban implementation. This item is included in the State Council [Agenda item 7.4](#).

MUNICIPAL WASTE ADVISORY COUNCIL MOTION

That the Municipal Waste Advisory Council endorse the Policy Position:

Landfill bans are not supported in the absence of effective product stewardship schemes, or other funding mechanisms, for products which would be subject to the ban.

MWAC discussed the following matters:

- Release of the draft [State Waste Infrastructure Plan](#): The draft Plan is open for consultation until 23 June 2023. The draft Plan has been developed to guide decision making for the planning and development of waste infrastructure in Western Australia and focuses on the built waste and recycling infrastructure needed to achieve 2030 State Waste Strategy targets. MWAC provided initial feedback on the Draft to inform the development of the WALGA Submission.
- *Review of Waste Policy Statements*: WALGA has 8 Waste Management related [Policy Statements](#) in place with publication dates ranging from 2003 to 2018. While much of the content is still relevant, the statements need to be reviewed to ensure currency of references and information as well as consistency of approach. The proposed scheduled for review was agreed:
 - In progress: Household Hazardous Waste and Waste Management Education (consider revisions June Officer Advisory Group (OAG)/MWAC)
 - Initial Review June OAG/MWAC: Waste management data and information management (consider revisions August OAG/MWAC)
 - Initial Review August OAG/MWAC: Standards for Recycled Organics Applied to Land (consider revisions October OAG/MWAC)
 - Initial Review October OAG/MWAC: Waste Levy Policy statement (consider revisions December OAG/MWAC).
 - Reviewed in 2024: Container Deposit Systems, Extended Producer Responsibility and Waste management legislation.
- Packaging Product Stewardship and national advocacy on flexible plastic recycling.
- WALGA's investigations into e-cigarette disposal options and the regulatory framework for used and disposal of these products and advocacy underway.
- Contingency Planning for waste management, including the development of a Mutual Assistance Memorandum of Understanding (MoU) for Local Governments and WALGA Preferred Suppliers of waste fleet.
- Waste management and biosecurity, including:
 - working with Department of Primary Industries and Regional Development (DPIRD) on undertaking preparedness activities for any disposal requirements resulting from Foot and Mouth Disease (FMD), such as landfill capacity and resourcing, logistics and communications as part of a coordinated emergency response.
 - the expansion of the Quarantine Area, for the invasive Polyphagous Shot-hole Borer, impacts 25 Local Government FOGO, GO and verge collections.

WALGA Recommendation

That State Council note the resolutions of the 19 April 2023 Municipal Waste Advisory Council.

Matters for Noting/Information

- 9.1 Flying Minute – Submission to 2023 State Wage Case
- 9.2 Environmental Protection Amendment Regulations 2022: Consultation Response
- 9.3 Local Government Performance Monitoring Project
- 9.4 Street Lighting Tariffs
- 9.5 2023-24 Federal and State Budgets
- 9.6 Update on the Commencement of the Aboriginal Cultural Heritage Act 2021
- 9.7 State Award Variations Impacting on Local Governments

RESOLUTION

Moved: Shire of Tammin

Seconded: Shire of Koorda

That the Great Eastern Country Zone supports Matters for Noting Items 8.4 and 8.5

CARRIED

[JM2]

12.4 WALGA President's Report – July 2023

The WALGA President's Report was attached to the agenda.

RESOLUTION

Moved: Shire of Nungarin

Seconded: Shire of Merredin

That the Great Eastern Country Zone notes the WALGA President's Report.

CARRIED

13. Emerging Issues

- 13.1 The Executive Officer reminded members that the WALGA Employee Relations team are seeking representatives from the Zone to sit on a working group related to the State IR transition. A notification will soon be sent to the sector.

Noted

14. Date, Time, and Place of Next Meetings

The next Executive Committee meeting will be held on Tuesday, 8 August 2023 via Teleconference.

The next Great Eastern Country Zone meeting will be held on Monday, 21 August 2023 commencing at 9.30am. This meeting will be hosted by the Shire of Merredin.

15. Closure

There being no further business the Chair declared the meeting closed at 11.13am.



North Eastern Wheatbelt Regional Organisation of Councils

Dowerin | Koorda | Mt Marshall | Mukinbudin | Nungarin | Trayning | Wyalkatchem

Council Meeting

Tuesday 27 June 2023

Shire of Koorda Council Chambers

MINUTES

1.30pm Lunch

2pm Meeting

www.newroc.com.au

E caroline@newroc.com.au

ANNUAL CALENDAR OF ACTIVITIES

MONTH	ACTIVITY	MEETING
January		Executive
February	<ul style="list-style-type: none"> 👉 Council refreshes itself on NEWROC Vision, Mission, Values (review Vision and Mission every other year) 👉 Council reviews NEWROC project priorities / strategic plan 	Council
March	<ul style="list-style-type: none"> 👉 WDC attendance to respond to NEWROC project priorities 👉 Submit priority projects to WDC, Regional Development and WA Planning 	Executive
April	👉 NEWROC Budget Preparation	Council
May	<ul style="list-style-type: none"> 👉 NEWROC Draft Budget Presented 👉 NEWROC Executive Officer Contract/Hourly Rate Review (current contract expires June 2027) 👉 Local Government Week agenda to be discussed at Executive meeting to determine if EA should attend 	Executive
June	👉 NEWROC Budget Adopted	Council
July		Executive
August	<ul style="list-style-type: none"> 👉 Information for Councillors pre-election 👉 NEWROC Audit 	Council
September		Executive
October	<ul style="list-style-type: none"> 👉 NEWROC CEO and President Handover (every 2yrs) 👉 NEWROC Dinner 	Council
November	<ul style="list-style-type: none"> 👉 NEWROC Induction of new Council representatives (every other year) 👉 Review NEWROC MoU (every other year) 	Executive
December	👉 NEWROC Christmas / End of Year Drinks	Council

ONGOING ACTIVITIES

Compliance

Media Releases

NEWROC Rotation

Shire of Mt Marshall

Shire of Nungarin

Shire of Wyalkatchem

Shire of Koorda

Shire of Mukinbudin (Oct 2021 – Oct 2023)

Shire of Trayning

Shire of Dowerin

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NORTH EASTERN WHEATBELT REGIONAL ORGANISATION OF COUNCILS

Minutes for the Council Meeting held at the Koorda Council Chambers on 27 June 2023 commencing at 2pm

MINUTES

1. OPENING AND ANNOUNCEMENTS

Cr Stratford in the absence of Cr Shadbolt, welcomed everyone and opened the meeting at 2pm.

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1. Attendance

Cr Jannah Stratford	President Shire of Koorda
Cr Pippa De Lacy	President, Shire of Nungarin
Cr Melanie Brown	President, Shire of Trayning
Cr Tony Sachse	President, Shire of Mt Marshall
Cr Robert Trepp	President, Shire of Dowerin
Cr Quentin Davies	President, Shire of Wyalkatchem
Cr Mischa Stratford	Councillor, Shire of Wyalkatchem
Cr Christopher Loton	Councillor, Shire of Wyalkatchem

Lana Foote	DCEO Shire of Koorda
Ben McKay	CEO, Shire of Mt Marshall
Rebecca McCall	CEO, Shire of Dowerin
Leanne Parola	CEO, Shire of Trayning
Peter Klein	CEO, Shire of Wyalkatchem

NEWROC Officer

Caroline Robinson	Executive Officer, NEWROC
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2.2. Apologies

Cr Gary Shadbolt	President, Shire of Mukinbudin, NEWROC Chair
Dirk Sellenger	CEO NEWROC, CEO Shire of Mukinbudin
Darren Simmons	CEO, Shire of Koorda

2.3. Guests

Nil

2.4. Leave of Absence Approvals / Approved

Nil

3. Declarations of Interest and Delegations Register

3.1. Delegation Register

Please find below a delegation register as per the new policy adopted in March 2017:

NEWROC Council Meeting 27 June 2023 - MINUTES

Description of Delegations	Delegatee	Delegated to	Approval
Records Management	CEO	NEWROC EO	Council
NEWROC Financial Management	CEO	NEWROC EO	Council Dec 2017
Bendigo Bank Signatory (NEWROC)	CEO	NEWROC EO	Council Dec 2017
Bendigo Bank Signatory (Shire of Mukinbudin)	Council	CEO	Council Dec 2017
NEWROC Website	CEO	NEWROC EO	Council June 2017

4. Presentations

Nil

5. MINUTES OF MEETINGS

Minutes of the Executive Meeting held on 30 May 2023 have previously been circulated.

RESOLUTION

That the Minutes of the Executive Meeting held on 30 May 2023 be received.

Moved Cr Brown

Seconded Cr Davies

CARRIED 6/0

Minutes of the meeting held by email on Friday 19 May 2023 are attached.

RESOLUTION

That the Minutes of the meeting held by email on Friday 19 May 2023 be received. NEWROC EO to follow up on the correspondence 2023 Budget CESM

Moved Cr Sachse

Seconded Cr Trepp

CARRIED 6/0

Minutes of the Council Meeting held on 27 April 2023 have previously been circulated.

RESOLUTION

That the Minutes of the Council Meeting held on 27 April 2023 be received as a true and correct record of proceedings.

Moved Cr De Lacy

Seconded Cr Trepp

CARRIED 6/0

5.1. Business Arising

Nil

6. SUB COMMITTEE MEETINGS

Minutes of the NEWROC Economic Development Sub Committee held on 14 June 2023 are attached #1.

RESOLUTION

That the Minutes of the NEWROC Economic Development Sub Committee held on 14 June 2023 be received.

Moved Cr Trepp

Seconded Cr De Lacy

CARRIED 6/0

6.1. Business Arising

To be discussed in later agenda items.

7. FINANCIAL MATTERS

7.1. Income, Expenditure and Profit and Loss

FILE REFERENCE:	42-2 Finance Audit and Compliance
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	22 June 2023
ATTACHMENT NUMBER:	#2P and L
CONSULTATION:	
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

Account transactions for the period 1 May – 31 May 2023

Date	Description	Reference	Credit	Debit	Running Balance
BB NEWROC Funds-5557					
	Opening Balance		121,529.57	0.00	121,529.57
01 May 2023	Xero Australia	XEROAUSTRALIAPTY 0217928666 XeroAUIINV_NoN36i9F	0.00	56.05	121,473.52
01 May 2023	Bendigo Bank		0.00	1.20	121,472.32
04 May 2023	Payment: Alyce Ventris	2045	0.00	3,872.00	117,600.32
04 May 2023	Payment: 150Square	INV-0220	0.00	4,075.63	113,524.69
22 May 2023	Bank Transfer from ATO Integrated Client Account to BB NEWROC Funds-5557	ATO	4,353.00	0.00	117,877.69
	Total BB NEWROC Funds-5557		4,353.00	8,004.88	117,877.69
	Closing Balance		117,877.69	0.00	117,877.69
	Total		4,353.00	8,004.88	(3,651.88)

Balance Sheet

North Eastern Wheatbelt Regional Organisation of Councils As at 31 May 2023

31 MAY 2023

Assets

Bank

BB NEWROC Funds-5557	117,877.69
BB Term Deposit Account-1388	299,025.69
Total Bank	416,903.38

Total Assets 416,903.38

Liabilities

Current Liabilities

GST	(611.54)
Rounding	0.03
Total Current Liabilities	(611.51)

Total Liabilities (611.51)

Net Assets 417,514.89

Equity

Current Year Earnings	64,552.36
Retained Earnings	352,962.53
Total Equity	417,514.89

- Crisp Wireless have paid for connections to Quairading and Tammin, an invoice for Yilgarn was raised this month. These payments by Crisp Wireless will be reflected in June and reported at the next meeting (\$99K).
- NEWROC Audit Quotes:
 - Audit Partners \$1,100
 - BDO TBC

RESOLUTION

That the income and expenditure from 1 May 2023 to 31 May 2023, P and L and balance sheet be received.

Moved Cr Sachse

Seconded Cr Brown

CARRIED 6/0

RESOLUTION

NEWROC EO engage an auditor with the budget set at \$1500. Cr Shadbolt and Dirk Sellenger to lead the engagement with the auditor.

Moved Cr Brown

Seconded Cr Davies

CARRIED 6/0

governments, residents or a cluster of businesses who already want to put on solar panels and this is an incentive.

- **Initial Costs** – Liz' time to draw up the Project Plan, Financial Modelling for the EOI (\$15K) and in the future engineering line drawings, how do we encourage businesses / residents to uptake solar panels to 'soak' up power for the community batteries. Liz to complete the full application \$50K if we are successful to stage 2
- **Main Risk** – Western Power data access (we will highlight this in the EOI and engage with WP prior to the EOI)
- **Do all NEWROC members want to be part of this? Where do we want the batteries that will meet the objectives of ARENA? And what are the secondary benefits? Hopefully different for each location. Diversity of benefit. Any Shire's or businesses going to add solar panels to their facilities? Potential locations which need NEWROC discussion:**
 - Dowerin - events focus with Field Days
 - Mukinbudin - business cluster
 - Townsite with a focus on emergency services and evac centre, telecommunications

I have spoken to Renee Manning at WDC and received the go ahead for the expenditure of the REDS grant on the business case for the ARENA grant.

The work Liz does can be used for other grant applications in the future, if we are not successful in this EOI.

The following resolutions endorse the expenditure of the REDS grant to progress the project:

COUNCIL June 29 2021

MOTION NEWROC 2021/22 Budget be adopted subject to the amendments discussed at the meeting Moved Cr Sachse Seconded Cr Shadbolt CARRIED 7/0

In this budget we approved \$27,500 budget expenditure towards the REDS grant and subsequently the Shire of Koorda (REDS lead organisation) invoiced the NEWROC and we paid our contribution.

COUNCIL April 27 2023

RESOLUTION Council provides direction on the REDS Grant to the NEWROC EO as follows: convene a VPN meeting and subject to the outcome of that meeting we will move to the next step for the REDS grant. Moved Cr Sachse Seconded Cr De Lacy CARRIED 6/0

I am therefore seeking the support of the energy sub committee to engage Liz to prepare the business case for the first step, an EOI at the cost of \$15K (please note Liz is completing some work as a pro bono).

Should we be successful in the EOI then Liz would complete the next stage for us as well at a cost of circa \$50K. We need to be prepared to do this as well.

Our total available funds for the business case using REDS and NEWROC matching funds is \$55K, so there may be a shortfall, however to get to stage two we need to complete the EOI.

Please can you reply to me at your earliest convenience regarding the engagement of Liz. We have a NEWROC Executive meeting next week where we can discuss the location of the batteries and then provide this information back to you and the other members for further consideration (noting the EOI deadline is 30 June 2023).

The Energy Sub Committee have agreed to progress with Empire C&E.

NEWROC CEOs were asked to provide input into possible locations for the community batteries (minimum 5) with NEWROC seeking to put one battery in each community (8).

Action since the Executive Meeting:

- Engaged Empire C&E and assisting with business case
- Site visits to most towns to determine number of solar panels on residences and commercial buildings
- Correspondence to WALGA and Western Power regarding our ARENA application
- Update to Wheatbelt Development Commission
- Community Battery locations:
 - Nungarin – TBC
 - Trayning – Fuel Supply, Emergency Services Building, Caravan Park precinct
 - Mukinbudin – Recreation Centre
 - Dowerin – Lifestyle Pavilion, Emergency Services building, Pool
 - Wyalkatchem – Childcare Centre, Pool
 - Bencubbin – Recreation Centre
 - Koorda - TBC

RESOLUTION

Receive the information and NEWROC move to the next step of the energy project.

Confirmed that the Beacon site for a community battery has been included in the ARENA application and modelling.

NEWROC EO to enquire whether the battery capacity can be increased for the ARENA application and future costs associated with this.

Moved Cr De Lacy

Seconded Cr Sachse

CARRIED 6/0

NOTE – New funding announced

The Australian Government is partnering with local governments to deliver energy upgrades for community facilities like local pools, sporting clubs and community centres. The assistance will help councils cut their emissions and reduce their energy bills.

The new \$100 million Community Energy Upgrades Fund will co-fund upgrades with councils.

This new funding could include upgrades like replacing energy-intensive heating in pools with heat pumps and energy-efficient lighting and battery storage at sporting fields, libraries and community centres.

Discussion:

- NEWROC EO omitted the Beacon battery in the Agenda papers. Apology for doing so.
- Discussion regarding batteries larger than 50KW hr. Discussion regarding the location of future EV charges and these benefitting from the batteries.

8.3. PLACE BASED CAPITAL PROGRAM

FILE REFERENCE:
REPORTING OFFICER: Caroline Robinson
DISCLOSURE OF INTEREST:
DATE: 22 June 2023
ATTACHMENT NUMBER: #4 Starter Pack
 #5 EOI
CONSULTATION: Meaghan Burkett
 Executive
STATUTORY ENVIRONMENT: Nil
VOTING REQUIREMENT: Simple Majority

COMMENT

The following schedule is an outline of the Program:

Part Name	A. Project Inception & Places/Partners Onboarding/Preparation	B. Capability Building for Participants	A. Local and Place Based Capital Needs, Challenges & Opportunities	B. Place Based Capital Case Studies & Existing Solutions
Objectives	Onboard and prepare all partners and participants	Build participant foundational knowledge in key program concepts	Research, analyse and co-define the individual and shared local/place based capital needs, challenges and opportunities	Research and analyse examples of place based capital (like) systems and structures from Australia and internationally
Anticipated tasks for nominated participants	<ul style="list-style-type: none"> Read program onboarding and information pack and become familiar with the program plan Save key dates to ensure availability Join the group in Microsoft Teams and undertake tech support session Join kick-off event Engage in 'welcome' discussions in Microsoft Teams. 	<ul style="list-style-type: none"> Complete pre and post capability building survey Participate in four capability building sessions 	<ul style="list-style-type: none"> Gather local information and liaise with local stakeholders to determine local needs, challenges and opportunities. Complete survey on behalf of your Place. Participate in workshop. Review the mini report and framework and provide feedback. Share learnings, outputs and opportunities with other members of the Program and your local stakeholders. 	<ul style="list-style-type: none"> Gather local information and liaise with local stakeholders Share knowledge of existing and emerging place based capital solutions. Review the mini report and framework and provide feedback. Share learnings, outputs and opportunities with other members of the Program and your local stakeholders.
Anticipated time commitment	4 hours over 1 month	10 hours over 2 months	8 hours over 2 months	8 hours over 2 months
Anticipated Timeframes	July – August	August - September	October - November	December – January

Expression of interest attached for members to review.

Cr Trepp, Darren Simmons and the NEWROC EO participated in an online webinar hosted by Ethical Fields with Michael Schuman, entitled Building Community Wealth. This webinar was not part of the formal program but was offered to participants as an extra resource. A recording of the webinar is available here:

[Place Based Capital Program - Inspiration Series #1 with Michael Shuman - YouTube](#)

RESOLUTION

- a) NEWROC as the anchor organisation to lead and coordinate participation in the Program
- b) NEWROC EO to coordinate this participation on behalf of the member Councils
- c) EOI to be shared by members and decision on NEWROC member representatives and additional 3 representatives by 7 July
- d) NEWROC receives the Starter Pack

Moved Cr De Lacy

Seconded Cr Sachse

CARRIED 6/0

Discussion:

- Cr Stratford would like to be part of the PBC working group
- Potentially the EDO at the Shire of Mt Marshall

8.4. ECONOMIC DEVELOPMENT

FILE REFERENCE:	
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	
DATE:	22 June 2023
ATTACHMENT NUMBER:	
CONSULTATION:	Economic Development Sub Committee Wheatbelt Development Commission
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

Summary of the WDC workshop with NEWROC Council and CEOs.

The Future

- ✓ Open minded and courageous
- ✓ Agile and adaptable
- ✓ Sound economic principles
- ✓ Being self-sufficient / reducing our communities reliance on government funding
- ✓ Committed
- ✓ Strong leadership
- ✓ Working together to reduce barriers
- ✓ Positive and open communication
- ✓ Innovative
- ✓ Hopeful
- ✓ Diverse
- ✓ Values driven

Ideas

1. Energy reliability
2. Being ready – migration, preparation with investors
3. Decarbonisation investment
4. Capitalise on opportunities in neighbouring districts
5. Plant based protein
6. Straw to liquid
7. Resolving the issue of the lack of worker accommodation
8. Pingelley Aged Care Model
9. Learning from other towns
10. Identify what our assets are

Actions:

1. Ground truth the data presented by the Wheatbelt Development Commission
2. Hold a workshop to inform landholders of their rights (pre-development)
3. Invite Future Energy Australia to present
4. EOI Economic Development sub committee

An Economic Development sub committee has been formed.

Minutes of the Economic Development Sub Committee have been included. There are a number of actions listed in the minutes, some of which are included for discussion below.

Economic Development Outcomes and Objectives

Members are asked to provide input into the objectives we would like to achieve, as a group under the economic development portfolio and the desired outcomes. These will help drive the work of the Economic Development sub committee and ensure time and energy is directed appropriately.

OFFICER RECOMMENDATION

The NEWROC sets the following objectives of the Economic Development sub committee:

The desired outcomes of the work by the Economic Development sub committee include:

RESOLUTION

The Economic Development Sub Committee meets face to face to determine objectives and outcomes, then formally submit to the NEWROC Council to consider.

NEWROC EO action the land and data requests from the Wheatbelt Development Commission

Moved Cr Trepp

Seconded Cr Sachse

CARRIED 6/0

9. GENERAL UPDATES

9.1 Rail Trail

- Leanne Parola gave an update and the project is on track

9.2 REED – Letter of Support (attached)

- NEWROC supports the request from REED

9.3 NEWROC DRAFT Newsletter (attached)

- NEWROC EO add some information on waste and live sheep

9.4 Live Sheep Trade By Sea

- NEWROC EO to seek quotes on an economic development impact assessment
- NEWROC EO write to Minister for Agriculture requesting interim report from the panel
- NEWROC EO seek support from other ROCs

9.5 Regional Subsidiary

- NEWROC EO invite Tony Brown to present to NEWROC on the regional subsidiary

10. 2023 MEETING SCHEDULE

25 July	Executive	Shire of Trayning
21 August	Council	Merredin (straight after GECZ)
26 September	Executive	Shire of Mukinbudin
31 October	Council	Shire of Mt Marshall
28 November	Council	Shire of Nungarin

11. CLOSURE

Cr Stratford thanked everyone for their attendance and closed the meeting at 4.36pm

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 30 June 2023

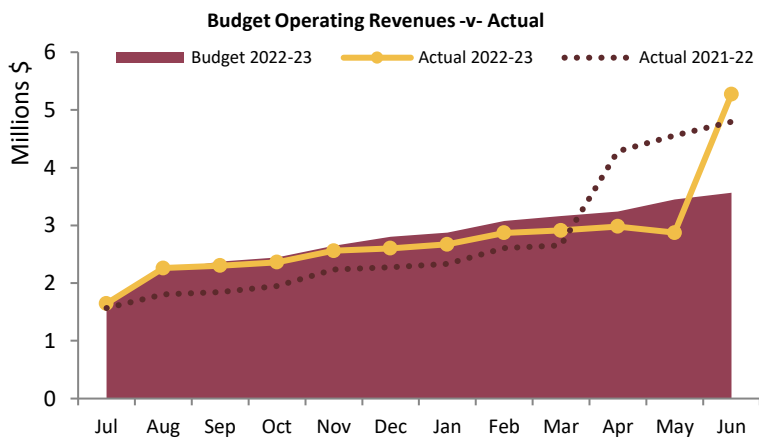
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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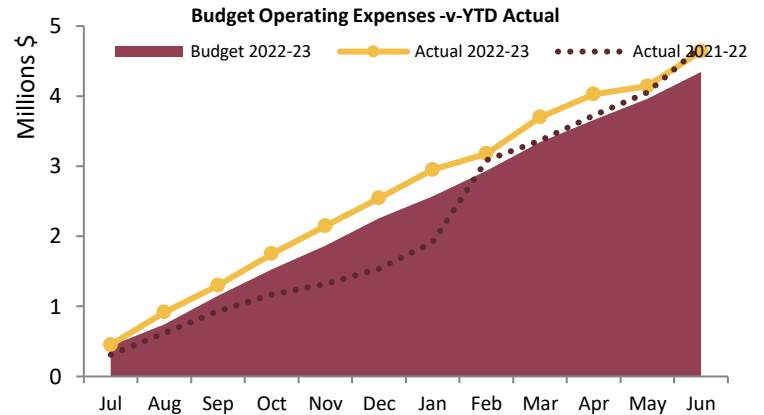
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OPERATING ACTIVITIES

OPERATING REVENUE

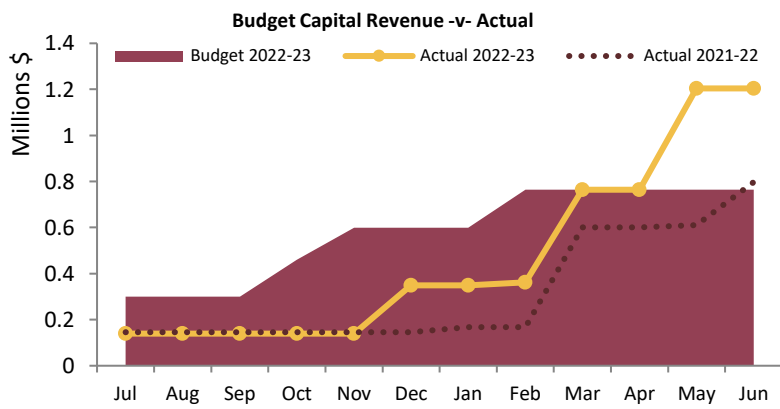


OPERATING EXPENSES

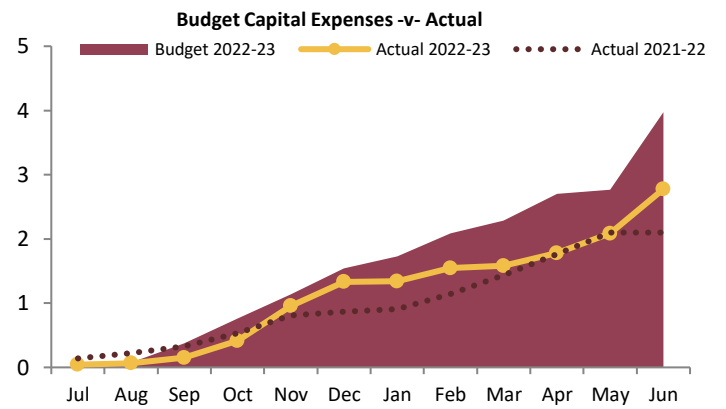


INVESTING ACTIVITIES

CAPITAL REVENUE



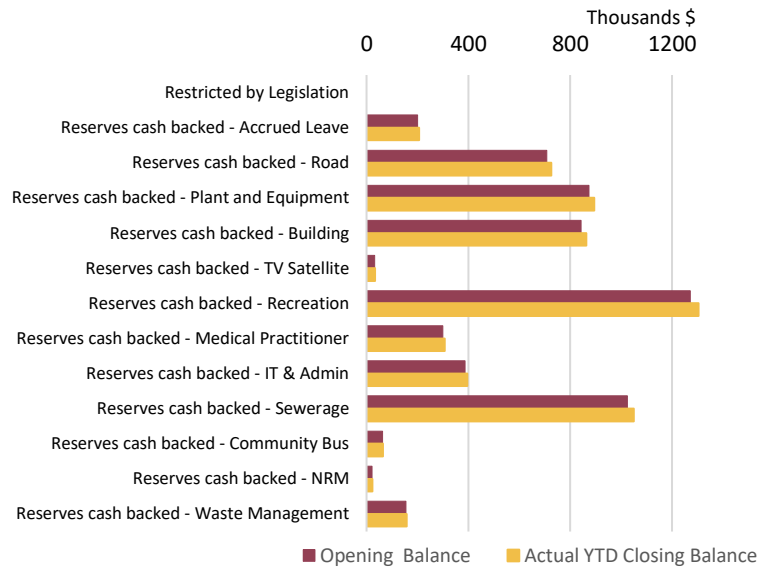
CAPITAL EXPENSES



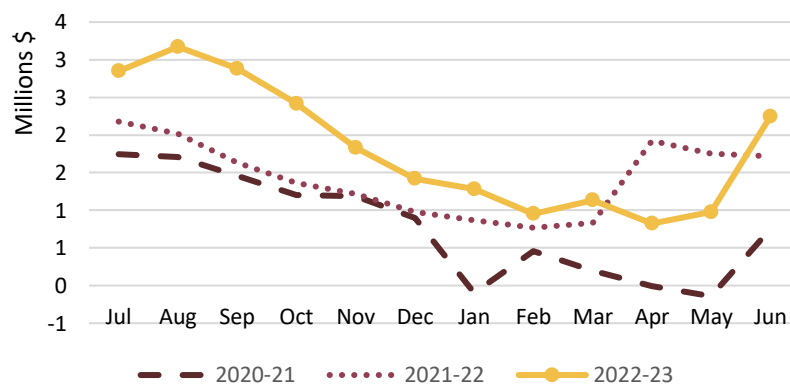
FINANCING ACTIVITIES

BORROWINGS

RESERVES



Closing funding surplus / (deficit)



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

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$1.33 M	\$1.33 M	\$1.33 M	(\$0.00 M)
Closing	\$0.00 M	\$1.21 M	\$2.25 M	\$1.04 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$2.78 M	31.6%
Restricted Cash	\$6.02 M	68.4%
Total	\$8.81 M	

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$	% Outstanding
Trade Payables	\$0.58 M	
0 to 30 Days		100.0%
Over 30 Days		0.0%
Over 90 Days		0%
Total	\$0.61 M	

Refer to Note 5 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$0.05 M	96.4%
Trade Receivable	\$0.01 M	% Outstanding
Over 30 Days		27.6%
Over 90 Days		5.5%
Total	\$0.01 M	

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.85 M	\$0.92 M	\$2.37 M	\$1.45 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$1.18 M	
YTD Budget	\$1.17 M	0.3%

Refer to Statement of Financial Activity

Operating Grants and Contributions		
	\$	% Variance
YTD Actual	\$3.17 M	
YTD Budget	\$1.57 M	102.3%

Refer to Note 10 - Operating Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.62 M	
YTD Budget	\$0.57 M	8.6%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$2.77 M)	(\$1.62 M)	(\$1.31 M)	\$0.31 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.26 M	
Amended Budget	\$0.44 M	(40.9%)

Refer to Note 6 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$2.78 M	
Amended Budget	\$3.97 M	(30.1%)

Refer to Note 7 - Capital Acquisitions

Capital Grants		
	\$	% Received
YTD Actual	\$1.20 M	
Amended Budget	\$0.76 M	57.5%

Refer to Note 7 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.58 M	\$0.58 M	(\$0.15 M)	(\$0.73 M)

Refer to Statement of Financial Activity

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

Refer to Note 7 - Borrowings

Reserves	
	\$
Reserves balance	\$6.02 M
Interest earned	\$0.15 M

Refer to Note 8 - Cash Reserves

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

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 30 JUNE 2023

REVENUE

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Excludes administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, and other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates, reimbursements etc.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets. Excluding Land.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

BY NATURE OR TYPE

	Ref	Amended Budget	YTD Budget	YTD Actual	Forecast 30 June 2023	Variance \$	Variance %	Var.
	Note	(a)	(b)	(c)	(a)-(b)+(c)	(c) - (b)	((c) - (b))/(b)	
		\$	\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(d)	1,334,638	1,334,638	1,334,637	1,334,637	(1)	(0.00%)	
Revenue from operating activities								
Rates		1,174,278	1,174,278	1,178,085	1,178,085	3,807	0.32%	
Operating grants, subsidies and contributions	10	1,565,917	1,565,917	3,168,608	3,168,608	1,602,691	102.35%	▲
Fees and charges		570,510	570,510	619,525	619,525	49,015	8.59%	
Interest earnings		142,000	142,000	154,241	154,241	12,241	8.62%	
Other revenue		22,400	22,400	25,577	25,577	3,177	14.18%	
Profit on disposal of assets	6	90,600	90,600	127,522	127,522	36,922	40.75%	▲
		3,565,705	3,565,705	5,273,558	5,273,558	1,707,853	47.90%	
Expenditure from operating activities								
Employee costs		(1,487,645)	(1,487,645)	(1,381,805)	(1,381,805)	105,840	7.11%	
Materials and contracts		(569,853)	(569,853)	(979,024)	(979,024)	(409,171)	(71.80%)	▼
Utility charges		(230,900)	(230,900)	(200,362)	(200,362)	30,538	13.23%	▲
Depreciation on non-current assets		(1,777,500)	(1,777,500)	(1,865,245)	(1,865,245)	(87,745)	(4.94%)	
Insurance expenses		(167,880)	(167,880)	(171,606)	(171,606)	(3,726)	(2.22%)	
Other expenditure		(99,025)	(99,025)	(43,587)	(43,587)	55,438	55.98%	▲
Loss on disposal of assets	6	(13,000)	(13,000)	0	0	13,000	100.00%	▲
		(4,345,803)	(4,345,803)	(4,641,629)	(4,641,629)	(295,826)	6.81%	
Non-cash amounts excluded from operating activities	1(a)	1,634,517	1,699,900	1,739,975	1,674,592	40,075	2.36%	
Amount attributable to operating activities		854,419	919,802	2,371,904	2,306,521	1,452,102	157.87%	
Investing activities								
Proceeds from non-operating grants, subsidies and contributions	11	764,408	764,408	1,204,115	1,204,115	439,707	57.52%	▲
Proceeds from disposal of assets	6	440,400	440,400	260,117	260,117	(180,283)	(40.94%)	▼
Proceeds on community loans		5,000	0	0	5,000	0	0.00%	
Payments for property, plant and equipment and infrastructure	7	(3,973,360)	(2,826,725)	(2,775,629)	(3,922,264)	51,096	1.81%	
		(2,763,552)	(1,621,917)	(1,311,397)	(2,453,032)	310,520	(19.15%)	
Non-cash amounts excluded from investing activities	1(b)	(5,000)	0	0	(5,000)	0	0.00%	
Amount attributable to investing activities		(2,768,552)	(1,621,917)	(1,311,397)	(2,458,032)	310,520	(19.15%)	
Financing Activities								
Transfer from reserves	8	957,221	957,221	0	0	(957,221)	(100.00%)	▼
Transfer to reserves	8	(377,726)	(377,726)	(146,609)	(146,609)	231,117	61.19%	▲
Amount attributable to financing activities		579,495	579,495	(146,609)	(146,609)	(726,104)	(125.30%)	
Closing funding surplus / (deficit)	1(d)	0	1,212,018	2,248,535	1,036,517	1,036,517	(85.52%)	▲

KEY INFORMATION

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

Refer to Note 13 for an explanation of the reasons for the variance.

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

BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

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.

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.

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING 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 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:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 14 July 2023

(a) Non-cash items 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*.

	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)	Forecast 30 June 2023 Closing
		\$	\$	\$	
Non-cash items excluded from operating activities					
Adjustments to operating activities					
Less: Profit on asset disposals	6	(90,600)	(90,600)	(127,522)	(127,522)
Less: Fair value adjustments to financial assets (House Trust)				(2,764)	(2,764)
Movement in employee benefit provisions (non-current)		522		5,016	5,538
Movement in contract liabilities (non-current)		(65,905)		0	(65,905)
Add: Loss on asset disposals	6	13,000	13,000	0	0
Add: Depreciation on assets		1,777,500	1,777,500	1,865,245	1,865,245
Total non-cash items excluded from operating activities		1,634,517	1,699,900	1,739,975	1,674,592

(b) Non-cash items excluded from investing activities

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

Adjustments to investing activities

Movement in non current liabilities for transfers to acquire or construct non-financial assets to be controlled by the entity

		(5,000)			(5,000)
Total non-cash amounts excluded from investing activities		(5,000)	0	0	(5,000)

(c) Adjustments to net current assets in the Statement of Financial Activity

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.

		Amended Budget Opening 30 June 2022	Last Year Closing 30 June 2022	Year to Date 30 June 2023
Adjustments to net current assets				
Less: Reserves - restricted cash	8	(5,877,725)	(5,877,725)	(6,024,334)
Add: Provisions employee related provisions	9	245,392	201,087	202,902
Total adjustments to net current assets		(5,632,333)	(5,676,638)	(5,821,432)

(d) Net current assets used in the Statement of Financial Activity

Current assets

Cash and cash equivalents	2	7,311,591	7,311,591	2,784,877
Financial assets at amortised cost	2		0	6,024,334
Rates receivables	3	68,852	68,852	45,031
Receivables	3	(11,969)	(11,969)	13,295
Other current assets	4	27,851	27,851	51,949
Less: Current liabilities				
Payables	5	(123,513)	(123,513)	(607,008)
Contract liabilities	9	(16,145)	(16,145)	0
Provisions	9	(245,392)	(245,392)	(245,392)
Less: Total adjustments to net current assets	1(c)	(5,632,333)	(5,676,638)	(5,821,432)
Closing funding surplus / (deficit)		1,378,942	1,334,637	2,245,655

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.

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Municipal Account	Cash and cash equivalents	21,093		21,093		Bendigo	Variable	Nil
Municipal Account	Cash and cash equivalents	2,672,766		2,672,766		BWA	Variable	Nil
Licensing Account	Cash and cash equivalents	33,455		33,455		BWA	Variable	Nil
ATM Control Account	Cash and cash equivalents	7,050		7,050		BWA	Nil	Nil
ATM Cash Account	Cash and cash equivalents	49,230		49,230		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	4,566,628	4,566,628		Bankwest	4.00%	30/09/2023
Term Deposit XXX2	Financial assets at amortised cost	0	1,457,706	1,457,706		Bankwest	4.00%	30/09/2023
Total		2,784,354	6,024,334	8,808,688	0			
Comprising								
Cash and cash equivalents		2,784,354	0	2,784,354	0			
Financial assets at amortised cost		0	6,024,334	6,024,334	0			
		2,784,354	6,024,334	8,808,688	0			

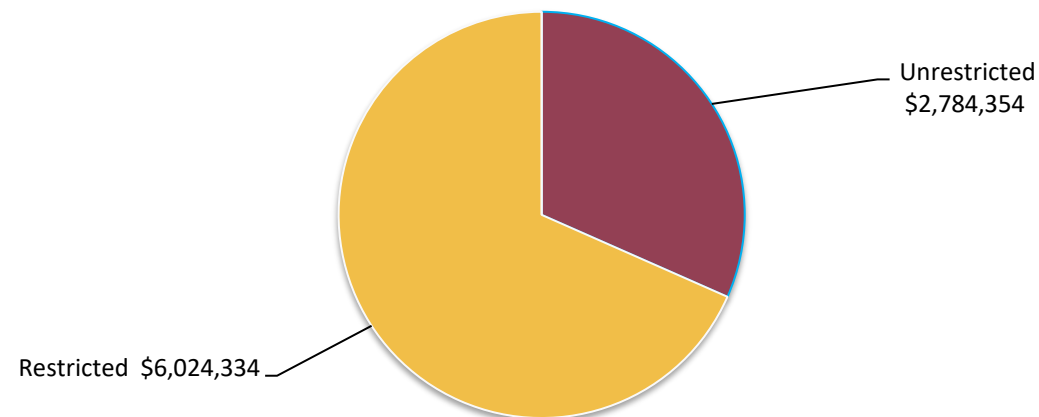
KEY INFORMATION

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.

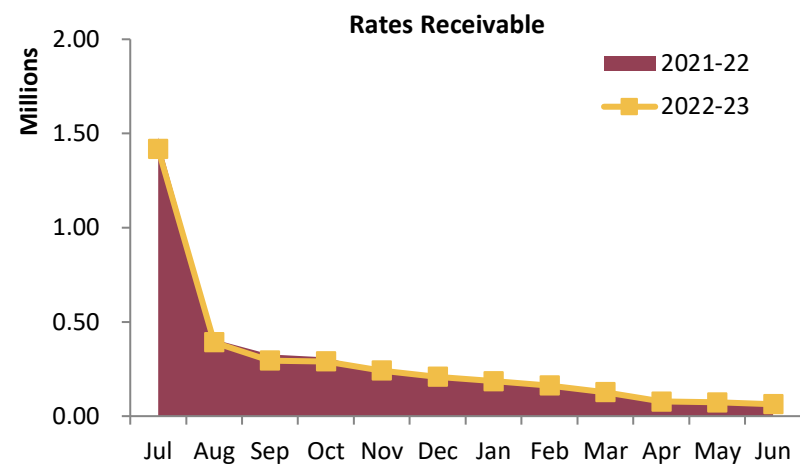
The local government classifies financial assets at amortised cost if both of the following criteria are met:

- 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 assets.



Rates receivable	30 June 2022	30 Jun 2023
	\$	\$
Opening arrears previous years	70,096	68,852
Levied this year	1,145,170	1,178,085
Less - collections to date	(1,146,414)	(1,201,906)
Gross rates collectable	68,852	45,031
Net rates collectable	68,852	45,031
% Collected	94.3%	96.4%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	9,920	3,020	0	755	13,695
Percentage	0.0%	72.4%	22.1%	0%	5.5%	
Balance per trial balance						
Sundry receivable						13,969
GST receivable						(674)
Total receivables general outstanding						13,295

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.

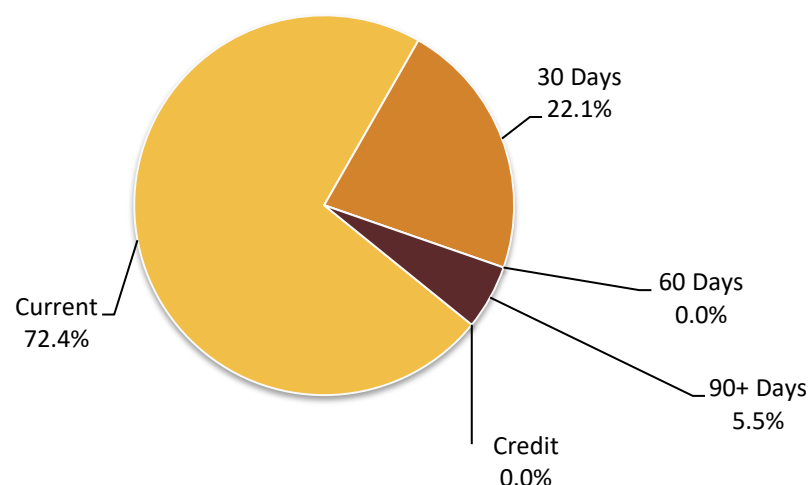
Classification and subsequent measurement

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.

Accounts Receivable (non-rates)

- Credit
- Current
- 30 Days
- 60 Days
- 90+ Days



	Opening Balance 1 July 2022	Asset Increase	Asset Reduction	Closing Balance 30 June 2023
Other current assets	\$	\$	\$	\$
Inventory				
Stock on Hand	27,851	227,177	(203,079)	51,949
Total other current assets	27,851	227,177	(203,079)	51,949
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

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

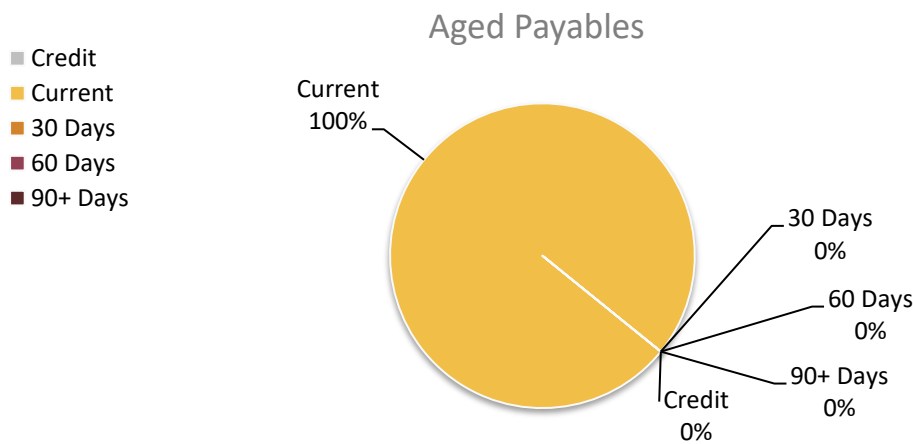
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	577,942	6	0	0	577,948
Percentage	0%	100%	0%	0%	0%	
Balance per trial balance						
Sundry creditors						577,948
Accrued salaries and wages						59,666
Other Payables						14,986
GST Payable						(66,938)
PAYG Payables						21,346
Total payables general outstanding						607,008

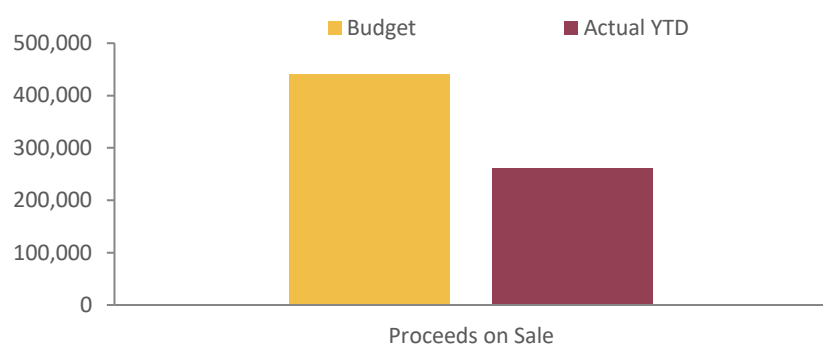
Amounts shown above include GST (where applicable)

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.



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Land								
10218	L28 P88510 (36 Allenby St)	10,900	10,900	0	0	6,000	10,922	4,922	0
	Plant and equipment								
	Transport								
PE0051	P05: Ute (Building Maintenance)	15,000	15,000	0	0			0	0
PE0061	P06: Tipper Truck	42,500	42,500	0	0	0	43,994	43,994	0
PE0361	P36: Loader	5,000	40,000	35,000	0	0	51,007	51,007	0
PE0581	P58: Ute (Patching/Gardener)	5,900	12,500	6,600	0			0	0
PE0641	P55: Ute (Team Leader)	35,000	30,000	0	(5,000)	37,904	48,582	10,678	0
PE0651	P65: Prime Mover	31,000	80,000	49,000	0			0	0
PE0661	P66: Ute (Works Crew)	35,000	27,000	0	(8,000)			0	0
PE2001	P200: WS Vehicle (000KD)	40,000	40,000	0	0	33,633	38,454	4,821	0
	Cherry Picker	22,500	22,500	0	0	0	9,869	9,869	0
	Other property and services								
PE1001	P100: CEO Vehicle 1 (0KD)	62,500	62,500	0	0			0	0
PE3001	P300: DCEO Vehicle 1 (00KD)	57,500	57,500	0	0	55,059	57,289	2,230	0
		362,800	440,400	90,600	(13,000)	132,595	260,117	127,521	0



Capital acquisitions	Amended		YTD Actual	Forecast 30 June Closing	YTD Actual Variance
	Budget	YTD Budget			
	\$	\$	\$		\$
Buildings	1,261,635	115,000	109,969	1,256,604	(5,031)
Plant and equipment	1,080,725	1,080,725	940,087	940,087	(140,638)
Infrastructure - roads	1,541,000	1,541,000	1,700,522	1,700,522	159,522
Infrastructure - other	90,000	90,000	25,052	25,052	(64,948)
Payments for Capital Acquisitions	3,973,360	2,826,725	2,775,629	3,922,264	(51,096)
Capital Acquisitions Funded By:					
	\$	\$	\$		\$
Capital grants and contributions	764,408	764,408	1,204,115	1,204,115	439,707
Other (disposals & C/Fwd)	440,400	440,400	260,117	260,117	(180,283)
Cash backed reserves					
Reserves cash backed - Plant and Equipment	(445,000)		0	(445,000)	0
Reserves cash backed - Building	(115,000)		0	(115,000)	0
Reserves cash backed - Recreation	(397,221)		0	(397,221)	0
Contribution - operations	3,725,773	1,621,917	1,311,397	3,415,253	(310,520)
Capital funding total	3,973,360	2,826,725	2,775,629	3,922,264	(51,096)

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.

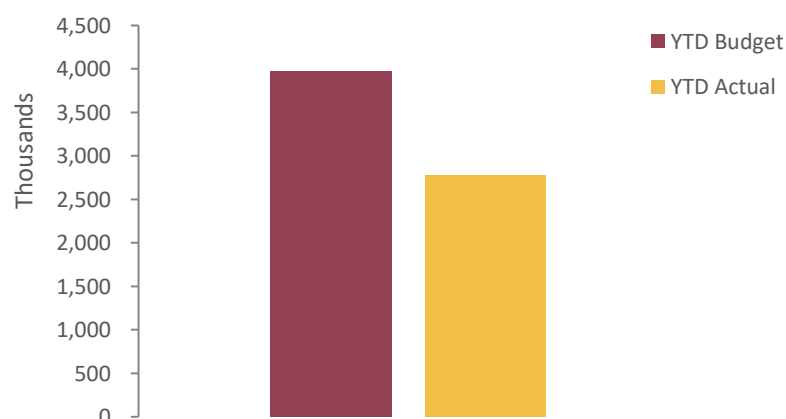
Initial recognition and measurement for assets held at cost

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

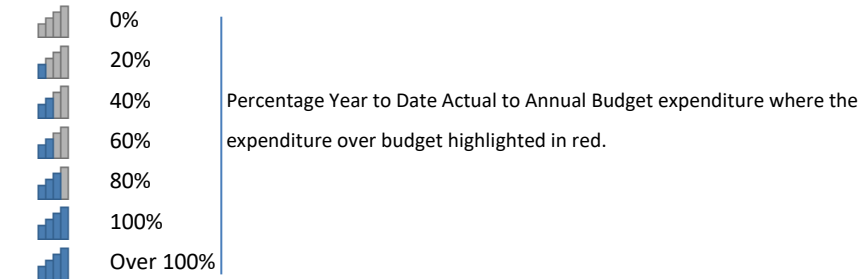
In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The 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





















Capital expenditure total

Level of completion indicators



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

Account Description		Amended		YTD Actual	Variance (Under)/Over	Comment
		Budget	YTD Budget			
		\$	\$	\$	\$	
Building and Improvements						
	BC001	L253 Haig (Admin Office - Painting & Gardens)	30,000	30,000	0	(30,000) Likely to become a carry forward in the 2023/24 budget.
	BC012	L06 Railway (CWA - Roof & Ceiling)	50,000	50,000	25,025	(24,975) Roof restoration and wooden flooring complete. Quotes being sought for new carpets.
	BC014	L99-110 Greenham (Yalambee - Driveway)	35,000	35,000	58,304	23,304 Completed.
	BC015	L267 Caravan Park	0	0	10,119	10,119
	BC016	L20135 Scott (Recreation Pavilion Extension & Upgrade)	1,146,635	0	16,522	16,522 Will become a carry forward in the 2023/24 budget. Advised by builders that project not anticipated to start until Aug/Sept. Dept of Infrastructure advised of extensions for LRCI Programs 1, 2 and 3.
TOTAL - Building and Improvements		1,261,635	115,000	109,969	(5,031)	
Plant & Equipment						
	PE0051	P05: Ute (Building Maintenance)	40,000	40,000	35,702	(4,298) Ordered. Invoice received in June. ETA TBC.
	PE0061	P06: Tipper Truck	66,225	66,225	66,225	0 Completed.
	PE0361	P36: Loader	330,000	330,000	296,000	(34,000) Completed.
	PE0531	P53: Slasher/Mower	25,000	25,000	20,600	(4,400) Completed.
	PE0581	P58: Ute (Patching/Gardener)	48,000	48,000	45,112	(2,888) Completed.
	PE0641	P55: Ute (Team Leader)	48,000	48,000	54,622	6,622 Completed.
	PE0651	P65: Prime Mover	265,000	265,000	267,519	2,519 Ordered. Invoice received in June. ETA August.
	PE0661	P66: Ute (Works Crew)	45,000	45,000	0	(45,000) Ordered. 2 months away.
	PE1001	P100: CEO Vehicle 1 (OKD)	65,000	65,000	0	(65,000) Ordered. Waiting for supply. Carry forward to 2023/24.
	PE2001	P200: WS Vehicle (000KD)	55,000	55,000	59,725	4,725 Completed.
	PE3001	P300: DCEO Vehicle 1 (00KD)	60,000	60,000	61,087	1,087 Completed.
	PE0671	Misc - Moveable Traffic Lights	33,500	33,500	33,495	(5) Completed.
TOTAL - Plant & Equipment		1,080,725	1,080,725	940,087	(140,638)	

Roads						
	RRG003	Koorda Dowerin Reseal	150,000	150,000	174,410	24,410 Completed.
	RRG140	Burakin Wialki Full Recon	219,000	219,000	378,011	159,011 Completed.
	RRG140B	Burakin Wialki Reseal	150,000	150,000	192,633	42,633 Completed.
	R2R006	Kulja Kalannie Full Recon	130,000	130,000	205,245	75,245 Completed. Minor failed sections to be fixed when Staff resources available. Expected Actual expenditure around \$210k.
	R2R004	Koorda Kulja Full Recon 23.50-25.00	150,000	150,000	203,772	53,772 Seal complete with failed sections. Second seal applied 22/06. Expected Actual expenditure around \$210k.
	R2R004B	Koorda Kulja Reseal	122,000	122,000	126,677	4,677 Completed.
	R2R004C	Koorda Kulja Full Recon 2.50-3.50	250,000	250,000	197,843	(52,157) Completed. Expected Actual expenditure at around \$200k. \$50k can be transferred to R2R004.
	RC016	Mulji Ref/Sheet	60,000	60,000	31,997	(28,003) Completed.
	RC010	Mollerin Rock South Ref/Sheet	90,000	90,000	16,279	(73,721) Will commence after the two full recon projects are complete. To continue works in 2023/24.
	RC009	Koorda North West Ref/Sheet	60,000	60,000	27,369	(32,631) Working on at the moment. Should be complete before end of June.
	RC011	Dukin West Ref/Sheet	90,000	90,000	23,547	(66,453) Preliminary works done, will fully commence after the two full recon projects are complete. To continue works in 2023/24.
	RC004	Koorda Kulja Widen Seal	70,000	70,000	122,739	52,739 Seal complete with failed sections. Second seal applied 22/06. Expected Actual expenditure around \$130k.
	TOTAL - Roads		1,541,000	1,541,000	1,700,522	159,522
Other Infrastructure						
	BC001	L253 Haig (Admin Office - Carpark)	50,000	50,000	0	(50,000) Carry forward in the 2023/24 budget.
		Kerbing	20,000	20,000	0	(20,000) None planned for this year. Will transfer allocation to Yalabee Project.
	FC138	Footpaths	20,000	20,000	25,052	5,052 Completed.
	TOTAL - Other Infrastructure		90,000	90,000	25,052	(64,948)
			3,973,360	2,826,725	2,775,629	(51,096)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**OPERATING ACTIVITIES
NOTE 8
RESERVE ACCOUNTS**

Reserve accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Legislation									
Reserves cash backed - Accrued Leave	201,087	523	5,016	83,580				285,190	206,103
Reserves cash backed - Road	707,677	1,838	17,652	40,000				749,515	725,329
Reserves cash backed - Plant and Equipment	873,267	2,165	21,782	82,822		(445,000)		513,254	895,049
Reserves cash backed - Building	842,671	2,189	21,019			(115,000)		729,860	863,690
Reserves cash backed - TV Satellite	31,982	83	798					32,065	32,780
Reserves cash backed - Recreation	1,271,844	3,302	31,724			(397,221)		877,925	1,303,568
Reserves cash backed - Medical Practitioner	299,029	776	7,459					299,805	306,488
Reserves cash backed - IT & Admin	386,311	1,003	9,636					387,314	395,947
Reserves cash backed - Sewerage	1,024,632	2,500	25,558	60,000				1,087,132	1,050,190
Reserves cash backed - Community Bus	62,927	163	1,570					63,090	64,497
Reserves cash backed - NRM	22,105	58	551					22,163	22,656
Reserves cash backed - Waste Management	154,193	400	3,846	96,324				250,917	158,039
	5,877,725	15,000	146,609	362,726	0	(957,221)	0	5,298,230	6,024,334

	Note	Opening Balance 1 July 2022	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 30 June 2023
		\$		\$	\$	\$
Other current liabilities						
Other liabilities						
- Contract liabilities		16,145	0		(16,145)	0
Total other liabilities		16,145	0	0	(16,145)	0
Employee Related Provisions						
Annual leave		137,668	0			137,668
Long service leave		107,724	0			107,724
Total Employee Related Provisions		245,392	0	0	0	245,392
Total other current assets		261,537	0	0	(16,145)	245,392
Amounts shown above include GST (where applicable)						

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 10

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.

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue			
	Liability 1 July 2022	Increase in Liability	Decrease in Liability (As revenue)	Liability 30 Jun 2023	Current Liability 30 Jun 2023	Amended Budget Revenue	YTD Budget	YTD Revenue Actual	Forecast 30 June Closing
	\$	\$	\$	\$	\$	\$	\$	\$	
Operating grants and subsidies									
Governance									
OTH GOV - Grant - WDN WSFN				0		82,504	82,504	16,145	16,145
General purpose funding									
GEN PUR - Financial Assistance Grant - General				0		290,000	517,000	1,963,692	1,736,692
GEN PUR - Financial Assistance Grant - Roads				0		60,000	167,000	951,640	844,640
GEN PUR - Other Grants (LRCI)				0		574,820	574,820	0	0
Law, order, public safety									
ESL BFB - Operating Grant				0		21,420	21,420	22,824	22,824
Recreation and culture									
Library - Technology and Digital Inclusion Grant				0				4,276	4,276
Transport									
ROADM - Direct Road Grant (MRWA)				0		179,173	179,173	183,027	183,027
Other property and services									
POC - Fuel Tax Credits Grant Scheme				0		0	24,000	27,003	3,003
	0	0	0	0	0	1,207,917	1,565,917	3,168,607	2,810,607

Provider	Capital grant/contribution liabilities					Non operating grants, subsidies and contributions revenue			
	Liability 1 July 2022	Increase in Liability	Decrease in Liability (As revenue)	Liability 30 Jun 2023	Current Liability 30 Jun 2023	Amended Budget Revenue	YTD Budget	YTD Revenue Actual	Forecast 30 June Closing
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies									
General purpose funding									
GEN PUR - Other Grants (LRCl)				0				439,707	439,707
Transport									
ROADC - Regional Road Group Grants (MRWA)				0		361,518	361,518	361,518	361,518
ROADC - Roads to Recovery Grant				0		402,890	402,890	402,890	402,890
	0	0	0	0	0	764,408	764,408	1,204,115	1,204,115

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**NOTE 12
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget adoption		Opening Surplus(Deficit)			(380,469)	(380,469)
3030210.31	GEN PUR - Financial Assistance Grant - General		Operating Revenue		227,000		(153,469)
3030211.31	GEN PUR - Financial Assistance Grant - Roads		Operating Revenue		107,000		(46,469)
3030245.36	GEN PUR - Interest Earned - Reserve Funds		Operating Revenue		121,000		74,531
3100620.34	PLAN - Planning Application Fees		Operating Revenue		10,000		84,531
3120110.58	ROADC - Regional Road Group Grants (MRWA)		Capital Revenue		15,518		100,049
3130221.34	TOUR - Caravan Park Fees		Operating Revenue		10,000		110,049
3130222.34	TOUR - Yalambee Fees		Operating Revenue		25,000		135,049
3140410.31	POC - Fuel Tax Credits Grant Scheme		Capital Revenue		24,000		159,049
	Proceeds from Disposal of Assets		Non Cash Item			(11,600)	147,449
	Plant Purchases		Operating Expenses			(57,725)	89,724
BC016	Increased Scope to Recreation Upgrade	121222	Capital Expenses			(146,635)	(56,911)
	Transfer from Reserve (Recreation)	121222	Capital Revenue		146,635		89,724
	Transfer to Waste Management					(51,324)	38,400
	Transfer to Plant Reserve					(38,400)	0
				0	686,153	(686,153)	0

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 2022-23 year is \$10,000 and 10.00%.

Nature or type	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
Revenue from operating activities						
Operating grants, subsidies and contributions	1,602,691	102.35%	▲	Receival of 100% of 2023/24 FAGs Grants on 30 June 2023.		Reallocation of LRCI Grant from Operating to Non-Operating. (\$439k received, and 135k expected). WSFN final expenditure was less than budgeted which is reflected in the income. FAGs received slightly under anticipated budget.
Profit on disposal of assets	36,922	40.75%	▲	Plant disposals resulted in a book "profit" over the anticipated amount estimated at Budget time. Some plant disposals still to take place. Refer to Note 6 for further details.		
Expenditure from operating activities						
Materials and contracts	(409,171)	(71.80%)	▼	WSFN expenditure \$64k under due to higher expenditure in previous years. Grant finalised and acquitted. \$80k town scaping not expended. Pool & TV/Radio \$18k underspent due to insurance claim payouts.		External Parts and Repairs \$80k, and Fuels \$35k higher than anticipated. Maintenance undertaken on gravel roads higher than anticipated budget, so allocation of PWOH & POC was allocated to Road Maintenance over Construction.
Utility charges	30,538	13.23%	▲	Rec Ground Utilities \$8.5k, Staff housing \$4.8k and Street Lighting \$6.6k lower than anticipated at this point in the budget.		
Other expenditure	55,438	55.98%	▲	\$16k under expended in Governance. Club Support Fund \$20k framework not created yet. Emergency Services allocation of \$12k not used.		
Loss on disposal of assets	13,000	100.00%	▲	No "book" loss on P55 disposal as anticipated at budget time. P66 disposal yet to occur. Refer to Note 6 for further details.		
Investing activities						
Proceeds from non-operating grants, subsidies and contributions	439,707	57.52%	▲	Reallocation of LRCI Grant from Operating to Non-Operating		
Proceeds from disposal of assets	(180,283)	(40.94%)	▼			Five plant disposals remain outstanding. Refer to Note 6 for further details.
Financing activities						
Transfer from reserves	(957,221)	(100.00%)	▼			To consider reserve transfers with 2023/24 Budget Adoption.
Transfer to reserves	231,117	61.19%	▲	To consider reserve transfers with 2023/24 Budget Adoption.		

Closing funding surplus / (deficit)

1,036,517 (85.52%) ▲

Shows expected closing surplus(deficit), does not include reserve transfers. Surplus due to pre-payment of FAGs grant which will be a carry forward to 2023/24.

**Monthly Report - List of Accounts Paid
Submitted to Council 17 July 2023**

The following list of accounts has been paid under delegation, by the Chief Executive Officer, since the previous list of accounts. Municipal vouchers numbered from V676 to V724 and direct bank transactions totalling \$372,775.93 submitted to each member of the Council, on Monday the 17 July 2023, have been checked and are fully supported by vouchers and duly certified invoices with checks being carried out as to prices, computations and costing.

Lana Foote
Acting Chief Executive Officer

No.	Payment Date	Supplier Name	Description of Purchase	Payment made by delegated authority
V676	21/06/2023	Shire of Koorda	Employee Wages	\$ 40,255.68
V677	21/06/2023	Beam Superannuation	Employee Super Payment	\$ 8,148.10
V678	23/06/2023	CW Plumbing & Contracting	Tenant Housing	\$ 412.39
V679	23/06/2023	DFES	ESL May 2023	\$ 544.05
V680	23/06/2023	Dormakaba Australia PL	Maintenance & Replacement Battery Medical Centre	\$ 337.35
V681	23/06/2023	Kleenheat Gas	Tenant Housing	\$ 93.50
V682	23/06/2023	Koorda Supermarket PL	Council Reception & Tea Coffee Milk	\$ 185.66
V683	23/06/2023	KTY Electrical	Medical Centre	\$ 517.00
V684	23/06/2023	Marty Grant Bulldozing	5000m3 Gravel	\$ 11,979.00
V685	23/06/2023	Planwest WA	Various Planning Applications	\$ 1,694.00
V686	23/06/2023	Shire of Merredin	Level 1 Membership 2022-23 CW Visitor Centre	\$ 197.00
V687	23/06/2023	Synergy	Gym Yalambee Pool Tenant House Change Overs	\$ 2,033.06
V688	23/06/2023	Westrac	KD020 & KD050 Transmission Repairs	\$ 3,445.76
V689	23/06/2023	Dept of Transport	KD058 Plate Change 6 M Registration	\$ 262.40
V690	27/06/2023	Dept of Transport	KD058 Plate Remake	\$ 44.50
V691	28/06/2023	Avon Valley Toyota	2023 Isuzu D-Max 4x2 Single Cab w Tipper KD058	\$ 49,623.05
V692	28/06/2023	Central Carpet Cleaning	L257 Carpets Cleaned	\$ 115.00
V693	28/06/2023	Koorda Community RC	CDO Role - 1st April - 30th June 2023	\$ 6,875.00
V694	28/06/2023	Great Southern Fuel Supplies	9,800L Diesel	\$ 17,032.40
V695	28/06/2023	LG Best Practices PL	Staff Training EOY Payroll	\$ 594.00
V696	28/06/2023	LGISWA - JLT	Regional Risk Coordinator Jan - June 2023	\$ 3,851.27
V697	28/06/2023	Linfox Armaguard PL	ATM Top-Up Delivery Fee	\$ 272.27
V698	28/06/2023	Premier Floor Sanding	CWA Rooms	\$ 4,757.50
V699	28/06/2023	Redfish Technologies	CCTV Design & Consultancy	\$ 3,564.00
V700	28/06/2023	Shire of Wyalkatchem	Contribution to Medical Expenses July - May 2023	\$ 81,575.96
V701	28/06/2023	Team Global Express PL	Drive In Movie Return	\$ 36.59
V702	28/06/2023	Telstra	ES \$30, Bulk \$555.02 Mobiles \$206.58	\$ 791.60
V703	28/06/2023	The Walt Disney Company	Movie Guardians of the Galaxy Vol 3	\$ 195.50
V704	28/06/2023	Universal Pictures	Movie Fast X	\$ 330.00
V705	28/06/2023	WA Contact Ranger Service	Ranger Services Including Travel 14/6 & 19/6/23	\$ 679.25
V706	30/06/2023	<i>Bankwest Credit Card</i>	<i>See Summary Below</i>	\$ 3,212.69
V707	30/06/2023	<i>Bendigo Bank Credit Card</i>	<i>See Summary Below</i>	\$ 8.00
V708	30/06/2023	Agri-Stock	Jerry Cans & Glyphosate	\$ 486.97
V709	30/06/2023	Bitutek Pty Ltd	Kalannie Kulja & Koorda Kulja Road	\$ 87,318.00
V710	30/06/2023	BOC Limited	Container Service 29/05/23 - 27/06/23	\$ 114.17
V711	30/06/2023	Brooks Hire Service Pty Ltd	48 Hrs Multi Roller Hire, 96 Hours Smooth Vibe Roller Hire	\$ 6,329.67
V712	30/06/2023	Bunnings Group	Garden & Various Maintenance	\$ 670.53
V713	30/06/2023	CW Plumbing & Contracting	L95 U2 Replace Temperature Valve	\$ 346.72
V714	30/06/2023	CJD Equipment Pty Ltd	P19 & P43 Repairs	\$ 4,079.67
			Subtotal	\$ 343,009.26

V715	30/06/2023	Contract Aquatic Services	March Monthly Contract Fee + Swimming Carnival	\$ 15,565.00
V716	30/06/2023	Green Workz PL	Chemicals For Oval	\$ 1,105.50
V717	30/06/2023	Koorda Ag Parts	P200 4 Tyres, Various Consumables	\$ 1,989.90
V718	30/06/2023	Koordoux PL	1950 m3 Gravel Royalties	\$ 3,861.00
V719	30/06/2023	KTY Electrical Services	Yalabee Washing Machine, Caravan Park & Medical Centre	\$ 1,601.71
V720	30/06/2023	Landgate	Rural UV's Chargeable	\$ 88.70
V721	30/06/2023	LGWA WA Inc	Works Conference	\$ 1,160.50
V722	30/06/2023	R Munns Engineering CS	Share of Road Consulting	\$ 2,769.68
V723	30/06/2023	Synergy	Various Accounts	\$ 1,363.43
V724	30/06/2023	WA Contract Ranger Services	Ranger Services Including Travel 28/6/23 2.5 Hrs	\$ 261.25
			GRAND TOTAL	\$ 372,775.93
Credit Card				
V706	16/05/2023	Kmart	ES Building Broom Holders & Various supplies for the Caravan Park Campers Kitchen.	\$ 127.25
	18/05/2023	Statewide Appliance Spares	ES Building Vacuum Hose	\$ 49.95
	19/05/2023	Vacuum Spares	Return of Admin Officer Vacuum Hose	-\$ 28.93
	24/05/2023	Wongan Hills Hardware	Various Building and Retic Supplies	\$ 519.05
	26/05/2023	Statewide Appliance Spares	Vacuum Bags for Caravan Park & Medical Centre	\$ 83.04
	31/05/2023	Sports Turf Association	Staff Training - WA Turf Seminar	\$ 306.00
	1/06/2023	The West Australian	Newspaper Subscription	\$ 84.00
	2/06/2023	Crisp Wireless	Admin Office, ES, CEO, DCEO & WS Internet	\$ 680.90
	9/06/2023	Rent A Satphone	Monthly Satphone Rental x 2	\$ 44.00
	13/06/2023	Kmart	Yalabee Bagless Vacuum & 2 x Lamps	\$ 109.00
	14/06/2023	Bankwest	Annual Credit Card Fees	\$ 513.00
	27/06/2023	Reward Supply Co	Admin Office Dispenser Hand Towels	\$ 377.88
	29/06/2023	Wongan Hills Hardware	Hall Cornice, Roof Ventilator and Seal Spray	\$ 286.60
	29/06/2023	Wongan Hills Hardware	Ceiling White Newcarlbeon Toilet	\$ 60.95
				\$ 3,212.69
V707	30/06/2023	Bendigo Card Services	2 x Monthly Card Fee	\$ 8.00
				\$ 8.00



WALGA Local Government Convention 2023

Sunday 17 September

- 2:00pm – 3:30pm Registrations open
- 3:30pm – 5:00pm Mayors and Presidents Forum (invitation only)
Gihan Perera: Leadership speaks
- 5:00pm – 8:30pm Welcome drinks
Local Government Awards

Monday 18 September

- 6:00am Registrations open
- 6:45am – 8:50am Breakfast with Heads of Agencies (invitation only)
- 9:00am Convention opens
Welcome to Country
Opening Addresses
- 10:05am Keynote by Dominic Thurbon: Business Disruption, Behavioural Change and Transformation Expert
Ruth Callaghan: the Role of AI in Local Government
- 10:30am Convention Exhibition opens
- 11:30am – 12:00pm Morning tea
- 12:00pm – 1:15pm State Political Session with Ben Harvey,
Chief Reporter, *The West Australian*
- 1:15pm – 2:00pm Lunch
- 2:00pm – 5:00pm WALGA AGM (invitation only)
Diploma Graduation | Showcase in Pixels Award
Convention Exhibition closes
- 6:00pm Buses to the Westin
- 6:30pm – 9:30pm Gala cocktails
Life Member Award

Tuesday 19 September

- 6:00am Registrations open
- 7:30am – 8:50am Convention Breakfast with Michelle Payne (separate registration)
- 9:00am Federal Minister Address and Q&A
Convention Exhibition opens
- 10:00am Diversity Panel Session
Planning Showcase opens
- 11:10am – 11:30am Morning tea
- 11:30am – 12:30am Plenary Sessions: Active Mobility and Regional Housing
- 1:00pm – 1:45pm Lunch
- 1:45pm Closing Keynote
President's close
- 3:30pm Convention closes



WALGA Supplier Showcase 2023

Tuesday 19 September

7:00am – 9:30am	Exhibitor registration and display bump-in
7:00am – 8:30am	Regional Road Chairs Workshop
10:00am	Showcase opens
12:00pm – 1:00pm	Lunch
1:00pm – 3:00pm	Traffic Management Forum
3:00pm – 5:00pm	Construction Forum
5:00pm – 7:00pm	Supplier Showcase Sundowner
7:00pm	Showcase closes

Wednesday 20 September

7:00am – 9:30am	Exhibitor registration and display set up
9:00am – 10:00am	Morning tea
10:00am	Showcase opens
10:00am – 12:30pm	Procurement Network Forum
12:30pm – 1:30pm	Lunch
1:45pm – 3:45pm	Energy Forum
4:30pm	Showcase closes
From 4:30pm	Bump-out



WALGA

WORKING FOR LOCAL GOVERNMENT

Our Ref: Longmuir Rd 455, Gabbin (Mollerin Farm)
Address: Longmuir Rd 455, Gabbin (Mollerin Farm)

Department of Planning, Lands and Heritage (DPLH)
140 William Street
PERTH WA 6000
Locked Bag 2506
Perth WA 6001

Developed Property Pty Ltd

ABN: 62 624 180 310

1/294-296 Rokeby Road

Subiaco WA 6008

info@developedproperty.com.au

www.developedproperty.com.au

Dear Sir / Madam,

WAPC Subdivision Application Cover Letter

Proposed 16 Lot Green Title Subdivision | Longmuir Rd 455, Gabbin (Mollerin Farm)

Developed Property Pty Ltd is pleased to provide the following cover letter to accompany the application. Please note a planning justification report may also be relevant. Below outlines the basic planning controls for the subject site.

SUBDIVISION ASSESSMENT CRITERIA	
METROPOLITAN REGION SCHEME ZONING	N/A
LOCAL GOVERNMENT	Shire of Mount Marshall
LOCAL PLANNING SCHEME ZONING	Rural
LOT AREA	1,753 ha
SUBDIVISION REQUIREMENTS	Pursuant to the Mount Marshall Scheme No.3, large lots may be subdivided to create lots which are: <ol style="list-style-type: none"> consistent with the size of rural properties (may comprise multiple lots) used for rural land uses in the locality; and 200 ha or greater in size; and allow for continued rural land uses.
MINIMUM LOT FRONTAGE REQUIREMENTS	NA
MAXIMUM LOT YIELD	16
STREET TREES	NA
BUSHFIRE PRONE LAND	Yes
HERITAGE	NA

PLANNING CONSIDERATIONS	
ACTIVITY CENTRE PLAN	N/A
STRUCTURE PLAN	N/A
LOCAL DEVELOPMENT PLAN	N/A
USE PERMISSIBILITY	See scheme table
APPLICABLE LOCAL PLANNING POLICIES	N/A
DEVELOPMENT CONTRIBUTION AREA	N/A
SPECIAL CONTROL AREA	N/A



Proposal

We, Developed Property Pty Ltd, on behalf of Oriental Properties Holdings Pty Ltd are seeking approval to amalgamate and subdivide 8 lots to create 15 lots plus a Homestead Lot of approximately 15ha.

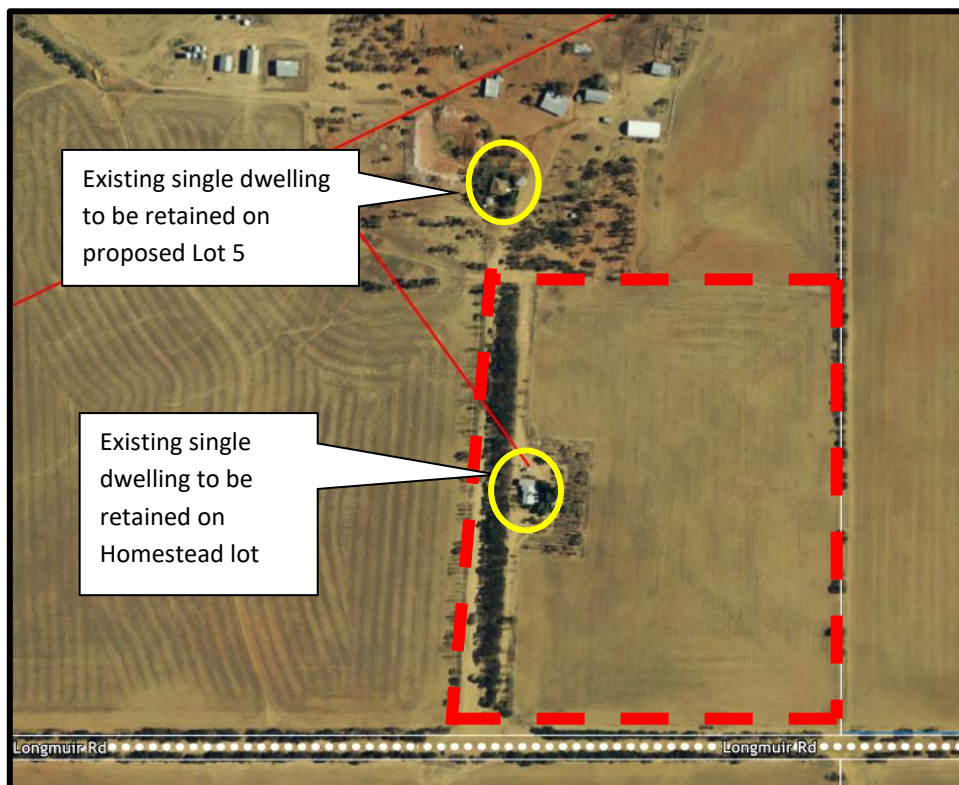
Site Description

The site is located approximately 21 southwest of the Beacon Townsite. The following parent lots are subject to this application:

Lot	Folio	Vol	Size (ha)
3516	1410	275	91
1325	4013	193	404
1327	4013	194	391
1328	4013	195	404
1329	4013	196	404
1330	4013	199	403
1331	4013	200	404
770	4013	201	340
1326	4013	202	392

Land use and Existing structures

The property is currently being used for rural purposes, mainly broad acre cropping. There are two grouped dwellings, outbuildings, warehouses, rainwater tanks, silos and other supporting structures that are proposed to be retained over the newly created lots (see picture below).



It is proposed that one of the dwellings to be retained will be on the smaller proposed rural lot holding, while the other dwelling will be retained on proposed Lot 5. No further structures or dwellings are proposed as part of this subdivision. There will be no proposed change to the current rural land use activities because of the subdivision proposal.

Homestead Lot (proposed Small Rural lot holding)

This application is for a Homestead lot subdivision, which has been designed in accordance with Clause 6.6 of Development Control Policy 3.4 as shown in the Table below:

Provisions	Assessment/Complies
<i>(a) the land is in the DC 3.4 Homestead lot policy area (refer Appendix 2);</i>	The land is in the DC 3.4 Homestead lot policy area;
<i>(b) the homestead lot has an area between one and four hectares, or up to 20 hectares to respond to the landform and include features such as existing outbuildings, services or water sources;</i>	The proposed Small Rural Lot holding will have a maximum lot size of 15ha.
<i>(c) there is an adequate water supply for domestic, land management and fire management purposes;</i>	Water for the property is sourced from a bore equipped with a solar submersible. An additional 45,000L rainwater tank could be erected to service located on the site.
<i>(d) the dwelling is connected to a reticulated electricity supply or an acceptable alternative is demonstrated;</i>	The site is connected to a reticulated electricity supply.
<i>(e) the homestead lot has access to a constructed public road;</i>	The newly created lot will maintain direct access from Longmuir Road.
<i>(f) the homestead lot contains an existing residence that can achieve an appropriate buffer from adjoining rural land uses;</i>	There is an existing Single House on the site which has been located centrally within new lot boundaries.
<i>(g) a homestead lot has not been excised from the farm in the past;</i>	There is no homestead lots that were created previously on this site.
<i>(h) the balance lot is suitable for the continuation of the rural land use, and generally consistent with prevailing lot sizes, where it can be shown that this is consistent with the current farming practices at the property; and</i>	The remainder of the site being larger than 200 ha can still be used for broadacre farming, and is consistent with the minimum lot size requirements under the Scheme.



(i) *the dwelling on a homestead lot must be of a habitable standard and may be required to be certified as habitable by the local government.*

An Electrical Safety Certificate from a qualified and licensed electrician to certify that the existing house meets current electrical safety standards can be provided as a condition of the subdivision approval.

Services and Utilities

Access arrangements

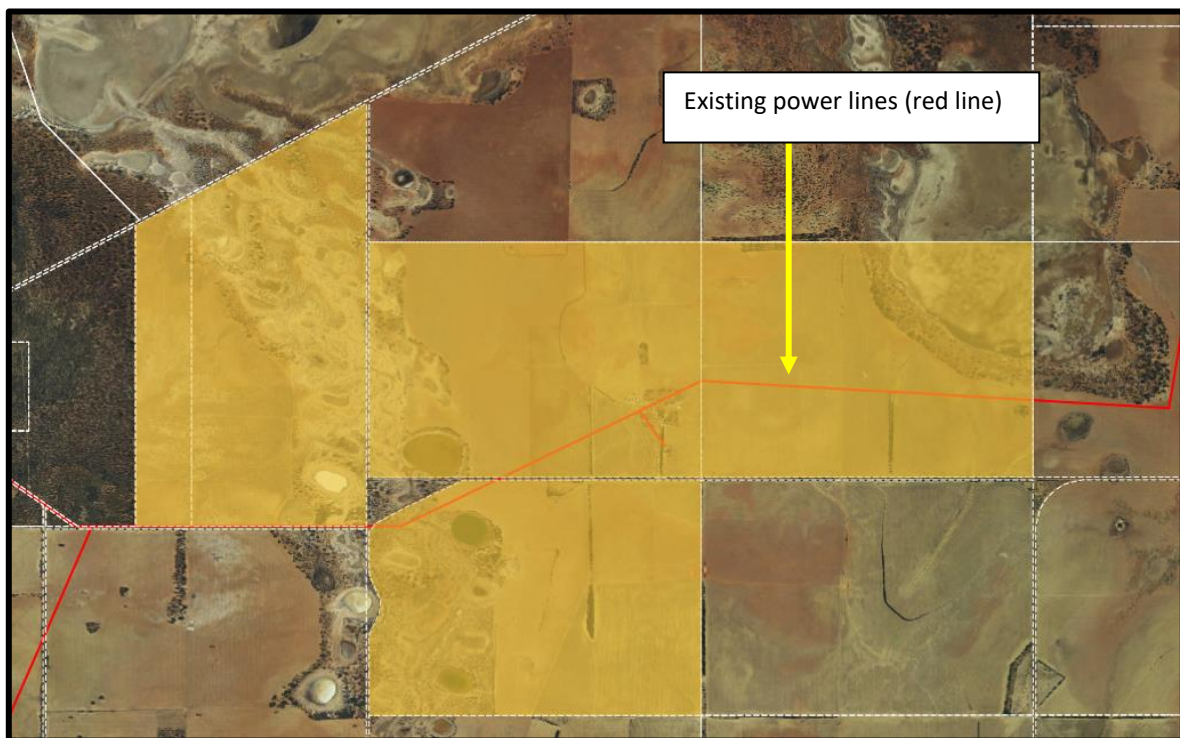
The proposed lots will have direct road frontage as follows:

- Longmuir Road, a constructed and gazetted road that runs between proposed Lots 1 to 11,
- Clearly Gabbin Road, a constructed and gazetted road that runs along the eastern boundary of the proposed Lots 11, 14 and 15, and intersecting with Longmuir Road.
- East Boundary Road, a constructed and gazetted road that runs along the western boundary of proposed Lots 8, 12 and 13, and intersecting with Longmuir Road.

It is proposed that no new roads are created because of this application.

Power

There is an existing overhead power line that runs across Longmuir Road in front of Lots 1 and 2, before crossing into proposed Lots 8 and 9, and crossing over proposed Lots 3, 4, 5 6 and 7 as well as the proposed homestead lot. As the no further structures or dwellings are proposed as part of this subdivision, it is proposed that there will be no change to the existing power arrangements.



Water

Each of the lots are either connected to Scheme Water or serviced by existing dams and water tanks. As the no further structures or dwellings are proposed as part of this subdivision, it is proposed that there will be no change to the existing water arrangements.

Bushfire assessment

We seek an exemption from the requirement to supply a Bush Fire Attack Level (BAL) assessment as per State Planning Policy 3.7. In accordance with the criteria for exemption under Planning Bulletin 111/2016 s.5, the proposed subdivision:

- will not result in intensification or development of land use, and
- will not result in increased occupancy by employees, or increased bushfire risk as the land use will continue as broadacre farming.

Should there be any future Single House or other supporting rural structures proposed on the other lots will trigger additional Development Approvals or Building Permits with the Shire of Mount Marshall, in which:

- a site-specific BAL will be provided at time of those applications, and
- adequate is not within a bushfire prone area.

On this basis, we request that Department of Planning, Lands and Heritage exercise their discretion in the assessment of this application, and the exemptions permitted under the planning framework are applied.

Summary

The proposed subdivision is consistent with the Shire's Scheme for land zoned "Rural", with each lot created achieving a minimum lot size of 200ha. The new lots created will not result in any urban expansion and will ensure that the lots continue to be used for their intended rural purposes in line with the Shire of Mount Marshall's Town Planning Scheme No. 3. Furthermore, the proposed lots are of a regular shape and size that is consistent with the surrounding locality. We therefore respectfully request that the Department of Planning, Lands and Heritage assesses the application in a favourable manner.

If you have any queries or require further clarification or justification regarding the above matters to approve the application, please do contact us via telephone (08) 6119 9175 or email planning@developedproperty.com.au

Yours sincerely,



Ryan Soerja Djanegara
Planning Consultant
(08) 6119 9175



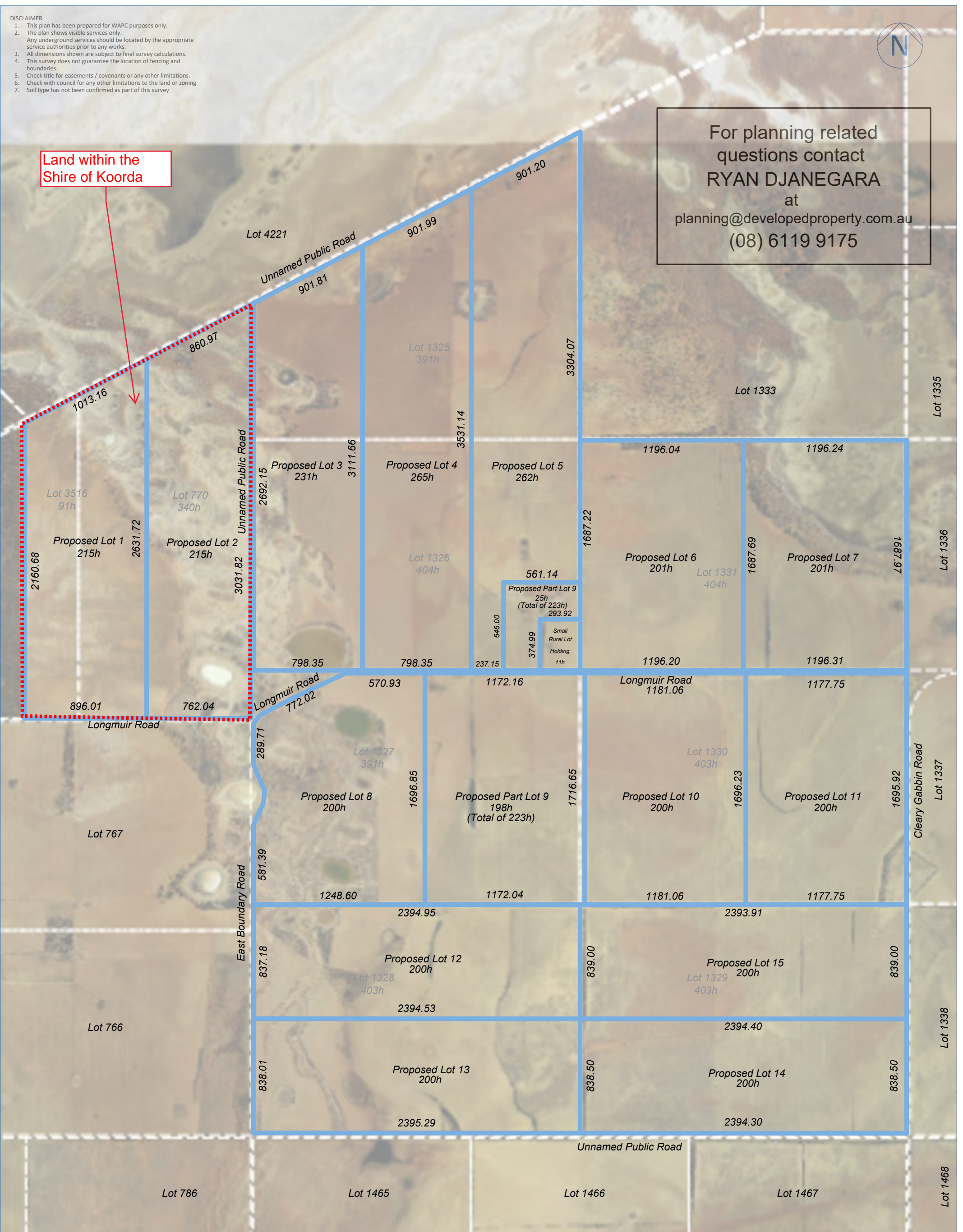
THIS PLAN IS A PRELIMINARY DESIGN ONLY CONDUCTED FROM A DESKTOP ASSESSMENT. NO FORMAL APPROVALS RELATE TO ANY DESIGN SHOWN BELOW. NO FINANCIAL DECISIONS SHOULD BE MADE FROM THIS PLAN. THIS PLAN IS THE PROPERTY OF DEVELOPED PROPERTY PTY LTD AND REMAINS SUBJECT TO WAPC APPROVAL, LOCAL GOVERNMENT ASSESSMENT AND / OR ANY OTHER RELEVANT AUTHORITIES.

- DISCLAIMER**
1. This plan has been prepared for WAPC purposes only.
 2. The plan shows visible services only.
 3. Any underground services should be located by the appropriate service authorities prior to any works.
 4. All dimensions shown are subject to final survey calculations.
 5. This survey does not guarantee the location of fencing and boundaries.
 6. Check title for easements / covenants or any other limitations.
 7. Check with council for any other limitations to the land or zoning.
 8. Soil type has not been confirmed as part of this survey.



For planning related questions contact
RYAN DJANEGARA
 at
planning@developedproperty.com.au
 (08) 6119 9175

Land within the Shire of Koorda



PROPERTY ADVISORY - TOWN PLANNING - PROJECT MANAGEMENT - SURVEYING - STRATA ADVISORY

DEVELOPE D

The Art And Science Of People And Property

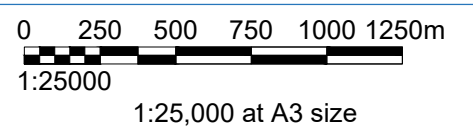
A:315 Rokeby Road, Subiaco WA 6008
 P:(08) 6119 9175 E:projects@developedproperty.com.au
 W:www.developedproperty.com.au

PROPOSED 15 LOT SUBDIVISION SKETCH OF 455 LONGMUIR ROAD, GABBIN

CLIENT: Universal Enterprises Group

REV	DATE	DESCRIPTION	DRAWN	SURVEYOR	APPROVED
A	18/01/2023	Subdivision Design	LF	-	DP

COUNCIL	Shire of Mt Marshall
ZONING	-
CT	4013/193
LOT/PLAN	L1326 P229746
BAL AREA	Yes



Any information or scenarios provided does not imply that such information is correct or future events shall occur but serve only to illustrate some possible outcomes. The owner and/or anyone using these plan(s) understands that the future cannot be predicted with any certainty. The owner and/or anyone using these plan(s) is responsible for all decisions and agrees that under no circumstances the producers of this report will be held liable for any actions taken by the owner and/or anyone using these plan(s). This document cannot be used in any court proceedings or relevant mediation without Developed Property Pty Ltd's consent prior. No Financial Advice. No underground survey Conducted. No Licensed Valuation Conducted. No building approvals Checked.

DEVELOPED WILL TAKE WRITTEN CLIENT EMAILS AS CONSENT FOR ANY PLANS TO BE LODGED WITH EITHER THE WAPC / LOCAL GOVERNMENT OR OTHER RELEVANT AUTHORITY. PLEASE CHECK THE PLAN ATTACHMENT IN THE EMAIL PRIOR TO CONFIRMING CONSENT TO LODGE.