



SHIRE OF
HARVEY



Ordinary Council Meeting **Agenda**

**Harvey Council Chamber
Tuesday, 27 August 2024
5PM**

**Shire of Harvey
Ordinary Council Meeting**

Dear Councillor,

Notice is hereby given that the next meeting of the Harvey Shire Council will be held in the Harvey Council Chamber, Young Street, Harvey, on Tuesday, 27 August 2024 commencing at 5pm.

The business to be transacted is shown in the Agenda hereunder.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Annie Riordan', with a stylized flourish at the end.

**Annie Riordan
Chief Executive Officer**

23 August 2024.

Agenda

1. Official Opening.....	4
2. Record of Apologies and Leave of Absence	4
3. Applications for Leave of Absence	4
4. Declarations of Members' and Officers' Personal Interest	4
5. Questions by Members of Which Due Notice Has Been Given	4
6. Response to Previous Questions Taken on Notice	4
7. Public Question Time	4
8. Petitions/Deputations/Presentations	4
9. Announcements by Presiding Members or CEO Without Discussion.....	4
10. Confirmation of Minutes	5
11. Receipt of Minutes and Recommendations from Committees.....	5
12. Officer's Reports	6
12.1. Chief Executive Officer	6
12.1.1. Diploma of Local Government – Councillor James Junio	6
12.1.2. Western Australian Local Government Association (WALGA) – 2024 Annual General Meeting – Voting Delegates	9
12.2. Infrastructure Services.....	11
12.2.1. Holbrook Road, Australind – Arborist's Advise for the Shire of Harvey.....	11
12.2.2. Self Supporting loan Leschenault Bush Fire Brigade – Further Report.....	16
12.3. Sustainable Development.....	20
12.3.1. Harvey Men's Shed.....	20
12.4. Corporate Services.....	25
12.4.1. Financial Statements as at 30 June 2024	25
12.4.2. Financial Statements as at 31 July 2024.....	29
12.4.3. Payments July 2024.....	33
12.5. Community and Lifestyle	36
12.5.1. 2024 Club Night Lights.....	36
12.5.2. 2024 CSRFF Grant Application.....	40
13. Elected Members Motions of Which Previous Notice Has Been Given	44
14. Notice of Motion for Following Meeting.....	44
15. Reports of Members.....	44
16. New Business of an Urgent Nature Introduced by Decision of Meeting	44
17. Matters Behind Closed Doors	44
17.1. Infrastructure Services.....	44
17.1.1. Tender T042024 for Construction of Footpaths – Further Report.....	44
17.2. Sustainable Development.....	46
17.2.1. Unauthorised Development and Breach of Local Planning Scheme No. 2	46
17.3. Executive Services	47
17.3.1. CEO Performance Review 2024	47
18. Closure of Meeting	48

1. Official Opening**Disclaimer**

Members of the Public are advised that recommendations to Council contained within this Agenda can be subject to change. Applicants and other interested parties should refrain from taking any action until written advice is received confirming Council's decision with respect to any particular issue.

Any statement or insinuation of approval regarding any planning or development application made during an Ordinary Council Meeting, is not to be taken as notice of approval. Anyone who has an application lodged with the Shire must obtain, and should only rely on, written confirmation of the outcome of the application and any conditions attached to the decision made by Council.

Council Members and the Community are reminded that should an exception resolution be passed; this has the effect of making the decision to accept the Officer Recommendation stated in the Agenda as the Council's decision without change.

An audio and visual record will be made, by means of livestreaming, of these proceedings and uploaded to the Shire's YouTube page for viewing.

Acknowledgement of Country

The Shire of Harvey acknowledges the traditional custodians of the land and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures, and to Elders and Emerging Elders both past and present.

2. Record of Apologies and Leave of Absence**3. Applications for Leave of Absence****4. Declarations of Members' and Officers' Personal Interest****5. Questions by Members of Which Due Notice Has Been Given****6. Response to Previous Questions Taken on Notice****7. Public Question Time****8. Petitions/Deputations/Presentations****9. Announcements by Presiding Members or CEO Without Discussion**

10. Confirmation of Minutes

Ordinary Council Meeting – Tuesday, 23 July 2024.

Recommendation

That the Minutes of the Council Meeting held on Tuesday, 23 July 2024, as printed be confirmed as a true and correct record.

11. Receipt of Minutes and Recommendations from Committees

CEO Performance Committee – Friday, 16 August 2024.

Recommendation

That the Minutes of the CEO Performance Committee Meeting held on Friday, 16 August 2024, as printed be received.

12. Officer's Reports

12.1. Chief Executive Officer

Item No.:	12.1.1.
Subject:	Diploma of Local Government – Councillor James Junio
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Governance Support Officer
Authorising Officer:	Chief Executive Officer
File No.:	F/08/00038
Attachments:	Nil

Summary

On Monday, 15 July 2024 Councillor James Junio became one of four successful recipients of the Jacqui Dodd – Diploma of Local Government scholarship provided by the Western Australian Local Government Association (WALGA). On Tuesday, 30 July 2024, Councillor Junio requested Council cover 50% of the training and assessment fees.

It is recommended that Council approves Councillor Junio's request to cover the remainder of the course fee, totaling \$5,085.00.

Background

Each year WALGA offers the Jacqui Dodd scholarship to four successful applicants to undertake the Diploma of Local Government (Diploma). The scholarship covers 50% of the training and assessment fees up to a value of \$5,085 and offers additional travel expense compensation for regional applicants on completion of the Diploma.

The Diploma gives Councillors the opportunity to expand their skills and knowledge by developing a deeper understanding of legislative and regulatory requirements and how they apply to the roles and responsibilities of an Elected Member. The Diploma is nationally recognised within the Australian Qualification Framework and consists of 10 units of competency.

Shire of Harvey Policy 1.2.7 – Council Member Training and Professional Development specifies that:

"In addition to mandatory training, Council Members are encouraged to identify their individual continuing professional development needs to enhance their effectiveness and address skill gaps as required. When determining their professional development activities, Council Members should consider the current or future strategic direction and activities of the Shire and its priorities and the skills that will be needed to assist with decision making.

The Shire will support Council Members to complete the Diploma and the Costs associated with the Diploma if this is the preferred option for the Council Member, provided that there is sufficient Council Member Training Budget."

Comment

Councillor Junio is expected to begin his Diploma on Monday, 2 September 2024 and has previously completed the Council Member Essentials course which will be recognised as prior learning by WALGA.

In order to complete the Diploma, Councillor Junio will need to complete the following units:

- LGAMEM001 – Meet elected member responsibilities
- LGAMEM002 – Perform elected member functions
- LGACOR011 – Analyse financial reports and budgets
- PSPGEN075 – Build and maintain community relationships
- LGAMEM003 – Contribute to high level strategic decision making
- PSPPCY001 – Contribute to policy development
- PSPGEN032 – Deal with conflict
- BSBPEF502 – Develop and use emotional intelligence
- LGACOR010 – Oversee asset management strategy
- LGAPLA003 – Assess development applications and implement planning scheme.

Due to the increased interest of Councillor in completing the Diploma and the need to consider criteria to assess the risk impacts as detailed in the Risk Management section of this report, it is recommended that Policy 1.2.7 – Council Member Training and Professional Development, be workshopped and reviewed.

Statutory/Policy Environment

Local Government Act 1995

- Section 5.128 Policy for Continuing Professional Development

Policy 1.2.7 – Council Member Training and Professional Development

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

Goal 5: A representative leadership that is future thinking, transparent and accountable.
Objective 5.5 Integrated strategic planning and reporting to drive continuous improvement.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

This report is included in the Agenda Briefing Session and Ordinary Council Meeting documents, which are uploaded to the Shire's website for public viewing.

Promise to the Community

Inform: We will keep you informed.

The Council resolution will be included in the Ordinary Council Meeting Minutes, which are uploaded to the Shire's website for public viewing.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequence could be **Compliance** or **Financial** if the Diploma is not completed or if a Councillor undertaking the Diploma does not complete the Diploma before finishing their term on Council or is not re-elected shortly after completion of the Diploma. The risk is mitigated by the Administration recommending a review of Policy 1.2.7 – Council Member Training and Professional Development, resulting in a **Low** risk being present.

Budget Implications

The Shire of Harvey (the Shire) has provided \$40,000 in the 2024–2025 Annual Budget for Council Members to complete their mandatory training requirements as Elected Members. As Councillor Junio has been awarded a scholarship to complete the Diploma, WALGA will be covering 50% of the course fee. This leaves the remaining \$5,085 to be paid by the Shire. The scholarship also provides additional travel expense compensation up to \$1,000 for regional applicants on completion of the Diploma. As the Shire already covers travel and accommodation costs associated with Councillor Training, WALGA will reimburse the Shire for any travel expenses.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council:

1. Approves a 50% contribution towards Councillor James Junio's Diploma of Local Government through the Western Australian Local Government Association, totaling \$5,085.
2. Requests the Chief Executive Officer to workshop with Council, Policy 1.2.7 – Council Member Training and Professional Development and to present the revised Policy to Council.

Item No.:	12.1.2.
Subject:	Western Australian Local Government Association (WALGA) – 2024 Annual General Meeting – Voting Delegates
Proponent:	Shire of Harvey
Location:	Lot 101 (105) Uduc Road, Harvey
Reporting Officer:	Governance Support Officer
Authorising Officer:	Chief Executive Officer
File No.:	GR/L/004
Attachments:	Nil

Summary

Council is requested to nominate its voting delegates for the Western Australian Local Government Association's (WALGA) Annual General Meeting (AGM) to be held on Wednesday, 9 October 2024 and to advise of its nominations by Friday, 27 September 2024.

Background

All Member Councils are entitled to be represented by two voting delegates at the AGM of WALGA to be held on Wednesday, 9 October 2024 at 2.30pm. Should a Voting Delegate be unable to attend, a provision is made for proxy delegates to be registered. Only registered delegates or registered proxy delegates will be permitted to exercise voting entitlements on behalf of Member Councils. Delegates may be Elected Members or serving Officers.

Comment

It is recommended that Council endorses the Shire President and nominates one Councillor as its delegates and appoints two proxy delegates should one or both delegates be unavailable to attend.

Statutory/Policy Environment

Clause 24 of the WALGA Constitution details "Representation and Voting at General Meetings". This includes voting entitlements at the AGM.

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

Goal 5: A representative leadership that is future thinking, transparent and accountable.
Objective 5.4 Sound governance, including financial, asset and risk management.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

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Promise to the Community

Inform: We will keep you informed.

The Council resolution will be included in the Ordinary Council Meeting Minutes, which are uploaded to the Shire's website for public viewing.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information** and **Failure to fulfil Compliance Requirements**. The consequence could be **Reputational** if Council was not represented at the WALGA AGM. The risk is considered **Minor** and the likelihood **Unlikely**. This results in a **Low** risk being present.

Budget Implications

Nil

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council appoints the Shire President and Cr. _____ as its voting delegates and Cr. _____ and Cr. _____ as its proxy voting delegates for the 2024 Western Australian Local Government Association's Annual General Meeting to be held on Wednesday, 9 October 2024.

12.2. Infrastructure Services

Item No.:	12.2.1.
Subject:	Holbrook Road, Australind – Arborist’s Advise for the Shire of Harvey
Proponent	Shire of Harvey
Location:	Kingston Estate, Australind
Reporting Officer:	Manager Parks Services, Director Infrastructure Services
Authorising Officer:	Chief Executive Officer
File No.:	F/40/12975
Attachments:	1. Holbrook Trees - Option 1 [12.2.1.1 - 1 page] 2. Holbrook Trees - Arborist Recommendation [12.2.1.2 - 1 page]

Summary

On the evening of Thursday, 6 June 2024, a localised severe weather event occurred along Holbrook Road, Kingston. As a result, multiple localised trees were damaged including two trees being uprooted and falling onto two residential properties that adjoin Holbrook Road.

The failures resulted in damage being caused to the two residential properties including related damage caused to several fences and road assets along Holbrook Road.

Following the event the Shire of Harvey (Shire) Officers engaged the Shire’s Tree contractor to undertake clean-up and rectification works including the preparation an Arboriculture report to provide observations, advice and recommendations on the remaining trees.

This report provides Council with the Arborist’s observations, including the recommendation on a suggested way forward.

Background

Holbrook Road, Kingston adjoins 20 residential properties within the Kingston Estate Development.

At the time prior to the weather event, there were 63 Spotted Gums (*Corymbia maculata*) growing along Holbrook Road.

The trees were planted by the developer of Kingston Estate (circa 2000) including Spotted Gums being located within the median island on Holbrook Road and the remainder located within the road reserve verge which adjoins 20 residential properties.

As a result of the Thursday, 6 June 2024 localised severe weather event, a number of trees were severely damaged including two trees being uprooted and subsequently falling onto two homes.

The localised severe weather event also caused damage to other private assets including boundary fencing. During the clean-up works a number of residents raised concerns relating to the remaining trees with some of these concerns shared by Shire Officers who attended the site.

An Arborist was subsequently engaged to undertake a full assessment of the remaining trees and prepare an Arborist’s report.

Comment**Arborist’s report**

The following comment were made in the Arborist’s report.

- *“Trees generally find a way to adapt in small spaces (roots), however when root cuts are in the SZR (structural root zone), integrity is severely compromised.*
- *Future asset damage will be constant in this area with the species of tree expected to grow up to 45m-60m in height, partnered with a consistent habit of self-shedding.*
- *The maculate is a superb landscape tree, however not recommended in areas where the target is constant (houses, for example).*
- *Full consideration needs to be given to the force of the weather event that uprooted two trees, as it is, somewhat a rare event.*
- *The girdled root systems are a big concern, this could be due to the poor selection of tree stock, poor planting (left in pot to long), or not cultivated at juvenile age (root pruning).”*

It should be noted that the Arborist's report only assessed the trees within the road reserve that adjoined the residential properties. The trees within the median strip were viewed to ensure they were structurally sound but did not form part of the recommendations around retention or removal.

The Arborist provided the following removal and retention schedule for the 42 trees that adjoin the residential properties on Holbrook Road (Arborist's Recommendation). The location details are shown in **Attachment 2**.

- Remove and replant more suitable species – 15 Trees
- Remove and do not replant in this location – 10 Trees
- Retain, reassess in 12 months – 17 Trees

Officer Comments

Shire Officers have reviewed the Arborist's report and assessed the recommendations and conclusions presented within the report.

While trees provide a range of benefits to the ecosystem and to humans, the placement and environment that they are grown in is critical in providing a sustainable outcome to the built environment.

During the investigation and preparation of details for the Arborist's report, it was found that multiple root cuts were identified, believed to be due to the installation and proximity to new or existing assets (footpath, kerbing, road seal, Telstra pit upgrades, drainage upgrades and residential access points).

It was also observed that many trees had girdled roots (roots growing around the trunk rather than typically would be expected. Roots should be growing out from the trunk in a normal linear fashion).

It was also observed that the trees had many codominant stems which provide a common location for failures in high winds. It is also noted that this species of tree is a self-shedding species which lends toward the natural shedding of limbs even when winds are not present.

Discussion/Recommendations

Spotted Gum trees, according to web-based literature, have the potential to grow between 20–60 metres at maturity. This will provide challenges at this location that will need to be assessed and addressed to minimise potential damage to public and private infrastructure. It will also be required, while trying to maintain the aesthetic and environmental benefits of these trees, to do so with a view to minimise ongoing operational maintenance requirements.

Given the proximity of many of the tall trees to private residences, Officers consider that while the removal of the current trees would reduce the future risk of potential damage to the private and public infrastructure, consideration of trying to maintain a desirable streetscape must be given.

Arborist's Recommendation

The Arborist provided a removal and retention schedule for the 42 trees that adjoin the residential properties on Holbrook Road as outlined below and shown in **Attachment 2**.

- Remove 15 trees and replant more suitable species (Corymbia maculate "ST1" Lowanna)
- Remove 10 trees and not replant in that location.
- Retain 17 trees reassess in 12 months.

This Recommendation is not negotiable and will be undertaken as a minimum due to the high level of risk identified by the Arborist.

Option 1: Preferred Option – Removal of all verge trees / Retain trees in the central median.

Officers consider that given the large number of removals it may be prudent to remove all of the 42 verge trees that adjoin the residential properties and not replant them (report recommended not replanting 10 trees in the Arborist's report) given the restricted verge width, proximity to other assets and the difficulty in providing a smaller suitable species of tree suitable for narrow environments. It is considered that the trees within the median island, that were assessed as being structurally sound and healthy, should be retained at this time as they were viewed as a lower risk to pedestrians and potential damage to private infrastructure given their location a distance to private assets at this time.

It is also suggested that additional trees be planted in the median, where trees were previously removed, with a more compact variety of Spotted Gum (Corymbia maculate 'ST1' Lowanna) which would achieve a lower height typically eight to 10 metres (refer **Attachment 1**).

Consultation with affected residents

Officers are recommending that all of the verge trees be removed and that the median island trees be retained and that any additional planting be only undertaken within the central median islands island (Option 1).

The Arborist's report recommended that only certain verge trees be removed and replanted and that others be monitored (Arborist's Recommendation).

It is recommended that all residents who live directly adjacent to Holbrook Road be consulted regarding Option 1 and be provided the rationale for this recommendation. In addition, as part of the consultation residents will be advised that the Arborist's Recommendation is not negotiable and will be undertaken as a minimum due to the high level of risk identified by the Arborist.

The Arborist has indicated that previous cutting of roots has severely compromised some of the trees and as the trees can grow up to 45m to 60m in height, future asset damage will be constant if the identified trees remain. In addition, this type of tree species has a habit of self-shedding and the existing 'girdled root system is a big problem (being left in a pot too long before planting in the ground).

Statutory/Policy Environment

N/A

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

- Goal 2: A safe, accessible and connected community where everyone has the opportunity to contribute and belong.*
- Objective 2.2 Create a community where people are safe.*
- Goal 3: A natural environment that is highly valued, protected and enjoyed.*
- Objective 3.1 Adopt and encourage sustainable development practices.*

Community Engagement

Community Participation Goal

Consult: To provide the public feedback on analysis, alternatives and/or decisions.

Affected residents will be consulted regarding the proposal and following the consultation period a further report will be presented to Council for consideration.

Promise to the Community

Consult: We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. We will seek your feedback on drafts and proposals.

Residents in Holbrook Road will be consulted regarding the proposal.

Risk Management

The Risk Theme Profile identified as part of this report is **Inadequate Environmental Management**. The consequence could be impacts to **Property and Environment** should the Shire not take a proactive approach to minimise damage to vulnerable lands under its care control and management. The Risk Consequence is considered to be **Major** and the likelihood **Unlikely** resulting in a **Moderate** Risk being present.

Budget Implications

There is no specific budget allocation for the Holbrook Road trees proposal in the 2024–2025 Budget.

The estimated cost for implementing the Arborist's recommendation has been estimated at and approximate cost of \$50,000 and includes the recommended replanting of mature trees. The cost to implement the Officer's recommendation (Option 1) is a similar cost of \$40,000–\$50,000.

There is an overall tree budget allocation of \$425,000 in the 2024–2025 budget which is fully allocated to manage trees under powerlines, mulch distribution for fire mitigation, urban and rural trees management, special residential areas and storm damage. Using this budget for the Holbrook Road trees would lead to an over expenditure that would need to be considered in the midyear Budget review.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council:

1. Authorises the Chief Executive Officer to, advise residents, that the Arborist's Recommendation, which is not negotiable and will be undertaken as a minimum due to the high level of risk identified by the Arborist, would comprise of the following (refer **Attachment 2**):
 - Removal of 15 trees and replanting more suitable species.
 - Removal of 10 trees and not replanting in that location.
 - Retaining 17 trees and reassessing these in 12 months.
2. Authorises the Chief Executive Officer to:
 - a) Consult with residents of Holbrook Road in Australind to seek their feedback on Option 1 which would comprise the removal of all 42 existing verge trees and the retention of all trees currently planted in the median including planting additional trees in the median where appropriate as shown in **Attachment 1**.
 - b) Prepare a further report to Council at the conclusion of the consultation period.
3. Considers listing an additional amount of \$50,000 to the Street Trees Budget in the mid-year Budget review.

Item No.:	12.2.2.
Subject:	Self Supporting loan Leschenault Bush Fire Brigade – Further Report
Proponent:	Shire of Harvey
Location:	Leschenault
Reporting Officer:	Director Infrastructure Services
Authorising Officer:	Chief Executive Officer
File No.:	F/35/00034
Attachments:	1. Leschenault BFB [12.2.2.1 - 5 pages]

Summary

At its Ordinary Meeting held on Tuesday, 27 February 2024 Council considered a self-supporting loan to fund the redevelopment of facilities for the Leschenault Bush Fire Brigade (BFB) located on Australind Road, Leschenault.

Council was advised that Officers from the Department of Fire and Emergency Services (DFES) suggested that the Shire of Harvey (the Shire) would have a better chance of securing an upgrade of the facility if a self-supporting loan was supported.

Following consideration of the matter, Council decided to support the proposal subject to the redevelopment being funded over two financial years and Officers advised DFES of Council's decision.

This report discusses the response received from DFES and makes appropriate recommendations to enable this matter to be further progressed.

Background

As previously reported to Council, each financial year DFES makes an offer to the Shire for capital and operational expenditure to assist in the running of BFB and the State Emergency Service (SES). As Council is aware, the Shire has applied to DFES to build a new BFB facility in Leschenault every year since 2021–2022 through the LGGS due to the age and condition of the existing facility

Ordinary Meeting of Council Tuesday, 27 February 2024

In 2023–2024, Shire Officers submitted a further application to DFES to build a new BFB facility in Leschenault and following feedback received i.e. *“that to strengthen the Shire’s application a commitment to a self-supporting loan may improve the Shire’s chances of being favourably considered”* the matter was reported to Council where the following decision was made.

“That Council:

- 1. Supports allocating funding in the 2024–2025 draft Budget for the redevelopment of facilities for the Leschenault Bush Fire Brigade Building to be funded through Local Government Grants Scheme over two financial years.*
- 2. Advises the Department of Fire and Emergency Services that the Shire of Harvey’s preference is for the redevelopment of the Leschenault Bush Fire Brigade Building to be funded over two financial years.*
- 3. Subject to a successful application, authorise the Chief Executive Officer to apply to the Western Australian Treasury Corporation for a loan of between \$1 and \$1.2 million.*

4. *Notes that potential project/s which are the subject of loan funding currently listed in the Forward Capital Works Plan may need to be reviewed in favour of the Leschenault Bush Fire Brigade building project."*

2024–2025 Local Government Grants Scheme – Capital and Operating Grant Allocations

Correspondence was received from DFES on Tuesday, 16 July 2024 advising that the above grants scheme for the 2024–2025 financial year has been completed. The correspondence also contained the approved Capital and Operating Grant(s) pertaining to the Shire's Bush Fire Service (BFS) and/or SES refer **Attachment 1**.

The 2024–2025 Capital Grant for the Leschenault BFB for a two-appliance bay facility and amenity for \$1.2M has been approved as a self-supporting loan over a 10-year period. The loan repayments by DFES would be \$156,070 per annum.

Comment

Council has allocated funding in the 2024–2025 Budget for the redevelopment of facilities for the Leschenault BFB Building to be funded through Local Government Grants Scheme over two financial years.

The Shire subsequently advised DFES that the Shire's preference was for the redevelopment of the Leschenault BFB facility to be funded over two financial years. DFES has now approved a \$1.2M self-supporting loan over a 10-year period.

Existing loan capacity

Council was previously advised that any additional new loans may have a negative impact on the Shire's loan capacity to fund existing major projects as included in the Forward Capital Works Plan (FCWP). This is the result a Department of Local Government's ratio for calculating loan capacity as being 50% of the local governments annual revenue.

Hence approving a loan over a shorted period i.e. two years in lieu of 10 years was considered prudent to ensure that the Shire's capacity to fund projects via loan funding is maintained.

Subsequent discussions have since been had with the Western Australian Treasury Corporation (WATC) to which WATC have informed the Shire they are prepared to look at this self-supporting loan more as a grant from DFES. Their view is that DFES is considered a more secure loan recipient than a not-for-profit community group, which is the typical third party to a self-supporting loan.

Statutory/Policy Environment

Local Government Act 1995:

- Section 6.20 provides a Local Government with the general power to borrow, obtain credit or other approved financial arrangements to perform its functions.

This proposed self-supporting loan will be repaid by the State Government and secured by a loan document between the Shire and the WATC with a copy to DFES.

Policy 2.2.7 – Loans – Self Supporting

- This Policy states that self-supporting loans may be considered by the Shire on written request to sporting clubs or community organisations which are resident and operative within the Shire.

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

Goal 1:	<i>A diversified and thriving economy that offers a wide range of business and work opportunities as well as consumer choice.</i>
Objective 1.4	<i>Appropriate infrastructure is in place to support economic growth.</i>
Goal 2:	<i>A safe, accessible and connected community where everyone has the opportunity to contribute and belong.</i>
Objective 2.3	<i>Active and resilient community groups and volunteers.</i>
Goal 4:	<i>A liveable, sustainable and well-designed built environment that is accessible to all.</i>
Objective 4.5	<i>Shire buildings, gardens and grounds are fit for purpose and well maintained.</i>
Goal 5:	<i>A representative leadership that is future thinking, transparent and accountable.</i>
Objective 5.2	<i>Build partnerships and work collaboratively to amplify the outcomes that can be achieved.</i>

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Stakeholders associated with this project will be updated as the matter progresses.

Promise to the Community

Inform: We will keep you informed.

Stakeholders associated with this project will be updated as the matter progresses.

Risk Management

The Risk Profile identified as part of this report is **Business and Community Disruption, Inadequate Asset Sustainability Practices, Inadequate Work Health and Safety Practices and Ineffective Management of Facilities**. The Consequence could be **Property, Financial, Reputational or People Health and Safety** if the Leschenault Bushfire Brigade building is not replaced. The risk is considered **Moderate/Extreme** and the likelihood **Likely/Almost Certain/Possible/Rare**, given that funding for this project has not been successful and there are existing issues with the building. This results in a **Medium/High** risk being present.

Budget Implications

Council has included an allocation of \$1.2 million for this project in the 2024–2025 Budget. The loan is budgeted to be drawn down in the second half of this financial year making the first loan repayment due in 2025–2026.

As the first loan repayment is scheduled to be due in 2025–2026 there is no implication to the existing budget as to whether the loan term is over two years or 10 years.

The Local Member has indicated that there may be some future State Government funding available for this project.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council:

1. Notes:

- a) The correspondence received from the Department of Fire and Emergency Services on Tuesday, 16 July 2024 advising that Local Government Grants Scheme – Capital and Operating Grant Allocations for 2024–2025 financial year has been completed.
- b) That the Local Government Grants Scheme – Capital and Operating Grant Allocations for 2024–2025 financial year also includes a Capital Grant for the Leschenault Bushfire Brigade for a two-appliance bay facility and amenity for \$1.2M as a self-supporting loan over a 10-year period in lieu of over a two-year period as previously requested by Council.
- c) The advice received from Western Australian Treasury Corporation is that there will be no implications on the Shire's loan borrowing capacity by supporting a self-supporting loan over 10-year period in lieu of over a two-year period.
- d) That the redevelopment of the Leschenault Bush Fire Brigade Building has also been included as an Advocacy Project for the upcoming State Election.

2. Authorises the Chief Executive Officer to advise the Department of Fire and Emergency Services that the Shire of Harvey accepts the 2024–2025 Local Government Grants Scheme – Capital and Operating Grant Allocations as shown in **Attachment 1**.

12.3. Sustainable Development

Item No.:	12.3.1.
Subject:	Harvey Men's Shed
Proponent:	Harvey Men's She Inc.
Location:	Lots 2 and 3 Young Street, Harvey
Reporting Officer:	Director Sustainable Development
Authorising Officer:	Chief Executive Officer
File No.:	A001856
Attachments:	<ol style="list-style-type: none"> 1. Lot 8 [12.3.1.1 - 1 page] 2. Harvey Mens Shed Business Case [12.3.1.2 - 38 pages] 3. Alternative Site [12.3.1.3 - 1 page]

Summary

At its meeting held Tuesday, 12 November 2022, Council resolved to support the preparation of a business case by the Harvey Men's Shed Inc. (HMS) to assist in determining if Lot 8 Wright Street Harvey (refer **Attachment 1**) is appropriate to accommodate a Men's Shed and potentially South West Community Care (SWCC).

The Business Case (refer **Attachment 2**) has now been submitted to the Shire of Harvey (the Shire). For the reasons contained within this report it is recommended that Lot 8 not be progressed and that portions of Lots 2 and 3 Young Street, Harvey (refer **Attachment 3**) be considered as a preferred alternative.

It is requested the Chief Executive Officer (CEO) be authorised to engage with the current user groups of these lots and HMS with a view to developing a complimentary precinct with regards to building design and management.

Further reports to Council will be required prior to authorising the CEO to progress modifications to current lease agreements and the preparation of a Draft Lease for the use of part Lots 2 and 3 Young Street by HMS.

Background

At its meeting held Tuesday, 12 November 2022, Council resolved:

"That Council:

- 1. Supports the potential use of Lot 8 Wright Street, Harvey by Harvey Men's Shed Inc.*
- 2. Requests Harvey Men's Shed Inc. to prepare and submit a business case for Council's consideration in support of its proposal.*
- 3. Authorises the Chief Executive Officer to engage with South West Community Care to consider if co-location with Harvey Men's Shed is a viable option."*

At its meeting held Tuesday, 23 May 2023 Council resolved to provide \$10,000 from its Community Support Grant category towards the preparation of the Business Case as requested in November 2022. The Business Case submitted by HMS to the Shire on Thursday, 18 April 2024 confirms the community interest/need in the establishment of a Harvey Men's Shed since the closure of a similar facility operated by SWCC at the former Harvey Agricultural School.

Upon receipt of the HMS Business Case, the Shire President and CEO met with representatives of the HMS on Tuesday, 30 April 2024. Following a review and a discussion on aspects of the Business

Case, a revised Business Case as presented at **Attachment 2** was submitted on Wednesday, 8 May 2024.

The HMS sought grant funding from the 2024 Shire Community Grant Funding round to assist in the preparation of detailed designs of its proposed building for Lot 8. The assessment panel did not support this grant application and requested further information on this project and more specifically, clarification of the appropriateness of the site chosen for this project. At its meeting held Tuesday, 28 May 2024 Council, supported the panel's recommendation and did not support the grant application and requested "*a separate report be brought to Council*".

In accordance with item 3 of the above Officers Recommendation, the CEO and the Shire President met with representatives from SWCC during which they confirmed their support for the HMS proposal at Lot 8 Wright Street, Harvey, however, are investigating more suitable premises specific to its needs.

On Monday, 27 May 2024 the Director Sustainable Development met onsite with representatives from the HMS to discuss concerns over the appropriateness of Lot 8 Wright Street being a possible site. Shire concerns were acknowledged and the alternative to utilise portions of Lots 2 and 3 Young Street, Harvey were generally supported.

At that meeting, it was agreed a further business case in support of using Lots 2 and 3 Young Street, Harvey, was unnecessary, given the one recently prepared in support of Lot 8.

Enclosed dog park – Harvey

At its Ordinary Meeting held on Tuesday, 20 June 2023, Council considered a report on the creation of an enclosed dog park, where it resolved to consult the community seeking their feedback regarding the proposal. This report presents the feedback received and makes recommendations on a possible way forward.

As there were insufficient funds in the 2023–2024 Budget for the establishment of two enclosed dog parks Officers recommend that Fees Field, Leschenault be developed to include an enclosed dog area and Wright Street, Harvey be included in the draft 2024–2025 Budget for consideration.

Following consideration of the report the following decision was made (in part).

"That Council:

- 1. Notes the results of the recent community consultation for the establishment of an enclosed dog park..*
- 2. Supports progressing with the establishment of an enclosed dog park at Fees Field in Leschenault in 2023–2024..*
- 3. In recognition of the community support for an enclosed dog park in Wright Street, Harvey, further consults with the residents who immediately adjoin the proposed area bounded by Wright Street and Roy Street, and other current known users of the land,*
- 4. Receives a further report on the Wright Street proposal at the conclusion of the community consultation which, if supported by residents, will outline funding implications for potential consideration in the 2024–2025 draft Budget."*

Council has allocated \$60,000 in 2024–2025 for the establishment of a fenced dog park in Harvey.

Ordinary Council Meeting – Tuesday, 26 September 2023

Council considered a further report on the establishment of an enclosed dog exercise area in the Shire

of Harvey where the following decision was made (in part):

“That Council:

*In recognition of the community support for an enclosed dog park in Wright Street, Harvey, further consults with the residents who immediately adjoin the proposed area bounded by Wright Street and Roy Street, and other current known users of the land, as show in **Attachment 3**.”*

Funds for the establishment of an enclosed dog park in Wright Street, Harvey have been included in the adopted 2024–2025 Budget and Officers will be undertaking further consultation with residents in accordance with Council’s decision.

Comment

The Business Case (refer **Attachment 2**) demonstrates the community need for a Men’s Shed within Harvey and that a purpose-built facility, allowing for other community groups to collocate would be appropriate on Lot 8 Wright Street. The original Expression of Interest (EOI) from the HMS acknowledged the size of Lot 8 and expressed an openness for shared facilities to be developed. This outcome was originally supported by the SWCC, however, as evidenced by the outcome of the meeting between the CEO, Shire President and SWCC there is reducing interest from that organisation to collocate.

Collocation of community-based activities was a contributing factor in the initial consideration by Officers that Lot 8 could be a possible site for the HMS, principally due to its size and location within the Harvey Townsite. With reduced interest by SWCC, the use of such a large and prominent site solely by the HMS is no longer considered to be the highest priority for this land.

As development of the site for multiple community based tenants appears less likely, a recommendation of the Shire’s Land Optimisation Strategy (LOS), that this site be developed for residential/mixed use development is considered to be in the better interest of the Shire.

The Business Case recommends support for a peppercorn lease and that outgoings and maintenance be consistent with other standard lease agreements. During consideration of the EOI from the HMS Officers advised that departing from a traditional peppercorn lease would be appropriate, particularly given the size and prominence of the site and recommendations of the LOS for residential/mixed use.

Lot 8 has a number of development opportunities and its use by a single user group on a peppercorn arrangement is not considered appropriate.

It is therefore recommended that Lot 8 is no longer the preferred location for the HMS. It is acknowledged that a central location does have its advantages, and to this effect, the unused portions of Lots 2 and 3 Young (refer **Attachment 3**) are considered to be an appropriate alternative.

The parcel of land referred to within **Attachment 3** is approximately 2,500m², that is understood to be of a size suitable to accommodate the expectations of HMS as a sole user group. This land is presently underutilised and contains disused tennis courts. Its location is not considered to present any unacceptable land use conflicts.

Notwithstanding, support for this location should be conditional upon favourable engagement with existing user groups within the immediate locality with a view to developing a complimentary precinct with regards to building design and management.

Statutory/Policy Environment

Local Government Act 1995

- Section 3.58 – Deals with the disposal of property which includes leasing.

Local Government (Functions and General) Regulations 1996

- Clause 30 – details when the disposition of property is exempt from the provision of section 3.58 of the Act. The exemption refers to not being required to advertise or undertake any other inclusive process of sale or lease, generally in relation to land.

“A disposition of property to a body;

- i) The objects of which one of a charitable benevolent, religions, cultural, educational, recreational sporting or other like nature; and*
- ii) The members of which are not entitled to profit from the body's transactions are considered exempt.”*

Strategic Framework

The Shire’s Strategic Community Plan 2021–2031, states:

- | | |
|----------------------|---|
| <i>Goal 1:</i> | <i>A diversified and thriving economy that offers a wide range of business and work opportunities as well as consumer choice.</i> |
| <i>Objective 1.4</i> | <i>Appropriate infrastructure is in place to support economic growth.</i> |
| <i>Goal 2:</i> | <i>A safe, accessible and connected community where everyone has the opportunity to contribute and belong.</i> |
| <i>Objective 2.1</i> | <i>To support people through all stages of life.</i> |
| <i>Objective 2.7</i> | <i>An active and healthy community.</i> |

Community Engagement

Community Participation Goal

Collaborate: To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.

To achieve this commitment Officer Recommendation 4 has been include requiring engagement with existing user groups with a view to developing a complimentary precinct with regards to building design and management.

Promise to the Community

Collaborate: We will work together with you to formulate solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.

Officers Recommendation 4 states that the groups of Lots 2 and 3 Young Street, Harvey and the Harvey Men’s Shed Inc. will be engaged with a view to developing a complimentary precinct with regards to building design and management.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequence could be **Financial**, **Reputational** or **Compliance** if incorrect advice is given or a suitable parcel of land not made available. The risk is considered **Minor** and the likelihood **Unlikely**, given that the report has been thoroughly researched, peer reviewed and provided by a qualified Shire Officer. This results in a **Low** risk being present.

Budget Implications

Nil.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council:

1. Receives the Business Case from Harvey Men's Shed Inc. in support of the need for a men's shed facility within the Harvey townsite.
2. Requests the Chief Executive Officer to advise the Harvey Men's Shed Inc that it does not support the use of Lot 8 Wright Street for the development of a men's shed facility.
3. Requests the Chief Executive Officer to advise the Harvey Men's Shed Inc. that portions of Lots 2 and 3 Young Street, Harvey (refer **Attachment 3**) may be considered as a preferred alternative subject to favourable engagement with existing user groups within the immediate locality.
4. Authorises the Chief Executive Officer to engage with the current user groups of Lots 2 and 3 Young Street, Harvey and the Harvey Men's Shed Inc. with a view to developing a complimentary precinct with regards to building design and management.
5. Requests a further report be brought to Council associated with the potential modifications to current lease agreements and the preparation of a Draft Lease for the use of part Lots 2 and 3 Young Street by Harvey Men's Shed Inc.
6. Following support for a Draft Lease for the use of part Lots 2 and 3 Young Street by Harvey Men's Shed Inc., requests the Chief Executive Officer to invite Harvey Men's Shed Inc to resubmit a grant application to assist with the preparation of detail designs.

12.4. Corporate Services

Item No.	12.4.1.
Subject:	Financial Statements as at 30 June 2024
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Accountant
Authorising Officer:	Director Corporate Services
File No.:	FM/S/006
Attachments:	1. Financial Statements June 24 v 2 [12.4.1.1 - 11 pages]

Summary

The Financial Statements as of Friday, 30 June 2024 are provided at **Attachment 1**.

The following key balances are provided to assist in reporting the Shire's financial performance.

	ACTUAL 30 June 2024	BUDGET 2023–2024	VARIANCE
Statement of Financial Performance			
Ordinary Revenue	\$41,094,876	\$39,931,013	\$1,163,863
Ordinary Expenditure	\$52,207,818	\$47,439,708	\$4,768,110
Capital Revenue	\$ 5,878,254	\$62,348,478	\$56,470,224
Capital Expenditure	\$12,332,458	\$82,128,516	\$69,796,058
End of Period Surplus/(Deficit)			\$684,654
Statement of Financial Position			
Current Assets			\$ 40,635,560
Net Assets			\$814,543,922

It is recommended Council receive the Financial Statements (refer **Attachment 1**).

Background

In accordance with the provisions of Section 6.4 of the *Local Government Act 1995*, and Regulation 34(1) of the Local Government (Financial Management) Regulations 1996, a Local Government is to prepare each month a Statement of Financial Activity (refer **Attachment 1**) reporting on the revenue and expenditure as set out in the Annual Budget under Regulations 22 (1)(d) for the month.

This report although furnished to Council within the statutory time frame, would normally have been reported in July 2024. This did not occur due to the Budget being adopted in July.

Comment**Rates Revenue**

Rates revenue of \$27.44 million and rubbish rates of \$5.39 million including the waste levy were raised in August 2023. The due date for rates payment was 29 September 2023.

Approximately 97% of the rates were collected by Friday, 30 June 2024 compared to 99% for the previous year.

Any unpaid rates will be listed on the 2024–2025 rates notice, and the Shire will continue to pursue unpaid rates as part of its formulated rates debt collection process.

Cash Flow and Interest Earnings

The Shire holds by way of cash and term deposits \$6.89 million in Municipal funds and \$29.78 million in restricted Trust and Reserve funds. The average interest rate on these funds is 4.83%. New term deposits are attracting an interest rate for 90 days of approximately 4.62%.

Operating Grants and Subsidies

The Shire received \$4.03 million as advance payment for the 2023–2024 Financial Assistance (FA) Grants in the last quarter of the 2022–2023 financial year. As at Friday, 30 June 2024, all four quarterly instalments of FA Grants have been received.

Employee Costs

Employee costs remain under budget at the end of the financial year due to employment vacancies. It is expected that all vacant positions will be filled in the future and have been included as part of the 2024–2025 Budget.

Material, Contracts, Utilities and Other Expenses

The expenditure on materials and contracts reported as at Friday, 30 June 2024 has gone slightly over budget (non-material variance) from the original budget adopted but was less than the budget approved in the budget review by Council. Other expenses were higher than the budget approved as all payments made to Bunbury Harvey Regional Council are now classified as other expenditure as instructed by the Office of Auditor General while finalising last year's annual financial report, whereas in the Budget for the financial year 2023–2024 it was classified as capital expenditure.

Capital Expenditure

The Shire budgeted to spend \$82.13 million on capital projects throughout the Shire in 2023–2024. Some of these projects such as the Harvey Community Precinct (\$11 million), Australind Community Precinct (\$2.5 million) and Leschenault Leisure Centre Court Expansion (\$30 million) have not progressed further due to lack of grant funding. Progress continues on the Yarloop Workshops as well as the Brunswick River Cottages. Much of the Shire's programmed road construction has either been completed or is underway with many accounts yet to be received. Expenditure totalling \$12,332,458 on capital works has been reported at the end of June 2024.

Attachment 1 provides the Financial Report for the reporting period which includes the following:

- Statement of Financial Performance by Directorates
- Statement of Financial Performance by Nature
- Statement of Financial Position
- Notes to the Statement of Financial Performance
- Total Municipal Revenue and Expenditure – Graph
- Statement of Cash at Bank – Loans
- Statement of Cash at Bank – Reserves
- Statement of Cash at Bank – Bonds and Deposits
- Statement of Cash at Bank – Trust

- Current Ratio – Graph
- Outstanding Rates – Graph
- Aged Debtors Summary – Graph
- Current Account Coverage – Graph
- Statement of Investments.

The Notes to the Statement of Financial Performance, include additional information reported by Nature identifying reasons for variances between budgets and actuals.

It should be noted that the Financial Statements for June 2024 as included in this report do not include end of year adjustments for the year ended 30 June 2024. The final position for the 2023–2024 financial year will be reported in the 2023–2024 Annual Financial Statements.

Statutory/Policy Environment

Local Government Act 1995

- Section 6.4 - deals with prescribed presentation of financial reports.

Local Government (Financial Management) Regulation 1996

- Regulation 34 – relates to requirement to provide monthly financial statements including required time frame.

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

Goal 5: A representative leadership that is future thinking, transparent and accountable.

Objective 5.3 Accountable leadership supported by a professional and skilled administration.

Objective 5.4 Sound governance, including financial, asset and risk management.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

A report is brought to Council each month including an attachment detailing all payments made over the previous month.

Promise to the Community

Inform: We will keep you informed.

A report is brought to Council each month including an attachment detailing all payments made over the previous month.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequence could be **Financial, Reputation** or **Compliance** if the financial statements are not reported accurately, timely or in the required format. The risk is considered **Minor** and the Likelihood **Unlikely**. The risk is mitigated by Council receiving financial statements on a monthly basis and in a form that is in accordance with the *Local Government Act 1995* and associated Regulations, resulting in a **Low** Risk being present.

Budget Implications

Review of the monthly accounts aids in ensuring works and services are undertaken and the Shire operates within its adopted Budget.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council receives the Financial Statements as of 30 June 2024 provided at **Attachment 1**.

Item No.	12.4.2.
Subject:	Financial Statements as at 31 July 2024
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Accountant
Authorising Officer:	Director Corporate Services
File No.:	FM/S/006
Attachments:	1. Financial Statements July 24 [12.4.2.1 - 10 pages]

Summary

The Financial Statements as of Wednesday, 31 July 2024 are provided at **Attachment 1**.

The following key balances are provided to assist in reporting the Shire's financial performance.

	ACTUAL 31 July 2024	BUDGET 2024–2025	VARIANCE
Statement of Financial Performance			
Ordinary Revenue	\$41,415,059	\$49,037,395	\$7,622,336
Ordinary Expenditure	\$3,860,223	\$57,403,257	\$53,543,034
Capital Revenue	\$602,197	\$34,355,021	\$33,752,824
Capital Expenditure	\$1,047,205	\$41,637,971	\$40,590,766
End of Period Surplus/(Deficit)			\$684,654
Statement of Financial Position			
Current Assets			\$ 72,789,486
Net Assets			\$850,395,428

It is recommended Council receive the Financial Statements (refer **Attachment 1**).

Background

In accordance with the provisions of Section 6.4 of the *Local Government Act 1995*, and Regulation 34(1) of the Local Government (Financial Management) Regulations 1996, a Local Government is to prepare each month a Statement of Financial Activity (refer **Attachment 1**) reporting on the revenue and expenditure as set out in the Annual Budget under Regulations 22 (1)(d) for the month.

Comment

Rates Revenue

Rates revenue of \$30.27 million and rubbish rates of \$6.10 million including the waste levy were raised in July 2024. The due date for rates payment is 27 September 2024.

Cash Flow and Interest Earnings

The Shire holds by way of cash and term deposits \$4.39 million in Municipal funds and \$31 million in restricted Trust and Reserve funds. The average interest rate on these funds is 4.92%. New term deposits are attracting an interest rate for 90 days of approximately 5.15%.

Operating Grants and Subsidies

The Shire received \$3.84 million as advance payment for Financial Assistance Grants 2024–2025 in the last quarter of the 2023–2024 financial year.

Employee Costs

The employee costs reflect the employee costing for the first month of the financial year 2024–2025. The Shire is anticipated to remain in line with the Budget 2024–2025 and the Shire's Workforce and Diversity Plan.

Material, Contracts, Utilities and Other Expenses

Although these accounts only reflect the first month of the financial year, it is anticipated the Shire will operate within its means and in line with the Shire's adopted Budget for the 2024–2025 financial year.

Capital Expenditure

The Shire has budgeted to spend \$41.64 million on capital projects throughout the Shire in 2024–2025. Some of these projects include carry over projects from the financial year 2023–2024. Expenditure totalling \$1,047,205 on capital works has been reported at the end of the July 2024. As major projects are completed, and as the Shire is invoiced for these works, the level of reported expenditure will increase.

Attachment 1 provides the Financial Report for the reporting period which includes the following:

- Statement of Financial Performance by Directorates
- Statement of Financial Performance by Nature
- Statement of Financial Position
- Notes to the Statement of Financial Performance
- Total Municipal Revenue and Expenditure – Graph
- Statement of Cash at Bank – Loans
- Statement of Cash at Bank – Reserves
- Statement of Cash at Bank – Bonds and Deposits
- Statement of Cash at Bank – Trust
- Current Ratio – Graph
- Outstanding Rates – Graph
- Aged Debtors Summary – Graph
- Current Account Coverage – Graph
- Statement of Investments.

The Notes to the Statement of Financial Performance, include additional information reported by Nature identifying reasons for variances between budgets and actuals.

It should be noted that in the Financial Statements for July 2024, actual figures reported for the 2023–2024 financial year do not include the final figures and the end of year adjustments for the year ended 30 June 2024. The final position for the 2023–2024 financial year will be reported in the 2023–2024

Annual Financial Statements.

Statutory/Policy Environment

Local Government Act 1995

- Section 6.4

Local Government (Financial Management) Regulation 1996

- Regulation 34

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

Goal 5: A representative leadership that is future thinking, transparent and accountable.

Objective 5.3 Accountable leadership supported by a professional and skilled administration.

Objective 5.4 Sound governance, including financial, asset and risk management.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

A report is brought to Council each month including an attachment detailing all payments made over the previous month.

Promise to the Community

Inform: We will keep you informed.

A report is brought to Council each month including an attachment detailing all payments made over the previous month.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequence could be **Financial, Reputation** or **Compliance** if the financial statements are not reported accurately, timely or in the required format. The risk is considered **Minor** and the Likelihood **Unlikely**. The risk is mitigated by Council receiving financial statements on a monthly basis and in a form that is in accordance with the *Local Government Act 1995* and associated Regulations, resulting in a **Low** Risk being present.

Budget Implications

Review of the monthly accounts aids in ensuring works and services are undertaken and the Shire operates within its adopted Budget.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council receives the Financial Statements as of 31 July 2024 provided at ***Attachment 1***.

Item No.	12.4.3.
Subject:	Payments July 2024
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Manager Finance
Authorising Officer:	Director Corporate Services
File No.:	FM/S/006
Attachments:	1. Payments July 2024 [12.4.3.1 - 22 pages]

Summary

A listing of payments for goods and services for July 2024 is provided as **Attachment 1**. It is recommended that Council notes the attached payments.

Background

Pursuant to Section 5.42 of the *Local Government Act 1995* (Delegation of some powers and duties to the Chief Executive Officer), Council has resolved to delegate to the Chief Executive Officer (Delegation No: 2.2.1) the exercise of its powers to make payments from municipal and trust funds.

As a result of this delegation, there is a requirement under the Local Government (Financial Management) Regulations 1996, Regulation 13(3) for a list of payments to be prepared and presented to Council. With the inclusion of Clause 13A in the Local Government (Financial Management) Regulations 1996, a list of payments using the purchasing cards (fuel and store) has also been included.

Comment

The list of accounts paid for July 2024 is presented as an **Attachment 1**, as summarised below.

<u>Voucher</u>	<u>Amount</u>
Schedule of Accounts	
Municipal	
EFT 72465 – EFT 72989	\$ 5,393,245.09
117625 – 117638	\$ 29,995.60
DD27260.1 – DD27399.27	\$ 201,415.27
CBA Credit Cards	\$ 12,197.70
Electronic Funds Submitted	\$ 1,812,679.78
Total	<u>\$ 7,449,533.44</u>

Prepaid Cards Payments included in the Municipal payments above

AMPOL Fuel Card	\$ 1,443.22
BP Fuel Card	\$ 6,496.59
Puma Fuel Card	\$ 245.37
Coles Card	\$ 2,229.52
Total	<u>\$ 10,414.70</u>

Statutory/Policy Environment

Local Government Act 1995

- Section 5.42

Local Government (Financial Management) Regulation 1996

- Regulation 13
- Regulation 13A

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

- Goal 5: A representative leadership that is future thinking, transparent and accountable.*
Objective 5.3 Accountable leadership supported by a professional and skilled administration.
Objective 5.4 Sound governance, including financial, asset and risk management.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

A report is brought to Council each month with an Attachment detailing all of the payments that were made the month before.

Promise to the Community

Inform: We will keep you informed.

A report is brought to Council each month with an Attachment detailing all of the payments that were made the month before.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequence could be **Financial, Reputation or Compliance** if the payments report is not reported accurately, timely or in the required format. The risk is considered **Minor** and the Likelihood **Unlikely**. The risk is mitigated by the Council receiving payments report on a monthly basis and a form that is accordance with the *Local Government Act 1995*, resulting in a **Low** risk being present.

Budget Implications

Most of the payments listed above have been budgeted for in the Shire's 2023–2024 Budget and some of the payments listed above have been budgeted for in the Shire's 2024–2025 Budget.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council notes the list of accounts paid at ***Attachment 1*** for the period of July 2024 totalling \$7,449,533.44.

12.5. Community and Lifestyle

Item No.:	12.5.1.
Subject:	2024 Club Night Lights
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Grants Officer / Manager Leschenault Recreation Centre
Authorising Officer:	Director Community and Lifestyle
File No.:	F/35/00039
Attachments:	Nil

Summary

Officers have been working on the development of an application to the Community Sporting and Recreation Facilities (CSRFF) 2025–2026 Club Night Lights Program for the upgrade of power and lighting of Oval 1 at the Leschenault Recreation Precinct (LRP).

This project was presented to the Sport and Recreation Advisory Group for prioritisation and is emphasised in the Shire of Harvey (the Shire) Sport and Recreation Plan 2033. This application is due for submission to the Department of Local Government, Sport and Culture (DLGSC) by Monday, 30 September 2024, with Council's endorsement.

This report recommends that Council supports the Club Night Lights grant application as detailed in this report.

Background

The CSRFF is a State Government initiative that provides financial assistance for the development of community sport and recreation facilities across Western Australia. This fund supports projects aimed at upgrading or constructing facilities that promote active lifestyles, community participation, and social cohesion through sport and recreation. It aims to improve the quality and accessibility of sporting infrastructure across Western Australia, benefiting local communities and enhancing their overall health and well-being.

The Club Night Lights Program aims to support local sports clubs by providing funding for the installation of lighting systems. These systems enable clubs to extend playing hours into the evening, enhancing participation opportunities for members and fostering community engagement through nighttime sports activities. This initiative helps clubs improve facilities, increase membership, and create vibrant community hubs centred around sports and recreation.

The Club Night Lights Program 2025–2026 Annual Forward Planning round is for projects with a cost exceeding \$500,000, and up to a maximum of \$1 million.

The Shire has one project for submission. Officers are seeking Council support for the project as follows:

- Oval 1 Lighting and Power Upgrade at Leschenault Recreation Park.

Comment

The LRP consists of 19 hectares of playing fields for various sports including soccer, AFL, archery, cricket and rugby. The grounds serve local and regional sporting clubs, associations, schools and community groups with ample space for training and competition as well as being the location for the Leschenault Leisure Centre and Pavilion.

Barbarians Junior and Senior Rugby Club, Harvey Brunswick Leschenault Junior Football Club (HBLJFC), Masters AFL and Peel Thunder development squad presently operate from Oval 1 at the LRP, and all have experienced growth to the point where the existing playing fields are at capacity. Oval 1 can also be configured for soccer and could be used as an additional gameday pitch if required or to preserve existing surfaces for training while under repair or resting.

With existing lighting inoperable and not cost effective to replace, improving the lighting on Oval 1 will increase the capacity for teams to operate for night training, game day competitions and special events.

Upgrading the power provisions to the site and replacing the existing sports lighting to Oval 1 playing field at LRP with purpose designed lighting and controls will further enhance the capacity for the Shire to meet the demands from the surrounding community and increase the participation in recreation and sport in the region.

Planning for this project has been comprehensive and conducted over several years:

2019	Council appointed A Balanced View to conduct a needs assessment and produce the LRP Masterplan. Adopted by Council in September 2019, this formed the basis for prioritising and identifying the development of the sporting precinct at LRP which included relocation of rugby to Oval 1 and using this oval as a multipurpose oval to meet capacity and safety and capacity needs.
2021	Exceed Consulting conducted a safety report on the metal thickness of the poles on Oval 1. Three light towers were assessed as below the minimum safe thickness and were removed from service. The removal of these three towers has meant the eastern side of the playing field is in darkness with only the west and southwest sections of the Oval have lighting to less than 30 lux.
March 2023	Sage Consultancy was engaged to provide a condition report on the remaining light towers and provide options and recommendations for upgrading the lighting to Oval 1.
August 2023	Paatsch Group completed a Needs Analysis for the LRP to support the Shire of Harvey Sport and Recreation Plan 2033. Sports lighting upgrades across all playing fields were recommended to meet AS 2560.2:2021; 50 lux for training for soccer, AFL and Rugby; and 100 lux for Club Competition, to increase the carrying capacity of the existing Ovals.
March 2024	Council adopted the Shire of Harvey Sport and Recreation Plan 2033 which includes an action to <i>“undertake a phased approach at the LRP to install and/or upgrade lighting on all Ovals....”</i> .

In July 2024, Sage Consulting was requested to provide an updated concept design and pre-tender estimate to support the Shire's application to the Club Night Lights Program. This has informed the updated estimated project budget as outlined below:

Total Project Cost	\$765,860
Funded by:	
Shire of Harvey	\$510,574
Club Night Lights Program	\$255,286

As this is the only application proposed to be submitted to this round, Officers recommend that Council ranks the Oval 1 Lighting and Power Upgrade at LRP as a Priority 1 project, with an A rating – *“Well planned and needed by the municipality.”* Officers are therefore seeking endorsement of this project for submission to the Community Sporting Facilities Fund 2025– 2026 Club Night Lights Program.

Statutory/Policy Environment

Policy 2.2.11 – Purchasing Policy

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

- | | |
|---------------|--|
| Goal 2: | <i>A safe, accessible and connected community where everyone has the opportunity to contribute and belong.</i> |
| Objective 2.1 | <i>To support people through all stages of life.</i> |
| Goal 4: | <i>A liveable, sustainable and well-designed built environment that is accessible to all.</i> |
| Objective 4.5 | <i>Shire buildings, gardens and grounds are fit for purpose and well maintained.</i> |

In addition, Priority Area 1 of the Shire's Sport and Recreation Plan 2033 is "*Facility Capacity and Development*. Item 1.26 *Undertake a phased approach at the LRP to install and/or upgrade lights on all Ovals...*" is included in the adopted Plan.

Community Engagement

Community Participation Goal

Consult: To provide the public feedback on analysis, alternatives and/or decisions.

This project was presented to the Shire of Harvey's Sport and Recreation Advisory Group at its meeting held on Thursday, 23 May 2024. The Group, consisting of community sporting representatives across the Shire, agreed to the prioritisation of the project for this funding round.

Promise to the Community

Consult: We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. We will seek your feedback on drafts and proposals.

This project was presented to the Shire of Harvey's Sport and Recreation Advisory Group at its Meeting held on Thursday, 23 May 2024. The Group, consisting of community sporting representatives from across the Shire, agreed to the prioritisation of the project for this funding round.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The consequence could be **Reputational** and **Financial** should Council not adopt the recommendation to submit the grant application. The consequence rating is considered **Minor** and the likelihood **Unlikely**, therefore it is deemed that there is a **Low** risk present.

Budget Implications

This project has been included in the Forward Capital Works Plan (FCWP) approved by Council in May 2024. The project is scheduled for the 2025–2026 financial year with a total project cost of \$690,000 with a Shire contribution from municipal and reserve funds of \$490,000.

The FCWP adopted by council only included the cost of installation of lights and did not include provision for the power upgrade contribution as part of this project. This has now been included and

Shire Officers have liaised with DLGSC Officers to confirm that a proportional contribution to the power upgrade required for the project is an eligible inclusion. If successful, grant funds will be available from July 2025 and the project will be included in the 2025–2026 Annual Budget for Council's consideration. The Shire will also be seeking funding from other sources to support the power upgrade for the remainder of the LRP facilities.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council requests the Chief Executive Officer to submit an application to the Community Sporting and Recreation Facilities Fund 2025–2026 Club Night Lights Program with the following ranking:

Project	Total Project Value	CSRFF Grant Request	Ranking	Rating
Oval 1 Lighting and Power Upgrade at Leschenault Recreation Park (LRP)	\$765,860	\$255,286	1	A – well planned and needed by the municipality.

Item No.:	12.5.2.
Subject:	2024 CSRFF Grant Application
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Grants Officer
Authorising Officer:	Director Community and Lifestyle
File No.:	F/35/00038
Attachments:	1. Attachment 1 - Supporting Docs - AF L- PF G- Guidelines-2019 [12.5.2.1 - 64 pages]

Summary

The Shire of Harvey Community and Lifestyle team has been working with the Harvey Bulls Football Club (HBFC) and the WA Football Commission to support the development of an application for the Community Sporting and Recreation Facilities Fund (CSRFF) 2025–2026 Forward Planning Grant. The purpose of the grant is to upgrade the change rooms located under the Arthur Marshall Grandstand at the Harvey Recreation Ground.

This project was presented to the Sport and Recreation Advisory Group for prioritisation and is emphasised in the Sport and Recreation Plan 2033. The application is due for submission to the Department of Local Government, Sport and Culture (DLGSC) by Monday, 30 September 2024, with Council's endorsement.

This report recommends that Council supports the CSRFF 2025–2026 Forward Planning Grant application detailed in this report.

Background

The CSRFF is a State Government initiative that provides financial assistance for the development of community sport and recreation facilities across Western Australia. This fund supports projects aimed at upgrading or constructing facilities that promote active lifestyles, community participation, and social cohesion through sport and recreation. It aims to improve the quality and accessibility of sporting infrastructure across Western Australia, benefiting local communities and enhancing their overall health and well-being.

The CSRFF 2025–2026 Forward Planning Grant round is for projects with a total project cost more than \$500,000. This round targets larger-scale projects that require substantial planning and development, addressing strategic needs for sport and recreation infrastructure over an extended period. Project budgets are planned using a thirds model, meaning the total budget is shared equally between CSRFF funding/ the applicant/the Shire of Harvey (the Shire) or alternate funding sources.

The Shire of Harvey has one project for submission. Officers seek Council's support for the following project:

- Harvey Recreation Ground Unisex Change Rooms Upgrade – HBFC Change Room.

Comment

This project involves upgrading the current HBFC change rooms (including the umpires' rooms) located at the Harvey Recreation Ground, so they are fit for purpose in terms of amenity and facility.

The proposed upgrades are guided by the AFL Facility Guideline Standards (AFL Guidelines), which state that *"the provision of well designed, welcoming and inclusive change facilities is critical to the continued growth of Australian Football and to optimize the range of potential users."*

In their current form the change rooms are outdated with inadequate amenities and fall well below the minimum acceptable standards of the AFL Guidelines. In 2024, a Sports Facility Auditor report undertaken by the WA Football Commission rated the overall condition of these club player facilities as poor.

The upgrade to the two separate men's change rooms (one home and one away), and umpires' rooms will see them become gender neutral with the focus on upgrading the amenities to the minimum acceptable standards of the AFL Guidelines.

The following elements will be incorporated in the proposed project upgrade to meet, as a minimum the AFL Guidelines (refer **Attachment 1**):

- Installation of three lockable cubicle showers in place of existing open showers
- Installation of three pan toilets to replace the current urinals
- Installation of bench seating around the room perimeter with hooks above
- For the Umpires' rooms installation of two lockable cubicle toilets with showers in place of the single existing open shower and single pan toilet.

Upgrading these change rooms will assist in meeting the current and projected future growth of the HBFC and allow for other potential sporting club organisations such as cricket and soccer to also utilise the facilities.

It is worth noting the HBFC change rooms are located below the Arthur Marshall Grandstand at the Harvey Recreation Ground. This grandstand is a significant structure both within the Shire and the greater Southwest. It has recently undergone restorative works including roof repairs to trusses and columns, replacement of downpipes, and guttering, painting and water proofing and strengthening of brick piers. The final stage includes replacement staircases back to their original historic design, internal ceiling linings, balustrading and re-pointing of brickwork.

The proposed funding arrangement for the Harvey Recreation Ground Unisex Change Rooms Upgrade – HBFC Change Room upgrade is:

Shire of Harvey (2024–2025 budget allocation)	\$170,400
CSRFF grant application (unconfirmed)	\$181,000
HBFC cash (confirmed)	\$50,000
HBFC Club in-kind (confirmed)	\$30,000
Alcoa Harvey Sustainability Fund (confirmed)	\$82,000
WA Football Commission (confirmed)	\$30,000
Total	\$543,400

In accordance with CSRFF guidelines, the application is required to be ranked and rated by the local government with ranking in priority order based on the number of applications received, and rating based on the level of planning and need for the project.

As this is the only application proposed to be submitted to this round, Officers recommend that Council ranks the Harvey Recreation Precinct Unisex Change Rooms Upgrade as a Priority 1 project, with an A rating – *Well planned and needed by the municipality*. Officers are therefore seeking endorsement of this project for submission to the Community Sporting Facilities Fund 2025–2026 Forward Planning

Grant round.

Statutory/Policy Environment

Policy 2.2.11 – Purchasing Policy

Permit:

- In 2021, the Shire issued a permit to the Harvey Football Club for the use of the change rooms below the Arthur Marshall Stand for a nine-month period (January – September) with the intention of renewing the permit annually for the same period. This was put on hold pending the completion of an action contained in the Sport & Recreation Plan 2033 to “*develop a Lease and Licence Policy for sport and recreation facilities*”. Until the policy is developed and adopted, Officers recommend that the conditions of the Permit to use the change rooms be reviewed and confirmed with the Harvey Football Club.

Strategic Framework

The Shire’s Strategic Community Plan 2021–2031, states:

- | | |
|---------------|--|
| Goal 2: | <i>A safe, accessible and connected community where everyone has the opportunity to contribute and belong.</i> |
| Objective 2.7 | <i>An active and healthy community.</i> |
| Goal 4: | <i>A liveable, sustainable and well-designed built environment that is accessible to all.</i> |
| Objective 4.5 | <i>Shire buildings, gardens and grounds are fit for purpose and well maintained.</i> |

In addition, Priority Area 1 of the Shire’s Sport and Recreation Plan 2033 is “*Facility Capacity and Development*. Items 1.51 *Upgrade of HBFC changeroom facilities*” and 1.26 “*Undertake a phased approach at the LRP to install and/or upgrade light on all Ovals...*” are included in the adopted Plan.

Community Engagement

Community Participation Goal

Consult: To provide the public feedback on analysis, alternatives and/or decisions.

Promise to the Community

Consult: We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. We will seek your feedback on drafts and proposals.

Shire Officers have worked with representatives of the HBFC to revise and finalise the plans for the proposed upgrade so that it can be undertaken within the resources available.

This project was presented to the Shire of Harvey’s Sport and Recreation Advisory Group at its Meeting held on 23 May 2024. The Group, consisting of community sporting representatives from across the Shire, agreed to the prioritisation of the project for this funding round.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The consequence could be **Reputational** and **Financial** should Council not adopt the recommendation

to submit the grant application. The consequence rating is considered **Minor** and the likelihood **Unlikely**, therefore it is deemed that there is a **Low** risk present.

Budget Implications

This project is included the Forward Capital Works Plan approved by Council in May 2024, with a total project cost of \$562,000 included in the 2024–2025 Annual Budget adopted in July 2024. The project budget has been refined since the preparation of the 2024–2025 Budget. If the CSRFF application is successful, the project will now require a Shire contribution of \$170,400 sourced from municipal funds and the Harvey Infrastructure Reserve as opposed to a budgeted contribution of \$200,000.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council requests the Chief Executive Officer to submit an application for a Community Sporting and Recreation Facilities Fund 2025–2026 Forward Planning Grant with the following ranking:

Project	Total Project Value	CSRFF Grant Request	Ranking	Rating
Harvey Recreation Ground Unisex Change Rooms Upgrade – Harvey Bulls Football Club Change Room	\$543,000	\$181,000	1	A – well planned and needed by the municipality.

13. Elected Members Motions of Which Previous Notice Has Been Given

Cr. Carbone put forth the following Notice of Motion to be placed in the Ordinary Council Meeting held in August 2024:

That Council approves the installation of 2-hour street parking signs and sensors on Ommaney Road and Ridley Street in the Brunswick Townsite.

Cr. Carbone has withdrawn this motion.

Cr. Carbone put forth the following Notice of Motion to be placed in the Ordinary Council Meeting held in August 2024:

That Council:

1. Requests the Chief Executive Officer to investigate the cost to upgrade and make compliant the Harvey Brunswick Leschenault Football Club toilets and showers.
2. Requests the Chief Executive Officer to bring a report back to Council for the cost to be included in the Forward Capital Works Plan and the 2025–2026 Budget.

Officers Comment:

The Harvey Brunswick Leschenault Football Club (HBLFC) Club Room toilets and showers (the Project) are recognised as a high priority in the Shire of Harvey Sport and Recreation Plan 2033 (the Plan). The Plan recognised that these facilities required update prior to the 2025–2026 year. The Project is currently not listed in the Forward Capital Works Plan (FCWP) and any deliberation of the timeframe for commencement of the project should occur through Forward Capital Works planning. At the resolution of this motion the Shire of Harvey or HBLFC will need to engage a suitably qualified building designer, or drafts person, to prepare a Concept Plan and then a quantity surveyor to prepare an opinion of probable cost for consideration in the FCWP. There has been no allocation in the 2024–2025 Shire of Harvey Budget for this to occur, but it is recommended that the Shire of Harvey request the HBLFC to undertake this work as is generally the case for community led projects at the initiation phase.

14. Notice of Motion for Following Meeting**15. Reports of Members****16. New Business of an Urgent Nature Introduced by Decision of Meeting****17. Matters Behind Closed Doors****17.1. Infrastructure Services**

Reason for Confidentiality as per *Local Government Act 1995*:

s.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”

s.5.23(2)(e)(iii): “a matter that if disclosed, would reveal 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.”

Item No.:	17.1.1.
Subject:	Tender T042024 for Construction of Footpaths – Further Report
Proponent:	Shire of Harvey
Location:	Shire of Harvey – Various Locations
Reporting Officer:	Director Infrastructure Services
Authorising Officer:	Chief Executive Officer
File No.:	TEN042024
Attachments:	Nil

Summary

Tender T042024 for Construction of Footpaths closed at 3.00pm on Thursday, 27 June 2024 and at the close of Tender, five Tenders were received including one Non-compliant Tender.

Following a detailed assessment of the four Compliant Tender submissions, the Evaluation Panel considered that one of the Tenderers represented the best value for the Shire of Harvey's (the Shire) operations.

At its Ordinary Meeting held on Tuesday, 23 July 2024 Council subsequently awarded the Tender to Picton Civil Pty Ltd however during the Contract preparation stage, Picton Civil has advised that they made an error in their submission.

This report recommends that Council proceed as per the Officer's Recommendations.

Voting Requirements

Officers Recommendation 1 and 3 – Simple Majority

Officers Recommendation 2 – Absolute Majority

17.2. Sustainable Development

Reason for Confidentiality as per *Local Government Act 1995*:

s.5.23(2)(b): *“the personal affairs of any person”*

s.5.23(2)(d): *“legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting”*

Item No.:	17.2.1.
Subject:	Unauthorised Development and Breach of Local Planning Scheme No. 2
Proponent:	Shire of Harvey
Location:	A009471
Reporting Officer:	Planning Compliance Officer
Authorising Officer:	Director Sustainable Development
File No.:	A009471, C470/00004
Attachments:	Confidential Attachment 1
	Confidential Attachment 2
	Confidential Attachment 3
	Confidential Attachment 4
	Confidential Attachment 5

Summary

The landowners of A009471 have undertaken extensive clearing of native vegetation on the property without first obtaining development approval and are therefore in breach of the Shire of Harvey's (the Shire) Local Planning Scheme No. 2 (the Scheme). Due to the scale of the unauthorised clearing, Officers recommend that Council initiates prosecution of the landowners.

Voting Requirements

Simple Majority

17.3. Executive Services

Reason for Confidentiality as per *Local Government Act 1995*:

s.5.23(2)(a): “a matter affecting an employee or employees”

s.5.23(2)(b): “the personal affairs of any person”

s.5.23(2)(e)(iii): “a matter that if disclosed, would reveal 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.”

Item No.:	17.3.1.
Subject:	CEO Performance Review 2024
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Manager Governance and Strategy
Authorising Officer:	Chief Executive Officer
File No.:	C342/00002
Attachments:	Confidential Attachment 1 Confidential Attachment 2 Confidential Attachment 3

Summary

For Council to adopt the recommendations of the Chief Executive Officer (CEO) Performance Committee (the Committee) as contained in the Consultant's Report as **Confidential Attachment 1** and adopt the CEO Key Performance Indicators 2024–2025 as contained in **Confidential Attachment 2**.

Voting Requirements

Absolute Majority

18. Closure of Meeting