

**SHIRE OF**  
**WESTONIA**  
A vibrant community lifestyle

# Minutes

## Ordinary Council Meeting

Held in Council Chambers, Wolfram Street Westonia

Thursday 20<sup>th</sup> July 2023

### CONFIRMATION OF MINUTES

These minutes were confirmed by the Council on 17<sup>th</sup> August 2023 as a true and accurate record of the Ordinary Council Meeting held 20<sup>th</sup> July 2023

.....  
**Cr RM Crees**  
**Shire President**

*All attachment items referred to in these minutes are available for public perusal at the Shire Office*



## Disclaimer

No responsibility whatsoever is implied or accepted by the Shire of Westonia for any act, omission or statement or intimation occurring during Council meetings.

The Shire of Westonia disclaims and liability for any loss whatsoever and howsoever caused by arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during the Council Meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or committee meeting does that persons or legal entity's own risk.

In particular and without derogating in any way from the board disclaimer above, in any discussion regarding any planning application or application for a license, any statement or intimation made by any member or Officer of the Shire of Westonia during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Westonia.

The Shire of Westonia warns that anyone who has any application lodged with the Shire of Westonia must obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Westonia in respect of the application.



**SHIRE OF WESTONIA**  
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# STRATEGIC COMMUNITY

SNAPSHOT

PLAN

2018-2028

## CORE DRIVERS

1. Relationships that bring us tangible benefits (to the Shire and our community)
2. Our lifestyle and strong sense of community.
3. We are prepared for opportunities and we are innovative to ensure our relevancy and destiny.

## OUR VALUES

**Respect** – We value people and places and the contribution they make to the Shire.

**Inclusiveness** – Be receptive, proactive, and responsive.

**Fairness and Equity** – Provide services for a variety of ages and needs.

**Communication** – Create opportunities for consultation with the broad community.

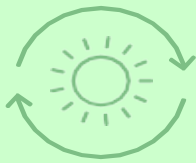
## OUR VISION

A vibrant community lifestyle

## MISSION

Provide leadership and direction for the community.

## ECONOMIC



Support growth and progress, locally and regionally...

Efficient transport connectivity in and around our Shire.

- Continue to utilise our Road Management Plan, which incorporates a road hierarchy, minimum service levels and maintenance policy.
- RAV Ratings and Shire boundaries are consistent across local government boundaries.
- Lobby and build enduring partnerships with key Government Departments to improve Great Eastern Hwy.
- Actively participate in the Secondary Freight Network group.
- Develop and implement a Road Asset Plan highlighting key funder and strategic partnerships to support sustainability.
- Develop a Gravel Reserve Policy which identifies future gravel reserves and recognises cost to local government.
- Educate road users about road safety and driving on gravel roads.
- Optimal and safe use of our plants and equipment assets.
- Ensure that appropriate RAV vehicles traverse correct RAV routes.
- Maintain our airport with a view to improvements to meet commercial and recreational aviation needs.

Facilitate local business retention and growth.

- Council recognises the opportunity of partnering with Westonia Progress Association, works closely and supports them to help achieve their economic development projects and our strategic goals.
- Council continue to have a role in facilitating the presence of a Co-op in our community.
- Enhance local economic activity by supporting the growth of tourism in our Shire and region including applying for funding to improve tourist facilities.
- Improve our online tourism presence.
- We forward plan to improve the economic diversity in our community.
- In partnership with Council, the mine develops long term business plans for current mine assets.
- Investigate options for multipurpose accommodation if vacancies arise in mine accommodation.

## SOCIAL



Provide community facilities and promote social interaction...

Plan for community growth and changing demographics.

- Develop the Town Planning Scheme.
- Plan and develop residential and industrial land.
- Community safety and ease of access around town is a priority.
- Our lifestyle, facilities and sense of community is promoted.
- The CEACA project continues to expand the number of universally designed dwellings in our town.
- We support our emergency services.
- We enable visiting health professionals to our community.
- The Community Resource Centre receives external funding to provide preventative health and community development initiatives to the community.
- We facilitate healthy and active ageing in place
- Our cemetery is well presented.

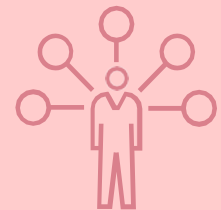
Our community has the opportunity to be active, socialised and connected.

- We collaborate and encourage active engagement in local clubs and community initiatives that support a healthy lifestyle.
- Investigate motor sport opportunities around the Shire.
- Preserve and celebrate our local history.
- Support our volunteers and clubs to remain strong, dynamic, and inclusive.
- Encourage lifelong learning.
- Children and youth have active and social opportunities.
- Continue to provide high standard and accessible shire facilities.
- Retain and expand Westonia's unique tourism experience.

Natural spaces are preserved and bring us value.

- Sustainably manage our reserves and open spaces.
- Participate in best practice waste management.
- Work collaboratively to meet legislative compliance with managing weeds and pests as well as our environmental health standards.
- Investigate renewable energy generation technologies.

## GOVERNANCE



Continually enhance the Shire's organisational capacity to service the needs of a growing community...

Be progressive and capture opportunities.

- Be open to local productivity/ best practice and cost saving opportunities locally and regionally.
- Investigate joint resourcing and tendering
- Advocate and develop strong partnerships to benefit our community.
- Be prepared by forward planning our resources and focusing on continuous improvement.
- Identify risks and opportunities after the life of the mine.

The community receives services in a timely manner.

- Meet our legislative and compliance requirements.
- Work towards optimal management of our assets.
- Work to develop Councillor and staff skills and experience to provide career and succession opportunities within the Shire.
- Inside and outside staff are multi skilled to understand the business of local government and provide a seamless service to the community.
- Communicate and engage with our community regularly.

Financial resources meet the ongoing needs of the community.

- Seek external funding for significant capital improvements that deliver upon our strategic objectives.
- Investigate ways to reduce reliance on operational grants given the current State and Federal Government priorities.

Shire of Westonia: -  
A vibrant community lifestyle.



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## 1. DECLARATION OF OPENING

The President, Cr Crees welcomed Councillors and staff and declared the meeting open at 3.30pm.

## 2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

### Councillors:

Cr RM Crees	<i>Shire President</i>
Cr RA Della Bosca	<i>Deputy Shire President</i>
Cr WJ Huxtable	
CR RS Corsini	(Via TEAMS)
Cr KM Day	
Cr DL Geier	

### Staff:

Mr.AW Price	<i>Chief Executive Officer</i>
Mrs JL Geier	<i>Deputy Chief Executive Officer</i>

**Members of the Public:** Nil

**Apologies:** Nil

**Approved Leave of Absence:** Nil

## 3. PUBLIC QUESTION TIME (3.35PM – 3.50PM)

NIL

## 4. APPLICATIONS FOR LEAVE OF ABSENCE

Cr Crees requested a Leave of Absence for the August Meeting

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### RESOLUTION

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Moved:	Cr Day	Seconded:	Cr Geier
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01/07-23 That Cr Crees be granted a Leave of Absence for the August Ordinary Meeting.

CARRIED 6/0

## 5. CONFIRMATION OF PREVIOUS MINUTES

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### OFFICER RECOMMENDATIONS

That the minutes of the Ordinary Meeting of Council held on 15<sup>th</sup> June 2023 be confirmed as a true and correct record.

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### RESOLUTION

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Moved:	Cr Geier	Seconded:	Cr DellaBosca
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02/07-23 That the minutes of the Ordinary Meeting of Council held on 15<sup>th</sup> June 2023 be confirmed as a true and correct record.

CARRIED 6/0

## 6. RECEIVAL OF MINUTES

### OFFICER RECOMMENDATIONS

That the minutes of the CEACA meeting held Monday 29<sup>th</sup> May 2023 be accepted.

That the minutes of the WEROC INC. Board meeting held Wednesday 28<sup>th</sup> June 2023 be accepted.

That the minutes of the GECZ. Board meeting held Tuesday 20<sup>th</sup> June 2023 be accepted.

### RESOLUTION

Moved:	Cr Huxtable	Seconded:	Cr Corsini
03/07-23	That the minutes of the CEACA meeting held Monday 29 <sup>th</sup> May 2023 be accepted.		
	That the minutes of the WEROC INC. Board meeting held Wednesday 28 <sup>th</sup> June 2023 be accepted.		
	That the minutes of the GECZ. Board meeting held Tuesday 20 <sup>th</sup> June 2023 be accepted.		

CARRIED 6/0

## 7. PRESIDENT/COUNCILLORS ANNOUNCEMENTS

President, Cr Crees advised having attended the following meetings:

WEROC INC. Board meeting held Wednesday 28<sup>th</sup> June 2023

GECZ. Board meeting held Tuesday 20<sup>th</sup> June 2023

Electors Meeting held Thursday 15<sup>th</sup> June 2023

Eastern Wheatbelt Biosecurity Group (EWBG) Board Meeting held on Monday 12<sup>th</sup> of June 2023

Aboriginal Cultural Heritage Act meetings held Monday 19<sup>th</sup> June 2023

Deputy President, Cr Della Bosca advised having attended the following meetings:

Electors Meeting held Thursday 15<sup>th</sup> June 2023

Live Sheep Export Meeting held Tuesday 20<sup>th</sup> June 2023

Aboriginal Cultural Heritage Act meetings held Monday 19<sup>th</sup> June 2023

Councillor Day advised having attended the following meetings:

Live Sheep Export Meeting held Tuesday 20<sup>th</sup> June 2023

Aboriginal Cultural Heritage Act meetings held Monday 19<sup>th</sup> June 2023

Councillor Geier advised having attended the following meetings:

Electors Meeting held Thursday 15<sup>th</sup> June 2023

Regional Road group Meeting Held Monday 17 July 2023

Councillor Huxtable advised having attended the following meetings:

Electors Meeting held Thursday 15<sup>th</sup> June 2023

Councillor Corsini advised having attended the following meetings:

Electors Meeting held Thursday 15<sup>th</sup> June 2023

## 8. DECLARATION OF INTEREST

In accordance with Section 5.65 of the *Local Government Act 1995* the following disclosures of **Financial** interest were made at the Council meeting held on **20<sup>th</sup> July 2023**.

<b>Name/Position</b>	
<b>Item No./Subject</b>	
<b>Nature of interest</b>	
<b>Extent of Interest</b>	

In accordance with Section 5.65 of the *Local Government Act 1995* the following disclosures of **Closely Association Person and Impartiality** interest were made at the Council meeting held on **20<sup>th</sup> July 2023**.

<b>Name/Position</b>	
<b>Item No./Subject</b>	
<b>Nature of interest</b>	
<b>Extent of Interest</b>	



In accordance with Section 5.60B and 5.65 of the *Local Government Act 1995* the following disclosures of **Proximity. interest** were made at the Council meeting held on **20<sup>th</sup> July 2023**.

<b>Name/Position</b>	Cr Ross DellaBosca
<b>Item No./Subject</b>	9.1.4 ADOPTION OF THE 2023/2024 BUDGET
<b>Nature of interest</b>	Proximity
<b>Extent of Interest</b>	Councillor owns property adjacent DellaBosca Road which is included in Roads to Recovery Capital Works Program

## 9. MATTERS REQUIRING A COUNCIL DECISION

### 9.1. GOVERNANCE, ADMINISTRATION AND FINANCIAL SERVICES

#### 9.1.1 ACCOUNTS FOR PAYMENT – JUNE 2023

<b>Responsible Officer:</b>	Bill Price, CEO
<b>Author:</b>	Jasmine Geier, Deputy Chief Executive Officer
<b>File Reference:</b>	F1.3.3 Monthly Financial Statements
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<b>Attachment 9.1.1</b> List of Accounts
<b>Signature:</b>	<b>Officer</b>  <b>CEO</b> 

#### **Purpose of the Report**

- Executive Decision  Legislative Requirement

Accounts for payment are presented to Council in the interests of accountability and provide information on Council expenditure.

#### **Background**

This information is provided to the Council on a monthly basis in accordance with provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996. A Local Government is to develop procedures for the authorisation of, and payment of, accounts to ensure that there is effective security for, which money or other benefits June be obtained.

#### **Comment**

Attached is a copy of Accounts for Payment for the month of June 2023 the credit card statements currently show: -

**CEO June 2023 \$1,896.46** associated with the purchase of 04104 - Refreshments – Lunch CEO and Job Applicant Interview, 1038283 Microsoft 365 Business std Recurring, Managed Endpoint – Server Recurring, Activ8me Internet, Vehicle Inspection – Community Bus, 1047021 Microsoft 365 Business Basic NCE Recurring, 1038203 Office 365 Exchange online plan monthly recurring, 04104 – Refreshments – Council chambers, Cloud Anti-Spam Recurring , Police Clearance Check Aged Care Services Lani Hale, OWT Licence Renewal 3 months.

**DCEO June 2023 \$4,391.71** associated with the purchase of an Iphone and case, Coffee trolley for the Oldies, 10x magnetic signs for Dongas and units in/out, Acer computer screens, Morning melodies booking, cleaners cart rain cover.

#### **Statutory Environment**

Local Government (Financial Management) Regulations 1996 Regulations 12 & 13 requires the list of accounts to be presented to Council. Payments are made by staff under delegated authority from the CEO and Council.

#### **Policy Implications**

Council does not have a policy in relation to payment of accounts.

#### **Strategic Implications**



Accounts for payment are presented to Council in the interests of accountability and provide information on Council expenditure.





## 9.1.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY– JUNE 2023

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<b>Responsible Officer:</b>	Bill Price, CEO
<b>Author:</b>	Jasmine Geier, Deputy Chief Executive Officer
<b>File Reference:</b>	F1.3.3 Monthly Financial Statements
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<b>Attachment 9.1.2</b> Monthly Statement of Financial Activity
<b>Signature:</b>	<b>Officer</b>  <b>CEO</b> 

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### Purpose of the Report

- Executive Decision  Legislative Requirement

The Monthly Statement of Financial Activity is a record of Council’s activities and financial performance during the reporting period

### Background

This information is provided to Council on a monthly basis in accordance with provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996.

### Comment

The Monthly Statement of Financial Activity for the period ending June 2023 is attached for Councillor information, and consists of:

1. Summary of Bank Balances
2. Summary of Outstanding Debtors
3. Balance Sheet
4. Budget v Actuals Schedules

### Statutory Environment

General Financial Management of Council  
Council 2022/2023 Budget  
Local Government (Financial Management) Regulation 34 1996  
Local Government Act 1995 section 6.4

### Policy Implications

Council is required annually to adopt a policy on what it considers to be material as far as variances that require to be reported for Council. Council policy is that the material variation be set at \$10,000 and 15%.

### Strategic Implications

The Monthly Statement of Financial Activity is a record of Council’s activities and financial performance during the reporting period.

### Financial Implications

There is no direct financial implication in relation to this matter.

### Voting Requirements

- Simple Majority  Absolute Majority

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**OFFICER RECOMMENDATIONS**

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That Council adopt the Monthly Financial Report for the period ending June 2023 and note any material variances greater than \$10,000 or 15%.

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**RESOLUTION**

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Moved: Cr Huxtable



Seconded: Cr DellaBosca

05/07-23 That Council adopt the Monthly Financial Report for the period ending June 2023 and note any material variances greater than \$10,000 or 15%.

CARRIED 6/0

**9.1.3 GST RECONCILIATION REPORT – JUNE 2023**

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<b>Responsible Officer:</b>	Bill Price, CEO
<b>Author:</b>	Jasmine Geier, Deputy Chief Executive Officer
<b>File Reference:</b>	F1.4.4 Audit Report
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<b>Attachment 9.1.3</b> GST Report
<b>Signature:</b>	<b>Officer</b>  <b>CEO</b> 

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**Purpose of the Report**

- Executive Decision  Legislative Requirement

The GST reconciliation is presented to Council as a means of indicating Council’s current GST liability, which has an impact on Council’s cash-flow.

**Background**

The Reconciled Balance of the GST Ledger to the General Ledger as reported as at June 2023 provided to Council on a monthly basis as a means of keeping Council informed of its current GST liability.

**Comment**

The GST Reconciliation Report is attached for Councillor consideration.

**Statutory Environment**

Nil

**Policy Implications**

Council does not have a policy in regard to Goods and Services Tax.

**Strategic Implications**

Nil

**Financial Implications**

The GST reconciliation is presented to Council as a means of indicating Council’s current GST liability, which has an impact on Council’s cash-flow.

**Voting Requirements**

- Simple Majority  Absolute Majority

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**OFFICER RECOMMENDATIONS**

That the GST Reconciliation totalling **(\$16,058.38)** for the period ending June 2023 adopted.





### 9.1.4 ADOPTION OF THE 2023/2024 BUDGET

In accordance with Section 5.65 of the Local Government Act 1995 the following disclosures of Proximity interest are to be made by Cr Ross DellaBosca item 9.1.4 as he owns property adjacent DellaBosca Road which is included in Roads to Recovery Capital Works Program.

As the declaration is a proximity interest only Cr DellaBosca was not required to leave the meeting.

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<b>Responsible Officer:</b>	Bill Price, CEO
<b>Author:</b>	Jasmine Geier, DCEO
<b>File Reference:</b>	ES1.7.1
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<b>Attachment 9.1.6 – 2023/2024 Budget</b>
<b>Signature:</b>	<b>Officer</b>  <b>CEO</b> 

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### Purpose of the Report

To consider and adopt the Municipal Fund Budget for the 2023/2024 financial year together with supporting schedules, including imposition of rates and minimum payments, adoption of fees and charges, establishment of new reserve funds, setting of elected members fees for the year and other consequential matters arising from the budget papers.

Executive Decision

Legislative Requirement

### Background

The draft 2023/2024 budget has been compiled based on the principles contained in the Strategic Community Plan and Plan for the Future. The 2023/2024 draft budget has been prepared in accordance with the presentations made to councillors at the budget workshops held between May and June 2023.

The proposed differential general rates were approved by the council on 20 April 2023 and advertised for public comment. No submissions were received by 22 May 2023 when the public comment period closed. Ministerial approval to impose differential rates/minimum payments was received Thursday 20<sup>th</sup> July 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:

- The budget has been prepared with a 5.0% rate increase in line with the forward financial plans contained in the Plan for the Future. This increase applies to all differential general rate categories.
- Fees and charges for the various services that the Shire provides are listed in pages 77 to 80 in the budget. Some Fees & Charges have had moderate changes although plant hire rates have been increased in consideration of rising fuel costs.
- Household and commercial waste charges have been increased to \$ 200 per 240 litre bin to cover increasing refuse site charges. An increase of \$ 5 per annum
- A capital works program totalling \$4.8m for investment in infrastructure, land and buildings, plant and equipment and furniture and equipment is planned. Expenditure on road infrastructure is the major component of this (\$2.1m) in line with Council's strategy to increase the investment in road and associated assets. An amount of \$2m is provided for land and buildings of which \$1.3m is for the Kiosk/Ablution Redevelopment at the Swimming pool.
- An estimated surplus of \$1.9m is anticipated to be brought forward from 30 June 2023. However, this is unaudited and may change. Any change will be addressed as part of a future budget review.
- Principal additional grant funding for the year is estimated from:
  - LRCIP Funding - \$361,000.

- MRWA Funding - \$561,500.
- Roads to Recovery - \$325,000.
- The draft 2023/2024 budget continues to deliver on other strategies adopted by the council and maintains a high level of service across all programs while ensuring an increased focus on road and associated infrastructure as well as on renewing all assets at sustainable levels.

### **Statutory Environment**

LGA S6.2 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 on the next following 30 June.

Divisions 5 and 6 of Part 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 form and content of the budget. The draft 2023/2024 budget as presented is considered to meet statutory requirements.

Section 67 of the Waste Avoidance and Resource Recovery Act 2007 enables a local government to impose an annual charge in respect of premises provided with a waste service by the local government.

Section 5.98 of the Local Government Act 1995 sets out fees etc payable to Council members.

Section 5.98A of the Local Government Act 1995 sets out fees etc payable to sets out allowances payable to deputy Presidents or deputy Mayors.

Section 78(2) of the Salaries and Allowances Act 1975 requires the Tribunal, at intervals of not more than 12 months, to inquire into and determine –

- the amount of fees to be paid to Council members;
- the amount of expenses to be reimbursed to Council members;
- the amount of allowances to be paid to Council members.

Regulations 30-34AD of the Local Government (Administration) Regulations 1996 set the limits, parameters and types of allowances that can be paid to elected members.

### **Policy Implications**

There are no known policy implications arising from this report.

### **Strategic Implications**

The draft 2023/2024 budget has been developed having regard for the Shire Plan for the Future and Corporate Business Plan adopted by council.

### **Financial Implications**

Specific financial implications are as outlined in the body of this report and as itemised in the draft 2023/2024 budget attached for adoption.

### **Voting Requirements**

Simple Majority

Absolute Majority

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## **OFFICER RECOMMENDATIONS**

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### **BUDGET FOR 2023 /2024**

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, council adopt the Budget as contained in Attachment 9.1.4 of this agenda and the minutes, for the Shire of Westonia for the 2023/2024 financial year which includes the following:

- **Statement of Comprehensive Income by Nature and Type.**





- Full amount of rates and charges including arrears, to be paid on or before 14 September 2023 or 35 days after the date of issue appearing on the rate notice whichever is the later.
- Option 2 (Two Instalments)
  - First instalment to be made on or before 14 September 2023 or 35 days after the date of Issue appearing on the rate notice whichever is later, including all arrears and half the current rates and service charges; and
  - Second instalment to be made on or before 14 November 2023, or 2 months after the due date of the first instalment, whichever is later.
- Option 3 (Four Instalments)
  - First instalment to be made on or before 14 September 2023 or 35 days after the date of issue appearing on the rate notice, whichever is later, including all arrears and a quarter of the current rates and service charges;
  - Second instalment to be made on or before 14 November 2023, or 2 months after the due date of the first instalment, whichever is later;
  - Third instalment to be made on or before 17 January 2024, or 2 months after the due date of the second instalment, whichever is later; and
  - Fourth instalment to be made on or before 20 March 2024, or 2 months after the due date of the third instalment, whichever is later.
- 4. Pursuant to Section 6.45 of the Local Government Act 1995 and regulation 67 of the Local Government (Financial Management) Regulations 1996, council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$12 for each instalment after the initial instalment is paid.
- 5. Pursuant to Section 6.45 of the Local Government Act 1995 and regulation 68 of the Local Government (Financial Management) Regulations 1996, council adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.
- 6. 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, council adopts an interest rate of 11% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

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## RESOLUTION

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Moved:	Cr Day	Seconded:	Cr Corsini
08/07-23	GENERAL RATES, MINIMUM PAYMENTS, INSTALMENT PAYMENT ARRANGEMENTS, DISCOUNTS AND INTEREST		
	<p>1. For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Recommendation 1 above, council pursuant to Sections 6.32, 6.33, 6.34 and 6.34 of the <i>Local Government Act 1995</i> impose the following differential general rates and minimum payments on Gross Rental and Unimproved Values.</p>		
	GRV Residential/Commercial properties added).		\$715,910– same as last year (new
	GRV Mining -		\$1,305,800 – same as last year.
	UV Rural - last year; and		\$64,869,400 – increase of 20.35% from
	UV Mining - last year.		\$254,892– – decrease of 35.23% from
	<i>Rating</i>		
	GRV Residential -		7.7042 cents in the \$.
	GRV Comm/Industrial/Other-		7.7042 cents in the \$.
	GRV Mining -		22.4171 cents in the \$.

<b>UV Rural -</b>		<b>1.2275 cents in the \$; and</b>
<b>UV Mining -</b>		<b>1.2275 cents in the \$.</b>
<b>Minimum Rate</b>	<b>UV Mining</b>	<b>\$200.00</b>
	<b>All Other</b>	<b>\$370.00</b>

2. Pursuant to Section 6.45 of the Local Government Act 1995 and regulation 64(2) of the Local Government (Financial Management) Regulations 1996, council nominates the following due dates for the payment in full by instalments:
  - Option 1 (Full Payment)
    - Full amount of rates and charges including arrears, to be paid on or before 14 September 2023 or 35 days after the date of issue appearing on the rate notice whichever is the later.
  - Option 2 (Two Instalments)
    - First instalment to be made on or before 14 September 2023 or 35 days after the date of Issue appearing on the rate notice whichever is later, including all arrears and half the current rates and service charges; and
    - Second instalment to be made on or before 14 November 2023, or 2 months after the due date of the first instalment, whichever is later.
  - Option 3 (Four Instalments)
    - First instalment to be made on or before 14 September 2023 or 35 days after the date of issue appearing on the rate notice, whichever is later, including all arrears and a quarter of the current rates and service charges;
    - Second instalment to be made on or before 14 November 2023, or 2 months after the due date of the first instalment, whichever is later;
    - Third instalment to be made on or before 17 January 2024, or 2 months after the due date of the second instalment, whichever is later; and
    - Fourth instalment to be made on or before 20 March 2024, or 2 months after the due date of the third instalment, whichever is later.
4. Pursuant to Section 6.45 of the Local Government Act 1995 and regulation 67 of the Local Government (Financial Management) Regulations 1996, council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$12 for each instalment after the initial instalment is paid.
5. Pursuant to Section 6.45 of the Local Government Act 1995 and regulation 68 of the Local Government (Financial Management) Regulations 1996, council adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.
6. 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, council adopts an interest rate of 11% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

CARRIED by ABSOLUTE MAJORITY 6/0

Simple Majority



Absolute Majority





### 9.1.5 PAYMENT TO EMPLOYEES ABOVE CONTRACT OR AWARD POLICY

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<b>Responsible Officer:</b>	Bill Price, CEO
<b>Author:</b>	Jasmine Geier, DCEO
<b>File Reference:</b>	A2.8.5
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	9.1.7 Attachment Payment to Employees above contract or Award Policy
<b>Signature:</b>	Officer  CEO 

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Executive Decision

Legislative Requirement

#### **Purpose of the Report**

To ensure payments made to employees, in addition to their contract or award, complies with the conditions prescribed in the *Local Government Act 1995*.

#### **Background**

Since 2011 and after comparable information was shared between the Yilgarn & Westonia shires as part of the proposed merger process, there was a significant anomaly between pay rates for the outside works force between the two Councils.

Since that time Municipal Employees (outside workforce) have been receiving an additional payment of \$ 10 over and above the prescribed award rate. Even though this has been the practise for some time and there was obviously an official record made at the time it is felt that a more formal current Council policy be made to reflect the action.

#### **Comment**

Council's Policy Manual was last reviewed in April 2021. The objectives of the Policy Manual are:

- to provide Council with a formal written record of all policy decisions.
- to provide staff with precise guidelines in which to act in accordance with Council's wishes.
- to enable staff to act promptly in accordance with Council's requirements bur without continual reference to Council.
- to enable Councillors to adequately handle enquiries from electors without undue reference to the staff or Council.
- to enable Council to maintain a continual review of Council policy decisions and to ensure they are in keeping with community expectations, current trends and circumstances; and
- to enable ratepayers to obtain immediate advice on matters of Council Policy.

Councillors are requested to consider the newly presented policy No 7.16 Payment to Employees above contract or Award Policy

#### **Statutory Environment**

The *Local Government Act 1995* requires that a local government prepare a policy in relation to employees, whose employment with the local government is constant, setting out:

- payment is not to exceed that prescribed by regulations.
- the circumstances in which the local government will pay an employee an amount in addition to any amount to which the employee is entitled under a contract of employment or award relating to the employee; and
- the manner of assessment of the additional amount and cause local public notice to be given in relation to the policy.



#### **Policy Implications**

Review of Council Policies



## 9.1.6 FINANCIAL MANAGEMENT REVIEW

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<b>Responsible Officer:</b>	Bill Price, CEO
<b>Author:</b>	Jasmine Geier, DCEO
<b>File Reference:</b>	ES1.7.1
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	9.1.8 Attachment Financial Management Review and Regulation 17 Report.
<b>Signature:</b>	<b>Officer</b>  <b>CEO</b> 

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### **Purpose of the Report**

Council to consider the 2023 Financial Management Review.



Executive Decision



Legislative Requirement

### **Background**

It is a requirement of the *Local Government (Financial Management) Regulations 1996* that at least once every three years, Council undertake a review of the appropriateness and effectiveness of its financial management systems and procedures.

It is a requirement of *Local Government (Audit) Regulations 1996* that a review of risk management is conducted at least once every three years.

The last review was undertaken by Moore Stephens WA Pty Ltd (now Moore Australia) in June 2016.

The outcomes of the most recent review undertaken in March 2023 by AccWest Pty Ltd consulting are presented for Council's consideration.

### **Comment**

#### **Financial Management Review**

Nothing was noted by the consultants as representing high risk management control matters or noncompliance matters; however, several areas of high to low risk were identified as requiring attention and improvement.

High risks relate to:

1. Investments - regulation 19 - regulation 19 requires that a procedure for investment of funds be developed
2. Monthly reporting - the December report was not presented to council in February (no meeting in January) - staff to ensure compliance by presenting all months reports
3. debtors system - staff to ensure website is update with current fees and charges

Medium risks relate to:

1. Financial systems - a comprehensive portable and attractive assets register needs to be prepared for compliance
2. Policies and procedures - all finance related tasks should be prioritised and procedures documented.
3. Accounts payable policies and guidelines
4. Segregation of finance duties

Low risks identified relate to:

1. Resource recovery - reports from the it supplier re back up details can be useful to assess against any potential emergency - 2v.net be approached to obtain backup detail reports on a regular basis
2. Policy manual - overall recommend that values identified in policies be assessed each year with the budget and that references to values in policies be pointed to the budget rather than included in the policy.
3. Internal audit - that the shire consider developing a rotating internal audit program for key areas that encompasses matters identified as risks in various reviews. (or as per the risk register)
4. Formal procedures






## 9.2 COMMUNITY AND REGULATIONS

### 9.2.1 WOODSIDE – COLLECTION OF SEED AUTHORITY

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<b>Responsible Officer:</b>	Bill Price, CEO
<b>Author:</b>	Bill Price, CEO
<b>File Reference:</b>	
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Nil
<b>Signature:</b>	<b>Officer</b> <span style="float: right;">CEO</span> 

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#### Purpose of the Report

Executive Decision  Legislative Requirement

The purpose of this report is to consider providing permission for Nativ Carbon, on behalf of Woodside to collect Native Flora within the shire boundaries.

#### Background

Council would be aware of Woodsides recent purchase of land north of the Baladjie Lake system to plant in trees as an environmental carbon offset.

An application from Nativ Carbon has been lodged to source seeds from Council road reserves to facilitate the seedling propagation for the tree planting. Obviously, Woodside want to use local species for the plantings.

#### Comment

Council has granted permission before to several entities with the following conditions.

- All persons collecting native seed are licenced according to the Wildlife Conservation Act 1950 and will abide by the conditions of this licence.
- Permission is for a twelve-month period, commencing July 2023.
- Appropriate hygiene measures will be followed at all times to prevent the spread of plant disease and weeds.
- All care will be taken to avoid the disturbance of fauna habitat.
- All care will be taken to avoid any disturbance that may lead to soil degradation; and
- There be a requirement to donate to the Shire of Westonia, 10% of all seed from each species collected within the shire. This will go towards rehabilitation projects in the shire.

#### Statutory Environment

Nil

#### Policy Implications

There are no policies relating to this matter.

#### Strategic Implications

N/A

#### Financial Implications

N/A

#### Voting Requirements

Simple Majority

Absolute Majority

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### OFFICER RECOMMENDATIONS

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That Council authorise Nativ Carbon to collect native seed from reserves under management order to the Shire of Westonia in accordance with the conditions set out below.

- All persons collecting native seed are licenced according to the Wildlife Conservation Act 1950 and will abide by the conditions of this licence.
- Permission is for a twelve-month period, commencing July 2023.
- Appropriate hygiene measures will be followed at all times to prevent the spread of plant disease and weeds.
- All care will be taken to avoid the disturbance of fauna habitat.
- All care will be taken to avoid any disturbance that may lead to soil degradation; and
- There be a requirement to donate to the Shire of Westonia, 10% of all seed from each species collected within the shire. This will go towards rehabilitation projects in the shire.

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### RESOLUTION

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Moved: Cr Day

Seconded: Cr Huxtable

14/07-23 That Council authorise Nativ Carbon to collect native seed from reserves under management order to the Shire of Westonia in accordance with the conditions set out below.

- All persons collecting native seed are licenced according to the Wildlife Conservation Act 1950 and will abide by the conditions of this licence.
- Permission is for a twelve-month period, commencing July 2023.
- Appropriate hygiene measures will be followed at all times to prevent the spread of plant disease and weeds.
- All care will be taken to avoid the disturbance of fauna habitat.
- All care will be taken to avoid any disturbance that may lead to soil degradation; and
- There be a requirement to donate to the Shire of Westonia, 10% of all seed from each species collected within the shire. This will go towards rehabilitation projects in the shire.
- That the collectors notify the Council of the when and whereabouts of the activity is being undertaken.

CARRIED 5/1

## 9.2.2 ABORIGINAL CULTURAL HERITAGE ACT 2023

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<b>Responsible Officer:</b>	Bill Price, CEO	
<b>Author:</b>	Bill Price, CEO	
<b>File Reference:</b>	A1.16.1	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	Attachments Cultural Heritage Registered Sites Attachment Power Point Presentation	

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<b>Signature:</b>	<b>Officer</b>	<b>CEO</b>
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### **Purpose of the Report**

Executive Decision

Legislative Requirement

The purpose of this report is for Council to be informed on the impacts of the new Aboriginal Cultural Heritage Act 2023 implemented by the WA State Government and effective from 1<sup>st</sup> July 2023.

### **Background**

Council is aware of the new legislation that has been introduced by the State Government. Several Councillors and the CEO attended the recent forum conducted by the Department of Planning, Lands and Heritage held in Merredin. There has been much confusion on the impact of the legislation and the systems for the implementation of the Act have not been developed adequately for a smooth transition.

For example, the establishment of the local LACHS is premature with clan families still in dispute on which claimant has traditional knowledge and in which areas. LACHS members have received little or no training in facilitating the clearance processes.

### **Comment**

The major concerns and impact for the Council will be in the acquisition of gravel for road building especially if it is from a greenfield site. Also, any anticipated works within our reserves will likely need an assessment process which will require additional funds and lead time considerations.

I have downloaded the latest Aboriginal Cultural Heritage Inquiry Map which contains the current registered sites for the Westonia Shire. These total 9 to date but new sites can be included on a regular basis. A printout of the registered site and a description of why the site is included on the register is also included for Councillor information.

Also attached is the power point presentation provided by the Department of Planning, Lands & Heritage at there statewide forums recently conducted which summarises that new legislation.

Michael Hayden, Maarli Services, has also responded to the WEROC Councils in relation to the proposed Ranger Services arrangement being proposed for our respective recreational reserves.

As part of their program, they are looking to conduct maintenance works on the following reserves with a common purpose with all shires for visitation management.

#### **BRUCE ROCK SHIRE**

Kokerbin, Bruce Rock, Kwolyin/Coarin Rock.

#### **KELLERBERRIN SHIRE**

Durakoppin, Mt Caroline/Mt Stirling

#### **MERREDIN SHIRE**

Hunts Dam, Totadgin, Tandagin

#### **WESTONIA SHIRE**

Elachbutting, Baladjie, Sandford

#### **YILGARN SHIRE**

Frog Rock, Dulyalbin, Mt Hampton

Below are their activities they are wanting to conduct across the areas specified above and for the Eastern Wheatbelt include:

- Access track maintenance
- Carpark maintenance

- Walk trail maintenance.
- Signage maintenance
- Infrastructure facility maintenance (toilets, shelters, bbqs, tables/benches)
- Visitation maintenance (fencing/bollards, vegetation removal, constructing designated camp area gravel pads etc)
- Cultural Sites maintenance
- Weed maintenance.
- Fire Maintenance (minimising vegetation fuel loads, mulching, fire breaks and burn offs etc)
- General maintenance
- Noting hazards/risks and further works like construction or other works.

If there is a need for construction works such as toilets, tables/benches, shelters, concrete pads, walk trails, access tracks, signs etc they would like to do those too.

Michael would like to understand what activities each local government currently provide to these sites and if we have any management plans that you use for the reserves.

Overarching the activities above is to work in partnership with us for the maintenance of each reserve through some type of agreement.



#### **Statutory Environment**

Aboriginal Cultural Heritage Act 2023.



#### **Policy Implications**

Nil



#### **Strategic Implications**

Nil



#### **Financial Implications**

Council will need to allow funds to undertake assessments for some activities.



#### **Voting Requirements**

Simple Majority

Absolute Majority

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#### **OFFICER RECOMMENDATIONS**

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**That Council continue to be informed on the impacts of the new Aboriginal Cultural Heritage Act 2023 implemented by the WA State Government and effective from 1<sup>st</sup> July 2023.**

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#### **RESOLUTION**

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Moved: Cr Geier

Seconded: Cr Day

15/07-23


**That Council continue to be informed on the impacts of the new Aboriginal Cultural Heritage Act 2023 implemented by the WA State Government and effective from 1<sup>st</sup> July 2023.**

CARRIED 6/0

### 9.3 WORKS AND SERVICE

#### 9.3.1 SUBMISSION – BOODAROCKIN ROAD 2040 ROAD PROGRAM

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<b>Responsible Officer:</b>	Bill Price, CEO
<b>Author:</b>	Bill Price, CEO
<b>File Reference:</b>	T1.1.3
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Attachment – Boodarockin 2040 Strategy Nomination
<b>Signature:</b>	<b>Officer</b> <span style="float: right;"><b>CEO</b> </span>

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#### Purpose of the Report

- Executive Decision  Legislative Requirement

The purpose of this report is for Council to endorse its submission of Boodarockin Road to the Roads of Regional Significance 2040 Program.

#### Background

Council would be aware of the redevelopment of the Boodarockin Road which included a reconstruction to type 6 standard with 2 x coat seal which was funded by Ramelius Resources to serve as a haulage route for the Marda Dam mining activity.

Ramelius Resources currently pays a fee under a user agreement so that Council can maintain the road to a satisfactory standard to accommodate the usage.

At the end of the arrangement with Ramelius the road will need to secure some funding so that preservation works can be carried out to sustain the asset.

#### Comment

An application, in the prescribed format to the WNESRRG and Wheatbelt Regional Road Group, is required to be submitted in order for the Road to be considered a Road of Regional Significance which will enable it to receive Regional Road Group State Funding.

Rod Munns Consultancy was engaged to complete the submission on behalf of the Council for the Boodarockin Road which has been attached for Councillor information.

The project is the first submitted by a WNESRRG member under the new guidelines established for 2040 roads.

#### Statutory Environment

State Government to Local Government Road Funding Model.

#### Policy Implications

Nil

#### Strategic Implications

Economic – Efficient transport connectivity in and around the shire.

#### Financial Implications

2040 Roads of regional Significance are able to obtain funds from the State Governments Regional Road Group Funding Pool.

#### Voting Requirements

Simple Majority

Absolute Majority

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**OFFICER RECOMMENDATIONS**

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**That Council endorse its submission of Boodarockin Road to the Roads of Regional Significance 2040 Program to be considered by the Wheatbelt Regional Road Group.**

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**RESOLUTION**

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Moved: Cr Geier

Seconded: Cr Day

16/07-23 That Council endorse its submission of Boodarockin Road to the Roads of Regional Significance 2040 Program to be considered by the Wheatbelt Regional Road Group.

CARRIED 6/0

**9.3.2 REGIONAL ROAD GROUP – 5 YEAR PROGRAM & 24/25 PROJECT MCA'S**

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<b>Responsible Officer:</b>	Bill Price, CEO
<b>Author:</b>	Bill Price, CEO
<b>File Reference:</b>	T1.1.3
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Attachment – 5 Year Program & Warralakin Rd MCA
<b>Signature:</b>	<b>Officer</b> <span style="float: right;"><b>CEO</b></span>

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**Purpose of the Report**

Executive Decision  Legislative Requirement

The purpose of this report is for Council to endorse the Regional Road Group 5-year program and the 24/25 project MCA for Warralakin Road.

**Background**

As part of the Regional Road Group Funding Arrangements, Council are required to review its 5-year road program and provide updated MCA's for the 24/25 financial year and beyond.

**Comment**

Council Roads currently eligible under the Regional Road Group program are.

- Warralakin Road
- Koorda Bullfinch Road (M040)
- Leach Road
- Rabbit Proof Fence Road (sealed section only)
- Westonia/Carrabin Road
- Stoneman Road

A submission has been prepared to include Boodarockin Road on the list.

Annually Council is required to review its 5-year program to ensure that it is relevant with the its current priorities and reflects the current and proposed status of the road projects.

Attached is the draft 5 Year Road Program 24/25 to 28/29 financial years for Councillors discussion and perusal.

The proposed MCA's application for funding in the 24/25 financial year incorporates the following project.

1. Warralakin Road – reconstruct 4.0km including 2 coat seal \$ 582,975.

Attached is the summary cover sheet for the project for Councillor information

**Statutory Environment**

Nil

**Policy Implications**

Nil

**Strategic Implications**

Nil

**Financial Implications**

\$ 388,646 anticipated Regional Road Group Funding for the 24/25 financial year.

**Voting Requirements**

Simple Majority

Absolute Majority

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**OFFICER RECOMMENDATIONS**

**That Council review and endorse the following for submission to the Regional Road Group: -**

- 5 Year Road Program 24/25 to 28/29 financial years; and
- 24/25 MCA submission for Warralakin Road as presented.

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**RESOLUTION**

Moved: Cr Geier

Seconded: Cr DellaBosca

17/07-23

**That Council review and endorse the following for submission to the Regional Road Group: -**

- 5 Year Road Program 24/25 to 28/29 financial years; and
- 24/25 MCA submission for Warralakin Road as presented.

CARRIED 6/0



**9.4 ENVIRONMENTAL HEALTH, PLANNING AND BUILDING SERVICES**

Nil

**10. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A  
DECISION OF THE MEETING**

**11. DATE AND TIME OF NEXT MEETING**

The next ordinary meeting of Council will be held on Thursday schedule 17 August 2023 commencing at 3.30pm.

**12. MEETING CLOSURE**

There being no further business the President, Cr Crees declared the meeting closed at 4.27pm