



*Shire of*  
**Koorda**

*Drive in, stay awhile*

# AGENDA

## Ordinary Council Meeting

To be held in Shire of Koorda Council Chambers

10 Haig Street, Koorda WA 6475

Wednesday 21 August 2024

Commencing 5.00pm

## NOTICE OF MEETING

Dear Elected Members,

Notice is hereby given that the next Ordinary Meeting of Council of the Shire of Koorda will be held on Wednesday, 21 August 2024 in the Shire of Koorda Council Chambers, 10 Haig Street, Koorda.

The format of the day will be:

4.00pm	Koorda Grants Committee Meeting
5.00pm	Council Meeting
Following conclusion of Council Meeting	Council Forum

Zac Donovan  
Chief Executive Officer  
16 August 2024

## DISCLAIMER

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

The Shire of Koorda disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee 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 so at that person's or legal entity's own risk.

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

The Shire of Koorda warns that anyone who has any application lodged with the Shire of Koorda 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 Koorda in respect of the application.

To be read aloud if any member of the public is present.

Signed



Zac Donovan  
Chief Executive Officer

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**Shire of Koorda  
Ordinary Council Meeting  
5.00pm, Wednesday 21 August 2024**



**1. Declaration of Opening**

The Presiding person welcomes those in attendance and declares the meeting open at X.XXpm.

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

**Councillors:**

Cr JM Stratford	President
Cr GW Greaves	Deputy President
Cr NJ Chandler	
Cr GL Boyne	
Cr KM Burrell	
Cr KA Fuchsbichler	
Cr S Christie	

**Staff:**

Mr Z Donovan	Chief Executive Officer
Miss L Foote	Deputy Chief Executive Officer

**Members of the Public:**

**Apologies:**

**Visitors:**

**Approved Leave of Absence:**

**3. Public Question Time**

**4. Disclosure of Interest**

The following Councillors have disclosed an interest in item 12.2 South West Native Title Settlement Response.

Cr Jannah Stratford

Proximity – Lease land near reserves included in the item.

Cr Gary Greaves

Proximity – Own and lease land near reserves included in the item.

Cr Gina Boyne

Proximity – Own land near reserves included in the item.

Cr Kurt Fuchsbichler

Proximity – Own and lease land near reserves included in the item.

**Due to a potential loss of quorum resulting from the above proximity interest disclosures, an application for statutory participation approval for Councillors Stratford, Greaves, Boyne and Fuchsichler under s5.69(3) of Local Government Act 1995, has been submitted so that item 12.2 may be addressed at this meeting.**

## 5. Applications for Leave of Absence

## 6. Petitions and Presentations

## 7. Confirmation of Minutes from Previous Meetings

### 7.1. Ordinary Council Meeting held on 17 July 2024

[Click here to view the previous minutes](#)

**Voting Requirements**     Simple Majority     Absolute Majority

#### Officer Recommendation

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Ordinary Council Meeting held 17 July 2024, as presented, be confirmed as a true and correct record of proceedings.

## 8. Minutes of Committee Meetings to be Received

### 8.1. Minutes of External Committee Meetings to be Received

- a. SRRG Meeting Minutes for meeting held 23 July 2024  
[SRRG Meeting Minutes](#)
- b. NEWTravel General Meeting Minutes for meeting held 27 July 2024  
[NEWTravel General Minutes](#)
- c. NEWROC Council Meeting for meeting held 30 July 2024  
[NEWROC Council Minutes](#)

**Voting Requirements**     Simple Majority     Absolute Majority


#### Officer Recommendation

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, Council receives the Minutes of the below External Committee meetings, as tabled.

- a. SRRG Meeting, 23 July 2024;
- b. NEWTravel Meeting, 27 July 2024; and
- c. NEWROC Council Meeting, 30 July 2024.

## 9. Recommendations from Committee Meetings for Council Consideration

### 9.1. Consideration of 2023/2024 Round 1 Koorda Community Grant Program Applications

<b>Governance and Compliance</b>		
<b>Date</b>	5 August 2024	
<b>Location</b>	Not Applicable	
<b>Responsible Officer</b>	Lana Foote, Deputy Chief Executive Officer	
<b>Author</b>	As above	
<b>Legislation</b>	Nil	
<b>Disclosure of Interest</b>	Nil	
<b>Purpose of Report</b>	<input checked="" type="checkbox"/> Executive Decision <input type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
<b>Attachments</b>	<a href="#">2024 07 05 Koorda Darts Club \$961.03</a> <a href="#">2024 07 29 Country Bratz Playgroup \$3,690.00</a> <a href="#">2024 07 31 Cougars Cricket Club \$1,326.00</a>	

#### Background:

The Shire of Koorda is committed to recognising the value of all community organisations and has developed a clear and powerful vision “To build a vibrant and sustainable community with shared social values, in which we can live and work in harmony with our environment”.

The Community Grants Program is allocated from within Council’s general revenue budget each year to provide financial support to community organisations that meet the objectives of the Community Grants Program (“CGP”).

The CGP objectives are to support projects that promote community capacity, improve social participation and inclusion as well as enhance community harmony and social cohesion.

The Shire of Koorda CGP assists community groups and Not for Profit organisations with their vital work and programmes to:

- Promote community capacity, community harmony and social cohesion;
- Encourage people and organisations to help themselves;
- Ensure fair distribution of activities and services throughout Koorda; and
- Encourage resident participation in activities which benefit the community in Koorda.

A pool of \$20,000 is available over two funding rounds for 2024/2025, with Grants of up to \$5,000 (exc GST) being available to community organisations.

#### Comment:

The Koorda Grants Committee is to recommend to Council the successful applicants for this based on the below selection criteria;

- Applicant History: Has the applicant applied previously? Did the applicant adhere to the guidelines and acquittal requirements?
- Does the project meet a broader community need?
- Does the project benefit a sufficiently broad, or diverse, target group?
- Does the organisation have the capacity to undertake and manage the project?
- Does the application represent value for money?
- Collaborative community wide projects are encouraged.

Applications opened from 1 July to 31 July. A list of the applications for 2024/2025 Round 1 are included below;

Group	Project	Project Cost (exc GST)	Requested Amount
Koorda Darts Club	Portable Dart Boards and Mats	1,006.03	961.03
Country Bratz Playgroup	Jungle Music	3,854.55	3,690.00*
Cougars Cricket Club	Ladies High Tea - Pink Stumps Day 2024	1,546.36	1,326.00*
		<b>TOTAL</b>	<b>5,977.03</b>

The "Requested Amounts" marked with an \* indicate organisations not registered for GST, and if approved, would not be able to claim GST on their claim invoice to the Shire.

**Consultation:**

Koorda CGP Applicants

**Statutory Implications:**

Nil.

**Policy Implications:**

Policy "[F - Grants - Community Grants Program](#)" covers all aspects of the Koorda CGP.

**Strategic Implications:**

Shire of Koorda Integrated Strategic Plan 2024

1.2 - Local volunteer groups supported through initiatives that reduce volunteer fatigue and strengthen their resilience.

1.2.2 - Review and refine community grants program as required.

**Financial Implications:**

An allocation of \$20,000 is included in the 2024/2025 Budget for the Shire of Koorda Community Grants Program.

**Voting Requirements:**

Simple Majority     Absolute Majority

**Officer Recommendation**

**That the Grant Committee recommends;**


**That Council, endorse the recipients and funding allocation, for the below applicants of the 2024/2025 Round 1 Koorda Community Grant Program, as determined at the Grants Committee Meeting held on 21 August 2024;**

1. <GROUP>                      <AMOUNT APPROVED>;
2. <GROUP>                      <AMOUNT APPROVED>;
3. <GROUP>                      <AMOUNT APPROVED>;

**10. Announcements by the President without Discussion**

## 11. OFFICER'S REPORTS – CORPORATE & COMMUNITY

### 11.1. Monthly Financial Statements

Corporate and Community		
Date	12 August 2024	
Location	Not Applicable	
Responsible Officer	Lana Foote, Deputy Chief Executive Officer	
Author	As above	
Legislation	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	<a href="#">July 2024 Financial Activity Statement</a>	

#### Background:

This item presents the Statement of Financial Activity to Council for the period ending 31 July 2024.

Section 6.4 of the *Local Government Act 1995* requires a local government to prepare financial reports.

Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996* set out the form and content of the financial reports, which have been prepared and presented to Council.

#### Comment:

All financial reports are required to be presented to Council within two meetings following the end of the month that they relate to.

It should be noted that being June, these reports are not final and merely capture a point in time and as the end of year processes are yet to be finalised and audited.

#### Consultation:

LG Best Practices  
Zac Donovan, Chief Executive Officer

#### Statutory Implications:

Council is required to adopt monthly statements of financial activity to comply with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.

#### Policy Implications:

Finances have been managed in accordance with the Shire of Koorda policies.

#### Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2024

4.1.1 - Ensure efficient use of resources and that governance and operational compliance and reporting meets legislative and regulatory requirements.



**Risk Implications:**

<b>Risk Profiling Theme</b>	Failure to fulfil statutory regulations or compliance requirements
<b>Risk Category</b>	Compliance
<b>Risk Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Insignificant (1)
<b>Likelihood Rating</b>	Rare (1)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls (in place)</b>	Governance Calendar, Financial Management Framework and Legislation
<b>Action (Treatment)</b>	Nil
<b>Risk Rating (after treatment)</b>	Adequate

Timely preparation of the monthly financial statements within statutory guidelines is vital to good financial management. Failure to submit compliant reports within statutory time limits will lead to non-compliance with the Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996.

**Financial Implications:**


Nil

**Voting Requirements:**     Simple Majority     Absolute Majority

**Officer Recommendation**

**That Council, by Simple Majority, pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, receives the statutory Financial Activity Statement report for the period ending 31 July 2024, as presented.**

## 11.2. List of Accounts Paid

<b>Corporate and Community</b>		
<b>Date</b>	12 August 2024	
<b>Location</b>	Not Applicable	
<b>Responsible Officer</b>	Zac Donovan, Chief Executive Officer	
<b>Author</b>	Lana Foote, Deputy Chief Executive Officer	
<b>Legislation</b>	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
<b>Disclosure of Interest</b>	Nil	
<b>Purpose of Report</b>	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
<b>Attachments</b>	<a href="#">List of Accounts Paid</a>	

### Background:

This item presents the List of Accounts Paid, paid under delegated authority, for the period 1 July 2024 to 12 August 2024.

### Comment:

From 1 September 2023, Regulations were amended that required Local Governments to disclose information about each transaction made on a credit card, debit card or other purchasing cards. Purchase cards may include the following: business/corporate credit cards, debit cards, store cards, fuel cards and/or taxi cards.

The List of Accounts Paid as presented has been reviewed by the Chief Executive Officer.

### Consultation:

Zac Donovan, Chief Executive Officer  
Finance Team

### Statutory Implications:

Regulation 12 and 13 of the *Local Government (Financial Management) Regulations 1996* requires that a separate list be prepared each month for adoption by Council showing creditors paid under delegate authority.

### Policy Implications:

Finances have been managed in accordance with the Shire of Koorda policies. Payments have been made under delegated authority.

### Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2024

4.1.1 - Ensure efficient use of resources and that governance and operational compliance and reporting meets legislative and regulatory requirements.

**Risk Implications:**

<b>Risk Profiling Theme</b>	Failure to fulfil statutory regulations or compliance requirements
<b>Risk Category</b>	Compliance
<b>Risk Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Insignificant (1)
<b>Likelihood Rating</b>	Rare (1)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls (in place)</b>	Governance Calendar
<b>Action (Treatment)</b>	Nil
<b>Risk Rating (after treatment)</b>	Adequate

**Financial Implications:**

Funds expended are in accordance with Council's adopted 2023/2024 Budget.

**Voting Requirements:**     Simple Majority     Absolute Majority

**Officer Recommendation**


That Council, by Simple Majority, pursuant to Section 6.8(1)(a) of the *Local Government Act 1995* and Regulation 12 & 13 of the *Local Government (Financial Management) Regulations 1996*;

Receives the report from the Chief Executive Officer on the exercise of delegated authority in relation to creditor payments from the Shire of Koorda Municipal Fund, as presented in the attachment, and as detailed below:

For the period 1 July 2024 to 12 August 2024.

Municipal Voucher V001 to V094	Totalling \$ 620,308.16
Purchase Card Transactions (V011, V067 & V077)	Totalling \$ 3,246.46
	Total \$ 623,554.62

### 11.3. Local Government Convention Attendance

<b>Corporate and Community</b>		
<b>Date</b>	16 August, 2024	
<b>Location</b>	Not Applicable	
<b>Responsible Officer</b>	Zac Donovan, Chief Executive Officer	
<b>Author</b>	As above	
<b>Legislation</b>	Nil	
<b>Disclosure of Interest</b>	Nil	
<b>Purpose of Report</b>	<input checked="" type="checkbox"/> Executive Decision <input type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
<b>Attachments</b>	Nil	

#### Background:

The WA Local Government Association holds an annual conference to accommodate the association's Annual General Meeting and afford Elected Members and staff the opportunity to gain knowledge and insight from industry, political and inspirational speakers and enhance sector networks.

The 2024 WALGA Convention will be held from October 8-10. The link to the full program is accessible at [WALGA Local Government Convention 2024 \(eventsair.com\)](https://www.walga.com.au/eventsair.com) While, some of the speakers are yet to be confirmed, a summary of the program and pricing is as follows:

#### Tuesday, 8 October

4pm-5.30 pm: Mayor and Presidents Forum - No Charge but need to register

6pm-9pm: Welcome Drinks in Exhibition \$120 per person

#### Wednesday 9 October

6.30am: Agency breakfast Round table.

9am: Opening with Premier, State Minister, WALGA President; and Guest Speakers each on AI/Tech, Future Living, Media/State Politics. \$650 per person includes lunch

1.30pm: Lunch

2.30pm: WALGA AGM - No Charge if attend AGM only but need to register

6.30pm-10.30pm Cocktail Gala \$198 per person

#### Thursday 10 October

7am: Icons Breakfast \$110 per person

9.30am: Speakers: Federal Minister, State Opposition Leader, ALGA President and Guest Speaker on Wildlife filmmaking with Sir Richard Attenborough. Panel Session (Community Brains Trust) and Breakout Session (choice of 2 topics – Renewable Technology, Regional Communications). Last speaker commences at 2.30pm \$650 per person (\$5 less if also attended on Wednesday).

The registration deadline for the WALGA Convention, and/or any components is 27 September.

#### Comment:

Currently the Shire has accommodation booked for all seven Elected Members for two nights with arrival on Tuesday 8 October and checking out on Thursday 10 October. The accommodation can be cancelled (for Elected Members who do not wish to attend) or amended (for those who wish to attend fewer components) without charge up to Sunday 6 October.

The cost for all Shire of Koorda Elected Members and the CEO to attend all Convention sessions and activities as detailed would be \$13,784 or \$1723 per person. With accommodation for the seven Elected Members for both nights at \$6706, the total cost to the Shire would be \$20,490.

The Convention standard registration per person (attending both the Wednesday and Thursday sessions) is \$1295. Attending the Convention activities in addition to the program (Welcome Drinks, Cocktail Gala and Icons Breakfast) adds \$428 charge per person or a \$3424 additional cost for the Shire should all Elected Members and the CEO attend.

Partners of Elected Members can also attend any of the additional activities (Welcome Drinks, Cocktail Gala and Icons Breakfast) at the same corresponding charges for each event, payable by the attendee.

As is detailed above, Elected Members can choose to attend either of the two days of the Convention at a \$650 daily rate, and no charge if they only want to attend the WALGA AGM, though prior registration is required.

For the WALGA AGM the Shire can send two voting delegates and up to three proxies. It is proposed that the President and Deputy President be nominated at the Shire's two delegates and the CEO as one of the proxies. The Shire also has the opportunity to provide motions to the AGM.

**Consultation:**

Michelle Dayman, WALGA Events Manager.

**Statutory Implications:**

Nil

**Policy Implications:**

Nil

**Strategic Implications:**

Shire of Koorda Integrated Strategic Plan 2024

4.1 - Open and Transparent Leadership.

4.2 - Investment in the skills and capabilities of our elected members and staff.

**Risk Implications:**

<b>Risk Profiling Theme</b>	Reputational regarding non-attendance or expenditure
<b>Risk Category</b>	Reputational
<b>Risk Description</b>	Sector reputational risk and potential loss of knowledge in non-attendance, however alternative community reputational risk for expenditure to attend.
<b>Consequence Rating</b>	Insignificant (1)
<b>Likelihood Rating</b>	Possible (3)
<b>Risk Matrix Rating</b>	Low (3)
<b>Key Controls (in place)</b>	Governance and financial controls
<b>Action (Treatment)</b>	Governance
<b>Risk Rating (after treatment)</b>	Adequate

**Financial Implications:**

Nil additional unbudgeted expenditure.

**Voting Requirements:**     Simple Majority     Absolute Majority

### **Officer Recommendation**

**That, Council endorse:**

**1. Accommodation necessary to attend the WALGA Convention at the PCEC be provided as per:**

**Tuesday, 8 October: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler, Cr S Christie**

**Wednesday, 10 October: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler, Cr S Christie**

**2. The following Shire of Koorda representatives attend the 2024 WALGA Convention as per:**

**Tuesday, 8 October**

**Mayors and Presidents Forum: Cr JM Stratford**

**Welcome Drinks: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler, Cr S Christie**

**Wednesday, 9 October**

**Morning Session: (9am-2.30) Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler, Cr S Christie, ZV Donovan (CEO)**

**WALGA AGM: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler, Cr S Christie, ZV Donovan (CEO)**

**Cocktail Gala: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler, Cr S Christie**

**Thursday, 10 October**

**Icons Breakfast: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler, Cr S Christie**

**Day Session: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KM Burrell, Cr KA Fuchsbichler, Cr S Christie, ZV Donovan (CEO)**

**3. The following as the Shire's delegates to the AGM:**

**Voting Delegate 1: Cr Jannah Stratford**


**Voting Delegate 2: Cr Gary Greaves**

**Proxy 1: Zac Donovan, CEO**

**Proxy 2:**

**Proxy 3:**

**11.4. NEWROC Economic Development Strategy**

<b>Corporate and Community</b>		
<b>Date</b>	16 August 2024	
<b>Location</b>	Not Applicable	
<b>Responsible Officer</b>	Zac Donovan, Chief Executive Officer	
<b>Author</b>	As above	
<b>Legislation</b>	Nil	
<b>Disclosure of Interest</b>	Nil	
<b>Purpose of Report</b>	<input checked="" type="checkbox"/> Executive Decision <input type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
<b>Attachments</b>	<a href="#">NEWROC ED STRATEGY 2024 2029</a> <a href="#">NEWROC Economic Profile</a>	

**Background:**

A subcommittee of NEWROC had been tasked with working with consultants Econisis to develop an Economic Development Strategy for the region. The intent of developing the strategy is that it can be applied and adapted for each of the seven NEWROC Shires.

The NEWROC subcommittee comprises of Shire of Dowerin President Cr Robert Trepp, Shire of Nungarin President Cr Pippa De Lacy, and Shire of Mt Marshall CEO Ben McKay working with NEWROC Executive Officer Caroline Robinson from consultancy 150square.

The two reports resulting from the work by the subcommittee with Econisis – the NEWROC Economic Development Strategy; and the NEWROC Economic Profile - were provided to the 30 July NEWROC meeting with the expectation that the documents be presented to individual Council meetings for consideration and endorsement.

The meeting considered options including:

1. The documents be provided to member Councils for individual adoption
2. Individual Shire action plans be developed
3. Documents uploaded to the NEWROC website and communications including social media
4. Included in member Shire newsletters
5. Sent to WDC, RDA Wheatbelt, WBN, and NEWTravel and invite each to meet to discuss
6. Include in NEWROC calendar of events to review and report
7. Include in NEWROC Executive Officer contract
8. Quarterly standing item on NEWROC agenda
9. Continuation of the Economic development sub committee

The NEWROC meeting resolved to adopt the documents and to delegate to the Executive the appointment of a contractor to assist with branding.

**Comment:**

The NEWROC Economic Development Strategy is the most concise of the two documents and sets out broad strategies and outcomes for the region across five areas, these are:

- Infrastructure and Service Delivery
- Tourism Sector Development
- Small Business Development
- Local Community Revitalisation
- Regional Brand Establishment

The second document – the NEWROC Economic Profile – provides details of various economic, demographic and performance indicators for each of the seven member Councils, which enables the basis for comparison and insight.

For example, as depicted in the following graphics the Shire of Koorda was shown to have the fourth highest value of exports generated within the Shire at \$64.9m per annum – at 76 per cent of the highest value generator in the Shire of Dowerin at \$84.6m. However, the Shire was placed lower for the number of local businesses with 65 – at 50 per cent of the Shire of Dowerin’s 130 local businesses.

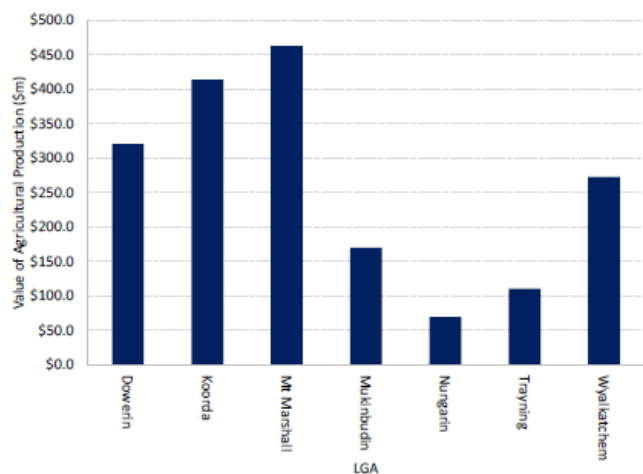


Figure 10 Value of Agricultural Production, NEWROC LGAs, 2020/21

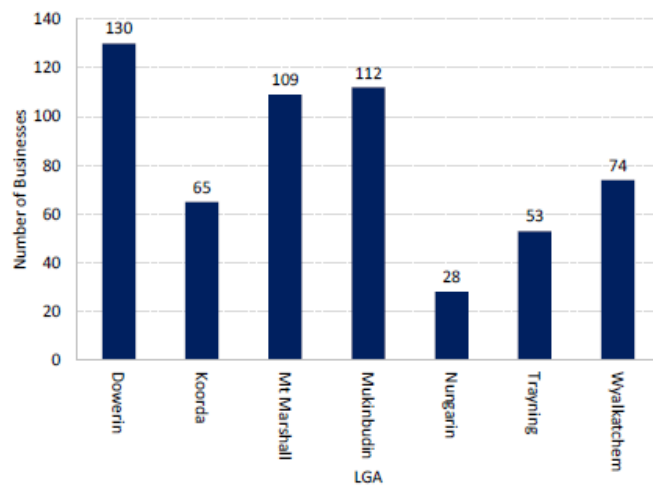


Figure 9 Count of Locally Registered Business, NEWROC LGAs, 2023<sup>10</sup>

It is proposed that insights such as these and those throughout the documents provide a subjective basis from which the Shire can consider and adapt its individual economic development strategy in concert with the other six shires in the region.

Key insights for the NEWROC region from the document were:

- Declining and aging population with loss of under 35 years to work and study opportunities.
- Consistently lower unemployment than the State average.
- A 28 per cent increase in job opportunities over the past decade driven by education and training, wholesale trade, and accommodation and food services.
- Loss of live sheep exports to have a negative economic impact of up to \$163m over 20 years.

The document summarised both challenges and opportunities for the region:

CHALLENGES	OPPORTUNITIES
Population aging and predicted to decline	Leverage \$300m existing economy
Economic impacts of loss of live sheep exports	Align with emerging agriculture trends
Availability for housing for residents and workers	Diversity of towns and visitor experiences
Shortcomings in essential infrastructure	Existing tourism offer
Increased need on limited health services	Proximity to Perth

**Consultation:**

Nil.

**Statutory Implications:**

Nil



**Policy Implications:**

Nil

**Risk Implications:**

<b>Risk Profiling Theme</b>	The Shire does not embrace economic development
<b>Risk Category</b>	Financial Impact and Reputational
<b>Risk Description</b>	Inattention to economic development will cost opportunities to advance the Shire and outcomes for residents
<b>Consequence Rating</b>	Major (4)
<b>Likelihood Rating</b>	Unlikely (2)
<b>Risk Matrix Rating</b>	Moderate (8)
<b>Key Controls (in place)</b>	Council and staff commitment to economic development
<b>Action (Treatment)</b>	Adequate
<b>Risk Rating (after treatment)</b>	Low (4)

**Strategic Implications:**

Shire of Koorda Integrated Strategic Plan 2024

4.1 – Open and Transparent Leadership.

2.1 – Our local economy grows in a sustainable manner

**Financial Implications:**


Nil immediate and dependent on any local strategic development initiatives developed and adopted

**Voting Requirements:**     Simple Majority     Absolute Majority

**Officer Recommendation:**

**That Council endorse the principles of the NEWROC economic development strategy.**

## 11.5. TV Service Planning

<b>Corporate and Community</b>		
<b>Date</b>	16 August, 2024	
<b>Location</b>	Not Applicable	
<b>Responsible Officer</b>	Zac Donovan, Chief Executive Officer	
<b>Author</b>	As above	
<b>Legislation</b>	Nil	
<b>Disclosure of Interest</b>	Nil	
<b>Purpose of Report</b>	<input checked="" type="checkbox"/> Executive Decision <input type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
<b>Attachments</b>	Nil	

### Background:

At the July Ordinary Council Meeting, Council resolved that the television re-transmission service be decommissioned by 30 June 2025 with an explanation to be provided to the community. Council also resolved that Shire staff provide details on alternate providers, when requested by residents, and investigate options for Shire buildings.

As such the community was advised of the proposed termination of the television service via Facebook and Narkal Notes with an explanation of the history of the service, the ongoing challenges in providing a reliable service and the increasing cost to the Shire and consequently ratepayers.

The information provided to the community read:

The Shire wishes to advise that from 30 June 2025 the television re-transmission service will be decommissioned.

The service was initiated by the Shire about 20 years ago with the change over from analogue to digital broadcasts. However, as more communities move away from the type of service provided by the Shire, the available expertise to provide repairs and updates has similarly reduced. The result is that the costs have increased for ratepayers while the service has become less reliable.

For a period, the Shire added a \$25 fee to rates to help fund the service, but due to reliability issues it was decided not to impose that charge for the past four years. In all residents contributed \$19,000 in user fees for the service over the past 10 years, while for the same period it cost the Shire \$215,000. This is not sustainable, especially to receive an unreliable service.

The decision by Council to provide notice that the service will not be terminated until June next year is to enable residents to make alternative arrangements. These can include using a smart TV and using internet access or having a satellite dish installed. The Shire office has details of providers of dish supply and installation.

Whichever alternative is selected by residents comes down to their personal preference and at their personal cost. It is not a prudent use of resources for the Shire to commence negotiation for ad hoc smart TV and internet connections, however there is an opportunity to identify potential roof-top dish supply and installation, given that the Shire will need to consider such for its properties.

To this end the Shire has identified a provider that will charge \$770 for supply and installation, which is the supplier that will be preferred by the Shire following a process in which other companies contacted to quotes either declined to service the town or quoted a minimum \$1100 per installation.

**Comment:**

The details of the provider who has quoted \$770 supply and installation for each unit are intended, as per the communications issued, to be passed onto residents who inquire with the Shire. The only impediment to residents enjoying an immediate installation is that the provider will bundle installations for each visit to the town in order to maintain the price. The provider intends to create a FaceBook page for residents to register interest, and the Shire will communicate these details when available.

There are 36 Shire properties that would need alternative services when the existing television re-transmission is decommissioned - comprising the recreation centre, short-term and long-term rental accommodation. Based on the \$770 quoted price, the total cost to provide dish services for all 36 properties would be \$27,720 which is unbudgeted expenditure.

Options to fund the Shire properties could draw from the \$34,000 retained in the television reserve, however the 2024-25 Shire Budget includes a maintenance allocation for each of the properties, which would adequately cover the \$770 charge per property if assigned as maintenance.

In addition, and in appreciation that Council has already opted against a subsidy to assist residents, there is one group of residents for which it is proposed support be reconsidered. As per the most recent rates notices there are 21 elderly ratepayers for whom the Shire charges a reduced household waste charge – \$130 compared to \$190, or about 30% – in recognition of their years and circumstances.

It would cost the Shire \$4800 to offer these 21 elderly residents a similar discount (30%) if they were to opt into having the dishes installed at the same time as the Shire properties. In that, the elderly residents, who currently qualify for household waste discount, would pay \$540 of the cost of supply and installation, in receiving a \$230 discount on the \$770 quoted price.

In all discussions regarding alternative services however, it should also be recognised that while the Shire has received a quote from the supplier for supply and installation at the \$770 rate, as yet there is no formal contract for this rate nor assurance as to the period for which it is valid.

Council will need to decide if it supports the installation of the roof-top dishes on each of its properties and the budget allocation either from reserves or from the maintenance allocation for each property. There is the potential that Council's decision may impact the identified supplier's interest in extending the quoted price to the community.

**Consultation:**

Lana Foote, Deputy Chief Executive Officer

**Policy Implications:**

Nil

**Strategic Implications:**

Shire of Koorda Integrated Strategic Plan 2024

- 1.1 Local people feel safe, engaged and enjoy a health and peaceful lifestyle.
- 3.1 Shire owned facilities are renewed and maintained in a strategic manner to meet community needs.

**Financial Implications:**

Depending on option selected

**Risk Implications:**

<b>Risk Profiling Theme</b>	Loss of service to community when tower shut down.
<b>Risk Category</b>	Reputational impact
<b>Risk Description</b>	Community dissatisfaction at loss of TV service
<b>Consequence Rating</b>	Moderate (3)
<b>Likelihood Rating</b>	Likely (4)
<b>Risk Matrix Rating</b>	High (12)
<b>Key Controls (in place)</b>	Communications and details of alternative providers
<b>Action (Treatment)</b>	Effective
<b>Risk Rating (after treatment)</b>	Moderate (8)

**Statutory Implications:**


Nil

**Voting Requirements:**     Simple Majority     Absolute Majority

**Officer Recommendation**

**For Council consideration.**

## 11.6. OAG Audit Fees Response

<b>Corporate and Community</b>		
<b>Date</b>	16 August 2024	
<b>Location</b>	Not Applicable	
<b>Responsible Officer</b>	Zac Donovan, Chief Executive Officer	
<b>Author</b>	As above	
<b>Legislation</b>	Local Government Act 1995 section 7.2 Local Government (Audit) Regulations 1996	
<b>Disclosure of Interest</b>	Nil	
<b>Purpose of Report</b>	<input type="checkbox"/> Executive Decision <input type="checkbox"/> Legislative Requirement <input checked="" type="checkbox"/> Information	
<b>Attachments</b>	Nil	

### Background:

At the Ordinary Council Meeting of 17 July, Council was advised of a 46 per cent annual increase to the Shire's audit fees, as tendered and selected by the Office of the Auditor General. In that the Shire will be charged \$44,400 for the 2023-24 audit, an increase of \$14,060 on the previous year.

The Shire was also provided comparative data for other Wheatbelt shires that included audit fee increases of up to 63 per cent for the Shire of Goomalling and 16 other shires with increases of 20 per cent and above.

Under the Local Government Act 1995 section 7.2 and Local Government (Audit) Regulations 1996 the Shire is required to undertake an audit of its finances at the end of each financial year. Up until 2017 the Shire appointed its auditors, however from 2018 new legislation assigned that role to the Office of the Auditor General.

In addition to the 2023-24 comparative data, Council was also provided a chronology showing how audit fees paid by the Shire have quadrupled in the seven years following the change – from \$10,400 in 2017 (the last year the Shire appointed an audit firm) to \$44,400 for the current audit.

Council was also advised of a resolution by WALGA State Council on 10 July, that included a request of the Legislative Council Standing Committee on Estimates and Financial Operations to conduct an inquiry into the OAG's performance and increased audit fees to Local Government.

Consequently, Council unanimously resolved to:

1. Request the Zone, advocate that Councils be advised of fee when it is known to the OAG.
2. Request break down of fee that is OAG and Contract Auditor fee.
3. Reiterate State Council Motion to see the Parliamentary enquiry.

### Comment:

In response to the Shire of Koorda Council's first and second parts of the 17 July resolution, the Office of the Auditor General provided the following written response (*in italics*):

Council resolution: That Councils be advised of fee when it is known to the OAG:

*At the time the tender process was finalised, we were still finalising the audit fees for all entities across various sectors. Since we operate on a cost-recovery basis and do not make a profit, we needed to ensure all costs, including contractor costs, were thoroughly accounted for before finalising the fees.*

*We also wanted to ensure that all entities received their fee notification letters at the same time. However, delays were experienced during the tender process because some entities did not receive tender submissions initially, requiring us to extend the invitation to tender to other firms to ensure we adequately tested the market.*

*Currently, we are implementing initiatives to ensure the fee-setting process is finalised more timely in the future.*

Council resolution: Request break down of fee that is OAG and contract Auditor Fee

*The primary driver behind Shire of Koorda's fee increase is the \$8k rise from the contract audit firm and the need to cover OAG time, which historically we had not been recovering.*

*Fee increases related to auditors are also common among other professional services (e.g: valuers).*

*The OAG's time required to complete the audit includes attending entrance and exit meetings, reviewing financial statements and contract audit firm audit files, compiling audit documentation such as the audit plan and management letter findings, conducting audit work to ensure a quality audit, preparing exit meeting papers, providing feedback on these items, engaging with the contract audit firm, and ensuring consistency across the Local Government sector.*

*Regarding transparency around fee setting, OAG does not provide a breakdown of fees to maintain independence. Please note that OAG does not profit from the audits undertaken—refer to the OAG annual report for further details. The fee model is based on the Auditor General Act and Department of Treasury guidelines and undergoes scrutiny as part of annual audits.*

In addition, to the point above, the 15 August meeting of the Great Eastern Country Zone was attended by Assistant Auditor General, Grant Robinson who said other Local Governments had also requested greater transparency around the composition of the audit fees. He said that the OAG was considering what additional information could be provided, but also that it would not be detail to the extent that would be expected or provided in a commercial audit environment.

On the third part of the Shire of Koorda Council resolution, the 15 August meeting of the Great Eastern Country Zone resolved to write to the OAG, Local Government Minister and Legislative Council Standing Committee to support the WALGA resolution for an inquiry.

**Consultation:**

Stephanie Kaharudin, Acting Assistant Director, Office of the Auditor General.

**Statutory Implications:**

Local Government Act 1995 section 7.2

Local Government (Audit) Regulations 1996

**Policy Implications:**

Nil

**Strategic Implications:**

Shire of Koorda Integrated Strategic Plan 2024

4.1.1 - Ensure efficient use of resources and that governance and operational compliance and reporting meets legislative and regulatory requirements.

**Risk Implications:**

<b>Risk Profiling Theme</b>	Financial impact on continually increasing audit fees
<b>Risk Category</b>	Financial impact
<b>Risk Description</b>	Budget implications of continued and unjustified extraordinary audit fee increases.
<b>Consequence Rating</b>	Minor (2)
<b>Likelihood Rating</b>	Likely (4)
<b>Risk Matrix Rating</b>	Moderate (8)
<b>Key Controls (in place)</b>	Sector opposition and need for review
<b>Action (Treatment)</b>	Adequate
<b>Risk Rating (after treatment)</b>	Moderate (8)

**Financial Implications:**

Nil additional


**Voting Requirements:**     Simple Majority     Absolute Majority

**Officer Recommendation**

**That Council receive the update.**

## 12. OFFICER'S REPORTS – GOVERNANCE & COMPLIANCE

### 12.1. Membership of Council Committees

<b>Governance and Compliance</b>		
<b>Date</b>	16 August 2024	
<b>Location</b>	Not Applicable	
<b>Responsible Officer</b>	Zac Donovan, Chief Executive Officer	
<b>Author</b>	As above	
<b>Legislation</b>	<i>Local Government Act 1995 Parts 5 and 7</i> <i>Bushfires Act 1954</i> <i>Emergency Management Act 2005</i>	
<b>Disclosure of Interest</b>	Nil	
<b>Purpose of Report</b>	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
<b>Attachments</b>	Nil	

#### Background:

Under various current legislation Council are required to appoint committees for certain functions and have the option to appoint committees for other functions.

As required by legislation the Shire of Koorda has committees for: Audit, CEO Selection and Review, Behavioural Complaints (*Local Government Act 1995*); Bush Fire Advisory (*Bush Fires Act 1954*); and Local Emergency Management (*Emergency Management Act 2005*).

The Council has also exercised its option to have committees for: Building, Recreation and Town Planning; Governance; Works; Koorda Awards; and Koorda Grants.

Following the 2023 Local Government elections, members and deputies were chosen for each of the Shire of Koorda committees at the following Ordinary Council Meeting. However, since the October poll, and allocation of committee positions, two new Elected Members have joined Council following two extraordinary elections following vacancies and a resignation.

Consequently, two of the current seven Elected Members are not assigned roles with any of the Council's 10 committees. Under the Local Government Act 1995 section 5.11, committee members retain tenure until they are no longer on Council; the committee is disbanded; the next ordinary elections; or they resign. As such Council requested at the Information Forum on 17 July 2024 that Elected Members be afforded the opportunity to resign committee positions to facilitate new members.

#### Comment:

Since the July Information Forum, committee resignations have been received from Cr Gary Greaves (resignation from the Koorda Awards Committee), Cr Gina Boyne (from the Works Committee) and Cr Kylie Burrell (Governance and Building, Recreation and Planning). Adjusted for these resignations the current composition of the Shire of Koorda Council committees, (with minimum meeting requirements) are as follows:



**Audit and Risk Committee** (Meetings each quarter)

1. President JM Stratford
  2. Cr NJ Chandler
  3. Cr GL Boyne
- Deputy: Cr GW Greaves

**Building, Recreation and Town Planning** (As required)

1. Cr GL Boyne
  2. Cr NJ Chandler
  3. **VACANT**
- Deputy: Cr GW Greaves

**Bush Fire Advisory Committee** (Twice annually)

1. Cr JM Stratford
2. CEO

**CEO Performance Review** (Annually)

1. President JM Stratford
  2. Deputy President GW Greaves
  3. Cr NJ Chandler
- Deputy: Cr GL Boyne

**Governance Committee** (Biennially)

1. Cr GL Boyne
  2. Cr JM Stratford
  3. **VACANT**
- Deputy: Cr NJ Chandler

**Local Emergency Management** (Quarterly)

1. President JM Stratford
- Deputy: Cr GW Greaves

**Works Committee** (Annually)

1. Cr GW Greaves
  2. Cr NJ Chandler
  3. **VACANT**
- Deputy: Cr JM Stratford

**Koorda Awards Committee** (Annually)

1. Cr KM Burrell
  2. Cr JM Stratford
  3. Cr GL Boyne
- Deputy: **VACANT**

**Behavioural Complaints** (As required)

1. Cr NJ Chandler
  2. Cr KM Burrell
  3. Cr GW Greaves
- Deputy: Cr JM Stratford

### **Koorda Grants Committee (Annually)**

1. Cr GL Boyne
  2. Cr KM Burrell
  3. Cr JM Stratford
- Deputy: Cr GW Greaves

Elected Members are invited to nominate for vacant committee positions prior by notifying the CEO or during the meeting item. Committee positions are required under the *Local Government Act 1995* to be confirmed by an absolute majority of Council.

#### **Consultation:**

Lana Foote, Deputy Chief Executive Officer

#### **Statutory Implications:**

*Local Government Act 1995 Parts 5 and 7*

*Bushfires Act 1954*

*Emergency Management Act 2005*

#### **Policy Implications:**

Council Meeting System

#### **Strategic Implications:**

Shire of Koorda Integrated Strategic Plan 2024

4.1 - Open and Transparent Leadership.

4.2 - Investment in the skills and capabilities of our elected members and staff.

4.3 – Forward planning and delivery service and facilities that achieve strategic priorities.

#### **Risk Implications:**

<b>Risk Profiling Theme</b>	Without required committees, Council would be in breach of various legislation and without other function committees the Shire may provide misaligned services to the community
<b>Risk Category</b>	Compliance and Reputational
<b>Risk Description</b>	Temporary non-compliance before compelled to redress
<b>Consequence Rating</b>	Moderate (3)
<b>Likelihood Rating</b>	Rare (1)
<b>Risk Matrix Rating</b>	Low (3)
<b>Key Controls (in place)</b>	Council and staff knowledge
<b>Action (Treatment)</b>	Governance
<b>Risk Rating (after treatment)</b>	Effective

#### **Financial Implications:**

Nil additional.

**Voting Requirements:**     Simple Majority     Absolute Majority

#### **Officer Recommendation**

**That, by Absolute Majority, Council appoints the following representatives to the Council Committees as detailed:**

##### **COMMITTEE**

**a. Audit and Risk**

##### **REPRESENTATIVES**

**1. President JM Stratford**

**b. Building, Recreation and Town Planning**

2. Cr NJ Chandler  
3. Cr GL Boyne  
Deputy: Cr GW Greaves

1. Cr GL Boyne  
2. Cr NJ Chandler  
3.  
Deputy: Cr GW Greaves

**c. Bush Fire Advisory**

1. Cr JM Stratford  
2. CEO

**d. CEO Performance Review**

1. President JM Stratford  
2. Deputy President GW Greaves  
3. Cr NJ Chandler  
Deputy: Cr GL Boyne

**e. Governance Committee**

1. Cr GL Boyne  
2. Cr JM Stratford  
3.  
Deputy: Cr NJ Chandler

**f. Local Emergency Management**

1. President JM Stratford  
Deputy: Cr GW Greaves

**g. Works Committee**

1. Cr GW Greaves  
2. Cr NJ Chandler  
3.  
Deputy: Cr JM Stratford

**h. Koorda Awards Committee**

1. Cr KM Burrell  
2. Cr JM Stratford  
3. Cr GL Boyne  
Deputy:

**i. Koorda Behavioural Complaints**

1. Cr NJ Chandler  
2. Cr KM Burrell  
3. Cr GW Greaves  
Deputy: Cr JM Stratford

**g. Koorda Grants Committee**

1. Cr GL Boyne  
2. Cr KM Burrell  
3. Cr JM Stratford  
Deputy: Cr GW Greaves

**CARRIED BY ABSOLUTE MAJORITY**

## 12.2. South West Native Title Settlement Response

The following Councillors have disclosed an interest in item 12.2 South West Native Title Settlement Response.

### Cr Jannah Stratford

Proximity – Lease land near reserves included in the item.

### Cr Gary Greaves

Proximity – Own and lease land near reserves included in the item.

### Cr Gina Boyne

Proximity – Own land near reserves included in the item.

### Cr Kurt Fuchsbichler

Proximity – Own and lease land near reserves included in the item.

***Due to a potential loss of quorum resulting from the above proximity interest disclosures, an application for statutory participation approval for Councillors Stratford, Greaves, Boyne and Fuchsbichler under s5.69(3) of Local Government Act 1995, has been submitted so that item 12.2 may be addressed at this meeting.***

<b>Governance and Compliance</b>		
<b>Date</b>	16 August, 2024	
<b>Location</b>	Not Applicable	
<b>Responsible Officer</b>	Zac Donovan, Chief Executive Officer	
<b>Author</b>	As above	
<b>Legislation</b>	<i>Land Administration Act 1997 (LAA), section 14</i>	
<b>Disclosure of Interest</b>	Nil	
<b>Purpose of Report</b>	<input checked="" type="checkbox"/> Executive Decision <input type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
<b>Attachments</b>	<a href="#">Native Title Reserve List</a>	

### **Background:**

The Shire has received advice from the Department of Planning Lands and Heritage as to the proposed allocation of eight separate parcels of Crown land within the Shire for inclusion in the South West Native Title Settlement between the State Government and the six Noongar Agreement Groups.

The Department has requested the Shire provide comment on a number of aspects of the land allocation including if the Shire supports the land transfer; has any interest in the land; has any existing or planned infrastructure; or any future proposals for the land.

The deadline for the Shire to respond is **5 September 2024**.

The eight parcels of land within the Shire are all Crown reserves and none are vested in the Shire. They are located ad hoc through the Shire and range in size from 238 hectares to 7600 square metres.

As per the Department's explanation, the South West Native Title Settlement is comprised of six Indigenous Land Use Agreements for State Government commitments to the Noongar Regional Corporations and the Trustee for the Noongar Boodja Trust.

The Settlement resolves native title in exchange for a negotiated package of benefits. The six Indigenous Land Use Agreements in the Noongar Land Estate will comprise up to 300,000 hectares transferred in reserve or leasehold, and up to 20,000 hectares transferred in freehold.

All land will be held by a centralised landholding body, being the Noongar Boodja Land Sub Pty Ltd (Land Sub), a wholly owned subsidiary of the Trustee.

The eight parcels of land are depicted in the attachment with details of each as follows:

Reserve Number	Location	Size Ha	Reserve Purpose	Selected Tenure
R 19823	Newcarlbeon	237.8	Water and Camping	Reserve with power to lease
R 20061	Newcarlbeon	4.86	Recreation	Reserve with power to lease
R 14358	Newcarlbeon	14.77	Camping	Reserve with power to lease
R 20251	Koorda	29.95	Public Utility	Reserve with power to lease
R 22983	Booralaming	49.63	Soil Conservation	Reserve with power to lease
R 22087	Dukin	0.76	School Site	Reserve with power to lease
R 12166	Lake Margarette	15	Water	Reserve with power to lease
R 17467	Booralaming	5.01	Racecourse and Recreation	Reserve with power to lease

### Comment:

The Department of Planning Lands and Heritage is required to consult with the Shire on the proposed transfer reserves under the *Land Administration Act 1997* (LAA), section 14. As such the Department has requested the Shire provide comment on the following nine points. Staff comments are provided where possible, however specifically questions 1 and 9, at a minimum, will require input from Council:

1. Is the Shire supportive of the transfer of this land to the Noongar People under the Settlement?
2. Does the Shire have any interest in the land? (Nil financial interest)
3. Does the Shire have existing or planned infrastructure within the land parcel that requires protection? If yes, please provide details and advise if access to this infrastructure will need to be maintained. (No)
4. Is the land parcel subject to any mandatory connection to services? (None known)
5. Are any future proposals for the land identified? Please provide detail of what is proposed and in what timeframe? (Nil)
6. Are there any future proposals for adjoining land that may affect the land identified in the spreadsheet? If so, in what timeframe? (Adjoining land is largely privately owned agricultural land and dependent on the individual decisions and plan of the owners at the time).
7. Please advise of any proposed planning scheme amendments that may affect the zoning of this land at a State or Local government level. If a scheme amendment is to occur, what is the change proposed and when will it come into effect? (Nil)
8. Please advise of any known land management issues such as site contamination, hazards, debris or rubbish dumping, unauthorised land use and environmental considerations (such as inundation or similar site constraints). (None known)
9. Please provide any additional comments on the proposed transfer of this land as part of the Settlement.

The Department has advised that if the Shire does not provide a response by 5 September 2024, it will be taken that the Shire has no comment on the land parcels and the transfer to the South West Native Title Agreement.

The Department has also advised that in addition to land already proposed for inclusion there is the opportunity for the Shire to propose additional parcels of land to be included for which it owns or has management that it considers has social, cultural or economic significance to the Noongar People.

**Consultation:**

Lana Foote, Deputy Chief Executive Officer

**Policy Implications:**

Nil

**Strategic Implications:**

Shire of Koorda Integrated Strategic Plan 2024  
4.1 Open and transparent leadership

**Financial Implications:**

Nil as identified

**Risk Implications:**

<b>Risk Profiling Theme</b>	The Shire's position is not considered
<b>Risk Category</b>	Environmental
<b>Risk Description</b>	The Shire may identify issues not yet considered
<b>Consequence Rating</b>	Minor (2)
<b>Likelihood Rating</b>	Unlikely (2)
<b>Risk Matrix Rating</b>	Low(4)
<b>Key Controls (in place)</b>	Local insights of Elected Members
<b>Action (Treatment)</b>	Effective
<b>Risk Rating (after treatment)</b>	Low (4)

**Statutory Implications:**

*Land Administration Act 1997 (LAA), section 14*

**Voting Requirements:**     Simple Majority     Absolute Majority

**Officer Recommendation**

**For Council consideration.**

## 13. OFFICER'S REPORTS – WORKS & ASSETS

### 13.1. Koorda Townscape Enhancement Project

<b>Works and Assets</b>		
<b>Date</b>	16 August 2024	
<b>Location</b>	Not Applicable	
<b>Responsible Officer</b>	Zac Donovan, Chief Executive Officer	
<b>Author</b>	As above	
<b>Legislation</b>	Nil	
<b>Disclosure of Interest</b>	Nil	
<b>Purpose of Report</b>	<input checked="" type="checkbox"/> Executive Decision <input type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
<b>Attachments</b>	<a href="#">Koorda Townscape Enhancement Summary Report April 2022</a>	

#### Background:

The Koorda Townscape Enhancement project was initiated by the Shire in early 2021 with a commissioned report endorsed by Council in March 2022. The Summary Report (attached) drew on community and stakeholder consultation to provide an analysis of the town's perceptions, ambitions, attributes and challenges and suggest opportunities and initiatives.

The challenges were defined as: resource and funding constraints; decreasing and aging population; and retail sales loss from online and neighbouring centres. The opportunities suggested for the town were: clearly defined town centre; proximity of rural industries; and the Drive-In "point of difference".

The report also defined four "priority zones" – Town Heart (Ninghan St between Railway and Allenby streets), Town Centre (area bounded by Haig, Railway, Brooks and Birdwood streets), Entry Points (Railway and Scott streets) and Wider Townsite (including Recreation Ground and Drive-In).

As such a suite of projects and initiatives were proposed for the Town Heart priority zone with estimated total costing at between \$750,000 and \$1.250,000. A number of minor projects – such as street signage and bin covers – have been implemented or are in the process of being achieved, while others have not been adopted as a priority application of Shire funds (for example, \$25,000 for street furniture).

The Townscape Enhancement report only detailed projects for the Town Heart zone with the works proposed for the Green Heart project (the purpose of this item), primarily focused on Volunteer Park, identified as "Stage Two" with no detail as to proposed costs or elements to be included.

The completion of the Green Heart project was defined and endorsed as a component of the 2024-25 Annual Budget with the following project plan now presented to Council for consideration.

#### Comment:

The Shire of Koorda 2024-25 Annual Budget allocated \$100,000 from the Recreation Reserve for the Green Heart project. The scope of which was defined in the budget papers as the creation of an expanded and reticulated lawn area in Volunteer Park with extended paths and, if able to be accommodated in the project budget, solar lighting at the skate park.

Following are quotes secured by the Works Supervisor and Maintenance and Property Officer with Shire of Koorda Purchasing Policy requirements detailed as relevant:

COMPONENT	DETAILS	SELECTED PROVIDER	QUOTE (Incl. GST)
Lawn area	Turf supply	Lawn Doctor  (1 written quote required under purchasing policy for \$5001 - \$20,000)	\$17,983.50
Reticulation	Irrigation lawn area including sprinklers, controllers, pump, trenching and backfilling	The Watershed Water Systems  (As company is WALGA Preferred Supplier no additional quotes are required)	\$23,578.50
Additional paths	Paths around kindergarten and skate park	AP Concreting  (1 written quote required under purchasing policy for \$5001 - \$20,000)  Second quote: \$37,501.20	\$34,210
Sand	Supply sand for landscaping	WCS Concrete  (1 written quote required under purchasing policy for \$5001 - \$20,000)	\$14,300
Shire Works	Estimate of preparatory works	Shire of Koorda works crew	\$6000
<b>TOTAL</b>			<b>\$96,072</b>

As quoted, total costs of the Green Heart project and excluding the solar lighting component, will be \$96,072 from the Recreation Reserve. While the original budget approval provided for lighting to the skate park to be included in the project, if other works were within the \$100,000 allocation, it is proposed not to proceed with this component to preserve Recreation Reserve funds.

As the project predominately involves establishment of new lawn areas, it is proposed to commence the works as soon as possible to take advantage of optimal growing conditions.

On approval by Council, the Shire preparatory works will be scheduled to commence with works by the selected providers coordinated as required, with the project anticipated to be completed within four to six weeks.

**Consultation:**

Darren West, Works Supervisor  
 Robert Taylor, Maintenance and Property Officer

**Statutory Implications:**

Nil

**Policy Implications:**

Purchasing Policy

**Strategic Implications:**

Shire of Koorda Integrated Strategic Plan 2024

3.2 – Safe, efficient and well-maintained road and footpath infrastructure.

4.1.1 – Ensure efficient use of resources and that governance and operational compliance and reporting meets legislative and regulatory requirements.



**Risk Implications:**

<b>Risk Profiling Theme</b>	Increase in project costs or failure of project delivery
<b>Risk Category</b>	Project and Reputational
<b>Risk Description</b>	Unbudgeted increases to costs of project or reputational damage as a result of the project not meeting community expectations.
<b>Consequence Rating</b>	Minor (2)
<b>Likelihood Rating</b>	Unlikely (2)
<b>Risk Matrix Rating</b>	Low (4)
<b>Key Controls (in place)</b>	Project management and online communications
<b>Action (Treatment)</b>	Communications with providers and community
<b>Risk Rating (after treatment)</b>	Adequate

**Financial Implications:**

No additional financial impact to that endorsed as part of Shire of Koorda 2042-25 Annual Budget.

**Voting Requirements:**     Simple Majority     Absolute Majority

**Officer Recommendation**

**That, Council,**

**Endorse the Green Heart project plan with expenditure of \$96,072 to be allocated from the Shire Recreation Reserve.**

**13.2. Railway Street Truck and RV Area**

<b>Works and Assets</b>		
<b>Date</b>	16 August 2024	
<b>Location</b>	Railway Street	
<b>Responsible Officer</b>	Zac Donovan, Chief Executive Officer	
<b>Author</b>	As above	
<b>Legislation</b>	Nil	
<b>Disclosure of Interest</b>	Nil	
<b>Purpose of Report</b>	<input checked="" type="checkbox"/> Executive Decision <input type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
<b>Attachments</b>	Nil	

**Background:**

Among the projects set out in the Shire of Koorda 2024-25 Annual Budget were works to resurface the for parking by trucks and recreational vehicles (caravans, motor homes) in the area parallel to Railway Street, extending from opposite the disused former Wheatbelt Cottage Industries building south to opposite the Koorda CRC building.

The allocation in the 2024-25 annual Budget for the works was \$150,000 to replace rock edging with concrete kerbing and apply asphalt to the area to better facilitate parking for industry (trucks) and tourists (RVs). Due to the position of the existing garden beds the site has clear distinctions between the two uses so to as avoid conflict or confusion among users.

The intention of the works is to encourage visiting caravaners and truck drivers to park up in the area and provide custom to local businesses, in particular the Koorda Hotel, IGA and Local Post Office.

**Comment:**

Funding for the Truck and RV project was allocated to be drawn from the Shire of Koorda Roads Reserve, However, as detailed below, the costs of the project as quoted will be \$213,600 or \$63,600 over that which was budgeted.

Consequently, it is proposed that the funding be instead be drawn from the retained \$253,000 Local Roads and Community Infrastructure grant funding. The LRCI funding was initially allocated in the Shire of Koorda 2024-25 Annual Budget for the Business Buzz component of the Townscape Enhancement.

As detailed in the budget agenda item, the Business Buzz project is intended to extend footpaths in front of businesses on Ninghan Street (between Allenby and Railway streets) to provide ease of access for pedestrians and mobility scooters. It was also to include parking bay upgrades in front of both the Koorda Hotel and IGA Supermarket to include the installation of wheel stops to prevent encroachment on the new paths.

However, it is to propose that the Business Buzz project be postponed for consideration as a 2025-26 budget item, to reallocate the LRCI grant funding to the Truck and RV project as this project assist local industry and encourages tourism, and as such is likely to also benefit the two local businesses which were most set to gain from the Business Buzz project.

In postponing the Business Buzz project to consider in 2025 budget planning, it is also proposed to review the scope of the project with a view to ensure parity for al “main street” businesses.

Following are quotes secured by the Works Supervisor with Shire of Koorda Purchasing Policy requirements detailed as relevant:

COMPONENT	DETAILS	SELECTED PROVIDER	QUOTE (Incl. GST)
Asphalt	Supply and install asphalt	Stirling Asphalt  (3 written quote required under purchasing policy for \$75,001-\$250,000)  Second quote: \$236,000  Third quote: \$250,771	\$186,000
Kerbing	Supply and install kerbing	Rylan Concreting  (As company is WALGA Preferred Supplier no additional quotes are required)	\$17,600
Shire Works	Estimate of preparatory works	Shire of Koorda works crew	\$10,000
<b>TOTAL</b>			<b>\$213,600</b>

If the increased budget for the Truck and RV project is approved and agreed to be allocated from the LRCI grant funding, the preferred contractors have confirmed they can commence works in September with the intention to be completed before the commencement of the harvest season in October.

**Consultation:**

Darren West, Works Supervisor  
Lana Foote, Deputy Chief Executive Officer

**Statutory Implications:**

Nil

**Policy Implications:**

Purchasing Policy

**Strategic Implications:**

Shire of Koorda Integrated Strategic Plan 2024

3.2 – Safe, efficient and well-maintained road and footpath infrastructure.

4.1.1 – Ensure efficient use of resources and that governance and operational compliance and reporting meets legislative and regulatory requirements.

**Risk Implications:**

<b>Risk Profiling Theme</b>	Increase in project costs or failure of project delivery
<b>Risk Category</b>	Project and Reputational
<b>Risk Description</b>	Unbudgeted increases to costs of project or reputational damage as a result of the project not meeting community expectations.
<b>Consequence Rating</b>	Minor (2)
<b>Likelihood Rating</b>	Unlikely (2)
<b>Risk Matrix Rating</b>	Low (4)
<b>Key Controls (in place)</b>	Project management and online communications
<b>Action (Treatment)</b>	Communications with providers and community
<b>Risk Rating (after treatment)</b>	Adequate

**Financial Implications:**

Additional \$63,600 project costs to that approved by Council as part of Shire of Koorda 2042-25 Annual Budget.

**Voting Requirements:**     Simple Majority     Absolute Majority


**Officer Recommendation**

**That, by Absolute Majority Council approve:**

- 1. Expenditure of \$213,600 to undertake the Truck and RV project as presented,**
- 2. Funding be drawn from the Local Roads and Community Infrastructure Grant allocation, and**
- 3. The Business Buzz project be reconsidered with an expanded scope as part of the 2025-26 Shire of Koorda Annual Budget planning.**

**CARRIED BY ABSOLUTE MAJORITY**

### 13.3. Harvest Roads Application

<b>Works and Assets</b>		
<b>Date</b>	16 August 2024	
<b>Location</b>	Not Applicable	
<b>Responsible Officer</b>	Zac Donovan, Chief Executive Officer	
<b>Author</b>	As above	
<b>Legislation</b>	<i>Road Traffic Act 1974; Road Traffic (Vehicle) Regulations 2014 Land Administration Act 1997 Section 55 Local Government Act 1995 Section 3.53(2)</i>	
<b>Disclosure of Interest</b>	Nil	
<b>Purpose of Report</b>	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
<b>Attachments</b>	<a href="#">Harvest Roads and Conditions</a>	

#### Background:

To facilitate local industry during harvest, Council resolved (OCM 20 October 2023) that a number of critical roads be afforded Restricted Access Vehicle ratings of RAV 7 for the period between 1 October 2023 and 31 January 2024. Main Roads Western Australia (MRWA) Heavy Vehicle Services (HVS) enacted the Shire's request for the seasonal amendment for the following roads and subject to specific conditions (as per attachment):

Road No.	Road Name	Origin	Terminus
4110140	Burakin - Wialki	Kalannie-Kulja (6.14)	East Boundary (36.63)
4110141	Felgate	CBH access (0.80)	Cadoux - Koorda (1.50)
4110138	Haig	Railway (0.00)	Koorda - Bullfinch (0.96)
4110006	Kalannie - Kulja	LGA boundary (0.00)	Burakin - Wialki (14.33)
4110139	Koorda - Bullfinch	Haig (0.00)	East Boundary (10.47)
4110004	Koorda - Kulja	Cadoux - Koorda (0.00)	Kulja Central (48.30)
4110001	Koorda - Mollerin	Koorda - Kulja (0.00)	Burakin - Wialki (36.25)
4110088	Kulja Central	Koorda - Kulja (0.00)	Warren (26.79)
4110017	Martin	Warren(0.00)	Graves (16.39)
4110137	Railway	Haig (0.64)	Cadoux - Koorda (0.74)
4110128	Scotsman	Kulja Central (0.00)	Remlap (26.85)
4110103	Warren	Kulja Central (5.64)	LGA boundary (14.05)
4110085	Stockyard	Cadoux - Koorda (0.00)	Stockyard (end)
4110030	Graves	Kalannie – Kulja (0.00)	Martin (0.124)

#### Comment:

It is proposed that the Shire reapply to MRWA HVS for the same roads and conditions as last year for a similar period of 1 October 2024 to 31 January 2025.

Council will recall that two of the roads (highlighted in red above) were subject to an application for permanent RAV7 status in April which was denied at the OCM of 17 April 2024. At that time Council requested an independent investigation to be undertaken into the potential impact on these roads if

RAV 7 status was made permanent. Council was conscious of balancing the need to accommodate economic growth and the financial implications for the Shire and ratepayers. The report into the roads will be reported to the September OCM.

**Consultation:**

Darren West, Works Supervisor  
Lana Foote, Deputy Chief Executive Officer

**Statutory Implications:**

The Road Traffic Act 1974 and the Road Traffic (Vehicle) Regulations 2014 govern the use of heavy vehicles on roads within Western Australia.

The Land Administration Act 1997 Section 55 and Local Government Act 1995 Section 3.53(2) gives the Shire of Koorda management responsibility for roads within its boundaries.

**Policy Implications:**

Currently the Council does not have a policy on Restricted Access Vehicles on local roads, although it has previously had a preference for seasonal access to facilitate harvest. The report due to be presented to Council at the September OCM should assist to define direction for policy development.

**Strategic Implications:**

Shire of Koorda Integrated Strategic Plan 2024  
3.2 – Safe, efficient and well-maintained road and footpath infrastructure.  
4.1.1 – Ensure efficient use of resources and that governance and operational compliance and reporting meets legislative and regulatory requirements.

**Risk Implications:**

<b>Risk Profiling Theme</b>	Likely increased wear and tear to affected roads and increased maintenance costs for ratepayers.
<b>Risk Category</b>	Property Damage and Financial Impact
<b>Risk Description</b>	Localised damaged rectified by routine internal procedures.
<b>Consequence Rating</b>	Minor (2)
<b>Likelihood Rating</b>	Likely (4)
<b>Risk Matrix Rating</b>	Moderate (8)
<b>Key Controls (in place)</b>	Reallocation of road grant funding.
<b>Action (Treatment)</b>	Advocacy
<b>Risk Rating (after treatment)</b>	Adequate

**Financial Implications:**

There are no immediate financial implications for adoption of seasonal RAV7 ratings for the roads as detailed.

**Voting Requirements:**     Simple Majority     Absolute Majority

**Officer Recommendation**

**That Council,**

**Endorse an application to Main Roads WA for RAV7 status for the listed schedule of roads, with relevant and specific conditions as detailed, for the period of 1 October 2024 to 31 January 2025.**

**14. Urgent Business Approved by the Person Presiding or by Decision**

**15. Elected Members' Motions**

**16. Matters Behind Closed Doors**

**17. Closure**