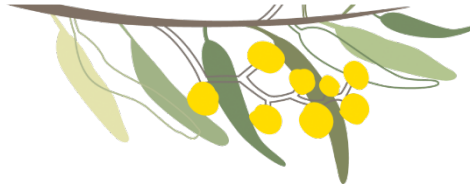




SHIRE OF WOODANILLING



ANNUAL ELECTORS MEETING Agenda 19 March 2024

Dear Councillor, Resident or Ratepayer

Notice is hereby given that the Annual Electors Meeting will be held on Tuesday 19 March 2024 at the Shire of Woodanilling Council Chambers commencing at 7.00pm.

The business to be transacted is shown in the Agenda.

**BELINDA KNIGHT
ACTING CHIEF EXECUTIVE OFFICER**

12 March 2024

Disclaimer

The recommendations contained in the Agenda are subject to confirmation by Council. The Shire of Woodanilling warns that anyone who has an application lodged with Council must obtain and should only rely on written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by the Council in respect of the application. No responsibility whatsoever is implied or accepted by the Shire of Woodanilling for any act, omission or statement or intimation occurring during a Council Meeting.

Agendas and Minutes are available on the Shire website www.woodanilling.wa.gov.au

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ANNUAL ELECTORS MEETING AGENDA

19 MARCH 2024

1. DECLARATION OF OPENING

Acknowledgement of Country

I begin today by acknowledging the Willman people, Traditional Custodians of the land on which we meet, and pay my respects to their elders past, present and emerging. I extend that respect to Aboriginal and Torres Strait Islander people that may be here today.

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

COUNCIL MEMBERS

Shire President Cr Dale Douglas

Cr Russel Thomson

Cr Kahlia Stephens

Cr Rod Marshall

Cr Bev Smith

Cr Ian Garstone

EXECUTIVE

Ms Belinda Knight Acting Chief Executive Officer

Mr Phil Burgess Executive Manager Infrastructure

ELECTORS

(to be recorded in the Minutes)

APOLOGIES

(to be recorded in the Minutes)

3. CONFIRMATION OF MINUTES

That the minutes of the 2021/2022 Annual Electors Meeting held on Tuesday 21 March 2023 as attached be confirmed to be as true and correct record.



SHIRE OF WOODANILLING



ANNUAL ELECTORS MEETING
Unconfirmed Minutes
21 March 2023

Minutes of the Annual Electors Meeting of the Shire of Woodanilling held on Tuesday, 21 March 2023 in the Council Chambers, Shire of Woodanilling, 3316 Robinson Road, Woodanilling commencing at 6.00pm.

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ANNUAL ELECTORS MEETING MINUTES

1. DECLARATION OF OPENING

Cr Stephen Jefferies declared the meeting opened at 6.03pm welcoming members of the public, Councillors and Shire staff to the 2021/2022 Annual Electors Meeting.

Cr Jefferies acknowledged that the meeting is being held on the traditional lands of the Willman People, and paid his respects to the Traditional Owners, Elders Past, Present and Emerging.

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

COUNCIL MEMBERS

Shire President Stephen Jefferies (Chair)

Cr Dale Douglas

Cr Peter Morrell

Cr Tim Brown

Cr Bev Smith

EXECUTIVE

Mrs Kellie Bartley Chief Executive Officer

Ms Sue Dowson Deputy Chief Executive Officer (Minute Taker)

Mr Mike Hudson Executive Manager Infrastructure

ELECTORS

Colette Annice Pauline Edgcumbe Chris Berry Ray Kowald

Morris Trimming Lesley Trimming Ray Baxter Brooke Moulden

Kahlia Stephens Steve Fitzpatrick

APOLOGIES

Mrs Margaret Cook

APPROVED LEAVE OF ABSENCE

Cr Russel Thomson has previously been granted a leave of absence for the month of March 2023 meetings.

3. CONFIRMATION OF MINUTES PREVIOUS ANNUAL ELECTORS MEETING HELD 23 AUGUST 2022

That the minutes of the 2020/2021 Annual Electors Meeting held on Tuesday 23 August 2022, as attached, be confirmed to be a true and correct record.

CONFIRMATION OF MINUTES 23 AUGUST 2022 AEM 04/03/2023

Moved Mr Ray Baxter Seconded Cr Douglas

That the minutes of the 2020/2021 Annual Electors Meeting held on Tuesday 23 August 2022, as attached, be confirmed to be as a true and correct record.

CARRIED

4. OFFICER'S REPORT

4.1. ANNUAL REPORT FOR THE YEAR ENDING 30 JUNE 2022

File Reference	ADM0017
Responsible Officer	Kellie Bartley, Chief Executive Officer
Author of Report	Kellie Bartley, Chief Executive Officer
Disclosure of any Interest	No Officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the <i>Local Government Act 1995</i> .
Attachments	Attachment 4.1.1 – Shire of Woodanilling Annual Report 2021/2022

In accordance with Section 5.27 of the *Local Government Act 1995* a general meeting of electors is to be held once every financial year, not more than 56 days after the local government has accepted the annual report.

Regulation 15 of the *Local Government (Administration) Regulations 1996* specifies that the matters to be discussed at the general electors meeting are, firstly, the contents of the Annual Report for the previous financial year and then any other general business.

At its meeting held 21 February 2023 Council resolved to accept the Annual Report for the financial year ending 30 June 2022, inclusive of the Audited Financial Report 2021/2022.

Council resolved to hold the Annual Meeting of Electors on Tuesday 21 March 2023 commencing at 6pm in the Council Chambers.

Electors are invited to comment or ask questions on the 2021/2022 Shire of Woodanilling Annual Report as contained in **ATTACHMENT 4.1.1**.

SHIRE PRESIDENT'S REPORT

The Shire President read the Shire President's report and then ask for a mover and seconder to receive the Shire Presidents' Report.

MOTION/RECOMMENDATION TO ELECTORS - AEM 05/03/2023

Moved Cr Morrell

Seconded Cr Smith

That the Shire President's report for 2021/2022 be received.

CARRIED

CHIEF EXECUTIVE OFFICERS REPORT

The Chief Executive Officer read the report and then the Shire President ask for a mover and seconder to receive the Chief Executive Officer's report.

MOTION/RECOMMENDATION TO ELECTORS - AEM 06/03/2023

Moved Cr Smith

Seconded Cr Morrell

That the Chief Executive Officer's Report for 2021/2022 be received.

CARRIED

AUDITOR'S REPORT

The Shire President asked for a mover and seconder to receive the Auditor's report. Cr Jefferies also asked if there was any questions from the room. Nil response was received.

MOTION/RECOMMENDATION TO ELECTORS - AEM 07/03/2023

Moved Mr Steve Fitzpatrick

Seconded Mr Chris Berry

That the Auditor's Report for 2021/2022 be received.

CARRIED

FINANCIAL STATEMENTS FOR 2021/2022

The Shire President asked for a mover and seconder to receive the 2021/2022 Annual Financial Statement as shown in the Shire of Woodanilling 2021/2022 Annual Report. Cr Jefferies also asked if there was any questions from the room. Nil response was received.

MOTION/RECOMMENDATION TO ELECTORS - AEM 08/03/2023

Moved Cr Morrell

Seconded Mrs Leslie Trimming

That the Financial Statements for 2021/2022 be received.

CARRIED

5. GENERAL BUSINESS

PUBLIC QUESTIONS RECEIVED FROM THE FLOOR:

Questions from the public should be directed to the Presiding Member. In doing so, clearly state your name and ask your question.

5.1. ART EVENT – GREAT SOUTHERN TREASURES

Mrs Collette Annise asked if the Shire have funds available for an art event to be held in Woodanilling. What will be held and has it been registered with the Great Southern Treasures? Also who would be coordinating it?

Response (Shire President)

The Shire plans to hold this event and I am aware that the Shire Officers have registered for this.

Response (Chief Executive Officer)

Thank you, the email that was received and actioned to the Great Southern Treasures has been received. It will require activation through Great Southern Treasures and they are aware that Woodanilling are vested in being part of this event. The Shire staff will be following up on this along with the consideration for financial support in the 2023/2024 annual budget.

5.2. GOLF CLUB

Ms Brooke Moulden stated that there are some rumours going around town about the Golf Club. What is going to happen with it?

Response (Shire President)

Yes we will maintain the Golf Course. Further discussions were held today at Council Briefing Session on the way forward.

Response (Cr Douglas)

The Shire needs to understand the maintenance on this site to make sure that it is available for those that utilise it for dog walking and those that may still like to use it for general golf.

Ms Pauline Edgcumbe asked if there will be a fee to use the golf club.

Response (Shire President)

Details for the use for the public is still being worked on by the Shire. We will advise in due course.

Response (Chief Executive Officer)

The lease has been relinquished and the Shire has to apply through the Department of Lands to have the lease transferred back to the Shire. There is a process that needs to be followed but in the meantime the Shire will maintain the land. The paddock is being transferred to the Sports Committee as per the agreement.

5.3. TOWN HALL RAMP

Mr Chris Berry asked on an update on what is happening with the ramp, so that he can get back to the Men's Shed regarding the safety rail.

Response (Executive Manager Infrastructure)

Aware that the specifications are not correct and there is limited funding available. Signage is required for wheelchair users and they should still be able to use the ramp. We have discussed using glass panel or timber rail and we may require further funding to finalise this project.

Ms Pauline Edgcumbe asked if the doors are usable on that side of the building.

Response (Executive Manager Infrastructure)

Yes they are.

Mr Chris Berry advised that he would like to keep the Men's Shed informed as they are always looking for new projects.

5.4. TOWN ENHANCEMENT GROUP & COMMUNITY ENGAGEMENT

Mrs Kahlia Stephens asked with regards to the TEG dissolving, when will Community Consultation commence?

Response (Chief Executive Officer)

Council/CD Committee dissolved the TEG and this was mainly due to the new WHS Act as there are significant changes regarding volunteers. The shire needs to look at the way volunteers are activated in our community as the CEO is responsible for their safety. In NSW a volunteer was undertaking some duties and died. The CEO/Local Government is therefore liable. The provisions of insurance parameters and the Act changed in the last 12 months.

For functions and events, the Local Government will need to put a process in place. Inductions will be required to reduce risk management. All small groups are required to have their own public liability insurance in place.

Community Engagement will take place regarding the Strategic Community Plan. We have Surveys ready to send out but we need to await the changes in legislation. A consultant will facilitate community meeting to further discuss the surveys.

Mrs Kahlia Stephens asked if through the surveys will people be able to advise what projects/events they would like to see happen.

Response (Chief Executive Officer)

The community need to make their minds up through the engagement process of how they want a range of projects over the course of a number of years. We need as many people as possible to ensure these projects can move forward. The Shire has a limited budget and there is the possibility of grant funding, but the SCP needs to be in place.

5.5. INFRASTRUCTURE AND PROJECTS

Mr Steve Fitzpatrick asked how the budget will work around any future plans/projects.

Response (Chief Executive Officer)

The Shire has approximately \$1 million in roads funding for next year. The Shire also have the opportunity to use the Local Roads Community and Infrastructure funding from Phase 4 that was recently announced. The shire will also require to maintain our current equipment and staff with these projects. Some of these projects, funding will also be spent in the community space.

Response (Shire President)

Apologies for not answering but I was not 100% on the legislative requirements. That's why I diverted the question to the CEO.

Mr Steve Fitzpatrick asked has it been hard to retain employees.

Response (Chief Executive Officer)

It has been hard for all local governments in the current market with mining is more attractive to employees at the present moment.

Mr Morris Trimming asked as to what is happening with the upgrades on Robinson Road?

Response (Executive Manager Infrastructure)

Main Roads will be commencing a road safety audit on Robinson Road which will assist the Shire on the full understanding of the road and the long term requirements. The Shire may also have opportunity for

funding through the Secondary Grain Route, best planning through the funding opportunities available over the next 6 years.

Mr Morris Trimming further asked as to Robinson Road. It is a huge cost to the Shire of Woodanilling without any money back to the local economy.

Response (Cr Douglas)

I have attended meetings with regards to Secondary Freight along with Cr Thomson and Mike. It has been spoken that in the future of the funding pool available to Woodanilling for Robinson Road. The opportunity through federal funding for the Great Southern is in progress but early stages. MRD did advise that a funding pool of \$8million is there.

Response (Executive Manager Infrastructure)

Federal money available in the future which can only benefit the Shire. It is a positive and will be addressed on a needs basis – we are preparing to be able to submit the relevant roads the Shire will need to address.

Response (Cr Douglas)

The Regional Road Group meetings covers a large area with Woodanilling topped the list of important roads – Robinson Road and Dumbleyung/Katanning Roads. With the chance to further apply for funding with the Secondary freight route.

Mr Morris Trimming asked if the Shire have to contribute to this funding.

Response (Executive Manager Infrastructure)

There may be a chance that this money may not require however considered as in-kind.

Response (Shire President) back to Mrs Kahlia Stephens's initial question.

That the Shire has the chance to utilise the Phase 4 - Local Roads Community Infrastructure grants for the town improvements. We have approximately \$233k that may be available and we do need to priorities however we have looked and discussed using the funds for golf course, toilet facilities, and change table for young people.

We also discussed how we can beautify the town with lights etc.

5.6. PLAYGROUND UPGRADE

Mrs Kahlia Stephens asked as to when is the rubber matting going to be fixed as there were a few issues on the weekend?

Response (Shire President)

We would like to advise that the Shire has registered to be able to use the **Snap Send Solve app**, we are encouraging our community and residents to now start using this to help assist in response time with issues that may need to be raised.

Response (Chief Executive Officer)

Any issues/incidents with the playground need to be directed to the Shire immediately. There is an App that can be used Snap-Send-Solve and these messages are directed to the Shire.

Phase III of the basketball courts has been placed on hold and these monies can be redirected. There is the opportunity to fix the matting.

Mrs Kahlia Stephens asked if there money available now? Will improvements take place immediately?

Response (Chief Executive Officer)

If there has been an incident this needs to be reported and actioned immediately. We are only able to fix things if we are notified. If it is obviously of an urgent or a risk to our community, then the Shire needs to address as required to make anything safe.

The CEO asked Mrs Stephens if this had been reported to the Shire. The answer was no.

5.7. RAILWAY PRECINCT

Mr Steve Fitzpatrick asked who is responsible for the road over the rail crossing. I ride motorbikes and this is dangerous. And the second part is with regards to the machinery for the railway reserve?

Response (Executive Manager Infrastructure)

This comes within the Rail Track Access area which both ARC and MRD are responsible for. However, the Shire will report this through the normal channels for you.

Response (Chief Executive Officer)

Belongs to ARC Infrastructure, Main Roads and the Shire. It's a three way conversation. There is a lease ready for council to sign regarding the railway building but there will be a significant impact to the Shire's budget if this was to be taken on.

Response (Executive Manager Infrastructure)

With regards to the machinery, I actually think it looks great against your current building as it helps identify the Men's Shed.

Mr Steve Fitzpatrick also then asked with regards to the Railway building and the paint.

Response (Executive Manager Infrastructure)

The Shire is trying a different method of removal of paint. We are using the water jet to help get it off. It has been assessed as enamel.

Response (Shire President)

The Railway precinct upgrade will take place over the last two years, however with Mike's experience and knowledge the shire will be moving forward on these. We need to get this space right and we have once again, discussed this today.

Response (Executive Manager Infrastructure)

I think that the horse is an iconic piece and should be proud of where it stands. I have engaged a contractor to look at the roof on the Men's Shed, shifting the gazebo, placing of the machinery. The blue metal was placed incorrectly by mistake. I would like to work with the Shire and the community on making that area a focal point when you are entering into the town. We just need the time to get this sorted.

Response (Chief Executive Officer)

Belongs to ARC Infrastructure, Main Roads and the Shire. It's a three way conversation. There is a lease ready for council to sign regarding the railway building but there will be a significant impact to the Shire's budget if this was to be taken on. This was never factored into the original project and no development plan was ever drawn up. Project Management Plans are required prior to any works commencing. Under the lease we would be liable for the ongoing maintenance of not only the building, but the surrounding framework. At this point in time the building will be painted and signage installed.

Ms Pauline Edgcumbe asked about the painting that she painted will those plans be used in the future. Has the Shire voted on it?

Response (Shire President)

The plans were not voted on as they were the impression however the decisions were made sometime before the current management. The priority for the shire is about enhancing the town however decisions or actions do need to go through processes.

Mr Steve Fitzpatrick wanted to thank the Staff and the Councillors for all of their efforts moving forward.

5.8. BANNERS

Mrs Kahlia Stephens asked as to when will have some money to spend on additional banners. Would like to see changes with school terms and important dates.

Ms Pauline Edgcumbe also stated that the CWA would buy their own banner if the Shire cannot hurry up on this.

Response (Deputy Chief Executive Officer)

We would love to change them out more regularly. It has been a continual issues with the winds in town. They are iconic and maybe see if we can copy them onto other canvas types. They are approximately \$140 to paint. We already have a suite of banners that CWA, hockey etc. have already created.

Mr Trimming advised to seek Ray Ford to assist.

DCEO advised that we are already using Ray Ford on this matter.

Response (Chief Executive Officer)

Moving forward the Shire should be applying for a grant on an annual basis. If the banners are being ripped by the winds on an annual basis, the Shire needs to see what other options might be of use.

5.9. ROBINSON ROAD

Following the Robinson Road discussions, Mr Ray Baxter asked that the discussions that Mike and Cr Douglas have had with MRD. Surely they can take this road over as a state road. I believe that they were going to take this road back some time ago. This may have been some 20 years ago.

Response (Executive Manager Infrastructure)

We are not sure if Main Roads would look after Robinson Road any better than the shire already do with their current contractors in place. We have more opportunity with the current funding to manage this at this point in time.

Response (Cr Douglas)

Main Roads expect us to have Robinson Road up to standard before they would be prepared to take the road on. It would be required to be in pristine condition.

6. CLOSURE OF MEETING

There being no further business, the Presiding Member declared the meeting closed 7.07pm and thanked all for attending this evening.

4. OFFICER'S REPORT

4.1. ANNUAL REPORT FOR THE YEAR ENDING 30 JUNE 2023

File Reference	ADM0017
Responsible Officer	Kellie Bartley, Chief Executive Officer (CEO at the time)
Author of Report	Belinda Knight, Acting Chief Executive Officer
Disclosure of any Interest	No Officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the <i>Local Government Act 1995</i> .
Attachments	Shire of Woodanilling Annual Report 2022/2023 (under separate cover)

In accordance with S5.27 of the *Local Government Act 1995* a general meeting of electors is to be held once every financial year, not more than 56 days after the local government has accepted the annual report.

R15 of the *Local Government (Administration) Regulations 1996* specifies that the matters to be discussed at the general electors meeting are, firstly, the contents of the Annual Report for the previous financial year and then any other general business.

At its meeting held 18 February 2024 Council resolved to accept the Annual Report for the financial year ending 30 June 2023, inclusive of the Audited Financial Report 2022/2023.

Council resolved to hold the Annual Meeting of Electors on Tuesday 19 March 2024 commencing at 7pm in the Council Chambers.

SHIRE PRESIDENT'S REPORT

The Shire President will ask for a mover and seconder to receive the Shire President's report. A mover and seconder can be from the public, and all are asked to vote.

CHIEF EXECUTIVE OFFICERS REPORT

The Shire President will ask for a mover and seconder to receive the Chief Executive Officer's report. A mover and seconder can be from the public, and all are asked to vote.

AUDITOR'S REPORT

The Shire President will ask for a mover and seconder to receive the Auditor's report. A mover and seconder can be from the public, and all are asked to vote.

FINANCIAL STATEMENTS FOR 2021/2022

The Shire President will ask for a mover and seconder to receive the 2022/2023 Annual Financial Statement as shown in the Shire of Woodanilling 2022/2023 Annual Report. A mover and seconder can be from the public, and all are asked to vote.

5. GENERAL BUSINESS

Questions from members of the public should be directed to the Presiding Member.

6. CLOSURE OF MEETING