



Shire of
Plantagenet

Mount Barker • Kendenup • Narrikup
Porongurup • Rocky Gully

ORDINARY MINUTES

**An Ordinary Meeting of Council was held at the
Shire of Plantagenet Council Chambers, Mount Barker
at 5:00pm on Tuesday 25 March 2025**

Julian Murphy
CHIEF EXECUTIVE OFFICER

Resolution numbers: 016/25 to 026/25

***Please Note: Council Meetings are audio-recorded in accordance with
Regulation 14I of the Local Government Regulations 1996.***

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting open at 5.00pm.

The Presiding Member acknowledged the traditional custodians of our area and their continuing connection to the land and community. We pay our respects to all members of the Menang Noongar community and their culture; and to Elders past, present and emerging.

2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Members Present:

Cr L Handasyde	President (Presiding Member)
Cr K Clements	Deputy President
Cr B Bell	Councillor
Cr A Fraser	Councillor
Cr J Liebeck	Councillor
Cr J Oldfield	Councillor
Cr W Sheard	Councillor

In Attendance:

Mr Julian Murphy	Chief Executive Officer
Mr Kevin Hemmings	Executive Manager Infrastructure and Assets
Ms Kylie Caley	Acting Executive Manager Corporate and Community
Ms Nicole Selesnew	Manager Community and Recreation Services
Ms Nolene Wake	Executive Officer
Ms Helen Purves	Executive Officer Governance
Mr Vince Partridge	ICT Officer

Apologies:

Cr R Brown
Cr S Etherington

Members of the Public Present:

There were four members of the public present at the meeting.

Previously Approved Leave of Absence:

Nil

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Please Note: Council Meetings are recorded for accuracy of minute taking.

3 PUBLIC QUESTION TIME

3.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

3.1.1 MR VINCENT SCARVACI, REPRESENTING GRACE TRAINING AND OPERATIONS:

Question

Would it be possible for quicker replies from the Shire of Plantagenet regarding emails? I have been waiting about 20 days for RAV network approval.

Response:

A response to Mr Scarvaci's enquiry of 3 February 2025 was provided by Shire Staff within 10 days. A further request for a face-to-face meeting was made to the Shire by Mr Scarvaci, however, this request was missed by the Shire Staff. There was ongoing communication between the Shire and Mr Scarvaci until the matter was resolved and the approval sought by Mr Scarvaci granted.

The performance of the Shire was not in keeping with the Shire's Customer Service Charter and the Shire apologises for the inconvenience that this has caused.

3.2 PUBLIC QUESTION TIME - SECTION 5.24 LOCAL GOVERNMENT ACT 1995

Nil

4 PETITIONS / DEPUTATIONS / PRESENTATIONS

4.1 MR ALAN GREENHALGH REPRESENTING THE KENDENUP COMMUNITY AND MEN'S SHED INCORPORATED (KCMS).

Mr Greenhalgh addressed the Council in relation to a proposal by the KCMS to construct a purpose built shed on council land at Kendenup.

Mr Greenhalgh submitted the following verbal presentation:

'My name is Alan Greenhalgh and I am the Secretary and Founder of the KCMS Inv. I am assisted this evening by Mr John Draper, our Shed Organiser.

I understand that you have already read our previously submitted draft proposal to construct a purpose built shed on council land adjacent to the Kendenup tennis courts so I will not repeat all the information in that proposal. Rather, John and I are here this evening to reiterate the need for such a facility, the benefits to council and the wider community and to answer any questions you may have.

Our presentation will cover numbered points as follows:

1. The reputation the men's shed movement has throughout Australia and overseas for tackling the issues of isolation, loneliness, depression, suicide and age-related issues is well known and documented.
2. While the KCMS Inc. accepts female members it has not forgotten or neglected the ethos of the men's shed movement and has a "men only" session which is well attended every Saturday morning.
3. The viability and need for a community and men's shed in Kendenup has been established through the establishment of a community and men's shed at 175 Smuts Road, Kendenup.
4. While Mount Barker has a men's shed it does not accept women members. At least 12 of the KCMS membership is made up of women.
5. 24 Kendenup residents attended an initial meeting in September 2024 to form a community and men's shed. Since that time our official membership has increased to 36 financial members.
6. Membership numbers would undoubtedly increase when the KCMS is able to offer a wider range of activities and services.
7. The KCMS Inc. is an incorporated association which is currently awaiting ATO approval to become a health promotion charity.
8. Due to lack of space in our current shed the KCMS cannot meet its

aims and objectives or meet its members' social needs and the need for such activities as industrial sewing and repairs, 3D printing, lapidary, and a community garden and nursery.

9. The KCMS Inc. committee has the skills, expertise and knowledge to run a sustainable, self-funded community and men's shed catering for the needs of Kendenup residents.
10. Such a facility would become a key resource and focal point for Kendenup. It would work closely with other community groups and the shire in providing much needed services.
11. A purpose-built shed of 450 square metres is needed to accommodate current and proposed activities.
12. Construction costs could be funded from a variety of sources which may include, but are not limited to, the National Shed Development Programme, Lotteries West, CBH, Bendigo Bank and Southern Ports.
13. The Kendenup Community Centre and Recreation Committee already support this proposal and has promised \$85,000 toward construction costs. A further \$10,000 is likely from in-kind donations.
14. Lastly, the need for a purpose built shed. Community support is very strong and establishment costs are insignificant compared with the price of dealing with poor mental and physical health and the tragic toll mental health issues and suicides impose on the community. We politely request that the Shire of Plantagenet consider allocating this land so that KCMS Inc. can progress to the next stage of consolidating this invaluable community resource.

Thank you'.

5 DISCLOSURE OF INTEREST

Part 5 Division 6 Local Government Act 1995

Nil

6 APPLICATIONS FOR LEAVE OF ABSENCE

Section 5.25 Local Government Act 1995

6.1 CR K CLEMENTS

Moved Cr J Oldfield, seconded Cr J Liebeck:

That Cr K Clements be granted Leave of Absence for the period of April 2025 to May 2025 inclusive.

CARRIED (7/0)

NO. 016/25

For: Crs Handasyde, Clements, Bell, Fraser,
Liebeck, Oldfield and Sheard
Against: Nil

7 CONFIRMATION OF MINUTES

7.1 ORDINARY MINUTES OF COUNCIL HELD 25 FEBRUARY 2025

Moved Cr J Liebeck, seconded Cr W Sheard:

That the Minutes of the Ordinary Meeting of the Shire of Plantagenet, held on 25 February 2025 be confirmed as a true and accurate record.

CARRIED (7/0)

NO. 017/25

For: Crs Handasyde, Clements, Bell, Fraser,
Liebeck, Oldfield and Sheard
Against: Nil

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

The Presiding Member noted the impacts around the Shire from the heavy rain episode experienced earlier in the month.

9 REPORTS OF COMMITTEES AND OFFICERS

9.1 DEVELOPMENT & REGULATORY SERVICES REPORTS

Nil

9.2 INFRASTRUCTURE AND ASSETS REPORTS

Nil

9.3 CORPORATE AND COMMUNITY SERVICES REPORTS

9.3.1 KENDENUP COMMUNITY AND MEN'S SHED

File Ref:	N65768
Attachment:	<u>Kendenup Agricultural Grounds - Map</u>
Responsible Officer:	Anthony Middleton Executive Manager Corporate and Community Services
Author:	Nicole Selesnew Manager Community and Recreation Services
Proposed Meeting Date:	25 March 2025

PURPOSE

The purpose of this report is to support the Kendenup Community and Men's Shed Incorporated (Inc) initiative to establish a community and Men's Shed facility at the Kendenup Agricultural Grounds.

BACKGROUND

The Kendenup Community and Men's Shed (KCMS) organisation was incorporated on 5 October 2024. The group has formed to:

- Support the social interaction and strong mental health of men and women;
- Share and preserve the skills, abilities and interests of the local community;
- Facilitate links between men and women, and health and community support agencies; and
- Strengthen the benefits of partnerships between Men's Sheds and the community.

The KCMS membership is currently 27 people, including six women.

The KCMS meets in a privately owned shed. The shed has been fitted out to accommodate the group's activities, however, the KCMS acknowledges that this tenancy was a short-term option to enable the group to become established. The present site limits activities and membership growth. The KCMS is proposing a new shed at the Kendenup Agricultural Grounds.

EXTERNAL CONSULTATION

The KCMS has promoted their activities and sought feedback from the Kendenup community. The KCMS has also discussed the potential for a shed at the Kendenup Agricultural Grounds with the Kendenup Community Grounds Committee. The Kendenup Community Grounds Committee has a lease over the land that the KCMS is seeking for a future site.

KCMS has indicated that their approach to the Grounds Committee was received favourably.

STATUTORY ENVIRONMENT

There are no statutory implications for this report.

POLICY IMPLICATIONS

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

BUDGET IMPLICATIONS

There are no budget implications for this report.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

The KCMS is proposing the construction of a new shed on the Kendenup Agricultural Grounds land. The land is owned freehold by the Shire.

If a community shed is supported by the Council, any future lease with the KCMS will detail who is responsible for capital costs, maintenance and renewal.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2022/2023 – 2025/2028 provides:

At Outcome 1.3 (Health and Wellbeing) the following Strategy:

Strategy 1.3.2:

‘Provide sporting and recreation facilities, public open space and programs to enable the community to maintain physical and mental health.’

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

RISK MITIGATION IMPLICATIONS

Low Risk

This item has been evaluated against the Shire of Plantagenet Risk Assessment and Acceptance Criteria. The perceived level of risk is considered to be ‘low risk’ and can be managed by routine procedures and with currently available resources.

STRATEGIC RISK IMPLICATIONS

There are no strategic risk implications for this report.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

The KCMS is proposing a purpose built, 450m² industrial style shed for Men's Shed and community purposes at the Kendenup Agricultural Grounds, located south of the tennis courts and accessed from Chauvel Road (please refer to the attached map).

The KCMS has planned the shed size and purpose based on consultation with current and potential members. Demand has been expressed for woodworking, industrial sewing, 3D Printing, garden activities and lapidary works. To accommodate these activities, the proposed shed has been designed to accommodate machinery, tools, benches, storage racks, lockable storage cabinets, lighting, basic kitchenette, social space and toilets. An area for parking is also required.

If a new shed was constructed the KCMS anticipates an immediate increase in membership to 30 people, with the aim of achieving 40 active members.

The Kendenup Community and Recreation Centre Committee has pledged \$85,000 to the KCMS for the construction of a new shed, with a further \$10,000 likely from in-kind donations. The group is exploring funding opportunities.

The Kendenup Agricultural Grounds (Lot 150 on Plan 404123) is owned freehold by the Shire and identified as Public Open Space in the Local Planning Scheme. A Men's Shed falls under the land use definition of 'Community Purpose' which is suitable for this Lot.

There are two active leases across Lot 150, with a majority of the site leased to the Kendenup Community Grounds Committee Inc and a portion leased to the Kendenup Tennis Club Inc. The proposed site for the Community and Men's Shed is located on the land leased to the Community Grounds Committee. The KCMS has spoken with the Committee, and they have shown an interest in amending their lease to excise the land the KCMS is seeking.

Both leases on Lot 150 are due for renewal.

The KCMS is seeking support for their proposal.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr J Oldfield, seconded Cr B Bell:

That Council supports in principle the Kendenup Community and Men's Shed Incorporated proposal to construct a new facility for community and Men's Shed purposes at the Kendenup Agricultural Grounds, Lot 150, Kendenup.

CARRIED (7/0)

NO. 018/25

**For: Crs Handasyde, Clements, Bell, Fraser,
Liebeck, Oldfield and Sheard
Against: Nil**

9.3.2 LIST OF ACCOUNTS – FEBRUARY 2025

File Ref:	N65724
Attachment:	<u>List of Accounts – February 2025</u>
Responsible Officer:	Anthony Middleton Executive Manager – Corporate & Community
Author:	Kylie Caley Manager of Finance
Proposed Meeting Date:	25 March 2025

PURPOSE

The purpose of this report is to present the list of payments that were made during the month of February 2025.

EXTERNAL CONSULTATION

No external consultation has occurred in relation to this report.

STATUTORY ENVIRONMENT

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

Regulation 12(1)(a) of the *Local Government (Financial Management) Regulations 1996* provides that payment may only be made from the municipal fund or trust fund if the Local Government has delegated the function to the Chief Executive Officer.

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* provides that if the function of authorising payments is delegated to the Chief Executive Officer, then a list of payments is to be presented to the Council at the next ordinary meeting and recorded in the minutes.

Regulation 13A of the *Local Government (Financial Management) Regulations 1996* provides that a list of payments must be prepared and presented to Council each month for all credit, debit, or purchasing cards utilised by authorised employees during the month.

POLICY IMPLICATIONS

Council Policy F/FM/17 – Purchasing Policy

Council Policy F/FM/18 – Corporate Credit Card Policy

FINANCIAL IMPLICATIONS

Expenditure is in accordance with the 2024/2025 Annual Budget.

BUDGET IMPLICATIONS

There are no budget implications for this report.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications as no assets are being created or acquired.

STRATEGIC IMPLICATIONS

There are no strategic implications for this report.

RISK MITIGATION IMPLICATIONS**Low Risk**

This item has been evaluated against the Shire of Plantagenet Risk Assessment and Acceptance Criteria. The perceived level of risk is considered to be “Low” risk and can be managed by routine procedures and with currently available resources.

STRATEGIC RISK IMPLICATIONS

There are no strategic risk implications for this report.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

Accountability in local government encompasses various dimensions, as councils strive to fulfill a range of social, political, and financial objectives for the community's benefit.

These accountability principles are rooted in strong financial integrity, adherence to conflict-of-interest standards, and the expectation that local governments are fully responsible for community resources.

Council has delegated authority to the Chief Executive Officer to make payments from the Shire's Municipal and Trust funds as required.

All payments are independently evaluated by the Manager of Finance to verify that expenditures are for the Shire of Plantagenet and comply with Council policies, procedures, the *Local Government Act 1995*, and relevant regulations. The review also ensures there is no misuse of corporate credit or fuel purchase cards.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION**Moved Cr J Oldfield, seconded Cr B Bell:****That Council receives the list of accounts paid during the month of February 2025 as proposed, and as summarised below:****Municipal Account (inclusive of credit card and fuel card purchases)**

Cheque Payments		\$	0.00
EFT Payments	EFT7289 – EFT7447	\$	601,574.12
Direct Debit Payments		\$	231,739.53
EFT Payroll Payments		\$	426,330.94
Total Municipal Account Payments			\$1,259,644.59

CARRIED (7/0)**NO. 019/25****For: Crs Handasyde, Clements, Bell, Fraser,
Liebeck, Oldfield and Sheard
Against: Nil**

9.3.3 MONTHLY FINANCIAL REPORT – FEBRUARY 2025

File Ref:	N65723
Attachment:	<u>Financial Reports – February 2025</u>
Responsible Officer:	Anthony Middleton Executive Manager – Corporate & Community
Author:	Kylie Caley Manager of Finance
Proposed Meeting Date:	25 March 2025

PURPOSE

The purpose of this report is to provide Council with the monthly financial report for the month ending 28 February 2025.

BACKGROUND

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

Variances between budgeted and actual expenditure including the required material variances (10% with a minimum value of \$20,000) are included in the variance report.

EXTERNAL CONSULTATION

Nil.

STATUTORY ENVIRONMENT

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

There are no policy implications for this report.

FINANCIAL IMPLICATIONS

This item reports on the current financial position of the Shire. The recommendation does not in itself have a financial implication.

BUDGET IMPLICATIONS

There are no budget implications for this report.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications as no assets are being created or acquired.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2022/23 – 2025/26 provides:

At *Outcome 4 Performance & Leadership* the following Strategies:

Strategy 4.1.3:

‘A Shire that is open and transparent with its community.’

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

STRATEGIC RISK IMPLICATIONS

Low Risk

This item has been evaluated against the Shire of Plantagenet Risk Assessment and Acceptance Criteria. The perceived level of risk is considered to be “Low” risk and can be managed by routine procedures and with currently available resources.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

The attached Statement of Financial Activity for the period 1 July 2023 to 28 February 2025 represents eight (8) months, or 66% of the year. The following items are worthy of noting:

- Closing surplus position of \$6.5m;
- Operating results:
 - 94% of budgeted operating revenue has been received; and
 - 64% of budgeted operating expenditure spent (depreciation has been raised now the prior year’s audit is finalised);
- Capital expenditure achieved 26% of budgeted projects.
- Cash holdings of \$12.6m of which \$7.09m is held in cash backed reserve accounts;
- Rates debtors outstanding equate to 11.8% of total rates raised for 2024/2025; and
- Page 10 of the statements detail major variations from year to date (amended) budgets.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr A Fraser, seconded Cr J Liebeck:

That Council accepts the Statement of Financial Activity for the month ending 28 February 2025 as proposed, along with notes of any material variances.

CARRIED (7/0)

NO. 020/25

**For: Crs Handasyde, Clements, Bell, Fraser,
Liebeck, Oldfield and Sheard
Against: Nil**

9.3.4 MOUNT BARKER TOWN CENTRE PUBLIC REALM STRATEGY

File Ref:	N65693
Attachments:	<u>Draft Mount Barker Public Realm Strategy</u>
Responsible Officer:	Julian Murphy Chief Executive Officer
Author:	Anthony Middleton Executive Manager – Corporate & Community
Proposed Meeting Date:	25 March 2025

PURPOSE

The purpose of this report is to consider the draft Mount Barker Public Realm Strategy prior to it being advertised to seek community feedback.

BACKGROUND

In April and May 2024, a procurement process was undertaken to choose a suitably qualified and experienced supplier to undertake a public realm strategy for the Shire. The objectives of the strategy were to link key projects and places (some complete, some in process and others to be identified) into a coordinated strategy across the following key considerations:

- Liveability: incorporating; health, safety, aesthetics, biodiversity;
- Connectivity of movement;
- Consistency of treatments;
- Expression of place narrative and story; and
- Legibility & clarity.

Realm Studios were appointed on 23 May 2024 to undertake this body of work. Numerous meetings, site visits, workshops and conversations have been held between Realm Studios and Shire staff to complete this strategy, including a presentation to the elected members on 27 August 2024 on the draft findings and recommendations.

Realm Studios have also completed design work for infrastructure upgrades on Pwackenbak / Mount Barker Hill and the Wilson Park Master Plan, ensuring a coordinated approach within the townsite.

EXTERNAL CONSULTATION

This report recommends advertising to invite community feedback on the proposed draft Mount Barker Public Realm Strategy.

STATUTORY ENVIRONMENT

There is no statutory environment relevant for this report.

POLICY IMPLICATIONS

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

BUDGET IMPLICATIONS

There are no budget implications for this report.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications as no assets are being created or acquired.

STRATEGIC IMPLICATIONS

This strategy, once finalised, will become a key informing document into the Shire's strategic planning process and will identify several key improvement projects to be undertaken.

RISK MITIGATION IMPLICATIONS**Low Risk**

This item has been evaluated against the Shire of Plantagenet Risk Assessment and Acceptance Criteria. The perceived level of risk is considered to be "Low" risk and can be managed by routine procedures and with currently available resources.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

It is envisaged that the Public Realm Strategy will play an important role in creating a vibrant and inclusive community in Mount Barker, by acknowledging that its public spaces do not just function as parks and streets – they are places for gathering, connecting, participating with others and with the natural environment and ecological functions.

The Mount Barker Town Centre faces various challenges; the disjointed nature of the public realm, the lack of a cohesive strategy for past and future projects, and the need for consistency of treatment and materiality. These and other issues, if addressed, represent an opportunity to deliver an innovative transformation and improved triple bottom line outcomes.

The Draft 'Mount Barker Public Realm Strategy' has now been finalised and is attached.

It is suggested that prior to adoption, community feedback be sought on the attached draft strategy, particularly the business community in the town centre.

The following timeline is therefore recommended for the adoption and implementation of the Mount Barker Public Realm Strategy:

- 25 March 2025 Council Meeting - Draft strategy 'accepted for advertising';
- April to May 2025 – Draft strategy advertised for public information, including specifically targeting the business community in the town centre; and
- 27 May 2025 Council Meeting - Mount Barker Public Realm Strategy considered for final adoption.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr B Bell, seconded Cr J Liebeck:

That Council approves for advertising the draft Mount Barker Public Realm Strategy as presented.

CARRIED (7/0)

NO. 020/25

**For: Crs Handasyde, Clements, Bell, Fraser,
Liebeck, Oldfield and Sheard
Against: Nil**

9.3.5 2024/2025 MID YEAR BUDGET REVIEW

File Ref:	N65737
Attachment:	<u>2024/2025 Mid-Year Budget Review</u>
Responsible Officer:	Anthony Middleton Executive Manager – Corporate & Community
Author:	Kylie Caley Manager of Finance
Proposed Meeting Date:	25 March 2025

PURPOSE

The purpose of this report is to consider the mid-year review of the 2024/2025 budget.

EXTERNAL CONSULTATION

No external consultation has occurred in relation to this report.

STATUTORY ENVIRONMENT

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

(1) Between 1 January and the last day of February in each financial year a local government is to carry out a review of its annual budget for that year.

(2A) The review of an annual budget for a financial year must —

- (a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
- (b) consider the local government's financial position as at the date of the review; and
- (c) review the outcomes for the end of that financial year that are forecast in the budget; and
- (d) include the following —
 - (e) the annual budget adopted by the local government;
 - (f) an update of each of the estimates included in the annual budget;
 - (g) the actual amounts of expenditure, revenue and income as at the date of the review;

(h) adjacent to each item in the annual budget adopted by the local government that states an amount, the estimated end of year amount for the item.

(2) The review of an annual budget for a financial year must be submitted to the council on or before 31 March in that financial year.

(3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.

*Absolute majority required.

(4) Within 14 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

POLICY IMPLICATIONS

Policy implications do not apply for this report, and it is the opinion of the author that policy development is not required.

FINANCIAL IMPLICATIONS

The budget review recommends changes to the adopted budget and, therefore, changes the projects previously authorised by the Council. Whilst individual projects have varying financial implications, the resulting changes create a balanced budget.

BUDGET IMPLICATIONS

The 2024/2025 Annual Budget was adopted on 6 August 2024 with a projected surplus/(deficit) of \$0. This item recommends numerous changes to the current adopted budget, however, the balanced budget approach of a \$0 surplus/(deficit) projected as at 30 June 2025 remains

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications as no assets are being created or acquired.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2022/23 – 2025/26 provides:

At Outcome 4 Performance & Leadership the following Strategies:

Strategy 4.1.3:

‘A Shire that is open and transparent with its community.’

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

RISK MITIGATION IMPLICATIONS

Low Risk

This item has been evaluated against the Shire of Plantagenet Risk Assessment and Acceptance Criteria. The perceived level of risk is considered to be “Low” risk and can be managed by routine procedures and with currently available resources.

STRATEGIC RISK IMPLICATIONS

There are no strategic risk implications for this report.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

The budget review has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards. The report for the period 1 July 2024 to 31 January 2025 shown in the attachment has been prepared incorporating year to date budget variations and forecasts to 30 June 2025 and is presented for the Council’s consideration.

Consideration of the status of various projects and programs was undertaken to ensure any anticipated variances were captured within the review document where possible. The material variance levels which have been reported for the budget review, have utilised the same materiality levels as monthly financial reporting to determine the extent of explanation and are based on a materiality level of 10% and a \$20,000 minimum as adopted by the Council.

The major changes proposed to the mid-year budget review are as follows:

	Extra Cash Required	Extra Cash Gained	Net Cost
Opening Surplus		-\$158,611	-\$158,611
Capital Changes:			
- Land & Buildings:			
Land Subdivision expenses (transfer from operating)	\$50,000	-\$50,000	\$-
Pwakkenbak Infrastructure (transfer from toilets to yarning circle)	\$40,000	-\$40,000	\$-

- Plant & Equipment:			
New ESL Fire Trucks higher in value (ESL Funded)	\$297,883	-\$297,883	\$-
New Office Pool Vehicle (funded from Plant Reserve)	\$40,000	-\$40,000	\$-
- Furniture & Equipment:			
Council Chambers Audio/Visual Upgrade	\$78,000		\$78,000
- Infrastructure			
Various changes to road program	\$263,072		\$263,072
RRG Revenue (c/over from 23/24)		-\$161,934	-\$161,934
Osborne Road Drainage		-\$60,000	-\$60,000
EV Charging Station associated works	\$16,580		\$16,580
Swimming Pool Car Park	\$35,000		\$35,000
Swimming Pool - New Water Fountain	\$7,000		\$7,000
Train Mural Retaining Wall	\$8,104		\$8,104
Frost Park Dam	\$10,000		\$10,000
Sand Pads for Grant Funded Water Tanks at Community Buildings	\$18,000		\$18,000
Kendenup Community Grounds	\$359		\$359
Sounness Park Retic Renewal	\$3,500		\$3,500
Operating Changes:			
Rate revenue (actual slightly lower)	\$7,153		\$7,153
Ex-Gratia Rate Budget Error		-\$3,838	-\$3,838
Federal Financial Assistance Grants (actual)	\$67,553		\$67,553
Health (operating savings & additional revenue)		-\$15,800	-\$15,800
Creative Learning Grant (MBCC Band Project)	\$13,700	-\$13,700	\$-
Waste (operating savings)		-\$58,500	-\$58,500
Town Planning & Regional Development (additional revenue)		-\$2,500	-\$2,500
Swimming Pool - Consultants	\$40,000		\$40,000
Other Recreation & Sport (operating Savings)		-\$31,000	-\$31,000
Library - Staffing expenses (budget error)	\$29,820		\$29,820
Other Culture (Operating changes)	\$21,906		\$21,906
Rec Centre (operating changes & additional revenue)	\$1,120	-\$90,500	-\$89,380
Road Maintenance (additional revenue)		-\$2,000	-\$2,000
Tour & Area Promotion (operating changes)		-\$10,000	-\$10,000
Building Control (savings Contract v Wages)		-\$40,000	-\$40,000
Administration (Extra wages and additional revenue)	\$89,016	-\$60,500	\$28,516
Unclassified (cost savings)	\$1,000	-\$2,000	-\$1,000
	\$1,138,766	-\$1,138,766	\$-

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION**Moved Cr K Clements, seconded Cr A Fraser:****That Council:**

1. Adopts the 2024/2025 Mid-Year Budget Review as proposed; and
2. Forwards the adopted 2024/2025 Mid-Year Budget Review to the Department of Local Government, Sport & Cultural Industries in accordance with the *Local Government (Financial Management) Regulations 1996*.

CARRIED (7/0)**NO. 021/25**

**For: Crs Handasyde, Clements, Bell, Fraser,
Liebeck, Oldfield and Sheard
Against: Nil**

Absolute Majority

9.4 EXECUTIVE SERVICES REPORTS

9.4.1 COUNCILLOR ATTENDANCE – 2025 WALGA ABORIGINAL ENGAGEMENT FORUM

File Ref:	N65728
Attachment:	<u>Forum Program</u>
Responsible Officer:	Julian Murphy Chief Executive Officer
Author:	Nolene Wake Executive Officer
Proposed Meeting Date:	25 March 2025

PURPOSE

The purpose of this report is to consider attendance of Councillors at the 2025 WALGA Aboriginal Engagement Forum and, where appropriate, the Aboriginal Elected Members' Roundtable.

BACKGROUND

The Forum is to be held on 9 April 2025 at the State Reception Centre, Kings Park and is open to Elected members, CEO, Officer, State or Federal Government.

The WALGA Aboriginal Elected Members' Roundtable will take place in the afternoon on 8 April in WALGA's new Member Hub at the West Leederville Office.

FINANCIAL IMPLICATIONS

Registration to attend the forum is \$190.00 per person. Accommodation, transport and meal costs will be additional, with costs being charged to accounts OTH GOV – Training and Development and Travel and accommodation.

There are no additional charges to attend the Aboriginal Elected Members' Roundtable event and sundowner.

BUDGET IMPLICATIONS

Budget Item 2040104 (MEMBERS - Training & Development) and 2040109 (MEMBERS – Travel & Accommodation) may be used for this purpose.

POLICY IMPLICATIONS

Policy No. CE/CS/1 'Elected Members Expenses to be Reimbursed' applies.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications as no assets are being created or acquired.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2022/23 – 2025/26 provides at Outcome 4.1 (Shire Governance) the following Strategy:

Strategy 4.1.2.1:

‘Councillor training is prioritised and new candidates actively encouraged’.

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan 2022/23 – 2025/26.

RISK MITIGATION IMPLICATIONS

Low Risk

This item has been evaluated against the Shire of Plantagenet’s Risk Assessment and Acceptance Criteria. The level of risk is considered to be Low and can be managed by routine procedures and with currently available resources.

OFFICER COMMENT

The theme of this year’s Forum, **Doyntj-Doyntj Maladjiny | Growing Together**, recognises the powerful role that Local Government partnerships with Aboriginal people can play in the journey of reconciliation and explores how we can unlock this collaborative power to deliver positive impacts for all.

It is anticipated that Elected members, staff and community leaders alike will come away with a tangible collection of ideas, connections and purpose to take back to their communities.

This year WALGA will be hosting its first Aboriginal Elected Members’ Roundtable which is to take place on Tuesday 8 April and will run from 2.00pm to 5.00pm, followed by a Sundowner. This event provides an opportunity for Aboriginal Elected Members’ and WALGA’s Senior Leadership to connect in person to explore how WALGA can assist and support them in their role.

Attendees are required to provide a report to Councillors on the information gained at the NGA for inclusion in the Information Bulletin on their return.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr W Sheard, seconded Cr J Liebeck:

That Council:

- 1. Approves attendance of any Councillors at the WALGA Aboriginal Engagement Forum, scheduled for the 9 April 2025; and**
- 2. Approves attendance of Aboriginal Elected Members at the Roundtable on 8 April 2025.**

CARRIED (7/0)

NO. 022/25

**For: Crs Handasyde, Clements, Bell, Fraser,
Liebeck, Oldfield and Sheard
Against: Nil**

9.4.2 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION - NATIONAL GENERAL ASSEMBLY 2025

File Ref:	N65736
Responsible Officer:	Julian Murphy Chief Executive Officer
Author:	Julian Murphy Chief Executive Officer
Proposed Meeting Date:	25 March 2025

PURPOSE

The purpose of this report is to consider the attendance of Councillors and staff at the National General Assembly (NGA) of the Australian Local Government Association (ALGA).

BACKGROUND

The 2024 National General Assembly of Local Government (NGA) – incorporating the Regional Cooperation and Development Forum – will be held in Canberra 24 to 27 June 2025.

The ALGA Conference website (alga.com.au) outlines the following:

The event brings councils together from all over Australia to discuss key issues and opportunities in communities and help inform the development of national policies.

The 2025 NGA theme is 'National Priorities Need Local Solutions', reflecting the role local government can play in delivering place-based initiatives that help address Australia's biggest challenges.

STATUTORY ENVIRONMENT

There are no statutory implications for this report.

FINANCIAL IMPLICATIONS

Registration for the Regional Forum and National Assembly is \$1,258 per person. Air fares will be approximately \$1,000.00 and accommodation \$300 - \$400 per day.

POLICY IMPLICATIONS

Council Policy CE/CS/1 – 'Elected Member Expenses to be Reimbursed provides that the cost for attendance at conferences must be specifically authorised by Council.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2022/23 – 2025/26 provides:

At *Outcome 4 Performance & Leadership* the following:

Strategy 4.1.3:

‘A Shire that is open and transparent with its community.’

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

RISK MITIGATION IMPLICATIONS

Low Risk

This item has been evaluated against the Shire of Plantagenet’s Risk Assessment and Acceptance Criteria. The level of risk is considered to be Low and can be managed by routine procedures and with currently available resources.

OFFICER COMMENT

With a federal election due to be held prior to the National General Assembly, attendance by the President and CEO will provide an opportunity to advocate for regional issues as well as obtain knowledge on the direction of Federal Funding and Policy. Council delegates will work with other local government delegates from the Great Southern to coordinate an advocacy approach where possible including meeting with relevant MPs, Ministers and staff.

Attendees are required to provide a report to Councillors on the information gained at the NGA for inclusion in the Information Bulletin on their return.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr K Clements, seconded Cr B Bell:

That Council approves attendance of the President and CEO at the National General Assembly of Local Government to be held in Canberra from 24 – 27 June 2025 and all costs of attendance including registration, travel and accommodation.

CARRIED (7/0)

NO. 023/25

**For: Crs Handasyde, Clements, Bell, Fraser,
Liebeck, Oldfield and Sheard
Against: Nil**

10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

Nil

12 CONFIDENTIAL**12.1.1 TENDER CO6-2425 SOUNNESS PARK SPORTS GROUND LIGHTING UPGRADE**

File Ref:	N65677
Responsible Officer:	Executive Manager Corporate and Community Services
Author:	Nicole Selesnew Manager Community and Recreation Services
Proposed Meeting Date:	25 March 2025

PURPOSE

The purpose of this report is to consider submissions received for Tender CO6-2425 Sounness Park Sports Ground Lighting Upgrade.

OFFICER RECOMMENDATION

That in accordance with Section 5.23 (2) of the Local Government Act 1995 the meeting is closed to members of the public with the following aspect(s) of the Act being applicable to this matter:

Section 5.23 (2) (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

Section 5.23 (2) (e) a matter that if disclosed, would reveal —

- (i) a trade secret; or
- (ii) information that has a commercial value to a person; or
- (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government.

MOTION THAT THE MEETING BE CLOSED TO THE PUBLIC**Moved Cr K Clements, seconded Cr B Bell:**

5.22pm That the meeting be closed to the public.

CARRIED (7/0)

NO. 024/25

**For: Crs Handasyde, Clements, Bell, Fraser,
Liebeck, Oldfield and Sheard
Against: Nil**

5.23pm Members of the public left the meeting.

OFFICER RECOMMENDATION/COUNCIL DECISION**Moved Cr J Liebeck, seconded Cr B Bell:****That Council awards Tender CO6-2425 Sounness Park Sports Ground Lighting Upgrade to PEAP Contractors Pty Ltd for \$256,600.54 (excluding GST).**

CARRIED (7/0)

NO. 025/25

**For: Crs Handasyde, Clements, Bell, Fraser,
Liebeck, Oldfield and Sheard
Against: Nil****MOTION THAT THE MEETING BE OPENED TO THE PUBLIC****Moved Cr K Clements, seconded Cr W Sheard:**

5:24pm That the meeting proceed in public.

CARRIED (7/0)

NO. 026/25

**For: Crs Handasyde, Clements, Bell, Fraser,
Liebeck, Oldfield and Sheard
Against: Nil**

5.24pm The meeting was re-opened to members of the public and the Council decision for Item 12.1.1 was read aloud.

13 CLOSURE OF MEETING

The Presiding Member declared the meeting closed at 5.25pm.

CONFIRMED: CHAIRPERSON _____ DATE: ____/____/____