



MINUTES

SPECIAL COUNCIL MEETING

Tuesday 9 August 2022
(Held in the Council Chamber)

PUBLIC QUESTION TIME

1. The order of business allows for a Public Question time at the beginning of the Meeting.
2. If you wish to ask a Question about an Agenda Item before it is considered then it is recommended to be made at the Public Question Time at Item 4 on the Agenda Notice Paper in accordance with Council's Procedures and Guidelines for Public Question Time.
3. The visual or vocal recording of Council meeting proceedings is expressly prohibited unless the prior approval of the Council has been given.

TABLE OF CONTENTS

1.	DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS	4
2.	ATTENDANCE/APOLOGIES / LEAVE OF ABSENCE.....	4
4.	DISCLOSURES OF INTEREST	4
5.	REPORTS OF THE CHIEF EXECUTIVE OFFICER AND OFFICERS.....	5
5.1	DIRECTOR CORPORATE & COMMUNITY SERVICES.....	5
5.1.1	Adoption of Council's Annual Budget for the 2022/23 Financial Year	5
5.1.2	Towards Waroona 2030 – Corporate Business Plan 2022-2026.....	17
6.	CLOSURE OF MEETING.....	22

1. DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS

The Shire President declared the meeting open at 4.00 pm and welcomed Councillors, Staff and members of the public present.

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

Cr Mike Walmsley	Councillor
Cr Naomi Purcell	Councillor
Cr John Mason	Councillor
Cr Karen Odorisio	Councillor
Cr Dion Pisconeri	Councillor
Cr Laurie Snell	Councillor
Cr Vince Vitale	Councillor
Mr Mark Goodlet	Chief Executive Officer
Miss Ashleigh Nuttall	Director Corporate & Community Services
Mrs Karen Oborn	Director Infrastructure & Development Services
Mrs Kirsty Ferraro	Manager Corporate Services
Mr Bradley Oborn	Manager Works & Waste Services
Ms Merrin Kirk	Executive Assistant

There were no members of the public at the commencement of the meeting.

APOLOGIES

Nil

LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil

APPLICATIONS FOR LEAVE OF ABSENCE**4. DISCLOSURES OF INTEREST**

Cr Dion Pisconeri declared an interest affecting impartiality in item 5.1.2 as the reporting officer is a family member.

5. REPORTS OF THE CHIEF EXECUTIVE OFFICER AND OFFICERS

5.1 DIRECTOR CORPORATE & COMMUNITY SERVICES

5.1.1 Adoption of Council's Annual Budget for the 2022/23 Financial Year	
File Ref:	1/7
Previous Items:	Council and Staff Budget Workshops
Applicant:	N/A
Author and Title:	Ashleigh Nuttall, Director Corporate & Community Services
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority
Appendix Number	5.1.1 A - 2022-23 Budget Statements V2 5.1.1 B - Fees and Charges 22-23 - Final 5.1.1 C - Works Road Construction Program 22-23 5.1.1 D - Capital Projects 22-23 5.1.1 E - Plant Purchases 22-23 5.1.1 F - Significant Projects Funding 2022-23 5.1.1 G - Rating Information 2022-23 5.1.1 H - Rates Model 22-23 \$1230 Minimum 5.1.1 I - Past Rating Statistics 5.1.1 J - Rates Model - 22-23 \$1230 Minimum - Sample Properties

COUNCIL RESOLUTION

SCM22/08/101

Moved: Cr Odorisio

Seconded: Cr Snell

That Council:

1. Adoption of the 2022/23 Municipal Fund Budget

Adopts the 2022/23 Municipal Fund Budget as presented in this report and the following Rates & Charges be imposed:

**General Rate: 10.0964 cents in the dollar on the Gross Rental Values
0.7687 cents in the dollar on Unimproved Values**

**Maximum payment instalment interest: 5.5%
Payment instalment charge: \$10 per instalment
Maximum interest on overdue rates: 7%**

Instalments to be offered in two (2) options:

- i. Payment by two (2) instalments**
- ii. Payment for four (4) instalments**

2. Adoption of the Trust Fund Budget

Adopts the Trust Fund Budget for 2022/23 financial year as presented in this report;

3. Adoption of Refuse Removal Charges

Adopts the Refuse Removal Charges for 2022/23 financial year as presented in this report;

- i. **\$374 per annum per 240L general waste and recycling service**
- ii. **\$248 per additional 240L general waste charge weekly**
- iii. **\$126 per additional 240L recycling charge fortnightly**
- iv. **\$228 waste service levy**
- v. **Refuse removal – Bulk Commercial Bins/per annum**

Bulk Bin 1.5m Once/Week	\$2,625
Bulk Bin 1.5m Twice/Week	\$5,249
Bulk Bin 3.0m Once/Week	\$2,981
Bulk Bin 3.0m Twice/Week	\$5,963
Bulk Bin 4.5m Once/Week	\$3,345
Bulk Bin 4.5m Twice/Week	\$6,690
Bulk Bin 3.0m Recycling Skip/Fortnightly	\$3,029
Bulk Bin 4.5m Recycle Skip/Fortnightly	\$4,208
Bulk Bin 1.5m Recycle Skip/Fortnightly	\$2,081
Commercial – 1.5m Weekly + 1.5m Recycle F/N	\$4,934
Commercial – 3.0m Weekly + 3.0m Recycle F/N	\$6,238
Commercial – 4.5m Weekly + 4.5m Recycle F/N	\$7,553

4. Adoption of Fees & Charges

Adopts the Schedule of Fees & Charges for the 2022/23 financial year as presented in this report;

5. Early Payment Incentive

Offers a \$900 cash prize as an incentive for early payment of rates in accordance with Council Policy FP019 (to be amended upon adoption); and

6. Material Variance Policy

Approves, for the purpose of preparing monthly financial statements and when dealing with Council's Balance Sheet, Operating Statement and Statement of Cash Flow, the materiality factor for highlighting variances (budget to actual) to be:

- **10% with a minimum of \$30,000. It is acknowledged that the use of this policy is a guide only and that materiality is a matter of professional judgement influenced by the characteristics of Council and the perceptions of use of the financial reports.**

CARRIED 7/0

IN BRIEF

- Council is required in accordance with Section 6.2 of the Local Government Act 1995 (& Regulations) to adopt a budget on an annual basis.
- The 2022/23 Budget represents the third year of Council's revised Community Strategic Plan and subsequent Corporate Business Plan.
- The budget is also representative of legislative amendments which have been made since the inception of the COVID19 pandemic.

BACKGROUND

Attached is a comprehensive summary of the 2022/23 draft budget representing outcomes from the budget briefing session held with the Elected Members throughout the month of July 2022.

The document contains statutory financial statements together with supporting information and full rating information.

The 2022/23 budget represents the third year of the revised strategic direction as a result of Council's community consultation associated with preparation and adoption of an updated Community Strategic Plan.

A brought forward surplus of \$2,324,519 has been estimated which includes an early payment of \$1,079,845 of Councils 2022/23 Financial Assistance Grants (FAG's) as well as \$450,000 loan funds restricted to the Waroona Community Precinct.

As a result of this amount being estimated, there may be a requirement for an amendment to the adopted budget at a later date.

Full details of the surplus are provided in note 3(a) of the financial statements.

Council's Reserve Account balances have been forecast to decrease to an estimated 30 June 2023 balance of \$1,937,024.

REPORT DETAIL

The following chart highlights the budgeted levels of income/expenditure over the past 5 years.

	2018/19	2019/20	2020/21	2021/22	2022/23
	\$	\$	\$	\$	\$
Operational Expenditure	10,984,360	10,951,731	10,818,738	11,684,534	12,409,737
Operational Income	7,688,470	7,706,153	7,564,887	9,174,516	8,350,488
Rate Revenue	4,897,244	5,017,802	\$5,023,646	5,130,352	5,389,248
Capital Expenditure	4,081,116	3,797,022	\$2,964,679	7,888,147	9,497,406
Loans raised	-	-	-	450,000	100,000
Transfers to Reserve	287,240	223,325	\$152,070	145,260	159,395
Transfers from Reserve	284,363	142,000	318,770	190,325	626,863
Non-Operating grants subsidies & Cont.	2,382,008	2,387,480	1,450,459	4,932,073	7,060,905
Comprehensive Income net result	(932,883)	(892,084)	(1,821,597)	2,459,568	3,027,789

The comprehensive income net result reflects a surplus of \$3,027,789. This figure represents the Councils "Operating Surplus Ratio" which measures Council's ability to cover its operational costs and still have funds available for capital and other funding purposes. The income statement also reflects the level of reliance on grant funding to achieve the forecast capital expenditure.

Abnormal or one-off transactions can impact the income net result as detailed below:

- Early payment of Financial Assistance Grant (FAG's) \$1,079,845.

Untied income from Alcoa (effectively an ex-gratia payment) is represented as operating income in the financial statements. This amount (est. \$228,000) equates to 4.23% of rate income based on 2022/23 rating levels.

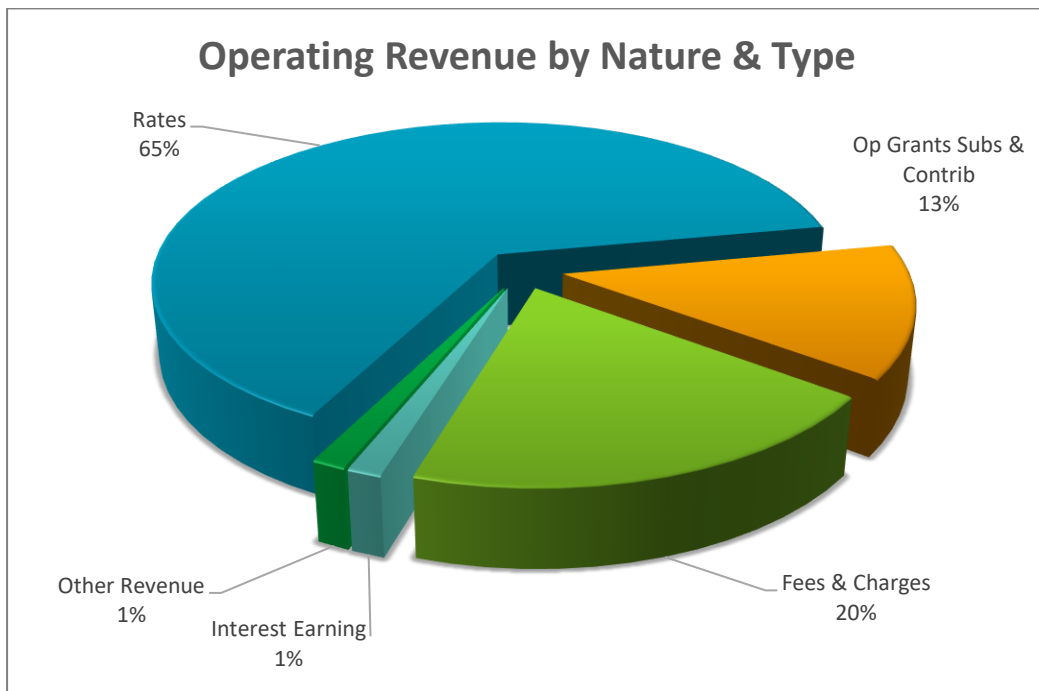
The budget contains a further document that details significant projects (including non-capital) together with proposed funding sources. The document is for information purposes only and provides details of grants and other contributions with the balance representing general revenue.

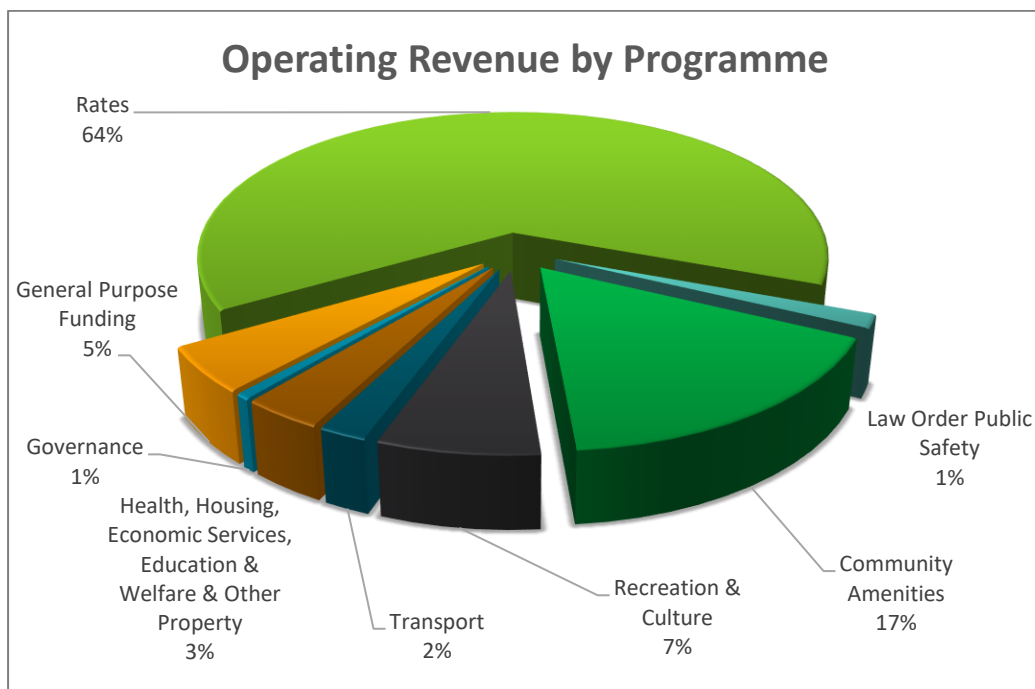
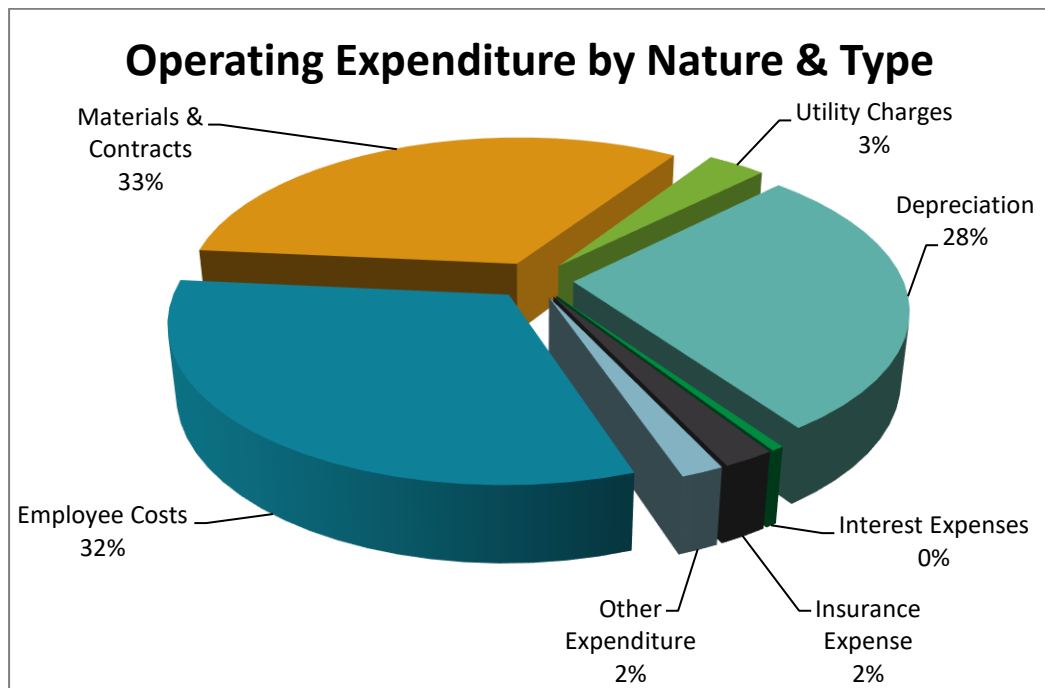
Non-Discretionary Expenditure – Fixed Cost

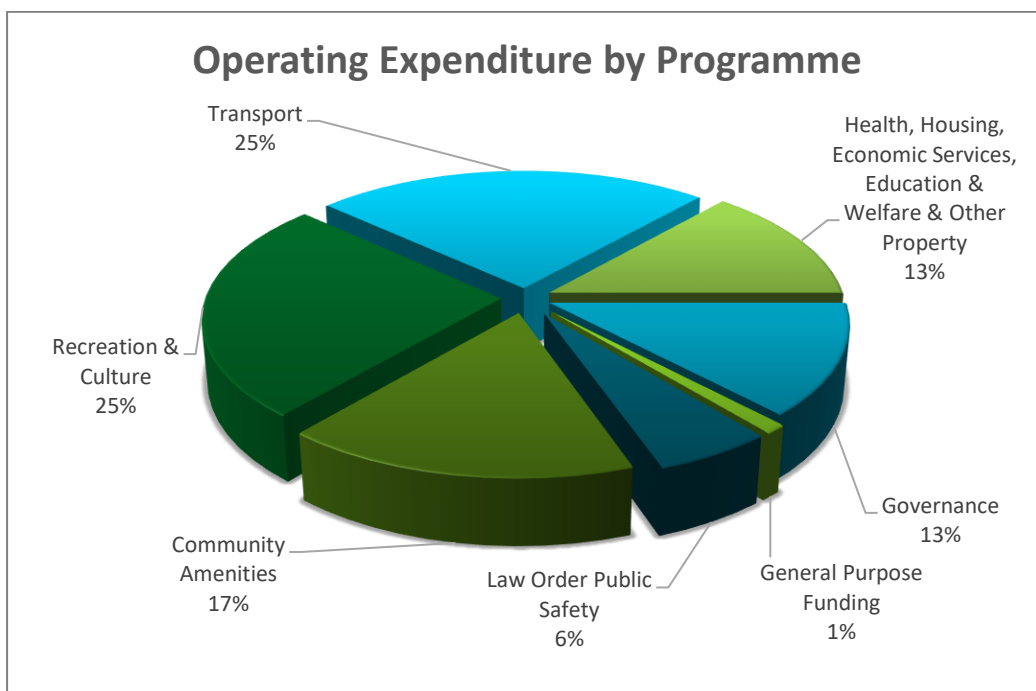
All expenditure of a “fixed” nature has been included within the budget estimates with a summary of the expenses being included within the statutory financial statements.

These costs are largely calculated within sub-budgets. Examples include Salaries & Wages, utility costs, insurance, computer support etc.

The following graphs are provided to assist in understanding the budget operational income and expenditure.







Rating

The 2022/23 draft budget is prepared on an overall rate income increase of 4.95% providing an additional \$254,139 in general purpose income. This increase is 1.95% more than predicted in Council’s Long Term Financial Plan. This rate increase is considered to be reasonable and fair to the community based on raising costs and inflation rates that are calculated at well above this increase.

Due to ongoing minimal growth patterns, no allowance has been made in 2022/23 for interim rate income.

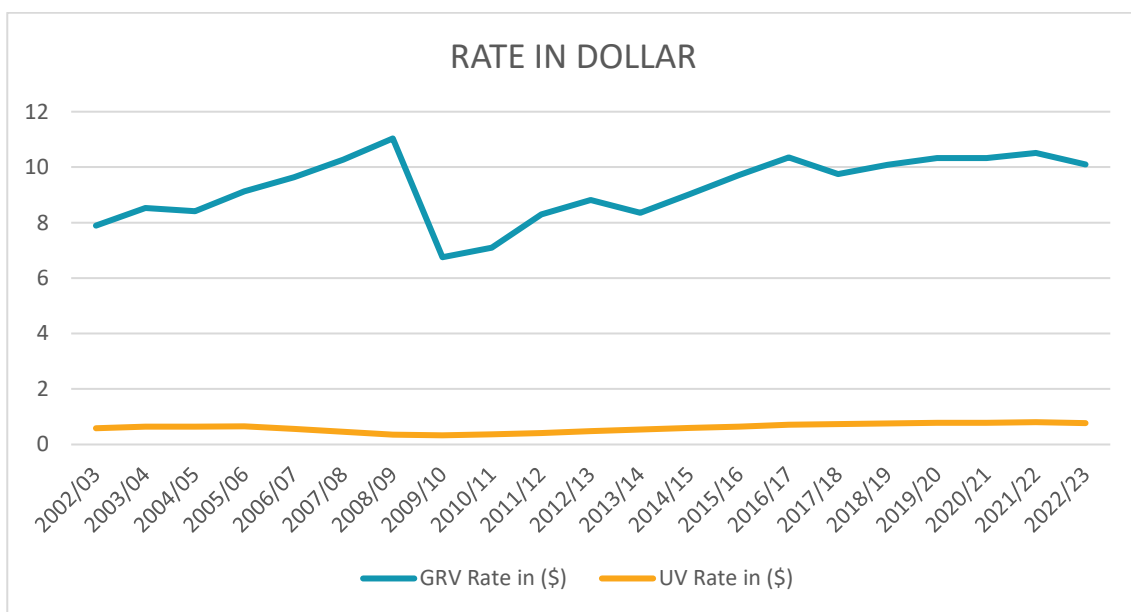
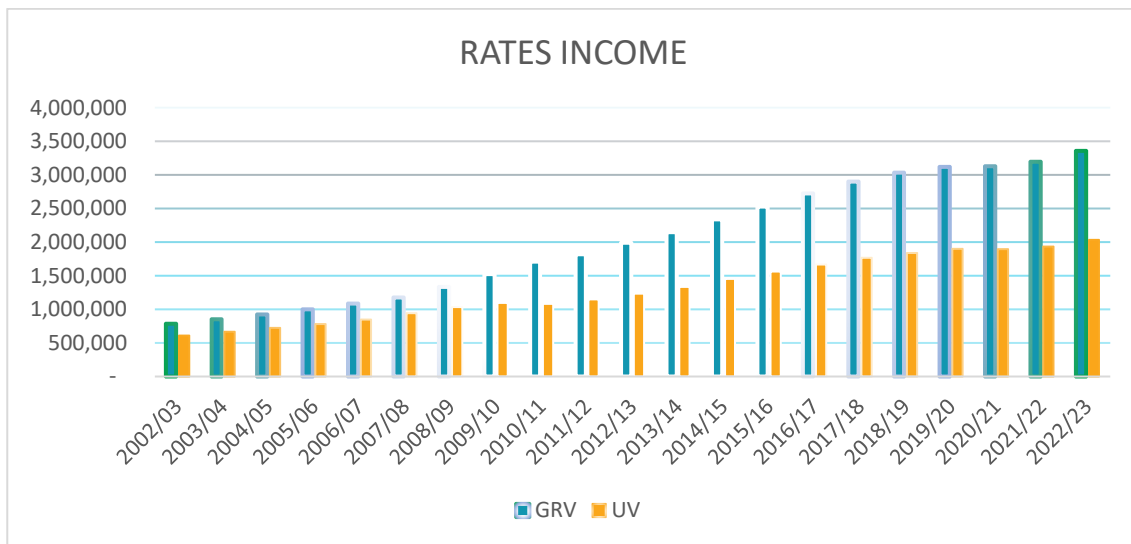
UV properties are revalued by the Valuer Generals Office every year. This year rural UV’s have increased by an average of 8% (comparison of closing 21/22 valuations to new values supplied by the Valuer Generals Office). This is the most significant increase in UV valuations that we have seen for several years.

GRV revaluations are performed every 5 years with 2021/22 being the most recent GRV revaluation year. GRV values have increased overall by approximately 9%.

An application has been made to the Minister for Local Government for a change in rating method for 102 properties within the Shire located from McDowell St to the North of town, and subdivisions in Lake Clifton and Leavy Road. It is likely that the application will be assessed late in 2022 with the date in force to be provided on acceptance.

Full details of rating methodology is provided as an attachment to the budget document.

Council’s rating formula over the past 20 years is demonstrated in the following graphs.



Loan Liability

Total loan liability as of 30 June 2023 is forecast at \$1,761,833 compared with an actual of \$1,790,625 at 30 June 2022.

A new loan of \$100,000 is proposed in 2022/23 for funding to subdivide a freehold block in Preston Beach.

Council Policy (FP012) provides guidance to financial decision making in relation to borrowings and will be considered in conjunction with the preparation of future budgets.

Total loan repayments (i.e. principal and interest) as a percentage of rate income is provided as follows:

Year	Actual/Forecast	Repayment as a % of Rates
2008/09	Actual	3.57%
2009/10	Actual	3.14%

2010/11	Actual	2.52%
2011/12	Actual	2.42%
2012/13	Actual	2.00%
2013/14	Actual	2.04%
2014/15	Actual	2.00%
2015/16	Actual	1.73%
2016/17	Actual	1.46%
2017/18	Actual	1.14%
2018/19	Actual	1.54%
2019/20	Actual	1.47%
2020/21	Actual	1.91%
2021/22	Actual	2.24%
2022/23	Forecast	3.59%

Further details of Council’s loan liability by individual loans are contained in note 7(a) of the financial statements.

Road Construction

Details of the 2022/23 Road Construction Program are contained within the “Supporting Information” pages of the budget document. Road grants equate to 76% of the total construction program compared to 71% in 2021/22

Recreation & Aquatic Centre

The operational deficit for the Waroona Recreation & Aquatic Centre is forecast at \$784,362 inclusive of depreciation (\$286,583).

Asset preservation for the facility continues to be an ongoing issue, however, with staff resourcing addressing this, with significant renovations occurring over the past 12 months and with several capital works planned for 2022/23, Council has made some progress towards addressing these works.

Funding obtained to improve the pool concourse will allow Council to further fund essential maintenance works in subsequent financial years and ensure that sufficient funds are maintained within the “Recreation Centre Building Maintenance Reserve”. (Current balance \$70,239).

Maintenance and capital works included in the 2022/23 budget include:

External roof repairs	\$8,200
Internal roof repair water leaks	\$7,500
Concourse improvements	\$22,000
Road repairs (Court 2 & 3)	\$20,000
Equipment service & repairs	\$4,000
Floor scrubber	\$2,000
Various servicing, repairs & audits	\$11,300

Direct Salaries & Wages (Including Superannuation)

F/Y	Budget	Actual
------------	---------------	---------------

2017/18	\$ 3,627,971	\$ 3,626,722
2018/19	\$ 3,588,510	\$ 3,482,692
2019/20	\$ 3,636,897	\$ 3,551,146
2020/21	\$ 3,433,226	\$ 3,222,469
2021/22	\$ 3,533,146	\$ 3,595,098
2022/23	\$ 4,299,451	

Statement of Comprehensive Income

This statement is now presented in one prescribed format, that being by nature and type. Additional information by program can be found within the budget document at note 10.

The statement represents the “operating surplus” which is the availability of funds from operations which can be used for asset renewal (capital works) and is a key component of financial performance.

The forecast result for 30th June 2023 of \$ 3,027,798 is an increase from the previous year’s budgeted result of (\$2,459,568). This balance can also be distorted by abnormal items such as the early receipt of the Financial Assistance Grant (FAG’s) and contributions and/or donations towards operations and projects.

This early payment of financial assistance grants is also reflected in the Shire’s end-of-year surplus/deficit for 30 June 2022.

General Purpose Grants

	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
GENERAL PURPOSE	\$883,113.56	\$913,399.00	\$888,874.00	\$894,954.00	\$935,720.00	B \$935,720
ROADS	\$392,371.44	\$398,838.00	\$403,627.00	\$407,028.00	\$430,927.00	B \$430,927
TOTAL	\$1,275,485.00	\$1,312,237.00	\$1,292,501.00	\$1,301,982.00	\$1,366,647.00	B \$1,366,647

Please note that due to early payment of the above-estimated contribution of \$1,079,845 only \$286,802 is budgeted to be received during 2022/23. The actual allocation will be confirmed at a later date and may be subject to a budget amendment.

Refuse Site Management

The domestic waste fee has increased from \$335 to \$374 in 2022/23. This fee is made up of domestic bin (kerbside rubbish and recycling bin collection) costs of \$146 and a waste levy charge (the cost of the Shire’s landfill and other waste-related operations) of \$228.

The increase can be attributed to the following factors:

- Domestic bin collection price increase.
- Buller Road Refuse Disposal Site management contract price increase.
- Costs associated with the closure and rehabilitation of the liquid waste facility.
- The continuing development of the transfer station at Buller Road to create a safer and more efficient facility.
- Annual bulk rubbish collection cost increases.

Funds of \$25,000 (closure of sewerage ponds) and \$80,000 (Transfer Station Construction) have been included within capital expenditure as well as a capital upgrade to

the two plant items, the CAT Loader and CAT compactor totalling \$400,000 which is to be transferred in from the Waste Reserve.

A reserve allocation to the Waste Reserve has been calculated at \$134,635. Maintaining sufficient funds within this Reserve is important to ensure that Council can meet its long-term obligations at the tip including eventual closure costs.

The Waste Reserve account balance as 30 June 2022 is \$1,097,401.

Reserve Accounts

The following are the Reserve Account balances as at 30 June 2022.

RESERVE ACCOUNT	AMOUNT
Sporting Reserve	\$78,257
Council Building Maintenance Reserve	\$98,483
Rec Centre Building Maintenance Reserve	\$70,239
Preston Beach Volunteer Ranger Reserve	\$60,335
Emergency Assistance Reserve	\$106,370
Works Depot Redevelopment Reserve	\$80,575
Council Building Construction Reserve	\$170,136
Information Technology Reserve	\$144,046
Footpath Construction Reserve	\$31,982
Plant Replacement Reserve	\$262,557
Staff Leave Reserve	\$91,934
Strategic Planning Reserve	\$20,038
Waste Management Reserve	\$1,097,401
History Book Reprint Reserve	\$10,077
Risk & Insurance Reserve	\$9,251
Drakesbrook Cemetery Reserve	\$72,811
TOTAL	\$2,404,492

Forecast movements to/from Reserve accounts are a key component of preparing and managing the annual budget and can represent a component of funding for future infrastructure projects.

The balance of the Reserve Accounts as of 30th June 2023 is expected to decrease to \$1,937,024.

Surplus Brought Forward

The surplus carried forward to 2022/23 is \$2,324,519 with an additional \$1,148,118 of contract liability (carried forwards grants) which are committed to specific projects.

Note: Final end-of-year position is subject to adjustment, audit outcomes etc and may result in a budget amendment at a later date.

STRATEGIC COMMUNITY PLAN & CORPORATE BUSINESS PLAN

Focus Area	Our Leadership
------------	----------------

Aspiration	To embed strong leadership through good governance, effective communication and ensuring value for money
Objective	5.1 A sustainable future through embracing change, applying technological advancement and pursuing efficiencies
Strategy	5.1.1 Establish a strong corporate governance framework to ensure high standards of integrity, ethics and accountability, and pursue professional development opportunities

OTHER STRATEGIC LINKS

Shire of Waroona Strategic Community Plan 2020-2030
 Shire of Waroona Corporate Business Plan 2022-2026 (to be adopted)
 Shire of Waroona Workforce Plan 2020-2024

STATUTORY ENVIRONMENT

Section 6.2 of the Local Government Act 1995 requires that not later than 31 August in each financial year, each Local Government is to prepare and adopt (by Absolute Majority) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

Divisions 5 and 6 of the Local Government Act 1995 refer to the setting of budgets and raising of rates and charges. The Local Government (Financial Management) Regulations 1996, details the form and content of the budget.

SUSTAINABILITY & RISK CONSIDERATIONS

Economic – (Impact on the Economy of the Shire and Region)

This draft budget has been developed based on sound financial management and accountability principles and is considered to support activities that drive a sustainable economic outcome for the community.

Social – (Quality of life to community and/or affected landowners)

The draft budget contains financial resourcing for a wide range of programs that deliver important community services to Waroona Shire residents. It is based on the principle of maintaining all services that are presently available to the community with an increased focus on efficiency.

Environment – (Impact on environment’s sustainability)

The proposed budget recognises the leadership role Council has within the community to actively address the impacts of environmental sustainability and to facilitate other levels of government and the community to act in a similar manner.

Policy Implications

Adoption of an annual budget assists in the sound planning for the prudent allocation of Council resources and is required to meet legislative requirements.

Risk Management Implications

(Please refer to the Shire of Waroona Risk Framework when reviewing this section)

<i>Theme</i>	Operational - Adverse effects on core business, business continuity, human resource risks, loss of knowledge
<i>Description</i>	Non-compliance with the requirements stipulated by the <i>Local Government Act 1995</i>
<i>Consequence</i>	3 - Moderate
<i>Likelihood</i>	2 - Unlikely
<i>Rating</i>	Moderate (4-9)
<i>Controls / Review</i>	Reviewed at annual budget review.
<i>Review Frequency</i>	Semi-annually
<i>Risk Owner</i>	Operational manager
<i>Acceptance</i>	Accept - Risk acceptable with adequate controls

CONSULTATION

Community consultation is an ongoing process that culminates in the adoption of the annual budget each financial year.

This is achieved by strategies and projects contained within the Community Strategic Plan and Corporate Business Plan together with various supporting documents. The annual budget is essentially a representation of the third year of the Corporate Business Plan.

RESOURCE IMPLICATIONS

Financial

The draft 2022/23 budget aligns with the Integrated Planning and Reporting Framework established by Council including its Corporate Business Plan and Long Term Financial Plan. The document lists all matters both of an operational and capital nature, together with income sources and supporting information.

Workforce

With the conclusion of the arrangement of a resource sharing arrangement with the Shire of Murray in 2021/22, Council now directly employs a Chief Executive Officer as well as other direct staff to fill the resourcing gap from the cessation of the agreement.

OPTIONS

Council has the option of:

1. Adopting the budget as presented.
2. Amending the budget, noting that there are amendments, the formal adoption of the budget will be delayed, which will likely affect cash flows and the implementation of some proposed services and initiatives.

CONCLUSION

The proposed budget forms an integral part of the Shire of Waroona's overall strategic planning framework and endeavours to resource the direction that has been established in the Strategic Community Plan and the Corporate Business Plan.

The 2022/23 budget presented for adoption is seen as responsible given the impacts of COVID19 as well as raising inflation and increased costs of wages, utilities, insurance, materials, contracts and other expenses. The document must also recognise the requirement to ensure the long-term sustainability of the Shire.

Cr Dion Pisconeri declared an interest affecting impartiality in item 5.1.2 as the reporting officer is a family member.

5.1.2 Towards Waroona 2030 – Corporate Business Plan 2022-2026	
File Ref:	38/1
Previous Items:	Nil
Applicant:	Not applicable
Author and Title:	Kate Pisconeri, Corporate Planning & Governance Officer
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority
Appendix Number	5.1.2 - Corporate Business Plan 2022-2026

COUNCIL RESOLUTION

SCM22/08/102

Moved: Cr Mason

Seconded: Cr Pisconeri

That Council adopts the reviewed Towards Waroona 2030 – Corporate Business Plan 2022-26 as per Appendix 5.1.2.

CARRIED 7/0

IN BRIEF

Council is requested to consider adopting the reviewed Towards Waroona 2030 – Corporate Business Plan 2021-2025 in accordance with the *Local Government Act 1995* and *Local Government (Administration) Regulations 1996*.

BACKGROUND

In accordance with Section 5.56 of the *Local Government Act 1995*, all local governments in Western Australia are required to effectively plan for the future, with guidance outlined in the Integrated Planning & Reporting Framework. The intent of the framework is to ensure that priorities and services provided by the local government are aligned with community needs and aspirations and, in doing so, facilitate a shift from a short-term resource focus to long-term sustainability.

The Corporate Business Plan is the Shire of Waroona's four-year planning document and one of the core components of the Shires Integrated Planning and Reporting Framework. It gives effect to the first four years of the Strategic Community Plan and is pivotal in ensuring that the short and medium-term commitments are both strategically aligned and affordable.

The Corporate Business Plan sits in the middle of the Council's planning hierarchy and identifies a number of prioritised services, operations and projects that the Council plans to undertake over the next four years to deliver the community's main priorities and expectations as identified in the Strategic Community Plan. It is a statutory requirement that the Corporate Business Plan is reviewed every year to ensure alignment with the short-term Annual Budget and long-term Strategic Community Plan.

REPORT DETAIL

Towards Waroona 2030 follows the same vision, mission and values of the Strategic Community Plan. The actions and projects identified in the Corporate Business Plan align

with the strategies from the five key focus areas and aspirations in the Strategic Community Plan.

1. Our Community

To have a connected and involved community that improves our quality of life through developing quality places and implementing quality town planning.

2. Our Economy

To create a diverse economy base that supports opportunity and employment.

3. Our Environment

To continually care for, protect and enhance our environment for the generations to come.

4. Our Built Assets

To build and effectively manage our assets to continually improve our standard of living.

5. Our Leadership

To embed strong leadership through good governance, effective communication and ensuring value for money.

Towards Waroona 2030 will activate the objectives of the Strategic Community Plan and informs the annual budget process to ensure the priorities of the community are strategically aligned and affordable. The actions and projects identified in the Corporate Business Plan will be reported on quarterly and summarised in the Annual Report.

STRATEGIC COMMUNITY PLAN & CORPORATE BUSINESS PLAN

Focus Area	Our Leadership
Aspiration	To embed strong leadership through good governance, effective communication and ensuring value for money
Objective	5.1 A sustainable future through embracing change, applying technological advancement and pursuing efficiencies
Strategy	5.1.1 Establish a strong corporate governance framework to ensure high standards of integrity, ethics and accountability, and pursue professional development opportunities

OTHER STRATEGIC LINKS

- Annual Budget 2022/23.
- Resourcing Waroona 2030 – Long Term Financial Plan 2021-2031. The annual review of the Long-term Financial Plan is scheduled for later 2022 early 2023.

STATUTORY ENVIRONMENT

Local Government Act 1995

s.5.56 Planning for the future

(1) A local government is to plan for the future of the district.

- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

Local Government (Administration) Regulations 1996

r.19DA Corporate business plans, requirements for (Act s.5.56)

- (1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.
- (3) A corporate business plan for a district is to —
- (a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and
 - (b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and
 - (c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.
- (4) A local government is to review the current corporate business plan for its district every year.
- (5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.
- (6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.
- *Absolute majority required.
- (7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

SUSTAINABILITY & RISK CONSIDERATIONS

Economic - (Impact on the Economy of the Shire and Region)

The Corporate Business Plan is the key driver for the Long Term Financial Plan and Annual Budget. This linkage ensures that community priorities and projects are adequately funded and that appropriate and endorsed rating strategies are in place to allow any financial impact on the community to be carefully considered. There are a number of economic initiatives within the Plan, which reflect the high priority Council has given to the growth of the Waroona economy.

Social - (Quality of life to community and/or affected landowners)

The actions outline multiple projects that will increase alignment with the community needs and aspirations around the provision of services, and thereby contribute to quality of life.

Environment – (Impact on environment’s sustainability)

The Plan details the level of focus provided to environmental outcomes and projects.

Policy Implications

Nil.

Risk Management Implications

(Please refer to the Shire of Waroona Risk Framework when reviewing this section)

<i>Theme</i>	Environmental - Regulatory compliance, contamination, inadequate processes
<i>Description</i>	Failing to endorse the review of the Corporate Business Plan would result in non-compliance with legislation and potential consequences from the relevant State Government department.
<i>Consequence</i>	2 - Minor
<i>Likelihood</i>	2 - Unlikely
<i>Rating</i>	Moderate (4-9)
<i>Controls / Review</i>	Council’s endorsement of the recommendation of this report will mitigate the likelihood of this risk coming into effect.
<i>Review Frequency</i>	Annually
<i>Risk Owner</i>	Chief executive officer
<i>Acceptance</i>	Accept - Risk acceptable with adequate controls

CONSULTATION

- Actions have been based on the strategies outlined in the Strategic Community Plan, following significant community and key stakeholder engagement.
- Consultation with staff to review, develop and prioritise actions.
- Public consultation not required.

RESOURCE IMPLICATIONS*Financial*

Costs associated with implementing the actions are included in this Plan and incorporated within the Long Term Financial Plan and Annual Budget 2022/23.

Workforce

The strategies outlined within the Corporate Business Plan align with minor amendments to workforce across the four years of the Plan.

OPTIONS

Council has the option of:

1. Accepting the officer’s recommendation.
2. Amending or rejecting the officer’s recommendation.

CONCLUSION

The Corporate Business Plan is used to drive the development of the Shire's Annual Budget and provides a link to existing service delivery that supports achieving the aspirations and outcomes set out in the Strategic Community Plan. It also aligns with financial and other resources outlined in the supporting plans.

The review of the Corporate Business Plan allows an assessment of all the existing Shire's strategies, including the Local Community Plans. The linkages contained within the Plan ignite the relationships that exist between these strategies, as well as the workforce, infrastructure and financial plans that underpin them. This integrated approach will allow Council to achieve the community aspirations within a sustainable framework.

6. CLOSURE OF MEETING

There being no further business, the Presiding Member closed the meeting, the time being 4.13 pm.

I CERTIFY THAT THESE MINUTES WERE CONFIRMED AT THE ORDINARY COUNCIL MEETING HELD 23 August 2022 AS BEING A TRUE AND CORRECT RECORD OF PROCEEDINGS.

.....
PRESIDING MEMBER

.....
DATE