

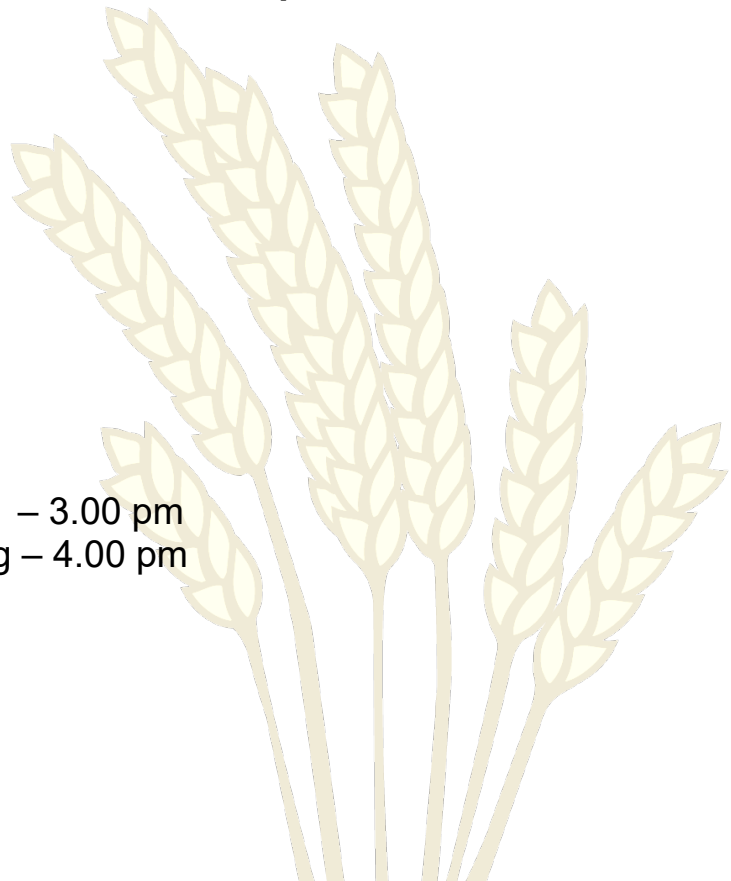


**AGENDA
FOR
ORDINARY MEETING OF COUNCIL
Wednesday 14 December 2022**

**Council Chambers
Lot 66 Railway Street
Trayning WA 6488**

Commencement: 4.00 pm

Forum Meeting – 3.00 pm
Ordinary Council Meeting – 4.00 pm





**SHIRE OF
TRAYNING**
Rock Solid

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

Signed

Leanne Parola
Chief Executive Officer



AGENDA

Ordinary Meeting of the Trayning Shire Council,
To be held in the Council Chambers, Lot 66 Railway Street, Trayning,
on Wednesday 14 December 2022, commencing at 4.00 pm

CONTENTS

1	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS	4
2	ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE	4
3	RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE	5
4	PUBLIC QUESTION TIME	5
5	APPLICATIONS FOR, AND PREVIOUSLY APPROVED, LEAVE OF ABSENCE AND DISCLOSURES OF INTEREST	5
5.1	Applications Previously Approved	5
5.2	Leave of Absence	5
5.3	Disclosure of Interest	5
6	PETITIONS/DEPUTATIONS/PRESENTATIONS	5
6.1	Petitions	5
6.2	Deputations	5
6.3	Presentations	5
7	CONFIRMATION OF MINUTES	5
7.1	Ordinary Meeting of Council	5
8	ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS	5
9	REPORTS OF OFFICERS	5
9.1	REGULATORY SERVICES	5
9.2	FINANCE REPORTS	6
9.2.1	Monthly Payment List November 2022	6
9.2.2	Monthly Financial Report for November 2022	7
9.3	CHIEF EXECUTIVE OFFICER	10
9.3.1	Kununoppin Medical Practice Committee - Proxy Delegate	10
9.3.2	WALGA Best Practice Governance Review	12
9.3.3	Trayning Bowling Club Resurfacing Project	14
10	NEW BUSINESS OF AN URGENT NATURE BY DECISION OF MEETING	17
11	MATTERS FOR WHICH THE MEETING MAY BE CLOSED	17
11.1	CEO Performance Review	17
11.2	Expressions of Interest – Disposal of Properties	17
12	CLOSURE	17



1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

2 ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

MEMBERS:

Cr Melanie Brown - Shire President
Cr Geoff Waters - Deputy Shire President
Cr Michelle McHugh
Cr Clayton Marchant
Cr Peter Barnes
Cr Mark Leslie

STAFF:

Mrs Leanne Parola - Chief Executive Officer
Mr Stephen Thomson - Works Supervisor
Miss Belinda Taylor - Manager of Corporate Services
Mr Brett Mason – Project Manager

APOLOGIES:

ON APPROVED LEAVE(S) OF ABSENCE:

ABSENT:

VISITORS:



3 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil

4 PUBLIC QUESTION TIME

5 APPLICATIONS FOR, AND PREVIOUSLY APPROVED, LEAVE OF ABSENCE AND DISCLOSURES OF INTEREST

5.1 Applications Previously Approved

5.2 Leave of Absence

5.3 Disclosure of Interest

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

6.1 Petitions

6.2 Deputations

6.3 Presentations

7 CONFIRMATION OF MINUTES

7.1 Ordinary Meeting of Council

Recommendation

That the minutes of the Ordinary Meeting of Council held on 16 November 2022 be confirmed as a true and correct record of the proceedings.

8 ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS

9 REPORTS OF OFFICERS

9.1 REGULATORY SERVICES



9.2 FINANCE REPORTS

9.2.1 Monthly Payment List November 2022

Date of Report:	7 December 2022
Proponent:	N/A
File Ref:	3.2.2.3 – Accounts Payable (Creditors)
Officer:	Jessi Shannon - Finance Officer
Senior Officer:	Wendy Stringer – LG Best Practices
Officer's Disclosure of Interest:	Nil
Attachments:	9.2.1 Monthly Payment List November 2022
Voting Requirements:	Simple Majority

Purpose of Report

To meet legislative requirements under the Local Government (Financial Management) Regulations.

Background

The Local Government (Financial Management) Regulations 1996 requires that Council is to be presented with a Statement of Payments each month.

Consultation

There has been consultation with the Chief Executive Officer.

Statutory Environment

Local Government (Financial Management) Regulations 1996.

Officer's Comment

The list of payments has been compiled for the month of November 2022 and is attached. These payments have already occurred and Council are not making a decision as to whether payments are to be made.

At the request of Councillors, the Credit Card statement is also attached for information.

Officer's Recommendation

That Council receives the list of payments and credit card statement, as presented, for the month of November 2022, totalling \$507,893.32.



9.2.2 Monthly Financial Report for November 2022

Date of Report:	7 December 2022
Proponent:	N/A
File Ref:	N/A
Officer:	Wendy Stringer – LG Best Practices
Senior Officer:	Leanne Parola –Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	9.2.2 Monthly Financial Statement November 2022
Voting Requirements:	Simple Majority

Purpose of Report

This report presents for consideration the Monthly Financial Report, for the period ending 30 November 2022.

Background

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

These reports are prepared after all the end-of-month payments and receipts have been processed.

Consultation

There has been consultation with the Chief Executive Officer.

Statutory Environment

Local Government Act 1995 -

6.4. Financial report

- (1) A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as prescribed.

Local Government (Financial Management) Regulations 1996 -

34. Financial activity statement required each month (Act s. 6.4)

- (1A) In this regulation —

committed assets mean revenue unspent but set aside under the annual budget for a specific purpose.

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1) (d), for that month in the following detail —



- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the month to which the statement relates; and
 - (c) actual amounts of expenditure, revenue, and income to the end of the month to which the statement relates; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets, and restricted assets; and
 - (b) an explanation of each of the material variances referred to in sub-regulation (1) (d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of the financial activity may be shown —
 - (a) according to nature and type classification; or
 - (b) by program; or
 - (c) by business unit.
- (4) A statement of financial activity, and the accompanying document sub-regulations on regulation (2), are to be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

The recommendation that follows is consistent with the legislative requirements.



Policy Implications

This proposal incorporates the requirements of policy 7.11 – Investment of Surplus Funds, specifically the requirement to report on Council's investments within the Monthly Financial Report.

Financial Implications

A copy of the Monthly Financial Report for the period ending 31 October 2022, including the report on significant variances, Investment of Councils reserve and, surplus funds and the reconciliation of Councils bank accounts, has been provided to Council via attachment to this report.

Strategic Implications

There are no strategic implications.

Environmental Implications

There are no environmental implications.

Social Implications

There are no social implications.

Officer's Comment

Nil

Officer's Recommendation

That the Monthly Financial Report for the period ending 30 November 2022 be accepted as presented.



9.3 CHIEF EXECUTIVE OFFICER

9.3.1 Kununoppin Medical Practice Committee - Proxy Delegate

Date of Report:	1 December 2022
Proponent:	Shire of Trayning
File Ref:	
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Absolute Majority

Purpose of Report

Council is requested to appoint a proxy member to the Kununoppin Medical Practice Committee.

Background

Councillor Tarr was appointed as the proxy member of the Kununoppin Medical Practice Committee at the Ordinary Meeting of Council held 20 October 2021. She has since resigned from Council and a replacement proxy has not been appointed.

Consultation

There has been no consultation in this regard.

Statutory Environment

There are no statutory implications as the Kununoppin Medical Practice Committee is an external committee.

Policy Implications

The following policies apply for Council Committee and external organisations:

- 1.5 External Organisations – Council Representatives and Expenses
- 3.2 Conferences, Meetings & Training – Attendance & Expenses

Financial Implications

Councillors are paid to attend Committee Meetings and for expenses incurred in attending other meetings on behalf of Council.

Strategic Implications

If there is no deputy or proxy member appointed to the Kununoppin Medical Practice Committee, the Shire will not have any voting rights should its current representative (Councillor Brown) be unable to attend the meeting.



Environmental Implications

There are no environmental implications.

Social Implications

There are no social implications.

Officer's Comments

The Kununoppin Medical Practice Committee is made up of representatives from the Shires of Mt Marshall, Mukinbudin, Nungarin and Trayning. Each Shire can appoint up to two members each (only one of whom can vote).

The Committee meets as required, but at least annually, and is important in supporting the Doctor and the services provided.

Officer's Recommendation

That Councillor _____ be appointed as a proxy delegate on the Kununoppin Medical Practice Committee.



9.3.2 WALGA Best Practice Governance Review

Date of Report:	25 November 2022
Proponent:	Shire of Trayning
File Ref:	4.1.2.3
Officer's Disclosure of Interest:	Nil
Attachments:	WALGA Best Practice Governance Review – Background Paper WALGA Best Practice Governance Review – Consultation Paper
Voting Requirements:	Simple Majority

Purpose of Report

Council is requested to consider governance model options for the Western Australian Local Government Association (WALGA) and provide a Council endorsed position to WALGA.

Background

WALGA has carried out a review of best practice governance models and released the attached Background Paper and Consultation Paper.

Consultation

WALGA have provided the attached papers. Councillors discussed the options at the Councillors Forum held on 16 November 2022. The Officer recommendation is based on the feedback from the Forum.

Statutory Environment

As part of the Local Government Act 1995 reforms, the Western Australian Local Government Association (WALGA) will be removed from the Act.

Policy Implications

There are no direct policy implications.

Financial Implications

There are no direct financial implications, but the model chosen by WALGA may have future cost savings for the Shire if it does not have representatives on a WALGA body (ie potentially no longer having Councillors attending WALGA Zone Meetings).

Strategic Implications

There are no strategic implications.



Environmental Implications

There are no environmental implications.

Social Implications
















There are no social implications.

Officer's Comments

Five options have been provided by WALGA with a request that Council rank them according to preference. A summary of the options is below, with more detailed information on each one in the attached Consultation Paper.

Options and Current Model

Five options, including the Current Model, with details of each of their key governance bodies

Option 1 – Two tier model, existing Zones	Option 2 – Board, Regional Bodies	Option 3 – Board, Amalgamated Zones	Option 4 – Member elected Board, Regional Groups	Option 5 – Current Model
 Board (11 members) 8 elected from Policy Council, incl. Board elected President Up to 3 independents	 Board (11 members) 8 elected from Regional Bodies, incl. Board elected President Up to 3 independents	 Board (15 members) 12 elected from Zones, incl. Board elected President Up to 2 independents	 Board (11 members) 8 elected via direct election, incl. Board elected President Up to 3 independents	 State Council (25 members) 24 State Councillors 1 President
 Policy Council (25 members) 24 members plus President	 Regional Bodies (4 metro, 4 country)	 Zones (6 metro, 6 country)	 Policy Teams / Forums / Committees	 Zones (5 metro, 12 country)
 Zones (5 metro, 12 country)	 Policy Teams / Forums / Committees	 Policy Teams / Forums / Committees	 Regional Groups	 Policy Teams / Forums / Committees

Officer's Recommendation

The Western Australian Local Government Association be advised that in response to the WALGA Best Practice Governance Review Consultation Paper, the Shire of Trayning prefers Option 1 – Two tier model, existing Zones, followed in order of preference by:

- Option 3 - Board, Amalgamated Zones
- Option 4 – Member elected Board, Regional Groups
- Option 2 – Board, Regional Bodies
- Option 5 – Current Model



9.3.3 Trayning Bowling Club Resurfacing Project

Date of Report:	9 December 2022
Proponent:	Nil
File Ref:	3.2.7 Annual Budget
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Absolute Majority

Purpose of Report

Council is requested to consider a budget variation for the Trayning Bowling Club resurfacing project.

Background

The new surface for the Trayning Bowling Club was due to be laid in December 2022. A new tank, pump and reticulation have been installed at the Trayning Bowling Green and members of the Bowling Club pulled up the old carpet and underlay in preparation for the installation of the new surface.

The contractors supplying the new surface had prepared the base and when they went to lay the new turf it was discovered that the incorrect measurements had been provided by the Shire when placing the order and the width ordered was approximately 2 m less than it needed to be.

A meeting was held on site between the contractors, staff and representatives of the Bowling Club to discuss the available options. Essentially there are three options that can be considered:

- 1) Order new turf and sell the other turf to another Shire with a smaller green. This was the preferred option as it would achieve a quality finish and not result in the loss of a rink. Another Shire with a smaller rink who was in the process of getting quotes for the same surface this financial year has been identified.
- 2) Construct a new gutter and side wall on one side of the green to fit the turf. This option would result in one less rink and may incur significant costs to build a new gutter and side wall and relocate services. There will also be risks associated with altering the existing base.
- 3) Lay the turf and purchase additional turf to add onto one side. This option would also result in one less rink and it was unlikely that additional turf would be an exact colour match.



Consultation

A meeting was held on site between the contractors, staff and representatives of the Bowling Club to discuss the available options.

Statutory Environment

Local Government Act 1995, Section 6.2 - Local government to prepare annual budget - a budget variation will need to be carried out to address any unbudgeted expenditure.

Policy Implications

There are no direct policy implications.

Financial Implications

The 2022/23 Budget included \$146,000 to replace the bowling green surface. The budget also included \$60,000 for capital works to the Don Mason Community Centre, of which \$41,000 is currently unspent.

A budget variation could be done to transfer these funds to the Bowling Club project to cover additional costs when they are determined and to allow the project to proceed in a timely manner.

Strategic Implications

The replacement of the bowling green surface in 2022/23 has been identified in the Long Term Financial Plan and the Asset Management Plan.

Environmental Implications

There are no environmental implications.

Social Implications

The Trayning Bowling Club will not be able to play bowls at their facility until a new surface is installed and will need to travel to other towns for games and practice.

Officer's Comments

The contractors providing the bowling green surface have been requested to provide a proposal to supply and lay new turf and to sell the existing surface to another Shire as well as a quotation to reduce the size of the green so that an informed decision can be made about which option to take.



Officer's Recommendation

The 2022/2023 Budget be amended as follows:

Job/GL	Description	Current Budget	Amended Budget
BC07	Synthetic Bowling Green (Capital)	(146,000)	(186,000)
BC84	Don Mason Community Centre (Capital)	(60,000)	(20,000)



10 NEW BUSINESS OF AN URGENT NATURE BY DECISION OF MEETING

11 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Officer Recommendation

That in accordance with Section 5.23 (3) of the Local Government Act 1995, the meeting move behind closed doors as items 11.1 and 11.2 relate to a matter affecting an employee and a matter that if disclosed would reveal information that has commercial value to a person.

11.1 CEO Performance Review

11.2 Expressions of Interest – Disposal of Properties
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12 CLOSURE