



Minutes

Ordinary Council Meeting
Wednesday 16 August 2023

Date	Wednesday 16 August 2023
Time	3:30pm
Location	Shire of Wickepin Council Chambers 77 Wogolin Road, Wickepin WA 6370
Distribution Date	Thursday 17 August 2023



Notice of Meeting

The Chief Executive Officer recommends the endorsement of these minutes at the next Ordinary Council Meeting.

A handwritten signature in blue ink that reads "Nathan Cain".

Nathan Cain
Chief Executive Officer
Thursday 17 August 2023

Disclaimer

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Contents

1	Declaration of Opening	6
2	Attendance	6
	2.1 Present	6
3	Public Question Time	6
	3.1 Responses to Previous Public Questions Taken On Notice	6
	3.2 Public Question Time	6
4	Apologies and Leave of Absence	6
	4.1 Apologies	6
	4.2 Previously Approved Leave of Absence	6
	4.3 Requests for Leave of Absence	6
5	Petitions, Memorials and Deputations	7
	5.1 Petitions	7
	5.2 Memorials	7
	5.3 Deputations	7
6	Declarations of Councillors and Officers Interest	7
7	Confirmation of Minutes of Previous Meetings	7
	7.1 Minutes of the Ordinary Council Meeting held on 19 July 2023	7
8	Status Report	9
9	Motions of Which Notice Has Been Given	10
10	Receipt of Committee Minutes or Reports and Consideration of Recommendations	10
	10.1 Minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 2 August 2023.	10
11	President’s Report	11
12	Report by the Chief Executive Officer	12
13	Notices of Motions for the Following Meeting	14
14	Reports and Information	15
	14.1 Monthly Schedule of Accounts Paid – July 2023	15
	14.2 Statement of Financial Activity – July 2023	18
	14.3 2023-2024 Annual Budget Adoption	20
	14.4 Change of Date for the September 2023 Ordinary Council Meeting	29
15	Confidential Reports and Information	31
	15.1 Contract Performance – Wickepin Independent Living Units Construction	32

16	Urgent Business	34
17	Closure	34

1 Declaration of Opening

The Presiding Member declared the meeting open at 3.36pm.

2 Attendance

2.1 Present

Councillors

J Russell	Shire President
W Astbury	Deputy Shire President
T Miller	Councillor
F Allan	Councillor
L Corke	Councillor
J Mearns	Councillor

Employees

N Cain	Chief Executive Officer
E Clement	Deputy Chief Executive Officer
M Martin	Executive Support Officer

Members of Public

There was zero (0) members of the public in attendance at the commencement of the meeting.

3 Public Question Time

3.1 Responses to Previous Public Questions Taken On Notice

Nil

3.2 Public Question Time

Nil

4 Apologies and Leave of Absence

4.1 Apologies

Nil

4.2 Previously Approved Leave of Absence

Cr P Thompson was granted leave of absence for the period 15 August 2023 to 6 September 2023.

4.3 Requests for Leave of Absence

Nil

5 Petitions, Memorials and Deputations

5.1 Petitions

Nil

5.2 Memorials

Nil

5.3 Deputations

Nil

6 Declarations of Councillors and Officers Interest

A member or officer who has an impartiality, proximity or financial interest in any matter to be discussed at this meeting must disclose the nature of the interest either in a written notice given to the Chief Executive Officer prior to the meeting or at the meeting immediately before the matter is discussed.

A member who makes a disclosure in respect to an interest must not preside at the part of the meeting which deals with the matter, or participate in, or be present during, any discussion or decision-making process relative to the matter, unless the disclosing member is permitted to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

The following declarations of interest have been disclosed –

14.3 2023 - 2024 Annual Budget Adoption (Capital Initiative)	
Name	Cr J Russell
Nature of interest	Proximity
Interest description	Owens land in partnership with husband adjoining Yarling Brook Road.

7 Confirmation of Minutes of Previous Meetings

7.1 Minutes of the Ordinary Council Meeting held on 19 July 2023

Officer Recommendation

That Council confirm the minutes of the Ordinary Council Meeting held on Wednesday 19 July 2023, as included in the attachments, as a true and accurate record.

Council Decision

Resolution OCM-230816-01
Moved Cr F Allan
Second Cr W Astbury

That Council confirm the minutes of the Ordinary Council Meeting held on Wednesday 19 July 2023 as included in the attachments, as a true and accurate record.

Carried	6/0
For	Cr J Russell, Cr W Astbury, Cr T Miller, Cr F Allan, Cr L Corke, Cr J Mearns
Against	Nil

8 Status Report

Key

○ = in progress ✓ = completed ✕ =superseded

Item	Subject	Council Decision	Status	Action
1104-190820-11	Albert Facey Homestead Committee Recommendations	An inventory of all public artefacts and donations within the Shire is to be completed.	○	Commenced, not yet complete. Chief Executive Officer has contacted the Committee regarding progress of the project.
1161-150921-13	Townscape and Cultural Planning Committee Recommendations	That the current Wogolin Road Information Board not be re-sited and that a new board be redesigned.	○	Commenced, researching digital signage. Chief Executive Officer has contacted the Committee regarding progress of the project.
OCM-230517-07	Naming of the Wickepin Independent Living Units	That Council – 1. Call for public submissions regarding suggested names for the Wickepin Independent Living Units Complex / Units, and 2. For any received submissions to be provided to Council for consideration.	✓ ○	Submissions closed on Friday 30 June 2023 and seven (7) submissions were received. Further discussion to be held at the August Council Forum.

Where a resolution is formal, procedural or lost it has not been recorded (e.g. confirmation of minutes, meeting behind closed doors, lapsed, etc).

9 Motions of Which Notice Has Been Given

Nil

10 Receipt of Committee Minutes or Reports and Consideration of Recommendations

10.1 Minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 2 August 2023.

Officer Recommendation

That Council receive the minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 2 August 2023, as included in the attachments.

Council Decision

Resolution OCM-230816-02

Moved Cr F Allan

Second Cr J Mearns

That Council confirm the minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 2 August 2023 as included in the attachments, as a true and accurate record.

Carried 6/0

For Cr J Russell, Cr W Astbury, Cr T Miller, Cr F Allan, Cr L Corke, Cr J Mearns

Against Nil

11 President's Report

Welcome to our staff is extended to Jordyn Harvey, who has commenced duties as Customer Service Officer.

We say farewell to long serving grader driver, Colin Plumb, who has announced his retirement after 25 years of being with Wickepin Shire. Thank You Colin, for all of your years with us, and we wish you all the very best for your retirement.

Congratulations to Mr Trevor Leeson, who has been nominated to continue as the Chief Bush Fire Control Officer for season 2023/2024, and to Mr Luke Lansdell, who has been nominated to continue as Deputy Bush Fire Control Officer. Council welcomes new Fire Control Officers - Callam Sims, Toby Russell and Todd Mullan - and wishes all Emergency Service Volunteer men and women safe travels in your endeavours to keep our communities safe.

On July 31st, a meeting between relevant stakeholders (State Government agencies, Impacted Local Governments and Potential Users of the rail-lines) and hosted by the Department of Transport, was held to discuss the current progress and outcomes of the feasibility study being undertaken by Jacobs for the possible reinstatement of the rail network from Narrogin through to Kulin and a spur line to Wickepin. Disappointingly, initial outcome of the investigation has identified that the social and environmental benefits created through the reinstatement of the rail network are far outweighed by the economic dis-benefits.

Administrative representatives from CBH stated they were unlikely to use the rail network as this represented an increased cost to the organisation (which would be passed onto the growers) without sufficient financial gain.

Local governments argued the costs of not having the rail will see a faster deterioration of the road network than the modelling presented by Main Roads WA (which is currently based on a thirty (30) year life expectancy) and this is likely to have a detrimental impact on road safety.

Although the research group agreed to attempt to remodel the economics based on faster deterioration rates for the road network, however acknowledged if CBH were not prepared to use the Narrogin to Kulin rail network then the argument for the reinstatement may now be mute.

The shire has a number of building projects happening at the moment – The Johnston Park Independent Living Units which are in their final stages of completion; Wogolin Road Recreation Skatepark Construction by SkateSculpture; and the Upgrade of the public toilet facilities at Lake Yealering.

On Saturday 12th August I was interviewed by ABC radio announcer Paul Cook on the Saturday morning Breakfast show with regards to our new skatepark construction, where I was able to brief on the project benefits to our community and to travellers passing through, and also had the opportunity to mention and thank the Federal Government for the funding through the Local Roads and Community Infrastructure Grant Funding.

On Tuesday 15th August CEO Nathan, MOW Graeme and myself took part in teams meeting of the Lakes Sub-Group of Wheatbelt South Regional Road Group, where Graeme was elected as the second delegate of the Wheatbelt South Technical Working Group. Congratulations Graeme. Items of road projects and funding for the forthcoming year of 2023-24 were discussed prior to the full Regional Road Group meeting to be held at Wickepin on 8th September, 2023.

12 Report by the Chief Executive Officer

A summary of some of the activities undertaken by the Chief Executive Officer for July 2023 is below

–

Aboriginal Cultural Heritage Act

Attended a workshop in Northam hosted by the Department of Planning, Lands and Heritage regarding the implementation of the *Aboriginal Cultural Heritage Act 2021*. The workshop was well attended, primarily by agricultural representatives, and attendees were given answers to the majority of their questions. It is fair to say the Act was not well supported by those in attendance.

Curbing the Rise in Overweight and Obesity in the Wheatbelt

Attended a seminar hosted by WA Country Health Services regarding the increasing percentage of persons of all ages in the Wheatbelt who are overweight and / or obese. Nearly 40% of adults in the Wheatbelt are classified as obese and local governments are encouraged to promote initiatives which support physical, financial and social access to healthy, affordable and quality foods for everyone regardless of where they live.

Regional Development Projects

Met with the Director Regional Development (M Walker) at Regional Development Australia (Wheatbelt), and other Wheatbelt Chief Executive Officers, to discuss current projects being undertaken and those which are coming up. The purpose of the meeting is to identify opportunities for local government collaboration, for efficiency and cost-reductions, and also to identify potential resourcing issues through competing projects.

Tier 3 Rail Network

Along with the Shire President, met with representatives from the Shire of Kulin to discuss options and opportunities associated with the current study for the possible reinstatement of the rail network from Narrogin through to Kulin.

Met with the Senior Project Manager – Economics and Strategic Advisory (S Manders) at Jacobs (acting on behalf of the State government) regarding the current study for the possible reinstatement of the rail network from Narrogin through to Kulin.

Residential Land Release

Met with the Principal Regional Development Officer (A MacKenzie) from the Wheatbelt Development Commission regarding State government support for residential land release in the Wickepin district.

Met with the Senior Development Manager (K Coman) from Development WA regarding State government support for residential land release in the Wickepin district.

Road and Fencing Damage

Met with B Green regarding damage to Melican Road and adjoining fencing, and agreed to reinstatement works.

Community Engagement

Attended a seminar held by the WA Local Government Community Engagement Network regarding proposed legislative changes to community engagement requirements.

Legislation Changes

Attended a webinar hosted by the Department of Local Government, Sport, and Cultural Industries regarding recent and upcoming legislation changes which will impact local government.

Dental Health Improvement – Wheatbelt

Attended a seminar hosted by the Wheatbelt Public Health Unit regarding declining levels of oral health in the Wheatbelt region and strategies to improve and increase access to dental health services for residents.

Bushfire Training and Development Opportunities

Met with the Area Officer Narrogin East (G Stevens) from the Department of Fire and Emergency Services regarding training and development opportunities for bushfire volunteers in the district. Discussion was also held regarding the Bushfire Risk Management Plan, regional Chief Executive Officer training, and additional communication equipment for the district.

13 Notices of Motions for the Following Meeting

Nil

14 Reports and Information

14.1 Monthly Schedule of Accounts Paid – July 2023

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	-
File Reference	FM.FR.1212
Author	E Clement – Deputy Chief Executive Officer
Interest Disclosures	-
Report Written Date	9 August 2023
Attachments	Monthly Schedule of Accounts Paid – July 2023

Summary

Council is required to have a Schedule of Accounts Paid produced each month containing relevant information, as legislated.

The purpose of this report is to present the –

- Schedule of Creditor Accounts Paid, including Corporate Credit Card Reconciliations, for July 2023, and
- Trust Fund Payments for July 2023.

Council is requested to confirm the Monthly Schedule of Accounts Paid, as included in the attachments.

Background

The *Local Government (Financial Management) Regulations 1996* requires Shire officers to, monthly and within a prescribed timeframe, prepare a schedule of payments made from the Municipal Fund and the Trust Fund and present this to Council for confirmation.

Comments

Shire officers have prepared the Monthly Schedule of Accounts Paid, in accordance with legislative requirements, and this is attached.

The schedule of accounts, covering vouchers as listed below, have been checked and are fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices computation, and costings and the amounts shown have been remitted.

For the month under review the following summarised details are presented –

Municipal Fund	Vouchers	Amounts
Electronic Funds Transfer	13667 - 13745	\$392,435.17
Cheques	15892	\$9,781.52
Direct Deductions	July 2023	\$2,155.86
Superannuation	July 2023	\$13,527.17
Credit Card	July 2023	\$487.32
BPay Payments	July 2023	\$0.00
Payroll	July 2023	\$84,224.00
Licensing	July 2023	\$15,321.70
Municipal Fund Total		\$517,932.74
Trust Fund		
Electronic Funds Transfer	13742 - 13744	\$1,128.25
Cheques		\$0.00
Trust Fund Total		\$1,128.25
Total	July 2023	\$519,060.99

Statutory Environment

Local Government (Financial Management) Regulations 1996 – Regulation 13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

Where the local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the Chief Executive Officer is to be prepared each month showing details for each account paid.

This list is to be presented to the council at the next ordinary meeting of the council and recorded in the minutes.

Policy Implications

Council Policy 3.1.7 – EFT Payment and Cheque Issue

Council has authorised the Chief Executive Officer to make payments from the municipal fund and the trust fund.

Financial Implications

Current Financial Year

Payments included on the Schedule of Accounts Paid have been undertaken in accordance with appropriate processes and the Annual Budget.

Future Financial Years

Nil

Strategic Implications

Nil

Voting Requirement

Simple majority

Officer Recommendation

That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 acknowledges payments from the Municipal Fund of \$517,932.74 and from the Trust Fund of \$1,128.25, as included in the attachments, for July 2023.

Council Decision**Resolution** OCM-230816-03**Moved** Cr W Astbury**Second** Cr J Mearns

That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 acknowledges payments from the Municipal Fund of \$517,932.74 and from the Trust Fund of \$1,128.25, as included in the attachments, for July 2023.

Carried 6/0**For** Cr J Russell, Cr W Astbury, Cr T Miller, Cr F Allan, Cr L Corke, Cr J Mearns**Against** Nil

14.2 Statement of Financial Activity – July 2023

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	-
File Reference	FM.FR.1212
Author	E Clement – Deputy Chief Executive Officer
Interest Disclosures	-
Report Written Date	9 August 2023
Attachments	Statement of Financial Activity – July 2023

Summary

Council is required to have a Statement of Financial Activity produced each month containing relevant information, as legislated.

The purpose of this report is to present the Statement of Financial Activity for the period ended July 2023.

Council is requested to accept the Statement of Financial Activity.

Background

The *Local Government (Financial Management) Regulations 1996* require Shire officers, monthly and within a prescribed timeframe, to prepare financial reports covering prescribed information and present these to Council.

Comments

Shire officers have prepared the Statement of Financial Activity, and supporting documentation, in accordance with legislative requirements, and this is attached.

Statutory Environment

Local Government Act 1995 – Section 6.4 Financial report

Local governments are required to prepare and present financial reports, on an annual basis and at any other time, and in any other format, as prescribed.

Local Government (Financial Management) Regulations 1996 – Regulation 34 Financial activity statement required each month (Act s. 6.4)

Shire officers are to prepare each month a statement of financial activity reporting on revenue and expenditure as set out in the annual budget. Each statement of financial activity is to be accompanied by information explaining the composition of net assets less committed and restricted assets, any material variances and any other supporting information considered relevant.

Policy Implications

Council Policy 3.1.14.2 – Monthly Financial Reporting

The Chief Executive Officer shall ensure a monthly statement of financial activity complies with all aspects of the Act and *Local Government (Financial Management) Regulations 1996*.

Financial ImplicationsCurrent Financial Year

Commentary on the current financial position is outlined within the body of the attached reports.

Future Financial Years

Nil

Strategic Implications

Nil

Voting Requirement

Simple majority

Officer Recommendation

That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Statement of Financial Activity and associated documentation for July 2023, as included in the attachments.

Council Decision

Resolution OCM-230816-04
Moved Cr L Corke
Second Cr F Allan

That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Statement of Financial Activity and associated documentation for July 2023, as included in the attachments.

Carried 6/0
For Cr J Russell, Cr W Astbury, Cr T Miller, Cr F Allan, Cr L Corke, Cr J Mearns
Against Nil

14.3 2023-2024 Annual Budget Adoption

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	-
File Reference	FM.BU.1208
Author	N Cain – Chief Executive Officer
Interest Disclosures	-
Report Written Date	9 August 2023
Attachments	2023-2024 Annual Budget (Under Separate Cover)

Summary

Council is required to adopt an annual budget for each financial year for the purposes of allocating resources towards the provision of works and services.

Council is requested to –

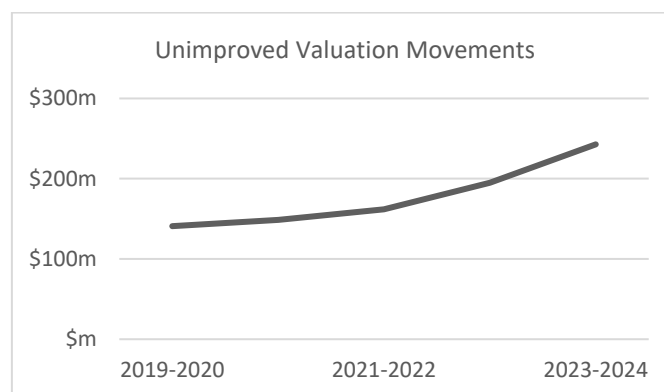
1. Adopt, by an absolute majority, the 2023-2024 Annual Budget which includes –
 - The Municipal Fund Budget for 2023-2024,
 - General differential rates, minimum payments, and instalment arrangements,
 - Fees and charges,
 - Council member payments, and
2. Adopt, by a simple majority, the 2023-2024 material variance reporting parameters.

Background

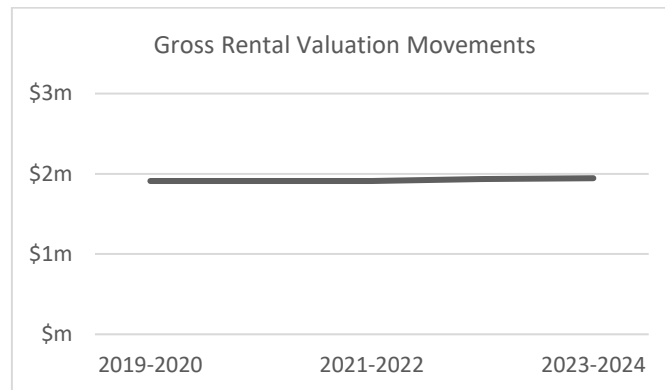
The 2023-2024 Annual Budget has been developed over several months, which has included –

- Workshops for council members aimed at delivering information, exploring concepts and clarifying options,
- Research with other local governments regarding the approach towards increased costs,
- Modelling of new Unimproved Valuations for properties outside townsites,
- Consideration of grant funding and the conditions for those funds, and
- Consideration of Council's Integrated Planning Framework.

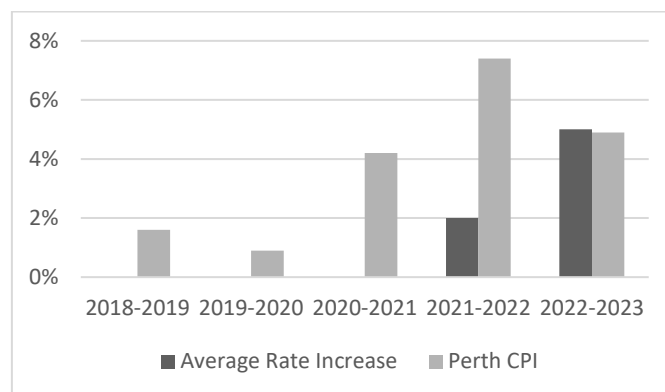
The following chart highlights the total of the Shire's Unimproved Property Valuations over the past years. The valuations averaged an increase of 25% across the Shire for the 2023-2024 financial year.



The following chart highlights the total of the Shire’s Gross Rental Property Valuations over the past years. This year was a non-assessment year so any increase is as a result of extra development in townsites.



The following chart highlights the average rate increase set by Council over the past years. It is important to note Council was restricted by legislation from increasing rate percentages in 2020-2021 due to COVID-19 legislation. The Perth Consumer Price Index (CPI) (All Groups) is shown for each comparative year. In 2018-2019, 2019-2020 and 2020-2021 Council did not undertake to apply a percentage rate increase.



Comments

Annual Budget

The 2023-2024 Annual Budget has been prepared to include information required by legislation and Australian Accounting Standards.

The main features of the Annual Budget include –

- The budget has been prepared with an average 6% rate increase, which is comparative to increased costs currently being experienced for local governments.
- Minimum Payments for Rates has increased to \$550, compared to \$525 in 2022-2023.
- The initial rates strike, not the forecast rates for the entire year, is \$1.69 million, which compares to \$1.60 million in 2022-2023.
- Individual salaries and wages have increased by 5.75% in accordance with instruction from the Fair Work Commissioner.
- Fees and charges increased by 5%, where applicable, to reflect the increased cost in providing goods and services.
- Entry fees to the Wickepin Swimming Pool remain the same as for 2022-2023.

- Total capital expenses of \$3.27 million, representing \$2.28 million in new initiatives and \$0.99 million of projects funded and carried forward from the previous year.
- Total operating expense of \$8.9 million, consisting of \$4.1 million in cash expense and \$4.8 million in non-cash expense required to be reported to meet Australian Accounting Standards.
- No new loans are proposed.
- An estimated surplus of \$2.36 million is anticipated to be brought forward from 30 June 2023. This is an unaudited figure which includes \$1.81 million of prepaid Financial Assistance Grants (which has been notionally identified as Council's total annual grant allocation). Any changes to this surplus value will be presented to Council at a future budget review.

Material Variance

Each year Council is required to adopt a percentage or value for the purposes of reporting material variances in the monthly Statement of Financial Activity.

This value or percentage is then used throughout the financial year to identify potential areas in Council's actual revenue and expenses which may be deviating from Council's budget.

The early identification of those potential issues can assist in better utilisation and allocation of Council funds and resources.

It is proposed to maintain the material variance adopted by Council in 2022-2023.

The level for reporting is proposed is for 10% or \$10,000, whichever is the greater.

It should be noted Shire officers are monitoring variances at a more granular level on a weekly basis.

Statement of Calculation of the Annual Budget

In compiling the Annual Budget, Shire officers have, in accordance with legislation and Australian Accounting Standards –

- Identified and reviewed recurring operating revenue and expense,
- Prepared salary and wage schedules, including proposed new employees, employee increment changes, local government award increases, and the mandated increase from 10.5% to 11.0% for the superannuation guarantee,
- Prepared water, power, and other essential cost estimates and increase assumptions,
- Prepared capital expense forecasts based, where possible, on reasonably assumed estimates for construction and / or purchase, together with indicative timing (taking into account resourcing requirements),
- Confirmed grants reasonably expected to be received for both operating and capital initiatives,
- Forecast the opening position based on the information available at the time of collation,
- Identified committed carry forward funds from the previous financial year,
- Identified committed funds held as contract liabilities,
- Obtained revenue estimates for the disposal of non-current assets,
- Obtained estimates for insurance, including workers' compensation,
- Reviewed fees and charges, and
- Prepared and collated the information in the statutory budget in accordance with the recommendations of the Department of Local Government.

Statutory Environment

Local Government Act 1995

Section 2.7 (Role of council)

Council is responsible for the performance of the local government's function and is responsible for the allocation of the local government's finances and resources.

Local Government Act 1995

Section 5.2 (Administration of local governments)

Council is to ensure there is an appropriate structure for administering the local government.

Local Government Act 1995

Section 5.56 (Planning for the future)

A local government is to plan for the future of the district and is to ensure plans are made.

Local Government Act 1995

Section 6.2 (Local government to prepare annual budget)

During the period 1 June in a financial year to 31 August in the next financial year, or such extended time the Minister allows, each local government is to prepare and adopt, by absolute majority, in the form and manner prescribed, a budget for its Municipal Fund for the financial year end 30 June next following the 31 August.

In formulating the budget, council is to have regard to the contents of the Strategic Community Plan and prepare detailed estimates for the applicable year.

Local Government (Financial Management) Regulations 1996

Part 3 (Annual Budget)

This area establishes the form and content of the budget document and requires a copy of the Annual Budget to be submitted to the department responsible for local government within thirty (30) days of adoption by Council.

Local Government (Financial Management) Regulations 1996

Regulation 34 (Financial activity statement required each month)

Council is required to adopt a percentage or value, calculated in accordance with Australian Accounting Standards, to be used in the monthly Statement of Financial Activity for the purposes of reporting material variances.

Numerous other pieces of legislation impact the Annual Budget including, although not limited to –

- The Local Government (Miscellaneous Provisions) Act 1960,
- The Waste Avoidance and Resources Recovery Act 2007, and
- The Building Regulations 2012.

This Act provides for, amongst other matters, standards for the construction and demolition of buildings and incidental structures.

Building Services (Complaint Resolution and Administration) Act 2011

This Act provides for, amongst other matters, a system for dealing with complaints about building services, building contract matters, and ensuring compliance with laws about building services.

Policy Implications

Nil

Financial Implications

Current Financial Year

This report makes recommendation to council on the adoption of the 2023-2024 Annual budget, which includes –

- Operating revenue of \$2.66 million,
- Operating expense of \$8.85 million,
- Capital funding of \$2.91 million,
- Capital expense of \$3.27 million,
- No new loans,
- Transfers from reserve of \$0.04 million,
- Transfers to reserve of \$0.5 million,
- And a surplus brought forward from the previous year of \$2.36 million.

Future Financial Years

Revenue and expense decisions and occurrences in the current financial year will have a flow over impact into following financial years.

Strategic Implications

The Annual Budget has been prepared to deliver outcomes identified in the Strategic Community Plan.

Voting Requirement

Absolute majority for budget adoption, simple majority for material variance adoption (may be considered separately or together)

Officer Recommendation

That Council, with respect to the adoption of the 2023-2024 Annual Budget,

- a *In accordance with the provisions of Section 6.2 of the Local Government Act 1995, and Part 3 of the Local Government (Financial Management) Regulations 1996, adopts the 2023-2024 Annual Budget, as included in the Attachments, which includes the following –*
 - i *Statement of Comprehensive Income showing total comprehensive income for the year of (\$3,540,451),*
 - ii *Statement of Financial Activity showing an amount required to be raised from rates of \$1,552,442,*
 - iii *Notes to, and forming part of, the budget,*
 - iv *Capital initiatives for the year,*
 - v *Fees and charges to be applied for the year, and*
 - vi *Budgeted management schedules.*

- b For the purpose of yielding the deficiency disclosed in the 2023-2024 Annual Budget, and in accordance with Sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995, imposes the following general rates and minimum payments –
- | | | |
|-----|--|----------|
| i | General Rate – Gross Rental Valuation (GRV) rate in the dollar | 0.078864 |
| ii | General Rate – Unimproved Valuation (UV) rate in the dollar | 0.006166 |
| iii | Minimum Payment – Gross Rental Valuation (GRV) | \$ 550 |
| iv | Minimum Payment – Unimproved Valuation (UV) | \$ 550 |
- c In accordance with Section 6.45 of the Local Government Act 1995, and Regulation 64 of the Local Government (Financial Management) Regulations 1996, determines the following due dates for rate payments in full and by instalments –
- | | | |
|----|--------------------------------|-------------------|
| i | Option 1 Full payment due date | 27 September 2023 |
| ii | Option 2 Instalment 1 due date | 27 September 2023 |
| | Instalment 2 due date | 27 November 2023 |
| | Instalment 3 due date | 27 January 2024 |
| | Instalment 4 due date | 28 March 2024 |
- d In accordance with Section 6.46 of the Local Government Act 1995, offers a discount of 10% to ratepayers who have paid their rates in full, including any arrears and other charges, on or before 4:00pm Wednesday 27 September 2023 or 35 days after the date of service appearing on the rate notice, whichever is the later.
- e In accordance with 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 the instalment option.
- f In accordance with Section 6.51 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 remaining unpaid after becoming due and payable.
- g In accordance with Section 6.16 of the Local Government Act 1995, and other relevant legislation, adopts the fees and charges included in the 2023-2024 Annual Budget, as included in the Attachments.
- h In accordance with Section 5.99 of the Local Government Act 1995, and Regulation 30 of the Local Government (Administration) Regulations 1996, adopts the following sitting fees for payment of council member's individual meeting attendance fees –
- | | | |
|-----|--|-------|
| i | Council meetings – Shire President | \$200 |
| ii | Council meetings – Council member other than the Shire President | \$150 |
| iii | Committee meetings – All council members | \$65 |
| iv | Prescribed meetings – All council members | \$65 |
- i In accordance with Section 5.98 of the Local Government Act 1995, and Regulation 33 of the Local Government (Administration) Regulations 1996, adopts the annual local government allowance of \$9,000 to be paid to the Shire President in addition to the individual meeting attendance fees.
- j In accordance with Section 5.98A of the Local Government Act 1995, and Regulation 33A of the Local Government (Administration) Regulations 1996, adopts the annual local government

allowance of \$1,500 to be paid to the Deputy Shire President in addition to the individual meeting attendance fees.

k In accordance with Section 5.99 of the Local Government Act 1995, adopts an annual Information and Communications Technology (ICT) Allowance of \$525 for each council member.

l In accordance with Section 5.99A of the Local Government Act 1995, and Regulation 32 of the Local Government (Financial Management) Regulations 1996, adopts a childcare / child minding reimbursement of the actual cost per hour or \$35 per hour, whichever is the lesser, for council members requiring childcare / child minding services whilst undertaking their role as a council member.

m In accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996, adopts the level to be used in reporting material variances in the Statement of Financial Activity as 10% or \$10,000, whichever is the greater.

3.43pm Cr J Russell declared an interest regarding Item 14.3 – 2023-2024 Annual Budget Adoption (Capital Initiative) of the Agenda and left the meeting.

Cr W Astbury assumed the Chair.

Council Decision

Resolution OCM-230816-05
Moved Cr J Mearns
Second Cr F Allan

That Council, with respect to the adoption of the 2023-2024 Annual Budget, adopts the capital initiatives to be included in the 2023-2024 Annual Budget, as included in the Attachments.

Carried Absolute Majority 5/0
For Cr W Astbury, Cr T Miller, Cr F Allan, Cr L Corke, Cr J Mearns
Against Nil

3.49pm Cr J Russell returned to the meeting and assumed the chair.

Council Decision

Resolution OCM-230816-06
Moved Cr F Allan
Second Cr J Mearns

That Council, with respect to the adoption of the 2023-2024 Annual Budget,

a In accordance with Section 6.16 of the *Local Government Act 1995*, and other relevant legislation, adopts the fees and charges to be included in the 2023-2024 Annual Budget, as included in the Attachments.

- b** In accordance with the provisions of Section 6.2 of the *Local Government Act 1995*, and Part 3 of the *Local Government (Financial Management) Regulations 1996*, adopts the 2023-2024 Annual Budget, as included in the Attachments, which includes the following –
- i** Statement of Comprehensive Income showing total comprehensive income for the year of (\$3,540,451),
 - ii** Statement of Financial Activity showing an amount required to be raised from general rates of \$1,552,442, and
 - iii** Notes to, and forming part of, the budget.
 - iv** Capital initiatives for the year,
 - v** Fees and charges to be applied for the year, and
 - vi** Budgeted management schedules.
- c** For the purpose of yielding the deficiency disclosed in the 2023-2024 Annual Budget, and in accordance with Sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995*, imposes the following general rates and minimum payments –
- | | | |
|------------|--|-----------------|
| i | General Rate – Gross Rental Valuation (GRV) rate in the dollar | 0.078864 |
| ii | General Rate – Unimproved Valuation (UV) rate in the dollar | 0.006166 |
| iii | Minimum Payment – Gross Rental Valuation (GRV) | \$ 550 |
| iv | Minimum Payment – Unimproved Valuation (UV) | \$ 550 |
- d** In accordance with Section 6.45 of the *Local Government Act 1995*, and Regulation 64 of the *Local Government (Financial Management) Regulations 1996*, determines the following due dates for rate payments in full and by instalments –
- | | | |
|-----------|--------------------------------|--------------------------|
| i | Option 1 Full payment due date | 27 September 2023 |
| ii | Option 2 Instalment 1 due date | 27 September 2023 |
| | Instalment 2 due date | 27 November 2023 |
| | Instalment 3 due date | 27 January 2024 |
| | Instalment 4 due date | 28 March 2024 |
- e** In accordance with Section 6.46 of the *Local Government Act 1995*, offers a discount of 10% to ratepayers who have paid their rates in full, including any arrears and other charges, on or before 4:00pm Wednesday 27 September 2023 or 35 days after the date of service appearing on the rate notice, whichever is the later.
- f** In accordance with 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 the instalment option.
- g** In accordance with Section 6.51 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 remaining unpaid after becoming due and payable.
- h** In accordance with Section 5.99 of the *Local Government Act 1995*, and Regulation 30 of the *Local Government (Administration) Regulations 1996*, adopts the following sitting fees for payment of council member's individual meeting attendance fees –
- | | | |
|----------|------------------------------------|--------------|
| i | Council meetings – Shire President | \$200 |
|----------|------------------------------------|--------------|

ii	Council meetings – Council member other than the Shire President	\$150
iii	Committee meetings – All council members	\$65
iv	Prescribed meetings – All council members	\$65

- i In accordance with Section 5.98 of the *Local Government Act 1995*, and Regulation 33 of the *Local Government (Administration) Regulations 1996*, adopts the annual local government allowance of \$9,000 to be paid to the Shire President in addition to the individual meeting attendance fees.
- j In accordance with Section 5.98A of the *Local Government Act 1995*, and Regulation 33A of the *Local Government (Administration) Regulations 1996*, adopts the annual local government allowance of \$1,500 to be paid to the Deputy Shire President in addition to the individual meeting attendance fees.
- k In accordance with Section 5.99 of the *Local Government Act 1995*, adopts an annual Information and Communications Technology (ICT) Allowance of \$525 for each council member.
- l In accordance with Section 5.99A of the *Local Government Act 1995*, and Regulation 32 of the *Local Government (Financial Management) Regulations 1996*, adopts a childcare / child minding reimbursement of the actual cost per hour or \$35 per hour, whichever is the lesser, for council members requiring childcare / child minding services whilst undertaking their role as a council member.
- m In accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, adopts the level to be used in reporting material variances in the Statement of Financial Activity as 10% or \$10,000, whichever is the greater.

Carried	Absolute Majority 6/0
For	Cr J Russell, Cr W Astbury, Cr T Miller, Cr F Allan, Cr L Corke, Cr J Mearns
Against	Nil

14.4 Change of Date for the September 2023 Ordinary Council Meeting

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	-
File Reference	GO.CME.1323
Author	N Cain – Chief Executive Officer
Interest Disclosures	-
Report Written Date	10 August 2023
Attachments	-

Summary

Council is required to provide public notice of the date, time, and place of Council meetings.

The currently advertised date for the September 2023 Ordinary Council Meeting coincides with the WA Local Government Convention (17 September 2023 – 19 September 2023) which Councillors typically attend.

Council is requested to change the meeting date for the September 2023 Ordinary Council Meeting.

Background

In November 2022, Council resolved to adopt the meeting schedule for the period from February 2023 to December 2023.

The resolution identified the September 2023 Ordinary Council Meeting as being held on Wednesday 20 September 2023, commencing at 3.30pm.

Comments

Councillors have traditionally attended the WA Local Government Convention to network, educate themselves of local government trends / policy changes and vote on State and Zone local government matters.

Several Councillors have signalled their intention to attend the 2023 WA Local Government Convention, which was recently advertised for the 17 September 2023 – 19 September 2023.

Approval is sought to change the date September 2023 Ordinary Council Meeting to Wednesday 13 September 2023, with the commencement time remaining unchanged.

Statutory Environment

Local Government Act 1995

Section 5.25 (Regulations about council and committee meetings and committees) Council is required to give public notice of the date and agenda for Council and Committee meetings.

Policy Implications

Nil

Financial ImplicationsCurrent Financial Year

Minor fees associated with advertising will be incurred.

Future Financial Years

Nil

Strategic Implications

Nil

Voting Requirement

Simple majority

Officer Recommendation

That with respect to the change of date for the September 2023 Ordinary Council Meeting, Council, in accordance with the Local Government Act 1995 section 5.25 amends the date of the September 2023 Ordinary Council Meeting to Wednesday 13 September 2023, with the time to remain unchanged (commencing 3.30pm).

Council Decision

Resolution OCM-230816-07

Moved Cr T Miller

Second Cr W Astbury

That with respect to the change of date for the September 2023 Ordinary Council Meeting, Council, in accordance with the Local Government Act 1995 section 5.25 amends the date of the September 2023 Ordinary Council Meeting to Wednesday 13 September 2023, with the time to remain unchanged (commencing 3.30pm).

Carried 6/0

For Cr J Russell, Cr W Astbury, Cr T Miller, Cr F Allan, Cr L Corke, Cr J Mearns

Against Nil

15 Confidential Reports and Information

Officer Recommendation

That Council, at 3.54pm, pursuant to Clause 15.10 of the Shire of Wickepin Standing Orders Local Law 1998 consider the following item(s) behind closed doors –

15.1 Contract Performance – Wickepin Independent Living Units Construction

This Report is considered confidential in accordance with Section 5.23 of the Local Government Act 1995 because it deals with –

- a contract entered, or which may be entered, by the local government and which relates to a matter to be discussed at the meeting, and*
- legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.*

Council Decision

Resolution OCM-230816-08

Moved Cr W Astbury

Second Cr T Miller

That Council, at 3.54pm, pursuant to Clause 15.10 of the Shire of Wickepin Standing Orders Local Law 1998 consider the following item(s) behind closed doors –

15.1 Contract Performance – Wickepin Independent Living Units Construction

This Report is considered confidential in accordance with Section 5.23 of the Local Government Act 1995 because it deals with –

- a contract entered, or which may be entered, by the local government and which relates to a matter to be discussed at the meeting, and**
- legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.**

Carried 6/0

For Cr J Russell, Cr W Astbury, Cr T Miller, Cr F Allan, Cr L Corke, Cr J Mearns

Against Nil

15.1 Contract Performance – Wickepin Independent Living Units Construction

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	-
File Reference	LD.CN.11
Author	N Cain – Chief Executive Officer
Interest Disclosures	-
Report Written Date	9 August 2023
Attachments	-

Summary

The Lifestyle Retirement Committee met on Wednesday 2 August 2023 and resolved to recommend to Council to cancel the Contract with KBuilt Construction Pty Ltd for the construction of the Wickepin Independent Living Units.

Council is requested to cancel the Contract.

Confidentiality

This Report is considered confidential in accordance with Section 5.23 of the *Local Government Act 1995* because it deals with –

- a contract entered, or which may be entered, by the local government and which relates to a matter to be discussed at the meeting, and
- legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.

Council Decision

Resolution OCM-230816-09
Moved Cr F Allan
Second Cr J Mearns

That Council,

- a in accordance with the “Instrument of Agreement for design and construct contract: RFT 6: 019/20: Aged persons units, Johnston Street, Wickepin” (executed 14 August 2020) (“the Contract”) between the Shire of Wickepin and KBuilt Construction Pty Ltd, to cancel the Contract as per clause 18 (Default or bankruptcy of contractor) noting the Contractor has –
- Failed to carry out the works at a rate of progress satisfactory to the Principal’s Representative (clause 18(b)); and
 - Failed to complete the whole of the works within the time specified for completion or such extended time as the Principal’s Representative may approve (clause 18(d)),

And

- b to advise the Building Commissioner of Western Australia of Council’s decision to cancel the Contract.

Carried **6/0**
For **Cr J Russell, Cr W Astbury, Cr T Miller, Cr F Allan, Cr L Corke, Cr J Mearns**
Against **Nil**

Council Decision

Resolution **OCM-230816-09**
Moved **Cr F Allan**
Seconded **Cr W Astbury**

That Council re-open the meeting to the public at 4.10pm.

Carried **6/0**
For **Cr J Russell, Cr W Astbury, Cr T Miller, Cr F Allan, Cr L Corke, Cr J Mearns**
Against **Nil**

16 Urgent Business

Nil

17 Closure

The Presiding Member declared the meeting closed at 4.11pm.