



COUNCIL CALENDAR

Date	Time	Meeting
21 February 2023	5:00pm	Ordinary Council Meeting

DECEMBER MEETING PROGRAM

2:00pm	Council Forum
4:00pm	Ordinary Council Meeting

MEETING GUESTS

Nil

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MINUTES

Shire of Narembeen Ordinary Council Meeting Tuesday 13 December 2022, commencing at 4:00pm

1.0 Opening & Welcome

Presiding Person, Cr Kellie Mortimore welcomed everyone to the meeting and declared the meeting open at 4.19pm.

2.0 Attendance & Apologies

Attendance

Councillors

Cr Kellie Mortimore	Shire President, Presiding Person
Cr Scott Stirrat	Deputy Shire President
Cr Amy Hardham	Member
Cr Chris Bray	Member
Cr Trevor Cole	Member
Cr Michael Currie	Member
Cr Warren Milner	Member
Cr Holly Cusack	Member

Officers

Paul Sheedy	Acting Chief Executive Officer
Tamara Clarkson	Executive Manager Corporate Services
Kathryn Conopo	Administration Officer (Minute Taker)

Apologies

Nil

Approved leave of absence

Nil

3.0 Declarations of Interest

Nil

4.0 Announcements

4.1 Application for leave of absence

5.0 Public Question Time & Deputations (15 min)

Nil

6.0 Minutes of Previous Meetings

6.1 Confirmation of Minutes of Ordinary Meeting of Council

6.1.1 Confirmation of Minutes

Confirmation of Minutes from the Shire of Narembeen Ordinary Meeting held on Tuesday 15 November 2022.

RECOMMENDATION:

That the minutes of the meeting of the Shire of Narembeen Ordinary Meeting held on Tuesday 15 November 2022 be confirmed as a true and accurate record of the proceedings.

COUNCIL RESOLUTION

MIN 7535/22 MOTION - Moved Cr. Currie

Seconded Cr. Cole

CARRIED 8 / 0

6.1.2 Business Arising

Business Arising from the Minutes of the Shire of Narembeen Ordinary Meeting held Tuesday 15 November 2022.

Nil

7.0 Status Report

RECOMMENDATION:

That the Status Report for December 2022 be received.

COUNCIL RESOLUTION

MIN 7536/22 MOTION - Moved Cr. Bray

Seconded Cr. Milner

CARRIED 8 / 0

8.0 Reports

8.1 Chief Executive Officer

AGENDA ITEM: 8.1.1 – Local Government Reform – Council Member Numbers

Subject:	Local Government Reform – Reduction in Councillor Numbers
Applicant:	Not Applicable
File Ref:	ADM111
Disclosure of Interest:	Nil
Author:	Paul Sheedy – Acting Chief Executive Officer
Date:	1 December 2022
Attachments:	Report on the Review of Councillor Numbers

PURPOSE

To receive and consider the community submissions received on the proposal and to endorse the attached Report, recommending a reduction to seven (7) Councillors from October 2023 and the Report and Council decision be forwarded to the Minister for Local Government and Local Government Advisory Board.

BACKGROUND

July 2022

Following the submission of responses to the proposed local government reform proposal, the Minister endorsed the final package of proposed local government reforms. One of which was future Councillor numbers being based on the total population of a local government. In the case of this Shire this requires a reduction to a maximum of seven (7) and a minimum of five (5).

September 2022

Council received correspondence from the Hon John Carey MLA Minister for Housing; Lands; Homelessness; Local Government in relation to changes in Council size. The Department of Local Government is currently working on a bill which is expected to be introduced into Parliament in early 2023 and reform proposals do require some local governments to:

- Reduce the number of elected members on council in accordance with population thresholds; or
- Change from a council elected mayor or president to a directly elected mayor or president (this reform affects only band 1 and 2 local governments); or
- Abolish wards (for band 3 and 4 local governments with wards); or
- Implement more than one of the above.

As part of its review, the Department has identified that the Shire of Narembreen will need to reduce its number of Councillors under the proposed reforms and as suggested in the correspondence this may be done voluntarily by Councils or via the reform election pathway.

The Minister requested a response from Council by 28 October 2022 on its intentions.

October 2022

Council at its meeting on 18 October 2022 resolved (Min 7508/22):

‘That Council advise the Minister for Housing; Lands; Homelessness; Local Government of its support for the Voluntary Pathway to determine Councillor numbers.’

CONSULTATION

Consultation was undertaken with the Councillors on the preferred way forward and with the community via the request for submissions.

STATUTORY IMPLICATIONS

Local Government Act 1995, Schedule 2.2 (5)

5. Local government may propose ward changes or make minor proposals

A local government may, whether or not it has received a submission —

- (a) carry out a review of whether or not an order under section 2.2, 2.3(3) or 2.18 should, in the council's opinion, be made; or*
- (b) propose* to the Advisory Board the making of an order under section 2.2(1), 2.3(3) or 2.18(3) if, in the opinion of the council, the proposal is —*
 - (i) one of a minor nature; and*
 - (ii) not one about which public submissions need be invited.*

** Absolute majority required.*

FINANCIAL IMPLICATIONS

A minor reduction in annual meeting fees to Councillors of approximately \$3,500

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Minor compliance risk considered low

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022 - 2032

4. CIVIC LEADERSHIP: Well governed and efficiently managed Local Government
Compliant and resourced Local Government

Corporate Business Plan 2022 - 2026

4. CIVIC LEADERSHIP: Well governed and efficiently managed Local Government
Compliant and resourced Local Government
Continue to meet compliance with statutory and regulatory requirements

VOTING REQUIREMENTS

Absolute Majority

COMMENT

Following the decision of the Council to proceed down the 'Voluntary Pathway' process advertising was undertaken on the Shire website, Facebook and Fencepost community newspaper, seek submissions from community members on three (3) options, namely:

1. Reduce the number of council members to seven at the next election (October 2023)
2. Reduce the number of council members to five at the next election (October 2023)
3. Other suggestions are welcome.

Following the close of submissions, two (2) were received. Both submissions supported a reduction to seven (7) council members but no less. Additional comments provided were:

- One expressed a concern about volunteer burnout and if the decrease is too low it would increase the Councillor workload and may impact on their ability to volunteer in the community.
- One expressed concern going down to five (5) gives too few making the decisions, especially if there are no town representatives and considers it a bad decision being put forward by the Minister for Local Government.

Given the limited number of submissions received, which did support a reduction to seven (7) Councillors and the Ministers intention to reduce Councillor numbers for those local government with a population of up to 5,000 to between 5 to 7, it's recommended that Council endorse the attached report which is proposing a reduction of only one (1) Councillor to seven (7), with the reduction being implemented at the October 2023 local government election.

OFFICER RECOMMENDATION/ COUNCIL RESOLUTION

That Council:

1. Acknowledges the submissions received;
2. Endorses the attached Report which proposes a reduction in Councillor numbers to seven (7), from the current eight (8), at the next election in October 2023; and
3. Authorise the Acting Chief Executive Officer to forward the attached Report and the Council decision to the Local Government Advisory Board and Minister for Local Government.

MIN 7537/22

MOTION - Moved Cr. Milner

Seconded Cr. Hardham

**CARRIED 8 / 0
BY ABSOLUTE MAJORITY**

AGENDA ITEM: 8.1.2 - WALGA Best Practice Governance Review

Subject:	WALGA Best Practice Governance Review
Applicant:	WALGA
File Ref:	ADM109
Disclosure of Interest:	Nil
Author:	Paul Sheedy – Acting Chief Executive Officer
Date:	1 December 2022
Attachments:	Best Practice Governance Review Background Paper and Consultation Paper – Model Options

PURPOSE

Council is requested to consider the five (5) options provided by WALGA as part of its Governance Review and endorse a preferred model and provide a ranking in terms of an order of preference for each option.

BACKGROUND

The Western Australian Local Government Association (WALGA) developed its Corporate Strategy 2020-25, and in doing so identified a key strategic priority, to undertake a Best Practice Governance Review. The objective of the review is to ensure WALGA's governance and engagement models are contemporary, agile, and maximise engagement with members.

In March 2022, State Council commissioned the Best Practice Governance Review (BPGR) and established a Steering Committee to guide the Review. The BPGR Steering Committee had five meetings between 5 May 2022 and 10 August 2022. There was wide-ranging discussion on WALGA's current governance model, the need to engage broadly with the membership, and opportunities for change. Key outputs from the BPGR Steering Committee meetings included:

- Agreement on five comparator organisations – Australian Medical Association (AMA) WA, Chamber of Commerce and Industry (CCI) WA, Chamber of Minerals and Energy (CME), Australian Hotels Association (AHA) WA and the Pharmacy Guild (PG).
- Review of governance models of Local Government Associations in other Australian States and Territories, and New Zealand
- Drafting of governance principles that will underpin future governance models.
- Finalisation of governance principles and principle components across the domains of: Representative, Responsive and Results Oriented.

Submissions to WALGA are requested by 23 December 2022.

CONSULTATION

WALGA representatives have provided presentations to local government Councillors and staff at various WALGA zone meetings around the state and attended the Great Eastern Country Zone meeting in Merredin on 28 November 2022.

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

There are no direct financial implications or impacts on the Shire of Narembeen with this item.

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Governance risk is consider low given the Shire is not directly impacted.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022 - 2032

4. CIVIC LEADERSHIP: Well governed and efficiently managed Local Government
Compliant and resourced Local Government

Corporate Business Plan 2022 - 2026

4. CIVIC LEADERSHIP: Well governed and efficiently managed Local Government
Compliant and resourced Local Government
Continue to meet compliance with statutory and regulatory requirements

VOTING REQUIREMENTS

Simple Majority

COMMENT

As outlined in the attached Consultation Paper – Model Options, the following five (5) options have been put forward by the WALGA Steering Committee for consideration:

- Option 1: Two tier model, existing zones
- Option 2: Board, regional bodies
- Option 3: Board, amalgamated zones
- Option 4: Member elected board, regional groups
- Option 5: Current model

A brief outline of each proposed model with key discussion points are outline below. More detail on each option can be viewed in the Consultation Paper in the attachments.

Option 1 - Two Tier Model, retention of the existing Zones:

- A Board (11 members), 8 elected by Policy Council (4 Metro & 4 Country) and up to 3 independents, appointed by the Board
- Policy Council (25 members), equal representation from metro & Country
- Zones retained (5 metro & 12 country)
- Board would meet 6 times per year, with Policy Council meeting at least twice per year

Discussion points:

- Board is smaller than existing Board, but overall increase (Board & Council) to 26
- Board is future proofed from external changes
- Inclusion of independents provides an external perspective and potential benefits
- Prioritisation and focus may be a challenge
- Zone structure still underpins the Policy Council

Option 2 - Board with Regional Bodies

- A Board (11 members), 8 elected by the Regional Bodies (4 Metro. & 4 Country) and up to 3 independents, appointed by the Board.
- Regional Bodies being North, South, East and Central (Metro) and Mining, & Pastoral, Agricultural, Peel/South West/Great Southern, Regional Capitals
- Policy Teams/Forums/Committees (membership from Board, Regional Bodies and independent members and responsible for specific functions (determined by the Board)
- Board would meet 6 times per year, with Regional Bodies meeting at least twice per year

Discussion points:

- Board is smaller than existing Board (14 v 25)
- Inclusion of independents provides an external perspective and potential benefits
- Board is future proofed from external changes
- Number of regional bodies is a consideration, especially amalgamation of some existing zones in country that will create larger bodies with increased time and travelling distances and costs.
- There may be challenges defining accountabilities and responsibilities of regional bodies

Option 3 – Board, Amalgamated Zones

- A Board (15 members), 12 elected from the Zones (6 Metro & 6 Country) and up to 2 (think should be 3) independents appointed by the Board
- Zones (inclusion of Peel into Metro and amalgamation of some existing country zones)
- Policy Teams/Forums/Committees (membership from Board and independent members and responsible for specific functions (determined by the Board)
- Board would meet 6 times per year, with Regional Bodies meeting at least twice per year

Discussion Points

- Board is smaller than existing Board (15 v25)
- Inclusion of independents provides an external perspective and potential benefits
- Board meetings are aligned to zone meetings
- Board is future proofed from external changes
- Amalgamation of zones down to 12 (currently 24), with amalgamation of some existing zones in country that will create larger bodies with increased time and travelling distances and costs.
- Prioritisation and focus may be a challenge

Option 4 – Member Elected Board, Regional Groups

- A Board (11 members), 8 elected from the Zones (4 Metro & 4 Country), by each local government and up to 3 independents appointed by the Board
- Policy Teams/Forums/Committees (membership from Board and independent members and responsible for specific functions (determined by the Board)
- Regional Groups (determined by members)
- Board would meet 6 times per year, with Policy Teams meeting at least twice per year

Discussion Points

- Board is smaller than existing Board (14 v 25)
- Inclusion of independents provides an external perspective and potential benefits
- Board meetings are not dependent on policy teams or regional group meetings
- Board is future proofed from external changes
- Amalgamation of zones down to 12 (currently 24), with amalgamation of some existing zones in country that will create larger bodies with increased time and travelling distances and costs.
- Policy teams and Regional Group to influence priorities

Option 5 – Current Model

- State Council, 24 members plus President (equal representation from metropolitan and country), elected from the Zones
- Seventeen (17) Zones (5 metro & 12 country)
- Policy Teams/Forums/Committees

Discussion Points

- Retention of large number of members
- State Council meetings are aligned to zone meetings
- State Council is not future proofed from external changes
- Best practice board approaches will not be adopted
- Prioritisation and focus may remain a challenge

With the proposed Local Government Reform changes WALGA will no longer be constituted under the Local Government Act 1995, requiring it to take other action to become a corporate body, hence the reference to 'A Board' rather than 'State Council' in these options.

One of the main issues facing the State Council in recent years has been the inability (due to time constraints) to actively engage with the WALGA Zones, but rather being forced into consulting direct with each local government, via Information Pages and Discussion Papers. This has been the result of successive State Governments providing very short timeframes for WALGA to provide comment on various matters. This will not change under any of the options proposed.

The reduction in numbers of the State Council/ Board would be a good thing (it's currently quite a bit bigger in numbers than the compared organisations), with option 3 appearing to be a good model. However, it does come at a cost to regional local governments with the amalgamation of the Zones (24 down to 12), resulting in potentially a substantial increase in travel distance and time to attend zone meetings for country zone delegates.

Should Council consider that all the alternative options (1-4), whilst having some individual benefits, overall, don't provide any significant benefits or improvements to how the State Council/Board will assist local governments, individually and collectively into the future, then support for the retention of the existing model 5 should be endorsed.

OFFICER RECOMMENDATION/ COUNCIL RESOLUTION

That Council authorise the Acting Chief Executive Officer to advise WALGA that its preferred governance model is Option 5 and its order of preference for the governance model options provided is:

1. Option 5
2. Option 3
3. Option 1
4. Option 2
5. Option 4

MIN 7538/22

MOTION - Moved Cr. Bray

Seconded Cr. Cole

CARRIED 6 / 2

It is recommended that Council close the meeting to the public under section 5.23 (2) (a) as the following agenda item relates to a matter affecting an employee

COUNCIL RESOLUTION

That Council closes the meeting to the public under section 5.23 (2)(a) of the Local Government Act 1995 so that it can discuss matters in relation to the recruitment of a permanent Executive Manager Corporate Services.

MIN 7539/22 **MOTION** - Moved Cr. Hardham Seconded Cr. Cole

CARRIED 8 / 0

4.45pm The meeting was closed to public.

4.45pm T Clarkson and K Conopo left the meeting.

AGENDA ITEM: 8.1.3 - Appointment of Executive Manager Corporate Services

Subject:	Appointment of Executive Manager Corporate Services
Applicant:	Not applicable
File Ref:	Personnel
Disclosure of Interest:	Nil
Author:	Paul Sheedy – Acting Chief Executive Officer
Date:	5 December 2022
Attachments:	Nil

PURPOSE

Council to endorse the recommendation of the Acting Chief Executive Officer to appoint the preferred candidate to the position of Executive Manager Corporate Services with the Shire of Narembeen on a performance-based contract.

BACKGROUND

October 2022

The current Executive Manager Corporate Services tendered her resignation with the Shire effective from January 2023. This has been extended until the end of January 2023, due to the Chief Executive Officer recently taking extended personal leave.

Advertising for the recruitment of an EMCS commenced with a closing date of 21 November 2022 with seven (7) applications received.

December 2022

Following an assessment of the applications by the Acting CEO and current Executive Manager Corporate Services against the selection criteria, two applicants were selected for interviews, which took place on Monday 5 December 2022, with selection panel being the Shire President, Deputy Shire President and Acting CEO.

CONSULTATION

Consultation was undertaken between the Acting CEO, current Executive Manager Corporate Services and Shire President.

COMMENT

Following the conducting of the interviews a preferred candidate was selected by the panel and the Acting CEO undertook referee checks for the preferred Executive Manager Corporate Services candidate. Discussions were also undertaken with the preferred candidate regarding a possible commencement date in 2023, an agreed remuneration and contract conditions.

STATUTORY IMPLICATIONS

Local Government Act 1995, section 5.37 Senior employees

- (1) A local government may designate employees or persons belonging to a class of employee to be senior employees.*
- (2) The CEO is to inform the council of each proposal to employ or dismiss a senior employee, other than a senior employee referred to in section 5.39(1a), and the council may accept or reject the CEO's recommendation but if the council rejects a recommendation, it is to inform the CEO of the reasons for it doing so.*
- (3) Unless subsection (4A) applies, if the position of a senior employee of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement is to contain such information with respect to the position as is prescribed.*

FINANCIAL IMPLICATIONS

A remuneration package between \$139,000 to \$156,300 which is accommodated within the existing 2022/23 adopted budget.

POLICY IMPLICATIONS

Council Policy 'Human Resource Management' in part indicates that:

'Senior Employees'

The following positions are classified as Senior Employees for the purposes of Section 5.37 (1) of the Local Government Act 1995.

- Executive Manager Corporate Services
- Works Manager

RISK MANAGEMENT IMPLICATIONS

Failure to appoint an Executive Manager Corporate Services leaves the organisation going forward with the departure of the current Manager.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022-2032

4 CIVIC LEADERSHIP: Well governed and efficiently managed Local Government
Forward planning and implementation of plans to achieve strategic priorities

Corporate Business Plan 2022 – 2026

4 CIVIC LEADERSHIP: Well governed and efficiently managed Local Government
Forward planning and implementation of plans to achieve strategic priorities
Develop and implement Workforce Plan

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION

That Council re-open the meeting to the public

MIN 7540/22 **MOTION** - Moved Cr. Cole Seconded Cr. Currie

CARRIED 8 / 0

5.02pm The meeting was re-opened to the public

OFFICER RECOMMENDATION/ COUNCIL RESOLUTION

That as per *Local Government Act 1995*, section 5.37 (2) Council accept the recommendation of the Acting Chief Executive Officer to appoint Ben Forbes as the Executive Manager Corporate Services with the Shire of Narembeen on a 3-year performance-based contract.

MIN 7541/22 **MOTION** - Moved Cr. Bray Seconded Cr. Hardham

CARRIED 8 / 0

5.04pm T Clarkson and K Conopo re-entered the meeting

8.2 Executive Manager Corporate Services

AGENDA ITEM: 8.2.1- Multipurpose Sports Facility Feasibility and Concept Design

Subject:	Multipurpose Sports Facility Feasibility and Concept Design
Applicant:	Shire of Narembeen
File Ref:	ADM053
Disclosure of Interest:	Nil
Author:	Tamara Clarkson, Executive Manager Corporate Services
Date:	1 December 2022
Attachments:	Nil

PURPOSE

To seek formal Council decision not to proceed with the Multipurpose Sports Facility project.

BACKGROUND

Council adopted the Sport and Recreation Facilities Plan (SRFP) in 2021. One key action of this plan is the delivery of a multipurpose sports facility that can accommodate tennis and hockey.

To be able to apply for grant funding and provide clarity to the sporting clubs on their financial expectations, a feasibility study / business case was required. The initial needs analysis and engagement was undertaken for this project as part of the development of the Sport and Recreation Facilities Plan.

A \$50,000 allocation for the feasibility and design was included in the 2021/22 budget. The SRFP has allowed for \$1.155m in 2024/25 to build the Multipurpose Sports Facility. The clubs were expected to contribute on third of the total project cost, with the remaining third sourced from grants.

The consultant, Otium Planning Group finalised their draft report and presented to Council for consideration. Council sought clarification on pricing and staging structure for this project.

Staff forwarded the plan with additional changes to Tennis and Hockey Club's seeking feedback and a decision on moving forward.

CONSULTATION

Chief Executive Officer
Narembeen Tennis Club
Narembeen Hockey Club

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022 – 2032

1. COMMUNITY: Happy safe, healthy, and inclusive community

1.4 Recreational, social and heritage spaces are safe and encourage active and healthy lifestyles

Achievement of the Sport and Recreation Facilities Plan

Corporate Business Plan 2020/21 – 2023/24

1. COMMUNITY: Happy safe, healthy, and inclusive community

Recreational, social and heritage spaces are safe and celebrate our lifestyle and active and healthy pursuits

Progressive achievement of the Sport and Recreation Facilities Plan

VOTING REQUIREMENTS

Simple Majority

COMMENT

The cost for the project has come in considerably higher than expected initially, this is due to several factors including the regional access issues in sourcing contractors.

The sporting clubs expressed concern regarding the cost of the project, both initial construction and the ongoing maintenance costs required.

The Narembeen Hockey Club formally withdrew support of the project on 20 November 2022. No response was received from the Tennis Club.

It is considered appropriate for the Shire to reengage both clubs in the new year and work with them to support future requirements.

OFFICER RECOMMENDATION

That Council resolve not to proceed with the seeking of funding and construction of the Multipurpose Sports Facility project due to the estimated costs being substantially higher than the budget, no guarantee of successful grant funding and the withdrawal of support by the sporting clubs.

COUNCIL RESOLUTION

That Council:

1) Resolve not to proceed with the seeking of funding and construction of the Multipurpose Sports Facility project due to the estimated costs being substantially higher than the budget, no guarantee of successful grant funding and the withdrawal of support by the sporting clubs.

2) Instruct the CEO to undertake discussions with local Tennis and Hockey clubs regarding future improvements to their facilities.

MIN 7542/22

MOTION - Moved Cr. Bray

Seconded Cr. Stirrat

CARRIED 8 / 0

AGENDA ITEM: 8.2.2 Financial Report period ending 30 November 2022

Subject:	Financial Report November 2022
Applicant:	Shire of Narembeen
File Ref:	Not applicable
Disclosure of Interest:	Nil
Author:	Teresa Cousins – Senior Finance Officer
Date:	6 December 2022
Attachments:	Financial Report November 2022

PURPOSE

For Council to accept the monthly statement of Financial Activity disclosing the Shires financial activities for the period November 2022.

BACKGROUND

The monthly financial report is presented in accordance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*. A statement of financial activity and any accompanying documents are to be presented to the Council at an ordinary meeting of the Council within two months after the end of the month to which the statement relates. The Statement of Financial Activity Report summarises the Shire's financial activities.

CONSULTATION

Chief Executive Officer
Executive Manager Corporate Services

STATUTORY IMPLICATIONS

Local Government Act 1995, Section 6.4

Regulation 34(1) of the Local Government (Financial Management) Regulations 1996 requires a local government to prepare each month a statement of financial activity.

Regulation 34(2) requires the statement of financial activity to report on the sources and applications of funds, as set out in the annual budget.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

- Minor Compliance risk considered low.
Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring
- Financial Impact risk considered moderate.
Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022 - 2032

4. CIVIC LEADERSHIP: Well governed and efficiently managed Local Government

4.2 Compliant and resourced Local Government
Transparent, accountable and integrated reporting

Corporate Business Plan 2020/21 – 2023/24

4. CIVIC LEADERSHIP: Well governed and efficiently managed Local Government
Compliant and resourced Local Government
Continue to meet compliance with statutory and regulatory requirements

VOTING REQUIREMENTS

Simple Majority

COMMENT

Council's closing position at 30 November 2022 amounts to \$3,778,330 with current assets of \$8,441,539 and \$4,280,186 in reserve funds.

OFFICER RECOMMENDATION/ COUNCIL RESOLUTION

That Council receive the Shire of Narembeen's Report for November 2022.

MIN 7543/22

MOTION - Moved Cr. Currie

Seconded Cr. Milner

CARRIED 8 / 0

AGENDA ITEM: 8.2.3 - Schedule of Accounts for November 2022

Subject:	Schedule of Accounts for November 2022
Applicant:	Not Applicable
File Ref:	ADM018
Disclosure of Interest:	Nil
Author:	Kathryn Conopo – Administration Officer
Date:	2 December 2022
Attachments:	Creditors Payment List – November 2022, Credit Card Payments List 15 September – 13 October 2022

PURPOSE

For Council to review the payments made by the Shire of Narembeen in November 2022.

BACKGROUND

The Shire's schedule of accounts is to be provided to council each month pursuant to the Local Government (Financial Management) Regulation 1996.

CONSULTATION

Nil

STATUTORY IMPLICATIONS

Local Government (Financial Management) Regulations 1996

Reg. 13 List of Accounts

1. If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared;
 - a. The payee's name;
 - b. The amount of the payment;
 - c. The date of the payments; and
 - d. Sufficient information to identify the transaction.

3. A list prepared under sub regulation (1) or (2) is to be –
 - a. Presented to the council at the next ordinary meeting of council after the list is prepared; and
 - b. Recorded in the minutes of that meeting.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022 - 2032

4. CIVIC LEADERSHIP: Well governed and efficiently managed Local Government
Compliant and resourced Local Government
Transparent, accountable, and integrated reporting

Corporate Business Plan 2020/21 – 2023/24

4. CIVIC LEADERSHIP: Well governed and efficiently managed Local Government
Compliant and resourced Local Government.
Continue to meet compliance with statutory and regulatory requirements

VOTING REQUIREMENTS

Simple majority

COMMENT

A schedule of accounts paid during the month of November 2022 is attached to this report and the total amounts paid from the municipal fund and the trust fund are as follows:

Municipal Account: \$ 530,938.87
Trust Fund: \$ 61.65

OFFICER RECOMMENDATION/ COUNCIL RESOLUTION

That Council:

1. Receive the Creditors Payment List – November 2022
2. Receive the Credit Card Payments List 15 September – 13 October 2022

MIN 7544/22 **MOTION** - Moved Cr. Cole Seconded Cr. Milner

CARRIED 8 / 0

5.17pm Cr. Hardham left meeting and re-entered at 5.19pm

9.0 Urgent business as permitted by Council

COUNCIL RESOLUTION

To permit urgent business.

MIN 7545/22

MOTION - Moved Cr. Bray

Seconded Cr. Hardham

CARRIED 8 / 0

5.25pm T Clarkson and K Conopo left the meeting

COUNCIL RESOLUTION

That Council resolves to provide a gift to the value of \$150.00 to the current EMCS, outside of the Gratuity Payments to Finishing Employees, in recognition of the achievements and exemplary conduct above and beyond, displayed during her term of employment.

MIN 7546/22

MOTION - Moved Cr. Hardham

Seconded Cr. Stirrat

CARRIED 8 / 0

5.29pm T Clarkson and K Conopo re-entered the meeting

10.0 Councillor's Reports

Events and meetings attended by Councillors representing the Shire of Narembeen and any General Business raised.

Cr K Mortimore

Attended

- Zone Executive Meeting
- AstroToursim - Welcome from the Shire
- Historical Society Meeting
- CWP Meeting
- GECZ Meeting
- WA Primary School of the Year Afternoon Tea
- Lions Club Christmas Dinner
- Interviews EMCS Position
- Shire End of Year Staff Function
- NDHS Concert and Presentation Evening

Cr S Stirrat

Attended

- Interviews EMCS Position

General Business

- Biosecurity Group meeting - Changes to permit requirements for LMPT's. DPIRD wants permits to be issued under individuals names, which also moves liability to the individual.
- Clarification received regarding allowing the use of low-powered firearms only along the Rabbit Proof Fence.

Cr H Cusack

Attended

- WA Primary School of the Year Afternoon Tea – Board Rep

General Business

- Thanked Cr. Kellie Mortimore for her attendance and words at the WA Primary School of the Year Afternoon Tea

Cr T Cole

Attended

- Shire End of Year Staff Function

Cr C Bray

Attended

- CWP Meeting

Cr A Hardham

Attended

- Shire End of Year Staff Function
- Town Team – installation of Christmas Lights

General Business

- Acknowledged Mac Cole's contribution to the Town Team when he extended the power cords for Christmas Lights free of Charge.

Cr M Currie

Attended

- Nil

Cr W Milner

Attended

- Shire End of Year Staff Function

General Business

- Positive feedback regarding the Caravan Park facility

11.0 Date, time & place of next meeting

Tuesday 21 February 2023, 5.00pm at the Shire of Narembeen Council Chambers.

12.0 Closure

There being no further business the Chair declared the meeting closed at 5.52pm.

13.0 Certification of Meeting Minutes

I, Cr Kellie Mortimore, Shire President certify that the Minutes of the Ordinary Meeting of Council held on Tuesday 13 December 2022, as show on pages 1 to 23 are confirmed as a true and correct record of the meeting.

SHIRE PRESIDENT

Date