



A G E N D A

ORDINARY COUNCIL MEETING

18 February 2025

Notice of Meeting

The Ordinary Council Meeting for the Shire of Corrigin will be held on Tuesday 18 February 2025 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
13 February 2025

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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Strengthening our community now to grow and prosper into the future

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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 Eric Hewett has 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 17 December 2024 (Attachment 7.1.1).

OFFICERS RECOMMENDATION

That the Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 17 December 2024 (Attachment 7.1.1) be confirmed as a true and correct record.

7.1.2 SPECIAL COUNCIL MEETING

Minutes of the Shire of Corrigin Ordinary Council meeting held on Monday 23 December 2024 (Attachment 7.1.2).

OFFICERS RECOMMENDATION

That the Minutes of the Shire of Corrigin Special Council meeting held on Monday 23 December 2024 (Attachment 7.1.2) be confirmed as a true and correct record.

7.2 COMMITTEE MEETINGS

7.2.1 ANNUAL ELECTORS MEETING

Minutes of the Annual Electors meeting held on Tuesday 4 February 2025 (Attachment 7.2.1).

OFFICERS RECOMMENDATION

That the minutes of the Annual Electors meeting held on Tuesday 4 February 2025 be received (Attachment 7.2.1).

7.2.2 EDNA STEVENSON COMMITTEE MEETING

Minutes of the Shire of Corrigin Edna Stevenson Trust Committee Meeting held on Monday 10 February 2025 (Attachment 7.2.2).

OFFICERS RECOMMENDATION

That Council receives and notes the minutes of the Shire of Corrigin Edna Stevenson Trust Committee Meeting held on Monday 10 February 2025 (Attachment 7.2.2).

7.2.3 LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of the Local Emergency Management Committee meeting held on Monday 10 February 2025 (Attachment 7.2.3).

OFFICERS RECOMMENDATION

That Council receives and notes the Minutes of the Local Emergency Management Committee meeting held on Monday 10 February 2025 (Attachment 7.2.3).

8 MATTERS REQUIRING A COUNCIL DECISION

8.1 CORPORATE AND COMMUNITY SERVICES

8.1.1 ACCOUNTS FOR PAYMENT

Applicant:	Shire of Corrigin
Date:	4/02/2025
Reporting Officer:	Tanya Ludlow, Finance / Human Resources Officer
Disclosure of Interest:	NIL
File Ref:	FM.0036
Attachment Ref:	Attachment 8.1.1.1 – Accounts for Payment – December 2024 Attachment 8.1.1.2 – Accounts for Payment – January 2025

SUMMARY

Council is requested to note the payments from the Municipal and Trust funds as presented in the Schedule of Accounts Paid for the Months of December 2024 and January 2025.

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 2.15 - Corporate Credit Cards

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 receives the list of accounts paid during the month of December 2024 and January 2025 as per the attached Schedules of Payment, and as summarised below:

December 2024

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

Cheque Payments	020996	\$469.43
EFT Payments	EFT20766 – EFT20888	\$1,055,063.22
Direct Debit Payments		\$139,683.48
EFT Payroll Payments		\$142,577.56
Total Municipal Account Payments		\$1,337,793.69

Trust Account

EFT Payments	EFT20825 – EFT20826	\$21.75
Total Trust Account Payments		\$21.75

Licensing Trust Account

Direct Debit Payments		\$56,806.95
Total Licensing Trust Account Payments		\$56,806.95

Total of all Accounts

\$1,394,622.39

January 2025

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

Cheque Payments	020997 – 20998	\$34,269.36
EFT Payments	EFT20889 – EFT20946	\$243,139.87
Direct Debit Payments		\$53,933.86
EFT Payroll Payments		\$138,767.71
Total Municipal Account Payments		\$470,110.80

Licensing Trust Account

Direct Debit Payments		\$28,474.75
Total Licensing Trust Account Payments		\$28,474.75

Total of all Accounts

\$498,585.55

8.1.2 MONTHLY FINANCIAL REPORT

Applicant:	Shire of Corrigin
Date:	12/02/2025
Reporting Officer:	Myra Henry, Deputy Chief Executive Officer
Disclosure of Interest:	NIL
File Number:	FM.0037
Attachment Ref:	Attachment 8.1.2.1 – Monthly Financial Report for the period ending 31 December 2024
	Attachment 8.1.2.2 – Monthly Financial Report for the period ending 31 January 2025

SUMMARY

This report provides Council with the monthly financial report for the month ending 31 December 2024 and the monthly financial report for the month ending 31 January 2025.

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

The Shire is required to prepare the Statement of Financial Activity as per *Local Government (Financial Management) Regulation 34* but can resolve to have supplementary information included as required. All mandatory information is provided, and the closing surplus balances to the net current assets at 31 December 2024 and 31 January 2025.

December 2024	Reference
<ul style="list-style-type: none"> Cash at Bank The Shires total cash as at 31 December 2024 was \$9,111,742. This is composed of \$190,403 municipal funds (Municipal Bank Account and various till floats), \$4,587,634 in short term investment and \$4,329,305 in reserve funds. 	Page 9 – Cash and Financial Assets Page 10 – Reserve Accounts
<ul style="list-style-type: none"> Capital Acquisitions The capital budget is approximately 24% complete at the 31 December 2024. 	Page 11 – Capital Acquisitions Page 12 – Capital Acquisitions Continued Page 13 – Disposal of Assets
<ul style="list-style-type: none"> Receivables Rates outstanding is \$276,380. 91.4% of rates have been collected for the year compared to 92.3% in December 2023. 	Page 14 – Receivables

December 2024	Reference
<ul style="list-style-type: none"> Closing Funding Surplus/(Deficit) Year to date (YTD) actual closing balance is \$4,188,591 which is composed of \$9,694,023 Current Assets less \$1,096,108 Current Liabilities less \$4,409,324 Adjustments to Net Current Assets. 	Page 5 – Note 2(a) Net current assets used in the Statement of Financial Activity.

January 2025	Reference
<ul style="list-style-type: none"> Cash at Bank The Shires total cash as at 31 January 2025 was \$8,837,407. This is composed of \$409,769 municipal funds (Municipal Bank Account and various till floats), \$4,097,953 in short term investment and \$4,329,306 in reserve funds. 	Page 9 – Cash and Financial Assets Page 10 – Reserve Accounts
<ul style="list-style-type: none"> Capital Acquisitions The capital budget is approximately 26% complete. RFQ have been requested for the replacement of CR565, 4CR, CR1000 and 2CR, various other capital projects are behind due to the availability of contractors. 	Page 11 – Capital Acquisitions Page 12 – Capital Acquisitions Continued Page 13 – Disposal of Assets
<ul style="list-style-type: none"> Receivables Rates outstanding is \$208,058. 93.5% of rates have been collected for the year compared to 94.9% in January 2024. 	Page 14 – Receivables
<ul style="list-style-type: none"> Closing Funding Surplus/(Deficit) YTD actual closing balance is \$3,741,228 which is composed of \$9,314,406 Current Assets less \$1,163,854 Current Liabilities less \$4,409,324 Adjustments to Net Current Assets. 	Page 5 – Note 2(a) Net current assets used in the Statement of Financial Activity.

Further information on the both the December 2024 and January 2025 financial position is in the explanation of material variances included in each of the monthly financial reports.

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 December 2024 and for the month ending 31 January 2025 as presented, along with notes of any material variances.

8.2 GOVERNANCE AND COMPLIANCE

8.2.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE RECOMMENDATIONS

Applicant:	Local Emergency Management Committee
Date:	11/02/2025
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	ES.0024
Attachment Ref:	Attachment 8.2.1.1 - Local Emergency Management Arrangements Attachment 8.2.1.2 - Local Recovery Management Plan Attachment 8.2.1.3 - Emergency Evacuation Plan Attachment 8.2.1.4 – Animal Welfare in Emergencies Plan Attachment 8.2.1.5 – Local Emergency Relief and Support Plan

SUMMARY

Council is requested to adopt the Local Emergency Management Arrangements, Local Recovery Management Plan, Emergency Evacuation Plan, Animal Welfare in Emergencies Plan, and the Local Emergency Relief and Support Plan as an addendum to the Local Emergency Management Arrangements.

BACKGROUND

The Local Emergency Management plans and Animal Welfare in Emergencies plan were reviewed and updated by the LEMC at the committee meeting on 10 February 2025. The Local Emergency Relief and Support Plan was presented to and endorsed by LEMC at the committee meeting on 10 February 2025.

COMMENT

The Local Emergency Management Plans are to be submitted to the District Emergency Management Committee and then State Emergency Management Committee for endorsement each year. The Animal Welfare Plan hasn't been reviewed since its adoption in 2021 and required updating.

The Department of Communities has developed a revised Local Emergency Relief and Support Plan (LERSP) to streamline the coordination of emergency relief and support services within the region. The LERSP aligns with the Local Emergency Management Arrangements (LEMA) and the State Support Plan – Emergency Relief and Support.

STATUTORY ENVIRONMENT

Local Emergency Management Act 2005
s.39 Local Emergency Management Committees

POLICY IMPLICATIONS

9.2 Bushfire Control

FINANCIAL IMPLICATIONS

The cost of administration of the LEMC is approximately \$200 per annum.

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

Objective: Environment

An attractive natural and built environment for the benefit of current and future generations

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
3.5	Conservation of our natural environment	3.5.3	Work in collaboration with groups and organisations to deliver projects and programs that promote and protect the district's natural resources as well as agricultural industry

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council adopt the following revised documents:

- *Local Emergency Management Arrangements.*
- *Local Recovery Management Plan.*
- *Emergency Evacuation Plan.*
- *Animal Welfare in Emergencies Plan.*
- *Local Emergency Relief and Support Plan.*

8.2.2 COMBINED ROEROC LOCAL PLANNING STRATEGY PROPOSAL

Applicant:	Shire of Corrigin
Date:	12/02/2025
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	GR.0030 & LUP.0010
Attachment Ref:	NIL

SUMMARY

This item seeks Council support for a coordinated approach to the Reports of Review, aiming to progress towards a joint Local Planning Strategy.

BACKGROUND

The Roe Regional Organisation of Councils (Roe ROC), comprising the Shires of Corrigin, Kondinin, Kulin, and Narembeen, is considering the feasibility and benefits of developing a joint Local Planning Strategy (LPS). Currently, none of the member Shires have a LPS in place. The Shires of Kondinin and Narembeen have initiated the process, with the Department of Planning, Lands and Heritage (DPLH) preparing the Reports of Review in accordance with Regulation 66 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Local governments must review their Local Planning Schemes every five years to ensure they remain relevant and responsive to both local and regional needs. The Reports of Review are a critical component of this process, guiding the development of an updated Local Planning Strategy.

The Shire of Narembeen has commenced its review, and discussions within Roe ROC have highlighted an opportunity for a collaborative approach to a regional LPS. A joint strategy could streamline planning processes, align regional development objectives, and create cost efficiencies for the participating Shires.

To advance this initiative, the following steps are proposed:

- Establish a broad agreement among Roe ROC members to undertake Reports of Review with a shared strategic outcome.
- Progress the Reports of Review with input from individual shires to ensure localised concerns are addressed.
- Engage with DPLH to facilitate and coordinate the review process across all four Shires.
- Initiate a joint Local Planning Strategy process once the Reports of Review are finalised.

COMMENT

The development of a joint LPS presents several potential benefits, including:

- **Consistency in Planning Policy:**
A shared strategy ensures regional alignment in land use planning, economic development, and environmental management.
- **Resource Efficiency:**
Combining efforts reduces duplication of work and associated costs.
- **Stronger Advocacy:**
A unified planning vision strengthens the region's position in seeking support and funding from State Government agencies.

The following key actions have been identified to progress this initiative:

- Reports of Review:
 - Kondinin to provide feedback to DPLH on the current draft.
 - DPLH to finalise the draft for Narembeen.
 - DPLH to commence Reports of Review for Corrigin and Kulin.
 - Draft Reports of Review to be completed by March/April 2025.

- Joint Strategy Process:

Commence a joint Local Planning Strategy process following the completion of the Reports of Review, in consultation with DPLH.

STATUTORY ENVIRONMENT

*Planning and Development (Local Planning Schemes) Regulations 2015
Regulation 66*

POLICY IMPLICATIONS

Shire of Corrigin Town Planning Scheme No.2

FINANCIAL IMPLICATIONS

DPLH has committed to allocating resources to carry out the Reports of Review. A nominal budget is required for Council consultation, agenda items, and mapping; however, these costs can be covered within the existing operational 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
4.3	Forward planning and implementation of plans to achieve strategic direction and service levels	4.3.1	Work with external organisations to collaboratively plan and achieve improved community, education, health and business outcomes

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That Council:

1. *Endorses the concept of a joint Local Planning Strategy in collaboration with the Roe ROC member Shires and the Department of Planning, Lands and Heritage.*
2. *Supports the coordinated preparation of Reports of Review as outlined in this report.*
3. *Authorises the Chief Executive Officer to liaise with Roe ROC member Shires and DPLH to facilitate the process.*
4. *Requests further updates on the progress of the Reports of Review and the development of a joint Local Planning Strategy.*

8.2.3 APPOINTMENT OF PRESIDING MEMBER AND DEPUTY PRESIDING MEMBER TO COMMITTEES OF COUNCIL

Applicant:	Shire of Corrigin
Date:	3/02/2025
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	FM.0015, GOV.0044
Attachment Ref:	NIL

SUMMARY

Council is requested to appoint presiding members and deputy presiding members for the Audit and Risk Management Committee, and Chief Executive Officer Performance Review Occasional Committee

BACKGROUND

Under section 5.12 of the *Local Government Act 1995*, a local government must appoint a presiding member for each of its committees and may appoint a deputy presiding member, both requiring an absolute majority decision.

Recent amendments within the *Local Government Act 1995* introduce transitional provisions under clauses 67 and 68. These provisions require local governments to appoint presiding members for existing committees under the new section 5.12(1) by 1 July 2025.

COMMENT

The tenure of members of Council Committees expires on Local Government Election Day in October 2025.

The *Local Government Amendment Act 2024 – Tranche 2* was assented to 6 December 2024.

Future changes are proposed for Audit Committees to be revised as Audit, Risk and Improvement Committee. Audit, risk and improvement committees will be required to appoint two independent persons, one of which must chair committee meetings.

Local Governments will also be able to establish shared audit, risk and improvement committees with other local governments.

Changes to section 5.33 of the *Local Government Act 1995* are also pending to the regulations to standardise meeting procedures.

STATUTORY ENVIRONMENT

Local Government Act 1995

s.5.12. Presiding members and deputies

(1) *The local government must appoint* a member of a committee to be the presiding member of the committee.*

**Absolute majority required*

(2) *The local government may appoint* a member of a committee to be the deputy presiding member of the committee.*

**Absolute majority required*

cl.67. Presiding members

(1) *In this clause —*

amendment day means the day on which section 39 of the 2024 amendment Act comes into operation;

existing committee means a committee of the council of a local government that is in place immediately before amendment day;

new section 5.12(1) means section 5.12(1) as inserted by section 39 of the 2024 amendment Act.

- (2) For each of its existing committees, a local government must make its first appointment of the presiding member under new section 5.12(1) no later than 1 July 2025.
- (3) Until the first appointment is made, the person who, immediately before amendment day, is the presiding member of the existing committee may continue to be the presiding member.
- (4) If that person goes out of office before the first appointment is made, the person's replacement as presiding member must be appointed by the local government under new section 5.12(1) as soon as practicable (but no later than 1 July 2025).

cl.68. Deputy presiding members

(1) In this clause —

amendment day means the day on which section 39 of the 2024 amendment Act comes into operation;

existing deputy presiding member means a person who, immediately before amendment day, is the deputy presiding member of a committee of the council of a local government;

new section 5.12(2) means section 5.12(2) as inserted by section 39 of the 2024 amendment Act.

- (2) An existing deputy presiding member may continue to be the deputy presiding member of their committee until the end of 30 June 2025.

POLICY IMPLICATIONS

Policy 5.13 Chief Executive Officer Recruitment, Performance and Termination.

FINANCIAL IMPLICATIONS

NIL

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
4.5	Implement systems and processes that meet legislative and audit obligations	4.5.1	Continual improvement in governance and operational policies, processes and implementation

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council:

1. *appoint the President Cr. Des Hickey as presiding member of the Audit and Risk Management Committee.*
2. *appoint Deputy President Cr. Sharon Jacobs as deputy presiding member of the Audit and Risk Management Committee.*
3. *appoint the President Cr. Des Hickey as presiding member of the Chief Executive Officer Performance Review Occasional Committee.*
4. *appoint Deputy President Cr. Sharon Jacobs as deputy presiding member of the Chief Executive Officer Performance Review Occasional Committee*

8.2.4 CONDUCT OF LOCAL GOVERNMENT ELECTION 2025

Applicant:	Shire of Corrigin
Date:	3/02/2025
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	GOV.0054
Attachment Ref:	Attachment 8.2.4 - WAEC cost estimate and LG ordinary Election Process

SUMMARY

Council is asked to consider conducting the Shire of Corrigin 2025 ordinary local government election by the postal voting method and appointing the WA Electoral Commission (WAEC) for this purpose.

BACKGROUND

The *Local Government Act 1995* legislative reform initiatives introduced changes to the way elections are conducted and include a requirement for optional preferential voting to replace the first past the post system which significantly increases the complexity of the election count.

The next ordinary Local Government election is scheduled for Saturday, 18 October 2025 and there will be three vacancies to fill.

Options for the conduct of the election include

1. WA Electoral Commission conduct postal election with votes cast by posting or delivering them to an electoral officer on or before election day
2. WA Electoral Commission (WAEC) conduct in person election by voting in person on election day or in person before election day, or posted or delivered, in accordance with regulations
3. Shire to conduct in person election using Count WA software

At the 2023 ordinary Local Government elections, the WAEC conducted 124 elections (89% of the total elections held) comprising:

- 115 Postal Elections (93%)
- 9 In-Person Elections (7%).
- 15 in-person elections were managed by the Local Government with the CEO acting as Returning Officer.

A benefit of the WAEC conducting the elections is that the process and the Returning Officer are largely independent of the Shire of Corrigin. If the Shire of Corrigin was to conduct the election without engaging the services of the WAEC it is likely to have a considerable impact on both the financial and staff resources.

Conducting an election without the assistance of the WAEC presents numerous challenges, particularly for the Chief Executive Officer who is also the Returning Officer. The requirements and expectations placed on the Chief Executive Officer when taking on this dual role can be both contentious and time consuming. In addition to dealing with complaints received during the election period, the dual role can lead to an unwelcome perception of conflict of interest and bias from the community.

The estimated cost for the WAEC to conduct the local government election via a postal ballot is \$13,473 ex GST, which is based on the following assumptions:

- 900 electors
- response rate of approximately 40%
- three (3) vacancies
- count to be conducted at the offices of the Shire of Corrigin
- appointment of a local Returning Officer
- regular Australia Post delivery service to apply for the lodgement of the election packages.

An additional cost will be incurred if Council decides to opt for the Australia Post Priority Service for the lodgement of election packages.

The cost estimate does not include expenses for election functions that remain the responsibility of the Local Government, including the appointment of a Deputy Returning Officer and additional election officers to assist with the election process

COMMENT

The legislative changes to Local Government elections has increased the complexity of counting with the introduction of optional preferential voting. The Shire of Corrigin could consider the option of the WAEC conducting a postal election.

If Council does not request the WAEC to conduct a postal voting election, the Shire of Corrigin will be required to conduct the election as either an in-person voting election managed by the shire, with the CEO as the Returning Officer (unless otherwise determined), or alternatively as an in-person voting election managed by the WAEC.

An in-person election managed by the Shire of Corrigin would require considerable staff time and resources and has the potential to adversely affect service delivery. The Shire of Corrigin staff do not have experience in conducting a count using a preferential voting system.

Local Governments may access to the WAEC's CountWA vote counting software however the level of technical support and training in the use of this software is unknown. The WAEC accepts no liability for the result and cannot undertake any counting or other administrative assistance with the election if the software is used.

If the number of candidate nominations equals the number of vacancies and the positions are declared elected unopposed the WAEC costs will be reduced.

In the 2021 and 2023 local government elections four nominations were received for the four vacancies and the candidates were elected unopposed.

Postal elections encourage greater voter participation and are generally considered to be more representative of the community. A postal vote is likely to be more convenient method of voting for ratepayers and residents and increase the response rate. The postal vote method is the preferred option for at least eight of the neighbouring shires.

This report is provided to assist Council in considering the method of conducting the October 2025 election and recommends that the Shire of Corrigin engage the WA Electoral Commission (WAEC) to conduct a postal method of election.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 4.7 Ordinary elections to elect councillors will be held on the third Saturday in October.

Section 4.20 (1) Where a Local Government is conducting an In-Person election, the CEO is the Returning Officer.

Section 4.20(2) CEO is to be the Returning Officer unless other arrangements made. Enables a Local Government, having first obtained the written agreement of the Electoral Commissioner, to appoint a person (absolute majority required) other than the CEO to be the (Returning Officer for the Local Government election).

Section 4.20 (4) A local government may, having first obtained the written agreement of the Electoral Commissioner, declare the Electoral Commissioner to be responsible for the conduct of an election, or all elections conducted within a particular period of time, and, if such a declaration is made, the Electoral Commissioner is to appoint a person to be the returning officer of the local government for the election or elections. * Absolute majority required.*

Section 4.61. Choice of methods of conducting election

*(1) The election can be conducted as a —
postal election which is an election at which the method of casting votes is by posting or delivering them to an electoral officer on or before election day; or
voting in person election which is an election at which the principal method of casting votes is by voting in person on election day but at which votes can also be cast in person before election day, or posted or delivered, in accordance with regulations.*

(2) The local government may decide to conduct the election as a postal election.*

** Absolute majority required.*

Decisions under sections 4.20(2), 4.20(4) and 4.61(2) require an absolute majority decision of Council. The CEO does not have any delegated authority in relation to the appointment of the WA Electoral Commissioner to conduct the election or determining the method in which the election will be conducted.

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

The estimated cost of \$13,473 for the WAEC to conduct a postal election under s 4.2 and 4.61 of the *Local Government Act* be included in the 2025/26 budget.

The WAEC costs do not include:

- any legal expenses other than incurred as part of an invalidity complaint lodged with the Court of Disputed Returns
- the cost of any casual staff to assist the Returning Officer on election day or night

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
4.5	Implement systems and processes that meet legislative and audit obligations	4.5.1	Continual improvement in governance and operational policies, processes and implementation

VOTING REQUIREMENT

Absolute Majority

OFFICER’S RECOMMENDATION

That Council:

1. *Declare in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2025 ordinary elections together with any other elections or polls which may be required.*
2. *Decide in accordance with section 4.61(2) of the Local Government Act 1995 that the method of conducting the election will be a postal election.*
3. *Approve the expenditure of \$15,000 including gst for inclusion in the 2025/2026 Shire of Corrigin Budget to cover the cost of the local government ordinary election.*

8.2.5 DELEGATED AUTHORITY – WA PLANNING COMMISSION – S15 OF THE STRATA TITLES ACT 1985

Applicant:	Shire of Corrigin
Date:	31/1/2025
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Number:	GOV.0001
Attachment Ref:	NIL

SUMMARY

Council is asked to amend the Delegations Register to accept the updated delegation from the Western Australian Planning Commission (WAPC) relating to S15 of the *Strata Titles Act 1985* DEL 2020/01.

BACKGROUND

On 20 January 2021, the WAPC delegated its powers under sections 15, 21, and 22 of the *Strata Titles Act 1985* to local governments via Instrument of Delegation DEL 2020/01. This delegation requires local governments to submit annual data on applications determined under the delegation to the WAPC.

Amendments to DEL 2020/01 were gazetted on 3 November 2023, introducing an exception for public open space where if an application involves ceding land for public open space or payment in lieu, the local government cannot determine the application and must refer it to the WAPC.

COMMENT

The updated delegation keeps the original Gazetted delegations, then adds the amendment gazetted by WAPC on 3 November 2023.

STATUTORY ENVIRONMENT

Strata Titles Act 1985

sections 15, 21, and 22 – Powers delegated to local governments by the WAPC.

Planning and Development Act 2005

Instrument of Delegation DEL 2020/01 – Powers of Local Governments

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: Governance and Leadership
Strong Governance and leadership

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.5	Implement systems and processes that meet legislative and audit obligations	4.5.1	Continual improvement in governance and operational policies, process and implementation.

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council accept the updated delegation as provided below, and for the delegation to be incorporated into the Delegations Register.

9.2.2 WA Planning Commission – Powers of Local Governments - s.15 of the Strata Titles Act 1985 (DEL.2020/01)

29 January 2021

GOVERNMENT GAZETTE, WA

449

PL402

PLANNING AND DEVELOPMENT ACT 2005

INSTRUMENT OF DELEGATION

Del 2020/01 Powers of Local Governments

Delegation to local governments of certain powers and functions of the Western Australian Planning Commission relating to certain applications under the *Strata Titles Act 1985*

Preamble

Under section 16 of the *Planning and Development Act 2005* (the Act) the Western Australian Planning Commission (the WAPC) may, by resolution published in the *Government Gazette*, delegate any function under the Act or any other written law to a local government, a committee established under the *Local Government Act 1995* or an employee of a local government.

In accordance with section 16(4) of the Act, a reference in this instrument to a function or a power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or imposed on the WAPC by the Act or any other written law as the case requires.

Resolution under section 16 of the Act (delegation)

On 20 January 2021, pursuant to section 16 of the Act, the WAPC RESOLVED—

- A. TO DELEGATE to local governments, and to members and officers of those local governments, its powers and functions under section 15 of the *Strata Titles Act 1985* as set out in clause 1 of Schedule 1, within their respective districts, subject to the conditions set out in clause 3 of Schedule 1;
- B. TO DELEGATE to local governments, and to members and officers of those local governments, its powers and functions under sections 21 and 22 of the *Strata Titles Act 1985* as set out in clause 2 of Schedule 1, within their respective districts, subject to the conditions set out in clause 3 of Schedule 1;
- C. TO AMEND “Del 2020/01—Powers of Local Governments” to give effect to its resolution and to publish an updated, consolidated instrument.

SAM FAGAN, Western Australian Planning Commission.

Schedule 1

1. Applications made under section 15 of the *Strata Titles Act 1985*

Power to determine applications under section 15 of the *Strata Titles Act 1985*, except those applications that—

- (a) propose the creation of a vacant lot;
- (b) propose vacant air stratas in multi-tiered strata scheme developments;
- (c) propose the creation or postponement of a leasehold scheme;
- (d) propose a type 1 (a) subdivision or a type 2 subdivision (as defined in section 3 of the *Strata Titles Act 1985*);
- (e) in the opinion of the WAPC as notified to the relevant local government in writing, or in the opinion of the relevant local government as notified to the WAPC in writing, relate to—
 - i. a type of development; and/or
 - ii. land within an area,

which is of state or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application.

2. Applications under sections 21 and 22 of the *Strata Titles Act 1985*

Power to determine applications under—

- (a) section 21 of the *Strata Titles Act 1985*;
- (b) section 22 of the *Strata Titles Act 1985* where the amendment or repeal of scheme by-laws requires the approval of the WAPC.

3. Reporting requirements

A local government that exercises the powers referred to in clause 1 and/or clause 2, is to provide the WAPC with data on all applications determined under this Instrument of Delegation. This must be provided at the conclusion of each financial year in the format prescribed by the WAPC.

PL402

PLANNING AND DEVELOPMENT ACT 2005

NOTICE OF AMENDMENT TO INSTRUMENT OF DELEGATION—POWERS OF LOCAL GOVERNMENTS

Notice of amendment to the Instrument of Delegation 2020/01 Powers of Local Governments gazetted on 29 January 2021 (and as amended).

Preamble

Under section 16 of the *Planning and Development Act 2005* (the Act) the Western Australian Planning Commission (the WAPC) may, by resolution published in the *Government Gazette*, delegate any function under the Act or any other written law to a local government, a committee established under the *Local Government Act 1995* or an employee of a local government.

In accordance with section 16(4) of the Act, a reference in this instrument to a function or a power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or imposed on the WAPC by the Act or any other written law as the case requires.

Resolution under s16 of the Act (delegation)

On 31 August 2022, pursuant to section 16 of the Act, the WAPC RESOLVED—

- A. TO AMEND the Instrument of Delegation 2020/01 Powers of Local Governments as gazetted on 29 January 2021 (and as amended), as set out in Schedule 1 below.

SAM FAGAN, Secretary, Western Australian Planning Commission.

Schedule 1

1. Instrument of delegation amended

The amendments within this Schedule are to the Schedules set out in the Instrument of Delegation 2020/01 Powers of Local Governments as gazetted on 29 January 2021, and as amended.

2. Amendments to clause 1 of Schedule 1

Add the following immediately after 1(e)—

- (f) in the opinion of the relevant local government as notified to the WAPC in writing, propose development of a type which the local government considers would warrant the imposition of a condition requiring the ceding of land for public open space or payment in lieu thereof.

8.2.6 CONTAINER DEPOSIT SCHEME AGREEMENT

Applicant:	Shire of Corrigin
Date:	1/02/2024
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	WM.0041
Attachment Ref:	Attachment 8.2.6.1 – Assignment and Assumption Assignment Attachment 8.2.6.2 – Notice of Extension – Refund Point Agreement Attachment 8.2.6.3 – Replacement Refund Point Agreement

SUMMARY

Council is asked to consider the request to extend the existing agreement with WA Recycle Renew (WARRYL) for the Container Deposit Scheme (CDS) service in Corrigin.

BACKGROUND

The CDS consists of a network of refund points for eligible containers. The Shire of Corrigin was allocated as a refund point due to the population over 500 and no applications from private enterprise or community organisations at the commencement of the scheme in 2020.

The following resolution was passed at the Ordinary Council meeting on 16 June 2020:

COUNCIL RESOLUTION 95/2020

That Council endorses the Application to WA Return Recycle Renew Ltd, for a flexible refund point in Corrigin operated by the Shire of Corrigin.

The Shire of Corrigin entered into an agreement with WA Return Recycle Renew Ltd (WARRRL) to provide the CDS service in Corrigin for a five year term from the effective date being the scheme commencement date of 1 October 2020. The initial agreement provides for an option of a further term.

The CDS Refund Point operates from a purpose built shed on freehold land owned by the Shire of Corrigin at 8 Goyder Street.

The WARRRL provided notice to the Shire of Corrigin on 2 December 2024 of its intention to extend the existing Refund Point Agreement (RPA) by a period of two years.

The income received from the CDS facility does not currently cover the operating costs largely due to the cost of staff wages. The refund point made a small profit in 2022/23 of \$4,545 and a loss of \$16,558 in 2023/24 financial year and a loss of \$3,734 in the current financial year. The loss is mostly due to increased employee costs for overtime.

In its current form the CDS service is unsustainable for the Shire of Corrigin and other options will need to be considered to ensure the ongoing viability of the service in Corrigin.

Attachment 8.2.6.1 – Assignment and Assumption Assignment, outlines the steps required for assignment and assumption or subletting the service in the following scenarios:

- Transferring the entire RPA and business to a new entity or existing RPO.
- Assigning a right or benefit under the RPA to a new entity or existing RPO.
- Keeping the existing RPA but discharging one or more refund points to a new entity or existing RPO.
- Change of control.
- Changing business structure.

- Subcontracting.

Council may consider entering into a lease agreement with third party, in a similar way to the caravan park and gym facility: The lessee would be responsible for the overall management of the building and CDS service including administration, refunds, inductions, out of hours call outs, cleaning, building maintenance and utilities costs.

Refund Point Operator responsible for:

- Refund Point Operation
- Marketing and promotion of Container Deposit Scheme
- Financial management and reporting to WARRRL
- Employment of any extra staff
- Maintenance of facility and equipment
- Cleaning
- Work Health and Safety including test and tag
- Litter control
- Pest control
- Fire extinguisher service
- First aid kit

Shire Responsible for:

- Structural building repairs and maintenance

COMMENT

Extending the RFA for a further two years ensures that the Corrigin community and surrounding areas continue to benefit from the centrally located refund point.

The current RPA provides an opportunity to transfer the operation to a third party with consent of WARRRL. Transferring the operation and overall management of the refund point to a third party provides the most effective method of ensuring a high quality of service is provided to the community.

The preferred option would be to transfer both the rights and obligations under the existing agreement to a new RPO. An independent RPO may change the operating days and times as well as offer cash refunds to increase revenue.

The Shire of Corrigin has been approached by two experienced refund point operators who are interested in taking over the Container Deposit Scheme Refund Point in Corrigin as either a full refund point or drop and go service. The approach from a charitable organisation in 2024 to operate the service has not progressed and the charity has withdrawn from any consideration of the service.

To ensure the CDS is a viable business and ensure ongoing contribution to the local economy it is proposed that the annual lease fee is set at \$3,500 per annum.

STATUTORY ENVIRONMENT

Local Government Act 1995

s.3.58. Disposing of property

s. 9.49A Execution of documents

Local Government (Functions and General) Regulations

30. Dispositions of property excluded from Act s. 3.58

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

The Shire of Corrigin has made allowance in the 2025/26 budget for the revenue from the refund point and expenditure on salaries and wages as well as ongoing maintenance costs.

It is recommended that the annual lease of \$3,500 per annum be negotiated with the lessee which is consistent with other commercial leases such as the caravan park and Red Cross building but higher than the gym.

Income from the lease of the CDS Refund Point will be included in the 2025/26 budget.

Asset Valuer Pro (AVP) report on the valuation of land and buildings on 2 September 2024 estimated the market value of the CDS shed at 8 Goyder Street as \$159,885. The Valuer General estimated the Gross Rental Value as \$3,500 per annum.

The cost of an independent market valuation is approximately \$2,400 and costs associated with drafting a new lease agreement are estimated to be less than \$2,000.

COMMUNITY AND STRATEGIC OBJECTIVES

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

Objective: Economic

A strong, diverse economy supporting agriculture, local business and attracting new industry.

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
2.1	Support the diverse industry across the Shire	2.1.1	Identify and prioritise strategies in the Economic and Tourism Development Strategy and incorporate into LTTP and annual budgets
		2.1.5	Support local business development initiatives where possible

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council authorise the Chief Executive Officer to:

- 1. accept the offer to extend the agreement between WA Return Recycle Renew Ltd (WARRRL) and the Shire of Corrigin for a further term of two years and affix the common seal.*
- 2. call for Expressions of Interest for an experienced RPO to operate the CDS facility at 8 Goyder Street Corrigin.*
- 3. transfer the rights and obligations of the RPO under the existing agreement by subletting or assignment to an experienced third party.*
- 4. negotiate a lease agreement for the building at 8 Goyder Street Corrigin for the purpose of operating the CDS at the discretion of the Chief Executive Officer based on:
 - a) An initial term of two years in line with the extension of the existing RPA with an option for an additional term based on future agreement with WARRRL.*
 - b) an annual lease payment of \$3,500 (including GST) per annum commencing on 1 July 2025;*
 - c) a CPI rent review clause; and*
 - d) provisions for cleaning, maintenance and repair of the equipment and premises and utility charges.**
- 5. give local public notice of its intention to dispose of the property at 8 Goyder Corrigin by way of a lease agreement for the CDS and consider submissions in accordance with section 3.58 of the Local Government Act 1995.*
- 6. execute the lease documents on behalf of the Shire of Corrigin*

8.2.7 2024/2025 BUDGET REVIEW

Applicant:	Shire of Corrigin
Date:	13/02/2025
Reporting Officer:	Myra Henry, Deputy Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	FM.0368
Attachment Ref:	Attachment 8.2.7.1– 2023/2024 Budget Review Attachment 8.2.7.2– 2023/2024 Informing Documents

SUMMARY

The purpose of this report is to present the 2024/2025 Midyear Review, assess the Shire's financial position as of 31 January 2025, and evaluate its performance from 1 July 2024 to 31 January 2025 in relation to the adopted annual budget and projected outcomes for the remainder of the financial year.

BACKGROUND

Local governments are required under *Regulation 33A of the Local Government (Financial Management) Regulations 1996* to conduct a budget review between 1 January and 28 February each financial year. This report provides an indicative summary of the 2024-2025 mid-year budget review.

Budget reviews are a key decision-making tool for both current and future planning, forming an essential part of prudent financial management practices to mitigate financial risks for Council. Beyond ensuring legislative compliance, the review provides a comprehensive reassessment of all budget items, considering both broader economic trends and local financial conditions.

The review serves as an opportunity to reassess the current budget, adopted at the July Ordinary Council meeting, allocate funding for emerging community and social priorities, and ensure the organisation can effectively respond to changing needs for the best outcome for the Shire. Additionally, external factors and urgent matters impacting operational activities and revenue streams have contributed to budget variations, which are discussed further in this report.

COMMENT

The budget review has been prepared in accordance with the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996*, and Australian Accounting Standards. The attached report, covering the period from 1 July 2024 to 31 January 2025, incorporates year-to-date budget variations and forecasts to 30 June 2025 and is presented for Council's consideration.

As part of the review process, the status of various projects and programs was assessed to ensure any anticipated variances were captured. The focus of the 2024-2025 mid-year budget review is to evaluate changes in the Shire's operating environment since the beginning of the financial year, assess their financial impact, and consider prevailing economic conditions affecting Council's financial position.

Material Variances and Budget Amendments

The budget review follows the same material variance thresholds as the Shire's monthly financial reporting, using a materiality level of 10% or a \$10,000 minimum, as adopted by Council. Management discretion has been applied where necessary to provide explanations for variances.

A summary of predicted variances by nature and type is included in Note 4 of the report. These variances are categorised as either:

- Permanent Variances – where a difference is expected between the current budget and the final outcome for 30 June 2025.
- Timing Variances – where delays in project implementation are anticipated.

Following the review, some items have been identified as requiring budget amendments to ensure accurate financial reporting.

Key Budget Variations

Annual budgets are inherently based on predictions, and while carefully prepared, unforeseen circumstances and external influences necessitate ongoing reviews. Council must ensure there is sufficient operational capacity to deliver services and budget programs while also accommodating emerging issues.

One key variation identified is a decrease in the actual surplus carried forward from 2024-2025, which is \$69,139 lower than budgeted due to minor audit adjustments related to grant revenue held as contract liabilities. This variance is reflected in Note 4 - Predicted Variances and Note 1 of the attached supporting documents of the Budget Review Documents.

In compliance with *Local Government (Financial Management) Regulations 1996* (Section 33A), Council has conducted this budget review by 29 February 2025, identifying areas that require adjustments while maintaining a balanced budget.

Key variances and adjustments include:

- A variance in the estimated figure for the Federal Assistance Grant, which has resulted in a slight increase in income. This has allowed for budget balancing and additional allocations to some expenditure accounts.
- A variance between the budget surplus and the surplus reported in the Adopted Annual Report.
- Adjustments for over- and under-expenditures within the Road Program.
- An increase in the Town Planning Contract due to a higher-than-normal number of planning queries.
- The inclusion of \$25,000 for repairs to the squash courts at CREC

A detailed breakdown of all proposed amendments is detailed in Note 1 of the attached supporting documents.

Future Considerations and Monitoring

Ongoing budget monitoring will be essential, and further adjustments may be required later in the financial year to ensure financial stability leading into the 2025-2026 budget process.

STATUTORY ENVIRONMENT

Regulation 33A of the Local Government (Financial Management) Regulations 1996 requires:

- (1) *Between 1 January and the last day of February in each financial year a local government is to carry out a review of its annual budget for that year.*
- (2A) *The review of an annual budget for a financial year must —*
 - (a) *consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
 - (b) *consider the local government's financial position as at the date of the review; and*
 - (c) *review the outcomes for the end of that financial year that are forecast in the budget; and*
 - (d) *include the following —*
 - i. *the annual budget adopted by the local government;*

- ii. *an update of each of the estimates included in the annual budget;*
 - iii. *the actual amounts of expenditure, revenue and income as at the date of the review;*
 - iv. *adjacent to each item in the annual budget adopted by the local government that states an amount, the estimated end of year amount for the item.*
- (2) *The review of an annual budget for a financial year must be submitted to the council on or before 31 March in that financial year.*
- (3) *A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*
**Absolute majority required.*
- (4) *Within 14 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.*

Section 6.8(1)(b) of the Local Government Act 1995 provides that expenditure can be incurred when not included in the annual budget provided it is authorised in advance by resolution (absolute majority required).

POLICY IMPLICATIONS

2.7 Annual Budget Preparation

FINANCIAL IMPLICATIONS

Authorisation of expenditure through budget amendments recommended. Other specific financial implications are as outlined in the attachments.

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
4.5	Implement systems and processes that meet legislative and audit obligations	4.5.1	Continual improvement in governance and operational policies, processes and implementation.

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

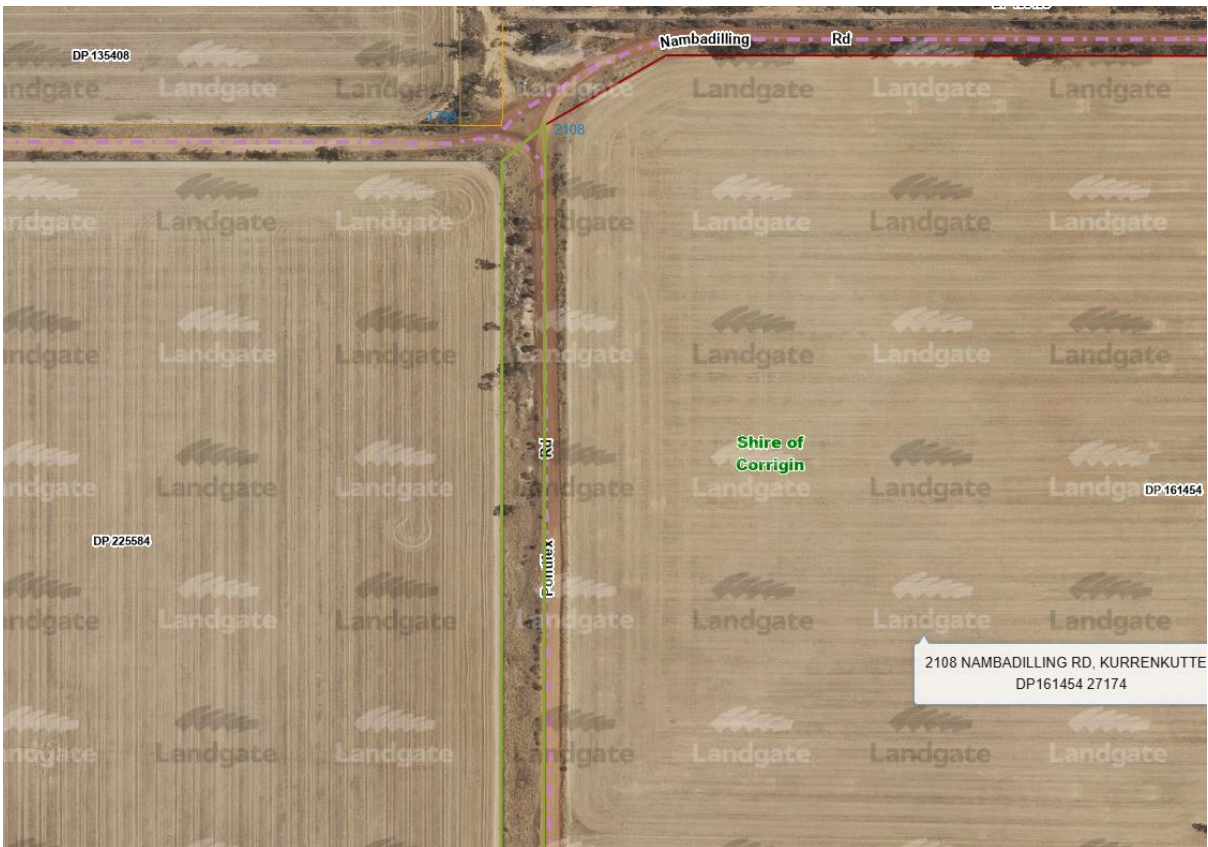
That Council

- 1. Adopt the 2024/2025 midyear budget review as provided in Attachment 8.2.7.1 and make amendments as per Note 1 of the informing documents.*

- 2. Forward the adopted 2024/2025 midyear budget review to the Department of Local Government, Sport & Cultural Industries in accordance with the Local Government (Financial Management) Regulations 1996.*

Agenda – Ordinary Council Meeting – Tuesday 18 February 2025





COMMENT

The extension of Pontifex Road is supported as there is no year round public road access to the property at Lot 13878 on Deposit Plan 135404 and the area is already a designated road reserve.

Landgate have been consulted and confirmed the proposed naming of the unmade existing road reserve is likely to be supported.

There are numerous examples of similar minor roads in the shire providing access to rural properties including: Overheu Road, Ling Road, Beeson Road, Gardner's Road.

The future asset management and maintenance cost of adding a 1 km section to the north Pontifex Road will be negligible.

The proposed extension of Pontifex Road would not extend through Kurrenkutten Lake to Corrigin Naremben Road.

Clearing of the existing road reserve would be minimal and would be done in line with Schedule 2 Environmental Protection (*Clearing of Native Vegetation*) Regulations 2004

STATUTORY ENVIRONMENT

Land Administration Act 1997

55. Property in and management etc. of roads

(1) Subject to this section and to section 57, the absolute property in land comprising a road is by this subsection revested in the Crown.

(2) Subject to the Main Roads Act 1930 and the Public Works Act 1902, the local government within the district of which a road is situated has the care, control and management of the road.

Environmental Protection (Clearing of Native Vegetation) Regulations 2004
Regulation 5 Item 22
Schedule 2

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

The ongoing maintenance cost of adding a 1km section of road to Pontifex Road is negligible.

OFFICER'S RECOMMENDATION

That Council

1. Support the request from the owner of DP135404 to extend Pontifex Road by 1km to the north of intersection with Nambadilling Road to allow access to the landlocked parcel of land.
2. Request Landgate extend the existing section of Pontifex Road (land ID 3677821) by 1 kilometre to the north of intersection with Nambadilling Road to include a portion of existing road reserve 3677823.
3. Add 1 km section north of Nambadilling Road to Pontifex Road in the Shire of Corrigin Road inventory and asset management plan for future maintenance and valuation.
4. Install a *No Through Road* sign at the intersection of Pontifex Road and Nambadilling Road to advise road users that there is no access through to Corrigin Narembeen Road.

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 18 March 2025.

16 MEETING CLOSURE