

**2017**



# MINUTES

**Shire of Koorda**

**19/04/2017**

## CONTENTS

<b>1</b>	<b>DECLARATION OF OPENING .....</b>	<b>4</b>
<b>2</b>	<b>ANNOUNCEMENT OF VISITORS .....</b>	<b>4</b>
<b>3</b>	<b>RECORD OF ATTENDANCE .....</b>	<b>4</b>
	3.1 <i>Record of Attendance: .....</i>	<i>4</i>
	3.2 <i>Apologies: .....</i>	<i>4</i>
	3.3 <i>Approved Leave of Absence: .....</i>	<i>4</i>
<b>4</b>	<b>QUESTION TIME FOR THE PUBLIC .....</b>	<b>4</b>
	4.1 <i>Response to Previous Public Questions Taken on Notice .....</i>	<i>4</i>
	4.2 <i>Public Question Time Open .....</i>	<i>4</i>
	4.3 <i>Public Question Time Closed .....</i>	<i>4</i>
<b>5</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE .....</b>	<b>5</b>
<b>6</b>	<b>PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS.....</b>	<b>5</b>
<b>7</b>	<b>CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS .....</b>	<b>5</b>
	7.1 <i>ORDINARY MEETING HELD 15 March 2017 .....</i>	<i>5</i>
<b>8</b>	<b>ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION.....</b>	<b>5</b>
<b>9</b>	<b>REPORTS OF COMMITTEES .....</b>	<b>6</b>
	9.1 <i>Building/Planning/Recreation Committee .....</i>	<i>6</i>
	9.1.1 BUILDING PROGRAMME 2016/2017 (Current Year) .....	6
	9.1.2 BUILDING PROGRAMME 2017/2018 (Next Year Budget) .....	12
	9.1.3 BUILDING / FACILITIES PROGRAMME 2017/2018 – 2027/2028.....	18
	9.2 <i>Works Committee .....</i>	<i>21</i>
	9.2.1 ADOPTED WORKS PROGRAMME 2016/2017 .....	21
	9.2.2 WORKS PROGRAMME 2017/2018 .....	24
	9.2.3 PROPOSED WORKS PROGRAMME 2018/2019 AND BEYOND.....	27
	9.2.4 PLANT REPLACEMENT PROGRAMME 2017/2018.....	30
	9.2.5 PLANT REPLACEMENT PROGRAMME 2018/2019 – 2027/2028.....	32
<b>10</b>	<b>CHIEF EXECUTIVE OFFICERS REPORT.....</b>	<b>36</b>
	10.1 <i>Governance and Administration .....</i>	<i>36</i>
	10.1.1 NEWROC COUNCIL MEETING .....	36
	10.1.2 NEWROC EXECUTIVE MEETING .....	38
	10.1.3 CEACA MEETING .....	40
	10.2 <i>Finance.....</i>	<i>42</i>
	10.2.1 MONTHLY FINANCIAL STATEMENTS.....	42
	10.2.2 ACCOUNTS PAID AS LISTED.....	44
	10.2.3 MONTHLY FINANCIAL POSITION .....	46
	10.2.4 INVESTMENT OF COUNCIL FUNDS .....	48
	10.2.5 REQUEST FOR FUNDING – COMMUNITY GARDEN .....	50
	10.3 <i>Law, Order &amp; Public Safety.....</i>	<i>52</i>
	10.4 <i>Health and Building.....</i>	<i>52</i>
	10.5 <i>Education &amp; Welfare.....</i>	<i>52</i>
	10.6 <i>Housing.....</i>	<i>53</i>
	10.6.1 CEACA HOUSING SUPPORT - CONCEPTS .....	53
	10.7 <i>Community Amenities.....</i>	<i>55</i>
	10.7.1 DEVELOPMENT APPLICATION – GRAIN STORAGE SITE .....	55
	10.8 <i>Recreation and Culture .....</i>	<i>57</i>
	10.9 <i>Transport.....</i>	<i>57</i>
	10.10 <i>Economic Services.....</i>	<i>57</i>
	10.11 <i>Other Property &amp; Services.....</i>	<i>57</i>
	10.12 <i>Reserves .....</i>	<i>57</i>
<b>11</b>	<b>ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN..</b>	<b>57</b>

<b>12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING.....</b>	<b>58</b>
12.1.1 PURCHASE TRUCK – PRIME MOVER .....	58
<b>13 MATTERS FOR WHICH MEETING MAY BE CLOSED.....</b>	<b>60</b>
<b>14 DATE OF NEXT MEETING .....</b>	<b>60</b>
<b>15 CLOSURE .....</b>	<b>60</b>

UNCONFIRMED



# SHIRE OF KOORDA MINUTES

**FOR THE ORDINARY MEETING OF COUNCIL**  
Held in the Council Chambers, Allenby Street,  
Koorda, Wednesday 19 April 2017 at 4.30pm

## **1 DECLARATION OF OPENING**

The Presiding person declared the meeting open at 4.33pm

## **2 ANNOUNCEMENT OF VISITORS**

## **3 RECORD OF ATTENDANCE**

### **3.1 Record of Attendance:**

Cr FJ Storer	President
Cr GW Greaves	Deputy President
Cr BG Cooper	Councillor
Cr SE Boyd	Councillor
Cr AD Clarke	Councillor
Cr PL McWha	Councillor
Cr LC Smith	Councillor
D Burton	CEO
L Hendry	DCEO

### **3.2 Apologies:**

### **3.3 Approved Leave of Absence:**

**PRESIDENT TO DRAW THE DISCLAIMER TO THE PUBLICS' ATTENTION**  
**(If members of the public present)**

## **4 QUESTION TIME FOR THE PUBLIC**

### **4.1 Response to Previous Public Questions Taken on Notice**

### **4.2 Public Question Time Open**

### **4.3 Public Question Time Closed**

## **5 APPLICATIONS FOR LEAVE OF ABSENCE**

### **COUNCIL DECISION Officer Recommendation**

**Moved Cr SE Boyd**

**Seconded Cr GW Greaves**

**That Cr BG Cooper is granted leave of absence for the Council meeting to be held on 17th May 2017**

**PUT & CARRIED: 7/0  
RESOLUTION NO: 010417**

## **6 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

Vice President Cr GW Greaves thanked President FJ Storer for the opportunity to attend a Red Cross Rally on the Presidents behalf. Cr GW Greaves enjoyed a morning tea and gave special mention of the great work the Red Cross Society does.  
Cr FW Storer attended a Regional Road Group meeting.

## **7 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS**

### **7.1 ORDINARY MEETING HELD 15 March 2017**

### **COUNCIL DECISION Officer Recommendation**

**Moved Cr BG Cooper**

**Seconded Cr GW Greaves**

**That the Minutes of the Koorda Shire Council Ordinary Meeting held on the 15 March 2017, as circulated be confirmed and certified as a true and accurate record.**

**PUT & CARRIED: 7/0  
RESOLUTION NO: 020417**

## **8 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

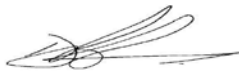
Cr FW Storer attended a meeting with Wheatbelt South, WALGA and Regional Development Australia to further discuss the progression of the grant submission

## 9 REPORTS OF COMMITTEES

### 9.1 Building/Planning/Recreation Committee

#### 9.1.1 BUILDING PROGRAMME 2016/2017 (Current Year)

##### Section 5.23 – Applicability

<b>Location:</b>	Koorda Townsite
<b>File Reference:</b>	Various
<b>Disclosure of Interest:</b>	The CEO declares an interest in Lot 282 Pearman Street, as he resides there
<b>Author:</b>	David N Burton, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Nil

##### Background:

The budget program of works with regards to Housing and Community Facilities for current 2016/2017 year based on the Budget and works completed. This is to review what works have been completed and what may be carried forward.

##### Comment:

The following brief comment is made with regard individual properties:-

##### Staff Housing

- Lot 9 Smith Street – **Staff** General Maintenance, provision for patio (currently being completed)
- Lot 68 Smith St – **Darren West** General Maintenance, Paint interior (completed), replace vinyl flooring (future).
- Lot 282 Pearman St - **CEO** General Maintenance provision – recently replaced several struts at back and replaced drainage from gutters  
Floor coverings / Capital if required (not required)
- Lot 98 Greenham St - Possible Sale  
**Privately rented** – Tenant moving out end of year (in process), (Mechanic- will rent property while performing maintenance on own property. This is expected to take 12/18 months then recommend for property to be sold)
- Lot 271 Greenham St - General maintenance  
**Wansbrough** Upgrade Kitchen. Other works became a priority.  
Tenant is happy with Kitchen at the moment.
- Lot 274 Lodge St - General maintenance  
Swimming pool manager, General Upgrade Provision

**Mary Segond von Banchet**

- **Lot 198 Lodge St** New dwellings - driveway and landscape, garden sheds.

**Non Staff**

- **Lot 203 Pearman St - Privately Rented** Most items addressed, general maintenance *renew existing fixtures if required.* Recently installed reverse cycle aircon and remove wood heater (to be completed).
- **Lot 204 Pearman St - Leased to GROH - Police (OIC Police)** General provision only  
(minor works completed when vacated.)  
Capital provision if required.
- **Lot 95 Greenham St** General maintenance
- **Lot 99/100 Greenham St Yalambee Units**  
1 Unit to be upgraded, more if possible. Delayed to see about possibility of new Units at caravan park.
- **Lot 13 Smith St**  
Units A, B & C General maintenance, most brick fretting repairs have been completed, but will need to be monitored. This is a general provision. Unit 3 needs minor work.
- **Lot 291 Smith St – JV units**  
Units 1, 2, 3 General maintenance only minor upgrades requested, capital provision for unit 1 if required.
- **Lot 550 Smith St** Joint Venture Units – general maintenance provision only
- **Lot 550 Smith Street** Gazebo and gardens in front area (to be completed).

**Other – Public Buildings and Facilities**

➤ **Administration Building – Reserve 33226 – Allenby Street**

- General Maintenance – maintenance as required. New telephone system. Renovations if required.

➤ **ES Building – Lot 77 – Smith Street/Ningham Street**

- No work scheduled – ongoing maintenance, extend patio on eastern side (2016/2017). To be completed, may be carried forward.

➤ **Reserve 33226 – Allenby St Koorda Health Centre**

- Health facility includes Doctors surgery and Community/Allied Health facilities, ongoing improvements/maintenance

➤ **Play Group Building – Reserve 32548 – Ninghan Street**

- Ongoing maintenance will be carried out as necessary.
- As we have had no further information about the use as a childcare facility, no allocation has been included in the budget, however this may need to change if required.
- There are a number of longer term issues with this building.
- External cladding - consideration of removal if required (contains asbestos)

➤ **Refuse site**

- Proposed – Extend life of current site if possible and prepare new site.
- We are currently looking at the Old Golf Course as a suitable location for a new waste site DER Officers have inspected however there have been some issues in getting the approvals. We recently met with the Director General of DER which seemed a lot more positive with regards to getting the new lot passed. This project is now being completed by WALGA and DER to set precedence over small rubbish sites and the requirements. This should be completed soon, but has been dragged out longer than anticipated. New Application under new regulations is about to be submitted.

➤ **Public Toilets – Reserve 20256 – Birdwood Street & Reserve 33226 – Volunteer Park Ninghan Street**

- Ongoing maintenance only anticipated.
- Tables and seats as per Aged Communities funding (completed)

➤ **Cemetery – Reserve 20236 – Koorda Cadoux Road**

- General ongoing improvements.
- Other provision for minor complementary improvement (toilet) (completed)

➤ **Cowcowing Cemetery – Wyalkatchem Koorda Road**

- General ongoing works as required.

➤ **Koorda Drive-in – Lot 17 – Orchard Street**

- The projector system has been update. Work to upgrade the kiosk and projection box with a 50's diner theme to protect the building from weather and make it more visually appealing is almost finished with an aircon unit to be installed.



➤ **TV & Radio Re-transmission Facility**

- General ongoing maintenance provision only.
- Digital TV has been installed into the town for service. (service upgrade completed)

➤ **Museum & Mad Club – Reserve 32572 – Ninghan Street**

- General provision. Capital allocation for MAD ceiling, but Museum needs some works done as well. This will be ongoing for a while and will need to work in with the Museum as items will need shifting.

➤ **Recreation Facilities – Reserve 20134 – Scott Street**

- Oval – General maintenance.
- Provisions for extending facility – We have been advised that we have not been successful in our funding application. A second application has been submitted under Building Better Regions Funding.
- Ongoing development of Recreation Facilities Plan for future extensions.

➤ **Bowling Green – Reserve 26647 – Greenham Street**

- Ongoing surrounds maintenance assistance

➤ **Golf Course**

- Ongoing course maintenance assistance - mow fairways and other minor assistance for major events i.e. open day, Police day, St John's/RFDS day and club championships

➤ **Swimming Pool – Reserve 17933 – Haig Street**

- With the Community Pools revitalisation funds, we will be looking at repainting the smaller pools and also replacing a shelter and giving the BBQ area a better shelter to make it more usable (completed).

➤ **Skate Park – Reserve 17933 – Haig Street**

- Construction of skate park. Ongoing maintenance as required. A rest area and bubble fountain will be looked into for the future (2017/2018).

➤ **Memorial Hall Reserve 20256**

- General ongoing maintenance. Capital provision if required.

➤ **Pioneer Hall – Reserve 16649 – Railway Street**

- General only – aging problem. Capital allocation to stabilise or start work on saving facade of building.(carried forward)

➤ **Former Guide/Brownie Hall – Reserve 34889 – Allenby Street**

- General only – However Council indicated a desire to renovate and retain as a Historical/Heritage building relevant to Koorda early architecture. Suggest substantially upgrade of building if a future use can be determined.

➤ **Community Shed**

“See recreation facilities”

➤ **Shire Works Depot – Lot 567 & 12 Aitken Road**

- General allocation provision for storage area.

➤ **NRM Building – 11 Railway Street**

- Currently vacant. May need minor works when required.

➤ **Caravan Park – Reserve 34744 – Scott Street**

- Provision to continue to improve facility.

**No specific allocation:**

- Gym facility – to be included in the Recreation Grounds Development Plan.

**Consultation:**

Nil

**Statutory Environment:**

Nil

**Policy Implications:**

Nil

**Financial Implications:**

Costs for works have been factored into the 2016/2017 budget.

### **Strategic Implications:**

Shire of Koorda Strategic Community Plan

S 2.2 - Facilitate provision of services for aged persons and people with disabilities (medium term, 4-10 yrs)

S 2.5 - Facilitate provision of appropriate playgroup facilities (medium term, 4-6 years)

S 3.3 - Support provision of emergency services (ongoing)

S 4.1 - Develop a broad recreation master plan for the Shire (short term, in progress)

S 4.2 - Develop, maintain and support appropriate recreation facilities throughout the Shire (ongoing)

E 1.10 - Monitor local community demand for additional accommodation units (medium term, in progress)

B 1.1 - Facilitate and integrate housing options, local services, employment and recreational spaces (ongoing)

B 1.4 - Provide sustainable open space to recreate and connect (medium term, 4-15 years)

B 1.5 - Develop and maintain sustainable assets and infrastructure (ongoing)

B 1.6 - Maintain and protect heritage buildings and sites (ongoing)

### **Voting Requirement:**

Simple majority

### **COUNCIL DECISION**

#### **Committee Recommendation**

**Moved Cr PL McWha**

**Seconded Cr AD Clarke**

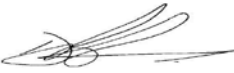
**That the current program with regard building construction, maintenance and upgrading planned for 2016/2017 be noted.**

**PUT & CARRIED: 7/0  
RESOLUTION NO: 030417**

## 9.1.2

## BUILDING PROGRAMME 2017/2018 (Next Year Budget)

### Section 5.23 – Applicability

<b>Location:</b>	Koorda Townsite
<b>File Reference:</b>	Various
<b>Disclosure of Interest:</b>	The CEO declares an interest in Lot 282 Pearman Street, as he resides there
<b>Author:</b>	David N Burton, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Nil

### Background:

The budget program of works with regards to Housing and Community Facilities for 2017/2018 and is generally based on the previously prepared forward planning programmes, reviewed and amended in line with inspections and discussions. The plan as presented, generally relates to capital works, improvements and maintenance with regard to housing, buildings and facilities. Taking into account likely financial and other resources available.

### Comment:

It should be noted that for the 2017/2018 Financial year, we will be looking at several building projects pending on funding. This includes the Recreation Ground, Short Term Accommodation Units at Caravan Park and also to a lesser degree, construction of the CEACA Units.

If all these projects go ahead, it will put considerable strain on the resources of the staff, so consideration of contractors for some works may be required.

Changes to the Residential Tenancy Act will also require some houses to have different items installed. These should be able to be done under the maintenance costs.

The following brief comment is made with regard individual properties:-

### Staff Housing

- Lot 9 Smith Street –General Maintenance, provision for capital works, last inspection found some timbers with issues. We will not know extent of damage until work started.  
**Staff**
- Lot 68 Smith St – General Maintenance, replace vinyl flooring (future – when required).  
**Darren West**
- Lot 282 Pearman St - General Maintenance provision – recently replaced several struts at back and replaced drainage from gutters  
**CEO** Floor coverings / Capital if required
- Lot 98 Greenham St - Possible Sale  
**Privately rented – Tenant moving out end of year, will sell in 2016/201 (Mechanic may want to rent property while performing maintenance on own)**

- Lot 271 Greenham St - General maintenance  
**Wansbrough** Upgrade Bathroom (*leaking is becoming an issue*).
- Lot 274 Lodge St - General maintenance  
Swimming pool manager, General Upgrade Provision  
Mary Segond von Banchet
- Lot 198 Lodge St New dwellings – general provision.

### **Non Staff**

- Lot 203 Pearman St - Most items addressed, general maintenance  
**Privately Rented** *renew existing fixtures if required.* Upgrade wet areas. This building is starting to become old and required a lot of maintenance. Council may wish to look at this property soon for sale and replace with a newer house.
- Lot 204 Pearman St - General provision only  
**Leased to GROH - Police (OIC Koorda)**  
*(minor works will be completed when vacated.)*  
Capital provision if required.
- Lot 95 Greenham St General maintenance
- Lot 99/100 Greenham St **Yalambee Units**  
1 Unit to be upgraded, if new units do not go ahead. BBQ area to be installed.
- Lot 13 Smith St  
Units A, B & C General maintenance, most brick fretting repairs have been completed, but will need to be monitored. This is a general provision. Unit 3 needs minor work. There is still a few issues with the bathrooms in these units.
- Lot 291 Smith St – JV units  
Units 1, 2, 3 General maintenance only minor upgrades requested, capital provision for unit 1 if required.
- Lot 550 Smith St Joint Venture Units – general maintenance provision only
- Lot 550 Smith Street Gardens in front area.

### **Other – Public Buildings and Facilities**

#### ➤ **Administration Building – Reserve 33226 – Allenby Street**

- General Maintenance – maintenance as required. Installation of solar panels for electricity.

➤ **ES Building – Lot 77 – Smith Street/Ninghan Street**

- No work scheduled – ongoing maintenance, extend patio on eastern side (2016/2017) may be carried forward.

➤ **Reserve 33226 – Allenby St Koorda Health Centre**

- Health facility includes Doctors surgery and Community/Allied Health facilities, ongoing improvements/maintenance, replace carpets.

➤ **Play Group Building – Reserve 32548 – Ninghan Street**

- Ongoing maintenance will be carried out as necessary.
- As we have had no further information about the use as a childcare facility, no allocation has been included in the budget, however this may need to change if required.
- There are a number of longer term issues with this building.
- External cladding - consideration of removal if required (contains asbestos)

➤ **Refuse site**

- Proposed – Extend life of current site if possible and prepare new site.
- We are currently looking at the Old Golf Course as a suitable location for a new waste site DER Officers have inspected however there have been some issues in getting the approvals. We recently met with the Director General of DER which seemed a lot more positive with regards to getting the new lot passed. This project is now being completed by WALGA and DER to set precedence over small rubbish sites and the requirements. This should be completed and the new site started in this financial year.

➤ **Public Toilets – Reserve 20256 – Birdwood Street & Reserve 33226 – Volunteer Park Ninghan Street**

- Ongoing maintenance only anticipated.

➤ **Cemetery – Reserve 20236 – Koorda Cadoux Road**

- General ongoing improvements.

➤ **Cowcowing Cemetery – Wyalkatchem Koorda Road**

➤

- General ongoing works as required.

➤ **Koorda Drive-in – Lot 17 – Orchard Street**

- The projector system has been updated. The inside of the Kiosk will be completed and we will be looking at painting the outside. This may have issues as an elevated work platform or scaffolding will be required.

➤ **TV & Radio Re-transmission Facility**

- General ongoing maintenance provision only.
- Digital TV has been installed into the town for service. There is a provision of \$4,000 for a mobile link unit to be installed which will give the supplier the ability to link into the system remotely.

➤ **Museum & Mad Club – Reserve 32572 – Ninghan Street**

- General provision. Capital allocation for MAD ceiling, but Museum needs some works done as well with ceilings.

➤ **Recreation Facilities – Reserve 20134 – Scott Street**

- Oval – will be “earthquaked” between seasonal use to help water retention and use over summer, endeavours are being made to improve playing surface
- Provisions for extending facility A new funding application has been submitted.
- General Maintenance
- Ongoing development of Recreation Facilities Plan for future extensions. Grant application has been sent for \$2.8m project. This project will rely on the outcomes of the funding application.

➤ **Bowling Green – Reserve 26647 – Greenham Street**

- Ongoing surrounds maintenance assistance

➤ **Golf Course**

- Ongoing course maintenance assistance - mow fairways and other minor assistance for major events i.e. open day, Police day, St John's/RFDS day and club championships

➤ **Swimming Pool – Reserve 17933 – Haig Street**

- With the Community Pools revitalisation funds, we will be looking at installing solar panels. This will make a savings in the long run. We will also look at heating the water pending costs.

➤ **Skate Park – Reserve 17933 – Haig Street**

- Construction of skate park. Ongoing maintenance as required. A rest area and bubble fountain will be looked into for this financial year. This will be completed pending time allowances of staff.

➤ **Memorial Hall Reserve 20256**

- General ongoing maintenance. Capital provision if required.

➤ **Pioneer Hall – Reserve 16649 – Railway Street**

- General only – aging problem. Capital allocation to stabilise or start work on saving facade of building (pending)

➤ **Former Guide/Brownie Hall – Reserve 34889 – Allenby Street**

- General only – However Council indicated a desire to renovate and retain as a Historical/Heritage building relevant to Koorda early architecture. Suggest substantially upgrade of building if a future use can be determined.

➤ **Community Shed**

“See recreation facilities”

➤ **Shire Works Depot – Lot 567 & 12 Aitken Road**

- General allocation provision for storage area.

➤ **NRM Building – 11 Railway Street**

- General allocation

➤ **Caravan Park – Reserve 34744 – Scott Street**

- Provision to continue to improve facility.
- Units to be installed pending report on facility and costings.

**No specific allocation:**

- Gym facility – to be included in the Recreation Grounds Development Plan.

**Consultation:**

Nil

**Statutory Environment:**

Nil

**Policy Implications:**

Nil

**Financial Implications:**

Costs for works have been factored into the 2017/2018 budget.



### **Strategic Implications:**

Shire of Koorda Strategic Community Plan

S 2.2 - Facilitate provision of services for aged persons and people with disabilities (medium term, 4-10 yrs)

S 2.5 - Facilitate provision of appropriate playgroup facilities (medium term, 4-6 years)

S 3.3 - Support provision of emergency services (ongoing)

S 4.1 - Develop a broad recreation master plan for the Shire (short term, in progress)

S 4.2 - Develop, maintain and support appropriate recreation facilities throughout the Shire (ongoing)

E 1.10 - Monitor local community demand for additional accommodation units (medium term, in progress)

B 1.1 - Facilitate and integrate housing options, local services, employment and recreational spaces (ongoing)

B 1.4 - Provide sustainable open space to recreate and connect (medium term, 4-15 years)

B 1.5 - Develop and maintain sustainable assets and infrastructure (ongoing)

B 1.6 - Maintain and protect heritage buildings and sites (ongoing)

### **Voting Requirement:**

Simple majority

### **COUNCIL DECISION**

#### **Committee Recommendation**

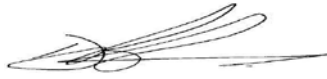
**Moved Cr PL McWha**

**Seconded Cr SE Boyd**

**That the current program with regard building construction, maintenance and upgrading planned for 2017/2018 be noted.**

**PUT & CARRIED: 7/0  
RESOLUTION NO: 040417**

### 9.1.3 BUILDING / FACILITIES PROGRAMME 2017/2018 – 2027/2028

<b>Location:</b>	Koorda town site
<b>Applicant:</b>	
<b>File Ref:</b>	ADM 0034
<b>Disclosure of Interest:</b>	CEO occupies the residence situated on Lot 282 Pearman St No interest declared by Councillors
<b>Author:</b>	D N Burton, Chief Executive Officer
<b>Signature of Author:</b>	
<b>Attachment</b>	Yes

#### Background

Council's current practice is to review their Asset Management Plan annually, specifically with regard accommodation units and community facilities. This is to ensure current relevance, with regard both the forthcoming financial year and the short to medium term future. Council has in the past acknowledged the need to upgrade facilities as well as a continuing ongoing need for general facility improvement or replacement.

Now that Council has possible additional funding available, it can accelerate the programme of upgrading or replacing current infrastructure, particularly aged infrastructure.

The attached reviewed plan is an update of the previously forward adopted plan. The updated proposal for 2017/2018 and forward projections to 2027/2028 is appended.

Major items considered for the next five years include:

Business/trade units - part in industrial development (funding required)

Refuse Site - rehab of old site and preparation of new site Planning should be completed, with works to commence 17/18 once approved.

Drive-In – Future additions may be available for the Drive-in. This can include artificial turf in the front area and maybe a fire pit area near the gate and extending the front veranda.

Recreation Facilities – upgrading and extending (10 year project funding being applied for)

Housing for the town being Aged (CEACA starting in late 2017/18). While CEACA is not a Shire project, it may require some assistance with the program.

Council's Strategic Plans must be completed and it is this shires current practice to review every year. It is again emphasised there is a need to discuss and consider the future of all shire buildings and facilities, including any future additional facilities.

#### Comment

Council has previously acknowledged that within anticipated financial parameters likely to be available; there is a need to continue to upgrade housing, review the standard of community facilities, and give consideration to replacement facilities. Most of the upgrades have been completed or are in the progress to allow for the Shire to have adequate modern housing.

As the Royalties For Regions funding has shifted with the allocation of the Country Local Government Fund no longer existing and Councils competing with other projects under consideration of the Wheatbelt Blueprints, it is vital that consideration be given to the projects

likely to be funded under this document. While Councils are requesting the reinstatement of the CLGF to councils, it may be unlikely given that state of State Government Finances and a change in government. Concern must be raised about Royalties for Regions being eroded by funding traditional state government funded items as Royalties for Regions.

A new application for funding has been lodged for the Recreation Ground. Pending the outcome of this funding, our directions for the Recreation Centre will be able to proceed or may need to consider a different tact to make improvements, especially concerning the current state of the visitor change rooms.

Accommodation at the Caravan Park will be considered in the 2017/2018 budget. This project may be continued with additional units over the next few years. This has currently not been included in the long term plans pending the engineers report, but will be considered further.

It is reiterated in the development of a programme, the main emphasis should be on the next financial year and the following four years, although in certain circumstances as we are aware, it is an obvious and realistic requirement to consider longer term (10 year) as well.

For other buildings, it is mostly only general maintenance that is required to keep the buildings to a satisfactory level. This can be completed without impacting the construction of the Recreation Ground facility.

It should also be noted that the current tenant from 32 Greenham Street is currently moving out. As this is the Shire's oldest house, it may be more beneficial to sell this asset rather than trying to maintain it as it will require extensive works. Our Mechanic may be interested in renting this property while restumping his own property. This may take 12-18 months.

The House at Lot 203 Pearman Street is aging and needs a lot of minor repairs. As this house ages further, it will require more and more. Council may consider selling this house in the near future as well.

### **Consultation**

Previous discussions by this Committee and Council  
Current adopted Forward Plan, to be reviewed and updated.

### **Statutory Environment**

Local Govt Act 1995 – Section 5.56  
Local Government (Administration) Regulations 1996

### **Policy Implications**

Will set future directions

### **Financial Implication**

The development of the Future Works will allow for better allocations of resources and funding.

## **Strategic Implications**

Shire of Koorda Strategic Community Plan

S 2.2 - Facilitate provision of services for aged persons and people with disabilities (medium term, 4-10 yrs)

S 2.5 - Facilitate provision of appropriate playgroup facilities (medium term, 4-6 years)

S 3.3 - Support provision of emergency services (ongoing)

S 4.2 - Develop, maintain and support appropriate recreation facilities throughout the Shire (ongoing)

E 1.10 - Monitor local community demand for additional accommodation units (medium term, in progress)

B 1.1 - Facilitate and integrate housing options, local services, employment and recreational spaces (ongoing)

B 1.4 - Provide sustainable open space to recreate and connect (medium term, 4-15 years)

B 1.5 - Develop and maintain sustainable assets and infrastructure (ongoing)

B 1.6 - Maintain and protect heritage buildings and sites (ongoing)

## **Voting Requirements**

Simple majority

### **COUNCIL DECISION**

#### **Committee Recommendation**

**Moved Cr SE Boyd**

**Seconded Cr BG Cooper**

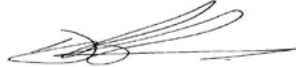
**That the attached Building Programme, as presented, discussed and amended be recommended for inclusion in Councils initial draft Plan for the Future and Forward Capital Works Plans for 2017/18 to 2027/28.**

**PUT & CARRIED: 7/0  
RESOLUTION NO: 050417**

## 9.2 Works Committee

### 9.2.1 ADOPTED WORKS PROGRAMME 2016/2017

#### Section 5.23 – Applicability

<b>Location:</b>	Shire of Koorda
<b>File Reference:</b>	ADM 0325
<b>Disclosure of Interest:</b>	No interest to declare by the CEO Councillors may have a “proximity interest” and this should be declared
<b>Author:</b>	David Burton, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	2016-2017 Works Programme

#### Background:

The programme is a summary of road works proposed for the 2016/2017 financial year and includes the following;

#### Works Proposed:

Seal widening work-	Koorda - Bullfinch Road approximately 5.72kms @ 5 slk (20th April) Koorda - Dowerin Road approx 5kms @ 4 slk - completed Burakin - Wialki Road approx 5kms @ 0 slk - completed
Widen and reconstruct- Resealing works –	Koorda Kulja Rd Widen S Bend approx 4.5kms @ 29.45 slk (now) Koorda - Dowerin Road reseal approx 4kms @ 0 slk - completed Mollerin North Road reseal approx 3kms @ 0slk - completed Koorda - Mollerin Rd reseal approx 5.5kms @ 18 slk - completed Koorda - Kulja Road reseal approx 3kms @ 10 slk - completed Koorda - Kulja Rd reseal approx 1.5kms @ 25.5 slk - completed Wyalkatchem-Koorda Rd reseal app. 4.5kms @ 12.8 slk - completed
Reconstruct/sheet -	Anderson Road approx 5km Mollerin Rock South Road approx 5km – doing now Kulja - Kalannie Road approx 0.2km @ failed section Commonwealth Road approx 2.5kms Kulja - Mollerin Rock Road approx 4kms Strahan Road approx 3.5kms Chown Tank Road approx 3kms
Footpaths	Various locations in Koorda Townsite. - ordered

Formation, widening, reform and sheeting as per programme work will include gravel reconstruction/widening gravel sheeting and additionally we will continue our road widening programme; that is widening a road by clearing vegetation where applicable and reformation of work out to original windrow line.

General maintenance - work will continue but will be very dependent on weather and seasonal conditions. Currently the rains have provided ideal maintenance grading conditions unless it gets too wet.

**Comment:**

Additional funding has again been received through the Roads to Recovery (RtR) programme this year with funding being increased to \$665,000. This was part of the funding being delivered as a result of lobbying against the indexation freeze, but funding was allocated only to road works. The increase will not have an impact on the Shire having to allocate additional funding to comply with the standard RtR funding principals, but we also cannot shift funding from the roads into other projects. This funding will be spaced across several years (it was going to be \$950,996 in one year) to allow Council to complete the works rather than relying on contractors.

Works have been decided around what is required to maintain the road network. Emphasis has been placed on gravel re-sheeting due to the reduction in road standards when last assessed. Roads without sufficient gravel sheeting will reduce grant funding allocations for the roads.

Seasonal rain has delayed the reseal program, however it is still anticipated that all seal works will be completed for the financial year.

**Consultation:**

Adopted road works programme

**Statutory Environment:**

Adopted works programme – budgetary constraints and potential cost increase implications.

**Policy Implications:**

Adopted works programme

**Financial Implications:**

The proposed works are as listed in Council's budget allocation for road works. The works are a mixture of 'Roads to Recovery', 'Regional Road Group' and financial assistance grants as well as Council funded works.

**Strategic Implications:**

Strategic Community Plan

E 6.1 - Plan for the provision and delivery of transport services and infrastructure in the Shire in close consultation with the State and Federal governments and the local community (ongoing)

E 6.2 - Maintain an efficient, safe and quality local road network (ongoing)

E 6.3 - Support the provision of appropriate regional transportation links, including rail, air and bus services (ongoing)

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**  
**Committee Recommendation**

**Moved Cr GW Greaves**

**Seconded Cr AD Clarke**

**That the proposed works programme for the approximate period to March 2017 be noted.**

**PUT & CARRIED: 7/0**  
**RESOLUTION NO: 060417**

## 9.2.2 WORKS PROGRAMME 2017/2018

### **Section 5.23 – Applicability**

**Location:** Shire of Koorda

**File Reference:** ADM 0325

**Disclosure of Interest:** No interest to declare by the CEO  
Councillors may have proximity interest to declare

**Author:** David Burton, Chief Executive Officer

**Signature of CEO**



**Attachment:** 2017/2018 Proposed Works Programme

### **Background:**

The current adopted a Draft Proposed Works Programme indicates a designated expenditure of 1.703 million dollars.

Construction -	Designated amount \$	1,674,000
Preservation -	Designated amount \$	100,000
Maintenance -	Designated amount \$	298,000

Work will include road construction improvements, Koorda/Bullfinch, Koorda/Kulja, Koorda/Dowerin and Koorda/Wyalkatchem Roads, widen seals, road preservation (including reseal programmes) and an ongoing road maintenance programme.

### **Construction**

Construction work will be focusing on the entrance and exit roads for Koorda. This will include seal widening for the following:

- Koorda/Dowerin Road
- Burakin/Wialki Road
- Cadoux/Koorda Road
- Koorda/Kulja Road

An allocation of Regional Road Group funding has been allocated for the planning of the Freight Routes. This is part of an application for funding for the project. It is not know if this is allowed, so this allocation may need to be altered.

### **Resealing**

Continue work on the

- Koorda/ Mollerin Road
- Mollerin Rock South Road
- Koorda/ Bullfinch Road
- Wyalkatchem/ Koorda Road

Resealing works are always dependant on funding availability, of which there are currently no known changes in the foreseeable future.

This work also marks the second last year of the Koorda-Mollerin Road reseal which is working towards the finalisation of this project.



### **Gravel Sheeting**

The intent is to continue upgrading what could be considered 'priority' gravel roads as this will become a future issue and may affect funding if roads are not maintained.

Gravel Sheeting will be looked at for the following roads;

- Mollerin Rock South
- Wilson
- Strahan
- Kulja Central
- Commonwealth

### **Maintenance**

This is an increasing cost issue consideration; and to some extent is dependent on conditions, particularly with the winter maintenance grading programme.

### **Foothpaths**

- Various, most likely to complete Haig Street.

### **Comment:**

The proposed programme is generally in line with Councils previous forward planning proposals, review as necessary.

With regards to road preservation projects, they are a mix of resealing, shoulder widening, reconstruction and sheeting, formation improvement and the continuation of clearing and widening on selected rural roads. The program is designed to achieve a balance of road preservation in different areas of the Shire.

It would be intended that improvements to vision and safety on 'cross and tee' roads will continue as well as removal of excess material from road verges.

Local Government and Main Roads are currently working together to develop a strategic freight network for the Wheatbelt. Pending on the success of the business case, funding may come through for the 2017/2018 financial year, but more likely in future years.

### **Consultation:**

Draft Works Programme

### **Statutory Environment:**

Local Government Act 1995

Local Government (Financial Management Regulations) 1996

Duty of Care – Australian Standards – Road design and Environmental Code of Practice – Road Construction and Maintenance works.

### **Policy Implications:**

Current proposed works programme for 2017/2018

### **Financial Implications:**

The proposed programme is reliant on funding being made available and any reduction in grants would impact on the proposed programmes and the final actual programme/s scheduled.

### **Strategic Implications:**

Strategic Community Plan

E 6.1 - Plan for the provision and delivery of transport services and infrastructure in the Shire in close consultation with the State and Federal governments and the local community (ongoing)

E 6.2 - Maintain an efficient, safe and quality local road network (ongoing)

E 6.3 - Support the provision of appropriate regional transportation links, including rail, air and bus services (ongoing)

### **Voting Requirement:**

Simple majority

### **COUNCIL DECISION**

#### **Committee Recommendation**

**Moved Cr GW Greaves**


**Seconded Cr AD Clarke**

**That Council adopt the proposed Works Programme for the 2017/2018 financial year for inclusion in the draft Shire Strategic Plans and the initial draft 2017/2018 budget considerations.**

**PUT & CARRIED: 7/0  
RESOLUTION NO: 070417**

### 9.2.3 PROPOSED WORKS PROGRAMME 2018/2019 AND BEYOND

#### **Section 5.23 – Applicability**

<b>Location:</b>	Shire of Koorda
<b>File Reference:</b>	ADM 0325
<b>Disclosure of Interest:</b>	No interest to declared by the CEO Councillors may have a “proximity interest” and this should be declared
<b>Author:</b>	David Burton, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Proposed works programme as per the Plan for the Future-revision

#### **Background:**

Council will be moving into the period where they need to consider a review and update of their current forward plans. The plan for 2017/2018 will drop off, and the current plan for 2018/2019 and beyond may require amendment. Regional Road Group funding has been indicated at \$345,000.00 (estimate), an increase from RtR has been allocated for 2018/2019 for a total program of \$288,000. This does not include the increase of previous years as it is not expected to extend through.

#### **Comment:**

There is a need to recognise the growing impact of future resealing programme requirements on Council's annual works programme; (Particularly the impact on available finance) and general asset management, and our ability to adequately resource all components of those programmes, including labour, plant, overheads and materials etc. In line with current strategic objectives, it will be pertinent to continue to review the mix of construction, preservation and maintenance projects, to achieve preferred outcomes.

Additional financial resources that may be available are not known at this time. While the Roads to Recovery Programme will continue until 2019, funding may not be available after the current scheme, however this project has been well received and indicators are for it to continue. It should also be noted that funding for RRG may be reduced with the State Government cutbacks, and also the Federal Funding reduced with the freezing of the indexation of the Federal Assistance Grants. At the current time, details of the impacts of these financial changes are not known.

As Koorda is a primary wheat receival site; it is highly likely that changes will occur to road traffic patterns as it appears that outlying bins will reduce in significance with grain receival. At this moment, we have not seen changes from this, but it will become more prevalent in the future. This will need to be monitored.

The proposed forward plans for 2017/2018 – 2020/2021 have been developed on the basis that the general Roads to Recovery funding will stay at the same level, that is \$300,000 (aside from increase in 2017/2018) Regional Road Group funding \$295,000 although it may well be that in future years both sources of funds may eventually become an “On needs basis” rather than a “as of right” that is an individual council would have to bid for their portion of funds.

It has been previously raised that emphasis be placed on the town entry roads to ensure that they are an acceptable level and give a good first impression of the town. This will be continued.

In order to allow for future planning should mergers be forced onto the rural area, we have started the process of furthering the works program future years to ensure that any major roads are considered in any future planning of a merged Council. While it is possible for this to be changed, it is more likely to be maintained if the planning has been considered for a while, rather than a last minute inclusion. As a result, the spreadsheets have been extended to include up to 2020/2021 for major works. It should be noted that the amounts used in this are just a nominal amount not an accurate cost of works as funding is unknown. The costings will be considered in the future.

The Works Supervisor will be looking at extending the road estimates in the near future for forward planning.

**Consultation:**

Works Supervisor  
CBH

**Statutory Environment:**

Nil

**Policy Implications:**

Forward planning determines Council's short and medium term road works objectives and therefore, current "policy".

**Financial Implications:**

Proposed works will need to be within the general ambit of Council's likely overall draft funding allocations to road works and should be guided by the current asset management parameters and relatively known financial resources. It is indicated the 10 year forward budget may be changed for an asset management matrix which will be in a different format, but will produce similar or better forward planning.

**Strategic Implications:**

Strategic Community Plan

E 6.1 - Plan for the provision and delivery of transport services and infrastructure in the Shire in close consultation with the State and Federal governments and the local community (ongoing)

E 6.2 - Maintain an efficient, safe and quality local road network (ongoing)

E 6.3 - Support the provision of appropriate regional transportation links, including rail, air and bus services (ongoing)

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**  
**Committee Recommendation**

**Moved Cr GW Greaves**

**Seconded Cr BG Cooper**

**That Council commence the formulation of the 2018/2019 proposed works programme and future projections to 2018/2019 and major works projects to 2021/2022 to enable their inclusion in the strategic planning considerations for 2018/2019.**

**PUT & CARRIED: 7/0**  
**RESOLUTION NO: 080417**

## 9.2.4 PLANT REPLACEMENT PROGRAMME 2017/2018

### Section 5.23 – Applicability

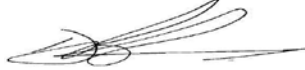
**Location:** Shire of Koorda

**File Reference:** ADM 0325

**Disclosure of Interest:** Interest is declared by the CEO as the current vehicle is part of the remuneration package

**Author:** David Burton, Chief Executive Officer

**Signature of CEO**



**Attachment:** Plant Replacement Programme

### Background:

Several items of plant are listed for changeover in the 2017/2018, however all vehicles are under the \$150,000 tender threshold.

Some large items previously scheduled in the 2017/2018 year were purchased early to avoid stamp duty costs. WALGA are still advocating for the removal of licensing and stamp duty costs, but the state of the State's finances makes this unlikely

### Comment:

It is appropriate for this committee to commence their review considerations so that they can recommend a plan, either in the current or amended format for inclusion in the Draft Strategic Plans for 2017/2018 review.

Over the life of current projected programmes, that whilst there is flexibility, the current forward projections to 2027/2028 show the plan will be starting to push funding into reserves to allow for the next round of major plant upgrades of heavier equipment such as graders, loaders, etc. Estimated expenditure for 2027/2028 will be kept to a minimum to allow the rebuilding of reserve funds.

### Current Proposal-

#### Major Item- 2016/2017 (Still under \$150,000 tender limits)

- Vibrating Steel Roller

#### Minor Items- 2016/2017 (Quotes only required)

- Works Supervisor Vehicle
- CEO Vehicle
- Replace mechanics ute
- DCEO Vehicle (this may need a different style of vehicle for the new DCEO)

If licensing charges are going to be added to the shires vehicles, we will be looking at how often we are replacing vehicles and the costs to ensure that we are getting best value for money. At this time, it is not known what the impact of this will be.

We will also be looking at our fleet of utes to see what can be done to minimise costs. This may involve taking the for a longer period or even holding onto a single ute for transporting staff. Once again, all options and uses will be looking into to ensure best value.

**Consultation:**

Works Supervisor

**Statutory Environment:**

Strategic Planning Documents

**Policy Implications:**

Shire of Koorda Purchasing Policy F16

**Financial Implications:**

The changeover of vehicles in included in the budget

**Strategic Implications:**

Strategic Community Plan

E 6.1 - Plan for the provision and delivery of transport services and infrastructure in the Shire in close consultation with the State and Federal governments and the local community (ongoing)

E 6.2 - Maintain an efficient, safe and quality local road network (ongoing)

E 6.3 - Support the provision of appropriate regional transportation links, including rail, air and bus services (ongoing)

C 2.4 - Use resources efficiently and effectively (ongoing)

C 2.5 - Operate in a financially sustainable manner (ongoing)

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**

**Committee Recommendation**

**Moved Cr GW Greaves**

**Seconded Cr SE Boyd**

**That Council adopt the 2017/2018 Plant Replacement Program as listed.**

**PUT & CARRIED: 7/0  
RESOLUTION NO: 090417**

## 9.2.5 PLANT REPLACEMENT PROGRAMME 2018/2019 – 2027/2028

### **Section 5.23 – Applicability**

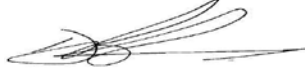
**Location:** Shire of Koorda

**File Reference:** ADM 0325

**Disclosure of Interest:** Interest is declared by the CEO as the current vehicle is part of the remuneration package

**Author:** David Burton, Chief Executive Officer

**Signature of CEO**



**Attachment:** Plant Replacement Programme

### **Background:**

Again it is time for this Committee to review Council's Forward Plant Programme and this means the coming 2018/2019 financial year and beyond requires updating with due consideration to likely road expenditure and possible plant and equipment requirements.

The priority need is to ensure that the proposed 2018/2019 programme is generally in line with Council's foreseen short term requirements and the balance of the programme out to 2027/2028 (currently still being reviewed) reflects likely forward projections. The plan is proposed in the current format, which is considered a reasonable compromise between likely and reviewed requirements due to factors to be considered, available finance and reasonable asset management practices.

### **Comment:**

It is appropriate for this committee to commence their review considerations so that they can recommend a plan, either in the current or amended format for inclusion in the Draft Strategic Plans for 2018/2019 review.

Over the life of current projected programmes, that whilst there is flexibility, the current forward projections to 2027/2028 show the plan will be starting to push funding into reserves to allow for the next round of major plant upgrades of heavier equipment such as graders, loaders, etc. Estimated expenditure for 2027/2028 will be kept to a minimum to allow the rebuilding of reserve funds.

### **Current Proposal-**

#### **Major Item- 2018/2019**

- No Major Items

#### **Major Item- 2019/2020**

- Volvo Grader

#### **Minor Items- 2018/2019**

- Works Supervisor Vehicle
- CEO Vehicle



- Replace Crew/Cab utes – Pending costs as to how many, 3 are indicated.
- DCEO Vehicle

### **Minor Items- 2019/2020**

- Works Supervisor Vehicle
- CEO Vehicle
- Replace crew/dual Mechanics ute
- DCEO Vehicle
- Replace Low Loader – indicative only.

### **Budgeted for changeovers**

The proposed changeover programme for 2018/2019 is for the amount of \$134,000 allowed for changeovers (capital cost less trade).

The proposed changeover programme for 2019/2020 is for the amount of \$382,000 allowed for changeovers.

Whilst we acknowledge there is a need to continue to be flexible and open minded to ensure that work cost efficiencies can be obtained by reviewing any predetermined planning and juggling of plant and finances to achieve our objectives, the proposed programme is considered a current reasonable mix of asset management practices, flexibility, general review of plant and possible preferred future changeover requirements. As has been previously reiterated in total capital terms, there continues to be flexibility with our plant/equipment rather than only with key plant items.

There is an additional requirement to be flexible not only within our road work programme but within our general parks and gardens, town maintenance, building maintenance and associated works. This allows, we believe reasonable cost effectiveness particularly as many of our items are second hand and capital outlay reflects a use requirement, but provides greater flexibility.

We continue to work on a three crew basis, for most of the year although at times it is necessary to work together.

- ❖ Construction/maintenance – We do not have a permanent maintenance crew
- ❖ Clearing/widening – minor maintenance normally 2 employees
- ❖ Town crew that can assist at times with other works i.e. sign erection, sign maintenance sealing works.
- ❖ Staff members are reasonably “interchangeable”

The intent is that we have reasonable plant and equipment; it allows these sections of council's workforce to adequately perform their duties and meet the scheduled works programme parameters.

### **Consultation:**

Asset Management Plans

Works Supervisor

DCEO

### **Statutory Environment:**

Nil

### **Policy Implications:**

Sets Council's Policy Guidelines for Asset Management of plant and equipment for the next ten years. (Initial emphasis needs to be now to 2018/19, 2019/2020 and then to further years).

### **Financial Implications:**

Reflects the perceived likely financial requirements over the period of the plan, to ensure that changeover of plant and equipment falls within the draft projections. With a determining factor being the necessity to be within the general ambit of Council's Plant Reserve Fund (cash backed) and then the future projected use of those funds.

As has been previously reiterated it should be noted, Council's ability to set aside adequate funds in the Plant Reserve is coming under increasing pressure due to our own low revenue sources – that is sustainability issues, but is the one area of reasonably responsible asset management practise, that this Council undertakes and this should continue.

Ideally the annual plant depreciation component should be set aside for plant replacement. However this depreciation component can vary depending on age and condition of plant and equipment. Again as has been previously stated at the end of the plan council will have substantially diminished resources available. However with Local Government Reform extremely likely this issue may be beyond this Council's control.

### **Strategic Implications:**

Strategic Community Plan

E 6.1 - Plan for the provision and delivery of transport services and infrastructure in the Shire in close consultation with the State and Federal governments and the local community (ongoing)

E 6.2 - Maintain an efficient, safe and quality local road network (ongoing)

E 6.3 - Support the provision of appropriate regional transportation links, including rail, air and bus services (ongoing)

C 2.4 - Use resources efficiently and effectively (ongoing)

C 2.5 - Operate in a financially sustainable manner (ongoing)

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**  
**Committee Meeting**

**Moved Cr GW Greaves**

**Seconded Cr BG Cooper**

**That Council:-**

- **Commence formulation of their reviewed future proposed plant change over programme and forward projections for the next ten years. The emphasis on the next 3-5 years.**
- **Recommend a programme for inclusion in Council's draft Strategic Plans considerations for 2018/2019.**

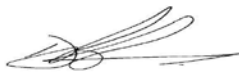
**PUT & CARRIED: 7/0**  
**RESOLUTION NO: 100417**

## 10 CHIEF EXECUTIVE OFFICERS REPORT

### 10.1 Governance and Administration

#### 10.1.1 **NEWROC COUNCIL MEETING** 9 March 2017

##### **Section 5.23 – Applicability**

<b>Location:</b>	NEWROC Regions
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b> <b>Cr BG Cooper</b>
<b>File Reference:</b>	ADM 0105
<b>Disclosure of Interest:</b>	No Interest declared by CEO
<b>Author:</b>	David N Burton, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Minutes

##### **Background:**

Minutes of the NEWROC Council Meeting held on 9th March 2017 at Trayning.

##### **Comment:**

The following issues were discussed:

- Item 3.1 Presentation – RDA Wheatbelt – Graham Cooper, Chair RDA Wheatbelt
- Item 3.2 Presentation – Department of Local Government and Communities
- Item 5.1 Income and Expenditure
- Item 5.2 Balance Sheet
- Item 5.3 NEWROC Audit 2015/2016
- Item 6.1 Strategic Planning – consideration of subsidiary to lay on table for further information.
- Item 6.2 Telecommunication – Building Better Regions Funds – Consideration of funding for project and BBRF Application.
- Item 6.3 Collaborative Emergency Management – Joint emergency Management to be considered by each Shire.
- Item 8 WALGA Zone Issues – WANDRRA, ESL and R2R Funding
- Item 9.1 CLGF Scholarships – Koorda has received funding under this program.
- Item 9.2 NEWROC Health Strategy – Information
- Item 9.3 Building Contracts for local hospitals – information
- Item 9.4 Vehicle License Fees – Information
- Item 9.5 CEACA information on invoices.
- Item 9.6 Broadband in the Bush – Information
- Item 9.7 Congratulations to Graham Cooper on recent Award in Australia Day Honours
- Item 9.8 NEWTravel Meeting Dates – Request for dates to not coincide with other meetings.
- Item 9.9 Solar Farm at Mukinbudin – Information will be presented at next meeting.

##### **Consultation**

Nil

**Statutory Environment:**

Nil

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

C 1.6 - Develop successful and collaborative partnerships (ongoing)

C 2.3 - Facilitate resource sharing on a regional basis (medium term, in progress, ongoing)

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**

**Officer Recommendation**

**Moved Cr SE Boyd**

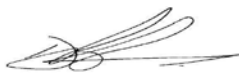
**Seconded Cr LC Smith**

**That Council note and endorse the recommendations of the NEWROC Council meeting held at Trayning on 9 March 2017.**

**PUT & CARRIED: 7/0  
RESOLUTION NO: 110417**

**10.1.2 NEWROC EXECUTIVE MEETING**  
**28 March 2017**

**Section 5.23 – Applicability**

<b>Location:</b>	NEWROC Regions
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b> <b>Cr BG Cooper</b>
<b>File Reference:</b>	ADM 0105
<b>Disclosure of Interest:</b>	No Interest declared by CEO
<b>Author:</b>	David N Burton, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Minutes

**Background:**

Minutes of the NEWROC Executive Council Meeting held on 28th March 2017 at Trayning.

**Comment:**

The following issues were discussed:

- Item 3 Presentation form Kylie Mayo – NEWHealth Strategy
- Item 4 Directors Reports – Update
- Item 5.1 Plant Inventory – Information shared
- Item 5.1.2 Infrastructure Projects – Consideration of joint processes where possible.
- Item 6.1 Income and Expenditure
- Item 6.2 Balance Sheet
- Item 7.1 Strategic Planning – Priorities in no particular order – Housing, Aged Care, Telecommunications, Youth, Health and Retention of Health Workforce.
- Item 7.2 Wheatbelt Business Excellence Awards – Shires to request businesses to register
- Item 7.3 Commonwealth Games – Carrying of Queens Baton
- Item 8.1 CEACA – Information.
- Item 8.2 Insurance – Consideration of other providers.
- Item 8.3 Records Management – Discussion on destroying records.
- Item 8.4 Economic development – Mt Marshall is considering an Economic Development Officer – have registered interest for Koorda.
- Item 8.5 Other Information
- Item 8.6 Lotterywest Presentation – to be at April Council Meeting
- Item 8.7 NEWROC Website Update – Information
- Item 8.8 IT Support – General discussion.

**Consultation**

Nil

**Statutory Environment:**

Nil

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

C 1.6 - Develop successful and collaborative partnerships (ongoing)

C 2.3 - Facilitate resource sharing on a regional basis (medium term, in progress, ongoing)

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**

**Officer Recommendation**

**Moved Cr AD Clarke**

**Seconded Cr SE Boyd**

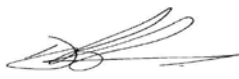
**That Council note and endorse the recommendations of the NEWROC Executive meeting held at Trayning on 28 March 2017.**

**PUT & CARRIED: 7/0  
RESOLUTION NO: 120417**

### 10.1.3

### **CEACA MEETING** **22 March 2017**

#### **Section 5.23 – Applicability**

<b>Location:</b>	CEACA Regions
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b> <b>Cr BG Cooper</b>
<b>File Reference:</b>	ADM 0105
<b>Disclosure of Interest:</b>	No Interest declared by CEO
<b>Author:</b>	David N Burton, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Minutes

#### **Background:**

Minutes of the CEACA Meeting held on 22th March 2017 at Nungarin.

#### **Comment:**

The following issues were discussed:

- Item 5.1 Complying with the new Associations Incorporations Act 2015 – changes required to constitution.
- Item 5.2 Media for CEACA Project – Media releases information.
- Item 6 Chair's Report
- Item 7.1 Access Housing Contract – Signing of contract noted.
- Item 7.2 Budget Review – Changes where required to budget and circumstances.
- Item 7.3 Project Update (Financial) – information.
- Item 7.4 Project Budget – Invoices to be issued to Shires for housing.
- Item 7.5 Project Manager's Update – Information.
- Item 7.6 Application for Funding through Building Better Regions Fund – Application to be completed by KPMG, Councils to assist.
- Item 7.7 Access Housing Australia Proposal to Provide Program Management Services – Option 3 chosen for model.
- Item 7.8 Resolution of Land Tenure Issues between the Shire of Wyalkatchem, Wyalkatchem Senior Citizens Homes trust and CEACA. Agreement for land tenure.
- Item 7.9 Drawdown of Funds from Treasury – Funds to start projects and cover costs.
- Item 7.10 Drawdown of Funds form Treasury – For Stage 2

#### **Consultation**

Nil

#### **Statutory Environment:**

Nil

#### **Policy Implications:**

Nil



**Financial Implications:**

Nil

**Strategic Implications:**

C 1.6 - Develop successful and collaborative partnerships (ongoing)

C 2.3 - Facilitate resource sharing on a regional basis (medium term, in progress, ongoing)

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**

**Officer Recommendation**

**Moved Cr SE Boyd**

**Seconded Cr BG Cooper**

**That Council note and endorse the recommendations of the CEACA meeting held at Nungarin on 28 March 2017.**

**PUT & CARRIED: 7/0  
RESOLUTION NO: 130417**

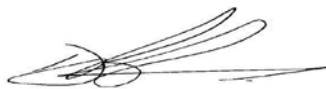
## 10.2 Finance

### 10.2.1 **MONTHLY FINANCIAL STATEMENTS** As at 31 March 2017

#### **Section 5.23 – Applicability**

**Location:** Shire of Koorda  
**Portfolio:** Governance, Administration and Finance  
**Cr BG Cooper**  
**File Reference:** ADM448  
**Disclosure Of Interest:** No interest declared by CEO  
**Author:** David Burton, Chief Executive Officer

#### **Signature of CEO**



**Attachment:** Monthly Financial Statement

#### **Background:**

Submission of monthly Financial Statements for period ended 31 March 2017

#### **Comment:**

Monthly Financial Statements for the period ended 31 March 2017 for Council's information and acceptance. The variances are mentioned on Note 13 of Statement of Financial Activity.

#### **Consultation:**

Nil

#### **Statutory Environment:**

Local Government Act 1995, Section 6.4

Local Government (Financial Management) Regulations 1996 34.1(2) as amended 2005

#### **Policy Implications:**

Nil

#### **Financial Implications:**

Nil

#### **Strategic Implications:**

C 2.5 - Operate in a financially sustainable manner (ongoing)

C 3.3 - Provide reporting processes in a transparent, accountable and timely manner (short term, in progress)

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**  
**Officer Recommendation**

**Moved Cr AD Clarke**

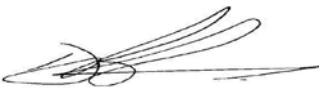
**Seconded Cr SE Boyd**

**That the monthly Financial Statements for the period ended 31 March 2017 as presented be received and adopted.**

**PUT & CARRIED: 7/0**  
**RESOLUTION NO: 140417**

**10.2.2** **ACCOUNTS PAID AS LISTED**  
**As at 13 April 2017**

**Section 5.23 – Applicability**

**Location:** Shire of Koorda  
**Portfolio:** Governance, Administration and Finance  
**Cr BG Cooper**  
**File Reference:** ADM448  
**Disclosure Of Interest:** No interest declared by CEO  
**Author:** David Burton, Chief Executive Officer  
**Signature of CEO**   
**Attachment:** Monthly Report List

**Background:**

Regulatory requirement to advise Council of payments made, since the previous meeting.

**Comment:**

The payments on the attached schedule have been made for the period to 13 April 2017 and are generally within budget guidelines and are of an operational nature. Payments for capital assets expenditure are:

V723	Northam Mitre 10	\$117.46
V741	DMB Quarries	\$22,035.20
V795	Scarboro Motors	\$85,409.60
V797	T-Quip	\$65,890.00
V818	RB Motors	\$63,360.00

**Consultation:**

Nil

**Statutory Environment:**

Local Government Act 1995, Section 5.42

Local Government (Financial Management) Regulations 1996 12(1) (a), 13(1), 13(3).

**Policy Implications:**

Nil

**Financial Implications:**

Budget guidelines and constraints

Need to authorise unbudgeted expenditure (if any)

**Strategic Implications:**

C 2.5 - Operate in a financially sustainable manner (ongoing)

C 3.3 - Provide reporting processes in a transparent, accountable and timely manner (short term, in progress)

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**

**Officer Recommendation**

**Moved Cr BG Cooper**

**Seconded Cr SE Boyd**

**That accounts as listed being for period 13 March 2017 to 13 April 2017.**

**Municipal Vouchers No's V710 to V819  
Credit Card Transactions**

<b>Totalling</b>	<b>\$ 476,684.46</b>
<b>Totalling</b>	<b>\$ 737.55</b>
<b>Total</b>	<b>\$ 477,422.01</b>

**To be endorsed or passed for payment**

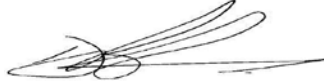
**PUT & CARRIED: 7/0  
RESOLUTION NO: 150417**

### 10.2.3 **MONTHLY FINANCIAL POSITION** As at 13 April 2017

**Section 5.23 – Applicability**

**Location:** Shire of Koorda  
**Portfolio:** Governance, Administration and Finance  
**Cr BG Cooper**  
**File Reference:** ADM448  
**Disclosure Of Interest:** No interest declared by the CEO  
**Author:** David Burton, Chief Executive Officer

**Signature of CEO**



**Attachment:** Financial Position

**Background:**

Current Monthly Financial position as at 13 April 2017 on various accounts.

**Comment:**

The Municipal Account's financial position as at 13 April 2017 indicated at this time.

Monthly Financial Position	Municipal Account	\$ 782,987.97
	Reserve Account	\$ 4,842,772.74
	Trust Account	\$ 32,598.71

**Consultation:**

Monthly advice

**Statutory Environment:**

Local Government Act 1995, Section 6.4

**Policy Implications:**

Regulation

**Financial Implications:**

Shows current financial position

**Strategic Implications:**

C 2.5 - Operate in a financially sustainable manner (ongoing)

C 3.3 - Provide reporting processes in a transparent, accountable and timely manner (short term, in progress)

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**  
**Officer Recommendation**

**Moved Cr PL McWha**

**Seconded Cr SE Boyd**

**That the Financial Position as at 13 April 2017 as presented, be noted, received and adopted.**

**PUT & CARRIED: 7/0**  
**RESOLUTION NO: 160417**

#### 10.2.4

### INVESTMENT OF COUNCIL FUNDS

1 January 2017 - 31 March 2017

#### **Section 5.23 – Applicability**

**Location:**

Shire of Koorda

**Portfolio:**

**Governance, Administration and Finance**

Cr BG Cooper

**File Reference:**

ADM448

**Disclosure Of Interest:**

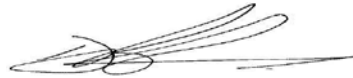
No interest declared by the CEO

No interest declared by Councillors

**Author:**

David Burton, Chief Executive Officer

**Signature of CEO**



**Attachment:**

Quarterly Report

#### **Background:**

Quarterly Report for the period ended 31 March 2017.

The Quarterly Report to Council gives details of all current investments showing place of investment, term of investment, interest rate, name of funds invested and transactions for the period.

#### **Comment:**

The attached breakdown is for your information and the position as at 31 March 2017.

#### **Consultation:**

Nil

#### **Statutory Environment:**

Local Government Act 1995, Section 6.4

Local Government (Financial Management) Regulations 1996- 34.1(2) as amended 2005

#### **Policy Implications:**

Finance Policy No. 1

#### **Financial Implications:**

Budgetary considerations, amendments and cash flow requirements.

#### **Strategic Implications:**

Will assist in Councils longer term financial planning strategies and meet 'compliance' issues as required.

C 2.2 - Promote a culture of continuous improvement processes (ongoing)

C 2.5 - Operate in a financially sustainable manner (ongoing)

C 2.4 - Use resources efficiently and effectively (ongoing)



**Voting Requirement**

Simple majority

**COUNCIL DECISION**  
**Officer Recommendation**

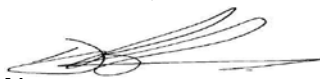
**Moved Cr AD Clarke**

**Seconded Cr BG Cooper**

**That the Quarterly Report to Council on all current investments to 31 March 2017 as presented, be received and adopted.**

**PUT & CARRIED: 7/0**  
**RESOLUTION NO: 170417**

## 10.2.5 REQUEST FOR FUNDING – COMMUNITY GARDEN

<b>Location:</b>	Koorda town site
<b>File Ref:</b>	ADM 0034
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b> Cr BG Cooper
<b>Disclosure of Interest:</b>	No interest declared by the CEO
<b>Author:</b>	D N Burton, Chief Executive Officer
<b>Signature of Author:</b>	
<b>Attachment</b>	No

### Background

A request has been made by the Community Garden Committee for assistance with soil (and cartage) for the garden beds. The soil will cost about \$1,000 and a request for the Shire to assist with delivery as this would likely cost about \$700.

### Comment

The Community Garden project is slowly developing, but they are at a major hurdle in that the gardens require decent soil to be able to grow and plant. The cost of the soil and the delivery is beyond the financial capacity of the group, however they have been seeking funding for the project and its development.

To ensure that the gardens can develop further, the Shire is requested to assist with the soil and cartage so that the garden beds can be completed and further interest generated in the project.

This is a community project and ideal for the town, so support for the gardens is recommended. Funding is currently available in the donations account to assist with this project.

### Consultation

Corinne Graham – Co-ordinator

### Statutory Environment

Nil

### Policy Implications

Policy F8

### Financial Implication

Funding is available through the donations account for this project.

### Strategic Implications

S 1.2 - Partner with the community to support the creation of community driven activity centres (short term, ongoing)

S 4.2 - Develop, maintain and support appropriate recreation facilities throughout the Shire (ongoing)

## Voting Requirements

Simple majority

### **COUNCIL DECISION** **Officer Recommendation**

**Moved Cr SE Boyd**

**Seconded Cr GW Greaves**

**That the Chief Executive Officer be authorise to purchase the soil for the Community Gardens and the Shire vehicles be used to transport the soil, providing that an agreeable timeframe be given to Council for an update of the project and projected works.**

**PUT & CARRIED: 7/0**  
**RESOLUTION NO: 180417**

<b>10.3</b>	<b>Law, Order &amp; Public Safety</b>
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***No items this month***

<b>10.4</b>	<b>Health and Building</b>
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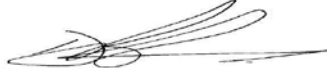
***No items this month***

<b>10.5</b>	<b>Education &amp; Welfare</b>
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***No items this month***

## 10.6 Housing

### 10.6.1 CEACA HOUSING SUPPORT - CONCEPTS

<b>Location:</b>	Koorda town site
<b>File Ref:</b>	ADM 0237
<b>Portfolio:</b>	<b>Economic and other Property Services</b> Cr AD Clarke
<b>Disclosure of Interest:</b>	No interest declared by the CEO
<b>Author:</b>	D N Burton, Chief Executive Officer
<b>Signature of Author:</b>	
<b>Attachment</b>	Yes

#### Background

Access Housing has recently sent out some concept drawings of the CEACA Project with regards to the dwelling, their construction and their locations on the properties in Koorda.

To allow for the total picture of the project, the concept has included housing for the complete area, although we are only getting 5 houses in the initial stages.

#### Comment

In recent times, when the Shire has built houses, we have looked at transportable housing as the cost of the housing is a lot less than built on site. As such, transportable housing was considered for the CEACA Project as the most cost effective housing.

In initial discussions, concern was raised over the total cost of the project and how it was going to be funded. As over 200 houses are to be constructed, any cost increase would be significant over the total cost of the project.

With the concept drawings sent out, some Shires have raised concerns as they have had a preference for on-site built dwellings and have received concept drawings for transportable homes. Some questions have also been asked as the contribution for the housing does not vary between the transportable housing option and the onsite buildings, yet there is a significant variance in the costing. Therefore, it may be more beneficial to the Shires to get the more expensive houses at the same cost, but this would have a significant impact over the entire project.

Initial information from Access Housing states that only Merredin and Kellerberrin will have onsite housing constructed as the sites have enough numbers to make it financially viable.

The concept drawings that have been made also make an allowance for the expansion of the properties with other purchases, to create a small "village" environment for the residents to be able to mix together.

We have sent some information to Access housing in relation to the houses that we have recently constructed. As such, some of the details of the houses may change and they have shown an interest in some of our ideas. Therefore, only "in principal" support can be given as this is not a finalised diagram.

## **Consultation**

Access Housing  
CEACA Shires

## **Statutory Environment**

Nil

## **Policy Implications**

Nil

## **Financial Implication**

Funding to the Shire is the same no matter what the houses are constructed of at the moment.

## **Strategic Implications**

S 2.2 - Facilitate provision of services for aged persons and people with disabilities (medium term, 4-10 yrs)

B 1.1 - Facilitate and integrate housing options, local services, employment and recreational spaces (ongoing)

## **Voting Requirements**

Simple majority

## **COUNCIL DECISION**

### **Officer Recommendation**

**Moved Cr SE Boyd**

**Seconded Cr LC Smith**

**That the Shire of Koorda support in principal, the current concept drawings for the construction of the CEACA Units in Koorda.**

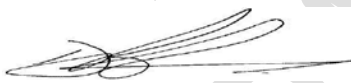
**PUT & CARRIED: 7/0  
RESOLUTION NO: 190417**

Cr PL McWha, Cr GW Greaves and CR BG Cooper declared an impartiality interest in item 10.7.1 and left the meeting at 6.20pm

## 10.7 Community Amenities

### 10.7.1 DEVELOPMENT APPLICATION – GRAIN STORAGE SITE

#### **Section 5.23 – Applicability**

<b>Location:</b>	Shire of Koorda
<b>Portfolio:</b>	<b>Community Amenities, Environment, Recreation,</b>
<b>Culture &amp; Youth</b>	Cr PL McWha
<b>File Reference:</b>	ADM0256
<b>Disclosure Of Interest:</b>	No interest declared by the CEO Impartiality interest declared by Cr PL McWha, Cr GW Greaves and Cr BG Cooper
<b>Author:</b>	David Burton, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Application for Planning approval

#### **Background:**

A request has been received from Co-operative Bulk Handling Limited (CBH) for the extension of the grain storage area at the Koorda.

#### **Comment:**

The extension of the grain storage area is in the vicinity of the current bulk heads at Koorda and as such, is not likely to create any further impacts with regards to noise and dust than what is already experienced by the site. Since it is already used for grain storage similar to the extensions, there is no known complaint issues with the extension of the site.

Concern is raised with regards to the water runoff for the site. With the extension of the sealed surfaces area, water runoff along the Felgate Road Reserve will be significantly increased and may become an issue. The additional water may also create issues with flooding in the Felgate Road and Koorda-Dowerin Road corner which will have significant impact on the roads in the area and access to and from town.

To ensure that the issue of water is addressed, it is recommended that CBH fund and have completed adequate drainage services to the storage sites and road reserves in the vicinity to ensure that no part of the road reserve is eroded or flooded as a result of the additional water created by the extra sealed surface area of the site.

#### **Consultation:**

John Gosper – Building Services

#### **Statutory Environment:**

Shire of Koorda Town Planning Scheme No. 3

**Policy Implications:**

Nil

**Financial Implications:**

If no drainage is installed as part of the expansion to the grain storage area, there could be significant damage to Felgate Road and the Koorda-Dowerin Road and/or significant flooding which may prevent vehicles from crossing. The cost of this works would be significant for the Shire and also delays due to flooding a significant cost to the community.

**Strategic Implications:**

Shire of Koorda Strategic Community Plan.

E 1.2 - Identify extent and type of industry growth and address our economic vulnerability (short term, in progress)

E 1.3 - Support processes that will enhance local business access to professional services and advice (short term, 2-4 years)

E 1.4 - Facilitate and create sustainable business and community partnerships (medium term, 4-8 years)

B 1.3 - Provide commercial and industrial land aligned to economic need and growth (medium term, 4-8 years)

**Voting Requirement**

Simple majority

**COUNCIL DECISION**

**Officer Recommendation**

**Moved Cr SE Boyd**

**Seconded Cr LC Smith**

**That the Development Application from Co-operative Bulk Handling Limited for an additional grain storage area at the Koorda site, be approved providing that: Co-operative Bulk Handling Limited fund and have completed adequate drainage services to the storage site and road reserves in the vicinity to ensure that no part of the road reserve is eroded or flooded as a result of the additional water created by the extra sealed surface area of the site and possibly a dam onsite to alleviate excess water issues.**

**PUT & CARRIED: 4/0  
RESOLUTION NO: 200417**

Cr PL McWha, Cr GW Greaves and CR BG Cooper returned to the meeting at 6.29pm



<b>10.8</b>	<b>Recreation and Culture</b>
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***No items this month***

<b>10.9</b>	<b>Transport</b>
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***No items this month***

<b>10.10</b>	<b>Economic Services</b>
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***No items this month***

<b>10.11</b>	<b>Other Property &amp; Services</b>
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***No items this month***

<b>10.12</b>	<b>Reserves</b>
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***No items this month***

<b>11</b>	<b>ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</b>
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**12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING**

**COUNCIL DECISION  
Officer Recommendation**

**Moved Cr AD Clarke**

**Seconded Cr BG Cooper**

**That Late Item 12.1.1. be accepted**

**PUT & CARRIED: 7/0  
RESOLUTION NO: 210417**

**12.1.1 PURCHASE TRUCK – PRIME MOVER**

**Section 5.23 – Applicability**

**Location:**

Shire of Koorda

**Portfolio:**

**TRANSPORT AND COMMUNICATIONS**

Cr GW Greaves

**File Reference:**

ADM0256

**Disclosure Of Interest:**

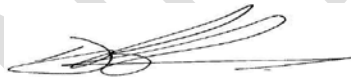
No interest declared by the CEO

No interest declared by Councillors

**Author:**

David Burton, Chief Executive Officer

**Signature of CEO**



**Attachment:**

Nil

**Background:**

From July 2017, all most vehicles purchased by Local Government will be subject to licensing fees and stamp duty, which will increase the cost considerably.

In order to avoid this additional charge, Council in March voted to bring forward the purchase of the Prime Mover and the Skid Steer to the current financial year.

Quotes have been sought for the purchase of the prime mover through the WALGA Purchasing services.

**Comment:**

The quotes are available for viewing, but the main information is as follows:

Supplier	Truck	Cost	
Truck Centre WA	UD GW 26 H 420 HP	108,855	1st Preference
Major Motors	Isuzu GIGA CXZ 455	95,215	2nd Preference
Daimler Trucks Pe	Fuso FV51SK2FAA	82,860	
WA Hino	Hino 700 Series Fs 2844	75,913	

The current vehicle is a UD 6 x 4 prime movers.

In discussions with the Works Supervisor, preference was shown for the UD truck as this is currently the vehicle that is being used for the work. There is a slight difference with this vehicle having automatic transmission where the previous vehicle had manual transmission. Due to our aging workforce, automatic transmission is preferred as an option for the drivers of the vehicles.

While the UD is the most expensive of the truck, it is still well under the budget allowed for the change over which was \$140,000. Purchasing this vehicle will still give the shire a substantial savings on the budgeted allowance.

**Consultation:**

Darren West – Works Supervisor.

**Statutory Environment:**

Local Government Act 1995 and Regulations for purchases.

**Policy Implications:**

Nil

**Financial Implications:**

A budget allocation of \$140,000 was made for this vehicle

**Strategic Implications:**

Shire of Koorda Strategic Community Plan.

C 2.4 - Use resources efficiently and effectively (ongoing)

C 2.5 - Operate in a financially sustainable manner (ongoing)

C 3.5 - Provide flexible and attractive work conditions in a supportive work environment (ongoing)

**Voting Requirement**

Simple majority

**COUNCIL DECISION**

**Officer Recommendation**

**Moved Cr GW Greaves**

**Seconded Cr SE Boyd**

**That the Chief Executive Officer be authorised to purchase a Prime Mover in conjunction with discussions with the President and within budget limits**

**PUT & CARRIED: 7/0  
RESOLUTION NO: 220417**

<b>13</b>	<b>MATTERS FOR WHICH MEETING MAY BE CLOSED</b>
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<b>14</b>	<b>DATE OF NEXT MEETING</b>
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Wednesday 17 May 2017 @ 4.30pm

<b>15</b>	<b>CLOSURE</b>
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The President thanked Councillors for the participation and closed the meeting at 6.49pm

Signed .....

Presiding person at the meeting at which the minutes were confirmed

Date: 17th May 2017