



SHIRE OF  
**DOWERIN**  
TIN DOG TERRITORY

# MINUTES

## Ordinary Council Meeting


Held in Council Chambers  
13 Cottrell Street, Dowerin WA 6461  
Tuesday 17 September 2024  
Commencing 2:00pm

ABN: 35 939 977 194

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**Shire of Dowerin  
Ordinary Council Meeting  
2.00pm Tuesday 17 September 2024**



**1. Official Opening / Obituaries**

The President welcomes those in attendance and declares the Meeting open at 2:05pm. In opening the meeting, the Council, A/CEO and Management acknowledges the passing of Douglas Sewell, Leslie Woods, and Terry Leo with a minutes silence.

**2. Record of Attendance / Apologies / Leave of Absence**

**Councillors:**

Cr RI Trepp	President
Cr WG Allsopp	
Cr AJ Metcalf	
Cr BA Ward	

**Staff:**

Mr B Jones	Acting Chief Executive Officer
Mr B Forbes	Asset & Works Coordinator
Ms K Rose	Governance Coordinator

**Members of the Public:**

**Apologies:**

Mr A Wooldridge	Deputy Chief Executive Officer
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**Approved Leave of Absence:**

Cr NP McMorran	Deputy President
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**Absent:**

Cr DP Hudson  
Cr JC Sewell

**3. Public Question Time**

**4. Disclosure of Interest**

Nil

**5. Applications for Leave of Absence**

5.1 Cr AJ Metcalf - November

**Voting Requirements**

Simple Majority



Absolute Majority

**Officer's Recommendation/ Resolution – 5.1****Moved** Cr Trepp**Seconded:** Cr Allsopp

**1005** That, by Simple Majority pursuant to Sections 2.25(1) of the *Local Government Act 1995*, Cr AJ Metcalf be granted Leave of Absence for November 2024.

**CARRIED 4/0****For:** Cr Trepp, Cr Allsopp, Cr Metcalf, Cr Ward**6. Petitions and Presentations****7. Confirmation of Minutes of the Previous Meeting(s)**

7.1 Ordinary Council Meeting held on 20 August 2024

[Attachment 7.1A](#)

7.2 Special Council Meeting held on 23 August 2024

[Attachment 7.2A](#)**Voting Requirements**

Simple Majority



Absolute Majority

**Officer's Recommendation/ Resolution – 7****Moved** Cr Ward**Seconded:** Cr Allsopp

**1006** That, by Simple Majority pursuant to Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Ordinary Council Meeting held 20 August 2024, as presented in Attachment 7.1A, the Minutes of the Special Council Meeting held on 23 August 2024, as presented in Attachment 7.2A, be confirmed as a true and correct record of proceedings.

**CARRIED 4/0****For:** Cr Trepp, Cr Allsopp, Cr Metcalf, Cr Ward

8.	Minutes of Committee Meeting(s) to be Received
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8.1 Asset & Works Committee Meeting held on 16 August 2024

[Attachment 8.1A](#)

	Voting Requirements
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Simple Majority



Absolute Majority

Officer's Recommendation/ Resolution – 8
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**Moved** Cr Trepp

**Seconded:** Cr Ward

**1007** That, by Simple Majority pursuant to Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Asset & Works Committee Meeting held on 16 August 2024, as presented in Attachment 8.1A, be received by Council.

**CARRIED 4/0**

**For:** Cr Trepp, Cr Allsopp, Cr Metcalf, Cr Ward

9.	Recommendations from Committee Meetings for Council Consideration
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9.1	Asset & Works Committee Meeting
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9.1.1	Dowerin Memorial Swimming Pool Repairs
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Refer to Asset & Works Committee Meeting Minutes dated 16 August 2024

Officer's Comment – 9.1.1
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The Asset & Works Committee recommends that Council increase the allocation for account 2110352 REC – Consultants from \$5,000 to \$25,000 in the proposed 2024/2025 Budget.

**A/CEO Comment: This recommendation is no longer applicable as the 2024/2025 Budget, adopted on 23 August 2024, has already incorporated the increased allocation for account 2110352 REC – Consultants.**

10.	Announcements by the President Without Discussion
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The President commended the Board and Staff of the Dowerin Machinery Field Days for another successful event and celebrating their 60-year milestone.

## 11. OFFICER'S REPORTS - CORPORATE AND COMMUNITY SERVICES

### 11.1 Financial Activity Statements

# Corporate and Community Services



<b>Date:</b>	12 September 2024
<b>Location:</b>	Not Applicable
<b>Responsible Officer:</b>	Aaron Wooldridge, Deputy Chief Executive Officer
<b>Author:</b>	As above
<b>Legislation:</b>	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>
<b>SharePoint Reference:</b>	Organisation / Financial Management / Reporting / Financial Statements / 2024-2025 Monthly Financial Statements
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<a href="#">Attachment 11.1A - August MFR</a> <a href="#">Attachment 11.1B - July MFR</a>

#### Purpose of Report



Executive Decision



Legislative Requirement

#### Summary

This item presents the Statement of Financial Activity to Council for the period August 2024 and July 2024.

#### Background

Section 6.4 of the *Local Government Act 1995* requires a local government to prepare financial reports.

Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996* set out the form and content of the financial reports which have been prepared and are presented to Council.

#### Comment

In order to fulfil statutory reporting requirements and provide Council with a synopsis of the Shire of Dowerin's overall financial performance on a year-to-date basis, the following financial information is included in the Attachment.

The statements are draft financial statements with final end of year adjustments still to be processed. Employee costs are lower than YTD budget due to a payroll system error which staff are urgently attending to with the assistance of ReadyTech. The offset for this lower expenditure is disclosed in Note 5 Payables - Payroll Creditors. Statements of Financial Activity - Statutory Reports by Program and Nature or Type

The Statements of Financial Activity provide details of the Shire's operating revenues and expenditures on a year-to-date basis. The reports further include details of non-cash adjustments and capital revenues and expenditures, to identify the Shire's net current position.

Note 1 - Statement of Financial Activity

Notes supporting the Statement of Financial Activity by Program and by Nature and Type.

Note 2 – Cash and Financial Assets

This note provides Council with the details of the actual amounts in the Shire's bank accounts and/or investment accounts as at the reporting date.

Note 3 – Receivables

This note provides Council with both Rates Receivables and General Receivables outstanding as at the reporting date. This report has been expanded to further break down the detail of General Receivables.

Note 4 – Other Current Assets

This note provides details of other current assets that the Shire may hold.

Note 5 – Payables

This note provides details of Shire payables unpaid as at the reporting date. This Note is new to the financial statements.

Note 6- Rate Revenue

This note provides details of rates levied during the year.

Note 7 – Disposal of Assets

This note gives details of the capital asset disposals during the year.

Note 8- Capital Acquisitions

This note details the capital expenditure program for the year.

Note 9 – Borrowings

This note shows the Shire's current debt position and lists all borrowings.

Note 10 – Cash Backed Reserves

This note provides summary details of transfers to and from reserve funds, and associated interest earnings on reserve funds, on a year-to-date basis.

Note 11 – Other Current Liabilities

This note outlines any provisions the Shire has on hand relative to other current liabilities.

Note 12 – Operating Grants and Contributions Received

This note provides information on operating grants received.

Note 13 – Non-Operating Grants and Contributions Received

This note provides information on non-operating grants received.

Note 14 – Explanation of Material Variances

Council adopted (in conjunction with the Annual Budget) a material reporting variance threshold of 10% or \$10,000, whichever is the greater. This note explains the reasons for any material variances identified in the Statements of Financial Activity at the end of the reporting period.

**Consultation**

Brian Jones, Acting Chief Executive Officer

Aaron Wooldridge, Deputy Chief Executive Officer

Megan Shirt, Consultant

### Policy Implications

The Shire of Dowerin has a comprehensive suite of financial management policies. Finances have been managed in accordance with these policies.

### Strategic Implications

#### Strategic Community Plan

Community Priority:	Our Organisation
Objective:	<i>We are recognised as a transparent, well governed, and effectively managed Local Government</i>
Outcome:	5.3
Reference:	5.3.2

#### Asset Management Plan

Nil

#### Long Term Financial Plan

Nil

### Statutory Implications

Council is required to adopt monthly statements of financial activity to comply with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.

### Risk Implications

<b>Risk Profiling Theme</b>	Failure to fulfil statutory regulations or compliance requirements
<b>Risk Category</b>	Compliance
<b>Risk Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Insignificant (1)
<b>Likelihood Rating</b>	Rare (1)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls (in place)</b>	Governance Calendar, Financial Management Framework and Legislation
<b>Action (Treatment)</b>	Nil
<b>Risk Rating (after treatment)</b>	Adequate

Timely preparation of the monthly financial statements within statutory guidelines is vital to good financial management. Failure to submit compliant reports within statutory time limits will lead to non-compliance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.



**Financial Implications**

Nil

**Voting Requirements**

Simple Majority



Absolute Majority

**Officer's Recommendation/Resolution – 11.1****Moved:** Cr Ward**Seconded:** Cr Allsopp**1008**

**That Council, by Simple Majority pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, receives the statutory Financial Activity Statement report for the period of August 2024, as presented in Attachment 11.1A, and the Financial Activity Statement report for the period of July 2024, as presented in Attachment 11.1B.**

**CARRIED 4/0****For:** Cr Trepp, Cr Allsopp, Cr Metcalf, Cr Ward

## 11.2 List of Accounts Paid

### Corporate & Community Services



<b>Date:</b>	12 September 2024
<b>Location:</b>	Not Applicable
<b>Responsible Officer:</b>	Aaron Wooldridge, Deputy Chief Executive Officer
<b>Author:</b>	As above
<b>Legislation:</b>	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>
<b>SharePoint Reference:</b>	Organisation/Financial Management/Reporting/Financial Statements and Credit Cards
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<a href="#"><u>Attachment 11.2A - August LOP</u></a> <a href="#"><u>Attachment 11.2B - August Credit and Caltex Card Statements</u></a>

#### Purpose of Report



Executive Decision



Legislative Requirement

#### Summary

This Item presents the List of Accounts Paid, paid under delegated authority, for August 2024.

#### Background

Nil

#### Comment

The List of Accounts Paid as presented have been reviewed by the Deputy Chief Executive Officer.

#### Consultation

Brian Jones, Acting Chief Executive Officer

#### Policy Implications

The Shire of Dowerin has a comprehensive suite of financial management policies. Finances have been managed in accordance with these policies. Payments have been made under delegated authority.

## Strategic Implications

### Strategic Community Plan

Community Priority: Our Organisation

Objective: *We are recognised as a transparent, well governed, and effectively managed Local Government*

Outcome: 5.3

Reference: 5.3.2

### Asset Management Plan

Nil

### Long Term Financial Plan

Nil

## Statutory Implications

Regulation 12 and 13 of the *Local Government (Financial Management) Regulations 1996* requires that a separate list be prepared each month for Council showing creditors paid under delegated authority.

## Risk Implications

<b>Risk Profiling Theme</b>	Failure to fulfil statutory regulations or compliance requirements
<b>Risk Category</b>	Compliance
<b>Risk Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Insignificant (1)
<b>Likelihood Rating</b>	Rare (1)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls (in place)</b>	Governance Calendar
<b>Action (Treatment)</b>	Nil
<b>Risk Rating (after treatment)</b>	Adequate

## Financial Implications

Nil

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation/Resolution – 11.2

**Moved:** Cr Allsopp

**Seconded:** Cr Ward

**1009**

**That Council, by Simple Majority pursuant to Section 6.8(1)(a) of the *Local Government Act 1995* and Regulation 12 & 13 of the *Local Government (Financial Management) Regulations 1996*, receives the report from the Deputy Chief Executive Officer on the exercise of delegated authority in relation to creditor payments from the Shire of Dowerin Municipal Fund, as presented in Attachments 11.2A and 11.2B, and as detailed below:**

#### List of Accounts Paid – August 2024

EFT 12493 to EFT 19621	\$652,257.23
Direct Debit: Department of Transport	\$227.80
Direct Debit: Exetel	\$560.00
Direct Debit: National Australia Bank	\$3.08
Direct Debit: National Australia Bank – VISA Card	\$3,492.24
Direct Debit: Resonline	\$242.00
Direct Debit: Synergy	\$15,542.45
Direct Debit: Telstra	\$523.93
Direct Debit: Water Corporation	\$8,137.38
Direct Debit: Xenex Systems	\$467.45
PPE 13 August 2024 - Wages	\$43,001.20
PPE 27 August 2024 - Wages	\$44,618.95
PPE 27 August 2024 - Wages	\$1,225.27
Superannuation PPE – 13 August 2024 and 27 August 2024	\$12,258.17
Superannuation PPE – 27 August 2024	\$154.68
<b>TOTAL</b>	<b>\$782,711.83</b>

**CARRIED 4/0**

**For:** Cr Trepp, Cr Allsopp, Cr Metcalf, Cr Ward

### 11.3 Pioneers Pathway – Memorandum of Understanding

## Corporate & Community Services



<b>Date:</b>	9 September 2024
<b>Location:</b>	Not Applicable
<b>Responsible Officer:</b>	Brian Jones, Acting Chief Executive Officer
<b>Author:</b>	Brian Jones, Acting Chief Executive Officer
<b>Legislation:</b>	<i>Nil</i>
<b>Sharepoint Reference:</b>	
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<a href="#"><u>Attachment 11.3A - Pioneers Pathway MOU 2024-2027</u></a> <a href="#"><u>Attachment 11.3B - Pioneers Pathway Capital Expenditure</u></a>

#### Purpose of Report



Executive Decision



Legislative Requirement

#### Summary

To consider Council's continued commitment to Pioneers Pathway.

#### Background

The Pioneers' Pathway Advisory Group was established in the late 1990s and comprises six Member Councils, being the Shires of Toodyay, Goomalling, Dowerin, Wyalkatchem, Nungarin and Merredin. The member Councils operate in accordance with an MOU which outlines the objectives and scope of Pioneers' Pathway.

#### Comment

The previous MOU expired in 2023 and Council is now required to consider entering into a new MOU covering the period July 2024 to 30 June 2027.

As Council will be reviewing the effectiveness of the Shires various Tourism activities as part of the development of a new Community Strategic Plan it is recommended that Council defer committing to the proposed MOU pending the abovementioned review.

#### Consultation

Nil

#### Policy Implications

Nil

### Statutory Implications

Nil

### Strategic Implications

#### Strategic Community Plan

Community Priority: Our Economy

Objective: A strong and growing local economy supported by new industry development aligned to identified economic opportunity

Outcome: Tourism is a significant contributor to the local economy and is enhance by investment in tourism initiatives that showcase Dowerin's natural and built attributes

### Risk Implications

Nil

### Financial Implications

Annual contribution as outlined with the MOU as outlined in Attachment 11.3A

Capital Expenditure as outlined in Attachment 11.3B

### Voting Requirements



Simple Majority



Absolute Majority

#### Officer's Recommendation/Resolution – 11.3

***That, by Simple Majority, Council advise Pioneers Pathway that the Shire will defer committing to an MOU with Pioneer's Pathway until the completion of the Shires Strategic Community Planning process.***

#### ALTERNATE MOTION

**Moved:** Cr Metcalf

**Seconded:** Cr Ward

**1010**

***That, by Simple Majority, Council advise Pioneers Pathway that the Shire will defer committing to an MOU with Pioneer's Pathway until the completion of the Shires Strategic Community Planning process and invite Linda Vernon to the next Council Workshop for a presentation on the Wheatbelt Way and Pioneer Pathway Programs, and associated expenses.***

**CARRIED 4/0**

**For:** Cr Trepp, Cr Allsopp, Cr Metcalf, Cr Ward

## 12. OFFICER'S REPORTS – GOVERNANCE AND COMPLIANCE

### 12.1 Special Council Meeting – Award Tender for Road Construction 2024/25

# Governance and Compliance



<b>Date:</b>	9 September 2024
<b>Location:</b>	Not Applicable
<b>Responsible Officer:</b>	Brian Jones, Acting Chief Executive Officer
<b>Author:</b>	Kahli Rose, Governance Coordinator
<b>Legislation:</b>	<i>Local Government Act 1995</i>
<b>Sharepoint Reference:</b>	Organisation > Corporate Management > Tendering > T2024-03
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Nil

#### Purpose of Report



Executive Decision



Legislative Requirement

#### Summary

To consider convening a Special Council Meeting to award Tender T2024-03 Road Construction Program 2024/2025.

#### Background

On 10 September 2024, the Acting Chief Executive Officer invited tender submissions for T2024-03 Road Construction Program 2024/2025. The tender will close on 26 September 2024, allowing 16 days for submissions. Tender T2024-03 includes six scopes, covering the entire construction program for the 2024/2025 financial year. The scopes are as follows:

##### Scope 1 – Gravel Resheeting

1. Old Koorda Road - SLK 0.00 – 8.89.

##### Scope 2 – Shoulder Reconditioning

1. Dowerin Koorda Road – SLK 15.52 – 22.13.

##### Scope 3 – Gravel Overlay Prior to Stabilisation

1. Dowerin-Kalannie Road Reconstruction.
2. Cunderdin-Minnivale Road Reconstruction.

##### Scope 4 – Stabilising and Final Trim

1. Plant Hourly Rates.

##### Scope 5 – Intersection Upgrade

1. Plant Hourly Rates.

##### Scope 6 – Additional Optional Works

1. Plant Hourly Rates.

#### Comment

The above specifications have been incorporated in line with the 2024/2025 Budget, following discussions with Council during Asset & Works Committee meetings and Budget workshops throughout 2024.

## Consultation

Asset & Works Committee Meetings – 2024  
Council Workshops – Budget Workshops  
Brian Jones, Acting Chief Executive Officer  
Ben Forbes, Asset & Works Coordinator  
Kahli Rose, Governance Coordinator

## Policy Implications

Nil

## Statutory Implications

*Local Government Act 1995*

### 5.4. Calling council meetings

An ordinary or a special meeting of a council is to be held –

- a. if called for by either –
  - i. the mayor or president; or
  - ii. at least 1/3 of the councillors, in a notice to the CEO setting out the date and purpose of the proposed meeting; or
- b. if so decided by the council.

### 5.5. Convening council meetings

1. The CEO is to convene an ordinary meeting by giving each council member at least 72 hours' notice of the date, time and place of the meeting and an agenda for the meeting.
2. The CEO is to convene a special meeting by giving each council member notice, before the meeting, of the date, time, place and purpose of the meeting

As per Delegation 4.2 – Tenders for Goods and Services, the Chief Executive Officer has delegated authority to call, invite, determine the criteria, and determine information to be disclosed in tenders.

## Strategic Implications

Nil

## Risk Implications

Nil

## Financial Implications

Nil

## Voting Requirements



Simple Majority



Absolute Majority

## Officer's Recommendation/Resolution – 12.1

**Moved:** Cr Trepp

**Seconded:** Cr Metcalf

**1011**

***That, by Simple Majority, Council resolve to hold a Special Council Meeting on 3 October 2024, commencing at 2:00pm, for the purpose of awarding Tender T2024-03 Road Construction Program 2024/2025.***

**CARRIED 4/0**

**For:** Cr Trepp, Cr Allsopp, Cr Metcalf, Cr Ward



## 13. OFFICER'S REPORTS – WORKS AND ASSETS

### 13.1 Regional Road Group (RRG) 5 Year Plan

# Asset & Works



<b>Date:</b>	06 September 2024
<b>Location:</b>	Not Applicable
<b>Responsible Officer:</b>	Ben Forbes, Asset & Works Coordinator
<b>Author:</b>	Ben Forbes, Asset & Works Coordinator
<b>Legislation:</b>	<i>Local Government Act 1995</i>
<b>Sharepoint Reference:</b>	
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<a href="#"><u>Attachment 13.1A – Revised RRG 5-Year Plan</u></a> <a href="#"><u>Attachment 13.1B – RRG 6-Year Plan</u></a>

#### Purpose of Report



Executive Decision



Legislative Requirement

#### Summary

This Item presents the Shire of Dowerin's Regional Road Group (RRG) 5 Year Plan to Council for consideration.

#### Background

Road Project Grants are to be used for specific projects that are assessed and prioritised by the Regional Road Groups, in accordance with the State Road Funds to Local Government Procedures and the Roads 2040 Regional Strategies. Funding is on a 2/3 State and 1/3 Local Government basis. Allocations are based on a five-year program.

#### Comment

The Shire's Regional Road Group (RRG) 5-year plan was last endorsed at the Ordinary Council Meeting held on 21 February 2023. Since that time, sections of road have experienced deterioration, resulting in a minor reassessment of our priorities in the plan.

The revised plan includes minor adjustments to the priority roads to address these issues. Additionally, the plan now includes the 2029/2030 financial year projects.

Recent geotechnical investigations on these deteriorating sections have provided additional data to further refine the RRG road construction plan.

The RRG are now recommending completing one larger section of road with a two-coat seal in the same financial year to yield better long-term results. This approach, as opposed to staggering the second coat across multiple years, has proven to be more cost-effective and this methodology is reflected in the updated plan and aims to maximise the value of each project while maintaining a high standard of safety and quality.

The changes proposed are necessary to ensure our roads remain safe, well-maintained, and meet the needs of our community, both now and in the future.

### Consultation

Brian Jones, Acting Chief Executive Officer  
Aaron Wooldridge, Deputy Chief Executive Officer  
Ben Forbes, Asset & Works Coordinator  
Allison Hunt, Main Roads WA  
Siva Thillainath, Civil Engineer

### Policy Implications

Shire of Dowerin Road Strategy 2023

### Strategic Implications

#### Strategic Community Plan

Community Priority: Our Infrastructure

Objective: We have functional infrastructure that meets the needs of the community

Outcome: 3.2

Reference: 3.2.1

#### Asset Management Plan

Identified key controls and actions associated with asset management are factored into the Asset Management Plan.

#### Long Term Financial Plan

Identified key controls and actions associated with financial management are factored into the Long Term Financial Plan.

### Statutory Implications

The *Local Government Act 1995*

### Risk Implications

<b>Risk Profiling Theme</b>	Asset Management Practices
<b>Risk Category</b>	Project Time
<b>Risk Description</b>	\$200,001 - \$500,000
<b>Consequence Rating</b>	Moderate (3)
<b>Likelihood Rating</b>	Unlikely (2)
<b>Risk Matrix Rating</b>	Moderate (5)
<b>Key Controls (in place)</b>	RRG 5 Year Plan AMP and LTFP
<b>Action (Treatment)</b>	Regional Road Sub-Group Meetings
<b>Risk Rating (after treatment)</b>	Adequate

### Financial Implications

Nil

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation/Resolution – 13.1

**Moved:** Cr Ward

**Seconded:** Cr Allsopp

**1012 That, by Simple Majority, Council endorse the Revised Regional Road Group 5-Year Plan, as presented in Attachment 13.1A.**

**CARRIED 4/0**


**For:** Cr Trepp, Cr Allsopp, Cr Metcalf, Cr Ward

14.	<b>Urgent Business Approved by the Person Presiding or by Decision</b>
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Nil

15.	<b>Elected Members' Motions</b>
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15.1	<b>Cr Sewell - Creation of Dowerin Gym Equipment Replacement Reserve</b>
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<b>Corporate &amp; Community Services</b>		
<b>Date:</b>	23 August 2024	
<b>Location:</b>	N/A	
<b>Responsible Officer:</b>	Brian Jones, Acting Chief Executive Officer	
<b>Author:</b>	Brian Jones, Acting Chief Executive Officer	
<b>Legislation:</b>	<i>Local Government Act 1995</i>	
<b>Sharepoint Reference:</b>	Nil	
<b>Disclosure of Interest:</b>		
<b>Attachments:</b>	Nil	

<b>Purpose of Report</b>
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☒ Executive Decision ☐ Legislative Requirement

<b>Summary</b>
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To consider establishing a Reserve Fund to hold community raised funds for the replacement of equipment at the Dowerin All Hours Gym.

<b>Background</b>
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Current members of the Dowerin All Hours Gym have expressed interest in fundraising to contribute towards the cost of equipment upgrades. The Shire has been asked to establish a reserve fund where any monies raised can be securely held.

Community events such as the Dowerin Machinery Field Days present ideal opportunities for residents to contribute to such projects. Establishing this reserve fund will ensure that donations and fundraising proceeds are managed by the Shire until they are needed for equipment purchases.

<b>Consultation</b>
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Members of the Dowerin All Hours Gym,  
Cr Sewell,  
Brian Jones, Acting Chief Executive Officer

<b>Policy Implications</b>
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Nil

### **Statutory Implications**

#### Local Government Act

##### 6.11. Reserve accounts

(1) Subject to subsection (5), where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.

(2) Subject to subsection (3), before a local government —

(a) changes\* the purpose of a reserve account; or

(b) uses\* the money in a reserve account for another purpose,

it must give one month's local public notice of the proposed change of purpose or proposed use.

\* Absolute majority required.

(3) A local government is not required to give local public notice under subsection (2) —

(a) where the change of purpose or of proposed use of money has been disclosed in the annual budget of the local government for that financial year; or

(b) in such other circumstances as are prescribed.

(4) A change of purpose of, or use of money in, a reserve account is to be disclosed in the annual financial report for the year in which the change occurs.

### **Strategic Implications**

Nil

### **Risk Implications**

Nil

### **Financial Implications**

Nil

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation/Resolution – 15.1

***That, by Simple Majority in accordance with the Local Government Act 1995, and Local Government (Financial Management) Regulations 1996, Council establish a “Dowerin Gym Equipment Reserve Fund” for the purpose of “holding funds raised by the Dowerin All Hours Gym Committee, to be used for the sole purpose of purchasing equipment in the Dowerin All Hours Gym, as recommended by the Dowerin All Hours Gym Committee, on a 50:50 basis”***

### AMENDED MOTION

**Moved:** Cr Metcalf

**Seconded:** Cr Ward

**1013**

**That, by Simple Majority in accordance with the Local Government Act 1995, and Local Government (Financial Management) Regulations 1996, Council establish a “Dowerin Gym Equipment Reserve Fund” for the purpose of “holding funds raised by the Dowerin All Hours Gym Committee, to be used for the sole purpose of purchasing equipment in the Dowerin All Hours Gym, as recommended by the Dowerin All Hours Gym Committee, on a 50:50 basis, subject to Council approval”.**

**CARRIED 4/0**

**For:** Cr Trepp, Cr Allsopp, Cr Metcalf, Cr Ward

### 16. Matters Behind Closed Doors

Nil

### 17. Closure

The President thanked those in attendance and declared the meeting closed at 2:36pm.