

SHIRE OF
WESTONIA
A vibrant community lifestyle

Minutes

Ordinary Council Meeting

Held in Council Chambers, Wolfram Street Westonia

Thursday 15th June 2023

CONFIRMATION OF MINUTES

These minutes were confirmed by the Council on 20th July 2023 as a true and accurate record of the Ordinary Council Meeting held 15th June 2023

.....
Cr RM Crees
Shire President

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



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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
A vibrant community lifestyle

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.

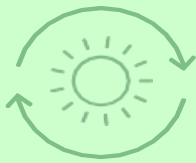
OUR VISION

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.

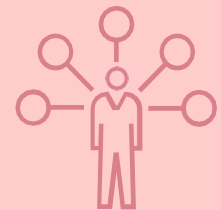
Our community has the opportunity to be active, socialised and connected.

- 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 3.40pm.

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	
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 (3.40PM – 4.10PM)

NIL

4. APPLICATIONS FOR LEAVE OF ABSENCE

NIL

5. CONFIRMATION OF PREVIOUS MINUTES

OFFICER RECOMMENDATIONS

That the minutes of the Ordinary Meeting of Council held on 18th May 2023 be confirmed as a true and correct record.

RESOLUTION

Moved: Cr Geier **Seconded:** Cr Corsini

01/06-23 That the minutes of the Ordinary Meeting of Council held on 18th May 2023 be confirmed as a true and correct record.

CARRIED 6/0

6. RECEIVAL OF MINUTES

OFFICER RECOMMENDATIONS

NIL

7. PRESIDENT/COUNCILLORS ANNOUNCEMENTS

President, Cr Crees advised having attended the following meetings:

Eastern Wheatbelt Biosecurity Group (EWBG) Board Meeting on Monday 12th of June 2023 via Zoom
CEO Performance Review Monday 12th of June 2023.

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

Nil

Councillor Day advised having attended the following meetings:

Nil

Councillor Geier advised having attended the following meetings:

Nil

Councillor Huxtable advised having attended the following meetings:

Nil

Councillor Corsini advised having attended the following meetings:

Nil

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 **15th June 2023**.

Name/Position	Mr Bill Price - CEO
Item No./Subject	9.1.7 Chief Executive Officer Appraisal
Nature of interest	Financial Interest
Extent of Interest	CEO is the officer in question

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 **15th June 2023**.

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



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 **15th June 2023**.

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

9. MATTERS REQUIRING A COUNCIL DECISION

9.1. GOVERNANCE, ADMINISTRATION AND FINANCIAL SERVICES

9.1.1 ACCOUNTS FOR PAYMENT – MAY 2023

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

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 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 May 2023 The credit card statements currently show: -

CEO May 2023 \$2,625.80 associated with the purchase of of Cloud Anti Spam Recurring, Cloud Anti Spam Recurring, , Activ8me internet service, Activ8me internet, Microsoft 365 Business, 1038283 Microsoft 365 Business std Recurring, 1049450 & 1049449 Managed Endpoint, Managed Endpoint - Server Recurring, 1047021 Business Basic, 1047021 Microsoft 365 Basic Recurring,1 038203 Recurring, 1038203 Office 365 Exchange online plan monthly recurring, , Landcruiser diesel purchase, shower caddies for school accomodation.

DCEO May 2023 \$76.80 associated with the purchase of lunch at Dowerin at the HACC training.

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.



Financial Implications

Expenditure in accordance with the 2022/2023 Annual Budget.



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That May 2023 accounts submitted to today's meeting on Municipal vouchers numbered from 4044 to 4048, and D/Debits from EFT6187 to EFT6246 (inclusive of Department of Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$333,932.49 be passed for payment.

RESOLUTION

Moved:

Cr Day

Seconded:

Cr Huxtable

02/06-23

That May 2023 accounts submitted to today's meeting on Municipal vouchers numbered from 4044 to 4048, and D/Debits from EFT6187 to EFT6246 (inclusive of Department of Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$333,932.49 be passed for payment.

CARRIED 6/0

RESOLUTION

Moved:

Cr Day

Seconded:



Cr DellaBosca

03/06-23

That Council request a full account breakdown from the Office of the Auditor General (OAG) for the Audit fees charged amounting to \$ 26,510.00.

CARRIED 6/0

9.1.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY– MAY 2023

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

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 May 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

OFFICER RECOMMENDATIONS

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



RESOLUTION

Moved: Cr Day **Seconded:** Cr Geier

04/06-23 That Council adopt the Monthly Financial Report for the period ending May 2023 and note any material variances greater than \$10,000 or 15%.

CARRIED 6/0

9.1.3 GST RECONCILIATION REPORT – MAY 2023

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

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 May 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

OFFICER RECOMMENDATIONS

That the GST Reconciliation totalling \$4947.42 for the period ending May 2023 adopted.

RESOLUTION



Moved: Cr Corsini

Seconded: Cr Huxtable

05/06-23 That the GST Reconciliation totalling \$4,947.42 for the period ending May 2023 adopted.

CARRIED 6/0

9.1.4 WORKFORCE PLAN 2023

Responsible Officer:	Bill Price, CEO
Author:	Jasmine Geier, Deputy Chief Executive Officer
File Reference:	
Disclosure of Interest:	Nil
Attachments:	Attachment 9.1.4 Workforce Plan 2023-2028
Signature:	Officer  CEO 

Purpose of the Report

Executive Decision Legislative Requirement

The Shire of Westonia’s Workforce Plan 2023/2028 (WP) identifies the human resources and skills required to deliver the community’s priorities over the next five years.

Background

Local Governments face increasing and diverse challenges in providing local services and facilities for their communities. To meet these challenges, local governments need to have staff with appropriate knowledge skills and expertise.

This perceived skills shortage in the local government sector has highlighted the need for concerted Workforce Planning processes.

“A continuous process of shaping the workforce to ensure that it is capable of delivering organisational objectives now and in the future.”

(Australian National Audit Office (ANAO) 2004)

The above definition highlights the key elements of Workforce Planning.

Workforce Planning:

- is continuous, not a one-off activity;
- is a process, not a static action or set of actions;
- is about shaping the workforce with a clearly identified purpose and to bring about particular changes;
- has its purpose linked with organisational objectives; and
- applies not just to the current workforce but anticipates future workforce requirements.

The benefits of Workforce Planning are many and include:

- The ability for a local government to respond more quickly and strategically to change by recognising emerging challenges;
- Improving efficiencies, effectiveness and productivity as a result of having employees with the right knowledge and skills and who are a good fit for the position;
- Assisting with identifying and managing people with the knowledge critical for efficient and effective business operations and managing corporate memory; and
- Strengthening the local government industry through stronger career pathways and staff development.

Comment

The Shire of Westonia’s Workforce Plan 2023/2028 (WP) identifies the human resources and skills required to deliver the community’s priorities over the next five years.

In essence, the WP maximises the capacity of this organisation’s workforce and its ability to respond to challenges through strategic planning.

Local Government engages both office based and outdoor staff. Customer service is a significant element to all roles, with most staff viewing the role as a service to the community.

The key workforce challenges and trends facing the Shire of Westonia in the next 5 years include:

- Ageing workforce;
- Increased responsibilities and services to be provided;
- Possibility of a decreased number of new people entering into the market;
- Increased competition for specialist skills;

- Increased importance on staff retention and satisfaction;
- Increased importance on attracting staff and resources from alternate sources;
- Achieving financial sustainability;
- Increasing demand for more flexible work arrangements;
- Workforce will be increasingly highly skilled and specialist information is confined to key individuals; and
- Technology to take a greater role in service delivery.

This proposed current plan is a continuation and a progression of the original Workforce Plan adopted by Council in 2019. It is similar in nature to the original with further emphasis on the need to look at what this local government can offer to both current and prospective employees that will enable this sector to be seen as an attractive alternative career pathway. These incentives will most likely be in the form of longevity and security within positions, looking at flexible working arrangements to better suit the work/play balance and through the usage of salary sacrificing options to offset the pay gap between local government wages and those of the private sector.

Statutory Environment

The Local Government Act 1995 provides the statutory framework for strategic planning in local government.

Policy Implications

Nil

Strategic Implications

Section 5.56 (2) of the Local Government Act 1995 requires local governments produce a plan for the future. Whilst there is no specific legislation applicable to this item as it relates to the various informing strategies applicable under the integrated planning and reporting framework, the Strategic Community Plan and Corporate Business Plan are subject to section 5.56 of the Local Government Act 1995 and Division 3 of the Local Government (Administration) Regulations 1996.

Financial Implications

The Workforce Plan is used in the preparation of the budget in relation to staff requirements to meet service delivery and project objectives.

Simple Majority

Absolute Majority

OFFICER RECOMMENDATIONS

That Council endorse and adopt the Shire of Westonia's Workforce Plan 2023-2028 as contained in attachment 9.1.4

RESOLUTION

Moved: Cr Day



Seconded: Cr Corsini

06/06-23

That Council endorse and adopt the Shire of Westonia's Workforce Plan 2023-2028 as contained in attachment 9.1.4

CARRIED 6/0

9.1.5 IT DISASTER RECOVERY PLAN

Responsible Officer:	Bill Price, CEO
Author:	Jasmine Geier, Deputy Chief Executive Officer
File Reference:	
Disclosure of Interest:	Nil
Attachments:	Attachment 9.1.5 IT Disaster Recovery Plan
Signature:	Officer  CEO 

Purpose of the Report

Executive Decision Legislative Requirement

The IT Disaster Recovery Plan is a resource to coordinate the actions of the Shire during an IT disaster.

Background

The Office of the Auditor General published an Information Systems Audit Report 2020 – Local Government Entities (Report 27: 2019-20). The report covered system audits of 10 Local Governments in Western Australia and found “significant shortcomings” in their information security practices.

IT Disaster Recovery Plan

The IT Disaster Recovery Plan is an important document containing process and procedures to recover and protect a business’ IT infrastructure in the event of an incident.

The Shire’s Auditors raised that the Shire does not currently have a IT Disaster Recovery Plan.

Without formally defined processes, it is difficult for the Shire to evaluate the risks and ensure that organisation can quickly respond to, and recover from disruptive IT events. Implementing complementary standards for IT Disaster Recovery and Business Continuity will help the Shire to ensure holistic risk management outcomes.

Without a process to understand these, the Shire is unable to make informed decisions about IT disaster recovery strategies.

It has been listed that a review of the IT Disaster Plan should be undertaken annually to maintain contact and staffing lists.

Comment

Business continuity management and disaster recovery is a process of continuous improvement, and Council is strongly encouraged to ensure that the necessary skills and capabilities are in place to guarantee ongoing risk management for the organisation.

Continuous improvement requires not only resolving individual issues, but maintaining the health, effectiveness and relevance of the Shire’s IT disaster recovery capability to support business continuity capabilities.

Statutory Environment

Local Government Act S5.56

Planning for the future

(1) A local government is to plan for the future of the district.

(2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.



Policy Implications

Nil



Strategic Implications

The ICT Disaster Recovery Plan is an operational plan that can be activated during an IT Disaster. This will give Management direction on continuing operations during this time, which should decrease the risk that Council is unable to operate for a long length of time.



Financial Implications

Nil



Voting Requirements

Simple Majority

Absolute Majority

OFFICER RECOMMENDATIONS

That Council adopt the IT Disaster Recovery Plan as presented.

RESOLUTION

Moved: Cr Geier


Seconded: Cr DellaBosca

07/06-23 That Council adopt the IT Disaster Recovery Plan as presented.

CARRIED 6/0

9.1.6 RESERVE TRANSFERS

Responsible Officer:	Bill Price, CEO
Author:	Bill Price, CEO
File Reference:	
Disclosure of Interest:	Nil
Attachments:	Nil
Signature:	Officer CEO



Purpose of the Report

- Executive Decision Legislative Requirement

This report seeks Council’s endorsement for the transfer of funds to various Reserve accounts.

Background

Council in its annual budget makes considerations for the transfer of funds to and from the Reserve account depending on the immediate and/or long term needs of the Municipal budget or projects at hand.

The 2022/23 budget made recommendation for the following net transfers between accounts.

- Plant Reserve \$ 90,000 from Reserve to Muni.
- Swimming Pool Reserve \$ 50,000 To Reserve from Muni.
- Building Reserve \$ 250,000 To Reserve from Muni.
- Roadworks Reserve \$ 200,000 To Reserve from Muni.

Comment

These figures were set at the commencement of last year’s budget and with a full year of operations and a healthy cash surplus at the EOY I am recommending that the following transfers between accounts take place.

- Building Reserve \$ 400,000 To Reserve from Muni.
- Swimming Pool Reserve \$ 50,000 To Reserve from Muni.
- Roadworks Reserve \$ 100,000 To Reserve from Muni.

Statutory Environment

Local Government Act 1995.

Policy Implications

Council does not have a policy in relation to this matter.

Strategic Implications

Sound Financial management practises by reserving funds for future project initiatives.

Financial Implications

Transfer of \$ 550,000 from the Municipal Fund to various Reserve Fund accounts which is earmarked for future projects.



Voting Requirements

Simple Majority

Absolute Majority

OFFICER RECOMMENDATIONS

That Council make the following transfers from the Municipal Fund to the

Building Reserve \$ 400,000 To Reserve from Muni

Swimming Pool Reserve \$ 50,000 To Reserve from Muni

Roadworks Reserve \$ 100,000 To Reserve from Muni.

RESOLUTION

Moved:

Cr Huxtable

Seconded:

Cr DellaBosca

08/06-23

That Council make the following transfers from the Municipal Fund to the

Building Reserve \$ 400,000 To Reserve from Muni

Swimming Pool Reserve \$ 50,000 To Reserve from Muni

Roadworks Reserve \$ 100,000 To Reserve from Muni.


CARRIED 6/0 by ABSOLUTE MAJORITY

In accordance with Section 5.65 of the Local Government Act 1995 the following disclosures of Financial interest are to be made by Bill Price -CEO

Bill Price declared an Financial Interest in item 9.1.7 CEO is the officer in question and left the meeting at 4.11pm

9.1.7 CHIEF EXECUTIVE OFFICER APPRAISAL


Responsible Officer:	Bill Price, CEO
Author:	Bill Price, CEO
File Reference:	
Disclosure of Interest:	Bill Price, CEO
Attachments:	Nil
Signature:	Officer CEO



9.2 COMMUNITY AND REGULATIONS

9.2.1 APPLICATION FOR EXPLORATION LICENCE 77/3111

Responsible Officer:	Bill Price, CEO
Author:	Bill Price, CEO
File Reference:	ES1.6.1
Disclosure of Interest:	Nil
Attachments:	Location Map EL 77/3111
Signature:	Officer CEO



Purpose of the Report

Executive Decision

Legislative Requirement

This report seeks Council's comment on an Exploration license in the Central part of the shire.

Background

The Shire has been advised of an application for an Exploration license having been lodged by McMahon Mining Title Services on behalf of Cullen Exploration Pty Ltd (E77/3111).

The application relates to a portion of land located West of the Baladjie Reserve. (See Attached)

Comment

Cullen Exploration Pty Ltd is an Australian based company with interests in WA based mineral exploration.

Previous exploration approvals have been granted with the following conditions:

- 1) That dust suppression is carried out so that others are not adversely affected.
- 2) That any saline ground water found is contained by pumping it into a water trailer and disposed of through normal mining practices under the terms of the company's mining conditions.
- 3) Any ground water that escapes onto the ground around the drill site is to be banded so that it does not spread.
- 4) All plastic bags used for soil samples are to be removed from the site and disposed of in a suitable manner.
- 5) All rubbish is to be disposed of at the local landfill site in the appropriate manner.
- 6) A firefighting unit is to be always available, and drilling is to cease if a total fire and harvest ban is called.
- 7) No drill holes are to extend under any public railway line or any roadways. Drilling being carried out is not to interfere with road drainage and must be beyond the batter line (this is to minimise damage to capped drill holes during maintenance grading) – refer to Typical Cross Section of Road Formation diagram.
- 8) Safety signs are to be erected in accordance with Australian Standards – to warn both mining staff, contractors, and the public/visitors.
- 9) All drill holes are to be capped as soon as possible/practical after drilling.
- 10) If working within 100m from a residence, all noise generated is to be limited in accordance with the Environmental Protection (Noise) Regulations 1997, when working between 7:00 pm. and 7:00 am.

- 11) That the proposed drilling work is advertised in the local newsletter “Westonian” prior to any work commencing to notify the general public of this work; and
- 12) That no drilling is to occur within any Shire Road Surface and gravel pits, and that no drilling operation is to affect any part Baladjie Nature Reserve in any way.

Statutory Environment

The Mining Act prevails in this matter.

Policy Implications

Nil

Strategic Implications

Nil.

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council grants approval to Cullen Exploration Pty Ltd (E77/3111) to carry out drilling along sections of Council controlled road reserves with these respective Exploration Leases as shown on the attached maps with the following conditions: -

- 1) That dust suppression is carried out so that others are not adversely affected.
- 2) That any saline ground water found is contained by pumping it into a water trailer and disposed of through normal mining practices under the terms of the company’s mining conditions.
- 3) Any ground water that escapes onto the ground around the drill site is to be bunded so that it does not spread.
- 4) All plastic bags used for soil samples are to be removed from the site and disposed of in a suitable manner.
- 5) All rubbish is to be disposed of at the local landfill site in the appropriate manner.
- 6) A firefighting unit is to be always available, and drilling is to cease if a total fire and harvest ban is called.
- 7) No drill holes are to extend under any public railway line or any roadways. Drilling being carried out is not to interfere with road drainage and must be beyond the batter line (this is to minimise damage to capped drill holes during maintenance grading) – refer to Typical Cross Section of Road Formation diagram.
- 8) Safety signs are to be erected in accordance with Australian Standards – to warn both mining staff, contractors, and the public/ visitors.
- 9) All drill holes are to be capped as soon as possible/practical after drilling.
- 10) If working within 100m from a residence, all noise generated is to be limited in accordance with the Environmental Protection (Noise) Regulations 1997, when working between 7:00 pm. and 7:00 am.
- 11) That the proposed drilling work is advertised in the local newsletter “Westonian” prior to any work commencing to notify the general public of this work; and

- 12) That no drilling is to occur within any Shire Road Surface and gravel pits, and that no drilling operation is to affect any part Baladjie Nature Reserve in any way.

RESOLUTION

Moved: Cr Geier

Seconded: Cr Day

13/06-23

That Council grants approval to Cullen Exploration Pty Ltd (E77/3111) to carry out drilling along sections of Council controlled road reserves with these respective Exploration Leases as shown on the attached maps with the following conditions: -


- 1) That dust suppression is carried out so that others are not adversely affected.
- 2) That any saline ground water found is contained by pumping it into a water trailer and disposed of through normal mining practices under the terms of the company's mining conditions.
- 3) Any ground water that escapes onto the ground around the drill site is to be banded so that it does not spread.
- 4) All plastic bags used for soil samples are to be removed from the site and disposed of in a suitable manner.
- 5) All rubbish is to be disposed of at the local landfill site in the appropriate manner.
- 6) A firefighting unit is to be always available, and drilling is to cease if a total fire and harvest ban is called.
- 7) No drill holes are to extend under any public railway line or any roadways. Drilling being carried out is not to interfere with road drainage and must be beyond the batter line (this is to minimise damage to capped drill holes during maintenance grading) – refer to Typical Cross Section of Road Formation diagram.
- 8) Safety signs are to be erected in accordance with Australian Standards – to warn both mining staff, contractors, and the public/ visitors.
- 9) All drill holes are to be capped as soon as possible/practical after drilling.
- 10) If working within 100m from a residence, all noise generated is to be limited in accordance with the Environmental Protection (Noise) Regulations 1997, when working between 7:00 pm. and 7:00 am.
- 11) That the proposed drilling work is advertised in the local newsletter "Westonian" prior to any work commencing to notify the general public of this work; and
- 12) That no drilling is to occur within any Shire Road Surface and gravel pits, and that no drilling operation is to affect any part Baladjie Nature Reserve in any way.

CARRIED 6/0

9.3 WORKS AND SERVICE

9.3.1 TENDER 2-22/23 – PRIME-MOVER VARIATION

Responsible Officer:	Bill Price, CEO	
Author:	Bill Price, CEO	
File Reference:	F1.9.1	
Disclosure of Interest:	Nil	
Attachments:	Kenworth T659 Specification Sheet	
Signature:	Officer	CEO



Purpose of the Report



Executive Decision



Legislative Requirement

The purpose of this report is to endorse the variation to the original Prime Mover tender accepted in November 2022.

Background

Council has made allowance in its 20 year Plant replacement Program for the purchase of a new Prime Mover to replace the existing 2014 Freightliner truck in the 2023/24 financial year. Due to lengthy delays in delivery times for plant & equipment it was resolved to proceed with the tender process early so that the anticipated delivery is within the financial year required.

Tenders were invited from the WALGA Procurement Program closing on 16 November 2022.

Council resolved at its November 2022 meeting to

RESOLUTION

Moved:

Cr Huxtable

Seconded:

Cr Corsini

12/11-22

That Council accept the tender from Kenworth for the Supply one new Kenworth T610SAR Prime Mover for an indicative price of \$ 385,170.50 inc GST, a firm price to be provided 4 months from scheduled production build date.

CARRIED 6/0

Comment

Kenworth have advised that they are currently experiencing difficulty meeting timelines and pricing previously submitted through the dealer network. There's a number of reasons for this, staffing, supply chain logistics and associated cost escalations as well as shipping cost increase and timing delays.

Hence Kenworth are offering a comparative build in a different model being the T659. It's essentially a bigger truck design through the cooling package and a more rugged build based on our traditional range as opposed to the new cab previously quoted. It's a great option and the shire will have no issues with it in place of the T610SAR.

Kenworth have a limited availability with build slots for later this year and will need to move swiftly to secure should the shire wish to proceed here as we're unable to hold them.

Current lead time for alternative new builds is into 2025 with further delays expected and pricing unconfirmed.

Pricing information and specification sheet was provided to Council for information.

It is intended that the Freightliner trade vehicle be offered for auction once the new vehicle has been delivered. Council's indicative allocation in the Plant Replacement Program is \$ 235,000.

Statutory Environment

Local Government Act 1995, section 3.57 – Tenders for providing goods or services.

Policy Implications

Council does not have a policy in relation to this matter

Strategic Implications

Nil

Financial Implications

This purchase relates to the 2023/24 financial year so an allowance will need to be made whilst adopting the budget.

Voting Requirements

Simple Majority Absolute Majority

OFFICER RECOMMENDATIONS

That Council endorse the variation provided by Kenworth for the supply of an alternative model being the T659 for an indicative purchase price of \$ 450,000 (inc GST).

RESOLUTION


Moved: Cr DellaBosca Seconded: Cr Day

14/06-23 That Council endorse the variation provided by Kenworth for the supply of an alternative model being the T659 for an indicative purchase price of \$ 450,000 (inc GST).

CARRIED 6/0 by ABSOLUTE MAJORITY

9.3.2 KERBSIDE CONTAINER RECYCLING SCHEME

Responsible Officer:	Bill Price, CEO
Author:	Bill Price, CEO
File Reference:	ES1.7.1
Disclosure of Interest:	Nil
Attachments:	Nil
Signature:	Officer CEO



Purpose of the Report

Executive Decision Legislative Requirement

The purpose of this report is for Council to consider implementing a Kerbside Container Recycling Scheme to residents of the Westonia Townsite in partnership with Wheatbelt Cash for Containers.

Background

Council would be aware of the State Governments Containers for Change Scheme that was introduced in @ 20/21.

Wheatbelt Cash for Containers licensees Pauline & Leon Guest, residents of Westonia, have been considering the idea of a regular kerbside collection service on a town wide basis and was wondering if it is something Council might consider to be a good thing for Westonia.

The scheme could potentially be rolled out something like this:

- Each residential property is issued a 120L Containers for Change branded wheely bin.
- There is a sticker/label inside each bin lid where people can write their own scheme ID and contact details, or tick a box for a chosen local charity, or choose the “charity of the month option” which would be a rotation of the local groups. (Local groups listed so far are: Westonia Tennis Club, Westonia Golf Club, Westonia CRC, Wessy Wanderers Bowling Club, Westonia Progress Association, Westonia Historical Society, Westonia Cemetery Committee, Words of Wisdom (old CWA ladies), Parnana Pikurtu Wildlife Sanctuary). Collection day could be included in the calendar in The Westonian, as well as the charity of the month.
- Collection would be once a month (eg. first Tuesday of the month). People would just need to wheel their bin out and we will empty it. The 120L bins empty quite well into a poly bag and are manageable in terms of weight even if the containers are glass, so we would empty the bin into the bag on the spot and leave the empty bin.
- The existing bag drop and donation bins will still be available for anyone to use, with no reduction of services there.

As far as they know there is no town in Western Australia (or even Australia) which has a comprehensive residential collection scheme.

Westonia is a good candidate because it is relatively small but is also relatively safe in terms of security, with very little risk or concern for containers being stolen from bins etc.

Pauline & Leon have indicated that they would like to give something more back to Westonia too, so this is an opportunity to do that.

There would be no cost to residents.

There would be an initial investment which might be a hurdle for them but with some support from the Westonia Progress Association relating to the purchase of bins we could get it off the ground.

The idea that it is a partnership with the community means that it would be a very progressive concept in terms of the rollout of the container deposit scheme and town sustainability.

Comment

This proposal would be an excellent initiative for the community complimenting the Lifestyle Village theme of a wide range of Home Care Services for our aging residents and being the only town with the service provides another excellent marketing (being First!!) opportunity for the town.

Pauline Guest attended the Council briefing session to discuss the proposal further.

Statutory Environment

Nil

Policy Implications

Nil

Strategic Implications

Social – Participate in best practice waste management.

Financial Implications

Nil

Voting Requirements

Simple Majority

Absolute Majority

OFFICER RECOMMENDATIONS

That Council agree to partner with Wheatbelt Cash for Containers to implement a Kerbside Container Recycling Scheme for Westonia and make allowance for \$5,500 in the 2023/24 Budget to cover the costs of the initial bin purchases.

RESOLUTION

Moved: Cr Day

Seconded: Cr Corsini

15/06-23 That Council agree to partner with Wheatbelt Cash for Containers to implement a Kerbside Container Recycling Scheme for Westonia and make allowance for \$5,500 in the 2023/24 Budget to cover the costs of the initial bin purchases.

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

RESOLUTION

Moved: Cr Day Seconded: Cr Huxtable

16/02-23 That Council introduces the following item of an urgent nature to the meeting for discussion.
CARRIED 6/0

10.1 DIFFERENTIAL RATES 2023/2024

Responsible Officer:	Bill price, CEO
Author:	Jasmine Geier, DCEO
File Reference:	
Disclosure of Interest:	Nil
Attachments:	Attachment 10.1 Differential Rates Submission Received
Signature:	Officer CEO

Purpose of the Report

For Council to consider the submissions received following advertising of the proposed differential rates for 2023/2024 financial year.

Executive Decision Legislative Requirement

Background

Council supported the differential rates in the dollar and minimums proposed for the 2023/2024 financial year and advertised the proposed rates for a 21 day comment period closing on Thursday 22nd May 2023. Council are then required to seek Ministerial approval for proposing to impose a Mining GRV differential rate that is more than twice the lowest rate.

April 23 Resolution:

RESOLUTION

Moved: Cr Day Seconded: Cr Geier

06/04-23 That Council:
1. Reviews and adopts the statements in relation to
a) Objects and Reasons for implementing a Differential Rate 2023-24
b) Statement of Rating Information 2023-24
2. Support the following differential rates in the dollar and minimum payments for the GRV and UV rated properties, subject to finalisation of the 2023-24 draft budget:
3.

Category	Rate in the \$	Minimum Rate \$
GRV General	7.9833	370.00
GRV Mining	22.4171	370.00

3. Seek the Minister for Local Government’s approval to impose differential general rates more than twice the lowest rate; and

4. That Council publicly advertises its intention to impose differential rates, pursuant to section 6.36 (1) of the Local Government Act 1995 and invites public submissions for a period of twenty one days; and
5. That Council consider any submissions in respect of imposition of differential rates as part of the 2023-24 Budget deliberations.

CARRIED by ABSOLUTE MAJORITY 6/0

Community/Stakeholder Consultation

An advertisement on the Monday 1st May 2023 was included in the public notice section of the Newspaper circulated in the district as well as being located on the public notice board at the Shire office and the Shire website. The community will have 21 days to make submissions. (5.00pm on Thursday 22nd May 2023)

Comment

The Local Government Act 1995 provides for Councils to levy rates to fund the estimated annual budget deficiency for the forthcoming financial year.

The estimated budget deficit for the 2023/2024 financial year has not yet been finalised, as the detailed budget estimates covering various expense and revenue items are currently being prepared. At present, the amount required from rates to fund the outcomes of the draft budget is in excess of the rate increase proposed of 5%. Staff is revising the draft budget and service levels and are looking at all avenues to reduce the gap, including alternative revenue sources.

In the past Council has adopted rates that are more than twice the minimum differential rate and must therefore seek Ministerial approval, as required by the provisions of the Local Government Act 1995. The Department of Local Government has been scrutinising Council's differential rating strategy each year and may request modifications to be made, if they are not satisfied that the rating strategy is fair and equitable.

It must be understood the purpose of this Agenda Item is to set an estimated Differential Rate so a request can be sent to the Minister after advertising and seeking submissions from the electorate. Invariable the actual rate amount set may differ from the estimate once the valuations have been received from Landgate for the next financial year. However the legislations allows these rate in dollar amounts to be adjusted to reflect the actual valuations by making notation in the Shires Adopted Budget and on the Rate Notices sent out. Such notation is to explain the reason for the difference between the advertise Differential Rate and that impose being due to valuation adjustments from Landgate. The actual Rate Revenue raised will not differ significantly.

The table below shows the rate categories for 2023/2023 and the rate in cents and minimum amounts; GRV Rate Category

Category	Rate in the \$	Minimum Rate \$
GRV General	7.9833	370.00
GRV Mining	22.4171	370.00

Statutory Environment

Under section 6.36 of the Local Government Act 1995, Council is required to give local public notice of the intention of Council to impose differential rates, or a minimum payment under a differential rate category. Local public notice includes publishing in a newspaper circulating in the district, exhibiting on the notice board of the local government office, and exhibiting on the notice board of the library inviting submissions in respect of the following information, for a minimum of 21 days;

- Details of each rate or minimum payment the local government intends to impose,
- Invitation for submissions to be made in respect of the proposed rate or minimum payment and any related matters.

Policy Implications

There are no policies relating to this matter.

Strategic Implications

N/A

Financial Implications

The Shire's principle source of income is through rates. It is an essential part of the budget process that the Council consider the level of rates that need to be raised in the context of funding the annual budget. It must also be noted that as other income, such as fees and charges are fixed by external legislation, there is very little scope for the Shire to increase this revenue source to keep up with the rising costs of service provision, therefore, these increasing costs must be borne by increases in rates.

The Shire has until 31 August each year to adopt the Annual Budget, as the Shire is a growing organisation and as such we are heavily reliant on receiving rates income to fund our operations, including salaries. With this in mind, setting the level of rates for advertising and allowing the adoption of the annual budget in June, after the close of the advertising period, is a very high priority to enable rates notices to be issued. The Shire prepares its cash flow based on starting to receive rate payments in late August each year.

Voting Requirements

Simple Majority

Absolute Majority

OFFICER RECOMMENDATIONS

That Council

1. Acknowledge the submissions received in regards to the proposed "Rate in the Dollar" for the 2023/2024 financial year.
2. Advise that the Council has reviewed the expenditure requirements and considered efficiency measures during budget deliberations (Long Term Financial Plan Review) and consider that the rates as advertised are required.
3. Request the CEO to seek Ministerial approval to raise rates under Section 6.33 of the *Local Government Act 1995* no more than the "Rate in the Dollar" that was advertised except for the amended mining rate category.

Category	Rate in the \$	Minimum Rate \$
GRV General	7.9833	370.00
GRV Mining	22.4171	370.00

RESOLUTION

Moved: Cr Corsini

Seconded: Cr Day

17/06-23 That Council

1. Acknowledge the submissions received in regards to the proposed “Rate in the Dollar” for the 2023/2024 financial year.
2. Advise that the Council has reviewed the expenditure requirements and considered efficiency measures during budget deliberations (Long Term Financial Plan Review) and consider that the rates as advertised are required.
3. Request the CEO to seek Ministerial approval to raise rates under Section 6.33 of the *Local Government Act 1995* no more than the “Rate in the Dollar” that was advertised except for the amended mining rate category.

Category	Rate in the \$	Minimum Rate \$
GRV General	7.9833	370.00
GRV Mining	22.4171	370.00

CARRIED 6/0 by ABSOLUTE MAJORITY

11. DATE AND TIME OF NEXT MEETING

The next ordinary meeting of Council will be held on Thursday schedule 20 July 2023 commencing at 3.30pm.

12. MEETING CLOSURE

There being no further business the President, Cr Crees declared the meeting closed at 4.45pm