



*Shire of*  
**Koorda**

*Drive in, stay awhile*

# AGENDA

## Ordinary Council Meeting

To be held in Shire of Koorda Council Chambers

10 Haig Street, Koorda WA 6475

Wednesday 15 June 2022

Commencing 5.00pm

Dear Elected Members,

Notice is hereby given that the next Ordinary Meeting of Council of the Shire of Koorda will be held on Wednesday 15 June 2022 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

Darren Simmons  
Chief Executive Officer  
10 June 2022

### **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  
Ordinary Council Meeting  
5.00pm, Wednesday 15 June 2022**



**1. Declaration of Opening**

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

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

**Councillors:**

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

**Staff:**

Mr DJ Simmons	Chief Executive Officer
Miss L Foote	Deputy Chief Executive Officer
Mr D West	Works Supervisor
Mr R Munns	Engineering Consultant (via Video Conference)

**Members of the Public:**

**Apologies:**

**Approved Leave of Absence:**

**3. Public Question Time**

**4. Disclosure of Interest**

**5. Applications for Leave of Absence**

**6. Petitions and Presentations**

**6.1. Presentation by CBH Group (CBH) for road movements between Bencubbin and Beacon CBH sites to Koorda (Item 13.1 refers)**

Ms Michaela Thorn – CBH Area Manager – Area 7  
Mr Justin Bayles – CBH Manager – Road Operations and Projects

## 7. Confirmation of Minutes from Previous Meetings

### 7.1. Ordinary Council Meeting held on 18 May 2022

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

**Voting Requirements**       Simple Majority       Absolute Majority

#### Officer Recommendation

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Ordinary Council Meeting held 18 May 2022, as presented, be confirmed as a true and correct record of proceedings.

## 8. Minutes of Committee Meetings to be Received

### 8.1. CEACA Management Committee Minutes for meeting held 30 May 2022

[Click here to view](#)

**Voting Requirements**       Simple Majority       Absolute Majority

#### Officer Recommendation

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, Council receives the Minutes of the CEACA Management Committee held on 30 May 2022, as tables.

### 8.2. NEWROC Council Minutes for meeting held 31 May 2022

[Click here to view](#)

**Voting Requirements**       Simple Majority       Absolute Majority

#### Officer Recommendation

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, Council receives the Minutes of NEWROC Council Meeting held 31 May 2022, as tabled.

## 9. Recommendations from Committee Meetings for Council Consideration

Nil


## 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
Nil.				

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

### 11.1. Monthly Financial Statements

<b>Corporate and Community</b>		
<b>Date</b>	10 June 2022	
<b>Location</b>	Not Applicable	
<b>Responsible Officer</b>	Lana Foote, Deputy Chief Executive Officer	
<b>Author</b>	As above	
<b>Legislation</b>	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
<b>Disclosure of Interest</b>	Nil	
<b>Purpose of Report</b>	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
<b>Attachments</b>	May 2022 Financial Activity Statement (to be circulated Monday)	

#### **Background:**

This item presents the Statement of Financial Activity to Council for the period ending 31 May 2022.

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 Program and Nature or Type

The Statements 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 – Rate Revenue

This note provides details of rates levied during the year.

Note 7 – Disposal of Assets

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

Note 8 – Capital Acquisitions

This note details the capital expenditure program for the year.

Note 9 – Cash Reserves

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 10 – Other Current Liabilities

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

Note 11 – Operating Grants and Contributions Received

This note provides information on operating grants received.

Note 12 – Non-Operating Grants and Contributions

This note provides information on non-operating grants received.

Note 13 – Trust Fund

This note provides information on trust items received and paid.

Note 14 – Budget Amendments

This note provides detail of adopted budget amendments.

Note 15 – 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:**

Darren Simmons, Chief Executive Officer.

**Statutory Implications:**

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

**Policy Implications:**

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

**Strategic Implications:**

Shire of Koorda Integrated Strategic Plan 2022

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

**Financial Implications:**

Nil


**Voting Requirements:**     Simple Majority     Absolute Majority

**Officer Recommendation**

**That Council, by Simple Majority, pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, receives the statutory Financial Activity Statement report for the period ending 31 May 2022, as presented.**



## 11.2. List of Accounts Paid

<b>Corporate and Community</b>		
<b>Date</b>	9 June 2022	
<b>Location</b>	Not Applicable	
<b>Responsible Officer</b>	Lana Foote, Deputy Chief Executive Officer	
<b>Author</b>	As above	
<b>Legislation</b>	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
<b>Disclosure of Interest</b>	Nil	
<b>Purpose of Report</b>	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
<b>Attachments</b>	<a href="#">List of Accounts Paid</a>	

### Background:

This item presents the List of Accounts Paid, paid under delegated authority, for the period 16 May 2022 to 9 June 2022.

### Comment:

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

### Consultation:

Darren Simmons, Chief Executive Officer  
Tracey McMiles, Finance Officer

### 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.

### Financial Implications:

Funds expended are in accordance with Council's adopted 2021/2022 Budget.

**Voting Requirements:**     Simple Majority     Absolute Majority

**Officer Recommendation**

That Council, by Simple Majority, pursuant to Section 6.8(1)(a) of the *Local Government Act 1995* and Regulation 12 & 13 of the *Local Government (Financial Management) Regulations 1996*, receives the report from the 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 16 May 2022 to 9 June 2022


Municipal Voucher V626 to V672	Totalling \$ 322,394.89
Credit Card Transaction (V672)	Totalling \$ 1,275.90
	Total \$ 323,670.79

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

Nil

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

### 13.1 CBH Group (CBH) request for approval for road movements between Bencubbin and Beacon CBH sites to Koorda

<b>Works and Assets</b>		
<b>Date</b>	9 June 2022	
<b>Location</b>	Not applicable	
<b>Responsible Officer</b>	Darren Simmons, Chief Executive Officer	
<b>Author</b>	As above	
<b>Legislation</b>	<i>Local Government Act 1995</i>	
<b>Disclosure of Interest</b>	Nil	
<b>Purpose of Report</b>	<input checked="" type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
<b>Attachments</b>	Nil.	

#### **Background:**

After a meeting between CBH staff representatives and the CEO, Deputy CEO and Works Supervisor, the Shire is in receipt of the following request from CBH:

*“CBH is seeking to conduct a series of road moves throughout June and July as outlined below to move grain from our Beacon and Bencubbin sites to our Koorda site for loading onto rail. The rationale for the road moves is as follows:*

- A record harvest has left us with a large amount of grain remaining upcountry which we need to get to port as quickly as possible to meet huge current demand for shipping.*
- We need to move grain out of our sites before the upcoming harvest begins to reduce the amount of carryover (compounded by the fact that the upcoming harvest looks to be once again very large).*

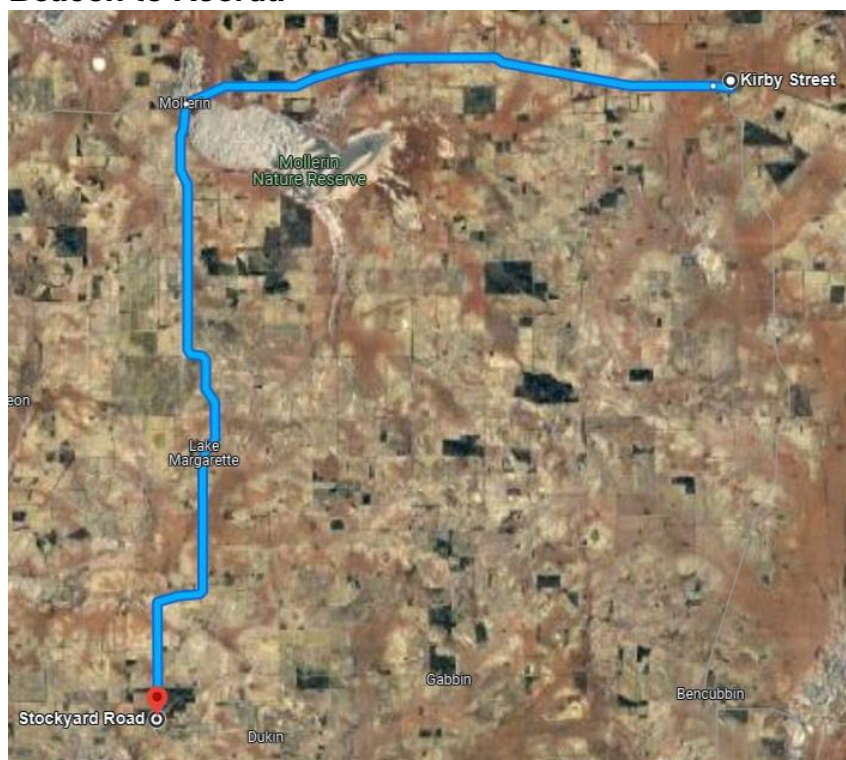
*On top of the demand for shipping capacity and carryover reduction, the reasons we are seeking to do this by road is to;*

- Shorten the rail task creating efficiency.*
- Both Beacon (16TAL) and Bencubbin (cycle time and siding restrictions) are inefficient rail sites to use, where Koorda is 19TAL and has rapid rail loading capability.*
- Focusing rail efforts at Koorda saves on rail crews (which helps with current labour issues due to COVID and the WA labour market).*
- We can utilise local growers and road transport companies (through Cropline) which are based in these areas.*

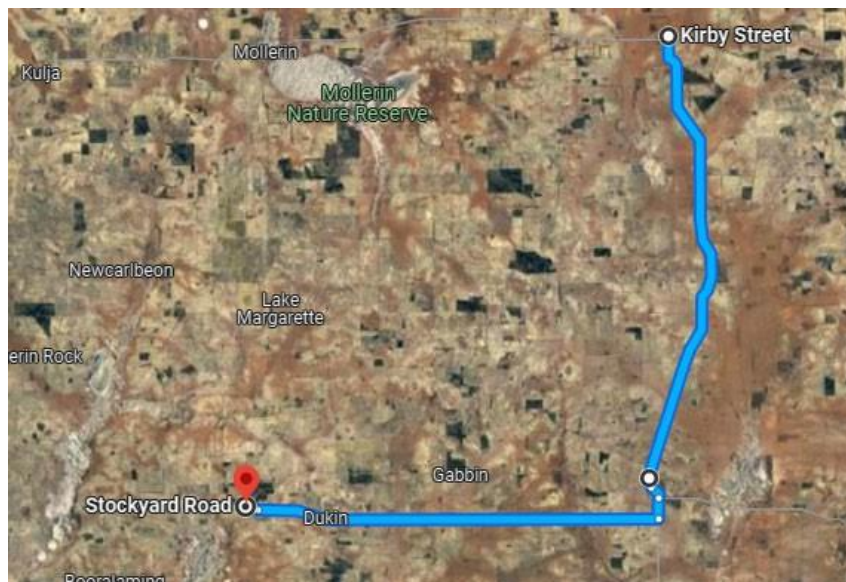
**Proposed routes and timings:**

	<b>Beacon to Koorda</b>	<b>Bencubbin to Koorda</b>
Tonnes	148,000t	45,000t
Commodity	Wheat & Barley	Wheat
Start dates	Tentative WC 11 July	WC 13 June
Duration	14 weeks (1,800 tpd)	5 weeks (1,700tpd)
Route	CBH Beacon to CBH Koorda - N4.1 (81km) <a href="https://goo.gl/maps/p3oAooiME7BLy5px7">https://goo.gl/maps/p3oAooiME7BLy5px7</a>	CBH Bencubbin to CBH Koorda - N4.1 (39.20km) <a href="https://goo.gl/maps/49cBPLHhrcfitWTH8">https://goo.gl/maps/49cBPLHhrcfitWTH8</a>

**Beacon to Koorda**



**Bencubbin to Koorda**



CBH Beacon to CBH Koorda - N4.1 (81km)	CBH Bencubbin to CBH Koorda - N4.1 (39.20km)
<a href="https://goo.gl/maps/p3oAooiME7BLY5px7">https://goo.gl/maps/p3oAooiME7BLY5px7</a>	<a href="https://goo.gl/maps/49cBPLHhrcfitWTH8">https://goo.gl/maps/49cBPLHhrcfitWTH8</a>
<b>Shire of Mt Marshall</b>	<b>Shire of Mt Marshall</b>
Beacon Grain Bin Rd (P) (415Z002\$), Ingleton Rd (4150006&), Kirby St (4150157*), Burakin-Wialki Rd (4150150)	Watson Ct (4150142), Monger St (4150146*), Koorda- Bullfinch Rd (4150145*)
<b>Shire of Koorda</b>	<b>Shire of Koorda</b>
Burakin-Wialki Rd (4150150#), Koorda-Mollerin Rd (4110001*), Koorda-Kulja Rd (4110004#), Cadoux- Koorda Rd (4110002#), Stockyard Rd (4110085)	Koorda - Bullfinch Rd (4110139#), Haigh St (4110138#), Railway St (4110137@), Cadoux-Koorda Rd (4110002#), Stockyard Rd (4110085)
<b>Conditions</b>	<b>Conditions</b>
<p>Direct radio contact must be maintained with other restricted access vehicles to establish their position on or near the road (suggested UHF channel 40). Note: Low Volume (LV)</p> <p>Direct radio contact must be maintained with other restricted access vehicles to establish their position on or near the road (suggested UHF channel 40).</p> <p>Headlights to be switched on at all times No operation on unsealed road segment when visibly wet, without road owner's approval. Note: Low Volume (LV) Operation is not permitted while the school bus is operating on the road. Operators must contact the relevant schools and obtain school bus timetables; or where direct contact can be made with the school bus driver, operation is permitted once the school bus driver confirms all school drop-offs/pick-ups have been completed on the road.</p> <p>When travelling at night, the RAV must travel at a maximum speed of 40km/h and display an amber flashing warning light on the prime mover.</p> <p>*No operation on unsealed road segment when visibly wet, without road owner's approval.</p> <p>All operators must carry current written approval from the road asset owner permitting use of the road. No operation on unsealed road segment when visibly wet, without road owner's approval.</p>	<p>*No operation on unsealed road segment when visibly wet, without road owner's approval.</p> <p>All operators must carry current written approval from the road asset owner permitting use of the road. No operation on unsealed road segment when visibly wet, without road owner's approval.</p> <p>All operators must carry current written approval from the road asset owner permitting use of the road.</p>

In respect to the Beacon to Koorda route request, CBH were advised on 2 June 2022 that the request for the Beacon to Koorda route would be referred to the 15 June 2022 Council meeting for consideration due to the unique nature of this request in terms of proposed route, quantum of grain involved and extended duration which will, in effect, lead into the 2022 harvest.

For the Bencubbin to Koorda route request, a conditional approval was granted by the CEO on 2 June 2022 however on 3 June 2022 the Shire received the following email from CBH in response:

'Hi Darren,

Thanks for getting back to us quickly. We note the delayed start date on the Bencubbin move and appreciate the approval, however I did wish to query the wording of this condition;

*4. If, in the Shire's opinion, damage results in the roads travelled arising from this special approval, Council reserves the right to cancel the approval and/or seek to recover road damage costs from CBH. (The Shire looks forward to receiving a copy of the baseline road assessment CBH has commissioned, and our Works Supervisor will also monitor road condition prior to, during and following the period of this special approval).*

Our concern is that this does leave us quite open to a damages claim, and while the road condition report will no doubt assist in this regard, we are hoping that the line could be re-worded to better reflect the evidentiary burden necessary to progress a claim, rather than "the opinion of the Shire". It would also be appreciated if we could agree that a notice period be given if Shire intends to withdraw the approval as we will have contractors and staff lined up and would face some significant costs if we had to cancel these crews with no notice. We would be comfortable not stipulating a timeframe but could manage this between us if the circumstance arises. With that, would you consider rewording the condition to:

*4. If damage is caused to the roads travelled arising from this special approval, Council reserves the right to cancel the approval with an appropriate notice period and may seek to recover road damage costs from CBH in line with Section 132 of the Road Traffic (Administration) Act 2008 (WA)".*

As the CEO was not comfortable unilaterally amending the existing approval and, following consultation with the Shire President, the CEO advised CBH by email on 3 June 2022 that the re-wording request would also be referred to the Council meeting on 15 June 2022 as part of Council's consideration of the Beacon to Koorda route request.

**Comment:**

Shire staff acknowledge and understand the grain freight challenges being experienced by CBH, and in turn, the benefits that accrue to its grower members in using the road network to access grain markets when the rail option proves difficult.

It was on this basis that approval for the Bencubbin to Koorda was provided administratively but within a context of limited grain quantum, duration, existing RAV 6 rating and road length a (i.e., 11 kilometres on the Koorda-Bullfinch Road from the Shire's eastern boundary to the Koorda townsite).

However, the context for the Beacon to Koorda route request is quite different with nearly 150,000mt of grain travelling over 3 and a half months over approximately 60 kilometres of Shire roads with around 15 kilometres rated RAV6 (Burakin-Wialki Road) and 45 kilometres RAV4 (Koorda-Mollerin and Koorda-Kulja Roads).

Within this context, the Works Supervisor has expressed concern that as these Shire roads were not constructed with the proposed grain freight loads, it is inevitable that road pavement damage will be incurred at considerable repair cost and inconvenience (in terms of impact to road users and re-tasking of Shire staff).

As such, the Works Supervisors would prefer that the Beacon to Koorda request not be supported.

**Consultation:**

Kellie Todman – CBH Manager, Government and Industry Relations  
Justin Bayles – CBH Manager, Road Operations and Projects  
Shire President  
Deputy CEO  
Works Supervisor

**Statutory Implications:**

Local Government Act 1995  
Section 132 of Road Traffic (Administration) Act 2008  
Local Government Act 1995  
Section 132 of Road Traffic (Administration) Act 2008

**132. Road authority may recover expenses of damage caused by heavy traffic**

(1) In this section —

**Government road** means —

- (a) a road declared by Order in Council under the *Public Works Act 1902* section 86(2) to be a Government road; or
- (b) a highway or main road as those terms are defined in the *Main Roads Act 1930*;

**heavy traffic** includes —

- (a) traffic comprising heavy vehicles; or
  - (b) a high volume of traffic.
- (2) Where it appears to the road authority that has functions in relation to the repair of road infrastructure that, having regard to the average expense of repairing road infrastructure in the vicinity, extraordinary expenses have been incurred by the road authority in repairing the road infrastructure because of damage caused by heavy traffic, the road authority may recover the amount of the expenses as may be proved to the satisfaction of the court to have been incurred by the road authority because of damage caused by heavy traffic.
- (3) Those expenses may be recovered —
- (a) from a person by, or in consequence of, whose directions the heavy traffic has been conducted; and
  - (b) by proceedings in a court of competent jurisdiction.
- (4) A person against whom expenses are or may be recoverable under this section may enter into an agreement with the road authority for payment to it in respect of heavy traffic, and on making the payment as agreed the person is not to be subject to any proceedings under this section.
- (5) For the purposes of this section the Minister is to be taken to be the road authority that has functions in relation to the repair of a Government road, and the Minister may bring an action for recovery of expenses under this section accordingly and any money recovered is to be credited to the Consolidated Account.
- (6) Proceedings for the recovery of expenses under this section cannot be commenced —
- (a) in the case where the damage is the consequence of a particular building contract or work extending over a long period, if 6 months have elapsed since the completion of the contract or work; and
  - (b) in any other case, if 12 months have elapsed since the damage occurred.

**Policy Implications:**

Nil



**Strategic Implications:**

The proposed heavy vehicle use was not accounted for in the Shire's adopted Strategic Resourcing Plan.

**Financial Implications:**


Should approval be granted, potential for significant costs to remediate any heavy vehicle damage to the roads on the access route.

**Voting Requirements:**     Simple Majority     Absolute Majority

**Officer Recommendation**

**For Council consideration.**

## 13.2 Proposed Leasing Arrangements by CBH for Lots 402 and 32 Price Street, Koorda

<b>Works and Assets</b>		
<b>Date</b>	12 April 2022	
<b>Location</b>	Not applicable	
<b>Responsible Officer</b>	Darren Simmons, Chief Executive Officer	
<b>Author</b>	As above	
<b>Legislation</b>	<i>Local Government Act 1995</i>	
<b>Disclosure of Interest</b>	Nil	
<b>Purpose of Report</b>	<input checked="" type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
<b>Attachments</b>	Proposed Lease Agreement (Confidential to Councillors only)	

### Background:

At its special meeting held on 30 August 2021, Council resolved, inter alia, as follows

### That Council:

...

**4. Agrees to lease Lots 402 and 32 Price, Street, Koorda for emergency grain storage from 1 September 2021 to 30 April 2022 and authorises the Chief Executive Officer to sign the 'Agreement to Lease' document between the Shire of Koorda and Co-operative Bulk Handling Limited (CBH) on the condition that CBH supply the Shire with a traffic management plan to the satisfaction of the Chief Executive Officer.**

On 30 November 2021, a lease agreement was executed between CBH and the Shire, with the lots subsequently used for the 2021 harvest for emergency open bulkhead (OBH) grain storage.

Due to the record 2021 harvest grain is still being stored onsite and with similar expectations for the 2022 harvest, CBH have now requested that the leasing of Lots 402 and 32 Price Street, Koorda continue until 30 April 2023.

### Comment:

As grain is still being stored onsite and with Shire staff unaware of any issues arising, it is recommended that Council agree to CBH's request to lease lots 402 and 32 Price Street, Koorda for another year.

### Consultation:

Aaron Grant – CBH Specialist, Property and Land

### Statutory Implications:

Section 3.58 of the Local Government Act. (As CBH is a registered charity, there is an exemption to the disposal of property provisions of section 3.58)

### Policy Implications:

Nil

### Strategic Implications:

Nil

**Financial Implications:**

Annual lease consideration of \$6,500 exclusive of GST

**Voting Requirements:**     Simple Majority     Absolute Majority

**Officer Recommendation**

**That Council agrees to continue leasing Lots 402 and 32 Price, Street, Koorda to Co-operative Bulk Handling Limited (CBH) for emergency grain storage from 1 May 2022 to 30 April 2023 and authorises the Chief Executive Officer to sign the 'Agreement to Lease' document between the Shire of Koorda and CBH on the condition that CBH supply the Shire with a traffic management plan to the satisfaction of the Chief Executive Officer.**

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

**15. Elected Members' Motions**

**16. Matters Behind Closed Doors**

**17. Closure**