



Shire of  
Serpentine  
Jarrahdale

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Shire of  
Serpentine  
Jarrahdale

# **General Meeting of Electors Minutes**

**6:30pm**

**Wednesday, 31 January 2024**

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## **Contact Us**

### **Enquiries**

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### **In Person**

Shire of Serpentine Jarrahdale

6 Paterson Street, Mundijong WA 6123

Open Monday to Friday 8.30am-5pm (closed public holidays)



**[www.sjshire.wa.gov.au](http://www.sjshire.wa.gov.au)**



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## Notice of Meeting

Minutes of the General Meeting of Electors of the Shire of Serpentine Jarrahdale held on Wednesday, 31 January 2024 in the Council Chambers, Shire of Serpentine Jarrahdale Civic Centre, 6 Paterson Street, Mundijong, commencing at 6:30pm.

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## Minutes

### 1. Attendances and apologies (including leave of absence):

#### Attendees:

**President:** R Coales.....Presiding Member

**Councillors:** N Bishop  
M Byas  
T Duggin  
R Jerrett  
S Mack

**Officers:** Mr P Martin.....Chief Executive Officer  
Mr B Oliver.....Director Community Engagement  
Mr R Najafzadeh.....Director Infrastructure Services  
Mr F Sullivan .....Director Corporate Services  
Mr A Trosic .....Director Development Services  
Ms C Mortimer.....Manager Corporate Performance  
Ms H Ross.....Manager Finance  
Ms M Gibson.....Governance Officer – Council and Committees  
(Minute Taker)  
Ms S Benetti.....PA to Director Corporate Services

**Leave of Absence:** Nil.

**Apologies:** Nil.

**Members of the Public:** 16



The Presiding Member, President Coales declared the meeting open at 6:30pm and welcomed members of the public, Councillors, and Staff to the 2022 / 2023 General Meeting of Electors.

The Presiding Member, President Coales acknowledged the Noongar people of the Boodja – the land – that we gather on today. For thousands of years their connection to Country has provided knowledge, guidance, spirituality and life. We pay our respects to this ongoing connection, as well as to their Elders past, present and emerging.

The Presiding Member, President Coales advised members of the gallery that the meeting is being audio recorded. If you are asking a public question, making a statement or putting forward a motion, this will be audio recorded. Members of the public are reminded that no other visual or audio recording of this meeting by any other means is allowed.

The procedures for the meeting are as specified in the Act and the *Local Government (Administration) Regulations 1996*. The legislation states that the procedure to be followed at the meeting is to be determined by the person presiding at the meeting.

The Presiding Member, President Coales advised that the meeting will be conducted generally in a manner consistent with the Shire's Standing Orders.

Regulation 18 of the *Local Government (Administration) Regulations 1996* states that:

1. Each elector who is present at a general or special meeting of electors is entitled to one vote on each matter to be decided at the meeting but does not have to vote.
2. All decisions at a general or special meeting of electors are to be made by a simple majority of votes.
3. Voting at a general or special meeting of electors is to be conducted so that no voter's vote is secret.

The structure of the meeting shall be:

- Public Questions of which prior notice has been given.
- Public Questions received from the floor.
- Public Statements of which prior notice has been given.
- Public Statements received from the floor.
- Motions of which prior notice has been given.
- Motions received from the floor.

Each elector wishing to ask a question may ask a maximum of three questions related to the purpose of the meeting.

Public statements must be not greater than three minutes in length.

Motions may be debated with speakers for and against the motion. No speaker may speak for greater than 5 minutes regarding a motion.

The provisions related to conduct that operate in the Standing Orders are to apply. This means that each person present is to extend due courtesy and respect to all in attendance.

Electors were provided with a voting card. When a motion is called for a vote electors are to raise the card to determine if the motion is carried or lost.

Decisions made at the electors' meeting will be considered at a future Council Meeting, in accordance with legislation.



## **2. Annual Report, incorporating Annual Financial Statements for the year ending 30 June 2023:**

### **2.1 President's Report:**

Good evening residents and ratepayers,

Thank you for making the effort this evening to attend our Annual Electors Meeting.

This occasion is pivotal in fostering community engagement and transparency within our Shire.

Today, I want to emphasise the significance of our annual report and the role it plays in ensuring accountability and openness.

The annual report serves as a comprehensive overview of the Shire's activities, accomplishments, and financial status over the past year.

It provides a transparent account of how public funds are used, showcasing our commitment to responsible governance.

Transparency is not merely a bureaucratic obligation; it is the cornerstone of a thriving and participatory democracy.

Through this report, we share the fruits of our collective efforts, celebrate achievements, and acknowledge areas for improvement.

It is a testament to the collaboration between the Shire and you, our residents and ratepayers. Your involvement, feedback, and scrutiny are vital as they contribute to a more informed and responsive local government.

As we discuss the annual report today, let us remember that transparency breeds trust. It builds a bridge between the Shire and our community, fostering a relationship grounded in openness and shared responsibility.

By staying informed, you empower yourselves as active participants in the decision-making processes that shape our community's future.

I encourage each of you to take the time to review the annual report diligently. Your insights and questions strengthen the democratic fabric of our Shire, ensuring that we, as elected representatives, remain accountable to the people we serve.

In embracing transparency, we not only meet regulatory requirements but also uphold the principles that underpin a vibrant and flourishing community.

I am proud of the changes that the Council has made, to improve transparency and accountability.

This has included greater access to Councillors through our community sundowner, the Council in the Community events at the SJ Farmers Market, and a sharing of representational duties with Councillors.

It is the intent of this Council to be connected with our community. Since I became the Shire's first directly elected President in October last year, we have made changes to the way in which Council meetings are run to make them more open and transparent.

We have been working hard to make our Council meetings more accessible and responsive to your needs.



We've introduced changes like the en bloc approach, streamlining the approval process for routine matters, ensuring we make the most of your time and focus on the issues that truly matter.

Additionally, we're making it easier for you to have your say by allowing questions and statements without any prior notice.

This means you can speak up about what's important to you in the moment, fostering a more dynamic and inclusive dialogue between the community and the Council.

These changes are part of our ongoing commitment to creating a Council that's connected with our community, putting your needs at the forefront of our decision-making processes.

Your input is invaluable, and we want to make sure you feel heard and involved in shaping the future of our Shire.

Plus, we want to hear from you without needing any notice — just speak up.

Let's also take a moment to appreciate our volunteers, especially during tough times like the recent bushfires. They embody the Aussie spirit, and their efforts make a real difference in our Shire.

Our volunteers are the heart and soul of our community. They're the everyday heroes who selflessly give their time and energy to make a positive impact on the lives of others.

Whether it's their vital work during the recent bushfires or contributing in various ways to community events and projects, our volunteers embody mateship and community solidarity.

Their dedication goes beyond words; it's seen in the smiles they bring, the support they offer, and the collective strength they provide.

They're the unsung champions who play a crucial role in building the fabric of our community, making it a better and more connected place for all.

So, a heartfelt thank you to each and every volunteer—you are the backbone of our Shire, and your efforts don't go unnoticed.

Thank you.

In closing, let's make this Annual Electors Meeting a symbol of our commitment to keeping things open, accountable, and community-focused. Together, we can make our Shire an even better place to live, work, and play.

Thanks again for being here, and let's look forward to a future where we all chip in to make our Shire the best it can be.

## **2.2 Chief Executive Officer's Report:**

Over the past year I'm pleased to report the Shire was able to achieve three of its Key Performance Indicators outlined in our Corporate Business Plan (CBP) – a significant milestone for the organisation.

These indicators are an additional method to measure achievement and include the completion of 80% of strategic operating projects by their due date, of which 12 from



a total of 15 strategic operating projects were completed, to achieve a result of 80% and a significant improvement on the 2021-22 result of 35%.

80% of planned road projects were required to be delivered, and the Shire has exceeded with an impressive result of 82%. This achievement highlights the Shire's dedication to fostering a safer road network, and commitment to address community priorities as identified within the Community Perceptions Survey.

Moreover, we have consistently upheld a strong financial health indicator above 70 for the last two years (75 in 2022/23 and 73 in 2021/22), affirming our ongoing responsible management despite two years of significant inflationary pressures. Through sound financial management the Shire has not only been successful in maintaining its financial health, we have also demonstrated improvement. The Shire has been able to do so by continuing to focus heavily on assets renewal programs whilst simultaneously keeping operating costs to a minimum.

Our commitment to excellence extended beyond the CBP key performance indicators as we made significant progress towards our government-funded projects, including the hypergrowth road upgrades, stage two of the Byford Skate Park, the new Oakford Volunteer Bush Fire Brigade Station and the first stage of the Keirnan Park Recreation and Sporting Precinct.

Further key achievements and highlights include:

- Successful delivery of a full events season post-COVID, including Muddy Buddies and the popular SJ Rocks Food Truck Fiesta series
- Review of Strategic Community Plan incorporating broad community engagement
- Delivery of the Equine Road Safety Awareness Campaign
- Trail renewal – 14 km of trails around Darling Downs Equestrian Estate completed, with refurbishment of information bay off Evening Peel Court
- Renewal of 5-year contract with Landcare SJ
- Re-commitment to addressing the impacts of climate change by becoming a signatory to the WA Local Government Association Climate Change Declaration
- Progression of the Administration Accommodation Project
- Endorsement of advocacy priorities for the 2025 State and Federal Government Election
- Development of Clem Kentish Reserve Masterplan

I want to thank our community, Council and dedicated Shire staff for their commitment and hard work, making these past 12 months a remarkable achievement. I look forward to the opportunities that lie ahead for SJ in the next financial year.

**Paul Martin**

**Chief Executive Officer**



### **2.3 Auditor's Report:**

Mr Frazer Sullivan, Director Corporate Services read the Opinion from the 2022 / 2023 Independent Auditor's Report.

Independent Auditors Report 2023 to the Council of the Shire of Serpentine Jarrahdale.

Report on the Audit of the Financial Report.

#### **Opinion**

I have audited the financial report of the Shire of Serpentine Jarrahdale (Shire) which comprises:

- the Statement of Financial Position as at 30 June 2023, and the Statement of Comprehensive Income, Statement of Changes in Equity, Statement of Cash Flows and Statement of Financial Activity for the year then ended
- notes comprising a summary of significant accounting policies and other explanatory information.

In my opinion, the financial report is:

- based on proper accounts and records
- presents fairly, in all material respects, the results of the operations of the Shire for the year ended 30 June 2023 and its financial position at the end of that period
- in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

#### **Basis for opinion**

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial report section below.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

#### **Other information**

The Chief Executive Officer (CEO) is responsible for the preparation and the Council for overseeing the other information. The other information is the information in the entity's annual report for the year ended 30 June 2023, but not the financial report and my auditor's report.

My opinion on the financial report does not cover the other information and accordingly, I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report, or my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I did not receive the other information prior to the date of this auditor's report. When I do





receive it, I will read it and if I conclude that there is a material misstatement in this information, I am required to communicate the matter to the CEO and Council and request them to correct the misstated information. If the misstated information is not corrected, I may need to retract this auditor's report and re-issue an amended report.

**Responsibilities of the Chief Executive Officer and Council for the financial report**

The Chief Executive Officer (CEO) of the Shire is responsible for:

- keeping proper accounts and records
- preparation and fair presentation of the financial report in accordance with the requirements of the Act and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards
- managing internal control as required by the CEO to ensure the financial report is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for:

- assessing the Shire's ability to continue as a going concern
- disclosing, as applicable, matters related to going concern
- using the going concern basis of accounting unless the State Government has made decisions affecting the continued existence of the Shire.

The Council is responsible for overseeing the Shire's financial reporting process.

**Auditor's responsibilities for the audit of the financial report**

As required by the *Auditor General Act 2006*, my responsibility is to express an opinion on the financial report. The objectives of my audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.

A further description of my responsibilities for the audit of the financial report is located on the Auditing and Assurance Standards Board website. This description forms part of my auditor's report and can be found at [https://www.auasb.gov.au/auditors\\_responsibilities/ar4.pdf](https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf).

**My independence and quality management relating to the report on the financial report**

I have complied with the independence requirements of the *Auditor General Act 2006* and the relevant ethical requirements relating to assurance engagements. In accordance with ASQM 1 *Quality Management for Firms that Perform Audits or*





*Reviews of Financial Reports and Other Financial Information, or Other Assurance or Related Services Engagements*, the Office of the Auditor General maintains a comprehensive system of quality management including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

**Matters relating to the electronic publication of the audited financial report**

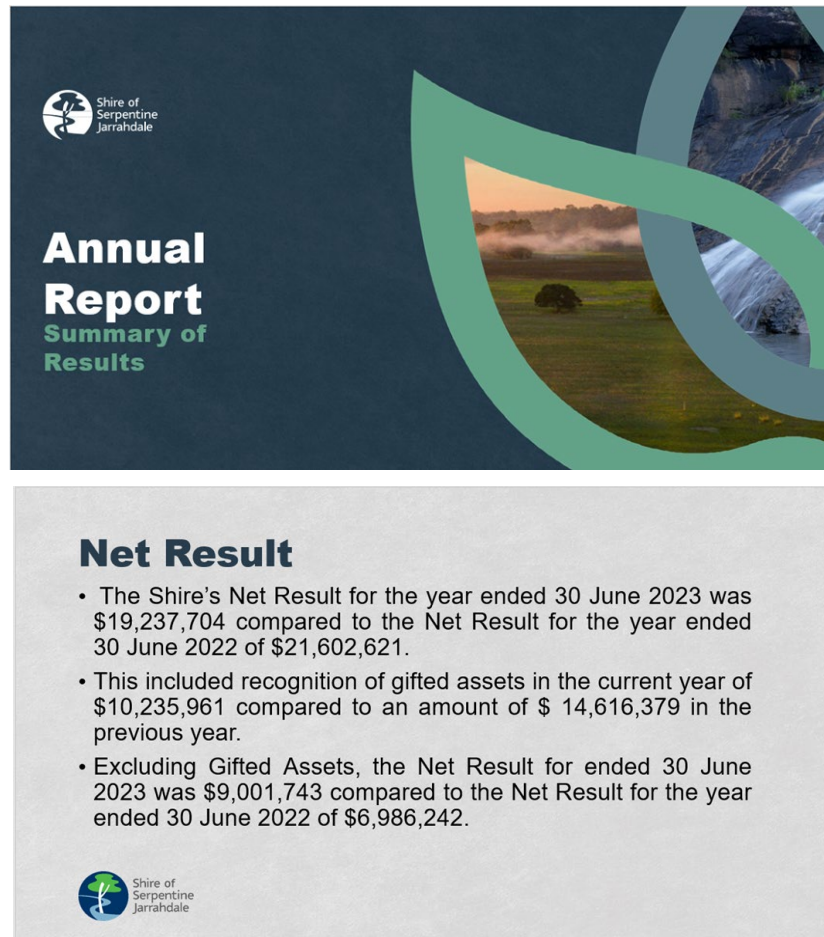
This auditor's report relates to the financial report of the Shire of Serpentine Jarrahdale for the year ended 30 June 2023 included in the annual report on the Shire's website. The Shire's management is responsible for the integrity of the Shire's website. This audit does not provide assurance on the integrity of the Shire's website. The auditor's report refers only to the financial report. It does not provide an opinion on any other information which may have been hyperlinked to/from the annual report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to contact the Shire to confirm the information contained in the website version.

**Mark Ambrose**

**Senior Director Financial Audit**

**Director Corporate Services Presentation:**

The Director Corporate Services explained the Annual Report – Summary of Results:



The slide features a dark blue background with a large, stylized green and blue graphic on the right side. The Shire of Serpentine Jarrahdale logo is in the top left corner. The text 'Annual Report Summary of Results' is prominently displayed in the center-left. Below this, the 'Net Result' section is highlighted with a light grey background, containing a bulleted list of financial details and the Shire's logo at the bottom.

**Annual Report**  
**Summary of Results**

**Net Result**

- The Shire's Net Result for the year ended 30 June 2023 was \$19,237,704 compared to the Net Result for the year ended 30 June 2022 of \$21,602,621.
- This included recognition of gifted assets in the current year of \$10,235,961 compared to an amount of \$ 14,616,379 in the previous year.
- Excluding Gifted Assets, the Net Result for ended 30 June 2023 was \$9,001,743 compared to the Net Result for the year ended 30 June 2022 of \$6,986,242.



## Financial Health Indicators

- The Financial Health Indicator is a measurement of a Local Government's overall financial health and is calculated based on allocating a score for each ratio against which all local governments are measured.
- The Shire's Financial Health Indicator Score for the year end 30 June 2023 is 75, which is an improvement from last year which was 73.



## Financial Health Indicator

The FHI Score of 75 is greater than the FHI benchmark.

Description	Benchmark	2023	2022	2021	2020	2019
Current Ratio	1.00	1.55	1.80	2.72	1.45	1.46
Asset Consumption Ratio	0.45	0.82	0.75	0.75	0.73	0.74
Asset Renewal Funding Ratio	0.60	1.04	0.71	1.02	0.93	0.70
Asset Sustainability Ratio	0.80	0.90	0.95	0.55	0.85	0.94
Debt Service Cover Ratio	1.90	6.04	6.21	5.92	10.61	9.94
Operating Surplus Ratio	0.00	(0.09)	(0.12)	(0.11)	(0.05)	(0.05)
Own Source Revenue Coverage Ratio	0.35	0.82	0.80	0.82	0.85	0.86
Financial Health Indicator Score	70	75	73	69	72	73



## Operating Surplus Ratio

Officers have been working at improving the Shire's operating position through management of operating cash costs and budget initiatives however in accordance with above the issue of financial sustainability is a significant one the Shire continues to face.

The two greatest challenges to improving this ratio come from:

- Ongoing inflationary pressures
- Increased asset values due to new/gifted assets as well as revaluations resulting in higher depreciation as well as increased operational maintenance costs.





## Fixed Assets

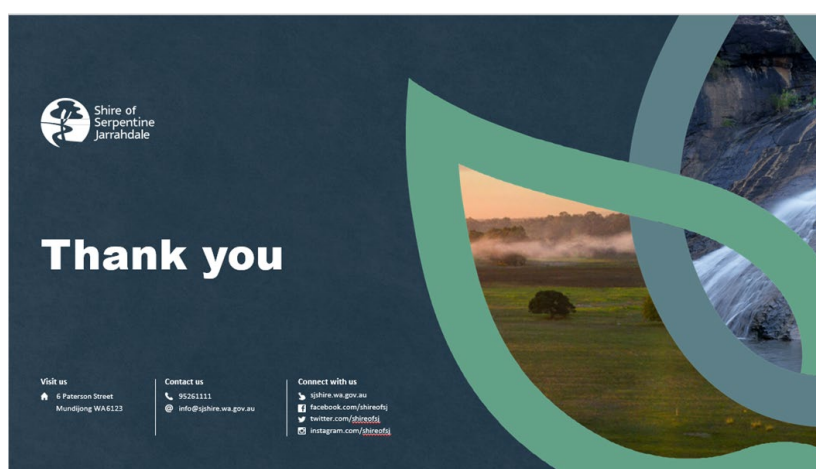
The Shire's growth rate and creation and ownership of new asset (both built and gifted) is significant. The below table illustrates this growth over the past four financial years:

Item	FY22-23 (\$)	FY21-22 (\$)	FY20-21 (\$)	FY19-20 (\$)	% Change
Fixed Assets (Depreciable Assets at Replacement Cost)	708,588,078*	596,882,803	573,740,979	557,504,887	27.1%
Depreciation Expenditure – Actuals	11,444,354	10,581,149	9,844,544	8,683,236	31.8%
Capital Grants	12,605,060	11,446,043	10,386,515	7,167,442	57%

This combined with asset revaluations has resulted in a 31.8% increase in depreciation over the same period, and simultaneously there is a corresponding significant increase in maintenance costs.



\* Includes revaluation of Roads, footpath, drainage and parks in 2022/23.



## 2.4 Receiving of Annual Report, incorporating Annual Financial Statements for the year ending 30 June 2023

Copies of the Annual Report containing the Financial Report were available at the meeting and have been available for inspection on the Shire's website, and at the Administration Centre and the Serpentine Jarrahdale Library.

**GME001/01/24**

### **MOTION / Recommendation to Electors**

**Moved Mrs Rich, seconded Mr Atwell**

**That the Annual Report for the Shire of Serpentine Jarrahdale for the year 2022 / 2023 incorporating the 2022 / 2023 Annual Financial Statements and the 2022 / 2023 Auditor's Report be RECEIVED.**

**MOTION CARRIED**



**3. Business:**

**3.1 Public Questions of which prior notice has been given:**

**Mr Daniel Matthiesen, Whitby WA 6123**

**Question 1**

I moved to Whitby as a renter in June 2023 and am also building a new home in Whitby. I noticed the near-zero mobile coverage in Whitby immediately and talking to neighbours confirmed that this is a long-running problem. I battled with Telstra to get a partial refund of some bills relating to the lack of coverage.

I read the Ordinary Council Meeting Minutes from 20 March 2023 and took particular interest in Ms Brazier's roasting of Councillors over their handling of Telstra's development application for a mobile service tower at 245 Kiernan Street Whitby.

Telstra's Application from November 2022 states "The construction of the mobile base station will take approximately five weeks over non-consecutive periods, subject to weather".

I've noticed since I moved to Whitby that a "bare" tower has been constructed at that location but it has no mobile service equipment at the top and nothing has happened at that site for months. I asked Telstra, they have no idea what's happening, and told me "there is an outage currently that may be affecting your service" and "it will be fixed soon" and more recently when I enquired, they said: "this has been updated by our mobile testers team and advised they are already conducting an upgrade on the location to better improve the quality of the service soon [sic] the next 12 months. They did not advise any time frame yet but you can rest assured this has been forwarded to a planned upgrade soon".

Can the Council please provide an estimated date when the new tower will be finished and providing actual mobile service to Whitby?

***Response (Director Development Services)***

*The Director Development Services stated that Shire Officers were advised by the applicant late last year, that they aimed to complete, and make operational, the telecommunications tower within the first half of this year.*

*Since then, an email has been received from Telstra (at 5:49pm today), advising that they now believe it will be operational in the second half of this year.*

**Ms Kelly Berry, Byford WA 6122**

**Question 1**

To clarify a question after the last electors meeting, are Councillors at this meeting here as Councillors, or just ratepayers? I guess the question is, are Councillors a Councillor 24/7?

***Response (Director Corporate Services)***

*The Director Corporate Services advised that yes, Councillors are always Councillors.*





Question 2

What is the Council doing about income producing assets and when will that plan be disclosed to the public?

*Response (Director Corporate Services)*

*The Director Corporate Services advised that the Shire's Corporate Business Plan is currently under review. Officers are exploring initiatives and strategies for income producing assets for Council's consideration as part of this review.*

**Mrs Michelle Rich, Serpentine WA 6125**

Question 1

Please provide what the monetary saving was, shown as a percentage of the labour component resulting from the Council decision OCM020/02/19?

*Response (Shire President)*

*The Shire President advised the question will be taken on notice. In accordance with Council Policy 1.1.3 – Public Question and Public Statement Time – Ordinary Council Meeting, a written response will be provided.*

Question 2

Please provide what the monetary saving was, shown as a percentage of the labour component resulting from the Council decision OCM021/02/19?

*Response (Shire President)*

*The Shire President advised the question will be taken on notice. In accordance with Council Policy 1.1.3 – Public Question and Public Statement Time – Ordinary Council Meeting, a written response will be provided.*

Question 3

Please list all the avenues that are available for an item, project, or repair to be put forward for consideration in the budget deliberations for the 2024/25 financial year's budget of the Shire of Serpentine Jarrahdale?

*Response (Director Corporate Services)*

*The Director Corporate Services advised that Councillors can have items included in the budget deliberations by the following means:*

- *Notices of Motion*
- *Council Resolutions*
- *Input at Council budget workshops*

*This year Officers have invited submissions from Councillors for consideration as part of the Corporate Business Plan major review and annual budget setting process.*

*In previous years, Councillors have routinely added and subtracted projects from the budget and Corporate Business Plan during Council workshops and at adoption without any objective assessment being performed.*

*This year the process has been formalised to require those suggestions to be put in writing earlier in the process to allow time for costing and planning in keeping with good Project Management methodology.*



*Officers build the draft budget using the following:*

- *Council Plan*
- *Corporate Business Plan*
- *Long Term Financial Plan*
- *Business cases*
- *Customer Requests (CRMs)*
- *Council adopted strategies and plans*
- *Recommendations/suggestions from advisory groups*
- *Grant opportunities*
- *Asset management*
- *Previous year's expenditure*

Question 4

Please confirm that all Councillor electoral gift declarations as received by the CEO have been published to the electoral gift register Shire of Serpentine Jarrahdale website relating to the 2023 Local Government election?

*Response (Chief Executive Officer)*

*The Chief Executive Officer advised that to the best of his knowledge, Councillor electoral gift declarations relating to the 2023 Local Government election have been published on the website.*

Question 5

Does the Shire of Serpentine Jarrahdale pay a stall site fee or donate to any NFP community group for the "Council in the Community" stall held once a month at the SJ Farmers Market?

*Response (Shire President)*

*The Shire President advised that a fee of \$50 is paid, which includes set up and pack down.*

Question 6

Are there any associated costs with delivering the "Council in the Community" beyond stall fees?

*Response (Shire President)*

*The Shire President advised that there are some minor costs associated with printing promotional material distributed by Councillors at the event.*



**3.2 Public Questions received from the floor:**

**Presiding Member, President Coales asked if there were any public questions from the floor.**

**Mr Kim Hansman, Serpentine WA 6125**

**Question 1**

What is going on with the Waste Transfer Station?

*Response (Shire President)*

*We have closed the Transfer Station on the advice that we have received. The safety of our residents, community and staff is the first priority. We will not open the Waste Transfer Station if there is any risk of asbestos being inhaled by any resident, ratepayer or staff. We showed great agility in coming up with a solution for the best outcome of the residents and ratepayers and also being financially responsible, being the tip passes with the agreement of the City of Armadale. Although not perfect, this has worked ok. We have also provided a green waste collection between November and December. Again, as the President, I will say it was not perfect but I am proud of what the staff have done to achieve that, they have been responsive and agile in listening to the community's concerns, some members of the public who hadn't had their green waste collected around Christmas, Councillors made that known and the staff responded and people had their green waste collected. That is a service I am proud of as a President, that is what this Shire is about, to listen to our community and respond and to care. Moving forward, I understand that the passes expired today, and that the City of Armadale closed the tip, that was an act of god, if I could change that, I would. If there is any option for us, we will workshop that as Councillors as we did Monday night. Another thing I will say, is moving forward, we have a tender process coming to Council very soon, I can't make any comment, as the tender hasn't been awarded yet, but the plan is, as people want hard and green waste collection from their verge, we are in the process of doing a tender that will enable us to do a valet service for hard and green waste collection. This is a challenge for us as a community and as a Council.*

**Question 2**

What is the reason it was shut? Why hasn't the public been informed?

*Response (Shire President)*

*If you have any suggestions, I gave you my card, if you want to email me, I would be happy to hear from you.*

*In terms of communications, we have a robust plan, every Friday, we send out communication, the last three 'Council in the Community's' we have done, we have had flyers there to talk to people about the Waste Transfer Station. We have provided tip passes and residents and ratepayers can access the tip free of charge to dump any whitegoods.*

*Response (Director Infrastructure Services)*

*The Director Infrastructure Services outlined that during investigations into drainage works in September, asbestos below ground at the Waste Transfer Station was found. Upon further investigation, fragments of asbestos were also found spread widely across the site, above ground and below ground where the old tip site used*





*to be. It engaged consultants to undertake further testing and air monitoring and it was declared as a contaminated site and safety hazard for access by contractors, Shire officers and residents. The reason it was closed was because it was declared a health risk.*

Question 3

What are the cost implications for the Shire and ratepayers? EPA published a paper detailing the requirements for the clay crust.

*Response (Chief Executive Officer)*

*The Chief Executive Officer advised that since rehabilitation, the requirements have changed. The thickness of the cap and different colours of sand and plastic coating used, have changed since initial installation. Investigations are being made to establish what level and thickness the cap should be. A cap on a site used for shrubs and trees wouldn't need much, but for a site having loaders and cars driven on it each day, the quality of the cap needs to be able to withstand such use. The consultant's report will provide, for Council consideration, recommendations for the thickness of the cap and expected cost. Council has not yet made a decision on whether the transfer station will remain closed or re-open. It will make a determination following its consideration of the detailed site investigation.*

**Mr Eric Ball, Byford WA 6122**

Question 1

Did the President, or any member of Council, or the admin staff, have a conversation with any Officer of WALGA, regarding voting in the Referendum to change the Australian Constitution? If so, what was the outcome?

*Response (Shire President)*

*I am not sure if you would like to ask every Councillor who was Councillor at that time for their position. I was not the President when the referendum happened on 14 October last year. I did not make my personal opinion known, it is not the place of local government to influence decisions like that, it is a federal government issue. I did receive an email from the LGIU (Local Government Information Unit). Their position was to support a Yes vote. I asked them if that is what they are telling all local governments, and they said yes. That is the only information or influence I received as a Councillor leading up to the 14 October 2023. I was a candidate for the Shire President position, no one asked me what my position was in voting yes or no, and if they did I would have said it is not relevant to local government. If you would like to ask other Councillors that is up to you but I am not aware of anyone in this room telling people how to vote in terms of yes or no for the referendum.*

Question 2

Has the President, or any member of the Council, or the admin staff, had a conversation with any Officer of WALGA regarding the date for Australia Day, or conducting Naturalisation Ceremonies on Australia Day?

*Response (Shire President)*

*I was the President leading up to Australia Day. I am particularly proud of this country. I love this country. I love what we stand for. I am a Veteran, and I love what we do. I have no indication or desire as the Shire President to change the date of*



*Australia Day from 26 January. That is a personal opinion of mine. At no point were we told as a Shire to change the date. At no point was WALGA influencing us to change the date. You may have seen some recent media articles on the front page of the West Australian talking about some shires and local governments who had decided to celebrate a different date. That is their business. As long as I am the Shire President, community willing, I will not change the date from 26 January and that is my opinion.*

**Ms Kelly Berry, Byford WA 6122**

**Question 1**

During Cr Coales' Presidential campaign you stated that you would do a 100 Day Plan if elected. Your 100 days were up this week, so can you tell the electors what the Plan was, what the outcomes were and when will it be made available to the public?

*Response (Shire President)*

*I have a draft of the 100 day plan on my laptop and if you indulge me, I can read it out or summarise it. Either way it will be released in the next couple of weeks. I have a meeting with the Manager of Communications tomorrow and one of the items is to finalise the 100 day plan for it to be released. I have talked about some of the highlights in my address to electors tonight as part of the Shire's report. My whole 100 day plan was to care, to listen and to act. I have talked ad nauseum tonight about listening to the community and that has been shown with the Council and the community. It has further been shown in the way agendas and the way Council meetings are occurring.*

*The other key thing is opening up for other Councillors to be involved. I think Australia Day was testament to the way that this Council can work together. All the Councillors were involved, all Councillors were part of sharing the spirit that is Australia. All Councillors were involved in presenting awards to people who were recipients of those awards, and it is really nice when you have Councillors like Councillor Jerrett who was a recipient of a previous award, be able to present that award.*

*This is a Council that cares, this is a Council that listens, this is a Council who will do the very best they can for the community. So, if you would like me to send you my 100 day Plan I am more than happy to, but rest assured the promises I made in my campaign leading up to 21 or 22 October 2023, I am happy to stand by. I am very, very confident in what I have done and what this Shire will achieve as we work together as Councillors, moving forward.*

**Question 2**

Is Cr Coales still employed as a Police Officer, and if so, how many days a week is Cr Coales currently working for the WA Police Force?

*Response (Shire President)*

*Yes, I am employed as a Councillor part time and I honour my work commitments both as a Police Officer and as a Shire President. I have been able to achieve my job as Shire President. My attendance, my calendar, what I attend and what I do is open to the public. If you would like to see what I do, you can.*



Question 3

Since you are not a full-time President of the Shire, are you taking the full 75% of the annual allowance fees as determined in 2017 or have you parametered them down accordingly since you have another job?

*Response (Shire President)*

*I am receiving \$6,056 a month which equates to about \$72,000 per year. I do make donations to community groups.*

**Mrs Lee Bond, Box 44 Armadale WA 6122**

Question 1

What is the fine for putting rolls of old rusty barbwire into your neighbours recycling bin, does Council enforce this fine, if not, who does, and how does the victim get justice should a fine be levied against them?

*Response (Shire President)*

*The Shire President advised the question will be taken on notice. In accordance with Council Policy 1.1.3 – Public Question and Public Statement Time – Ordinary Council Meeting, a written response will be provided.*

Question 2

Are Council employees required to adhere to privacy rules regarding Council or is it permissible for them to spread claims informing members of the public said claims are fact?

*Response (Shire President)*

*The Shire President advised the question will be taken on notice. In accordance with Council Policy 1.1.3 – Public Question and Public Statement Time – Ordinary Council Meeting, a written response will be provided.*

Question 3

What efforts have been made to expedite the building of a proper dog pound, 6 years is way too long to keep innocent animals incarcerated in the disgrace on Watkins Rd, has the temperature been recorded in that tin shack during the heat, if not, why not, and have any animals been held in the heat, if yes how many and what types?

*Response (Shire President)*

*The Shire President advised the question will be taken on notice. In accordance with Council Policy 1.1.3 – Public Question and Public Statement Time – Ordinary Council Meeting, a written response will be provided.*

**Mrs Michelle Rich, Serpentine WA 6125**

Question 1

As a concerned member of our community, I would like to bring attention to an aspect of our local Council's operations that aligns with the commitment to accountability and transparency that has been emphasized.

It has been widely communicated that your leadership aims to ensure the active participation and engagement of the community in every decision made by the local



Council. This commitment is particularly crucial in fostering an open dialogue and building trust between the Council and its constituents. However, it has come to my attention that the publication of the President's calendar, a significant tool for fostering transparency, has ceased since the Local government Election on October 21, 2023.

The availability of the President's calendar has traditionally served as a valuable resource for the community, offering insights into the schedule and engagements of our local leadership.

This transparency has played a pivotal role in keeping residents informed and engaged in the decision-making processes that impact our community.

Understanding the complexity of managing the affairs of the Council and the President's busy schedule, I am interested in gaining clarity on the reasons behind the discontinuation of the publication of the calendar. Reinstating the regular release of the President's calendar would not only align with the commitment to transparency but also demonstrate a steadfast dedication to keeping the community informed and involved.

I appreciate your time and consideration in addressing this matter. A transparent and accountable local government is vital for the well-being and cohesion of our community, and I believe that the publication of the President's calendar serves as an integral component of this commitment.

Thank you for your attention to this concern. I look forward to hearing your insights, reasoning and any steps that may be taken to reinstate the publication of the President's calendar?

*Response (Shire President)*

*I made a concerted effort as the President that it is not about me. Some people might find that hard to believe, but I am not here to grandstand, I have reflected upon what I am here to do and what I am to do for the community. I believe that publishing in the Agenda grandstanding to show what the Shire President has done for the month serves no purpose. There are other ways for people to know what the Shire President does, there are other ways for Councillors to know what I am doing, such as Friday Facts, which is published every Friday. More importantly, it is important that members of the public know what other Councillors are doing. So why should I, as one of six, or one of seven after the election, why should I as the President be front and centre telling everyone what I am doing when that opportunity cannot be done by my fellow Councillors. It is not about Rob Coales, it is not about the Shire President. It is about us, as Councillors working together for the greater good.*

*If people want to know what I am doing, you can see on my Facebook page, I am accessible, my phone is always on, my email address is always monitored. If people want to know what I am doing, there is no issue whatsoever in them finding out what I am doing. There is no need for me to highlight me as an individual when I have made it very clear.*



Question 2

My understanding is that Friday Facts is a confidential report sent to Councillors every Friday. How can the community know what is in Friday facts given that it is confidential?

*Response (Shire President)*

*Friday Facts is a way for our Councillors to know what I am doing. I meet with the CEO every week, and the outcomes of that meeting are shared with other Councillors. It is the first time in six years that other Councillors know what the President is doing, where he or she is going and what the plan is for the week and what we are trying to achieve. I am not here as an individual, I am here because I have been elected by the community.*

**Ms Margaret Cala, Mardella WA 6125**

Question 1

In relation to the Shire's review of rating for smaller rural properties. Does the Shire intend to remove from their records an assessment of the Equine Industry properties rated as GRV and hence deemed not to be engaged in a rural pursuit?

*Response (Shire President)*

*The Shire President advised the question will be taken on notice. In accordance with Council Policy 1.1.3 – Public Question and Public Statement Time – Ordinary Council Meeting, a written response will be provided.*

Question 2

What is being dumped on Webb Reserve and does the Shire have the appropriate approvals to do so?

*Response (Shire President)*

*The Shire President advised the question will be taken on notice. In accordance with Council Policy 1.1.3 – Public Question and Public Statement Time – Ordinary Council Meeting, a written response will be provided.*

**Mrs Michelle Rich, Serpentine WA 6125**

Question 1

I am a concerned member of the community who has observed a growing unease among residents regarding the closure of the Waste Transfer Station and the perceived lack of information surrounding the continuation of this essential service in our Shire.

It has come to my attention that there is a considerable level of concern regarding an incident that transpired on November 11, 2023. On this date, Mr. James Griffiths, acting on behalf of residents, contacted you by phone seeking information about the potential reopening of the Waste Transfer Station. The conversation reportedly took place on speakerphone, allowing a group of people present in a local establishment to hear your response, wherein you asserted that the Waste Transfer Station would never reopen.

Given the significance of Waste Management Services to our community and the impact of such decisions on residents' daily lives, there is a collective interest in





understanding the rationale behind the closure and your statement regarding the permanence of this decision. The lack of clarity has contributed to heightened concern among community members, reinforcing the need for transparent communication.

Considering the aforementioned incident, I kindly request that you provide official clarification on the reasons behind the closure of the Waste Transfer Station and the accuracy of the statement made on November 11, 2023. This information is crucial for our community to comprehend the situation fully and to alleviate any apprehensions that may have arisen due to statements made by yourself in your official position as Shire President.

*Response (Shire President)*

*On the 11<sup>th</sup> of November, I was at the Byford Cenotaph for the Remembrance Day service. I do not recall where I was afterwards. I do not remember my response to James Griffiths, but I know if I did say that, I would have said, "Yes, the Waste Transfer Station is not opening this year." It is a pertinent point to note that you were the Shire President when the Waste Transfer Station was closed. If you do have a complaint or concern about my behaviour or position or leadership as Shire President, I am sure you would know the process to make those complaints.*

**Presiding Member, President Coales asked if there were any further public questions from the floor. No further public questions were asked.**

**3.3 Public Statements of which prior notice has been given:**

Nil.

**3.4 Public Statements received from the floor:**

**Presiding Member, President Coales asked if there were any public statements from the floor.**

**Mrs Lee Bond, Box 44 Armadale WA 6122**

Made a statement regarding the following matters:

- thanking Elected Members for keeping everyone informed about matters within the Shire.
- financial payments from the Shire to community groups being published in Minutes.
- graffiti on the wall of the housing estate along Hopkinson Road.
- \$50,000 for lights on the corner of Hopkinson and Abernethy Road.
- contamination at the Waste Transfer Station.

**Presiding Member, President Coales asked if there were any further public statements from the floor. No further public statements were made.**

**3.5 Motions of which prior notice has been given:**

Nil.



**3.6 Motions received from the floor:**

Presiding Member, President Coales asked if there were any motions from the floor.

**GME002/01/24**

**MOTION**

**Moved Mr Ball, seconded Mr Tomlinson**

**That this meeting of ratepayers recommends that the Shire makes no change from 26 January for Australia Day unless the Australian Government makes a change, and the conduct of Naturalisation Ceremonies on Australia Day will continue.**

**MOTION CARRIED**

**GME003/01/24**

**MOTION**

**Moved Mrs Rich, seconded Ms Berry**

**That Council REQUESTS the Chief Executive Officer:**

- 1. As part of the 2024/2025 budget process, prepare and submit a business case for funding consideration by Council to design and construct an approximately 53 metre extension to the footpath on the south side of Jarrahdale Road, opposite the Nettleton Road intersection as shown in attachment 1 to provide safe pedestrian access to visitors and residents of Jarrahdale;**
- 2. As part of the 2024/2025 budget process, prepare and submit a business case for funding consideration by Council to engage external consultants to undertake community consultation, investigation, concept design and costing for implementation of appropriate traffic calming treatments along Jarrahdale Road through the Jarrahdale townsite to better manage the anticipated increase in traffic and pedestrian movement in preparation for Trails Town Status and Tonkin Highway Extension.**

**MOTION CARRIED**

**GME004/01/24**

**MOTION**

**Moved Mrs Rich, seconded Mr Ball**

**That Council REQUESTS the Chief Executive Officer as part of the 2024/2025 budget process to prepare and submit a business case for funding consideration by Council to design and construct a fence above the retaining wall that separates the Byford Scout Hall Land and the Byford and Districts Country Club car park.**

**MOTION CARRIED**





**GME005/01/24**

**MOTION**

**Moved Mrs Rich, seconded Mr Atwell**

**That Council REQUESTS the Chief Executive Officer as part of the 2024/2025 budget process to prepare and submit a business case for funding consideration by Council to design and construct the remaining length of the Baskerville Road, between Tonkin Street and Keirnan Street Mundijong.**

**MOTION CARRIED**

**GME006/01/24**

**MOTION**

**Moved Mrs Rich, seconded Mr Atwell**

**That Council REQUESTS the Chief Executive Officer as part of the 2024/2025 budget process to prepare and submit a business case for funding consideration by Council to design and construct the length of unmade road between Windmill Avenue North and Windmill Avenue South Serpentine.**

**MOTION CARRIED**

**GME007/01/24**

**MOTION**

**Moved Mrs Bond, seconded Mr Wigg**

**That the Footpath linking Graceford Village to Byford Town Centre on Soldiers Road and Gordon Way be reconstructed.**

**MOTION CARRIED**

**GME008/01/24**

**MOTION**

**Moved Mrs Rich, seconded Mr Atwell**

**That Council REQUESTS the Chief Executive Officer as part of the 2024/2025 budget process to prepare and submit a business case for funding consideration by Council to design and construct a replacement fence around the storm water retention basin between 14 and 18 Mardja Loop Mardella.**

**MOTION CARRIED**

**GME009/01/24**

**MOTION**

**Moved Mrs Rich, seconded Mr Atwell**

**That Council REQUESTS the Chief Executive Officer as part of the 2024/2025 budget process to prepare and submit a business case for funding consideration by Council to design and construct substantial hardstand for the safe collection of water during fire emergencies at the water hydrant located west of the rail crossing, Elliot Road Keysbrook.**

**MOTION CARRIED**



**GME010/01/24**

**MOTION**

**Moved Mr Atwell, seconded Mrs Rich**

**That Council REQUEST the Chief Executive Officer present a report to Council on increasing the retention of trees during all subdivision processes.**

**MOTION CARRIED**

**Presiding Member, President Coales asked if there were any further motions from the floor. No further motions were put forward.**

**4. Closure:**

There being no further business, the Presiding Member declared the meeting closed at 8:25pm.