



# A G E N D A

## ORDINARY COUNCIL MEETING

20 August 2024

### Notice of Meeting

The Ordinary Council Meeting for the Shire of Corrigin will be held on Tuesday 20 August 2024 in the Council Chambers, 9 Lynch Street, Corrigin commencing at 3.00pm.

## Order of Business

12.30pm – 1.00pm	Lunch
1.00pm – 2.45pm	Discussion Forum
2.45pm – 3.00pm	Afternoon Tea
3.00pm –	Council Meeting

I have reviewed this agenda and am aware of all recommendations made to Council and support each as presented.



**Natalie Manton**

Chief Executive Officer

15 August 2024

*Disclaimer:*

*The Shire of Corrigin gives notice to members of the public that any decisions made at the meeting today, can be revoked, pursuant to the Local Government Act 1995. Members of the public should not rely on any decisions until formal notification in writing by Council has been received. Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.*

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**1 DECLARATION OF OPENING**

Council acknowledges the Noongar people as the traditional custodians of the land and pay our respect to their elders past and present as well as the pioneering families who shaped the Corrigin area into the thriving community we enjoy today.

Councillors, staff, and members of the public are advised that the Council meeting is being recorded for future publication.

**2 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

**3 PUBLIC QUESTION TIME**

A period of 15 minutes is allocated for questions with a further period of 15 minutes provided for statements from members of the public. The procedure for asking questions and responding is to be determined by the presiding member. The time allocated for questions is to be decided by the members of the Council and members of the public are to be given an equal and fair opportunity to ask a question and receive a response.

Questions and statements are to be –

- a) Presented in writing on the relevant form to the Chief Executive Officer prior to commencement of the meeting; and
- b) Clear and concise

**4 MEMORIALS**

The Shire has been advised that Judy Fenton and Beverley Pridham have passed away since the last meeting.

**5 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

**6 DECLARATIONS OF INTEREST**

Councillors and Officers are reminded of the requirements of s5.65 of the *Local Government Act 1995*, to disclose any interest during the meeting before the matter is discussed and of the requirement to disclose an interest affecting impartiality under the Shire of Corrigin Code of Conduct.

## **7 CONFIRMATION OF MINUTES**

### **7.1 PREVIOUS COUNCIL MEETING**

#### **7.1.1 ORDINARY COUNCIL MEETING**

Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 16 July 2024 (Attachment 7.1.1).

#### **OFFICERS RECOMMENDATION**

*That the Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 16 July 2024 (Attachment 7.1.1) be confirmed as a true and correct record.*

### **7.2 COMMITTEE MEETINGS**

## **8 MATTERS REQUIRING A COUNCIL DECISION**

### **8.1 CORPORATE AND COMMUNITY SERVICES**

#### **8.1.1 ACCOUNTS FOR PAYMENT**

Applicant:	Shire of Corrigin
Date:	14/08/2024
Reporting Officer:	Karen Wilkinson, Senior Finance Officer
Disclosure of Interest:	NIL
File Ref:	FM.0036
Attachment Ref:	Attachment 8.1.1 – Accounts for Payment – July 2024

#### **SUMMARY**

Council is requested to note the payments from the Municipal and Trust funds as presented in the Schedule of Accounts Paid for the Month of July 2024.

#### **BACKGROUND**

This information is provided to Council monthly in accordance with provisions of the *Local Government Act 1995* Section 6.8 (2)(b) and *Local Government (Financial Management) Regulations 1996* Clause 13.

Accountability in local government can be multifaceted, as councils seek to achieve diverse social, political, and financial goals for the community benefit. The accountability principles of local government are based on strong financial probity, financial propriety, adherence to conflict of interest principles and expectations that local government is fully accountable for community resources.

All payments are independently assessed by the Deputy Chief Executive Officer, to confirm that all expenditure that has been incurred, is for the Shire of Corrigin and has been made in accordance with Council policy, procedures, the *Local Government Act 1995* and associated regulations. The review by the Deputy Chief Executive Officer also ensures that there has been no misuse of any corporate credit or fuel purchase cards.

#### **COMMENT**

Council has delegated authority to the Chief Executive Officer to make payments from the Shire's Municipal and Trust funds as required. A list of all payments is to be presented to Council each month and be recorded in the minutes of the meeting at which the list was presented.

#### **STATUTORY ENVIRONMENT**

*S6.4 Local Government Act 1995, Part 6 – Financial Management*  
*R34 Local Government (Financial Management) Regulations 1996*

#### **POLICY IMPLICATIONS**

Policy 2.7 – Purchasing Policy  
Policy 2.16 - Corporate Credit Cards

#### **FINANCIAL IMPLICATIONS**

Expenditure in accordance with the 2023/2024 Annual Budget.

#### **COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Strategic Community Plan 2021-2031 and Corporate Business Plan 2021-2025:

**Objective: Governance and Leadership**  
**Strong Governance and leadership**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.4	Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community	4.4.3	Regular reviews of Council's Long Term Financial Plan to ensure the long term financial stability of the Shire
		4.4.4	Provide Council adequate and appropriate financial information on a timely basis

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council receives the list of accounts paid during the month of July 2024 as per the attached Schedule of Payment, and as summarised below:*

***Municipal Account (inclusive of credit card and fuel card purchases)***

<i>Cheque Payments</i>	<i>020988 - 020988</i>	<i>\$20,084.52</i>
<i>EFT Payments</i>	<i>EFT20262 – EFT20318</i>	<i>\$410,889.27</i>
<i>Direct Debit Payments</i>		<i>\$45,097.17</i>
<i>EFT Payroll Payments</i>		<i>\$137,655.40</i>
<b><i>Total Municipal Account Payments</i></b>		<b><i>\$613,726.36</i></b>

***Trust Account***

<i>EFT Payments</i>	<i>EFT20319-EFT20320</i>	<i>\$42.40</i>
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***Total Trust Account Payments*** ***\$42.40***

***Licensing Trust Account***

<i>Direct Debit Payments</i>		<i>\$47,688.24</i>
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***Total Licensing Trust Account Payments*** ***\$47,688.24***

***Total of all Accounts*** ***\$661,457.00***

## 8.1.2 MONTHLY FINANCIAL REPORT

Applicant:	Shire of Corrigin
Date:	15/08/2024
Reporting Officer:	Kylie Caley, Deputy Chief Executive Officer
Disclosure of Interest:	NIL
File Number:	FM.0037
Attachment Ref:	Attachment 8.1.2 – Monthly Financial Report for the period ending 31 July 2024

### SUMMARY

This report provides Council with the monthly financial report for the month ending 31 July 2024.

### BACKGROUND

The *Local Government (Financial Management) Regulations 1996*, regulation 34 states that a local government must prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget.

Variances between budgeted and actual expenditure including the required material variances (10% with a minimum value of \$10,000) are included in the variance report.

### COMMENT

Item	Reference
<p><b>Cash at Bank</b> The total cash as at 31 July 2024 was \$8,682,680. This is comprised of \$717,681 municipal funds (Municipal Bank Account and various till floats), \$1,537,162 in short term investment and \$6,427,837 in reserve funds.</p>	<p>Page 9 – Cash and Financial Assets Page 10 – Reserve Accounts</p>
<p><b>Capital Acquisitions</b> The capital budget expenditure is showing as approximately 0% complete as at the 31 July 2024. This is due to projects not yet commencing following the budget adoption.</p>	<p>Page 11 – Capital Acquisitions Page 12 – Capital Acquisitions Continued Page 13 – Disposal of Assets</p>
<p><b>Receivables</b> Rates outstanding is \$3,302,397, 5% of rates have been collected for the year compared to 0% in July 2023. Current receivables of \$120,307.</p>	<p>Page 14 – Receivables</p>

Further information on the June financial position is in the explanation of material variances included in the monthly financial report.

### STATUTORY ENVIRONMENT

- s. 6.4 *Local Government Act 1995, Part 6 – Financial Management*
- r. 34 *Local Government (Financial Management) Regulations 1996*
- r. 35 *Local Government (Financial Management) Regulations 1996*

### POLICY IMPLICATIONS

NIL



**FINANCIAL IMPLICATIONS**

Expenditure in accordance with the 2024/2025 Annual Budget.

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Strategic Community Plan 2021-2031 and Corporate Business Plan 2021-2025:

**Objective: Governance and Leadership**

**Strong Governance and Leadership**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.4	Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community	4.4.3	Regular reviews of Council’s Long Term Financial Plan to ensure the long term financial stability of the Shire
		4.4.4	Provide Council adequate and appropriate financial information on a timely basis

**VOTING REQUIREMENT**

Simple Majority

**OFFICER’S RECOMMENDATION**

*That Council accepts the Statement of Financial Activity for the month ending 31 July 2024 as presented, along with notes of any material variances.*

## 8.2 GOVERNANCE AND COMPLIANCE

### 8.2.1 DUAL FIRE CONTROL OFFICERS 2024/25

Applicant:	Shire of Pingelly and Shire of Brookton
Date:	12/08/2024
Reporting Officer:	Jarrad Filinski, Executive Support Officer
Disclosure of Interest:	NIL
File Ref:	ES.0001
Attachment Ref:	Attachment 8.2.1.1 - Appointment letter of Dual Fire Control Officers Pingelly 2024/2025 Attachment 8.2.1.2 – Appointment letter of Dual Fire Control Officers Brookton 2024/2025

#### SUMMARY

The Shire of Pingelly and the Shire of Brookton have requested that the Shire of Corrigin appoint Dual Fire Control Officers for the 2024/2025 bush fire season.

#### BACKGROUND

The Shire of Corrigin has received correspondence from the Shire of Pingelly requesting the following people be appointed as Dual Fire Control Officers in the Shire of Corrigin for the 2024/2025 bush fire season:

- Rodney Leonard Shaddick
- Brodie Cunningham
- Jeffrey Bernard Edwards
- Robert John Lee
- Sam MacNamara

The Shire of Corrigin has received correspondence from the Shire of Brookton requesting the following people be appointed as Dual Fire Control Officers in the Shire of Corrigin for the 2024/2025 bush fire season:

- Bevan Walters
- Darrell Turner

#### COMMENT

Fire Control Officers who adjoin neighbouring shires require the adjoining shires endorsement to act as a Dual Fire Control Officers.

#### STATUTORY ENVIRONMENT

*Bush Fires Act 1954*

#### POLICY IMPLICATIONS

NIL

#### FINANCIAL IMPLICATIONS

NIL

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Strategic Community Plan 2021-2031 and Corporate Business Plan 2021-2025:

**Objective: Social**

**An effectively serviced, inclusive and resilient community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
1.5	Support emergency services planning, risk mitigation, response and recovery	1.5.1	Joint planning with stakeholders at a local and sub regional level for disaster preparedness and emergency response
		1.5.2	Scenario planning and training

**VOTING REQUIREMENT**

Simple Majority

**OFFICER’S RECOMMENDATION**

*That Council appoint the following Dual Fire Control Officers in the Shire of Corrigin for the 2024/2025 bush fire season, subject to the officers obtaining the appropriate accreditation, further noting that Dual Fire Control Officers are not permitted to issue burning permits within the Shire of Corrigin:*

*Shire of Pingelly:*

- *Rodney Leonard Shaddick*
- *Brodie Cunningham*
- *Jeffrey Bernard Edwards*
- *Robert John Lee*
- *Sam MacNamara*

*Shire of Brookton:*

- *Bevan Walters*
- *Darrell Turner*

**8.3 WORKS AND SERVICES**

**9 CHIEF EXECUTIVE OFFICER REPORT**

The Chief Executive Officer's report was provided to Council during the Discussion Forum

**10 PRESIDENT'S REPORT**

**11 COUNCILLORS' QUESTIONS, REPORTS AND INFORMATION ITEMS**

**12 URGENT BUSINESS APPROVED BY THE PRESIDENT OR DECIDED BY THE COUNCIL**

**13 INFORMATION BULLETIN**

**14 WALGA AND CENTRAL ZONE MOTIONS**

**15 NEXT MEETING**

Ordinary Council Meeting on 17 September 2024.

**16 MEETING CLOSURE**