



Shire of
Koorda

Drive in, stay awhile

AGENDA

Works Committee Meeting

To be held in Shire of Koorda Council Chambers

10 Haig Street, Koorda WA 6475

Monday 10 June 2024

Commencing 12.00pm

NOTICE OF MEETING

Dear Works Committee Members,

The next Works Committee Meeting of the Shire of Koorda will be held on Monday 10 June 2024 in the Shire of Koorda Council Chambers, 10 Haig Street, Koorda, commencing at 12.00pm.

Lana Foote
Acting Chief Executive Officer
7 June 2024

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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



Lana Foote
Acting Chief Executive Officer

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5. Disclosure of Interest

6. Confirmation of Minutes from Previous Meetings

6.1. Works Committee Meeting held on 30 May 2023

[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 Works Committee Meeting held 30 May 2023, as presented, be confirmed as a true and correct record of proceedings.

7. Officer's Reports

7.1. Adoption of Koorda Works Committee Terms of Reference

Governance and Compliance		
Date	7 June 2024	
Location	Not Applicable	
Responsible Officer	Lana Foote, Deputy Chief Executive Officer	
Author	As above	
Legislation	Nil	
Disclosure of Interest	Nil	
Purpose of Report	<input checked="" type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	Draft Koorda Works Committee Terms of Reference	

Background:

The Koorda Works Committee was re-established at the Special Meeting of Council held 23 October 2023 (RES: 191023), following the 2023 Ordinary Local Government Elections.

The Koorda Works Committee's Terms of Reference have been drafted and are presented to the Committee, as attached, for consideration and adoption prior to recommending adoption at the June 2024 Ordinary Council Meeting.

Comment:

Appointment of Elected Members to the Koorda Works Committee was determined by Council following ordinary local government elections, for a term to expire on the date of the subsequent Ordinary Local Government Elections.

An item will be presented for Council to adopt the terms of reference following this committee meeting.

Consultation:

Nil.

Statutory Implications:

The Koorda Works Committee was re-established by Council (in its current format) under section 5.8 of the Local Government Act 1995 (the Act) (RES: 191023). Part 5, Subdivision 2 of the Act provides for committees including establishment and appointment of members. Part 5, Subdivision 3 of the Act provides for the quorum, voting, decisions and minutes of committees. The Local Government (Administration) Regulations 1996 also make provisions in regards to committees.

Policy Implications:

Shire of Koorda Code of Conduct for Council Members, Committee Members and Candidates

Section 10 of the Shire of Koorda Code of Conduct for Council Members, Committee Members and Candidates provides an expected standard of conduct for council members and committee members appointed to a Committee.

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2022
4.1 - Open and Transparent Leadership.

Risk Implications:

While it is not a legislative requirement for a Committee to have a TOR, it is common practice and ensures committee members are aware of their role and responsibilities and mitigates the risk of committees acting outside their responsibility.

Financial Implications:


Nil

Voting Requirements: Simple Majority Absolute Majority

Officer Recommendation

That the Koorda Works Committee Terms of Reference be adopted.

7.2. Draft Budget 2024/25 Roadworks and Plant Replacement Programs

Governance and Compliance		
Date	7 June 2024	
Location	Not Applicable	
Responsible Officer	Zac Donovan, Chief Executive Officer	
Author	Lana Foote, Deputy Chief Executive Officer	
Legislation	Nil	
Disclosure of Interest	Nil	
Purpose of Report	<input checked="" type="checkbox"/> Executive Decision <input type="checkbox"/> Legislative Requirement <input checked="" type="checkbox"/> Information	
Attachments	DRAFT 2024/2025 Roadworks Program DRAFT 2024/2034 Plant Replacement Program	

In line with current local government sector practice, the Shire follows a strategic approach in respect to its roadworks and plant replacement programme.

However, the respective 2024/2025 roadworks and plant replacement programs are provided as attachments to facilitate committee discussion and consideration.

Voting Requirements: Simple Majority Absolute Majority

Officer Recommendation

For committee consideration.

8. Urgent Business Approved by the Person Presiding or by Decision

9. Date of Next Meeting

As required.

10. Closure

The Chairperson thanked everyone for their attendance and closed the meeting at x.xxpm.

APPENDIX I – Terms of Reference