



# SHIRE OF KONDININ

## NOTICE OF MEETING

Councillors: Please be advised that the next meeting of the

### **KONDININ SHIRE COUNCIL**

Will be held on Wednesday 20<sup>th</sup> November 2024 at  
Hyden CRC

**3:00PM Informal Agenda Discussion**

**4:00PM Ordinary Council Meeting**

**David Burton**  
**15<sup>th</sup> November 2024**  
**CHIEF EXECUTIVE OFFICER**

11 Gordon Street, KONDININ WA 6367 Tel (08) 98891006  
All communications are to be addressed to the CHIEF EXECUTIVE OFFICER  
[ceo@kondinin.wa.gov.au](mailto:ceo@kondinin.wa.gov.au)

# STATEMENT OF COMMITMENT TO INDIGENOUS AUSTRALIANS

“The Shire of Kondinin acknowledges that, as we proceed with the development & management of facilities & services within the Shire, we give recognition of the distinctive relationship that indigenous people have within the community and encourage a broader understanding & appreciation of indigenous heritage & culture.

The Shire of Kondinin is committed to consultation across all communities in our Shire & we aim for mutual respect to achieve recognition of all Cultures.”

## **SHIRE OF KONDININ QUESTIONS FROM THE PUBLIC**

The Shire of Kondinin welcomes community participation during public question time at Council Meetings. Any member of the public is welcome to do so. The following is a summary of Section 5.24 of the *Local Government Act 1995 (WA)*, the *Local Government (Administration) Regulations 1996 (WA)*, the Shire's procedure and a guide to the completion of registering attendance and question/s.

- Members of the public should ideally register their attendance and question with the Council before the meeting before the closing of business the day before the scheduled meeting. This can be done;
  - a. In person at the Shire of Kondinin Office (11 Graham St, Kondinin).
  - b. By emailing the Executive Support Officer at [eso@kondinin.wa.gov.au](mailto:eso@kondinin.wa.gov.au)
  - c. By phoning the Executive Support Officer on 08 9889 1006
- When registering the following information will need to be supplied for record keeping and future correspondence (if required);
  - a. Name, Address, contact number and Name of Organisation representing (if applicable)
  - b. A written copy of the question to be asked at Public Question Time.
- It is recommended to arrive at the location of the Council Meeting 5 minutes before the commencement of the meeting. If you have not registered in advance it can be completed at this time. However, public members will still be able to attend the meeting and provide the required details meeting if they have not been able to register in advance.
- The Presiding Member will open Public Question Time and, if necessary, provide a summary of the rules, regulations and procedures of Public Question Time:
  - a. The person asking the question must state their name before asking it.
  - b. Questions are to be directed through the chair, with the Presiding Member having the discretion of accepting or rejecting a question and the right to nominate a Councillor or Officer to answer.
  - c. To provide an opportunity for the greatest portion of the gallery to take advantage of question time, questions are to be as succinct as possible. Any preamble to questions should therefore be minimal and no debating on the issue between the Gallery, Councillors or Officers is permissible.
  - d. Where the Presiding Member rules that a member of the public is making a statement during public question time, then no answer is required to be given or recorded in response.
  - e. Questions which are considered inappropriate; offensive or otherwise not in good faith; duplicates or variations of earlier questions; relating to the personal affairs or actions of Council members or employees; will be refused by the Presiding Member as 'out of order and will not be recorded in the minutes.

- f. Questions from members of the public that do not comply with the Rules of Question Time or do not abide by a ruling from the Presiding Member, or where the member of the public behaves in a manner in which they are disrespectful of the Presiding Member or Council, or refuse to abide by any reasonable direction from the Presiding Member, will be ruled 'out of order and the question will not be recorded in the minutes.
  - g. Answers to questions provided in good faith, however, unless reasonable prior written notice of the question is given, answers should not be relied upon as being comprehensive.
  - h. The priority for asking questions shall be 'first 'questions on which written notice has been given before the meeting' (that is, before noon on the day immediately preceding the meeting) and secondly, 'questions from the floor.
- Public Question Time is set for a maximum period of 15 minutes and will terminate earlier should no questions be forthcoming.
  - There are circumstances where it may be necessary to place limits on the asking of questions to enable all members of the public a fair and equitable opportunity to participate in Public Question Time. In these events, the Presiding Member will apply the most appropriate limit for the circumstance. Generally, each member of the public shall be provided with a maximum two minutes time limit in the first instance, in which to ask a maximum of two questions (whether these are submitted 'in writing' or 'from the floor). A question may include a request for the tabling of documents where these are relevant to an issue before Council.
  - Should there be time remaining on the initial period for Public Question Time (i.e. 15 minutes) after all members of the public have posed their initial allotment of two questions, the Presiding Member will then allow members of the public to sequentially (by the register) ask further questions (with necessary limits in place as discussed above if required) until the initial period for Public Question Time has expired.
  - Any extension to the initial period for Public Question Time is to be limited to a period that will allow sufficient time for any remaining members of the public to ask their initial allotment of two questions.
  - Where a question (compliant to these rules) is raised and is unable to be answered at the meeting, the question shall be 'taken on notice' with an answer being given at the next appropriate Council Meeting.
  - Where a member of the public submitting a question is not physically present at the meeting, those questions will be treated as an item of correspondence and will be answered in the normal course of business (and not be recorded in the minutes).

**SHIRE OF KONDININ  
DISCLOSURE OF FINANCIAL/IMPARTIALITY & PROXIMITY INTEREST**

To: *Chief Executive Officer*

As required by Section 5.65(1) (a) of the Local Government Act 1995, I hereby declare my interest in the following matters included on the Agenda paper for the Council/Committee meeting to be held on \_\_\_\_\_ (Date).

The type of interest I wish to declare is a:                       Financial       Proximity    Impartiality

Item No	Details of Interest

The extent of interest only has to be declared if the Councillor also requests to remain present at a meeting or participate in discussions or the decision-making process (see item 6 below).

Councillor’s Signature \_\_\_\_\_ Councillor’s Name \_\_\_\_\_ Date \_\_\_\_\_

NB:

- 1 This notice must be given to the Chief Executive Officer before the meeting or at the meeting immediately before the matter in which you have an interest is discussed, Section 5.65(1) (a) & (b).
- 2 It remains the Councillor’s responsibility to make further declarations to the Council if a matter arises during the course of a meeting and no previous declarations have been made.
- 3 It is a Councillor’s responsibility to ensure that the interest is brought to the attention of the Council/Committee when the Agenda item arises and to ensure that it is recorded in the minutes.
- 4 It remains the Councillor’s responsibility to ensure that he/she does not vote on a matter in which a declaration has been made. This responsibility also includes the recording of particulars in the minutes to ensure they are correct when such minutes are being confirmed.
- 5 It is recommended that when previewing the Agenda, Councillors mark Agendas with items on which interest is to be declared and complete the declaration form at the same time.
- 6 Councillors may be allowed to remain at meetings at which they have declared an interest and may also be allowed to preside (if applicable) and participate in discussions and the decision-making process upon the declared matter subject to strict compliance with the enabling provisions of the Act and appropriately recorded resolutions of Council. Where Councillors request consideration of such approval the affected Councillor must vacate the Council Chambers in the first instance whilst the Council discusses and decided upon the Councillors application.

Remember The responsibility to declare an interest rests with individual Councillors. If Councillors are in any doubt seeking legal opinion, or, to be sure, simply declare in any case.  
Penalties for not disclosing an interest apply.

Office Use Only:	Date/Initial
1. Particulars of the declaration given to the meeting	_____
2. Particulars recorded in the minutes	_____
Signed by Chief Executive Officer Or President (when the declaration belongs to the CEO)	_____

**SHIRE OF KONDININ DISCLAIMER**

*No responsibility whatsoever is implied or accepted by the Shire of Kondinin for any act, omission or statement or intimation occurring during Council/Committee meetings or formal/informal conversations with Staff. Shire of Kondinin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.*

*In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, any statement or limitation of approval made by a member or officer of Shire of Kondinin during the course of any meeting is not intended to be and is not taken as notice of approval from Shire of Kondinin. The Shire of Kondinin warns that anyone who has an application lodged with the Shire of Kondinin must obtain and only should rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Kondinin in respect of the application.*

*Signed on behalf of Council*



**David Burton**

**Chief Executive Officer**

## Order of Business

### 1. DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS

The Shire President Cr Mouritz read the Statement of Commitment to Indigenous Australians, welcomed those present and declared the meeting open at 4:04pm.

### 2. RECORD OF ATTENDANCE/ APOLOGIES/ LEAVE OF ABSENCE

Councillors:	Cr Kent Mouritz (President) Cr Darren Pool Cr Kerrie Green	Cr Beverley Gangell Cr Paul Green Cr Brett Smith	Cr Bruce Browning Cr Murray James
Staff:	David Burton (CEO) Mark Burgess (MoW)	Vince Bugna (MCS) Sophia Davis (ESO)	Tory Young (MPA)
Apologies:			

### 3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

### 4. PUBLIC QUESTION TIME

### 5. APPLICATIONS FOR LEAVE OF ABSENCE

### 6. PETITIONS/ DEPUTATIONS/ PRESENTATIONS

### 7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS/ INFORMATION REPORT

#### 7.1 MINUTES OF COUNCIL MEETING – 23<sup>rd</sup> October 2024

#### RESOLUTION #4432

**Moved: Cr Bruce Browning**

**Seconded: Brett Smith**

That the minutes of the Council Meeting, held on the 23rd of October 2024, be confirmed.

**Carried: 8/0**

**For:** Cr Kent Mouritz, Cr Beverley Gangell, Cr Bruce Browning, Cr Darren Pool, Cr Murray James, Cr Brett Smith, Cr Kerrie Green, and Cr Paul Green.

**Against:** Nil

7.2 INFORMATION REPORT – November 2024

**RESOLUTION #4433**

**Moved: Cr Darren Pool**

**Seconded: Kerrie Green**

That Council receives and accepts the Information Report before this meeting.

**Carried: 8/0**

**For:** Cr Kent Mouritz, Cr Beverley Gangell, Cr Bruce Browning, Cr Darren Pool, Cr Murray James, Cr Brett Smith, Cr Kerrie Green, and Cr Paul Green.

**Against:** Nil

**8. ANNOUNCEMENTS BY PRESIDING MEMBERS WITHOUT DISCUSSION**

**9. ITEMS**

**9.1 MANAGER OF PLANNING & ASSETS**

**9.2 MANAGER OF CORPORATE SERVICES**

- 9.2.1 List of Accounts – October 2024
- 9.2.2 Financial Report – October 2024

**9.3 MANAGER OF WORKS**

**9.4 CHIEF EXECUTIVE OFFICER**

- 9.4.1 Discovery Centre Update
- 9.4.2 Corporate Business Plan Quarterly Report
- 9.4.3 Lions Club – Christmas Dinner
- 9.4.4 Proposed Bush Fire Brigades Local Law
- 9.4.5 Change in Location for the December 2024 Ordinary Council Meeting

**9.5 COMMUNITY DEVELOPMENT OFFICER**

**9.6 ENVIRONMENTAL HEALTH OFFICER**

**9.7 COMMITTEE MEETINGS**

**WORKS COMMITTEE**

- 9.7.1 2024/2025 Road Works Programs
- 9.7.2 Plant Replacement 10-year Program
- 9.7.3 Works Committee Meetings for 2025



HOUSING AND BUILDING COMMITTEE

9.7.4 Update on Housing and Building Matters

9.7.5 Housing and Building Committee Meetings for 2025

UNCONFIRMED

**9.1 MANAGER OF PLANNING & ASSETS**

**9.2 MANAGER OF CORPORATE SERVICES**

**9.2.1 LIST OF ACCOUNTS**

**Applicant:** Shire of Kondinin  
**Author:** Vince Bugna, Manager Corporate Services  
**Disclosure of Interest:** Nil  
**Date:** 6<sup>th</sup> November, 2024  
**Attachment(s):** List of Accounts 01/10/2024 to 31/10/2024

*Mark Burgess (MoW) left the room at 4:06pm and did not return for the duration of the meeting.*

**RESOLUTION #4434**

**Moved: Cr Murray James**

**Seconded: Cr Paul Green**

That Council **RECEIVE** the attached report – List of Accounts Due & Submitted to Council for the month of October 2024:

• Municipal Fund payment cheque numbers 19446 – 19453	= \$	18,271.49
• Municipal EFT19381 –19532; 19535 – 19546; 19548 – 19574	= \$	1,444,247.24
• Direct Debits – Transport – Hyden Office	= \$	48,886.15
• Direct Debits – Transport – Kondinin Office	= \$	8,665.75
• Direct Debits – Credit Cards DD21795.1	= \$	7,527.88
• Direct Debits – Other	= \$	85,381.47
• EFTPOS Merchant Fees & Tyro	= \$	1,972.68
• Bank Fees – NAB Connect	= \$	140.73
• Payroll EFTs	= \$	150,377.10
• Trust EFT 19533 – 19534; 19547	= \$	1,400.00
<b>TOTAL</b>	<b>= \$</b>	<b><u>1,766,890.49</u></b>

**Carried: 8/0**

**For:** Cr Kent Mouritz, Cr Beverley Gangell, Cr Bruce Browning, Cr Darren Pool, Cr Murray James, Cr Brett Smith, Cr Kerrie Green, and Cr Paul Green.

**Against:** Nil

## Summary

To present to Council a list of accounts paid from Municipal and Trust Funds (when applicable) under delegated authority to the CEO.

## Background

The Chief Executive of a local government has delegated authority to make payments from Municipal and Trust Fund accounts pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996*.

As required by sub regulation (1), a list of accounts paid by the CEO each month should show –

- (a) the payee's name;*
- (b) the amount of the payment;*
- (c) the date of the payment;*
- (d) sufficient information to identify the transaction*

Sub regulation (3), a list prepared under sub regulation (1) and (2) is to be –

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and*
- (b) recorded in the minutes of that meeting.*

## Statutory Environment

*Local Government (Financial Management) Regulations 1996*

## Policy Implications

Nil

## Public Consultation

Nil

## Financial Implications

All payments made to the Shire creditors have been in accordance with the 2024/25 Annual Budget.

## Strategic Implications

Shire's Strategic Community Plan 2022 – 2032:

### ***“4. Civic Leadership***

#### ***4.1 Skilled, capable and transparent team:***

- We engage with the community on key projects and we provide regular, transparent communication*
- The capability of our organisation is continually improved*

*4.2 We are a compliant and resourced Local Government:*

- External audits and reviews confirm compliance with relevant Local Government legislation*
- Financial sustainability in achieving community aspirations”*

**Voting Requirements**

Simple Majority

UNCONFIRMED

## **9.2.2 FINANCIAL REPORTS**

**Applicant:** Shire of Kondinin  
**Author:** Vince Bugna, Manager Corporate Services  
**Disclosure of Interest:** Nil  
**Date:** 12<sup>th</sup> November, 2024  
**Attachment(s):** Monthly Financial Report for the period ended 31/10/2024

### **RESOLUTION #4435**

**Moved: Cr Brett Smith**

**Seconded: Cr Beverley Gangell**

That Council **RECEIVE** the attached reports entitled Monthly Financial Report (containing the required Statement of Financial Activity and Statement of Financial Position) for the period ended 31 October 2024.

**Carried: 8/0**

**For:** Cr Kent Mouritz, Cr Beverley Gangell, Cr Bruce Browning, Cr Darren Pool, Cr Murray James, Cr Brett Smith, Cr Kerrie Green, and Cr Paul Green.

**Against:** Nil

### **Summary**

To present to Council the Monthly Financial Report for the period ended 31 October 2024.

### **Background**

The monthly Financial Report (containing the Financial Activity and Financial Position) is presented in accordance with the *Local Government Act 1995 (WA)* and the *Local Government (Financial Management) Regulation 1996*.

Regulation 4(4) states that, *a statement of financial activity, and the accompanying documents (notes) referred to in sub 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.*

The Statement of Financial Activity summarizes the Shire's financial activities for the period at which it relates.

### **Statutory Environment**

- *Local Government Act 1995 (WA)*
- *Local Government (Financial Management) Regulation 1996*

### **Policy Implications**

Nil

**Public Consultation**

Nil

**Financial Implications**

In accordance with the approved material variances of 10% or \$10,000 whichever is the greater within the monthly Statement of Financial Activity during the 2024/25 financial year.

**Strategic Implications**

Shire’s Strategic Community Plan 2022 – 2032:

**“4. Civic Leadership**

**4.1 Skilled, capable and transparent team:**

- We engage with the community on key projects and we provide regular, transparent communication
- The capability of our organisation is continually improved

**4.2 We are a compliant and resourced Local Government:**

- External audits and reviews confirm compliance with relevant Local Government legislation
- Financial sustainability in achieving community aspirations”

**Reporting Officer’s Comment**

The highlights of the October 2024 financial reports are as follows:

Item	Reference
<ul style="list-style-type: none"> <li>• <b>Cash at Bank</b> The Shire’s total cash as at 31 October 2024 was <b>\$10,028,099</b> – composed of \$4,160,765 reserve accounts (restricted), \$51,265 LCDC fund, \$2,197,161 term deposit investments and \$3,618,908 general fund (Muni, OCDF &amp; Petty cash).</li> </ul>	Page 9 – Note 6 Cash and Financial Assets  Page 10 – Note 7 Reserve Accounts
<ul style="list-style-type: none"> <li>• <b>Receivables</b> <b>Rates and Rubbish</b> – \$1,004,079 whereas \$3,246,809 equivalent to 76% have been paid. <b>Other receivables</b> of \$203,585 – composed of \$81,248 sundry debtors, \$126,560 gst receivable and (\$4,224) impairment of receivables.</li> </ul>	Page 16 – Note 10 Receivables
<ul style="list-style-type: none"> <li>• <b>Current Liabilities</b> YTD balance is \$1,296,003 which includes \$501,221 of employees’ annual and long service leave provision, \$195,892 Current portion of borrowings (payable within 12 months), \$355,342 unearned Capital Grants/Contributions and \$243,547 of gst and other payables.</li> </ul>	Page 5 – Note 2 Net Current Assets used in the Statement of Financial Activity

<ul style="list-style-type: none"> <li>• <b>Closing Funding Surplus(Deficit)</b> YTD actual is \$5,993,492 – composed of \$11,358,337 Current Assets less \$1,296,003 Current Liabilities and \$(4,068,843) Net Adjustments to Net Current Assets.</li> </ul>	<p>Page 5 – Note 2 Net Current Assets used in the Statement of Financial Activity</p>
<ul style="list-style-type: none"> <li>• <b>Significant Capital Projects:</b> <ul style="list-style-type: none"> <li>✓ Roadworks has been budget for \$3.8m this financial year of which 44% or \$1.089m of which spent so far on Hyden Norseman Road.</li> <li>✓ Plant and equipment have a budget of \$1.093m – acquisitions in progress.</li> <li>✓ Land and buildings have a total budget of \$3.04m for WACHS housing, Kondinin Pavilion upgrade and staff housing – in progress.</li> </ul> </li> </ul>	<p>Page 7 – Key Information</p> <p>Page 11 to 14 – Note 8 Capital Acquisitions</p>
<ul style="list-style-type: none"> <li>• <b>Grants, Subsidies and Contributions</b> <ul style="list-style-type: none"> <li>✓ Operating grants total received = \$424,162 from quarter one FAGS, Main Roads WA for Road Maintenance and few minor ones.</li> <li>✓ Capital grant total to date = \$330,280 mainly from MRWA progress payment for RRG Lovering Road and DVA grant for Kondinin War Memorial Garden improvement.</li> </ul> </li> </ul>	<p>Pages 21 – Note 15 Grants, Subsidies and Contributions</p> <p>Page 22 – Note 16 Capital Grants, Subsidies and Contributions.</p>

In relation to material variances, “timing difference are due to the monthly spread of the budget not matching in comparison to the actual spread of revenue or expenditure.

Timing difference will not result in a forecast adjustment. Where the material variance is flagged as “permanent”, this indicates that a forecast adjustment to the annual budget is required. – Page 6, Note 3 – Explanation of Material Variances.

**VOTING REQUIREMENTS**

Simple Majority

## 9.3 MANAGER OF WORKS

## 9.4 CHIEF EXECUTIVE OFFICER

### 9.4.1 DISCOVERY CENTRE UPDATE

**Author:** CEO - David Burton  
**Authorised Officer:** CEO - David Burton  
**Date:** 11<sup>th</sup> November 2024  
**Disclosure of Interest:** Nil  
**Attachments:** Nil

#### RESOLUTION #4436

**Moved: Cr Paul Green**

**Seconded: Cr Murray James**

That Council **NOTE** the updated information and support the actions taken / to be taken.

**Carried: 8/0**

**For:** Cr Kent Mouritz, Cr Beverley Gangell, Cr Bruce Browning, Cr Darren Pool, Cr Murray James, Cr Brett Smith, Cr Kerrie Green, and Cr Paul Green.

**Against:** Nil

#### Summary

This report is to provide information and updates in relation to the Discovery Centre Project (the 'Project') and responses to the Business Plan.

#### Background

Since 2018 the Shire of Kondinin has been working with the Hyden Community Resource Centre (HCRC) and the Hyden Progress Association (HPA) for construction of a Centre in Hyden for the CRC and to promote tourism for the Shire and region.

An application was made for funding in 2020 but failed to gain financial support. The Working Group has been following through with improving the project and seeking funding.

This Project is in the Shire of Kondinin Strategic Community Plan and Long-Term Financial Plan.

The Working Group are also trying to get funding from the State Government to reduce the financial impact of the project for the Shire of Kondinin residents and ratepayers.

#### Comment

The Working Group had a meeting with the Wheatbelt Development Commission (WDC) to update them on the project's status and recent progress. The WDC are listing the project as one of six key projects for the development of the Wheatbelt area. This may assist with getting State Government funding for the project.



A map showing the tourist attractions and services in the Hyden forming a precinct will strengthen the RPPP application and is considered advantageous to regional tourism. The WDC has indicated that it may be able to assist with funding for this which would allow for a much better final product. We are currently seeking costings for this assistance.

The WDC also suggested approaching Federal Government representatives to see if the Shire can get funding as an election commitment rather than relying on grant funding as this does make it a little easier. Staff are currently preparing a draft submission for the funding.

### **Policy Implications**

Nil

### **Financial Implications**

Approximately \$5,000 will be required for the Precinct Master Plan. Funding assistance should be able to be received from the WDC.

### **Consultation**

Discovery Centre Working Group comprising of members from Hyden Progress Association, Hyden CRC, local Business and Council representatives.

### **Strategic Implications**

Strategic Community Plan 2022-2032:

- “1.3 Celebrate our pioneers, community members and protect our heritage  
Shire owned heritage buildings and places of interest are maintained and managed appropriately*
- 2.1 Support the diverse industry across the Shire Townsite entrances, Shire verges and aesthetics are tidy, green and welcoming*
- 4.1 Skilled, capable and transparent team  
We are inclusive and our communities feel heard  
We engage with the community on key projects and we provide regular, transparent communication”*

### **Voting Requirement**

Simple Majority

## **9.4.2 CORPORATE BUSINESS PLAN QUARTERLY REPORT**

**Author:** CEO - David Burton  
**Authorised Officer:** CEO - David Burton  
**Date:** 8<sup>th</sup> November 2024  
**Disclosure of Interest:** Nil  
**Attachments:** November Quarterly Report

### **RESOLUTION #4437**

**Moved: Cr Kerrie Green**

**Seconded: Cr Brett Smith**

That Council **ACCEPTS** the Quarterly Corporate Business Plan Report.

**Carried: 8/0**

**For:** Cr Kent Mouritz, Cr Beverley Gangell, Cr Bruce Browning, Cr Darren Pool, Cr Murray James, Cr Brett Smith, Cr Kerrie Green, and Cr Paul Green.

**Against:** Nil

### **Summary**

This report is to provide a Quarterly Report on the Corporate Business Plan for Council.

### **Background**

As part of the Strategic Planning Process, Council must adopt a 4-year Corporate Business Plan of how the Council will address the items listed in the Strategic Community Plan. Within the Corporates Business Plan is a quarterly report to be presented to Council giving an update on the items listed and where they are at.

### **Comment**

Since this is the first report of the adopted Corporate Business Plan, all items from the last financial year and current financial year have been included, and updates given on where the items are at.

This report will be given to the Council quarterly.

The Corporate Business Plan will need a minor review this financial year, this will be looked at for early next year.

### **Policy Implications**

Nil

### **Financial Implications**

Items in the Report have been budgeted or are listed in the Shire's Long-Term Financial Plans.

**Consultation**

Nil

**Strategic Implications**

Strategic Community Plan 2022-2032

***“4. Civic Leadership***

*4.2 We are a compliant and resourced Local Government”*

**Voting Requirement**

Simple Majority

UNCONFIRMED

### **9.4.3 LIONS CLUB – CHRISTMAS DINNER**

**Author:** CEO - David Burton  
**Authorised Officer:** CEO - David Burton  
**Date:** 8<sup>th</sup> November 2024  
**Disclosure of Interest:** Nil  
**Attachments:** Letter

#### **RESOLUTION #4438**

**Moved: Cr Murray James**

**Seconded: Cr Paul Green**

That Council **SUPPORTS** the Lions Club Seniors Christmas Dinner for the amount of \$1,000.

**Carried: 8/0**

**For:** Cr Kent Mouritz, Cr Beverley Gangell, Cr Bruce Browning, Cr Darren Pool, Cr Murray James, Cr Brett Smith, Cr Kerrie Green, and Cr Paul Green.

**Against:** Nil

#### **Summary**

A request has been received from the Kondinin Lions Club for a contribution towards the Kondinin and Hyden Lions Club Seniors Christmas Dinner.

#### **Background**

Each year the Kondinin and Hyden Lions Club hold a joint Seniors Christmas Dinner for local citizens. In previous years the Shire has made a \$1,000 contribution to the dinner. The Kondinin Lions Club are asking for a contribution this year.

#### **Comment**

The Christmas Dinner is a good way of celebrating Christmas and an event for our senior citizens and the Lions Club which is very proactive in both communities.

#### **Policy Implications**

Nil

#### **Financial Implications**

The costs will be covered by the Annual Budget allocation for Community Support.

#### **Consultation**

Nil

## **Strategic Implications**

Strategic Community Plan 2022-2032

### ***“1. Community***

*1.1 Community members have the opportunity to be active, engaged and connected.  
We collaborate with CRCs and local organisations to deliver community programs and activities”*

## **Voting Requirement**

Simple Majority

UNCONFIRMED

#### **9.4.4 PROPOSED BUSH FIRE BRIGADES LOCAL LAW**

**Author:** CEO - David Burton  
**Authorised Officer:** CEO - David Burton  
**Date:** 13<sup>th</sup> November 2024  
**Disclosure of Interest:** Nil  
**Attachments:** (1) Proposed Bush Fire Brigades Local Law  
(2) Provisional Consolidation of Bush Fire Brigades Local Law (tracked version)

#### **RESOLUTION #4439**

**Moved: Cr Brett Smith**

**Seconded: Cr Murray James**

That Council:

- (1) **GIVE** local public notice that the Shire of Kondinin intends to make a Bush Fire Brigades Local Law and **INVITES** submissions for a minimum 6-week period in accordance with ss.3.12(2) and (3) *Local Government Act 1995 (WA)* and s.62 *Bush Fires Act 1954 (WA)*, –
  - Purpose – to revoke the Bush Fire Brigades Local Law 2022 and make provisions for establishment, management and administration of Bush Fire Brigades in accordance with the *Bush Fires Act 1954 (WA)* and the undertakings given to the Joint Standing Committee on Delegated Legislation.
  - Effect – to align the local laws with legislation and these undertakings.
- (2) in accordance with the *Local Government Act s.3.12(3)*, **PROVIDE** copies of the proposed local law to be –
  - sent to the Minister for Local Government and the Minister for Emergency Services, and
  - made available to any other person requesting a copy.

**Carried: 8/0**

**For:** Cr Kent Mouritz, Cr Beverley Gangell, Cr Bruce Browning, Cr Darren Pool, Cr Murray James, Cr Brett Smith, Cr Kerrie Green, and Cr Paul Green.

**Against:** Nil

#### **Summary**

To commence the statutory process for adoption of a local law in accordance with s.3.12 of the *Local Government Act 1995 (WA)*.

#### **Background**

The *Local Government Act 1995 (WA)* requires the following statements be made in the agenda and minutes of the meeting –

- Purpose – to revoke the Bush Fire Brigades Local Law 2022 and make provisions for establishment, management and administration of Bush Fire Brigades in accordance

with the *Bush Fires Act 1954 (WA)* in accordance with the undertakings given to the Joint Standing Committee on Delegated Legislation (JSCDL or “Standing Committee”).

- Effect – to align the local laws with legislation and these undertakings.

The principal local law was published in the Government Gazette on 10 November 2022 as part of a raft of six new local laws and later amended in the Government Gazette on 13 October 2023.

### **Comment**

In February 2024, once Parliament had resumed, the JSCDL requested undertakings be given to amend the local law which were given by Council following the March 2024 meeting.

The proposed local law–

- recognises that brigades are not independent but are ultimately responsible to the local government;
- includes provision for appointment of brigade officers directly by Council if considered necessary or appropriate, similar to appointment of fire control officers (which are required to be appointed by Council and are not elected positions).

Despite having previously allowed much briefer versions of a Bush Fire Brigade Local Law, in recent times the JSCDL has insisted on a close adherence to the WA Local Government Association Model. Ultimately, it does not matter what disagreement there may be with the model, the JSCDL is the body with the power to allow a local law or recommend to Parliament that a local law be disallowed.

The local law does not address fire hazards, fire breaks etc. It is suggested that a formal notice, in accordance with s.33 the Bush Fires Act 1954 (WA), be prepared and adopted as a matter of priority. A notice has the effect and weight of a local law, and is actionable through infringements or court action if necessary.

The draft Bush Fire Brigades Local Law now presented to Council is essentially identical to that made by the Shire of Pingelly’s local law which was accepted by the JSCDL without amendment. As well as changes to local government name and date, several minor changes for local circumstances, as informally suggested by Department of Fire and Emergency Services, have been made.

The statutory process is the same for making, amending or revoking a local law –

- Local public notice inviting public comment – minimum of 6 weeks public consultation.
- During this time submit a copy of the draft local law to the Department of Local Government and the Department of Fire and Emergency Services.
- At the end of public comment, a summary of public comments and any changes recommended by the departments is presented to Council for decision regarding those comments, and consideration of any changes to the draft local law.
- Final adoption of the amendment local law by Council.
- Publication in the Government Gazette.
- Local public notice to be given of the adoption, publication and commencement date

of the local law.

- Submit all necessary documents to the Parliamentary Joint Standing Committee on Delegated Legislation for their review.

The JSCDL reviews the local law, its effects and may recommend to Parliament that it be amended and request an undertaking, or that it be disallowed. The JSCDL will not review the local law until after it has been formally adopted, Gazetted etc.

## **Policy Implications**

Nil

## **Statutory Environment**

*Local Government Act 1995 (WA) –*

- s 3.12 – Procedure for making local laws
- s.3.13 – Significant changes require recommencement of proposal
- s.3.14 – Unless otherwise provided for, local laws come into effect 14 days after Gazetted
- s.3.15 – Local public notice of the final adoption/making of a local law to be given

*Bush Fires Act 1954 (WA) –*

- s.35A – volunteer fire fighter means a bush fire control officer, a person who is a registered member of a bush fire brigade established under this Act or a person working under the direction of that officer or member,
- s37 – local government to insure “volunteer fire fighters”, plant and appliances etc.
- s.41 – local government may establish brigades, and equip them in accordance with those local laws
- s.43 – a local government which establishes a bush fire brigade shall by its local laws provide for appointment or election of captain, a first lieutenant and other officers, and shall prescribe their duties
- s.62 – may make local law for –
  - appointment, duties etc. of fire control officers
  - organisation etc. of bush fire brigades
  - matters affecting the exercise of any powers or duties conferred by the Act

## **Financial Implications**

All Local Laws are required to be advertised and printed in the Government Gazette for which an allocation has been made in the Annual Budget.

## **Consultation**

Department of Fire and Emergency Services



**Strategic Implications**

Strategic Community Plan 2022-2032

***“4. Civic Leadership***

*4.2 We are a compliant and resourced Local Government”*

**Voting Requirement**

Absolute Majority

UNCONFIRMED

**9.4.5 CHANGE IN LOCATION FOR THE DECEMBER 2024 ORDINARY COUNCIL MEETING**

**Author:** CEO - David Burton  
**Authorised Officer:** CEO - David Burton  
**Date:** 14<sup>th</sup> November 2024  
**Disclosure of Interest:** Nil  
**Attachments:** Nil

**RESOLUTION #4440**

**Moved: Cr Kerrie Green**

**Seconded: Cr Brett Smith**

That Council **APPROVE** the change in location of the December 2024 Ordinary Council Meeting to Hyden to facilitate the Shire's Staff Christmas Party which is to be held on the same day.

**Carried: 8/0**

**For:** Cr Kent Mouritz, Cr Beverley Gangell, Cr Bruce Browning, Cr Darren Pool, Cr Murray James, Cr Brett Smith, Cr Kerrie Green, and Cr Paul Green.

**Against:** Nil

**Summary**

The Shire of Kondinin holds an annual Christmas Party for staff, Councillors, contractors, and their families which is held in Kondinin, Hyden, and Karlgarin in alternating years. This year the Christmas Party is to be held in Hyden. It is proposed to change the location of the December 2024 Ordinary Council Meeting to be held at the Kondinin Council Chambers on 18<sup>th</sup> December 2024 to the Hyden Community Resource Centre (CRC) to facilitate attendance.

**Background**

Each year the Shire of Kondinin holds an annual Christmas Party for staff, Councillors, contractors, and their families which is held in Kondinin, Hyden, and Karlgarin in alternating years. The Christmas Party is to be held in Hyden this year and will commence between 6 – 7 pm.

**Comment**

The Christmas Party is a good way of celebrating Christmas and achievements in 2024. It facilitates relationship building amongst colleagues and between Shire staff and Councillors. Attendance is encouraged.

The December 2024 Ordinary Council Meeting is to be held at 4 pm, 18<sup>th</sup> December 2024 at the Kondinin Council Chambers. It is proposed that the location of the Council Meeting be changed to Hyden to facilitate attendance. This will also consolidate the time commitment required of Councillors and Shire staff attending both events.

**Policy Implications**

Nil

**Financial Implications**

A reduction in duplication of travel costs for people attending both the Council Meeting and Christmas Party.

**Consultation**

Shire staff

**Strategic Implications**

Strategic Community Plan 2022-2032

**“4. Civic**

*4.1 Skilled, capable and transparent team  
We celebrate our community successes.”*

**Voting Requirement**

Simple Majority

UNCONFIRMED

## 9.5 COMMUNITY DEVELOPMENT OFFICER

## 9.6 ENVIRONMENTAL HEALTH OFFICER

## 9.7 COMMITTEE MEETINGS

### WORKS COMMITTEE

#### 9.7.1 2024/2025 ROAD WORKS PROGRAMS

**Applicant:** Shire of Kondinin  
**Author:** Chief Executive Officer – David Burton  
Manager of Works – Mark Burgess  
**Disclosure of Interest:** Nil  
**Date:** 25 October 2024  
**Attachment(s):** Nil

#### **RESOLUTION #4441**

**Moved: Cr Paul Green**

**Seconded: Cr Bruce Browning**

That Council:

- (1) **RECEIVE** the update on the 2024/25 Works Program.
- (2) **PRESENT** an item to the SRRG for underspent funds to be allocated to Shires meeting their works commitments to reduce the current underspent amount.
- (3) **SEND** a letter to the Minister advising that Shires meeting their funding allocation are penalised by Shires not meeting their works commitments, and consider additional funds be allocated to Shires that are capable of completing their works programs.

**Carried: 8/0**

**For:** Cr Kent Mouritz, Cr Beverley Gangell, Cr Bruce Browning, Cr Darren Pool, Cr Murray James, Cr Brett Smith, Cr Kerrie Green, and Cr Paul Green.

**Against:** Nil

### **Summary**

To provide information on the current 2024/2025 Road Works Program.

### **Background**

Works have been approved through the Budget process and commenced. This report is to provide Members with information on the Works program.

### **Comment**

The 2024/25 program has been included in the Budget adopted by the Council and works

are currently proceeding.

The Shire will be completing works on the Hyden-Norseman Road Pilot Project which has been done over the last two years. This work is listed as the RUP Program.

Road works are broken into several different programs including Regional Road Group (RRG), Roads to Recover (RTR) and General Funds.

RRG – Funded on a 2/3 grant 1/3 Shire basis and does require an MCA score for the works

RTR – Can be used on any road providing it has not been funded previously. This funding also requires the Shire to maintain its level of normal expenditure on the roads or funding may be reduced.

RUP – Remote Upgrade Pilot funding – single project

RRC – General Funds – Can be used at the Shire’s discretion.

Projects for consideration for 2024/25 are:

RRG:

Lovering Road (continuation)	Drainage/shoulders	12.32slk to 16.32slk
------------------------------	--------------------	----------------------

RTR:

Hyden – Mt Walker Road	Final Seal	12.84slk to 13.71slk
Nth LG Karlgarin Rd	Final Seal	4.2slk to 7.8slk
Bendering East Road	Form and gravel	9.46slk to 12.46slk
Billericay East Road	Form and Gravel	12.70slk to 16.20slk
Karlgarin South Road	Gravel Sheeting	various
King Rocks West Road	Form and Gravel	9.90slk to 13.50slk
Reservoir East Road	Form and Gravel	1.97slk to 4.10slk
White Road	Form and Gravel	3.50slk to 7.00slk
Young Road	Form/Gravel/culvert	0.30slk to 4.18slk
Roe Road	Form and gravel	
East Hyden Bin Road	Reseal	

RUP:

Norseman – Hyden Road	Upgrade and seal	
-----------------------	------------------	--

RCC:

Hyden Carpark - Truck Bay	Construct and Seal.	
Pederah East Road		7.86 slk to 9.10slk
Karlgarin South Road		3.86slk to 4.875slk
Karlgarin East Road		4.90slk to 7.86slk
Medcalf Road		1.53slk to 3.62slk
Forrestania Southern Cross Road 23/24 works c/forward		

Other Works:

Coronation Park Laneway

Concrete Paths:

Hyden \$50k general allocation

Kondinin \$50k general allocation  
Hyden Youth Base to Highway

### **Statutory Environment**

- *Local Government Act 1995 (WA)*
- Adopted works program – budgetary constraints and potential cost increase implications.

### **Policy Implications**

Nil

### **Public Consultation**

Nil

### **Financial Implications**

The proposed program is reliant on funding being made available and any reduction in grants would impact the proposed programs and the final actual program(s) scheduled.

### **Strategic Implications**

Shire's Strategic Community Plan 2022-2032

#### ***“2. Economy***

*2.2 Safe and efficient transport network enables economic growth*

#### ***4. Civic Leadership***

*4.1 Skilled, capable and transparent team*

*4.2 We are a compliant and resourced Local Government”*

### **Voting Requirement**

Simple Majority

### **9.7.2 PLANT REPLACEMENT 10-YEAR PROGRAM**

**Applicant:** Shire of Kondinin  
**Author:** Chief Executive Officer – David Burton  
Manager of Works – Mark Burgess  
**Disclosure of Interest:** Financial – Vehicles for CEO and MOW part of Salary package (as staff are not voting, they are not required to leave the meeting)  
**Date:** 25<sup>th</sup> October 2024  
**Attachment(s):** Plant Replacement 10-Year program.

#### **RESOLUTION #4442**

**Moved: Cr Murray James**

**Seconded: Cr Brett Smith**

That Council **NOTE** the Plant Replacement Program for 2024/25 and beyond.

**Carried: 8/0**

**For:** Cr Kent Mouritz, Cr Beverley Gangell, Cr Bruce Browning, Cr Darren Pool, Cr Murray James, Cr Brett Smith, Cr Kerrie Green, and Cr Paul Green.

**Against:** Nil

#### **Summary**

To provide information on the Plant Replacement Program for 2024/2025 and beyond.

#### **Background**

The Plant Replacing Program is taken over a 10-year period to fit in with the Long-Term Financial Plans for the Shire and to ensure that machines are replaced at regular intervals so that the Shire always has machines capable of performing the tasks as required.

#### **Comment**

The 10-year program does ensure that staff and members are aware of when larger machines will need to be replaced as this can create a large impost on the Council and the financial sustainability of the Shire.

Machines are replaced at regular intervals when it is considered the 'optimal' time to replace them, or when the Council has received the best value and to keep the vehicles longer, which may increase maintenance and running costs beyond the cost of replacing the machines.

The program also allows for the consideration of items to try and remove any major expenditure in a single year and try to balance the plant replacement over the 10-year program. While this is not always possible, every effort is made to reduce the impact. The program also allows for changes to be considered and the financial impacts. The use of Plant Reserve can be made available to assist in reducing the impacts of years of larger plant purchases and replenished in years of smaller plant purchases. This can reduce the impact on the budget to maintain a steady funding allocation.

For the 2024/2025 financial year, the plant replacement recommended consist of the following:

Minor Plant:

- 0KN Toyota Prado - CEO
- KN0 Toyota Prado - WM
- KN04 Subaru Outlander – MCS
- KN52 Subaru Outlander - MPA
- KN54 Subaru Outlander- Doctor
- KN57 Mitsubishi Tray Top – Mtce Truck

Major Plant:

- KN64 John Deere 670G Grader
- KN2418 Side Tipper
- Multi Tyred Roller

NEW: Plant Trailer

Items will be discussed with the Group with additional information from the Manager of Works.

### **Statutory Environment**

- *Local Government Act 1995 (WA)*
- Adopted works program – budgetary constraints and potential cost increase implications.

### **Policy Implications**

Nil

### **Public Consultation**

Nil

### **Financial Implications**

The proposed program is reliant on funding being made available and any reduction in grants would impact on the proposed programs and the final actual program(s) scheduled.

### **Strategic Implications**

Shire's Strategic Community Plan 2022-2032

#### ***“2. Economy***

*2.2 Safe and efficient transport network enables economic growth*

#### ***4. Civic Leadership***

*4.1 Skilled, capable and transparent team*

*4.2 We are a compliant and resourced Local Government”*

### **Voting Requirement**

Simple Majority



**9.7.3 WORKS COMMITTEE MEETINGS FOR 2025**

**Applicant:** Shire of Kondinin  
**Author:** Chief Executive Officer – David Burton  
**Responsible Officer:** Chief Executive Officer – David Burton  
**Disclosure of Interest:** -  
**Date:** 25<sup>th</sup> October 2024  
**Attachment(s):** Nil

**RESOLUTION #4443**

**Moved: Cr Paul Green**

**Seconded: Cr Bruce Browning**

That the Works Committee Meetings for 2025 be scheduled for:

19 <sup>th</sup> February 2025	Kondinin Council Chambers
6 <sup>th</sup> March 2025	Bus Trip (Full Day)
16 <sup>th</sup> April 2025	Hyden CRC
18 <sup>th</sup> June 2025	Kondinin Council Chambers
20 <sup>th</sup> August 2025	Kondinin Council Chambers
15 <sup>th</sup> October 2025	Hyden CRC

**Carried: 8/0**

**For:** Cr Kent Mouritz, Cr Beverley Gangell, Cr Bruce Browning, Cr Darren Pool, Cr Murray James, Cr Brett Smith, Cr Kerrie Green, and Cr Paul Green.

**Against:** Nil

**Summary**

To establish dates for meetings in 2025.

**Background**

Works Committee Meetings are held to allow for greater depth and discussion with Council on the management of the facilities and issues with construction and maintenance

**Comment**

To ensure that the meetings are regular and allow preparation of Agendas, it is recommended to establish the dates for the next calendar year.

It is also recommended that a bus trip for road inspection be done in April to allow members to see the current road network together identifying specific issues.

The dates of the Committee Meetings suggested are:

19 <sup>th</sup> February 2025	Kondinin Council Chambers
6 <sup>th</sup> March 2025	Bus Trip (Full Day)
16 <sup>th</sup> April 2025	Hyden CRC
18 <sup>th</sup> June 2025	Kondinin Council Chambers

20<sup>th</sup> August 2025  
15<sup>th</sup> October 2025

Kondinin Council Chambers  
Hyden CRC

### **Statutory Environment**

*Local Government Act 1995 (WA)*

### **Policy Implications**

Nil

### **Public Consultation**

Nil

### **Financial Implications**

Nil

### **Strategic Implications**

Shire's Strategic Community Plan 2022-2032

*"1.2 Facilitate and advocate for quality health services, health facilities and programs in the Shire*

*- Local health facilities, visiting allied health and volunteer health services are retained*

*2.4 Housing meets existing and future community needs for families and workers*

*- Shire housing stock is well maintained and expanded upon*

*- We advocate for improved State Government and Public Housing stock"*

### **Voting Requirement**

Simple Majority

## HOUSING AND BUILDING COMMITTEE

### 9.7.4 UPDATE ON HOUSING AND BUILDING MATTERS

<b>Applicant:</b>	Shire of Kondinin
<b>Author:</b>	Manager of Planning and Assets – Tory Young
<b>Responsible Officer:</b>	Chief Executive Officer – David Burton
<b>Disclosure of Interest:</b>	-
<b>Date:</b>	14 <sup>th</sup> November 2024
<b>Attachment(s):</b>	(1) Housing Replacement Plan (as amended October 2024) (2) 10-Year Housing and Maintenance Capital Works Plan (as amended October 2024) (3) Hyden Golf Club Amenities Plan

#### RESOLUTION #4444

**Moved: Cr Beverley Gangell**

**Seconded: Cr Bruce Browning**

That Council:

- (1) **NOTES** the update on housing matters detailed within the Agenda Report for consideration and discussion, and **AUTHORISES** the Chief Executive Officer to obtain market rates for private rental of Shire dwellings;
- (2) **RECEIVES** the Housing Replacement Plan dated July 2024 as a working document to inform future budget considerations;
- (3) **RECEIVES** the 10 Year Housing Maintenance and Capital Works Plan dated July 2024 as a working document to inform future budget considerations;
- (4) **NOTES** the update on building projects detailed within the Agenda Report for consideration and discussion; specifically, that the Chief Executive Officer:
  - investigate options and obtain quotes for public toilets at the Hyden Hall / Coronation Park and report back to Council accordingly; and
  - progress further development of community parks and gardens for broader community use by facilitating community consultation and engaging a consultant.

**Carried: 8/0**

**For:** Cr Kent Mouritz, Cr Beverley Gangell, Cr Bruce Browning, Cr Darren Pool, Cr Murray James, Cr Brett Smith, Cr Kerrie Green, and Cr Paul Green.

**Against:** Nil

### Summary

To provide an update on the current and projected requirements for addressing housing demand in the Shire and also to provide an update on a selection of building projects.

## Background

The 10-year Housing Maintenance and Capital Works Plan and the 10 Year Housing Replacement Plan are working documents that are reviewed and presented to the Housing and Building Committee meetings for discussion and endorsement as working documents to inform the Shire's Long-Term Financial Plan and annual budget considerations.

In addition to the discussion of these Plans, key matters have also been raised for discussion as outlined below.

1) *Consider the review of the Shire's Policy 004 relating to Staff Housing*

The Shire's Policy relating to housing has been reviewed and the amended version adopted by Council at its Ordinary Meeting held 21<sup>st</sup> August 2024. In accordance with the *Residential Tenancies Agreement Act 1997 (WA)* notice was given to all tenants advising of the rent increases to take effect 18<sup>th</sup> November 2024.

2) *Consider entering an investor partnership with the Western Australia Country Health Services (WACHS) for the construction and/or purchase of up to four (4) dwellings to service staffing demand at Kondinin Hospital;*

This matter was presented to the Ordinary Meeting of Council 19<sup>th</sup> July 2023 in which Council endorsed to obtain a \$900,000 Treasury Loan to finance the construction of 2 x dwellings at No. 51 (Lot 121) Rankin Street, Kondinin. A Business Case was prepared and advertised for 6 weeks, closing 16<sup>th</sup> October 2023. One (1) submission was received during the advertising period and the matter was presented back to the Ordinary Meeting of Council 14<sup>th</sup> February 2024 to endorse the Business Case.

This matter was again presented to the Ordinary Meeting of Council held 20<sup>th</sup> March 2024 providing formal costings from two modular companies similar in pricing for each dwelling to be around \$450,000 to construct. The Shire have now received a formal 'offer to rent' for a 15-year period from the Western Australia Country Health Service for two 2 x 2 dwellings. The Kondinin Community Recreation Council have received a copy of the offer and both parties have signed the agreements. The Shire has received the loan application to the WA State Treasury for \$1.8 million, with \$900,000 to be paid by the Kondinin Community Recreation Council (KCRC).

At the Ordinary Meeting of Council held 22<sup>nd</sup> March 2024, the Council accepted the quotation from WA Modular as the preferred supplier to construct the dwellings. The Kondinin Community Recreation Council have gone with the same provider so that all four (4) dwellings can be constructed concurrently.

The contracts have been signed and the works have commenced. The dwellings are anticipated to be completed by April/March 2025.

3) *Consider the construction of a dwelling/s at the vacant lot on No. 39 (Lot 282) Repacholi Parade, Kondinin for Shire employees within the 2024/2025 financial year;*

Council supported the construction of an executive style dwelling at No. 39 (Lot 282) Repacholi Parade, Kondinin at its Ordinary Meeting held 18<sup>th</sup> September 2024. Tender documentation has been prepared for the design and construct of an onsite dwelling OR modular dwelling comprising three bedrooms (plus office) x two bathrooms with a minimum 160m<sup>2</sup> floor area. The tender was advertised in The West Australian 19<sup>th</sup> October 2024 and closes 9<sup>th</sup> December 2024 with the view of reporting at the 18<sup>th</sup> December 2024 Ordinary Meeting of Council.

*4) Consider the sale of No. 43 (Lot 284) Repacholi Parade, Kondinin and/or No.30 (Lot 246) Repacholi Parade, Kondinin*

The current tenants have expressed no further interest in the purchase of these properties.

No. 43 (Lot 284) Repacholi Parade, Kondinin is leased to the tenant as per the Shire employee contract. No. 30 (Lot 246) Repacholi Parade, Kondinin is tenanted on a 6-month rolling lease as per the Shire's fees and charges for a private rental of a Shire dwelling.

*5) Purchase of No. 43 (Lot 151) Radbourne Drive, Hyden*

Council endorsed purchase of the 2147m<sup>2</sup> property to facilitate options for medium term staff housing in Hyden. The property has now been transferred from Development WA to the Shire.

The matter will be progressed once options on preferred onsite housing configurations, building type, and timing of development are discussed by the Housing and Building Committee.

*6) Review of the Shire's Industrial Lots*

A request to review of the Shire's existing industrial lots was made at the Housing and Building Committee meeting held 23<sup>rd</sup> June 2023. An update was provided at the 11<sup>th</sup> October Housing and Building Committee. The Shire's Administration are currently investigating development options for the 6.2975ha Shire freehold Lot 10 Kulin-Williams Road, Kondinin and will report in due course.

*7) Review of Vacant Town Lots & RoeROC Workforce Housing Needs Analysis*

A request to summarise and review the vacant lots in the residential town sites was made at the Housing and Committee Meeting 23<sup>rd</sup> June 2023. The Shire engaged Landgate to prepare individual town site maps that will make it easier for the Shire's Administration to show this information spatially.

The Landgate maps are near completion and the Shire has also received maps and listings from the Water Corporation for vacant residential lots within the Shire's three (3) town sites as tabled at the 17<sup>th</sup> April 2024 Committee Meeting.

In addition, RoeROC has engaged a planning consultant to work with the member Shires and the Wheatbelt Development Commission to undertake a Workforce Housing Needs Analysis that will present evidence on the demand for workforce housing across the RoeROC subregion. The demand analysis will distinguish between demand for housing across the

public and private sectors and can be used to prepare a cost-benefit analysis to inform business cases and support grant applications. The surveys have been completed and the report is currently being finalized.

The review will also target both infill development potential in the Shire's town sites and new greenfield development opportunities, requiring liaison with Development WA to facilitate this process.

#### *8) Increase in Private Rentals in the Shire's Fees and Charges*

There has been some discussion on increasing the weekly amount charged for private rentals of Shire residential properties. Currently the rate is \$170 per week for all houses, irrespective of age, size and condition. The Shire currently has three dwellings that it leases to non-shire employees in Kondinin, being No. 28 Repacholi Parade, No. 76 Graham Street and No. 30 Repacholi Parade. The former two properties are leased to State Agencies with the rents received based on the formula applied by the Government Regional Officers' Housing (GROH) Program. The latter is a private rental. For the Shire to amend the rent charged at No. 30 Repacholi Parade and other potential private rentals would require following the processes under the *Local Government Act 1995 (WA)*.

#### **6.19. Local government to give notice of fees and charges**

*If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —*

- (a) its intention to do so; and*
- (b) the date from which it is proposed the fees or charges will be imposed.*

A separate report will need to be presented to Council for endorsement of the change and advertise accordingly if Council wish to pursue this matter. Discussion at the Housing and Building Committee meeting is recommended before presenting to Council and consideration of whether a blanket figure or various rates are adopted. Various rates will be based on the age, condition and size of house, much the same as what has been implemented in the recent review of the Shire's Policy 004 relating to Staff Housing for employees.

#### *9) Building Projects Update*

##### **Karlgarin Bowling Club**

Correspondence was received from the Karlgarin Bowling Club and the Karlgarin Progress Association via email 8<sup>th</sup> November 2023 to seek Council's support and financial contribution for a new modular club room at the Karlgarin Bowling Rink.

A meeting was held with stakeholders (Karlgarin Bowling Club, Karlgarin Progress Association and Karlgarin Country Club) during the Sports Committee Meeting on the 13<sup>th</sup> December 2023. On the 19<sup>th</sup> December 2023, the Shire Administration, Cr's James and Mouritz, and members of the Karlgarin Bowling Club met with representative from the Department of Local Government, Sport and Cultural Industries (DLGSC) to discuss the suitability of the project for the Community Sporting and Recreation Facilities Fund (CSRFF) grant. The general consensus at these meetings was that the building be positioned on the north of the bowling green to replace existing structure. Quotes were obtained for a retaining

wall, demolition of the existing structure, and reconfiguration of the proposed design.

The matter was presented as a separate item at the 14<sup>th</sup> February 2024 Ordinary Meeting of Council, endorsing part funding of the project in the 2024/2025 financial year. The CSRFF grant application was submitted to the DLGSC 28<sup>th</sup> March 2024 and the outcome received 5<sup>th</sup> August 2024 advising that the grant application was unsuccessful.

The matter was then presented back to the Ordinary Meeting of Council held on the 21<sup>st</sup> August 2024 where Council resolved as follows:

1. *ACKNOWLEDGES that the Shire was unsuccessful with its application for grant funding through the Community Sporting Recreation Facilities Fund (CSRFF);*
2. *RE-ACCEPTS the plans to guide the scope and costings for the proposed Karlgarin Bowling Club building;*
3. *SUPPORTS the allocation of \$180,000 towards the project in the 2024/2025 financial year Shire budget;*
4. *SUPPORTS the reallocation of \$110,000 from the Shire's Recreation Facilities Reserve Fund towards the project in the 2024/2025 financial year;*
5. *ACCEPTS the offer from the Karlgarin Progress Association for a contribution of up to \$150,000 towards the project as outlined in the letter attached;*
6. *ACCEPTS the offer from the Karlgarin Bowling Club for a contribution of \$80,000 towards the project as outlined in the letter attached.*
  
7. *AUTHORISES*
  - a) *the Chief Executive Officer to appoint Modular WA as the preferred contractor as per the quotation received as a WALGA Preferred Supplier;*

The proposed funding arrangement is as follows:

Shire of Kondinin	\$290,000
Karlgarin Bowling Club & Karlgarin Progress Association	\$230,000
<b>TOTAL</b>	<b>\$520,000</b>

Shire administration are currently working through the final design with the Karlgarin Progress Association and the contractor.

### **Hyden Tennis Club House**

The matter was presented to the Ordinary Meeting of Council 14<sup>th</sup> February 2024 in which Council resolved to not accept any of the tenders received for the re-roofing and to go back to the Hyden Tennis Club to discuss alternative options for the site. Since this time, the Shire's Manager of Planning and Assets and members of the Hyden Tennis Club have been in regular contact to progress a new build. The matter was presented to the Ordinary Meeting of Council 18<sup>th</sup> September 2024 at which Council resolved as follows;

1. *SUPPORTS the concept plans as attached for the construction of a multi-use building on Lot 151 Marshall Street, Hyden at the location of the existing Hyden Tennis Club building;*
2. *AUTHORISES the Chief Executive Officer to apply for the Department of Local Government Sports and Cultural Industries Community Sporting Recreation Facilities*

*Fund (CSRFF) forward grant closing on the 30<sup>th</sup> September 2024 to seek funding for 1/3 of the total cost of the demolition of the existing tennis club building and construction of a multi-use building on Lot 151 Marshall Street, Hyden at the location of the existing Hyden Tennis Club building;*

3. *SUPPORTS a total of up to \$713,000 for the demolition of the existing tennis club building and construction of a multi-use building on Lot 151 Marshall Street, Hyden at the location of the existing Hyden Tennis Club building to be allocated over the 2025 / 2026 and 2026/2027 financial years;*
4. *ACCEPTS a cash contribution from the Hyden Community estimated at \$220,000 towards the demolition of the existing tennis club building and construction of a multi-use building on Lot 151 Marshall Street, Hyden at the location of the existing Hyden Tennis Club building subject to formal notifications provided by contributing groups;*
5. *AUTHORISES the Chief Executive Officer to re-apply for the Community Sporting Recreation Facilities Fund (CSRFF) in September 2025 should funding in the 2024 round be unsuccessful.*

Indicative costings were undertaken based on the concept plans prepared and estimated the proposed development at \$1,400,000. This includes the demolition of the exiting building and construction of new build and an approximate 5 per cent contingency.

The following funding formula is proposed.

\$220,000 – Hyden Community (various community and sporting groups)  
\$467,000 – CRSFF  
\$713,000 – Shire of Kondinin  
TOTAL = \$1,400,000

This is the basis of the Community Sporting Recreation Facilities Fund (CSRFF) forward grant application submitted to the DLGSC 26<sup>th</sup> September 2024.

The matter on hold until the outcome of the grant applications is received which is likely to be by January / February 2025.

Thank you to the Hyden Tennis Club executive team for their time and efforts into providing supporting documentation for the grant application.

### **Hyden Swimming Pool**

Various significant maintenance works have been undertaken at the Hyden Swimming Pool this off season including:

- the upgrade of the effluent disposal system;
- service filters and supply and install new lateral set, vacuum and dispose of and supply new sand; and
- supply and installation of a granular chlorine feeder to replace the faulty old tablet feeder

During the 2024 safety assessment audit, the 3-metre diving board was found to be non-compliant. The Shire's Administration sought quotes from engineering companies to modify the structure to make it compliant. One quotation and a drawing were received which is



currently with Hyden Steel to prepare a further quote to undertake works.

### **Kondinin Pavilion**

Requests for quotes were sought for concept plans and costings for the Kondinin Pavilion, comprising a new roof, internal alterations, and refurbishment to the kitchen and function area as per the Sports and Recreation Plan 2021 – 2031.

Requests for quotes closed 30<sup>th</sup> September 2022 with three quotes received. The preferred consultant, Project Scope, has been engaged to undertake the project which was endorsed by Council at its Ordinary Meeting 16<sup>th</sup> of November 2022. The first draft concept was received January 2023 and discussed at the Kondinin Community Recreation Council (KCRC) meeting 8<sup>th</sup> February 2023.

A community workshop was held with the architect 27<sup>th</sup> February 2023 to discuss the proposed plans with local community members. There was good attendance from community and sporting groups and constructive feedback provided to the architect.

The plans were tweaked to factor in community feedback and costings prepared by the architect's quantity surveyor which were submitted May 2023 and the matter presented to the 17<sup>th</sup> May 2023 Sports Council Committee Meeting. A letter received from KCRC finalised the scope and their \$300,000 cash contribution.

The matter was presented at the 21<sup>st</sup> June 2023 Ordinary Meeting of Council, endorsing the project's progression. Shire Administration have completed and submitted a Community Sporting Recreation Facilities Fund (CSRFF) grant application and supporting documentation in collaboration with KCRC.

The Shire has since been advised that they were successful in receiving the full allocation applied for, being \$384,860 for the project.

A summary of source of funding as follows:

\$543,234 – Local Roads and Community Infrastructure – Phase 4  
\$384,860 – Community Sporting Recreation Facilities Fund  
\$300,000 – Kondinin Community Recreation Council  
\$36,072 – Shire of Kondinin  
TOTAL = \$1,264,166 (Quantity Surveyor Report Estimate)

The Shire's Administration and the KCRC are in regular contact and liaise with the architect to finalise the detailed drawings and associated engineering documents for tender. Delays have been experienced in finding a solution to fire compliance matters and conflicting interpretation of septic requirements. Accordingly, the tender documents are not likely be to submitted until early January 2025 with the view of going out to tender as soon as the documents are submitted. Requests have been submitted to grant providers (CSRFF) seeking variations to the project. Variations to grant timelines have been approved to allow for the delays in going out for tender.

### **Upgrades to Hyden Golf Club**

Quotes are being sought for a draftsman to prepare plans and costings for the upgrade to the change rooms and toilets in liaison with the Golf Club committee. The request for quotes

closes Friday 6<sup>th</sup> December 2024. On completion of the plans, a quotation for construction will be undertaken with the view to engage a builder in the 24/25 financial year.

### **Toilets for Hyden Hall**

Various options for new / upgraded toilets have been discussed. A drafts person has visited the site and provided a quote to prepare plans for the upgrades to the existing ladies toilets that includes a unisex disabled toilet. This proposal was not generally supported by Councillors at the Ordinary Meeting held 17<sup>th</sup> July 2024, with the preference for a new toilet block on the western side of the hall. This matter was discussed further at the Housing and Building Committee meeting 24<sup>th</sup> July 2024 which recommended the matter be put on hold awaiting further discussions and the outcome of the Wave Rock Discovery Centre.

The matter of an RV dump in the vicinity of the hall has also been raised, together with the potential for a toilet block on the southern side of Marshall Street in proximity to the relocated Railway Barracks.

### **Upgrades to Stafford Park**

An allocation of funding for upgrades to Stafford Park, Karlgarin has been included in the 24/25 budget comprising of an entry sign, a RV dump site, earth works, signage, and possibly a display shed. Quotes were received and Shire Administration are finalising the scope with the Karlgarin Progress Association.

### **Karlgarin Old Town Site**

The easement was completed, directional signage installed, and rock and interpretive signage installed at the Old Karlgarin Town Site. The Shire is responsible for maintenance of the easement area and will consider a bin if littering occurs.

### **Youth Base Toilets and Pathway**

The 24/25 budget includes a funding allocation for a new pathway from Marshall Street to the Hyden Youth Base toilets in which will increase access and usage of the shower and toilets in the building. The contract for construction of the concrete path was awarded and solar bollards have been purchased. Signage wording and placement will be discussed on site before ordering once the path is completed.

### **Proposed Gymnasium/s**

The Shire's Administration have received inquiries in relation to a gymnasium in Hyden and Kondinin over the years.

The survey conducted May 2024 received 124 responses of which 98% were in support of the proposal. An overwhelming majority of Kondinin respondents supported a gym at the Kondinin Aquatic Centre, whereas Hyden respondents were more varied and offered alternative locations to those listed in the survey. A copy of the survey results is attached.

The Shire's Administration have also received costings for a variety of gym equipment and obtained feedback from similar Shires that operate a gymnasium. Seeking further direction, the matter was tabled at the Kondinin Community Recreation Council meeting where members supported the matter progress. Informal discussions were also had with Hyden community members.

## **Comment**

The purpose of this meeting and supporting documentation is to update the Housing and Building Committee to consider the Shire's housing stock and the housing needs of the broader community, together with an update and discussion on several key building projects.

## **Statutory Environment**

*Local Government Act 1995 (WA)*

## **Policy Implications**

Nil

## **Public Consultation**

Targeted community engagement and general public consultation has been undertaken dependent on the project.

## **Financial Implications**

The proposed program relies on funding being made available and any reduction found in grant funding would impact the proposed programs and the final actual program(s) scheduled.

## **Strategic Implications**

Shire's Strategic Community Plan 2022-2032

*"1.2 Facilitate and advocate for quality health services, health facilities and programs in the Shire*

*- Local health facilities, visiting allied health and volunteer health services are retained*

*2.4 Housing meets existing and future community needs for families and workers*

*Shire housing stock is well maintained and expanded upon*

*- We advocate for improved State Government and Public Housing stock"*

## **Voting Requirement**

Simple Majority

#### **4.2 HOUSING AND BUILDING COMMITTEE MEETINGS FOR 2025**

**Applicant:** Shire of Kondinin  
**Author:** Chief Executive Officer – David Burton  
**Responsible Officer:** Chief Executive Officer – David Burton  
**Disclosure of Interest:** -  
**Date:** 25<sup>th</sup> October 2024  
**Attachment(s):** Nil

##### **RESOLUTION #4445**

**Moved: Cr Darren Pool**

**Seconded: Cr Beverley Gangell**

That the Housing and Building Committee Meetings for 2025 be scheduled for:

19 <sup>th</sup> February 2025	Kondinin Council Chambers
21 <sup>st</sup> May 2025	Hyden CRC
20 <sup>th</sup> August 2025	Kondinin Council Chambers
15 <sup>th</sup> October 2025	Hyden CRC

**Carried: 8/0**

**For:** Cr Kent Mouritz, Cr Beverley Gangell, Cr Bruce Browning, Cr Darren Pool, Cr Murray James, Cr Brett Smith, Cr Kerrie Green, and Cr Paul Green.

**Against:** Nil

#### **SUMMARY**

To establish dates for meetings in 2025.

#### **BACKGROUND**

Housing and Building Committee meetings are held to allow for greater depth and discussion with Council on the management of Shire facilities and issues with construction and maintenance.

#### **REPORTING OFFICER'S COMMENT**

It is recommended the dates for the next calendar year be established to ensure that the meetings are regular and allow adequate time for preparation of Agendas.

The dates of the Committee Meetings suggested are:

19 <sup>th</sup> February 2025	Kondinin Council Chambers
21 <sup>st</sup> May 2025	Hyden CRC
20 <sup>th</sup> August 2025	Kondinin Council Chambers
15 <sup>th</sup> October 2025	Hyden CRC

#### **STATUTORY ENVIRONMENT**

*Local Government Act 1995 (WA)*

#### **POLICY IMPLICATIONS**

Nil

**PUBLIC CONSULTATION**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

Shire's Strategic Community Plan 2022-2032

*"1.2 Facilitate and advocate for quality health services, health facilities and programs in the Shire*

*- Local health facilities, visiting allied health and volunteer health services are retained*

*2.4 Housing meets existing and future community needs for families and workers*

*Shire housing stock is well maintained and expanded upon*

*- We advocate for improved State Government and Public Housing stock"*

**VOTING REQUIREMENT**

Simple Majority

UNCONFIRMED

## 10. BUSINESS OF AN URGENT NATURE

**Applicant:** Shire of Kondinin  
**Author:** Chief Executive Officer – David Burton  
**Responsible Officer:** Chief Executive Officer – David Burton  
**Disclosure of Interest:** -  
**Date:** 20<sup>th</sup> November 2024  
**Attachment(s):** Nil

### RESOLUTION #4446

**Moved:** Cr Kerrie Green

**Seconded:** Cr Bruce Browning

That Council **SUPPORTS** adding an item to the RoeROC Committee Meeting to be held 21<sup>st</sup> November 2024 for the operation and running of the Bendering Waste Site.

**Carried: 8/0**

**For:** Cr Kent Mouritz, Cr Beverley Gangell, Cr Bruce Browning, Cr Darren Pool, Cr Murray James, Cr Brett Smith, Cr Kerrie Green, and Cr Paul Green.

**Against:** Nil

## 11. CLOSURE

Being no further business, the meeting was closed at 5:06pm.