



Agenda Briefing

16 October 2024

Notes

Unconfirmed Notes

These notes were approved for distribution on 17 October 2024.

Aaron Bowman

CHIEF EXECUTIVE OFFICER

When the Chief Executive Officer approves these Notes for distribution they are in essence "informal notes" that will be received at the next Ordinary Council Meeting, subject to any amendments being made by Council.

The "Received" Notes are then signed off by the Presiding Person.

Attachments that formed part of the Agenda, in addition to those tabled at the Agenda Briefing are included in the attachments to the Ordinary Council Meeting with the exception of confidential items or attachments that are confidential which will be included in Confidential Minutes of the Ordinary Council Meeting.

Received Notes

These notes were received at an Ordinary Council Meeting held on 23 October 2024.

Signed:

Note: The Presiding Member at the meeting at which the notes were received is the person who signs above.

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Cr M McKeown, Shire President, declared the meeting open at 3.00pm.

2 RECORDS OF ATTENDANCEMembers

Cr R Madacsi	Councillor
Cr C Duri	Councillor
Cr S McCormick	Councillor
Cr M McKeown	Shire President
Cr D Wrench	Councillor
Cr M Dival	Deputy Shire President
Cr J Prater	Councillor

Staff

Mr A Bowman	Chief Executive Officer
Ms T Bateman	Executive Manager Corporate and Community Services
Mr H de Vos	Executive Manager Development and Regulation
Mrs M Rebane	Governance Coordinator

Visitors

P.de.soto Phillips

2.1 APOLOGIES

Nil

2.2 APPROVED LEAVE OF ABSENCE

Nil

2.3 APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

3 DISCLOSURE OF INTERESTS

The Chairperson advised that no disclosures of interest in the form of a written notice had been received prior to the commencement of the meeting.

4 PUBLIC QUESTIONS**4.1 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil.

4.2 PUBLIC QUESTION TIME

Nil

5 CONFIRMATION OF MINUTES

As per Council Meeting Agenda

6 PETITIONS / PRESENTATIONS / SUBMISSIONS

6.1 PETITIONS

Nil.

6.2 PRESENTATIONS

Nil.

6.3 SUBMISSIONS

Nil.

7 BUSINESS FROM PREVIOUS MEETING (IF ADJOURNED)

Nil.

8 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

Nil.

9 OFFICER REPORTS

9.1 DEVELOPMENT AND REGULATION

Nil.

9.2 CORPORATE AND COMMUNITY SERVICES

9.2.1 Monthly Financial Statements - August and September 2024

Agenda Item 9.2.1 - Questions and Points raised		
Councillor	Discussion	Response from Executive Manager Corporate and Community Services, unless otherwise specified.
<i>Madacsi</i>	month ending 31 August 2024 (Attachment 1) p.6 Cash and Cash Equivalents: what accounts for the difference of \$2,099,719 between the June and August activities?	<i>Creditors and payroll payments for the months of July and August totalled more than \$2.5M. Revenue over the same period was minimal. Cash is generally lower at the end of the financial year and remains that way until the new rates become due and capital grants come in.</i>
<i>Madacsi</i>	month ending 31 August 2024 (Attachment 1) P.14 Capital Acquisitions, Road Construction: and p.17 Capital Grants, Subsidies and	<i>The following detail is provided within the following notes;</i> Capital Grants: <i>NDRR - Access & Egress Projects - Road Upgrades - scope to be confirmed 173,781</i>

Agenda Item 9.2.1 - Questions and Points raised		
Councillor	Discussion	Response from Executive Manager Corporate and Community Services, unless otherwise specified.
	Contributions: why are grant funded Nottingham Rd and North St not included in the list given grant funds have been received for these two capital works programs? If these works were removed, when was council notified of the change to the budget, prior to adoption? If removed, why and were the grant monies reallocated and to what program, or returned? If not removed, when is the work anticipated to be undertaken?	<p>Capital Expenditure:</p> <p><i>Access & Egress Projects - Road Upgrades - scope to be confirmed 377,559</i></p> <p><i>The income and expenditure remains in the current budget. Funds have not been received and the final scopes for these projects are yet to be confirmed.</i></p> <p>Further input from Executive Manager Infrastructure, Assets and Services:</p> <p>Nottingham Street can proceed later this summer with completion in February 2025. North Street timing is uncertain until the option of Fitzgerald Street construction is addressed, which would require a change of scope from the funding agency.</p>
<i>Madacsi</i>	month ending 30 September 2024 (Attachment 2) No questions other than noting the absence of Nottingham Rd and North street projects in Capital Acquisitions, Road Construction: and Capital Grants, Subsidies and Contributions.	<i>As above.</i>

9.2.2 Sale of land – rates and charges outstanding for more than three (3) years

Agenda Item 9.2.2. - Questions and Points raised		
Councillor	Discussion	Response from Executive Manager Corporate and Community Services unless otherwise specified.
<i>Madacsi</i>	If the rates owing are \$57,241,51 and the report states outstanding rates and charges are approximately \$86,080.28 -	<p><i>The difference between total outstanding as reported in May 2022 compared to the outstanding balance reported in October 2024 is a combination of:</i></p> <ul style="list-style-type: none"> <i>Recovery and legal costs \$17,386;</i>

Agenda Item 9.2.2. - Questions and Points raised		
Councillor	Discussion	Response from Executive Manager Corporate and Community Services unless otherwise specified.
	Is the remaining \$28,838.77 the total of outstanding charges, or does this include legal costs?	<ul style="list-style-type: none"> • Interest \$11,296; and in addition to • three more years of rates \$4,796.

9.2.3 List of Payments - September 2024

Agenda Item 9.2.3 - Questions and Points raised		
Councillor	Discussion	Response from Executive Manager Corporate and Community Services unless otherwise specified.
<i>Madacsi</i>	No 21 Apple Pty Ltd – iPhone, iPad and accessories \$6,116.90. Are these new or replacement items and how many?	<i>These are new items purchased for the Chief Executive Officer. Three quotes were sought in accordance with Purchasing Policy. Apple was the cheapest.</i>
<i>Madacsi</i>	No 35 Early Mist Café – AROC Governance meeting \$161.70 Why are the governance meetings held as lunch meetings or is this a one off?	<i>The meetings are held at 11am and they do go over the lunch period which is why lunch is arranged for these meetings.</i>
<i>Madacsi</i>	No 55 MA Lalli & Assoc – structural design etc Toodyay Race course \$4,537.50. Is this cost included within the \$200,000 reserve allocation? Why, and for what works has the Shire undertaken the structural design in addition to the earlier BPS Defect/Building Condition Report (Sept 2022)?	<p><u><i>Executive Manager Infrastructure, Assets and Services response:</i></u></p> <p><i>The cost is included in the budget allocation of \$200,000. Lalli performed the structural design of the wall cladding remediation at the rear of the building. The building condition report identifies defects, it does not carry out any design.</i></p>

Agenda Item 9.2.3 - Questions and Points raised		
Councillor	Discussion	Response from Executive Manager Corporate and Community Services unless otherwise specified.
Madacsi	No 93 UWA Urban research project - Future Climate Future Home \$7,150.00 – was this expenditure endorsed by council and what is the intended application?	<u>Executive Manager Development and Regulation response:</u> Council endorsed an initial expenditure of \$5,000 p.a. on 22 November 2022 (Resolution OCM233/11/22). In September 2023 the Shire was advised by the Australian Urban Design Research Centre (AUDRC) that the scope of their project had changed as some of the projected funding was not received. This situation has necessitated a reduced timeframe, 3 years instead of 4 years (now 2023- 2026). Therefore \$6,500 per year plus GST. The project will generate evidence to inform solutions and policy decisions concerning the climate change adaptation of urban precincts and housing to projected changes in temperature and rainfall and to foster healthy and climate-resilient communities across WA's climate regions.
Madacsi	No 149 Accommodation - Adelaide Summit for Cr Dival \$410.02. Was this item included within Cr Dival's annual training allocation? If not, why was attendance at this Summit not endorsed by council?	The Shire President was specifically invited to attend the Housing Summit however was unable to attend and the Deputy Presiding Member attended in his place. As it was a housing summit it was important, given the funding that AROC arranged related to housing.
Duri	Item 62 Perth Expo Holdings for Art display cabinets. Where they were for and what are they being used for?	<u>CEO Response:</u> These were for future art shows as part of grant funding able to access at a good price second-hand displays to use for future shows.
Prater	Ref 19. Water Corporation. Connor's Cottage June to August \$798.14. Last months was \$374.30. Why the large increase?	<u>CEO Response:</u> Take on notice <u>Response after meeting:</u> The charges have not increased. The previous bill (as at 12/6/2024) of \$374.30 was not paid and therefore overdue and

Agenda Item 9.2.3 - Questions and Points raised		
Councillor	Discussion	Response from Executive Manager Corporate and Community Services unless otherwise specified.
		subsequently added to the latest bill for June to August. Actual water charges for June to August was \$170.12 (for 18kL) and Service charges of \$253.72. Total for August account was \$423.84.
Prater	<p>Page 64 Ref 28 Carmody Glass Equine Services Horse Painting for the TIFF \$385.</p> <p>Was this expense included in the costings provided to Councillors, or was it on top of those costings?</p>	<p><u>CEO response:</u></p> <p>The information provided to Councillors contained all the costings to the Shire that we were aware of which had included this one.</p>
Prater	<p>Page 65 Ref 46 Instant Product Hire \$4,525.96 Supply of Toilets for TIFF.</p> <p>Was this expense included in the costings provided to Councillors?</p>	<p><u>CEO response:</u></p> <p>The costing of the TIFF did include toilets.</p>
Prater	<p>Page 68 Ref 114 Megafast Enterprises Pty Ltd Electricians for TIFF 2024 \$5,982.35.</p> <p>Was this expense included in the costings provided to Councillors?</p>	<p><u>CEO response:</u></p> <p>The costings had included this payment.</p>
Dival	<p>Page 55 Ref 49.</p> <p>Why is the Shire paying for contract planning services with a full complement of staff in planning?</p>	<p><u>Executive Manager Development and Regulation response:</u></p> <p>We are still using some contract planning services to assist with processing of Development Approvals because our Planning and Compliance Officer is still working on compliance.</p>
Dival	<p>Page 68 Ref 100 WALGA Training on R Codes.</p> <p>Why is the Environmental Sustainability Officer receiving training related to planning?</p>	<p><u>Executive Manager Development and Regulation response:</u></p> <p>The Officer has expressed a strong willingness to learn and to help the Department out with some of the minor assessments.</p>

Agenda Item 9.2.3 - Questions and Points raised		
Councillor	Discussion	Response from Executive Manager Corporate and Community Services unless otherwise specified.
Dival	Page 71 Ref 145 Subscription to SketchUp Australia. Why do we need that software?	<u>Executive Manager Development and Regulation response:</u> <i>Officers use this software to create plans and 3-D diagrams that are used for plans and policy development and guidelines.</i>
Dival	Will there be any additional costs in training staff in the SketchUp software program?	<u>Executive Manager Development and Regulation response:</u> <i>There is no need for additional staff training as most training information is free on you tube.</i>

9.3 EXECUTIVE SERVICES

9.3.1 Council Decision to WALGA for inclusion in the December 2024 State Council Agenda

Nil.

9.3.2 Community Funding

Nil.

9.3.3 Pelham Street - Reallocation of Funding

Agenda Item 9.3.3 - Questions and Points raised		
Councillor	Discussion	Response
Madacsi	Is there any legislation that covers community sponsorship? Is the reallocation from Community Sponsorship to an application such as a roads is just a matter for council endorsement?	<u>CEO response:</u> <i>Council needs to reallocate funding from one cost centre to another.</i>

9.3.4 Heritage Fees & Charges

Agenda Item 9.3.4 - Questions and Points raised		
Councillor	Discussion	Response
<i>Madacsi</i>	Should we be increasing the pensioner rate at this point in time?	<u><i>Presiding Member's response:</i></u> <i>This is a question for the Ordinary Council Meeting.</i>

9.4 INFRASTRUCTURE AND ASSETS

Nil.

9.5 COMMITTEE REPORTS

Nil.

10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

11 NOTICES OF MOTION GIVEN AT THE MEETING FOR CONSIDERATION AT NEXT MEETING

Nil.

12 QUESTIONS OF MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil.

13 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

13.1 MEMBERS

Nil.

13.2 EMPLOYEES

Report was tabled regarding Extractive Industry Development Approval.

In August 2024 application before Council. Updated recommendation to allow the Shire to provide short term temporary extension 3 months to get consultant on board with extractive industries however difficult to attract a consultant to perform this work. We have sourced one now but work not able to be completed until Mid Feb 25. Proponents agreed to that. Temporary approval to be extended a bit more to address the EI issues.

The report will be included in the Ordinary Council Meeting Agenda.

14 CONFIDENTIAL BUSINESS

Nil.

15 NEXT MEETINGS

As per Council Meeting Agenda.

16 CLOSURE OF MEETING

The Shire President declared the meeting closed at 3.18pm.