



Shire of Cunderdin

Ordinary Council Meeting Minutes

Dear Council Member,

The Ordinary Meeting of the Cunderdin Shire Council was held on Wednesday 26th July 2023 in the Cunderdin Shire Council Chambers, WA, 6407 at **5.00pm**.

Stuart Hobley
Chief Executive Officer
26th July 2023

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Minutes

1. Declaration of Opening

The Shire President declared the meeting open at 5pm.

The Shire of Cunderdin disclaimer will be read aloud by Cr AE (Alison) Harris.

The *Local Government Act 1995* Part 5 Division 2 Section 5.25 and Local Government (Administration) Regulations 1996 Regulation 13.

“No responsibility whatsoever is implied or accepted by the Shire of Cunderdin for any act, omission or statement or intimation occurring during this meeting. It is strongly advised that persons do not act on what is heard at this Meeting and should only rely on written confirmation of Council’s decisions, which will be provided within ten working days of this meeting”.

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

2.1 Record of attendances

Councillors

Cr AE (Alison) Harris	Shire President
Cr A (Tony) Smith	Deputy Shire President
Cr TE (Todd) Harris	
Cr N (Natalie) Snooke	
Cr NW (Norm) Jenzen	
Cr B (Bernie) Daly	

In Attendance

Stuart Hobley	Chief Executive Officer
Hayley Byrnes	Deputy Chief Executive Officer
Samantha Pimlott	Governance & Administration Officer
Craig Robinson	Manager of Works and Services

Guests of Council

Members of the Public

2.2 Apologies

Nil.

2.3 Leave of Absence Previously Granted

Nil.

3. Public Question Time

Nil.

4. Petitions, Deputations & Presentations

Jeff Snooke and Nick Jenzen entered the room at 5.04pm.

Jeff and Nick, as representatives of the Cunderdin Football Club attended the OCM formally presenting to Council the project concept as outlined in Agenda Item 9.9 Cunderdin Football Club Project Proposal, to install a multi use LED electronic screen on the Cunderdin Sport and Recreation Facility grounds, as an upgrade of the football scoreboard and for use by various other community organisations.

Council were provided with letters of support obtained by the football club from the Cunderdin Women's Hockey Club, Cunderdin District High School, Cunderdin Community Resource Centre and the Cunderdin 100 Mile Club. The letters of support unanimously concurred that the installation of a multi use LED screen would be of benefit to their respective organisations and the community as a whole.

Cr AE (Alison) Harris thanked Jeff Snooke and Nick Jenzen for their attendance at the meeting.

Jeff Snooke and Nick Jenzen declined an offer to remain in the room for the remainder of the meeting and left the room at 5.37pm.

5. Applications for Leave of Absence

Resolution 5.1 OCM July 2023

That Council approve Leave of Absence for Cr NW (Norm) Jenzen from the August Ordinary Council Meeting, 23rd August 2023 inclusive.

Moved: Cr A (Tony) Smith

Seconded: Cr N (Natalie) Snooke

Vote – Simple majority

Carried: 6/0

6. Confirmation of the Minutes of Previous Meetings

6.1. Ordinary Meeting of Council held on 15th June 2023

Resolution 6.1 OCM July 2023

1. That the Minutes of the Ordinary Council Meeting held on Thursday 15th June 2023 be confirmed as a true and correct record.

Moved: Cr NW (Norm) Jenzen

Seconded: Cr A (Tony) Smith

Vote – Simple majority

Carried: 6/0

Note to this item:

The President will sign the minute declaration on the previous minutes.

7. Declaration of Members and Officers Interests

Cr AE (Alison) Harris, declared an interest in Item 9.9.
Cr TE (Todd) Harris, declared an interest in Item 9.9.
Cr N (Natalie) Snooke, declared an interest in Item 9.9.
Cr NW (Norm) Jenzen, declared an interest in Item 9.9.
Stuart Hobley, declared and interest in Item 9.13

8. Announcements by President without Discussion

Nil.

9. Finance & Administration

9.1. Financial Reports for June 2023

Location:	Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	15 July 2023
Author:	Hayley Byrnes
Item Approved by:	Stuart Hobley, Chief Executive Officer
File Reference:	Nil
Attachment/s:	Attachment 9.1.1 – June 2023 Monthly Financial Report

Proposal/Summary

The financial reports as at 30th June 2023 are presented for consideration and the transfers made to and from reserve details for the 22/23 financial year are presented to council for their consideration.

Background

The financial reports have been circulated to all Councillors.

Comment

The Shire of Cunderdin reserve accounts and the transfers made to and from the accounts are below for councils' consideration.

Account Description	Opening Balance	Interest Earnt 2022-23	Donations	Budgeted Transfers out	Budgeted Transfers to	Closing Balance
Reserves Staff Entitlements	\$ 178,977	\$ 6,191		\$ -	\$ -	\$ 185,168
Reserves Plant Replacement	\$ 55,250	\$ 1,911		\$ -	\$ -	\$ 57,161
Reserves Buildings	\$ 458,451	\$ 15,859		\$ -	\$ -	\$ 474,310
Reserves Airfield	\$ 115,839	\$ 4,007		-\$ 20,000	\$ -	\$ 99,846
Reserves Community Bus	\$ 20,451	\$ 707		\$ -	\$ -	\$ 21,158
Reserves Asset Replacement	\$ 252,658	\$ 8,740		\$ -	\$ -	\$ 261,398
Reserves Cunderdin Museum	\$ 17,274	\$ 598	\$ 1,845	\$ -	\$ 15,000	\$ 34,717
Reserves Surface Replacement	\$ 107,900	\$ 3,732		\$ -	\$ 20,000	\$ 131,632
Reserves Age Appropriate Accomodation	\$ 90,180	\$ 3,119		\$ -	\$ 30,000	\$ 123,299
TOTAL	\$ 1,296,980	\$ 44,865	\$ 1,845	-\$ 20,000	\$ 65,000	\$ 1,388,689

*Please note a letter will be sent to the Cunderdin Museum Committee advising them of the transfer of donations (\$1,845.45) received for 2022/23 financial year to the Cunderdin Museum Reserve.

Consultation

Nil.

Statutory Environment

The *Local Government Act 1995* Part 6 Division 3 requires that a monthly financial report be presented to Council.

Policy Implications

Nil.

Financial Implications

All financial implications are contained within the reports.

Strategic Implications

Nil.

Resolution 9.1 OCM July 2023

1. That Council receives the monthly financial reports for the periods ending 30th June 2023.
2. That Council receive the transfers to/from reserves details for the period ending 30th June 2023.

Moved: Cr B (Bernie) Daly

Seconded: Cr N (Natalie) Snooke

Vote – Simple majority

Carried: 6/0

9.2. Accounts Paid – 30th June 2023

Location:	Cunderdin
Applicant:	Deputy Chief Executive Officer
Author:	Hayley Byrnes
Report Date:	9 June 2023
Item Approved By:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.2.1 – June 2023 Creditors Listing Attachment 9.2.2 - Credit Card Statement June 2023

Proposal/Summary

Council is requested to confirm the payment of Accounts totalling:

Total for Municipal -	\$369,130.68
Total for Trust -	\$0.00
TOTAL -	\$369,130.68

For March 2023 as listed in the Warrant of Payments for the period 1st to 30th June 2023.

Background

Nil.

Comment

Nil.

Consultation

Nil.

Statutory Environment

In accordance with Financial Management Regulations 12 & 13, a List of all accounts paid or payable shall be presented to Council (Refer Warrant of Payments attached).

Financial Management Regulations 12 & 13.

Policy Implications

Nil.

Financial Implications

All financial implications are contained within the reports.

Strategic Implications

Nil.

Resolution 9.2 OCM July 2023

1. That Council's payments of accounts amounting to \$369,130.68 being from Municipal Account for June 2023, as follows:

Municipal Account	\$	Total
Electronic Funds Transfer: EFT 7277 - 7376	\$318,187.86	
Direct Debit (Inc Bank Charges):	\$19,471.67	
Cheques: 11857 - 11862	\$31,471.15	
Trust Account		
	\$0.00	
TOTAL		\$369,130.68

Moved: Cr A (Tony) Smith

Seconded: Cr TE (Todd) Harris

Vote – Simple majority

Carried:6/0

9.3. Council Investments – As at 30th June 2023

Location:	Cunderdin
Applicant:	Deputy Chief Executive Officer
Author:	Hayley Byrnes
Report Date:	9 June 2023
Item Approved By:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.3.1 - Bank Statements June 2023

Proposal/Summary

To inform Council of its investments as at 30th June 2023.

Background

The authority to invest money held in any Council Fund is delegated to the Chief Executive Officer. Council Funds June be invested in one or more of the following:

- Fixed Deposits;
- Commercial Bills;
- Government bonds; and
- Other Short-term Authorised Investments.

Council funds are to be invested with the following financial institutions:

- Major Banks & Bonds Issued by Government and/ or Government Authorities.

Comment

In addition to the Shire's Municipal Operating Accounts, the below investment accounts are held as at 30th June 2023.

COUNCIL ACCOUNTS					
Institution	Amount	Investment type/ Account details	Municipal Funds	Reserve Funds	Trust Funds
Westpac Bank	\$2,071,881.74	Municipal- 0000030	\$2,071,881.74		
Bendigo Bank	\$2,833,722.80	Municipal- 155971377	\$2,833,722.80		
Westpac Bank	\$146.78	Business Cash Reserve 22-3647 0.50%		\$146.78	
Bendigo Bank	\$5,104.99	Bendigo Trust Account 164 488 686			\$5,104.99
Westpac Bank	\$0.00	Trust Working Account 12-2981			\$0.00
Bendigo Bank	\$1,386,843.67	Term Deposit 5.25% Exp 20 Dec 2023		\$1,386,843.67	
TOTAL INVESTMENTS	\$6,297,699.98		\$4,905,604.54	\$1,386,843.67	\$5,104.99

In addition to the above Shire funds, the Shire administers the Cunderdin Community Centre Trust Accounts being Bendigo Term Deposits as following & operating Ac#000073- \$0.00

CUNDERDIN COMMUNITY TRUST DETAILS
INTEREST ACCOUNT
30 June 2023

Opening Balance as per Bank Statement & Term Deposits

Term Deposit#
4399089
Maturing 5 Dec 2023
(4.9%)

199,607.14

TOTAL **199,607.14**

Credits 11,642.14

Debits 0.00

Closing Balance as Per Bank Statements & Term Deposits

TOTAL **211,249.28**

INCOMING

*Interest earned
on TD @
maturity* 11,642.14

0.00

OUTGOING

0.00

Balance as at end of month **TOTAL** **211,249.28**

CUNDERDIN COMMUNITY TRUST DETAILS
CAPITAL ACCOUNT
30 June 2023

Opening Balance as per Bank Statement & Term Deposits

Term Deposit#
4399108
Maturing 5 Dec 2023
(4.9%)

369,862.05

TOTAL **369,862.05**

Credits 0.00

Debits 0.00

Closing Balance as Per Bank Statements & Term Deposits

TOTAL **369,862.05**

INCOMING

0.00

0.00

OUTGOING

0.00

Balance as at end of month **TOTAL** **369,862.05**

Consultation

Nil.

Statutory Implications

Financial Management Regulation 19.

Policy Implications

Nil.

Financial Implications

There are no financial implications in considering this item.

Strategic Implications

This item related to the Integrated Planning and Reporting Framework, which feeds into the Long-Term Financial Plan when determining annual Council Budgets.

Resolution 9.3 OCM July 2023

That the report on Council investments as at 30th June 2023 be received and noted.

Moved: Cr N (Natalie) Snooke

Seconded: Cr TE (Todd) Harris

Vote – Simple majority

Carried: 6/0

9.4. Shire of Cunderdin Quarterly Risk Management Report- June 2023

Location:	Shire of Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	18 July 2023
Author:	Hayley Byrnes
Item Approved by:	Stuart Hobley, Chief Executive Officer
File Reference:	Nil
Attachment/s:	9.4.1 –Quarterly Risk Management Report- June 2023

Proposal/Summary

For Council to note the results of the Risk Dashboard review of the Risk Management Governance Framework.

Background

The Shire of Cunderdin Risk Management Policy in conjunction with the components of the Shire of Cunderdin Risk Management Framework sets out the Shire's approach to the identification, assessment, management, reporting and monitoring of risks. All components of the Shire of Cunderdin Risk Management Framework are based on AS/NZS ISO 31000:2018 risk Management – Guidelines.

The Risk Management Framework is to be reviewed for appropriateness and effectiveness at least every three years.

The Shire of Cunderdin endorse the Risk Management Framework at the Ordinary Council Meeting in October 2021, with the following resolution;

Resolution 9.12 OCM OCTOBER 2021

That council endorses the Shire of Cunderdin Risk Management Framework.

Comment

The Framework is a comprehensive overview of how the Shire identifies risks that are likely to impact the operations of the Shire and reflect the appropriateness and effectiveness of the Shire's systems in regard to risk management, internal control and legislative compliance.

The Local Government (Audit) Regulations 1996 prescribes the requirements for local governments in relation to the engagement of auditors, the annual compliance Audit Return and the functions of the Audit Committee.

The amendments extend the responsibilities of the Audit Committee and Chief Executive Officer of the local government in relation to the reviewing and reporting of the local government's systems and procedures in regard to risk management, intern control and legislative compliance.

The Risk Management Framework, developed by LGIS, is in response to the requirements of Reg. 17 of the Local Government (Audit) Regulations 1996 and encapsulates those requirements.

A review had been completed on the Shire's systems in relation to risk management, internal control and legislative compliance and considers that they are appropriate and effective with the exception of those identified on the attached Dashboard Report.

The key controls that presented as Inadequate when the review was completed are as follows;

Asset Sustainability Practices

- Most assets photographed – this process has commenced and is ongoing

Business & Community disruptions

- Generator – Quotes have been obtained and this is included in the 23/24 Budget
- I.T. Disaster Recovery Plan – Quotes have been received and work has commenced, scheduled to be finalised December 2023.

Environment management

- Environment Management Plan – Research is being undertaken with regards to having this completed.

IT or communications systems and infrastructure

- I.T. Disaster Recovery Plan - Quotes have been received and work has commenced, scheduled to be finalised December 2023.

Consultation

Stuart Hobley, Chief Executive Officer

Hayley Byrnes, Deputy Chief Executive Officer

Statutory Implications

Local Government (Audit) Regulations 1996

17. CEO to review certain systems and procedures

1. The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to –
 - a) risk management; and
 - b) internal control; and
 - c) legislative compliance.
2. The review may relate to any or all of the matters referred to in sub regulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review at least once every 2 calendar years.
3. The CEO is to report to the audit committee the results of that review.

[Regulation 17 inserted in Gazette 8 Feb 2013 p. 868.]

Policy Implications

Shire of Cunderdin Policy Manual

Policy 1.11 – Organisation Risk Management

Financial Implications

Nil.

Strategic Implications

Shire of Cunderdin Strategic Community Plan 2022 -2032

Resolution 9.4 OCM July 2023

That Council accept the review of the Risk Dashboard Report identifying current and potential risks.

Moved: Cr NW (Norm) Jenzen

Seconded: Cr A (Tony) Smith

Vote – Simple majority

Carried: 6/0

9.5. 2023/24 Budget Adoption

Location:	Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	15 th July 2023
Author:	Hayley Byrnes
Item Approved By:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.5.1- SOC 23/24 Statutory Budget Attachment 9.5.2- SOC 23/24 Fees and Charges Attachment 9.5.3- SOC Budget Account and Project Listing

Proposal / Summary

To consider and adopt the Municipal Fund Budget for the 2023/24 financial year together with supporting schedules, including striking of the municipal fund rates, setting of elected members fees for the year and other consequential matters arising from the budget papers.

Background

The draft 2023/24 budget has been compiled based on the parameters established in the Council integrated planning documents including long term financial plan, corporate business plan and strategic community plan.

Council gave consideration to the detail within the budget via a workshop held on the 14th June 2023.

Comment

The budget has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards. The main features of the draft budget include:

Rates

The proposed budget provides a 4% increase in rates collected.

However, the periodic system of revaluations of properties undertaken by the Valuer General will result in some ratepayers paying more and some less than last year – while the revenue to Local Government will increase by 4% from last year.

The minimum rate is proposed to be set at \$809.

Comments from the District Valuer were:

The market for broadacre rural properties has continued to improve on the back of low interest rates, relatively good seasonal conditions, and strong commodity prices.

The impact of the Covid19 pandemic has seen increased interest in rural smallholdings which has taken up excess supply in the market and seen prices improve after decreases in recent years.

Some variations to individual assessments may have occurred either as a product of the valuation process and/or inclusion of updated information such as soil types.

End of year position

The 2022/2023 end of year position is an estimated surplus of \$3,801,219. This is a result of a number of projects that were either not complete before the end of the financial year and the early payment of 100% of our Federal Assistance Funding which was received 30th June 2023.

The budget presented to Council for adoption results in an end of year surplus for 2023/24 of \$520.

Fees & Charges

The fees and charges schedule is presented to Council for consideration. Variations as deemed appropriate have been made to the Fees & Charges; the variations have been highlighted yellow in the attachment. These variations have been made to ensure we are recouping the Shires costs to provide the service or bring items in that have been deemed necessary throughout the previous year.

Elected Member Attendance Fees, Allowances & Reimbursement of Costs

The recommendations include the setting of meeting attendance fees and allowances for members. This includes the Presidents allowance of \$1500.00, the Deputy President's allowance \$250.00 and members meeting attendance fees are set at the maximum rate of \$250 and \$510 for the President. With Committee meeting attendance fee set at the maximum rate \$118 for all members.

The Presidents entitled to an allowance in the range of \$535 – \$20,875 and the Deputy President is entitled to up to 25% of the agreed president's allowance.

Other claims such as travelling will need to be submitted should a member so require. All payments may be made direct to Members designated bank accounts. These fees and allowances are in accordance with Sec 5.98, 5.98A, 5.99 and 5.99A of the Local Government Act and the Local Government (Administration) Regulations. These fees are within the determinations for Band 4 as set by the Salaries and Allowances Tribunal 6 April 2023.

Salaries & Wages

The budget for Salaries and Wages includes an estimated increase from the Fair Work Commission wage increase.

The Shire has recently received correspondence from WALGA Employee Relations regarding the annual wage increase to the Local Government Industry Award 2020.

A 5.3% increase for employees under the Local Government Industry Award 2020 came into effect from the start of the first full pay period on or after 1 July 2023.

From 1 July 2022, employees can be eligible for super guarantee (SG), regardless of how much they earn. This is because the \$450 per month eligibility threshold for when SG is paid is being removed. You only need to pay super for workers under 18 when they work more than 30 hours in a week.

The super guarantee (SG) rate will also increase from 10.5% to 11% on 1 July 2023. It is a requirement to use the new rate to calculate super on payments made to employees on or after 1 July. The SG rate is legislated to increase to 12% by 2025.

Road Funding

The road program has had an increase in funding from the Department of Infrastructure and Regional Development. This has led to a significant road program for the 2023/2024 year. A portion of these works will be put out to contract as we do not have the capacity to undertake the works ourselves. The total of our Road funding sources are as follows:

MRWA Direct Grant	\$ 154,100
Regional Road Group	\$ 466,296
Roads to Recovery 20/21	\$ 329,674
LRCI Phase 4 ROADS	\$ 211,400

TOTAL **\$1,161,470**

Reserve Transfers

The following transfers in and out of Reserves have been budgeted for.

Transfer from Building Reserve (Housing Project)	\$400,000
Transfer to the Plant Reserve.	(\$100,000)
Transfer to the Swimming Pool Reserve.	(\$100,000)
Transfer to Museum Reserve	(\$15,000)
Transfer to AAA Sandalwood Units Reserve (Net income from units)	(\$45,000)
Transfer to the Synthetic Surfaces Reserve	(\$20,000)

Borrowings

The Shire has budgeted to borrow up to \$2,272,726.00 to complete the Growing Better Regions Housing project.

Statutory Implications

Section 6.2 of the *Local Government Act 1995* requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending 30 June of the next year.

Divisions 5 and 6 of the *Local Government Act 1995* refer to the setting of budgets and raising of rates and charges. *The Local Government (Financial Management) Regulations 1996* details the content of the budget. The draft 2023/24 budget as presented is considered to meet statutory requirements.

- *Cemeteries Act 1986*
- *Waste Avoidance and Resources Recovery Act 2007*
- *Local Government (Miscellaneous Provisions) Act 1960*

Policy Implication

Nil.

Consultation

Internal: Staff
Council

External: Community groups (and Councillors) have had the opportunity to submit budget requests

Financial Implications

The Budget document establishes activities which the Shire will pursue during the 2023/24 financial year taking into account the Shire of Cunderdin Corporate Business Plan and Long Term Financial Plan.

Strategic Implications

Resolution 9.5 OCM July 2023

PART A - MUNICIPAL FUND BUDGET FOR 2023/24

That Council, pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, adopt the Municipal Fund Budget as contained in the attachment of this agenda for the Shire of Cunderdin for the 2023/24 financial year which includes the following:

- 1) Statement of Financial Activity, shows a surplus of \$520
- 2) An amount required to be raised from rates of \$ 2,428,161
- 3) Budget schedules as detailed.
- 4) Transfers to/from Reserve accounts as detailed.

PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS

1) That Council, for the purpose of yielding the surplus disclosed by the Municipal Fund Budget adopted at Part A above, pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995, impose the following general and minimum rates on Gross Rental and Unimproved Values.

1.1 General Rates

Gross Rental Value (GRV)	9.8300 cents in the dollar
Rural (UV)	0.5870 cents in the dollar
Mining (UV)	0.5870 cents in the dollar

1.2 Minimum Rates

Gross Rental Value (GRV)	\$809
Unimproved Value (UV)	\$809
Mining (UV)	\$809

2) That Council, pursuant to section 6.45 of the Local Government Act 1995 and regulation 64 (2) of the Local Government (Financial Management) Regulations 1996, offers a one or four instalment payment option, and nominates the following due dates for payment in full or by instalments:

- Full payment and 1st instalment due date 15 September 2023
- 2nd quarterly instalment due date 14 November 2023
- 3rd quarterly instalment due date 16 January 2024
- 4th quarterly & final instalment due date 20 March 2024

3) That Council, pursuant to section 6.45 of the Local Government Act 1995 and regulation 67 of the Local Government (Financial Management) Regulations 1996, adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$10 for each instalment after the initial instalment is paid.

4) That Council, pursuant to section 6.45 of the Local Government Act 1995 and regulation 68 of the Local Government (Financial Management) Regulations 1996, adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.

5) That Council, pursuant to section 6.51 (1) and subject to section 6.51 (4) of the Local Government Act 1995 and regulation 70 of the Local Government (Financial Management) Regulations 1996, adopts an interest rate of 7% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

PART C – GENERAL FEES AND CHARGES FOR 2023/24

That Council, pursuant to section 6.16 of the Local Government Act 1995, adopts the Fees and Charges included in the Attachment 9.5.2 - Draft fees and charges 2023/24 attached to this agenda.

PART D – OTHER STATUTORY FEES FOR 2023/24

1) That Council, pursuant to Part 7 Local Government Planning Charges Planning and Development Regulations 2009 adopts the Fees and Charges for Planning Services within the Shire of Cunderdin as included in Attachment 9.5.2 - Draft fees and charges 2023/24 attached to this agenda.

2) That Council, pursuant to section 53 of the Cemeteries Act 1986 adopts the Fees and Charges for Cemeteries within the Shire of Cunderdin as included in Attachment 9.5.2 - Draft fees and charges 2023/24 attached to this agenda.

- 3) That Council, pursuant to section 245A(8) of the Local Government (Miscellaneous Provision) Act 1960 adopts the swimming pool inspection fee included in Attachment 9.5.2 - Draft fees and charges 2023/24 attached to this agenda.
- 4) That Council, pursuant to section 67 of the Waste Avoidance and Resources Recovery Act 2007, adopt the charges for the removal and deposit of domestic and commercial waste as included in Attachment 9.5.2 - Draft fees and charges 2023/24 attached to this agenda.

PART E – ELECTED MEMBERS FEES AND ALLOWANCES FOR 2023/24

- 1) That Council, pursuant to section 5.98(1)(b) of the Local Government Act 1995 and within the range determined by the Salaries and Allowances Tribunal, adopt the following meeting attendance fees for elected members:

President	\$510 per meeting attended
Councillors	\$250 per meeting attended
Councillors	\$125 per committee meeting attended.

- 2) That Council, pursuant to section 5.98(5) of the Local Government Act 1995 and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual local government allowance to be paid in addition to the meeting attendance fees:

President \$1,500

- 3) That Council, pursuant to section 5.98A of the Local Government Act 1995 and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual local government allowance to be paid in addition to the meeting attendance fees:

Deputy President \$250

PART F – MATERIAL VARIANCE REPORTING FOR 2023/24

That Council, in accordance with regulation 34(5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, the level to be used in statements of financial activity in 2023/24 for reporting material variances shall be a percentage of ten (10) or a minimum of \$10,000, whichever is the greater.

Moved: Cr B (Bernie) Daly

Seconded: Cr NW (Norm) Jenzen

Vote – Absolute Majority

Carried: 6/0

9.6. WALGA State Conference and Annual General Meeting

Location:	Shire of Cunderdin
Applicant:	Governance & Administration
Date:	3 rd July 2023
Author:	Samantha Pimlott
Item Approved by:	Chief Executive Officer
File Reference:	Nil
Attachments:	Nil

Proposal/Summary

For Council to appoint its delegates and proxy delegates to the 2023 WALGA Annual General Meeting (AGM) on Monday 18th September 2023 at Crown Perth.

Background

WA Local Government Association is holding its Annual General Meeting on Monday 18th September 2023 at Crown Perth.

As a Member of the Association the Shire has been asked to register the attendance and voting entitlements of Council's delegates to the AGM.

Council has been requested to register two Voting Delegates and two Proxy Voting Delegates.

Comment

It is usual practice for the Shire President and Shire Deputy President to be the Shire's Voting Delegates. However, should one not be available another Councillor will need to be nominated together with the required Proxy Voting Delegates.

The 2022 Council's Voting Delegates were Cr AE (Alison) Harris and Cr N (Natalie) Snooke, with Cr TE (Todd) Harris and Cr A (Tony) Smith as the Proxy Voting Delegates.

The 2023 WA Local Government Convention is scheduled to be held at Crown Perth on Monday 18th September 2023 at Crown Perth from 2.00pm.

Consultation

Nil.

Statutory Implications

Nil.

Policy Implications

1.8 – Elected Members – Conference, training, travel and out of pocket expenses.

Financial Implications

The AGM is free of charge, however, there may be cost associated with meals and accommodation for attending Councillors but their expenses are included in the Draft Budget.

Strategic Implications

5. Civic Leadership

5.1 Shire communication is consistent, engaging and responsive.

5.3 Implement systems and processes that meet legislative and audit obligations.

Resolution 9.6 OCM July 2023

That Council appoints its Delegates to the 2022 Annual General Meeting of the WA Local Government Association as follows:

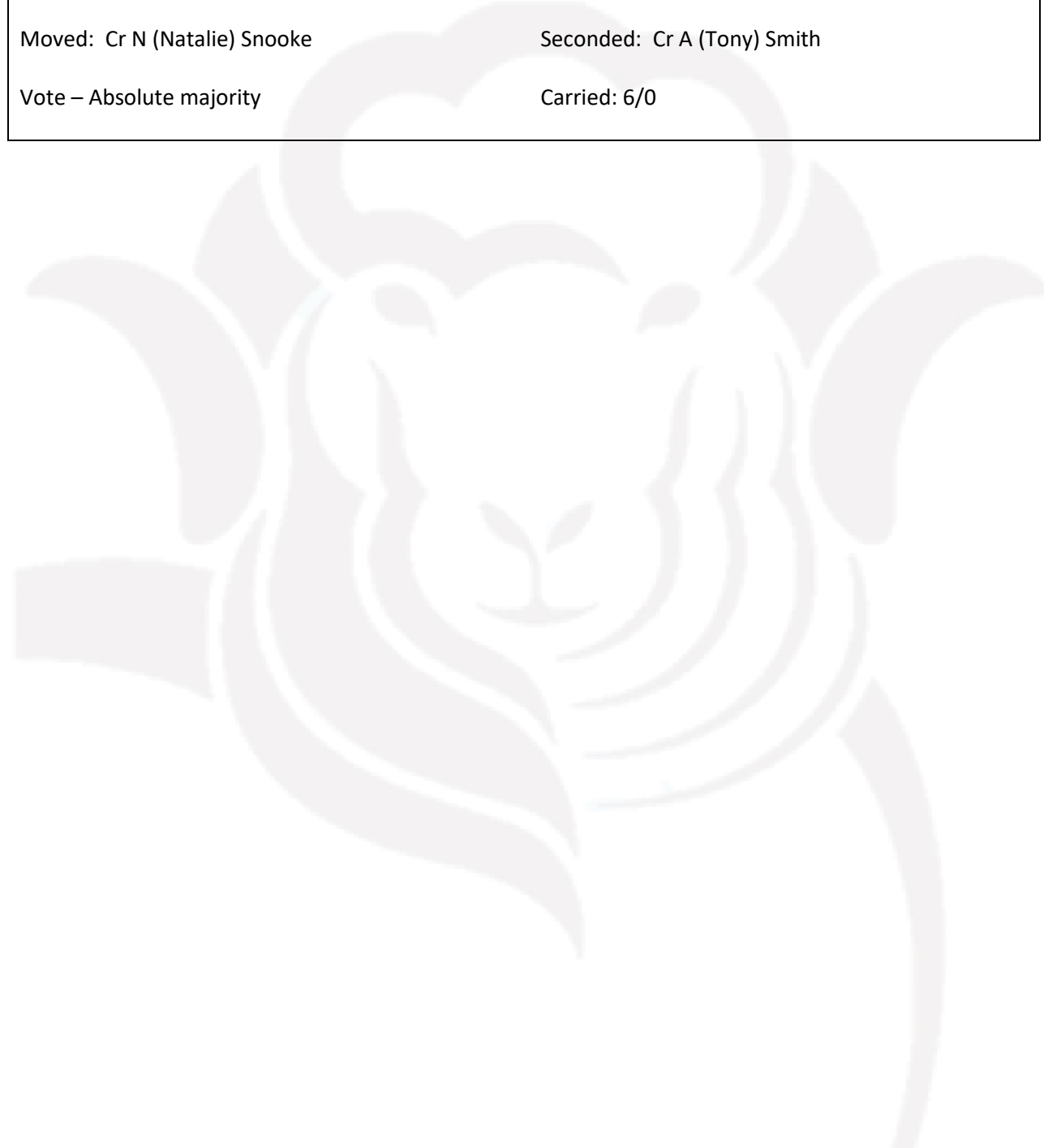
Voting Delegates	1. Cr AE (Alison) Harris	2. Cr TE (Todd) Harris
Proxy Voting Delegates	1. Cr A (Tony) Smith	2. Stuart Hopley

Moved: Cr N (Natalie) Snooke

Seconded: Cr A (Tony) Smith

Vote – Absolute majority

Carried: 6/0



9.7. Proposed RAV Upgrade

Location:	Shire of Cunderdin
Applicant:	Governance & Administration
Date:	27 th June 2023
Author:	Samantha Pimlott
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.7.1 - Main Roads Application Attachment 9.7.2 - AMMS Tandem Drive Prime Mover Trailer Combinations RAV Categories Attachment 9.7.3 - Tandem Drive Prime Mover Trailer Combinations RAV Categories

Proposal/Summary

Council is requested to consider the proposed RAV upgrade of the Shire of Cunderdin's road network as detailed below.

Background

Heavy Vehicle Services (HVS) has received an application to add the following section of roads onto the Restricted Access Vehicle (RAV) Network RAV N7.3:

Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Network	Requested Network
4060169	Meckering - Dowerin Rd (Meckering, Waeel, Quelagetting)	(23.42)	(30.76)	RAV 7	RAV 7.3

The requested road is currently listed on the Tandem Drive Network Level 7.3 from SLK 0 to SLK 23.42 with the following conditions:

- All operators must carry written support from the road manager acknowledging the operator's use of the road.
- Headlights to be switched on at all times.
- No operation on unsealed road segment when visibly wet, without road owner's approval.
- Maximum speed 70 km/h.
- 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.

The applicant has advised Main Roads the requested RAV 7.3 Network access is for Agricultural Haulage.

If the road is deemed unsuitable to be added to the relevant RAV network when assessed it may be considered for a Restricted Local Access Permit (RLAP). This permit is for individual access to a road with a specific combination and with suitable conditions to mitigate any risk.

Comment

HVS will conduct onsite assessments and consider the safety aspects of approving RAV access in accordance with our [Standard Restricted Access Vehicle Route Assessment Guidelines](#) and [Guidelines for Approving RAV Access](#).

To assist HVS in this process, estimated traffic volumes and any comments relating to road condition, that the Shire can foresee impacting the above road can be reported to HVS as per Attachment 9.7.1 - Application for road owner support to add or amend RAV network.

If the Shire is in favour of supporting the request, HVS will assess the mentioned road and a condition report will be sent to the Shire on its findings. If the road is found to be suitable it then will be added to the network as per the requested RAV rating.

Any road that requires maintenance or works will not be added to the network until the condition of the road meets requirements of the HVS assessment. Either the applicant or the Shire will need to bring the road to the required standard prior to the road being upgraded to the requested RAV rating.

The approval of an upgrade in RAV rating may result in an increase of on-going maintenance to the requested road.

Craig Robertson, Manager of Works and Services has provided below comment on the conditions of Meckering - Dowerin Rd:

1. There are a few tight curves along this section of road.
2. A wet area may be of concern. However, this area will already be maintenance issue in due course.

Consultation

Main Roads Heavy Vehicle Service (HVS)
Mr Stuart Hobley, Chief Executive Officer
Mr Craig Robertson, Manager of Works and Services

Statutory Implications

Road Traffic (Vehicles) Act, 2012

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Environmental – roadside vegetation
Infrastructure – appropriate for local business operations

Resolution 9.7 OCM July 2023

That Council;
Accepts the request to amend the RAV rating of Meckering - Dowerin Rd (Meckering, Waeel, Quelagetting) SLK (23.42) to SLK (30.76) for the purpose of the Restricted Access Vehicle (RAV) Network 7.3.

Moved: Cr TE (Todd) Harris

Seconded: Cr NW (Norm) Jenzen

Vote – Simple majority

Carried: 6/0

9.8. Growing Regions Round 1 Funding

Location:	Shire of Cunderdin
Applicant:	Governance & Administration
Date:	3 rd July 2023
Author:	Samantha Pimlott
Item Approved by:	Chief Executive Officer
File Reference:	Nil
Attachments:	Attachment 9.8.1 - Grant Opportunity Guidelines-Growing Regions Program Attachment 9.8.2 – Indicative Sub Division Plan

Proposal/Summary

For Council to support the Growing Regions Round 1 Application for funding to aid in the development of housing in the Shire of Cunderdin and its neighbouring local governments.

Background

Regional housing shortages have been an identifiable issue for many regional local governments.

The Growing Regions Program announced by the Federal Government is designed to drive regional economic prosperity across Australia. This will be achieved by providing access to funding which will support the development of integral capital infrastructure in rural and regional areas.

Shire of Cunderdin is one of seven local governments participating in the joint lodgement of an Expression of Interest (EOI) application with the intention of being invited to submit a full application for the Growing Regions Fund.

Whitney Consulting has been engaged to collaborate the needs of all seven shires and ensure that all eligibility criteria, which the EOI will be assessed against, have been met. To view the criteria please refer to Attachment 9.7.1 - Grant Opportunity Guidelines-Growing Regions Program.

The Shire acquired ownership of Lots 296, 297, 350 and 384 on Cubbine & Mitchell Streets, previously known as the 'Old Hospital Site'. This site has been proposed as an appropriate location to address the project requirements.

Town planner Joe Douglas has drafted an indicative subdivision plan of the above mentioned site. This plan can be viewed in Attachment 9.7.2 – Indicative Sub Division Plan.

The proposal being submitted in the EOI will be to design and construct six – two bedroom, two bathroom dwellings, and three – three bedroom, two bathroom dwellings. The development of these dwellings will assist in addressing the lack of fit for purpose housing currently being experienced by the Cunderdin community.

Local governments to be included in the co-funding EOI application are Shire of Bruce Rock, Shire of Dowerin, Shire of Kellerberrin, Shire of Tammin and Shire of Wyalkatchem. All of these Shires are in similar circumstances and require assistance in alleviating the shortage of housing in their respective communities.

Comment

A draft budget for this project has been produced. The table below shows the projected total costs to be \$4,127,038.00. Requested funding costs from the Growing Regions EOI application will be 70% of the projected cost being, \$2,888,913.00. This will leave the final 30% cost contribution accountable to the Shire of Cunderdin at the amount of \$1,238,125.00.

Item	Cost (24/25 FY)	Cost (25/26 FY)	Total Cost	Comments
Professional Fees (design drawings & approvals)	*		\$25,000.00	Finalisation of floor/layout plans. Approvals. Cost estimation.
Earthworks, service connection & landscaping	*	*	\$750,000.00	Refer to quote attach – Oasis Landscape
Housing – Construct, delivery and installation	*	*	\$3,420,000.00	(6 x 2 bed & 3 x 3 bed)
Project Management	*	*	\$80,000.00	Based on 0.5 FTE for 20-month period.
Subtotal of project cost			\$3,751,853.00	
Contingency		*	\$475,000	Based on 10% of overall project budget
Total Project cost			\$4,750,000.00	

On numerous occasions The Shire of Cunderdin have demonstrated their ability and capacity to deliver large-scale projects to a high standard through comprehensive planning, meticulous budgeting and procurement processes.

Consultation

Liezl DeBeer

Joe Douglas – Planning Officer

Jennifer Murray – Whitney Consulting

Statutory Implications

Nil.

Policy Implications

Nil.

Financial Implications

Initial cost estimates indicate the project will cost approximately \$4,750,000. This amount has been included the 2023/24 Draft Budget. Council will be required to contribute 30% of the total project budget which will be approximately cash contribution of \$1,425,000.

It is suggested that Council fund its contribution by way of a loan that will be supported by the revenue created by the rental income. Conservatively it is estimated that the annual rental income will be excess of \$125,000.

The terms of the loan will be negotiated if the funding application is successful.

Strategic Implications

Shire of Cunderdin Strategic Community Plan 2022 -2032

2.1 Facilitate local business retention and growth

2.3 Build economic capacity

- Diverse housing options are available

- Land and infrastructure can accommodate commercial and residential growth

5.2 Forward planning and implementation of plans

Resolution 9.8 OCM July 2023

That Council;

1. Endorses the lodgement of the co-funding Expression of Interest Submission (Stage 1) in the Growing Regions Program.
2. Commit to supporting the lodgement of a full Growing Regions Application (Stage 2) when invited.
3. Approve of and support the required prospective budget cash contribution of \$1,425,000.00.

Moved: Cr TE (Todd) Harris

Seconded: Cr N (Natalie) Snooke

Vote – Absolute majority

Carried: 6/0

Cr AE (Alison) Harris, Cr N (Natalie) Snooke, Cr TE (Todd) Harris and Cr NW (Norm) Jenzen declared an impartiality interest in this item.

9.9. Cunderdin Football Club Project Proposal

Location:	Shire of Cunderdin
Applicant:	Governance & Administration
Date:	19 th July 2023
Author:	Samantha Pimlott
Item Approved by:	Chief Executive Officer
File Reference:	Nil
Attachments:	Attachment 9.9.1 – Cunderdin Football Club Scoreboard Proposal Letter

Proposal/Summary

For Council to consider the request received from the Cunderdin Football Club proposing the installation of an electronic scoreboard.

Background

The Cunderdin Football Club Council has requested that Council consider permitting the Football Club to install a new electronic scoreboard at the Cunderdin Oval and they have also requested that Council assist with the funding of the new scoreboard.

The current scoreboard is a manually operated scoreboard and is in a state of disrepair.

The Cunderdin Football Club have investigated the costs of installing a LED screen at 5120mm wide x 2880mm high from LED Screens Australia.

The table below details the costs of the proposal and these are also included in Attachment 9.7

Item	Cost
Scoreboard	\$52,950.00
Installation of Footings	\$7,220.00
Installation of Power, Data and Speaker	
Crane Hire	\$1,800.00
Computer Controller	\$2,950.00
Monitors, Mouse & Keyboards	\$470.00
Control equipment rack	\$450.00
Blue ray / DVD Player	\$120.00
Digital Set Top Box	\$70.00
Video Control Processor / Upscaler	\$2,650.00
Audio Mixer	\$480.00
Fixed Microphone and Stand	\$130.00
Wireless microphone with oval coverage	\$580.00
Wi-Fi access point for remote control	\$160.00
OPTIONAL Security Shutter	\$9,780.00
OPTIONAL Tannoy / Lab Gruppen audio system	\$7,950.00
Delivery, installation and training	\$3,750.00
	\$91,510.00

The Cunderdin Football Club have indicated that they are willing to commit a \$50,000.00 cash contribution to the project. They are seeking for the estimated remaining funds required of \$41,260.00 be contributed from the Shire of Cunderdin and community grant program.

Rather than a traditional scoreboard layout the Cunderdin Football Club have proposed a multi-use structure that will allow for advertising of sponsors of the football club pre and post game.

The screen will have the ability to support audio functions which may be of benefit to other community groups as listed in Attachment 9.7.

Comment

The Football Club have advised that they have received \$12,000 in sponsorship of the fabrication of the framework and footings.

Council will need to consider several factors when deliberating on this item.

Who will own the scoreboard?

Who will be responsible for the ongoing maintenance of the scoreboard?

Where will the scoreboard be located?

Where will the internal hardware items be located?

Are all of the optional extras required?

How will other community/sporting groups gain access to the scoreboard and its operating equipment?

If Council is to support the project a Memorandum of Understanding will be required in order to clarify the roles and responsibilities of each party.

A deputation from the Football Club will be attending the Council Meeting to present the project.

Consultation

Nil.

Statutory Implications

Local Government Act 1995

Policy Implications

Should the Shire be the 'Purchaser' of the screen we would need to obtain 3 quotes as per our purchasing policy.

Financial Implications

Council will need to allocate at least \$41,510 in the 2023/24 Budget to complete the project.

Council may wish to consider using funds from the Community Trust to fund part of the \$41,510.

Strategic Implications

1.1 Community members have the opportunity to be active, engaged and connected

- The Shire supports positive leisure, learning and recreation outcomes

1.2 A healthy and safe community is planned for

- Sport and recreation facilities are upgraded in a planned, cohesive and timely manner

- Volunteers and community groups feel supported and empowered

Administration Recommendation

That Council advise the Cunderdin Football Club that it supports the installation of an electronic scoreboard and will contribute _____ to the project and this amount be included in the 2023/24 Budget.

Resolution 9.9 OCM July 2023

That Council advise the Cunderdin Football Club that it supports the installation of an electronic scoreboard and will delegate authority to the Chief Executive Officer, to negotiate and endorse a cash contribution amount to be allocated to the project, after the Football Club have sought further contributions from outside sponsors and that these further contributions have been committed to the fulfilment of the project.

Moved: Cr B (Bernie) Daly

Seconded: Cr A (Tony) Smith

Vote – Simple majority

Carried: 6/0

9.10. Regulatory Signage Stewart Road and Moore Road North Meckering

Location:	Shire of Cunderdin
Applicant:	Governance and Administration
Date:	17 th April 2023
Author:	Samantha Pimlott
Item Approved by:	Stuart Hobley, Chief Executive Officer
File Reference:	Nil
Attachments:	Attachment 9.10.1 – Map Area and Road Descriptions

Proposal/Summary

To make an application to Main Roads requesting a regulatory sign be installed in the locations indicated in Attachment 9.10.1.

Background

There are currently no regulatory signs posted at the intersections involving Stewart Road, Moore North Road and Meckering Goomalling Road.

The Main Roads regulatory process requires that the network owner (Shire of Cunderdin) makes a formal request for regulatory devices. Once the preferred signage option has been indicated by Council Main Roads will then make the assessment and seek the approval (via NOM, DWR), install and maintain signage.

Comment

Often issues with these intersections because the curve on the prominent road has a higher elevation and would possibly conflict with the connecting road.

Main Roads Incident manager, Gren Putland, has advised:

- i) that design rules always consider that an intercept angle should never be less than 70 degrees. The 70 degrees being the angle through which a driver at a terminating road can observe the traffic from each direction.
- ii) In this case the angle appears to be in the order of 15 degrees.
- iii) A generally preferred design is to connect both of the minor roads and reconnect them. Low angle intercepts create danger with the conflicting with the merge where vehicles are not afforded the opportunity of identifying approaching traffic. In most cases it is only low (or extremely low) traffic volume on the side roads, which does deliver a low rate of crash.

Consultation

Main Roads WA.
Craig Robertson, Manager of Works & Services
Stuart Hobley, Chief Executive Officer

Statutory Implications

Nil.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

3.1 Safe, efficient and well maintained road infrastructure.

Resolution 9.10 OCM July 2023

That Council resolve to;

1. Request to the Traffic Management Services Manager that a give way sign be installed at on the intersection from Stewart Road to Goomalling – Meckering Road
2. Request to the Traffic Management Services Manager that a give way sign be installed at on the intersection from Moore North Road to Goomalling – Meckering Road

Moved: Cr A (Tony) Smith

Seconded: Cr NW (Norm) Jenzen

Vote – Simple majority

Carried: 6/0

9.11. Policy Manual Review

Location:	Shire of Cunderdin
Applicant:	Governance & Administration
Date:	3 rd July 2023
Author:	Samantha Pimlott
Item Approved by:	Chief Executive Officer
File Reference:	Nil
Attachments:	Attachment 9.11.1 – DRAFT Council Policy Manual Attachment 9.11.2 - DRAFT Annual Leave Policy Attachment 9.11.3 - DRAFT CCTV Policy Attachment 9.11.4 - DRAFT Information Technology - Incident Management Attachment 9.11.5 - DRAFT Legislative Compliance Policy Attachment 9.11.6 - DRAFT Internal Control Policy Attachment 9.11.7 - DRAFT Child Safe Awareness Policy

Proposal/Summary

Council should complete a review of its Policies on a regular basis. The Shires Council/Governance, Administration/Organisation, Financial Management, Environmental Health and Community Services Policies have been reviewed and are recommended for adoption.

Background

In accordance with best practice governance principles, Councils Policies are reviewed and updated on a regular basis. Review on a regular basis ensures policies reflect current operating practices and procedures.

The policies presented here are Council and not administrative policies. The purpose of the policies is to provide a guide to the Administration, assisting it to function in an efficient and effective manner and, where relevant, respond to community enquiries in an efficient and consistent manner. The policies are a guide to Council's position in regard to the various subject matters to enable the Administration to act without unnecessary and repetitious reference to Council. The policy manual is not prepared as a reference manual of solutions to all problems that Council may be requested to investigate.

All of the Council's policies will be presented to Council for consideration. Where changes have been affected, text to be deleted has been struck through and any additional text proposed has been underlined.

Comment

Section 1 - Council / Governance

- 1.1 Code of Conduct
Remove Code of Conduct from Policy Manual.
- 1.2 Acknowledgment of Ballardong People
Minor Change
- 1.3 Elected Member Records – Capture and Management
Update to capture Elected Member emails.
- 1.4 Elected Members – Recognition of Service
No Change
- 1.5 Related Party Disclosures (AASB 124)
Minor Change
- 1.6 Council Policy – Making, amending, deleting
No Change
- 1.7 Legal Representation for Elected Members and Employees
No Change
- 1.8 Elected Members – Conference, Training, Travel and out of pocket Expenses
Minor Change

- 1.9 Council Chamber Usage
No Change
- 1.10 Public Question Time
No change at this time. With the upcoming changes to the Regulations it is expected that this policy will be amended in the near future.
- 1.11 Organisational Risk Management
No Change
- 1.12 Elected Member, Chief Executive Officer and Employee Attendance at Events Policy
Minor Change
- 1.13 Legislative Compliance
New Policy

Section 2 - Administration / Organisation

- 2.1 Senior employees – Designation
No Change
- 2.2 Appointing an Acting Chief Executive Officer
No Change
- 2.3 Social Media usage
No Change
- 2.4 Shire Logo
Shire Logo has been updated.
- 2.5 Internet, Email and Computer Use Policy
No Change
- 2.6 Information Technology - Incident Management
New Policy
- 2.7 Internal Control Policy
New Policy

Section 3 - Financial Management

- 3.1 Purchasing – Framework
No Change
- 3.2 Purchasing – Regional Price Preference
No Change
- 3.3 Transaction Cards
Administrative Change
- 3.4 Minor Requests for Financial and Other Assistance
Changed to reflect Councils new Community Assistance Program.
- 3.5 Self-Supporting Loans
- 3.6 Rates – Prize Eligibility
No Change
- 3.7 Timely Payment of Suppliers
- 3.8 Investments
No Change
- 3.9 Financial Hardship Policy
No Change
- 3.10 Debt Collection Policy
No Change

Section 4 - Order / Public Safety

- 4.1 Child Safety and Awareness Policy
New Policy
- 4.2 CCTV Policy
New Policy

Section 6 - Environmental Health / Food

- 6.1 Sustainability Events Policy
No Change

Section 7 - Community Services

- 7.1 Shire of Cunderdin Australia Day Awards
No Change
- 7.2 Cunderdin Community Bus
No Change
- 7.3 Cunderdin Museum – Donations, loan of items etc
Minor Change involving the distribution of donations at the end of the financial year.

Section 8 – Personnel

- 8.15 Annual Leave
New Policy

Consultation

Stuart Hobley, Chief Executive Officer
Hayley Byrnes, Deputy Chief Executive Officer
Samantha Pimlott, Governance & Administration Officer

Statutory Implications

Local Government Act 1995

Policy Implications

Nil.

Financial Implications

Nil

Strategic Implications

5. Civic Leadership

- 5.1 Shire communication is consistent, engaging and responsive.
5.3 Implement systems and processes that meet legislative and audit obligations.

Resolution 9.11 OCM July 2023

That Council's policies relating to Council/Governance and Administration/Organisation, Financial Management, Order and Public Safety be retained unchanged, amended or deleted as detailed in the above report, and attachments and the changes be incorporated into the Council Policy Manual.

Moved: Cr NW (Norm) Jenzen

Seconded: Cr N (Natalie) Snooke

Vote – Simple majority

Carried: 6/0

9.12. Move Behind Closed Doors

Resolution 9.12 OCM July 2023

That Council move behind closed doors in accordance with s.5.23 of the Local Government Act.

Moved: Cr TE (Todd) Harris

Seconded: Cr B (Bernie) Daly

Vote – Simple majority

Carried: 6/0

Craig Robertson left the room at 6.54pm and did not return.

Stuart Hobley declared a financial interest in Item 9.13 and left the room at 6.52pm.

9.13. CEO Performance Review

9.14. Move from Behind Closed Doors

Resolution 9.14 OCM July 2023

That Council move from behind closed doors in accordance with s.5.23 of the Local Government Act.

Moved: Cr TE (Todd) Harris

Cr A (Tony) Smith

Vote – Simple majority

Carried: 6/0

Stuart Hobley re-entered the room at 7.03pm.

9.15. Chief Executive Officers Report

Location:	Shire of Cunderdin
Applicant:	Chief Executive Officer
Date:	20 th July 2023
Author:	Stuart Hobley
Item Approved by:	Stuart Hobley, Chief Executive Officer
File Reference:	Nil
Attachments:	Attachment 9.15.1 - AA Shire of Cunderdin - end of option period 28Jun23 Attachment 9.15.2 - Water Corporation - Deep Sewage Corronation Street

Proposal/Summary

To provide an update on the matters the Chief Executive Officer has been addressing over the past month.

Background

Local Roads and Community Infrastructure Program Phase 3 Projects

The following have been completed under Stage 3 of the LRCIP

O'Connor Park

Cunderdin Golf Club – Shed

Tennis Club – Installation of the Soft Fall.

Cunderdin Sport and Recreation Club - Blinds

The projects below are still to be completed

Meckering Earthquake Memorial Garden

The project has commenced and expected to be completed within six to eight weeks.

Cunderdin Industrial Lot Development

Development WA have completed the final plans for the industrial development and prepared a Contract of Sale.

Council has requested that Co-operative Bulk Handling (CBH) sell Council a parcel of 5,880m² to the Shire at a cost of \$35,000. The land has been valued by an independent valuer and this is the lowest end of the lands value.

Council is still waiting on CBH to advise if they have any further conditions on the sale of the land.

Local Government Reform

Changes to Wards and Representation

The Regulations prescribe local governments into classes 1, 2, 3 and 4. These classes currently align with the 4 bands that local governments are placed in by the most recent Salaries and Allowances Tribunal determination.

Introducing classes for local governments means that:

- class 1 and 2 local governments will have popularly elected mayors and presidents
- class 3 and 4 local governments cannot be divided into wards.

Classes for local governments will also be used for future regulation amendments, such as prescribing livestreaming and audio recording requirements for council meetings.

Changes for the 2023 Elections

Section 80 of the Local Government Amendment Act 2023 replaces first past the post voting with optional preferential voting as the voting method for all local government elections in Western Australia.

The Regulations introduce a number of amendments to reflect this change to an optional preferential voting system and other election reforms:

- procedures for local government chief executive officers to provide notice to candidates who are eligible to backfill a vacant office
- amendments to the notice of declaration of election results to capture candidates who may be eligible to backfill
- extending the election time period by 7 days to account for receipt of postal votes
- increasing the length of candidate profiles
- updates to candidate gift disclosures to account for the new backfilling provisions
- new requirements for the destruction and deletion of copies of electoral rolls for unsuccessful candidates or council members who are no longer in office
- changes to elected forms to account for optional preferential voting
- an updated Local Government Candidate Induction course.

Caretaker Period for the 2025 Elections

The Local Government Amendment Act 2023 included provisions for a statewide caretaker period for local government elections and restrictions on what local governments may do during that period.

These Regulations amend the Local Government (Functions and General) Regulations 1996 to define a 'significant act' to set out what the restrictions are during the caretaker period.

Part 5 (Caretaker Restrictions) will commence on 1 July 2024 so that the statewide caretaker period will be in effect for the subsequent 2025 local government elections.

Remuneration for Independent Committee Members

The Regulations include new provisions that relate to the allowances and reimbursement of costs associated with council committee meeting attendance for independent committee members.

Independent committee members are those members of council committees who are not council members or local government employees.

These amendments follow the changes in the Local Government Amendment Act 2023 to provide for the payment for allowances and fees to independent committee members.

The levels of these payments are to be determined by the Salaries and Allowances Tribunal.

Regulation 7 (Payments to Independent Committee Members) will take effect later in 2024, following the relevant determination from Salaries and Allowances Tribunal.

Airport Lease – Ascent Aviation

Mr Ben Reid of Ascent Aviation has advised that they will no longer seek a lease over the Cunderdin Airport. The Shire of Cunderdin and Ascent Aviation have had a mutual relationship for a number of years with respect to the future development of the airport however due to the current economic climate in the aviation industry this relationship will no longer continue.

Sewerage Upgrade Coronation Street

For several years Council has received numerous complaints regarding effluent capture and disposal around Coronation Street. It is especially bad during the winter months, with the existing septic tanks being unable to cope.

The Shire has sought advice from the Water Corporation with respect to installing deep sewerage in this area. The Water Corporation has provided a list of contractors who can provide design and costings for the project.

It is proposed that the Shire seek quotes for the design and costing and that an Agenda Item regarding the matter be put to Council once the quotes have been received.

Meckering Hockey Oval Lights

The Meckering Hockey Club has advised that they are looking to submit a grant to the Department of Sport and Recreations Nigh Lights Program. The Hockey Club do not have any costings as yet and will provide more detail to Council in the near future.

Comment

Nil.

Consultation

Nil.

Statutory Implications

Nil.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

Nil.

Resolution 9.15 July 2023

That the Chief Executives Officers Report be received.

Moved: Cr TE (Todd) Harris

Seconded: Cr B (Bernie) Daly

Vote – Simple majority

Carried: 6/0

10. Environmental Health and Building

Nil Items.

11. Planning & Development

Nil Items

12. Works & Services

Nil Items.

13. Urgent Items

Nil Items.

14. Scheduling of Meeting

14.1. August 2023 Ordinary Meeting

The next ordinary meeting of council is scheduled to take place on Wednesday 23rd August 2023 commencing at 5:00pm at the Cunderdin Shire Council Chambers, Cunderdin, WA 6407.

15. Closure of meeting

There being no further business the Shire President will declare the meeting closed at 7:10 pm.

16. Certification

DECLARATION

I, Alison Harris, certify that the minutes of the Ordinary Council Meeting held on 26th July 2023, as shown, were confirmed at the ordinary meeting of Council held on 23rd August 2023.

Signed: Alison Harris

Date: 23.08.2023