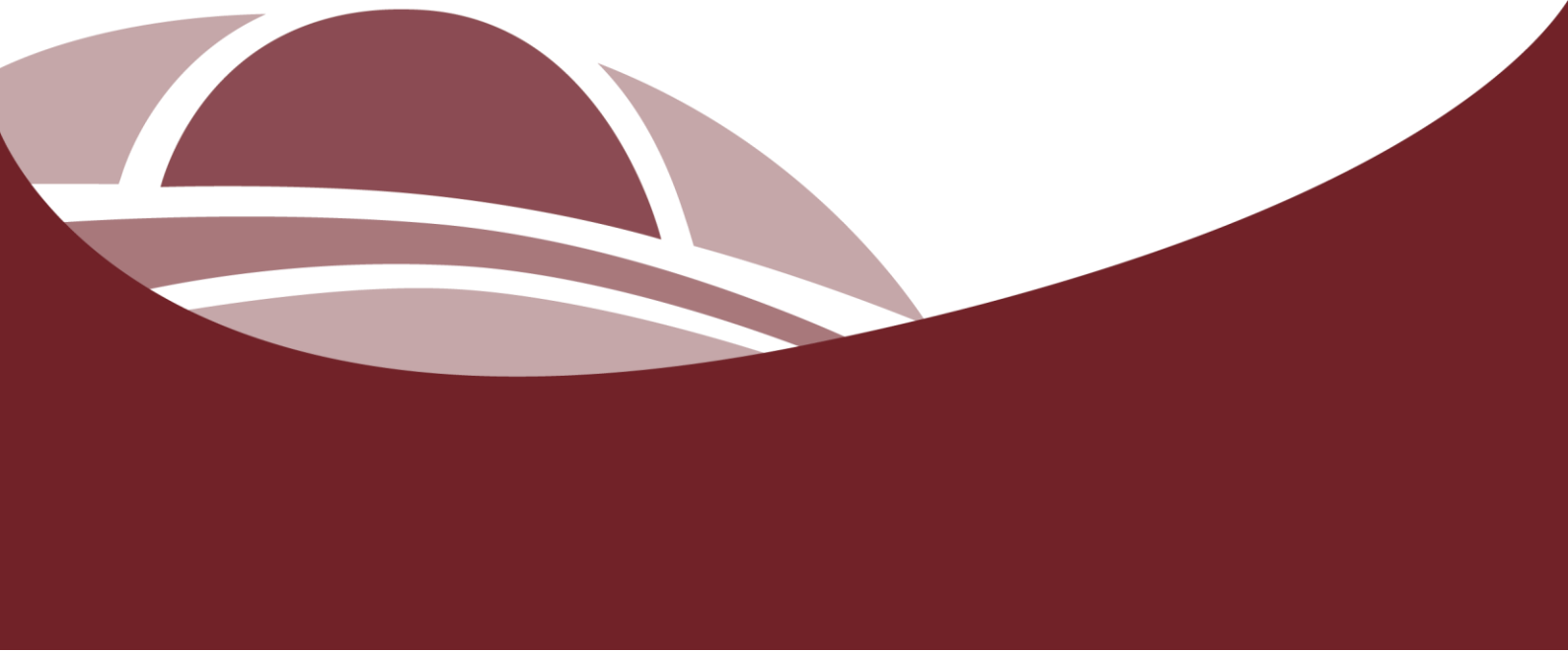




ATTACHMENTS

Ordinary Council Meeting
15 April 2025



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ATTACHMENT 7.1A
Minutes – Ordinary Council Meeting
18 March 2025



MINUTES

Ordinary Council Meeting
18 March 2025

NOTICE OF MEETING

Dear Elected Members and Members of the Public,

In accordance with the provisions of Section 5.5 of the Local Government Act, you are hereby notified that the March Ordinary Council Meeting has been convened for:

Date: Tuesday 18 March 2025

At: Shire of Narembeen Council Chambers
1 Longhurst Street, Narembeen

Commencing: 5.00pm

Rebecca McCall
Chief Executive Officer

13 March 2025

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Narembeen for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Shire of Narembeen disclaims any liability for any loss whatsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's and or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for license, any statement or limitation or approval made by a member or officer of the Shire of Narembeen during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Narembeen. The Shire of Narembeen warns that anyone who has an application lodged with the Shire of Narembeen must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of the application and any conditions attaching to the decision made by the Shire of Narembeen in respect of the application.

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UNCONFIRMED

1. Official Opening and Welcome

The Presiding Person welcomed everyone and declared the meeting open at 5.00 pm.
Attendees were notified that the meeting was being recorded in accordance with the Local Government (Administration) Regulation r14J.

2. Record of Attendance / Apologies / Leave of Absence

Councillors:

Cr SW Stirrat	President
Cr HA Cusack	Deputy President
Cr TW Cole	
Cr MJ Currie	
Cr HJ Bald	
Cr CD Bray	
Cr AM Hardham	

Staff:

Ms R McCall	Chief Executive Officer
Mr K Markham	Executive Manager Infrastructure Services
Ms K Conopo	Executive Governance Officer

Member of Public:

Nil

Apologies:

Mr B Forbes	Executive Manager Corporate Services
-------------	--------------------------------------

3. Public Question Time

Nil

4. Disclosure of Interest

Cr. Cusack Declared a Proximity Interest in Item 12.1
Cr. Bald Declared an Impartiality Interest in Item 19.4

5. Application for Leave of Absence

Nil

6. Deputations/ Petitions/ Presentations/ Submissions

Nil

7. Confirmation of Previous Meetings

7.1 Ordinary Council Meeting 18 February 2025 Attachment 7.1A

Voting Requirements

☒ Simple Majority

☐ Absolute Majority

Officer's Recommendation / Council Resolution – 7.1

That the minutes of the Shire of Narembreen Ordinary Council Meeting held on Tuesday 18 February 2025, as presented, be confirmed as a true and correct record of proceedings.

MIN 7959/25

MOTION - Moved Cr. Cole

Seconded Cr. Bald

CARRIED 7 / 0

For: Cr Stirrat, Cr Cusack, Cr Bray, Cr Hardham, Cr Cole, Cr Bald, Cr Currie. Against: Nil

8. Minutes of Committee Meetings to be Received

8.1 RoeROC Meeting 7 March 2025

Attachment 8.1A

Voting Requirements

☒ Simple Majority

☐ Absolute Majority

Officer's Recommendation / Council Resolution – 8.1

That the minutes of the RoeROC Meeting held on Friday 7 March 2025, as presented, be received.

MIN 7960/25

MOTION - Moved Cr. Cusack

Seconded Cr. Hardham

CARRIED 7 / 0

For: Cr Stirrat, Cr Cusack, Cr Bray, Cr Hardham, Cr Cole, Cr Bald, Cr Currie. Against: Nil

8.2 Audit and Risk Committee Meeting 18 March 2025

Attachment 8.2A (Provided under a separate cover)

Voting Requirements

☒ Simple Majority

☐ Absolute Majority

Officer's Recommendation / Council Resolution – 8.2

That the minutes of the Audit and Risk Committee Meeting held on Tuesday 18 March 2025, as presented, be received.

MIN 7961/25

MOTION - Moved Cr. Bray

Seconded Cr. Currie

CARRIED 7 / 0

For: Cr Stirrat, Cr Cusack, Cr Bray, Cr Hardham, Cr Cole, Cr Bald, Cr Currie. Against: Nil

9. Recommendations from Committee Meetings for Council Consideration

9.1 Audit and Risk Committee Meeting 18 March 2025 Attachment 8.2A (Provided under a separate cover)

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officer's Recommendation / Council Resolution – 9.1

That council endorse the recommendation of the Audit and Risk Committee for Item 6.1 in the attached minutes.

MIN 7962/25

MOTION - Moved Cr. Cusack

Seconded Cr. Bald

CARRIED 7 / 0

For: Cr Stirrat, Cr Cusack, Cr Bray, Cr Hardham, Cr Cole, Cr Bald, Cr Currie. Against: Nil

10. Announcements by Presiding Member without Discussion

Nil

11. Officers Reports - Office of the Chief Executive Officer

11.1 Club Night Light Program July 2024 Small Grants Application

Date:	10 March 2025
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	GS/Club Night Light Program 2024/2025 (Town Oval)
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	11.1A Sporting Lighting Plan 2024-2026 11.1B Sport and Recreation Facilities Plan 2021-2031

Purpose of Report

- ☒ Executive Decision ☐ Legislative Requirement

Summary

This item seeks Council's endorsement for the application for the Club Night Light Program (CNLP) July Small Grants for the upgrade of poles and lights (to LEDs) at the Narembeen Football (Town) Oval for the benefit of football and the wider community.

Background

The Shire of Narembeen's Sport and Recreation Facilities Plan 2021-2031 includes lighting projects for the Narembeen Hockey Club, Narembeen Football Club, Narembeen Tennis Club and Mt Walker Tennis Club. The Sports Lighting Plan 2024-2026 (**Attachment 11.2A**) should be read in conjunction with the strategic facilities plan to provide context, justification, and priority.

To progress upgrades to sports light infrastructure, this project plan outlines the planned approach and requirements to undertake such a project. A Lighting Project Working Group was established in late 2023 and included:

- Rebecca McCall, CEO, Shire of Narembeen
- Trevor Sprigg, President, Narembeen Hockey Club
- Mitch Miolini, President, Narembeen Football Club
- Paul Wanless, President, Narembeen Tennis Club
- Courtney Bormolini, Secretary, Mt Walker Tennis Club
- Caroline Robinson, consultant, 150Square Pty Ltd

The working group met with the Wheatbelt Manager from the Department of Local Government, Sport and Cultural Industries in late December 2023 to discuss the lighting needs of each club and funding options. Following this, site visits were conducted by lighting consultants and quotes were received which has informed this project plan. This project plan works within the Australian Sports Lighting Standards. None of the current lighting infrastructure for each of the four clubs in the Working Group meets Australian Sports Lighting Standards.

The objectives of this plan are to:

- identify the current lighting standards and gaps for Narembeen tennis, Mt Walker tennis, Narembeen hockey and Narembeen football,
- determine club priorities and contributions for lighting infrastructure,
- maximise external funding opportunities for the Shire of Narembeen and clubs, and
- coordinate grant applications and club fundraising activities to upgrade lighting infrastructure.

The following approach has been agreed to by clubs party to this Lighting Plan (subject to the Shire of Narembeen's tender process and external funding application outcomes):

Lighting Plans			
Sport	Australian Standard	LUX	Inclusions
Mt Walker Tennis Lights	Club competition and commercial	Average PPA 350 lux, Uniformity Min/Ave > 0.60, Uniformity Min/Max > 0.40 Average PPA 250 lux, Uniformity Min/Ave > 0.30, Uniformity Min/Max > 0.20 Glare Rating < 50	Mobilisation and light fittings only
Narembeen Tennis Lights	Club competition and commercial		Mobilisation, lights and poles
Narembeen Hockey Lights	CLASS II (staged)	Average 300 lux, Uniformity Min/Ave > 0.7, Uniformity Min/Max > 0.5, Uniformity Gradient > 1.54, Glare Rating < 50	Mobilisation, lights and poles. Main switchboard upgrade.
Narembeen Football Lights	Amateur	Average 100 lux, Uniformity Min/Ave > 0.50, Uniformity Min/Max > 0.30 Uniformity Gradient < 2, Glare Rating < 50	Mobilisation, lights and poles Main switchboard upgrade.

Funding Arrangements (no contingencies)					
Club	Total Project Cost Ex GST	Shire Contribution	Club Contribution	External Funding	Application Year
Mt Walker Tennis Club	\$23,484	\$7,976	\$7,976	National Court Rebate Scheme (\$7,532)	March 2024 (Successful)
Narembeen Tennis Club	\$111,962	\$14,655	\$14,655	CNLP (\$60,000) National Court Rebate Scheme (\$22,651)	March 2024 (Successful)
Narembeen Hockey Club	\$325,286	\$109,819	\$109,819	Club Night Lights Program	August 2024 (Successful)

Narembeen Football Club	\$386,293	\$122,119	\$122,118	Club Night Lights Program	March 2025
Shire of Narembeen	Switchboard Upgrade \$34,020	\$34,020	N/A	Municipal	March 2025

The CSRFF exemplifies the Western Australian Government's commitment to the development of sustainable infrastructure for sport and recreation across the State. The purpose of the program is to provide financial assistance to community groups and local government authorities to develop basic infrastructure for sport and recreation. The program aims to increase participation in sport and recreation, with an emphasis on physical activity, through rational development if sustainability, good quality, well-designed and well-utilised facilities.

The CSRFF is administered by the Department of Local Government, Sport and Cultural Industries (DLGSCI). Priority considerations for CSRFF include:

- projects that will directly lead to an increase in physical activity or participation;
- projects that lead to facility sharing between clubs, or rationalisation of existing facilities to increase sustainability;
- projects to upgrade facilities to make them more accessible for female participants; and
- projects in a location within a significant Aboriginal population that will increase participation or physical activity.

Local Authorities are required to assess and prioritise support for applications prior to submission to the DLGSCI.

Comment

It is recommended that the Shire of Narembeen move forward with the application for the Club Night Light Program March 2025 Small Grants funding round for the replacement of poles and upgrade of lights to LED lights at the Narembeen Football (Town) Oval.

The lighting plan for the Narembeen Football Oval was developed over a 12-month period, with subsequent revisions to the quotes used for the purpose of the grant application. These revisions reflect the increased costs associated with the project.

Go Narembeen has committed to a financial contribution, recognising that although the primary use of the oval is for football, it also serves as a versatile space for a range of recreational and community activities. The lighting upgrade is therefore a project that provides substantial benefits to the wider community.

Consultation

Narembeen Football Club
Go Narembeen
Executive Manager Corporate Services
Council Discussion Forum 21 November 2023
Council Discussion Forum 20 February 2024
Council and CEO Meeting 6 March 2024
Samantha Cornthwaite, DLGSCI
Lighting Project Working Group:

- Courtney Bormolini, Secretary - Mt Walker Tennis Club
- Mitch Miolini, President - Narembeen Football Club
- Trevor Sprigg, President - Narembeen Hockey Club

- Paul Wanless, Secretary - Narembreen Tennis Club
- Caroline Robison, Consultant - 150Square Pty Ltd

Statutory Implications

Local Government Act 1995.

Policy Implications

Asset Management Plan
Shire of Narembreen's Sport and Recreation Facilities Plan

Strategic Implications

Strategic Community Plan

Strategic Priority: 1. Community
Objective: Happy, safe, healthy, and inclusive community
Strategy: 1.3 Recreation, social and heritage spaces are safe and celebrate our lifestyle and active and healthy pursuits

Asset Management Plan

The Asset Management Plan will require adjustments to accommodate the replacement of lighting poles and the installation of LED lighting at the Narembreen Football Oval.

Long Term Financial Plan

The Long-Term Financial Plan will require to be updated to reflect the costs associated with replacing the lighting poles and installing LED lighting at the Narembreen Football Oval.

Risk Implications

Risk Profiling Theme	Inadequate Project/Change Management
Risk Category	Financial Impact
Consequence Description	\$50,001 - \$500,000
Consequence Rating	Major (4)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Moderate (8)
Key Controls in Place	Community and Engagement Framework, Financial Management Framework, Project Management Framework and Risk Management Framework.
Action / Treatment	Risk acceptable with adequate controls, managed by specific procedures and subject to monitoring and review.
Risk Rating After Treatment	Adequate

Financial Implications

The financial implications upon the success of the CNLP application the financial breakdown (GST exclusive) includes:

Total Project Cost	15% Contingency	Total Project Cost + Contingency	Club Cash Contribution	Go Narembeen Contribution	Shire Cash Contribution	CNLP Contribution
\$386,293	\$57,944	\$444,237	\$62,118	\$60,000	\$122,119	\$200,000

The Shire of Narembeen would utilise the Recreation reserve to pay for the bulk of its contribution.

In order for the Football Club to meet its financial obligations, the Club may apply for a self-supporting loan through the Shire of Narembeen. This loan would be repaid by the Football Club over an agreed period, with the Shire of Narembeen acting as the facilitator for the loan process.

A self-supporting loan allows the Club to secure the necessary funding for its contribution while ensuring that the repayments are made directly from the Football Club's own funds, with no cost to the Shire's ratepayers.

Go Narembeen will contribute \$60,000 towards the project, acknowledging the oval's role as a multi-functional space that benefits the wider community. This contribution recognises the community-wide utilisation of the oval, which serves as both the primary venue for the Football Club and a shared space for recreational activities enjoyed by all residents.

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 11.1

That Council:

1. supports the application for the Club Night Light Program Small Grants seeking financial support of \$200,000 for the upgrade of lighting poles and installation of LED lighting at Narembeen Football (Town) Oval;
2. includes in the 2025/2026 budget deliberations an allocation of \$444,237 for the upgrade of lighting poles and installation of LED lighting for the Narembeen Football Oval.

MIN 7963/25

MOTION - Moved Cr. Hardham

Seconded Cr. Cole

CARRIED 7 / 0

For: Cr Stirrat, Cr Cusack, Cr Bray, Cr Hardham, Cr Cole, Cr Bald, Cr Currie. Against: Nil

11.2 RoeROC Key Worker Investment Project

Date:	10 March 2025
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	CS/ROEROC/Key Worker Housing Investment Project
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	11.2A Cost Benefit Analysis 11.2B Preliminary Business Case

Purpose of Report

☒ Executive Decision ☐ Legislative Requirement

Summary

The purpose of this report is to present Council with the Roe Regional Organisation of Councils (RoeROC) Cost-Benefit Analysis and Preliminary Business Case for the investment in 29 key worker dwellings across the region. The report seeks Council's acknowledgment of the findings and consideration of the next steps in advancing the project.

Background

RoeROC, consisting of the Shires of Narembreen, Corrigin, Kondinin, and Kulin, has been actively exploring solutions to address the critical shortage of key worker housing in the region. Workforce housing shortages have been identified as a barrier to attracting and retaining essential workers, impacting local government operations, businesses, and community services.

A Cost-Benefit Analysis and Preliminary Business Case have been prepared to assess the feasibility, economic impact, and potential funding mechanisms for developing 29 key worker dwellings across the four local governments. This analysis provides a framework for investment, considering factors such as project costs, economic returns, regional workforce sustainability, and potential partnerships.

Comment

The Cost-Benefit Analysis and Preliminary Business Case outline:

- The economic viability of investing in key worker housing.
- The projected return on investment and long-term benefits to the region.
- Funding opportunities, including state and federal grants, partnerships, and local government contributions.
- The potential for collaboration with government agencies, employers, and housing providers to maximise outcomes.

Receiving this report enables Council to acknowledge the findings and consider its role in progressing the initiative. The project aligns with Council's strategic objectives to support workforce attraction and

retention and improve community sustainability. Further discussions with RoeROC member councils will be necessary to determine the preferred delivery model and funding strategy.

Consultation

Executive Manager Corporate Services
Chadwick Consulting
Econisis
JE Planning
RoeROC Council Members – CEO Working Group
Wheatbelt Development Commission

Statutory Implications

Nil.

Policy Implications

Shire of Narembreen Housing Strategy 2024-2034.

Strategic Implications

Strategic Community Plan

Strategic Priority: 2. Economy
Objective: Retain and grow existing businesses, employment and attract new industry
Strategy: 2.4 Retain and grow our local skill base

Asset Management Plan

Nil.

Long Term Financial Plan

Nil.

Risk Implications

Risk Profiling Theme	Inadequate Project/Change Management
Risk Category	Financial Impact
Consequence Description	More than \$500,000
Consequence Rating	Major (4)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Moderate (8)
Key Controls in Place	Financial Management Framework, Project Management Framework and Risk Management Framework.
Action / Treatment	Risk acceptable with adequate controls, managed by specific procedures and subject to monitoring and review.
Risk Rating After Treatment	Adequate

Financial Implications

The Cost-Benefit Analysis and Preliminary Business Case outline the estimated financial commitment required for the development of 29 key worker dwellings across the RoeROC region.

The financial commitment from Council will depend on the chosen funding model and the extent of external funding secured. Further financial modelling and risk assessments will be required before making a final investment decision.

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 11.2

That Council:

1. Adopts the RoeROC Key Worker Housing Investment Cost-Benefit Analysis and Preliminary Business Case.
2. Notes the findings and recommendations contained in the report.
3. Supports continued collaboration with RoeROC member councils to explore funding and delivery options for the key worker housing initiative.
4. Requests the CEO to engage with relevant stakeholders, including government agencies and potential funding partners, to progress discussions on investment opportunities.

MIN 7964/25

MOTION - Moved Cr. Cusack

Seconded Cr. Bray

CARRIED 7 / 0

For: Cr Stirrat, Cr Cusack, Cr Bray, Cr Hardham, Cr Cole, Cr Bald, Cr Currie. Against: Nil

11.3 Communication and Power Outage Response Plan

Date:	9 March 2025
Location:	Not Applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	EM/Planning/Communication & Power Outage Response Plan
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	11.3A Communication and Power Outage Response Plan

Purpose of Report

☒ Executive Decision ☐ Legislative Requirement

Summary

The draft Communication and Power Outage Response Plan has been developed to improve the Shire of Narembeen's preparedness and response to power and communication outages. The plan outlines key actions, infrastructure requirements, and coordination efforts with the Local Emergency Management Committee (LEMC) to ensure community resilience and operational continuity.

Background

The Shire of Narembeen has experienced disruptions due to power and communication outages, impacting critical services, businesses, and residents. In response, the Shire has collaborated with the LEMC to establish a structured approach for preparedness, incident management, stakeholder engagement, and power resilience. The plan includes provisions for community education, backup power solutions, emergency response coordination, and restoration priorities.

Comment

Key components of the plan include:

- Preparedness: community awareness programs, household generator promotion, and mapping of critical infrastructure.
- Incident Management: activation of an Emergency Response Team (ERT), designation of an Incident Controller, and communication protocols.
- Power Resilience: installation of fixed automated generators at critical locations, deployment of mobile power solutions, and fuel contingency planning.
- Communication Protocols: use of UHF radios, WA Emergency Radio Network (WAERN), and collaboration with Telstra and Starlink for service reliability.
- Stakeholder Engagement: coordination with Western Power, Water Corporation, and emergency services to facilitate swift response and recovery.

The plan provides a clear checklist of immediate actions, during-outage responses, and post-outage reviews. Regular training and simulation exercises will ensure its effectiveness.

Consultation

Executive Manager Corporate Services
Local Emergency Management Committee

Statutory Implications

Under the Emergency Management Act 2005 (WA), local governments are required to have Local Emergency Management Arrangements (LEMA).

Policy Implications

Shire of Narembeen Local Emergency Management Arrangements

Strategic Implications

Strategic Community Plan

Strategic Priority: 1. Community
Objective: Happy, safe, healthy and inclusive community
Strategy: 1.6 Support emergency service planning, risk mitigation, response and recovery

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Business and Community Disruption
Risk Category	Compliance
Consequence Description	Medium terms temporary interruption - backlog cleared by additional resources <1 week
Consequence Rating	Moderate (3)
Likelihood Rating	Possible (3)
Risk Matrix Rating	Moderate (9)
Key Controls in Place	LEMA; Communication & Power Outage Response Plan
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

There are no immediate financial implications associated with endorsing the draft Communication and Power Outage Response Plan. Implementation of the plan's recommendations may require future budget consideration.

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 11.3

That Council adopts the Communication and Power Outage Response Plan as presented in Attachment 11.3A.

MIN 7965/25

MOTION - Moved Cr. Cole

Seconded Cr. Bald

CARRIED 7 / 0

For: Cr Stirrat, Cr Cusack, Cr Bray, Cr Hardham, Cr Cole, Cr Bald, Cr Currie. Against: Nil

11.4 Bendering Facility Operational Management Plan

Date:	12 March 2025
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	WM/Planning/Bendering Landfill
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	11.4A Bendering Facility Operational Management Plan

Purpose of Report

☒ Executive Decision ☐ Legislative Requirement

Summary

Delegates are asked to endorse the Bendering Landfill Facility Operational Management Plan.

Background

The Shires of Kondinin, Corrigin, Kulin and Narembeen signed an agreement with Avon Waste in 2018 for a seven-year period for kerbside and commercial waste collection and recycling. The contract also provides for transfer of waste from local transfer stations and the use of hook bins. As part of the contract Avon Waste is responsible for the management of the Bendering Landfill site as the facility operator.

The landfill site has recently seen an increase in the amount of waste entering the facility. There is a need to provide clarification of the types of waste that can be received at the facility such as building rubble, metal and timber. There is a need to document the agreed procedures and policies to ensure there is a shared understanding between all four shires and to prevent a loss of knowledge when staff or delegates change over time.

Comment

The initial draft of the Bendering Landfill Operational Management Plan was first reviewed in 2020 with subsequent drafts circulated in November 2023 and June 2024.

The final draft was circulated in November 2024 with no changes or comments requested by the Chief Executive Officers or members of the Bendering Waste Facility Working Group. The Operations Plan was endorsed by members shires at the Roe Regional Organisation of Councils (RoeROC) at the meeting on 7 March 2025.

The Bendering Landfill Operational Management Plan will be reviewed and updated annually. Additional procedures may be added following discussion with the Bendering Waste Facility Working Group such as weighbridge maintenance and calibration, tree planting, use of land outside main waste area and rehabilitation arrangements

Consultation

Avon Waste
RoeROC CEO Working Group
Bendering Waste Facility Working Group

Statutory Implications

Environmental Protection Act 1986
Environmental Protection (Rural Landfill) Regulations 2002
Environmental Protection Regulations 1987
Landfill Waste Classification and Waste Definitions 1996 (as amended 2019)

Policy Implications

Nil

Strategic Implications

Strategic Community Plan

Strategic Priority: 4. Civic Leadership
Objective: Well governed and efficiently managed Local Government
Strategy: 4.2 Compliant and resourced Local Government

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
Risk Category	Compliance
Consequence Description	No noticeable regulatory or statutory impact
Consequence Rating	Insignificant (1)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (1)
Key Controls in Place	Governance Calendar, Financial Management Framework and Legislation
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Nil

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 11.4

That Council endorse the Bendering Landfill Facility Operational Management Plan and Procedures for improved management of the waste facility.

MIN 7966/25

MOTION - Moved Cr. Currie

Seconded Cr. Hardham

CARRIED 7 / 0

For: Cr Stirrat, Cr Cusack, Cr Bray, Cr Hardham, Cr Cole, Cr Bald, Cr Currie. Against: Nil

11.5 Bendering Landfill Management Plan

Date:	12 March 2025
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	WM/Planning/Bendering Landfill
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	11.5A Bendering Landfill Management Plan 2025

Purpose of Report

- ☒ Executive Decision ☐ Legislative Requirement

Summary

Council is asked to receive and endorse the revised Bendering Landfill Management Plan 2025.

Background

In 2021 Roe Regional Organisation of Councils (Ro ROC) engaged Talis Consultants to produce a Landfill Management Plan to outline the current and future landfill development options and closure requirements for the site in compliance with the WA Landfill Regulations.

The plan provides the RoeROC shires with clear direction on operations and works required to facilitate the future development and rehabilitation of the landfill in accordance with the Western Australia Environmental Protection (Rural Landfill) Regulations 2002 (Rural Landfill Guidelines).

These regulations outline requirements for the tipping area, covering and containing of waste, the control of surface water runoff, dust suppression, separation distances, disposing of asbestos and clinical waste and a post-closure plan.

The site, a Category 89 Landfill, can accept the following waste types for landfilling, as defined in the Landfill Waste Classification and Waste Definitions 1996 (as amended 2019):

- Clean fill
- Inert Waste Type 1 – Contaminated solid waste meeting acceptance criteria for Class I and Class II Landfills
- Special Waste Type 1 - Asbestos
- Special Waste Type 2 – Biomedical Wastes
- Putrescible Waste

Comment

The Landfill Management Plan will assist the RoeROC shires in planning the future development and closure of waste cells across the landfill site and associated costs.

The initial Landfill Management Plan was endorsed in July 2021. The plan was reviewed in 2022 and updated to include additional information on the void space modelling and lifespan calculations. The results of electromagnetic imaging and a modified capping design were included in this review.

The Landfill Management Plan was again reviewed in 2023 and updated by Talis Consultants following the decision to remain in stage 1 for as long as possible and raise the waste cell wall up to 2 metres.

The Landfill Management Plan 2025 was endorsed by delegates at the RoeROC meeting held on 7 March 2025.

Consultation

RoeROC CEO Working Group
Bendering Waste Facility Working Group
Talis Consultants

Statutory Implications

Environmental Protection Act 1986
Environmental Protection (Rural Landfill) Regulations 2002
Environmental Protection Regulations 1987
Landfill Waste Classification and Waste Definitions 1996 (as amended 2019)

Policy Implications

Nil

Strategic Implications

Strategic Community Plan

Strategic Priority: 4. Civic Leadership
Objective: Well governed and efficiently managed Local Government
Strategy: 4.2 Compliant and resourced Local Government

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
Risk Category	Compliance
Consequence Description	No noticeable regulatory or statutory impact
Consequence Rating	Insignificant (1)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (1)
Key Controls in Place	Governance Calendar, Financial Management Framework and Legislation

Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

The proceeds from the Bendering Landfill site are distributed to shires at the end of each financial year.

RoeROC delegates previously resolved that each shire would contribute \$5,000 per annum to a reserve for future provision for the Bendering Landfill facility.

The predicted cost of capping works required to close stage 1 of the landfill site will be heavily dependent on the rate of waste intake and availability of soil for cover material and bund walls.

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 11.5

That Council:

1. Endorse the Bendering Landfill Management Plan 2025, prepared by Talis Consultants, for the Roe Regional Organisation of Councils (RoeROC).
2. Support the Shire of Corrigin, as the lead agency for the Bendering Landfill Facility, in obtaining independent accounting advice and interpretation of accounting standards to support the disclosure notes in annual reports for RoeROC shires.

MIN 7967/25

MOTION - Moved Cr. Bray

Seconded Cr. Cusack

CARRIED 7 / 0

For: Cr Stirrat, Cr Cusack, Cr Bray, Cr Hardham, Cr Cole, Cr Bald, Cr Currie. Against: Nil

12. Officers Reports - Development and Regulatory Services

Cr Cusack declared a Proximity Interest in Item 12.1 and left the meeting at 5.09pm

12.1 Proposed Telecommunications Infrastructure – Lot 24942 (No 2184) Mount Walker Road, Mount Walker

Date:	25 February 2025
Location:	Lot 24942 (No 2184) Mount Walker Road, Mount Walker
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Liz Bushby, Town Planning Innovations (TPI), Planning Consultant
File Reference	P5273
Previous Meeting Reference	Nil
Disclosure of Interest:	Financial Interest as receive planning fees for advice to the Shire – Section 5.60A of <i>Local Government Act 1995</i>
Attachments:	12.1A Development Plans

Purpose of Report

- ☐ Executive Decision ☒ Legislative Requirement

Summary

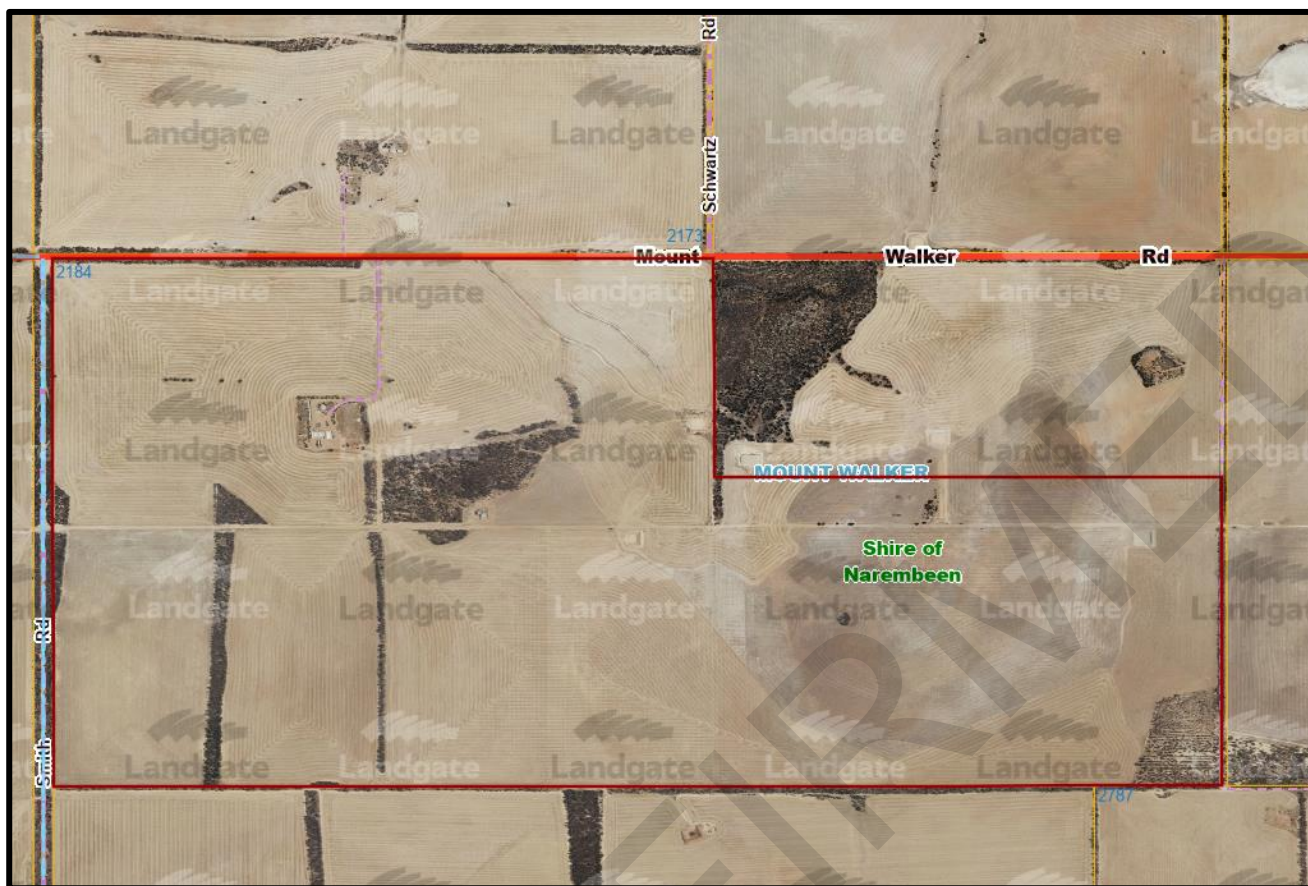
Council is to consider an application for telecommunications infrastructure on Lot 24942 (No 2184) Mount Walker Road, Mount Walker.

- Lot 24942 is zoned Farming under the Shire of Narembreen Town Planning Scheme No 2 (the Scheme);
- The application is for a 30 metre guyed tower;
- Telecommunications Infrastructure is defined in the Scheme, but is not listed in 'Table 1 – Zoning Table', therefore Council has two options to consider to process it is a 'Use Not Listed' as outlined in this report;
- Shire Administration is advertising the application for 28 days, and advertising closes on 5 April 2025.
- This report recommends that Council consider granting delegated authority to the Chief Executive Officer so the application can be determined at an officer level after the close of advertising.

Background

Lot 24942 is located approximately 20 kilometres to the east of Narembreen townsite.

The lot has an approximate area of 596 hectares, and is used for agricultural purposes. It is located on the corner of Mount Walker Road and Smith Road – refer location plan over page.



Above: Location Plan

Comment

- **Description of proposed development**

CRISP Wireless is a Network owner/operator licensee for Wireless Broadband services in Western Australia. CRISP provide a telecommunications service that utilises point to point secured wireless connectivity between sites as well as community wireless services and subscriber broadband.

The applicant advises that the CRISP network is proposed to be extended across the wheatbelt. A 30 metre high telecommunications tower is proposed on Lot 24942.

The tower is proposed to be setback approximately 1.5 kilometres from the west lot boundary and 975 metres from the north lot boundary.

Plans of the development are included as Attachment 12.1A.

Development will include a sea container to house the communications equipment; and solar panels to power the system on the roof of the sea container.

The applicant has advised that the tower will look similar to the photograph below, and will not interfere with continued use of the land for broad agricultural purposes.



No clearing of vegetation is proposed as part of the development.

- ***Zoning and Land Use permissibility***

The lot is zoned 'Farming' under the Shire of Narembreen Town Planning Scheme No 2 ('the Scheme').

Under Clause 4.17.1 of the Scheme the objectives of the Farming zone are:

- a) to ensure the continuation of broad-hectare farming as the principal land use in the District and encourage where appropriate the retention and expansion of agricultural activities;
- b) to consider non rural uses where they can be shown to be of benefit to the District and not detrimental to the natural resources or the environment;
- c) to allow facilities for tourists and travellers, and for recreational uses.

Under the Scheme, Table 1 lists land uses in a table format with different symbols listed under different zones.

Each symbol has a different meaning and determines whether Council has discretion to consider a land use in the corresponding zone (ie if the land use is permitted, not permitted, discretionary or requires advertising).

The proposed land use is construed as 'telecommunications infrastructure' which is defined in the Scheme as *'means premises used to accommodate the infrastructure used by or in connection with a telecommunications network including any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure related to the network.'*

Telecommunications Infrastructure is defined in the Shires Scheme, however it is not listed in Table 1 of the Scheme. This is referred to as a 'Use Not Listed'.

Council has two options in dealing with a 'Use Not Listed' under Clause 3.2.5 of the Scheme:

Option 1 Determine that the telecommunications infrastructure use is not consistent with the objectives and purposes of the particular (Farming) zone and is therefore not permitted.

Comment: The proposal will still allow continued agricultural use of the land. TPI does not recommend Option 1.

Option 2 Determine by absolute majority that the proposed telecommunications infrastructure use may be consistent with the objectives and purpose of the (Farming) zone and thereafter follow the "SA" advertising procedures of Clause 64 of the deemed provisions in considering an application for development approval.

Comment: There are clear benefits to the District through any improved telecommunication service in the area. TPI recommends Council pursue Option 2.

Consultation

It is compulsory to advertise the application for 28 days if Council pursues Option 2 as outlined in this report.

There was a delay in processing this application as TPI was on extended leave over December 2024/January 2025. Shire Administration commenced advertising of the application to assist to progress the application.

Advertising closes on 5 April 2025.

Statutory Implications

Planning and Development (Local Planning Schemes) Regulations 2015 - The *Planning and Development (Local Planning Schemes) Regulations 2015* were gazetted on 25 August 2015, and became effective on 19 October 2015.

The Regulations include 'Deemed Provisions' that automatically apply and override parts of the Shire of Narembreen Town Planning Scheme No 2.

The Regulations have been amended and the revised Regulations became operative on the 15 February 2021.

- *Advertising*

As the application is being processed as a 'Use Not Listed', it is classified as a 'complex application' under the revised Regulations, which means it has to be advertised for 28 days.

The Shire has an exemption from having to comply with some of the advertising requirements, such as erection of a sign on site – refer to [Exemption Notice - August 2022](#)

- *Matters to be considered by Council*

Clause 67 outlines 'matters to be considered by Council' including and not limited to the aims and provisions of the Scheme, orderly and proper planning, any approved state policy, the compatibility of the development with its setting including to development on adjoining land, amenity, loading, access, traffic and any submissions received on a proposal.

- *Delegated Authority*

Clause 82(1) and 82(2) provides Council with the ability to grant delegated authority to the Chief Executive Officer to determine the application. This will expedite determination of the application (after advertising). Any delegation must be made by an Absolute Majority of Council.

Shire of Narembreen Town Planning Scheme No 2 – Explained in the body of this report

Policy Implications

There is no local planning policy applicable to the development. There is a Western Australian Planning Commission State Planning Policy 5.2 on Telecommunications Infrastructure.

Adequate and reliable telecommunications are essential for all aspects of contemporary community life, from supporting the State's economy to creating and maintaining connected and cohesive social networks.

The State planning policy aims to balance the need for effective telecommunications services and effective roll-out of networks, with the community interest in protecting the visual character of local areas.

The objectives of this policy are to:

- facilitate the provision of telecommunications infrastructure in an efficient and environmentally responsible manner to meet community needs
- manage the environmental, cultural heritage, visual and social impacts of telecommunications infrastructure
- ensure that telecommunications infrastructure is included in relevant planning processes as essential infrastructure for business, personal and emergency reasons
- promote a consistent approach in the preparation, assessment and determination of planning decisions for telecommunications infrastructure.

This policy applies throughout Western Australia in respect to above and below ground telecommunications infrastructure other than those facilities exempted under the Commonwealth *Telecommunications Act 1997* (Telecommunications Act).

Strategic Implications

Strategic Community Plan

Not Applicable

Asset Management Plan

Not Applicable

Long Term Financial Plan

Not Applicable

Risk Implications

Risk Profiling Theme	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
Risk Category	Compliance
Consequence Description	No noticeable regulatory or statutory impact
Consequence Rating	Insignificant (1)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (1)
Key Controls in Place	Governance Calendar, Financial Management Framework and Legislation
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

The Shire pays consultancy fees to Town Planning Innovations (TPI) for planning advice.

Voting Requirements

☐ Simple Majority ☒ Absolute Majority

Officers Recommendation / Council Resolution – Item 12.1

1. Note that two options have been outlined in the report for consideration.
2. Pursue Option 2 and determine by Absolute Majority that the proposed telecommunications infrastructure use may be consistent with the objectives and purpose of the (Farming) zone and thereafter follow the “SA” advertising procedures of Clause 64 of the deemed provisions in considering an application for development approval.
3. Note that Shire Administration has commenced advertising of the application for public comment. Advertising closes on 5 April 2025.
4. Pursuant to Clause 82(1) and 82(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* grant (by Absolute Majority) delegated authority to the Chief Executive Officer to determine the development application for a telecommunications tower on Lot 24942 (No 2184) Mount Walker Road, Mount Walker.

MIN 7968/25

MOTION - Moved Cr. Currie

Seconded Cr. Bald

CARRIED 6 / 0

For: Cr Stirrat, Cr Bray, Cr Hardham, Cr Cole, Cr Bald, Cr Currie. Against: Nil

Cr Cusack returned to the meeting at 5.11pm

13. Officers Reports - Corporate Services

13.1 Write off of Fees – Dog Registration and Microchipping

Date:	9 March 2025
Location:	1 Longhurst Street, Narembeen
Responsible Officer:	Ben Forbes, Executive Manager Corporate Services
Author:	Ben Forbes, Executive Manager Corporate Services
File Reference	LAWS AND ENFORCEMENT\REGISTRATION\Dogs
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report

☒ Executive Decision ☐ Legislative Requirement

Summary

For Council to consider authorising the Chief Executive Officer to write off fees and charges for microchipping and registration of currently unregistered dogs in the district.

Background

In order to encourage registration of dogs, it has been proposed that the Shire offer a registration amnesty and free microchipping. By allowing dogs already in the district to be registered and microchipped for free Shire staff will be better equipped to respond and follow up on reported issues of dog-related infringements.

This recommendation has come off the back of several incidents of reported wandering dogs or dogs being off leash that do not match the description of any dogs registered with the Shire.

Comment

Due to the nature of the proposition, the cost to Council cannot be quantified. Shire staff have received no indication or expressions of interest, having not done any advertising prior to seeking formal approval of the scheme by Council.

It is hoped that the initiative will make local law enforcement more efficient and effective going forward, whilst costing Council an immaterial amount in fees and forgone revenues.

Consultation

Chief Executive Officer
Council – February 2025 discussion forum

Statutory Implications

Local Government Act 1995

Section 6.12. Power to defer, grant discounts, waive, or write off debts.

- (1) Subject to subsection (2) and any other written law, a local government may —
- (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or
 - (b) waive or grant concessions in relation to any amount of money; or
 - (c) write off any amount of money,

which is owed to the local government.

* Absolute majority required.

- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.
- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.
- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.

Policy Implications

There are no Council policies directly related to the outcome of this resolution.

Strategic Implications

Strategic Community Plan

Strategic Priority: 3. Environment

Objective: Out natural environment is promoted to locals and visitors

Strategy: 3.2 Conservation of our natural environment

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
Risk Category	Compliance
Consequence Description	No noticeable regulatory or statutory impact
Consequence Rating	Insignificant (1)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (1)
Key Controls in Place	Asset disposal procedures
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

As noted, the cost to Council cannot be quantified, having no indication of the number of residents that might take part. The cost to Council per dog registered will be:

- Forgone registration fees to 31 October 2025 - \$20
- Forgone microchipping fees - \$100

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 13.1

That Council agree to write off fees and charges for newly registered and microchipped dogs for participants of this scheme, without restriction to the overall amount, on the provision that the Chief Executive Officer quantifies the amount of fees and charges written off under this scheme to Council by 30 June 2025.

MIN 7969/25

MOTION - Moved Cr. Bray

Seconded Cr. Hardham

CARRIED 7 / 0

For: Cr Stirrat, Cr Cusack, Cr Bray, Cr Hardham, Cr Cole, Cr Bald, Cr Currie. Against: Nil

13.2 Financial Statements for the Month Ended 28 February 2025

Date:	13 November 2024
Location:	Not applicable
Responsible Officer:	Ben Forbes, Executive Manager Corporate Services
Author:	Ben Forbes, Executive Manager Corporate Services
File Reference	FINANCIAL MANAGEMENT\ACCOUNTING\End of month
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	13.2A Shire of Narembreen - Financial statements for month ended 28 February 2025

Purpose of Report

☐ Executive Decision ☒ Legislative Requirement

Summary

For Council to review and the financial statements for the months ended 28 February 2025.

Background

The monthly financial reports are presented in accordance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

Comment

Council's closing funding surplus as at 28 February 2025 is \$3,451,131 with cash on hand of \$9,255,870 including \$5,616,077 of restricted reserves and \$978,744 of municipal funds invested for the short-term.

Consultation

Nil

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.

Policy Implications

Nil

Strategic Implications

Strategic Community Plan

Strategic Priority: 4. Civic Leadership
Objective: Well governed and efficiently managed Local Government
Strategy: 4.2 Compliant and resourced Local Government

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
Risk Category	Compliance
Consequence Description	No noticeable regulatory or statutory impact
Consequence Rating	Insignificant (1)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (1)
Key Controls in Place	Governance Calendar, Financial Management Framework and Legislation
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Nil

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 13.2

That Council receive the financial statements for the month ended 28 February 2025.

MIN 7970/25

MOTION - Moved Cr. Currie

Seconded Cr. Cole

CARRIED 7 / 0

For: Cr Stirrat, Cr Cusack, Cr Bray, Cr Hardham, Cr Cole, Cr Bald, Cr Currie. Against: Nil

13.3 Schedule of Accounts for the Month Ended 28 February 2025

Date:	13 November 2024
Location:	Not applicable
Responsible Officer:	Ben Forbes, Executive Manager Corporate Services
Author:	Ben Forbes, Executive Manager Corporate Services
File Reference	FINANCIAL MANAGEMENT\ACCOUNTING\End of month
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	13.3A Schedule of Accounts paid for the month ended 28 February 2025 13.3B Shire of Narembreen – Credit card payment list, February (CBA)

Purpose of Report

☐ Executive Decision ☒ Legislative Requirement

Summary

For Council to receive the list of payments made by the Shire of Narembreen for the month ended 28 February 2025.

Background

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

Comment

As per the attached schedule, total payments from Municipal funds for the month ended 28 February 2025 total \$1,082,581.75 including \$8,959.87 of expenditure on Council credit cards.

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.

Policy Implications

Nil

Strategic Implications

Strategic Community Plan

Strategic Priority: 4. Civic Leadership
 Objective: Well governed and efficiently managed Local Government
 Strategy: 4.2 Compliant and resourced Local Government

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
Risk Category	Compliance
Consequence Description	No noticeable regulatory or statutory impact
Consequence Rating	Insignificant (1)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (1)
Key Controls in Place	Governance Calendar, Financial Management Framework and Legislation
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Nil

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 13.3

That Council receive and endorse the schedule of accounts paid for the month ended 28 February 2025.

MIN 7971/25

MOTION - Moved Cr. Cole

Seconded Cr. Currie

CARRIED 7 / 0

For: Cr Stirrat, Cr Cusack, Cr Bray, Cr Hardham, Cr Cole, Cr Bald, Cr Currie. Against: Nil

14. Officers Reports - Community Services

Nil

15. Officers Reports - Infrastructure Services

Nil

16. Elected Member Motions of which Previous Notice has been Given

Nil

17. Elected Member Motions Without Notice

Nil

18. New Business of an Urgent Nature Approved by the Presiding Person or Decision

Nil

19. Matters for which the Meeting may be Closed

19.1 Close the meeting to the Public

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 19.1

That Council close the meeting to the public in accordance with Section 5.23(2)(c) of the Local Government Act, to discuss a contract to be entered into, or which may be entered into, by the local government.

MIN 7972/25

MOTION - Moved Cr. Bray

Seconded Cr. Cole

CARRIED 7 / 0

For: Cr Stirrat, Cr Cusack, Cr Bray, Cr Hardham, Cr Cole, Cr Bald, Cr Currie. Against: Nil

The meeting was closed to the public at 5.16pm

The Public recording ceased

The Confidential recording commenced

19.2 RFT 2025-04 Supply Motor Grader

Date:	12 March 2025
Location:	Not applicable
Responsible Officer:	Ken Markham, Executive Manager Infrastructure Services
Author:	Ken Markham, Executive Manager Infrastructure Services
File Reference	CS/ Tenders/ 2025 / RFT 2025-04
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	19.2A Weighted Assessment Summary 19.2B Price Comparisons

Purpose of Report

☒ Executive Decision ☐ Legislative Requirement

Summary

The report seeks Council's decision on Request for Tender 2025-04 for supply of a motor grader.

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 19.2

That Council:

1. Accept the Tender from AFGRI for the purchase of a new John Deere Grader for \$475,000 ex GST and the trade of Council's 2013 Cat 12M grader (NB7000) for \$140,000ex GST for a net changeover of \$335,000.
2. Amend the budget to include an additional \$105,000 drawings from the plant Reserve.

MIN 7973/25

MOTION - Moved Cr. Cole

Seconded Cr. Hardham

CARRIED 7 / 0

For: Cr Stirrat, Cr Cusack, Cr Bray, Cr Hardham, Cr Cole, Cr Bald, Cr Currie. Against: Nil

19.3 RFT 2025-02 Club Night Light Project – Narembeen Hockey Club Lights

Date:	10 March 2025
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	CS/Tenders/2025/ RFT 2025-02
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	19.3A RFT 2025-02 Hockey Lights Review Report

Purpose of Report

- ☐ Executive Decision ☒ Legislative Requirement

Summary

To consider the award of tender RFT 2025-02 Club Light Project – Narembeen Hockey Club Light.

Voting Requirements

- ☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 19.3

That Council:

1. Award RFT 2025-02 for Club Night Light Project – Narembeen Hockey to PEAP Contracting for their nominated price of \$325,286.36 exclusive of GST.
2. Authorises the Chief Executive Officer to enter into a contract with PEAP Contracting and negotiate any minor amendments to the tender specifications that do not materially alter the terms and conditions as outlined in the tender specifications.

MIN 7974/25

MOTION - Moved Cr. Bald

Seconded Cr. Cole

CARRIED 7 / 0

For: Cr Stirrat, Cr Cusack, Cr Bray, Cr Hardham, Cr Cole, Cr Bald, Cr Currie. Against: Nil

Cr Bald declared an Impartiality interest but remained in the meeting

19.4 Commercial Lease Agreement

Date:	9 March 2025
Location:	Unit 2, 10-12 Doreen Street, Narembeen
Responsible Officer:	Ben Forbes, Executive Manager Corporate Services
Author:	Ben Forbes, Executive Manager Corporate Services
File Reference	COUNCIL PROPERTIES/COMMERCIAL
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	19.4A Lease - Unit 2, 10-12 Doreen Street Narembeen, Oneill Mechanical Services Pty Ltd & Kings Ag Contracting Pty Ltd

Purpose of Report

- ☐ Executive Decision ☒ Legislative Requirement

Summary

For Council to consider and approve of the attached commercial lease agreement for Unit 2, 10-12 Doreen St, Narembeen.

Voting Requirements

- ☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 19.4

That Council endorse the attached lease agreement and authorise the Chief Executive Officer to execute the lease agreement, subject to making minor amendments that do not materially alter the terms and conditions of the lease agreement, on the provision that no material submissions are received in response to the local public notice.

MIN 7975/25

MOTION - Moved Cr. Bray

Seconded Cr. Cole

CARRIED 7 / 0

For: Cr Stirrat, Cr Cusack, Cr Bray, Cr Hardham. Cr Cole, Cr Bald, Cr Currie. Against: Nil

19.5 Reopen the meeting to the Public

Voting Requirements

☒ Simple Majority

☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 19.5

That Council re-open the meeting to the public.

MIN 7976/25

MOTION - Moved Cr. Cole

Seconded Cr. Hardham

CARRIED 7 / 0

For: Cr Stirrat, Cr Cusack, Cr Bray, Cr Hardham, Cr Cole, Cr Bald, Cr Currie. Against: Nil

The meeting was reopened to the public at 5.21pm

The confidential recording was ceased
The public recording was recommenced

The presiding person read the Council Resolution for items 19.2, 19.3 and 19.4 aloud.

20. Closure of Meeting

The next meeting will be held on Tuesday 15 April 2025 commencing at 5.00pm

There being no further business, the chair declared the meeting closed at 5.24pm

ATTACHMENT 8.1A
Minutes – CEACA Management Committee
Meeting 24 February 2025

MINUTES OF CENTRAL EAST ACCOMMODATION & CARE ALLIANCE INC MANAGEMENT COMMITTEE MEETING HELD AT 10.00AM ON MONDAY, 24 FEBRUARY 2025 AT THE MERREDIN REGIONAL COMMUNITY & LEISURE CENTRE, BATES STREET, MERREDIN

1. MEETING OPENING

The Chairperson opened the meeting at 10.05am and welcomed Councillors Jo Hayes and Becky Cowcill from the Shire of Quairading who were attending for the first time.

The Chairperson advised that this first meeting of 2025 is an important one, as CEACA submitted the final funding submission for additional houses in January, and this means that Member shires should ensure that they are ready to go should we be successful. Preparation includes a resolution to not only transfer the land to CEACA, but to contribute 10% of the cost of the units for their shire to the project. Although the signs are positive to date, funding is not guaranteed and if unsuccessful, CEACA will investigate other opportunities.

The Chairperson referred to the Umwelt report at Annexure D of the EO report and recommended that the Members read the report as it has useful information and positive feedback in relation to CEACA and the current project.

2. MEETING MATTERS

2.1 Record of Attendance and Apologies

Attendance

Terry Waldron - Chairperson, Richard Marshall - CEACA Executive Officer, Jo Trachy - CEACA Operations Manager, Mark Furr & Stephen Strange - Shire of Bruce Rock, Raymond Griffiths - Shire of Kellerberrin, Tony Sachse - Shire of Mt Marshall, Craig Watts & Bradley Anderson – Shire of Merredin, Gary Shadbolt - Shire of Mukinbudin, Rebecca McCall & Holly Cusack - Shire of Narembreen, Natalie Ness, Becky Cowcill & Jo Hayes – Shire of Quairading, Bill Price & Ross Della-Bosca - Shire of Westonia, Mischa Stratford - Shire of Wyalkatchem, Nic Warren & Wayne Della-Bosca - Shire of Yilgarn.

Apologies

Monika Gardiner – Shire of Kellerberrin, Manisha Barthakur – Shire of Dowerin, Tanika McLennan – Shire of Mukinbudin, Sabine Taylor – Shire of Wyalkatchem, Ben Mckay – Shire of Mt Marshall.

2.2 Declaration of Quorum

The Chairperson advised that the quorum for the meeting was met.

2.3 Conflicts of Interest

There were no declarations of conflicts of interest.

2.4 Minutes of the Management Committee Meeting – 4 November 2024

RESOLUTION

It was resolved that the Minutes of the Management Committee meeting held on the 4th of November 2024 be accepted as a true and accurate record of proceedings.

2.5 Action Items

All action points apart from the sale of Kununoppin, will be covered in the Agenda. The Kununoppin units have been sold, and the new owner will be moving into one of the houses and will retain one of the existing tenants in the other house. CEACA has endeavoured to assist the tenant who is moving out to find alternative accommodation, including offer of a CEACA house, liaising with Merrittville Village and Milligan Units and speaking with Elders and other shires.

3. MATTERS FOR DECISION

3.1 Rent Setting Policy & Employment Policy

Rent Setting Policy

When CEACA was registered as Community Housing Provider, it came with recommendations for improvements from the Department of Communities. The recommendations included updating our Rent Setting Policy to ensure compliance with social housing rent setting guidelines and adding Police and Bankruptcy checks to the Employment Policy.

The Rent Setting Policy has been re-written as the current version is no longer relevant for social housing. The new version incorporates the existing CEACA rent setting model and the policy specific to social and community housing. The policy for social and community housing differs from the CEACA model as it considers household income plus the amount of Commonwealth Rent Assistance, with the rent charged to be no more than 75% of market rent. Shelter WA has a Rent Setting Calculator that CEACA can use to calculate rents for social housing. The rent paid by existing tenants has been compared to what social housing tenants would be paying and the figures are close, but social housing rents are slightly lower.

The EO has advised that the rents in the Umwelt Report are significantly higher than CEACA is charging and recommends that they be increased. In accordance with the *Residential Tenancies Act 1987*, rents can only be increased once every 12 months.

If CEACA is successful with funding, there is an expectation that they follow the social housing policy guidelines. The EO's preference is for all houses to be managed as we currently do, as it will be much easier to administer, however the Department may not allow it. The Chairperson advised that CEACA has spoken to the Minister's office and their advice was that there may be an opportunity for flexibility, but this is not guaranteed.

Discussion ensued.

ACTION ITEM

1. **EO/OM to arrange for an Officer from the Department of Communities or alternative to attend a meeting to provide information and guidance in relation to rent setting, rent assistance (CRA) and answer questions that Members may have so that they fully understand them and how it may impact the existing CEACA model and community members.**
2. **If successful with funding, the Chairperson to meet with the Minister's office to discuss flexibility in relation to rent setting and the possibility of continuing with the existing CEACA model.**

Employment Policy

The current version was approved by the Management Committee in 2024, however the Department of Communities, as part of the Community Housing Provider registration, has recommended that we mandate police checks and bankruptcy checks for Members and employees. The Department conduct checks on their staff and expect CEACA to. CEACA has referred to their Constitution and incorporated the wording that covers eligibility for the Management Committee. All new employees would need to satisfy police clearance checks.

General discussion ensued.

RESOLUTION

It was resolved by the Management Committee that the Rent Setting Policy and Employment Policy tabled be adopted.

3.2 Shire Funding of Expansion Project and Transfer of Land

The EO reiterated his earlier advice that proposed funding for social housing consists of 90% Government and 10% LGA. CEACA set the contribution at 10% as this is in line with the first project contribution. CEACA is unable to advise in relation to the timing of this contribution, however it may be that it can be split over two financial years. CEACA should have more information for Members when they have received a response to the funding submissions.

The Shire of Quairading Councillor, Becky Cowcill asked if the contribution could be a mix of cash and site works. General discussion ensued and it was suggested that a cash contribution is the safest option for shires and to leave the site preparation to the Builder to ensure compliance and warranty on works. For Shire budgeting purposes, it would be preferable if the shires were advised if split payments can be made by May.

The Chairperson stressed the importance of all shires being ready with land and contributions as a funding response is imminent. If any shires have questions relating to the project, they should contact CEACA. The Chairperson addressed the Shire of Wyalkatchem Member and stressed the importance of the proposed land being available for construction.

Shire rates were discussed, and all Members agreed that CEACA, as a charitable organisation, is exempt from paying shire rates and this would be the same for any new houses. CEACA do pay for refuse collection and Emergency Services Levy.

General discussion ensued.

RESOLUTION

It was resolved that allocation of the proposed 54 houses be as scheduled in the EO Report- Annexure C, with Shire of Merredin to confirm exact number required. It was also resolved by the Management Committee that all shires agree to transfer suitable land to CEACA for the purposes of the proposed expansion project.

3.3 Number of New Houses by Shire

See discussions and Resolution in Item 3.2. The Members also discussed the distribution of the 54 houses and agreed that should the Shire of Merredin approve less than the original 12 requested, other Members would be willing to take additional houses.

3.4 Sale of Koorda & Nungarin Land

The Chairperson spoke with the Department regarding the possible sale of Koorda and Nungarin sites and spoke with the Members at today's meeting. CEACA has obtained a market appraisal from Elders and will obtain a second market appraisal in due course.

RESOLUTION

It was resolved to put this item on hold and to obtain a second market appraisal in due course.

4. MATTERS FOR DISCUSSION

4.1 Executive Officer Report

The EO summarised their report as follows:

Annexure A - there is a \$429k surplus and that includes the sale of the Kununoppin property. There were no costs associated with the surplus on sale of the land as it was gifted to CEACA. The funds will be transferred into a CEACA Expansion Reserve Fund at year-end.

Expenses on houses – Show prior year accruals not required of \$24k.

Insurance - Industrial Special Risks insurance rose by 25% for the 2024-25 year and we have been advised to expect a further rise of 25% in 2025-26. We have been advised that increases are across the board and are not due to our claims history. CEACA approached another insurer and the quote was higher. The OM has spoken to LGIS who normally only provide coverage for LGA's and asked if CEACA could be covered considering its Members are LGA's. They have considered and approved coverage and will meet with CEACA in May to discuss options.

Repairs and maintenance costs are low as we use the provision for defects \$380k project funds where appropriate. These costs often relate to poor workmanship and defective materials used by the builder.

The Deputy Chairperson suggested that we negotiate a Financial Services Agreement with the Government if successful with funding and include the right to sell 10% of the new houses if funds were required.

Balance Sheet, Annexure B – shows Cash at bank of \$1.5m at the end of December 2024. The land value is lower for houses because they are on one Title and would be higher if they were on individual Titles.

4.2 Operations Manager Report

The OM added the following comments to their report:

- Additional tenancy applications received since the last meeting bring Bruce Rock waiting list to 7 and Westonia to 2.
- From an operations point of view, all is going well, and we continue to deal with home care providers, social workers, NDIS and other to ensure our tenants are accessing the best care possible. A conversation held with NDIS this month was helpful and has already resulted in one of our tenants getting much needed assistance with their application. NDIS would like to present at a future CEACA meeting.
- It is pleasing that the Shires of Wyalkatchem and Westonia are encouraging their community members to apply to be added to CEACA's waitlist. CEACA also encourage all shires to the Department of Communities to be added to their waiting list as it provides a clear indication of need in the shires.
- The OM has drafted a Building Tender in advance of funding results. It is a draft, and assistance will be required from a suitably qualified Project Manager or someone who has worked on similar tenders.
- The OM thanked all Members for their assistance with the funding application and other information requested.

- CEACA is struggling to find a contractor or business to maintain its solar systems and to provide a quotation for future solar installations if successful with funding. The OM has approached organisations in York, Northam, Midland and Merredin with no result. Evoke Living has advised that they will provide a contact who may be able to assist.

ACTION ITEMS

1. **Members to provide CEACA with detail of any individual or organisation who could assist with Solar.**
2. **The CEO, Shire of Kellerberrin, to provide the OM with details of a suitable contact for tender submissions.**

4.3 Management of Shire Owned Accommodation

CEACA has an interest in managing shire owned accommodation, however, it is agreed that conducting a trial in one shire to begin with is the best course of action. CEACA has previously met with the Shire of Bruce Rock, however their volunteer group is now in a good position to manage their properties. CEACA will meet with representatives from the Shire of Merredin and Merrittville Village after this meeting to view the Merrittville site.

The Chairperson reminded the Members that if CEACA is successful with funding for additional houses, consideration will need to be given to employing additional staff, such as a Project Manager or assistance with management of the houses. A joint venture arrangement for management of shire owned units may also be considered. We may also need a full-time CEO in the future. The requirements for growth will depend on the funding results and future management of shire owned units.

GENERAL BUSINESS

There was no general business to discuss.

5. MEETING CLOSURE & NEXT MEETING

The next meeting will be held at the Kellerberrin & Districts Club, Lot 260 Connelly Street, Kellerberrin on Monday, 19th May 2025 at 10.00am.

There being no further business, the Management Committee meeting closed at 11.43am.

DECLARATION

These Minutes were confirmed by the Central East Accommodation & Care Alliance Inc at the Management Committee Meeting held on _____.

Signed _____ (Person presiding at the meeting at which these minutes were confirmed).

ATTACHMENT 8.2A
Minutes - LEMC Meeting 13 March 2024



MINUTES

Local Emergency Management Committee
13 March 2025

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1. Official Opening and Welcome

The Presiding person welcomed everyone and declared the meeting open at 3.30pm.

2. Record of Attendance / Apologies / Leave of Absence

Committee:

Cr S Stirrat	Shire President, Presiding Person
S Robinson	DFES
J Corrigan	DFES (via teams)
I Mortimore	St John Ambulance
R Arnold	Narembeen DHS
M Phillips	Dept. Communities
C Woods	WA Police
M Dixon	Chief Fire Control Officer

Staff:

R McCall	Chief Executive Officer
B Forbes	LEMC Executive Officer (desktop exercise)
K Conopo	Executive Governance Officer

Visitors:

Cr T Cole	Elected Member
Cr H Cusack	Shire Deputy President (desktop exercise)
Cr H Bald	Elected Member (desktop exercise)
Ms T Hills	Representative for IGA and Club (desktop exercise)
Mr G Hill	Representative for IGA (desktop exercise)
Ms G Atkins	CRC Project Officer (desktop exercise)
Ms M Noack	Representative for Livingston Medical (desktop exercise)
Ms H Brenchley	CRC Coordinator (desktop exercise)

Apologies:

K Squibb	Contract Ranger
E Mitchell	Narembeen Hospital
Cr C Bray	Elected Member

3. Minutes of Previous Meeting to be Received

3.1 Local Emergency Management Committee Meeting held on 12 December 2024.

Attachment 3.1A

Voting Requirements

☒ Simple Majority

☐ Absolute Majority

Recommendation – Item 3.1

That the minutes of the LEMC Committee Meeting held on Thursday 12 December 2024, as presented, be received.

Moved – I Mortimore

Seconded – M Dixon

CARRIED

4. Reports

4.1 Local Emergency Management Committee (LEMC) Members for Review

NOT FOR DISTRIBUTION TO THE PUBLIC WITHOUT APPROVAL OF CHIEF EXECUTIVE OFFICER

Organisation	Name / Position	Address	Phone	Email
Shire of Narembeen	Scott Stirrat, Shire President	1 Longhurst Street Narembeen	0427 635 030	crstirrat@narembeen.wa.gov.au
	Rebecca McCall, CEO		0428 647 312	rmccall@narembeen.wa.gov.au
	Ben Forbes, LEMC Executive Officer		0457 667 579	bforbes@narembeen.wa.gov.au
WA Police	Craig Woods	9 Longhurst Street Narembeen	9045 6050 0436 851 915	craig.woods@police.wa.gov.au
Fire and Rescue	Murray Dixon, Chief Bushfire Control Officer		0427 645 026	fairview1861@gmail.com
Department Fire and Emergency Services	Justin Corrigan, Acting District Officer Avon	79 Newcastle Rd Northam WA 6401	0418 164 118	Justin.corrigan@dfes.wa.gov.au
	Shelby Robinson, District Emergency Management Advisor		0488 907 187	Shelby.robinson@dfes.wa.gov.au
Narembeen District School	Russell Arnold, Deputy Principal	Ada Street Narembeen	0438 141 587	russell.arnold@education.wa.edu.au
St John Ambulance	Ian Mortimore, President	Latham Road, Narembeen	0428 647 090	iandkmortimore@bigpond.com
Narembeen Hospital	Elaine Mitchell, Director of Nursing HSM – Narembeen Hospital	Ada Street, Narembeen	9064 6222	elaine.mitchell@health.wa.gov.au
Department of Communities	Michael Phillips, Regional Coordinator – Wheatbelt	Cnr Fitzgerald and Gairdner Streets, Northam WA 6401	0455 560 041	Michael.PHILLIPS@communities.wa.gov.au
	Jo Spadaccini, District Emergency Service Officer – Wheatbelt		0429 102 614	Jo.Spadaccini@communities.wa.gov.au

4.2 Agency Reports

Reports to be provided during the meeting.

4.2.1 Department of Communities

Attachment 4.2A

Department of Communities provided a report that was attached in the minutes

4.2.2 Department of Fire and Emergency Services

Busy fire season winding down into permit season

Acknowledgement of Murray and team for the response to several incidents outside of the Narembeen district – Skeleton Rock, Yilgarn, Kondinin

Encourage attendance at the webinar series by the Wheatbelt and Goldfields/Esperance DEMC's.

- *Held on the 2nd Thursday of the month*
- *capped at 45 minutes*
- *Targeted to all levels of experience*
- *Recorded and shared on Google drive for access after the session*
- *Next session looking at Animal Welfare*

4.2.3 Narembeen District High School

Nothing new to report

4.2.4 Narembeen Emergency Services

St Johns

Meeting every 2nd Monday for training

2 new volunteers on board

Dr Gray approached to assist with training – significant experience as volunteer and paramedic

BFB/VFES

Attended many fires out of district – Yilgarn, Bruce Rock

Bruce Rock has had the most fires of this season

VFES called to Kondinin to an incident that would have needed BA equipment but were not needed in the end

Training for Structure Fires to be held.

Training scheduled for every 2nd Tuesday but finding that it clashes with other commitments.

4.2.5 Narembeen Hospital

Nil

Noted that the alarm keeps being triggered and calling 000

4.2.6 Narembeen Police

Enjoying first month in Narembeen

Still looking to recruit a second officer

Relief is coming in from Merredin who are nearly at full capacity

Bruce Rock are still available, and often their roster means they are available with Narembeen is on break

No new incidents in the past month

Attended and introduced to St John Ambulance, Hospital, Shire and School

4.2.7 Shire of Narembreen

Disaster Ready Fund program is an Australian Government initiative and Round 3 is open. The criteria focus on infrastructure projects over \$500,000. This criterion limits the opportunity for band 4 shires to apply despite the need to reduce disaster risk.

As a solution, the Shires within NEWROC and ROEROC are collaborating to submit a joint application.

The application will be based on the supply and installation of

- automated generators at each community nominated emergency evacuation centre(s)
- installation of 32amp power outlets to accommodate portable generators

We are waiting confirmation if trailer mounted generators would be acceptable. Narembreen is in a fortunate position with automated generators at the Narembreen Recreation Centre and Emergency Services Centre already in place. In the coming weeks there will also be an auto-mated generator at the Shire Administration. The next priority is the CRC precinct – the aim is to install a generator to accommodate the CRC, pharmacy and medical centre. Alternatively, we could look at a trailer mounted generator to provide flexibility along with 32amp power outlets installed at the CRC, medical centre and possibly the town hall.

CEACA – independent living units (social housing - secondary)

The Shire is a member of CEACA, an alliance between 11 Eastern Wheatbelt councils. The purpose of CEACA is to construct houses for those over 65 years and people with a disability. If vacancies allow applications from people on very low incomes who are under 65 are welcome to apply. CEACA has built 71 two-bedroom units, all managed by CEACA. CEACA has applied for funding to construct a further 54 units. Narembreen has requested 3 units and there may be an opportunity to increase to 4. If successful, the expected funding contribution from Narembreen will be \$50,000 per unit plus gifting of the land. Council has earmarked the corner of Currall and Stanley Streets for the purpose of ILU.

Bushfire Brigade - the Shire has consulted with the BFB regarding requirements to include in the LGGs 2025/26 to ensure the brigade and Mt Walker appliance is adequately equipped. As brigade members are listed under our insurance as volunteers there is a need for our volunteer brigade members to be inducted for WHS purposes. This requirement is onerous on the volunteer, but a necessary one.

Emergency Services Centre - DFES lease a portion of the Centre and we currently renewing the agreement. Starlink is now installed at the Centre. We have engaged a contractor to repair the gate.

Telstra Automatic Transfer Unit Pilot Deployment Program - the program is funded by the State Government and Telstra and the pilot includes 42 units to be installed by June 2025. The sites include Mt Walker and Narembreen exchanges.

3G Network Closure - Telstra has provided local government with information regarding the closure of 3G and a details of a newly established call centre to assist customers. The Shire will relay comms to disperse this information.

5. Other Business

5.1 Status Report

Attachment 5.1A

5.2 LEMA Review and Update

MOU's progressing. Requirement to ensure the wording is correct. Hoping to have completed by end of financial year and will consider implementing a trial period to identify gaps. There is some overlap between the LEMA and the Communications and Power Outage Plan that may need to be addressed.

S Robinson suggested a review of the LEMC Membership to include external stakeholders and essential services.

5.3 Vulnerable Residents Management

Attachment 5.3A

Initial draft presented for feedback.

List to be reviewed every 6 months to ensure it is maintained and up to date

Bring in the Hospital and Homes for the Aged to give feedback

Police to review the list and identify any residents that may wander

S Robinson queried if this was an 'opt-in' list, citing confidentiality concerns, but also does this give a false expectation to these residents that they will be contacted for each and every event or incident, and not use their own initiative?

What is the criteria for inclusion on the list?

How and where is the list stored to maintain confidentiality?

5.4 Housing Waiting List

No facility to capture waiting list. An application form is in draft and will capture housing needs for:

- *Private*
- *Community (Social)*
- *Independent living*

The data will assist to strengthen funding applications applicable for the land assembly and housing construction.

5.5 Communication and Power Outage Response Plan Action List

- *Emergency Guidelines – to be drafted and incorporated in planned annual household booklet*
- *Stakeholder Contact List*
- *Appointment of Local Welfare Coordinator*
- *Establish dedicated radios and equip UHF radios*

S Robinson queried if Local Welfare Coordinator would also be the Local Recovery Coordinator? The two roles will need to be distinguished from one another or be completed by a Shire employee. CEO to put together some options for the committee.

M Dixon noted that the radio communication technology will soon be obsolete and suggested waiting until new tech is released before establishing communications equipment.

5.6 Receive Local Emergency Relief and Support Plan

Attachment 5.6A

Moved – M Phillips

Seconded – M Dixon

CARRIED

5.7 Desktop Exercise

A desktop exercise will be conducted following the meeting, facilitated by Shelby Robinson, DFES District Emergency Management Advisor for the Wheatbelt Region.

Several representatives from local businesses were invited to complete the desktop exercise as a group.

6. Correspondence

6.1 Correspondence out

6.2 Correspondence in

Local Emergency Relief and Support Plan

S Stirrat queried the outcome of the Correspondence from the Western Power from the previous meeting.

R McCall advised that Western Power was not granted a blanket exemption to complete essential works when a Harvest and Vehicle Movement Ban was enacted. Western Power are required to apply to DFES for the exemption and notify the CBFCO.

M Dixon noted that Western Power had extremely good processes anyway, and the requirement to apply for the exemption added a layer of protection for all parties.

7. Closure of Meeting

The next meeting will be held on 12 June 2025, 3.30pm at the Shire of Narembreen Council Chambers.

There being no further business, the chair declared the meeting closed at 4.20pm.

DESKTOP EXERCISE

Shelby Robinson led the group through a Desktop exercise, a summary of the outcomes is outlined below.

Scenario: A large scale, unpredicted event impacts the Shire of Narembreen townsite.

Power poles and lines have been significantly damaged and at this stage the true extent of damage or expected repair time is unknown.

At this point in time, it is safe to assume local businesses, the school, hospital, fuel station, Shire buildings and local dwellings have been impacted and are without power.

How would this event impact you, your business or your community members/ How do you respond to this?	
Shire	Able to provide basic business services. Access to Starlink, but phone system would not work without power. No generator at this time. Could relocate to the Emergency Services building to continue working. Would need to look at options for server access.
Police	Mostly business as usual with work being completed from equipment set up in the car. Access to Starlink (via car) but no generator. No ability to process incidents. If there was a significant incident, back up would be provided from other locations. Could potentially work from the ESB
School	Education programs would continue, although would be impacted by the loss of access to computers/ printers and the like. No communication facilities available. If there is no access to water, school would have to close. Concerns for the safety of children getting home – no way to communicate with parents. Bus students are ok as it's a usual/ rostered option.
IGA	Full Services
Rec Centre	Full Services. Doubles as evacuation centre.
Medical	Would have to relocate vaccines to the hospital. Access to Starlink, but no generator.

Roadhouse	No ability to function without generator. (Shire has provided generator in the past)
CRC	Ability to run basic programs if already scheduled. Could work out of the Emergency services building
Hospital	Generator powers the whole building
Emergency Services Building (ESB)	Full services.

The group noted:

- If comms are down, we are unable to make 000 calls.
- Where do volunteers go in the event of an emergency? Do they congregate at the emergency services building?
- There are enough individuals with their own gen set and Starlink that a crew can be contacted if required.
- Does everyone know the passwords to access the information and equipment needed?
- Have we identified any residents that are reliant on power for medical equipment? Does our Vulnerable Residents List require more extensive information?
- Need to build resilience within the community. How can they help each other, how can they help the Shire, are there any resources that can be shared?

Scenario: Now that we know our initial response, information is received that power will be out for an expected 5-7 days as a large amount of replacement equipment needs to be transported into the townsite

Considerations for planning for a 7-day outage	
Shire	Call a LEMC meeting, including essential services and businesses, to determine • capacity • resources • evacuations – who, when and where to. Communications are critical – walk/drive if required Drive to location where comms are available (Merredin etc) to be able to contact services

	Commence contacting locals to disseminate information. Police to contact farms. Mechanic checks the gen sets at Hospital and Rec Centre regularly, plus has fuel on hand to top up if required.
Police	Can base out of the ESB. Business as usual with correct equipment. Additional resources can be brought in if needed. Police have access to all reported downed powerlines.
School	Continue to run meaningful program. Communications still the biggest issue.
IGA	Gen set can run for 24hours/ tank. Noted that resources can be shared, especially with welfare checks.
Medical	Possible closure for day-to-day Questions raised on how to communicate to patients.

The group noted that:

- In your business continuity plans, identify what your business can sacrifice? Test your plan. Debrief with your staff.
- More households are self-sufficient.
- Encourage households to be proactive in preparedness.
- There is a reliance on Starlink, and gen sets will be working. What happens if these services are unavailable?
- The biggest asset is the community.
- Power is fed from Merredin, and Kondinin.
- Water is fed from Merredin.

Also of note:

- Western Power, Water Corporation, gas and fuel companies are controlling agencies and have responsibilities under the State Hazard Plan.

Take aways from session:

- DFES (Shelby) is a resource that can be used when managing emergency incidents.
- Incidents are responded to locally, and there is a need to build capacity at a local level. This includes having the MOUs in place so there is an understanding of the expectations of all parties involved.
- Communications need to be strengthened across the board.
- Agencies need to know and understand each other's resources and capacities and manage incidents as a collective. Information sharing during an incident is paramount.

ATTACHMENT 8.3A
Minutes - RRSNCBF Advisory Committee
Meeting 7 April 2025



MINUTES

COMMUNITY BENEFIT FUND ADVISORY COMMITTEE

**MONDAY 7 APRIL 2025, 4.00 PM
NAREMBEEN COMMUNITY RESOURCE CENTRE**

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MINUTES

Ramelius Resources, Go Narembeen and Shire of Narembeen Community Benefit Fund Advisory Committee Meeting Monday 7 April 2025, commencing at 4.00pm

1.0 Opening & Welcome

Rebecca McCall, CEO welcomed everyone and declared the meeting open at 4.01pm.

2.0 Attendance & Apologies

Attendance

Rebecca McCall, CEO	Shire of Narembeen
Mr Greg Rawlinson, Mine Manager	Ramelius Resources
Mrs Sheree Thomas	Go Narembeen
Georgia Atkins, CRC Project Officer	Shire of Narembeen (minute taker)

Apologies

Scott Stirrat, Shire President

3.0 Declarations of Interest

Sheree Thomas declared interest due to her executive committee roles for the Narembeen Golf Club and Narembeen Hospital Auxiliary.

4.0 Minutes of Previous Meetings

4.1 Confirmation of Minutes

Confirmation of Minutes from the Ramelius Resources and Shire of Narembeen Community Benefit Fund Advisory Committee held on 13th November 2024

RECOMMENDATION:

That the minutes of the Ramelius Resources and Shire of Narembeen Community Benefit Fund Advisory Committee held on 13th November 2024 be confirmed as a true and accurate record of the proceedings.

COUNCIL RESOLUTION

MIN 7977/25 **MOTION** - Moved Greg Rawlinson Seconded Sheree Thomas

CARRIED 3 / 0

5.0 Financial Statement

A summary of funding position was provided. Available funds total \$76,736.

Following discussion, it was agreed that not all available funds would be distributed at this time, with a minimum of \$20,000 to be retained for the October 2025 funding round.

It is anticipated that the only contributions for the October 2025 round will come from the Shire of Narembeen and Go Narembeen, with each entity committed to an annual contribution of \$10,000.

6.0 Assessment of Applications

The Advisory Committee assessed the grant applications from the following groups/clubs.

Club/Group	Project/Event	Amount
Mt Walker Sports Club – Golf	Golf Sporting Challenge	\$2,000
Mt Walker Sports Club – Tennis	Children's Hit-Up Wall Mural	\$2,500
Narembeen Golf Club	Eastern & Upper Great Southern Women's Golf 3-day event	\$3,500
Narembeen Lions Club	Lions turning waste into cash for the community	\$3,249.45
Wadderin Wildlife Sanctuary	Refencing of Sanctuary	\$5,000
NBFES	Emergency Services Mobile Cool Room and Toilet	\$21,000
Narembeen Netball, Football & Hockey Clubs	Junior Subsidisation Fees	\$3,180
Narembeen Hospital Auxiliary	Koolberrin Lodge Landscaping Project	\$25,000
TOTAL		\$65,429.45

This round of applications included larger-scale projects, resulting in a total value significantly higher than in previous rounds. Following deliberation, it was determined that fully funding all applications would almost exhaust the available pool of community benefit funds.

Post assessment of applications, the following comments were noted:

Mt Waker Sport Club – Golf \$1,000

Funding of prizes for events eligible under grant guidelines. Local small businesses heavily relied upon to support community initiatives. Event previously funded in 2024.

Mt Waker Sport Club – Tennis \$2,500

Although the mural would not be highly visible, it is a worthy project utilising a Wheatbelt artist.

Narembeen Golf Club \$1,750

Important golfing event that will attract visiting golfers.

Narembeen Lions Club \$3,250

Great community project and excellent application. Multi-faceted project that delivers benefits to the broader community. CEO is interested in exploring the possibility of relocating the facility to enhance accessibility.

Wadderin Wildlife Sanctuary \$5,000

Approved on a conditional basis, pending the securing of external funding.

NVFES \$18,000

The NVFES has limited capacity to secure external funds for initiatives. A worthy project that will benefit the wider community.

Sporting Clubs - \$0

Initiative previously funded in 2022. Questioned the need to subsidise.

Narembeen Hospital Auxiliary \$25,000

Great community project. Approved on a conditional basis, pending the securing of remaining funding.

RECOMMENDATION

That the Ramelius Resources and Shire of Narembeen Community Benefit Fund Advisory Committee recommend that Council approve the following grant applications:

1. Mt Walker Sports Club – Golf \$1,000
2. Mt Walker Sports Club – Tennis \$2,500
3. Narembeen Golf Club \$1,750
4. Narembeen Lions Club \$3,250
5. Wadderin Wildlife Sanctuary \$5,000 (subject to securing remaining funding)
6. NBVFES \$18,000
7. Narembeen Hospital Auxiliary \$25,000 (subject to securing remaining funding)

Total funding allocation of \$56,500.

The acquittal date is to be completed prior to 31 October 2025.

COMMITTEE RESOLUTION

MIN 7978/25 **MOTION** – Moved Sheree Thomas

Seconded Greg Rawlinson

CARRIED 3 / 0

7.0 Other Business

7.1 Update of Grants

The Advisory Committee discussed concerns regarding the incomplete nature and quality of some applications. It was agreed that the application form would be revised to ensure applicants provide the necessary documentation and information to support informed decision-making.

Additionally, some acquittals have been submitted late or lack sufficient detail. The Advisory Committee is considering a policy whereby applicants may be deemed ineligible for future funding rounds if acquittals are not completed properly and on time.

7.2 Suggested Round 9 Dates

Applications Open – 1 October 2025
Applications Close – 31 October 2025
Assessment Panel Meet – 2nd Wednesday after applications close
Agenda Item Prepared for Council – Week prior to November 2025 meeting
Recommendation Presented to Council – November 2025 Meeting
Applicants Notified – End of November 2025
Acquittal Due – TBA

The Advisory Committee accepted the suggested dates.

8.0 Next Meeting

Wednesday, 12 November 2025.

9.0 Closure

There being no further business the Chairperson declared the meeting closed at 5.55pm.

ATTACHMENT 11.1A
IPR Quarterly Progress Report – March 2025

Corporate Business Plan Quarterly Progress Report – March 2025

ACTION LEGEND		PROGRESS LEGEND	
Develop	D	Limited progress or strategy unable to be delivered	○
Implement	I	Project yet to commence or some issues identified impact delivery	○
Continue/Maintain	C/M	Good progress on delivering strategy or strategy completed	○

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

STRATEGY		ACTION	22/23	23/24	24/25	25/26	Comment	Progress
1.1	Together with key stakeholders identify and deliver opportunities for young people across the Shire	a. Develop and Implement a Youth Plan	D	I	C/M	C/M	Youth Plan 2024-2028 adopted September 2024; Progressing planning for youth week and leadership activity.	○
		b. Maintain a strong supportive relationship with the Narembeen District High School to encourage youth development	C/M	C/M	C/M	C/M	Provided exclusive use of facility for school swimming carnivals and supported Term 1 PE swimming program.	○
1.2	Facilitate and advocate for quality health services, health facilities and programs in the Shire	a. Continued support for the retention of the ambulance service, hospital, general practitioner and police service	C/M	C/M	C/M	C/M	Liaison and support continue.	○
		b. Co-ordinate regular schedule of seniors programs and events by the Shire	C/M	C/M	C/M	C/M	Hosted weekly Morning Coffee Club and monthly Senior Movies.	○
		c. Develop and Implement Aged Friendly Community Plan		D	I	C/M	Aged Friendly Community Plan 2024-2029 adopted in July 2024.	○
		d. Implement the Public Health Plan and Community Wellbeing Plan		I	C/M	C/M	Monitoring of strategies identified in the Public Health Plan 2022-2026; Water sampling continued through reporting period; Community Wellbeing Plan quarterly CWP Committee meeting held and initiatives progressing.	○
1.3	Inclusive community activities, events, and initiatives	a. Develop and implement annual community development operational plan and ensure it is aligned with IPR Suite of Plans.	I	D	I	D	2025/26 operational plan implementation continues.	○

		b. Source funding and co-ordinate delivery on initiatives that support arts, culture, and learning	C/M	C/M	C/M	C/M	Hosted Australia Day celebration and Sensory Sparks Adventure activities.	○
		c. Implement the conservation plan Old Church Museum and Town Hall (State Heritage listed)	I	I			Assessment of rising damp undertaken by contractor during site visit in February 2024. Since this time Shire staff have sought out plasterers and painters to undertake preliminary work required before the damp can be addressed. To date we have not been able to source contractors to do this work, and the anti-damp contractor is not interested in doing this portion of the job.	○
1.4	Recreational, social and heritage spaces are safe and celebrate our lifestyle and active and healthy pursuits	a. Progressive achievement of the Sport and Recreation Facilities Plan	D	D	I	I	Reviewed Sport and Recreation Facilities Plan adopted September 2024; Multipurpose Sports Feasibility Study adopted September 2024; Tennis lighting projects completed; Procurement finalised for hockey lighting project; Submitted funding application for Football Oval lighting project; Design for ski lake gated system near completed; Engaged architect to design recreation centre extension.	○
		b. Undertake review of green spaces / reserves to maximise usage and identify optimum service levels for ovals and reserves.			D	I	Review of green spaces scheduled for 2024/2025, likely to be deferred due to competing project priorities.	○
		c. Support and promote local heritage education and maintenance of heritage facilities	D	I	C/M	C/M	Interpretation signage design and content completed for agricultural heritage display, Avoca Farm and Lake Walker- waiting installation; Town Heritage Walk interpretation signage refurbished.	○
1.5	Support local volunteer organisations through initiatives that reduce volunteer fatigue and strengthen their resilience	a. Investigate and quantify volunteer contributions across our Shire			D	I	Action deferred until 2025/2026.	○
		b. Deliver initiatives to support volunteer organisations		D	I	C/M	Indirect deliverables include the support of the Fence Post; Direct deliverables include the support Lions Club, Waddarin Wildlife Sanctuary, and Bin 2 Bin Marathon.	○
		c. Offer the Community Grant Scheme with Go Narembeen and Ramelius Resources	C/M	C/M	C/M		Narembeen Community Benefit Fund – Round 8 advertised.	○
1.6	Support emergency services planning, risk mitigation, response, and recovery	a. Active leadership and participation in Emergency Management	I	C/M	C/M	C/M	LEMC general meeting held in March; List of vulnerable residents developed.	○
		b. Update the Animal Welfare Plan	D	I			Animal Welfare Plan adopted March 2024.	○

		c. Undertake review of Bush Fire Brigade management and operation	D	I			Bushfire Advisory Committee Terms of Reference adopted, and policies reviewed.	○
2. ECONOMY: Retain and grow existing businesses, employment and attract new industry								
STRATEGY		ACTION	22/23	23/24	24/25	25/26	Comment	Progress
2.1	Support the diverse industry across the Shire.	a. Townsite intersection improvements completed	I				Project completed.	○
		b. Continue to improve townsite attractiveness in collaboration with business and community groups	D	I	C/M	C/M	Wayfinding Stage 1 installed; Design for Wayfinding Stage 2 (town center) approved; Landscaping design completed and revisiting procurement process.	○
		c. Develop and Implement Economic Development Plan			D	I	Action deferred until 2025-2026 due to competing priorities.	○
		d. Undertake industrial land subdivision	D	I			Project deferred due to other corporate priorities.	○
		e. Facilitate expansion of telecommunications networks across the Shire and advocate for reduced number of black spots	D	I	CM	CM	Approval granted to Crisp Wireless to install additional telecommunications infrastructure.	○
		f. New Action Facilitate the implementation of telecommunication backup systems to address extended power outages				D	Installation of a generator at the Recreation Centre completed; Procurement of generator for Administration Centre finalised; Preparing Disaster Ready Fund application for CRC precinct generator.	○
		g. Review town planning scheme				D	Scheme amendment progressing in conjunction with the preparation of the Reports to Review as part of the development of a Local Planning Strategy.	○
		h. Work with Go Narembeen to deliver positive economic outcomes	C/M	C/M	C/M	C/M	Continue to collaborate in the Go Narembeen; Community Benefit Fund; review of Grain Discovery Centre commenced.	○

		i. Promote commercial spaces to maximise utilisation		D	I	C/M	Limited promotion of Pop-Up shop; 2024-2025 promotional campaigns to be developed in 4th quarter.	○
		j. Implement a Marketing Plan that promotes Narembeen lifestyle and opportunities			D	I	Deferred due to competing priorities.	○
2.2	Safe and efficient transport network enables economic growth	a. RAV Network assessment is completed	I	C/M	C/M	C/M	Assessment progressing.	○
		b. Maintain and upgrade infrastructure assets in line with plans	D	D	D	D	Asset Management Plan adopted October 2024; Documenting Building Maintenance Program 2025-2026 scheduled for 4 th quarter.	○
		c. Review 10 Year Road Plan		D	I		Review of 10-Year Road Program underway.	○
2.3	Coordinated planning and promotion of the visitor and tourist experience	a. Promote and develop tourism opportunities in partnership with Roe Tourism and Go Narembeen	D	I	C/M	C/M	Attended Roe Tourism meeting; Planning for town center wayfinding progressing; Implementing Tourism Marketing Plan 2024-2025.	○
		b. Finalise lease of Wadderin Wildlife Sanctuary	I				Lease signed and executed June 2024.	○
		c. Support the development of the Wadderin Wildlife Sanctuary as a tourism product in collaboration with Wadderin Wildlife Sanctuary Inc	C/M	C/M	C/M	C/M	Promoting tour experience through #VisitNarembeen and Shire Website;	○
2.4	Retain and grow our local skills base	a. Develop and Implement Housing Strategy	D	I	C/M	C/M	Attended CEACA general meeting; Implementation of Housing Strategy – construction of two 3x2 dwellings progressing; ROEROC Workforce Key Worker Business Case adopted; Key Worker Town Action Plan in draft; Subdivision of Lot 61 Cheetham Way progressing.	○
		b. Offer apprenticeships and traineeships in our workforce	D	I	C/M	C/M	Active partner of the LG Professional Career Campaign.	○
		c. Advocate for a reliable and consistent childcare service that meets the needs of the community	D	I			Residential Tenancy Agreement with REED to assist with the attraction and retention of suitably	○

							qualified educators continues; Purchased materials to replace front fencing.	
3. ENVIRONMENT: Care and protection of the environment								
STRATEGY		ACTION	22/23	23/24	24/25	25/26	Comment	Progress
3.1	Maintain a high standard of environmental health and waste services	a. Participate in the ROE Environmental Health Scheme	C/M	C/M	C/M	C/M	Continued participation.	○
		b. Investigate waste minimisation and education strategies through ROEROC		D	I	C/M	Not yet commenced.	○
		c. Effective management of Bendering Regional Waste Site and Narembeen Transfer Station site	C/M	C/M	C/M	C/M	Bendering Waste Facility Operational Plan and Management Plan adopted; Bendering Waste Facility Working Group Terms of Reference adopted.	○
3.2	Conservation of our natural environment	a. Effective management of invasive species programs to the community	D	I	C/M	C/M	Attended Eastern Wheatbelt Biosecurity.	○
		b. Support the conservation and activation of the Wadderin Wildlife Sanctuary	C/M	C/M	C/M	C/M	Executed lease includes financial support of \$4,000 per annum to cover insurance premiums; advertise tours on Shire #visit Narembeen Instagram page and website.	○
4. CIVIC LEADERSHIP: Well governed and efficiently managed Local Government								
STRATEGY		ACTION	22/23	23/24	24/25	25/26	Comment	Progress
4.1	Forward planning and implementation of plans to achieve	a. Continue to implement and monitor the Integrated Planning and Reporting milestones.	C/M	C/M	C/M	C/M	CBP Quarterly Report – December 2024 adopted; IPR Framework developed and adopted.	○

	strategic priorities	b. Review of Asset Management Plan and Long-Term Financial Plan		D	I	C/M	Asset Management Plan adopted October 2024; commenced annual update of Long-Term Financial Plan.	○
		c. Active participation in ROEROC, GECZ and regional groupings		D	I	C/M	Attended scheduled GECZ, ROEROC and Regional Road Group meetings.	○
		d. Develop, implement and review the community engagement policy / framework	C/M	C/M	C/M	C/M	Community Engagement Plan adopted August 2024.	○
		e. Develop and implement Workforce Plan	C/M	C/M	C/M	C/M	Workforce Plan 2024-2032 adopted September 2024; Staff satisfaction survey completed; Employee Recognition Program in draft and carried out staff consultation.	○
4.2	Compliant and resourced Local Government	a. Continue to meet compliance with statutory and regulatory requirements	D	I	C/M	C/M	Budget Review and CAR adopted and submitted.	○
		b. Review financial and asset management policies and practices	C/M	C/M	C/M	C/M	Framework review progressing.	○
		c. Undertake community satisfaction surveying to assess a range of performance measures	C/M	C/M	C/M	C/M	Community survey completed August 2024 and final report adopted in September 2024.	○
		d. Ensure asset valuations are undertaken in line with relevant Accounting Standards	C/M	C/M	C/M	C/M	Roads & Other Infrastructure 2022/2023 - Land & Buildings 2021/2022.	○
		e. Review of Workplace Health and Safety processes and procedures to ensure compliance and minimise risk	C/M	C/M	C/M	C/M	Progressing review of WHS framework.	○

ATTACHMENT 13.1A
Financial Statements for month ended
31 March 2025



SHIRE OF NAREMBEEN
MONTHLY
FINANCIAL STATEMENT

MARCH 2025

SHIRE OF NAREMBEEN

MONTHLY FINANCIAL REPORT For the Period Ended 31 March 2025

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Note 7 Disposal of Assets

Note 8 Borrowings

These accounts are prepared with data available at the time of preparation.

* Statutory Report

**STATUTORY REPORT
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

BY NATURE OR TYPE

	Ref Note	Annual Budget	Budget Review - Annual amount	Budget Review - YTD amount	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Opening Funding Surplus (Deficit)	1	4,027,808	\$ 4,157,857	\$ 4,157,857	\$ 4,157,856	\$ 0	% (0%)	
Revenue from operating activities								
Rates		2,132,325	2,141,824	2,148,443	2,145,144	(3,299)	(0%)	
Gratia Rates	5	31,382	31,382	31,382	30,843	(539)	(2%)	
Operating Grants, Subsidies and Contributions	6	788,760	774,140	662,870	768,009	105,139	16%	overbudget
Fees and Charges		491,677	498,780	419,685	493,018	73,333	17%	overbudget
Interest Earnings		380,941	412,941	301,062	333,133	32,071	11%	overbudget
Other Revenue		77,000	217,000	187,244	215,714	28,470	15%	overbudget
Profit on Disposal of Assets		97,000	90,160	67,626	38,752	(28,874)		
		3,999,085	4,166,227	3,818,312	4,024,614			
Expenditure from operating activities								
Employee Costs		(2,282,856)	(2,422,904)	(1,784,268)	(1,783,556)	712	0%	
Materials and Contracts		(1,476,604)	(1,617,404)	(1,217,652)	(1,330,733)	(113,081)	(9%)	
Utility Charges		(193,898)	(236,648)	(183,354)	(195,108)	(11,754)	(6%)	
Depreciation on Non-Current Assets		(2,813,083)	(2,813,083)	(2,109,483)	(2,119,395)	(9,912)	(0%)	
Interest Expenses		(32,716)	(32,716)	(24,525)	(17,296)	7,229	29%	
Insurance Expenses		(235,263)	(235,263)	(192,885)	(244,353)	(51,468)	(27%)	overbudget
Other Expenditure		(172,360)	(251,760)	(191,155)	(188,957)	2,198	1%	
Loss on Disposal of Assets		(23,000)	(31,276)	(23,445)	(25,519)	(2,074)	(9%)	
		(7,229,779)	(7,641,054)	(5,726,767)	(5,904,917)			
Operating activities excluded from budget								
Add back Depreciation		2,813,083	2,815,583	2,109,483	2,119,395	9,912	0%	
Adjust (Profit)/Loss on Asset Disposal		(97,000)	(97,000)	(44,181)	(13,233)	30,948	(70%)	
Movement in Local Government House Unit Trust		23,000	20,500	(3,500)	3,551	7,051	(201%)	
Non-cash amounts excluded from operating activities		2,739,083	2,739,083	2,061,802	2,109,713			
Amount attributable to operating activities		(491,611)	3,422,113	153,347	229,410			
Investing activities								
Non-operating grants, subsidies and contributions	6	3,416,489	4,001,835	3,244,719	2,034,053	(1,210,666)	(37%)	underbudget
Proceeds from Disposal of Assets		431,500	413,309	42,500	154,807	112,307	264%	overbudget
Proceeds from self-supporting loans		18,273	18,273	14,118	14,118	0	0%	
Capital acquisitions	5	(7,603,507)	(7,273,739)	(5,553,836)	(3,343,267)	2,210,569	40%	underbudget
Amount attributable to investing activities		(3,737,245)	(2,840,322)	(2,252,499)	(1,140,289)			
Financing Activities								
Transfer from Reserves		2,289,122	2,289,122	0	0	0		
Repayment of Debentures		(84,837)	(84,838)	(48,901)	(48,901)	0	0%	
Transfer to Reserves		(2,088,234)	(2,800,597)	0	(195,024)	(195,024)		
Amount attributable to financing activities		116,051	(596,313)	(48,901)	(243,925)			
Closing Funding Surplus (Deficit)	1	(85,000)	(14,522)	2,009,804	3,003,052			

KEY INFORMATION

Variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 2 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

**STATUTORY REPORT
NOTES TO THE STATEMENT OF FINANCIAL
FOR THE PERIOD ENDED 31 MARCH 2025**

**OPERATING ACTIVITIES
NOTE 1
ADJUSTED NET CURRENT ASSETS**

Adjusted Net Current Assets	Ref Note	Closing Actual Balance 30 June 2024	This Time Last Year 30 Mar 2024	Year to Date Actual 31 Mar 2025
		\$	\$	\$
Current Assets				
Cash Unrestricted	3	4,887,455	2,926,184	3,635,285
Cash Restricted	3	5,360,192	4,778,955	5,555,214
Receivables - Rates	4	154,026	183,170	65,519
Receivables - Other	4	255,761	341,978	403,997
Loans receivable		18,273	10,049	4,155
Net ATO assets/(liabilities)		29,638	(52,989)	(99,712)
Inventories		5,525	32,773	5,526
		10,710,870	8,220,120	9,569,984
Less: Current Liabilities				
Payables		(319,177)	(186,503)	(13,584)
Provisions		(351,067)	(317,362)	(500,861)
Long term borrowings		(84,837)	(10,887)	(35,936)
Contract Liability		(475,004)	(120,960)	(475,004)
Bonds and deposits held		(24,326)	(22,316)	(26,176)
Trust funds		(1,977)	(1,977)	(2,548)
		(1,256,387)	(658,028)	(1,054,107)
Unadjusted Net Current Assets		9,454,483	7,562,092	8,515,877
Adjustments and exclusions permitted by FM Reg 32				
Restricted cash	3	(5,360,191)	(4,778,955)	(5,555,214)
Less: Investment in associates debtors		(3,000)	0	(3,000)
Less: Loans receivable		(18,273)	(10,049)	(4,155)
Add: Non-current leave paid		0	0	14,052
Add : Long Term Borrowings		84,837	10,887	35,936
Adjusted Net Current Assets		4,157,856	2,783,975	3,003,495

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.

This Year YTD	Last Year YTD
Surplus(Deficit)	Surplus(Deficit)
\$3.003 M	\$2.784 M

STATUTORY REPORT

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2025

NOTE 2

EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2025 financial year is at least \$25,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Revenue from operating activities					
Operating Grants, Subsidies and Contributions	105,139	16% overbudget		Timing	Various operating grants received sooner than anticipated.
Fees and Charges	73,333	17% overbudget		Timing	Various accounts above budget, notably caravan park fees. Most of these fees were kept under-stated in the budget review to keep estimates conservative.
Interest Earnings	32,071	11% overbudget		Timing	Interest earnings occurring sooner than budget estimates. Will likely align by the end of financial year.
Other Revenue	28,470	15% overbudget		Timing	Variance predominantly due to worker's compensation received in excess of budget. Budget review figure for worker's compensation kept conservative; its likely that this variance will continue.
Expenditure from operating activities					
Insurance Expenses	(51,468)	-27% overbudget		Timing	Timing of insurance outgoings not processed correctly - annual costs are accurate and will align by the end of the year.
Investing Activities					
Non-operating Grants, Subsidies and Contributions	(1,210,666)	(37%) underbudget		Timing	Variance due to delays in eligibility to claim project-based grant funding. ~\$400k has just been claimed with main roads for Regional Road Group and Wheatbelt Secondary Freight Network projects, and LRCI project claims are due soon.
Capital Acquisitions	2,210,569	40% underbudget		Timing	See note 5 for more detail.

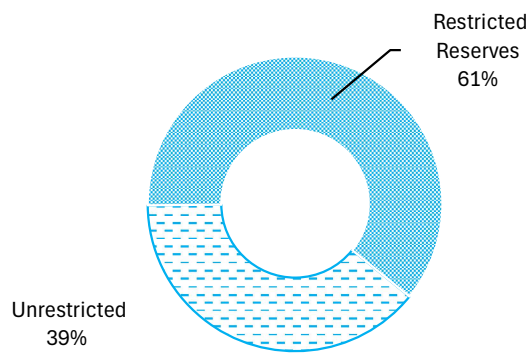
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

**OPERATING ACTIVITIES
NOTE 3
CASH AND INVESTMENTS**

Cash and Investments	Unrestricted	Restricted Reserves	YTD Actual	Institution	Interest rate	Maturity date
	\$	\$	\$			
Cash on Hand						
Petty Cash and Floats	641	0	641			
At Call Deposits						
Municipal Funds (CBA)	3,634,543	129,610	3,634,543	CBA	0.10%	
Term Deposits						
Term Deposit - CBA #38420506 (Reserves)	0	5,555,215	5,555,215	CBA	4.91%	7/04/2025
Total	3,635,184	5,684,825	9,190,399			

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.



Total Cash

\$9.19 M

Unrestricted

\$3.64 M

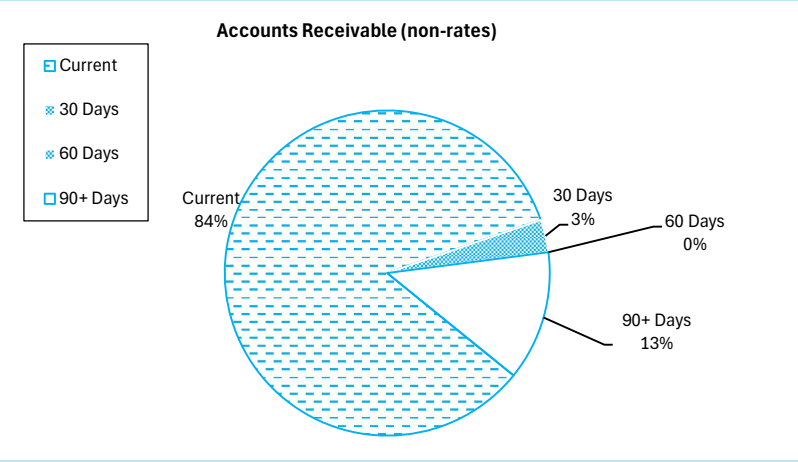
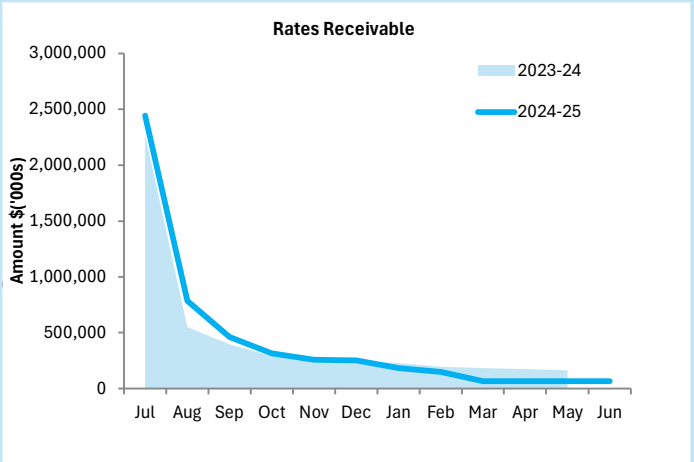
All Restricted Reserve funds held are restricted by this Council. There are no funds held in this Category that are restricted by other legislation.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025

OPERATING ACTIVITIES
NOTE 4
RECEIVABLES

Rates Receivable including ESL and Rubbish	31 Mar 25	Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$		\$	\$	\$	\$	\$
Opening rates in arrears	154,026	Receivables - General	221,183	8,513	51	33,941	263,688
Rates levied in 2025	2,133,835	Percentage	84%	3%	0%	13%	
Less: collections to date	(2,222,337)	Balance per Trial Balance					
Rates outstanding at end of month	65,519	Sundry debtors	221,183	8,513	51	33,941	263,688
		Other receivable	140,310	0	0	0	140,309
Net Rates Collectable	65,519	Total Sundry Receivables Outstanding					403,997
% Collected	104.15%						

SIGNIFICANT ACCOUNTING POLICIES
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



Debtors Due
\$403,997
Over 30 Days
16%
Over 90 Days
13%

Rates Received	Rates Due
104%	\$65,519

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

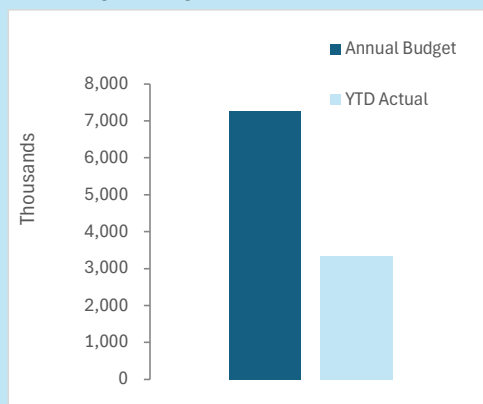
**INVESTING ACTIVITIES
NOTE 5
CAPITAL ACQUISITIONS**

Capital Acquisitions	Amended budget			YTD Actual Total	YTD Budget Variance
	Original Budget	Budget Review - Annual amount	Budget Review - YTD amount		
		\$	\$	\$	\$
Land and Buildings	1,556,000	1,554,290	1,180,671	715,985	(464,686)
Plant and Equipment	1,180,540	1,071,761	883,760	406,501	(477,259)
Furniture and Equipment	98,070	71,500	57,363	37,861	(19,502)
Road Infrastructure	3,619,897	3,606,188	2,704,599	1,958,473	(746,126)
Other Infrastructure	1,099,000	970,000	727,443	224,447	(502,996)
Capital Expenditure Totals	7,553,507	7,273,739	5,553,836	3,343,267	(2,210,569)
Funding of Capital Acquisitions:					
		\$	\$		
Capital grants and contributions	3,416,489	4,001,835	3,244,719	2,034,053	(1,210,666)
Proceeds on disposal of assets	0	431,500	42,500	154,807	112,307
Contribution from Municipal funds	4,137,018	2,840,404	2,266,617	1,154,407	(1,112,210)
Capital Funding Total	7,553,507	7,273,739	5,553,836	3,343,267	(2,210,569)

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$7.27 M	\$3.34 M	46%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$4. M	\$2.03 M	51%

SHIRE OF NAREMBEEN
CAPITAL EXPENDITURE BUDGET VARIANCES
FOR THE YEAR-TO-DATE PERIOD ENDED 31 JANUARY 2025

Capital Expenditure Project	Account Number	Original budget	Budget review - Annual amount	YTD Actual	Annual variance Surplus/(deficit)	% Var	Budget review - YTD figures	YTD actuals	YTD variance Surplus/(deficit)	% Var
Land and Buildings										
Staff housing, Thomas St builds	2178	1,100,000	1,100,000	461,803	638,197	58%	824,994	461,803	363,191	44%
18 Hilton Way, renovations	2225	35,000	35,000	41,182	(6,182)	-18%	35,000	41,182	(6,182)	-18%
Staff housing, Cr Cheetham Way & Brown St subdivision	2179	30,000	33,000	14,112	18,888	57%	24,750	14,112	10,638	43%
1 Longhurst Street, renovations	2180	21,000	21,000	0	21,000	100%	15,750	0	15,750	100%
26 Hilton Way - landscaping	2129	20,000	20,000	0	20,000	100%	14,994	0	14,994	100%
16 Hilton Way - renovations	2228	0	25,000	0	25,000	100%	25,000	0	25,000	100%
Administration Office, tank and pump for reticulation	2132	5,000	5,000	2,247	2,753	55%	3,744	2,247	1,497	40%
30 Longhurst Street (Old Church) restorations	2169	10,000	10,000	0	10,000	100%	7,497	0	7,497	100%
Depot, Pound Improvements	2182	20,000	20,000	9,750	10,250	51%	14,994	9,750	5,244	35%
Recreation Centre, female changerooms (design)	2183	30,000	50,000	0	50,000	100%	37,494	0	37,494	100%
<u>Land and building jobs with brought forward expenditure</u>										
New house - 24 Cheetham Way	2130	110,000	110,000	617,134	(507,134)		82,503	617,134	(534,631)	
Less: 2024 WIP brought forward		0	0	(506,444)			0	(506,444)		
2025 CAPEX		110,000	110,000	110,690	(690)	-1%	82,503	110,690	(28,187)	-34%
Administration Office and Chambers Refurbishment - stage 1	2055	50,000	14,000	86,048	(72,048)	-515%	10,494	86,048	(75,554)	
Less: 2024 WIP brought forward		0	0	(71,695)			0	(71,695)		
2025 CAPEX		50,000	14,000	14,353	(353)	-3%	10,494	14,353	(3,859)	-37%
Shire Depot Improvements	2170	80,000	80,000	42,753	37,247		59,994	42,753	17,241	
Less: 2024 WIP brought forward		0	0	(12,195)	0		0	(12,195)	0	
2025 CAPEX		80,000	80,000	30,558	49,442	62%	59,994	30,558	29,436	49%
LRCI 4 - Diesel Generator (Narembeen Recreation Centre)	2171	45,000	31,290	92,049	(60,759)		23,463	92,049	(68,586)	
Less: 2024 WIP brought forward		0	0	(60,759)	0		0	(60,759)	0	
2025 CAPEX		45,000	31,290	31,290	-	0%	23,463	31,290	(7,827)	-33%
Total Land and Buildings		1,556,000	1,554,290	715,985	838,305		1,180,671	715,985	464,686	
Furniture and Equipment										
Recreation Centre, furniture + blinds	2181	16,400	26,500	2,081	24,419	92%	19,872	2,081	17,791	90%
Admin - VOIP Phones	2184	10,000	10,000	0	10,000	100%	7,497	0	7,497	100%
Admin - Council Chambers Furniture	2185	23,670	0	0	0	#DIV/0!	0	0	0	#DIV/0!
Admin - Laptops (5x)	2186	8,000	10,000	10,985	(985)	-10%	7,497	10,985	(3,488)	-47%
Recreation Centre, new oven	2227	0	15,000	15,031	(31)	0%	15,000	15,031	(31)	0%
<u>Furniture & equipment jobs with brought forward expenditure</u>										
Replacement Admin Server	2043	40,000	10,000	33,135	(23,135)		7,497	33,135	(25,638)	
Less: 2024 WIP brought forward		0	0	(23,371)	0		0	(23,371)	0	
2025 CAPEX		40,000	10,000	9,764	236	2%	7,497	9,764	(2,267)	-30%
Total Furniture and Equipment		98,070	71,500	37,861	33,639		57,363	37,861	19,502	

SHIRE OF NAREMBEEN
CAPITAL EXPENDITURE BUDGET VARIANCES
FOR THE YEAR-TO-DATE PERIOD ENDED 31 JANUARY 2025

Capital Expenditure Project	Account Number	Original budget	Budget review - Annual amount	YTD Actual	Annual variance Surplus/(deficit)	% Var	Budget review - YTD figures	YTD actuals	YTD variance Surplus/(deficit)	% Var
Plant and Equipment										
Works, Traffic Counters (2x)	2187	23,000	19,463	19,463	0	0%	14,589	19,463	(4,874)	-33%
Works, Fleet Tracking Hardware	2188	10,000	10,000	0	10,000	100%	7,497	0	7,497	100%
Replace - CEO Vehicle, 1NB (2022)	2189	80,000	69,247	69,247	0	0%	51,930	69,247	(17,317)	-33%
Replace - EMCS Vehicle, NB01 (2022)	2190	75,000	67,066	67,066	0	0%	50,292	67,066	(16,774)	-33%
Replace - Doctors Vehicle, 111NB (2022)	2191	65,000	53,750	53,750	0	0%	40,311	53,750	(13,439)	-33%
Replace - EMIS Vehicle, NB1 (2021)	2192	80,000	80,000	0	80,000	100%	59,994	0	59,994	100%
Howard Porter - Side Tipper, NB5708 (2005)	2193	160,000	110,000	104,895	5,105	5%	82,494	104,895	(22,401)	-27%
Replacement Dolly, NB15003 (2019)	2194	46,000	46,000	0	46,000	100%	34,497	0	34,497	100%
Light tipper (NEW)	2195	78,000	78,000	0	78,000	100%	58,500	0	58,500	100%
Nissan Navara - Dual Cab Ute, 1HAQ076 (2015)	2196	48,000	48,000	0	48,000	100%	36,000	0	36,000	100%
Nissan Navara - Dual Cab Ute, 1HAQ077 (2015)	2197	48,000	48,000	0	48,000	100%	36,000	0	36,000	100%
Elevated working platform (NEW)	2198	55,000	52,603	52,603	(0)	0%	39,447	52,603	(13,156)	-33%
New Traffic Lights	2199	29,000	29,000	0	29,000	100%	21,744	0	21,744	100%
Auger (attachment for skid steer)	2200	5,540	5,540	5,385	155	3%	4,149	5,385	(1,236)	-30%
Grab bucket (loader attachment)	2201	36,000	22,500	21,500	1,000	4%	16,875	21,500	(4,625)	-27%
Scales (loader attachment)	2202	22,000	12,592	12,592	0	0%	9,441	12,592	(3,151)	-33%
Grader, NB7000	2224	320,000	320,000	0	320,000	100%	320,000	0	320,000	100%
Total Plant and equipment		1,180,540	1,071,761	406,501	665,260		883,760	406,501	477,259	
Total Property, Plant and Equipment		2,834,610	2,697,551	1,160,347	1,537,204		2,121,794	1,160,347	961,447	

SHIRE OF NAREMBEEN
CAPITAL EXPENDITURE BUDGET VARIANCES
FOR THE YEAR-TO-DATE PERIOD ENDED 31 JANUARY 2025

Capital Expenditure Project	Account Number	Original budget	Budget review - Annual amount	YTD Actual	Annual variance Surplus/(deficit)	% Var	Budget review - YTD figures	YTD actuals	YTD variance Surplus/(deficit)	% Var
Infrastructure - Roads, Footpaths and Drainage										
LRCI 4 - Corrigin/Naremben Road culvert	2122	120,000	103,281	103,331	(50)	0%	77,463	103,331	(25,868)	-33%
LRCI 4 - Road Signage and Safety Audit	2173	50,000	50,000	7,552	42,448	85%	37,494	7,552	29,942	80%
LRCI 3 - Churchill Street improvements (defects)	2092	0	0	76,852	(76,852)	NO BUDGET	0	76,852	(76,852)	NO BUDGET
LRCI 3 - Savage Laneway (defects)	2091	0	0	3,294	(3,294)	NO BUDGET	0	3,294	(3,294)	NO BUDGET
R2R - Dixon Road, gravel resheeting (SLK 22.00 - 25.82)	2203	100,000	100,000	15,039	84,961	85%	74,997	15,039	59,958	80%
R2R - Emu Hill East Road and Cemetery Parking reconstruct and seal	2204	100,000	100,000	87,858	12,142	12%	74,997	87,858	(12,861)	-17%
R2R - Swaitz Road - gravel resheeting and vegetation clearing (SLK 0.00 - 42.00)	2205	147,754	147,754	20,488	127,266	86%	110,808	20,488	90,320	82%
R2R - Soldiers Road, reconstruct and seal (SLK 7.80 - 8.90)	2206	150,000	150,000	149,879	121	0%	112,500	149,879	(37,379)	-33%
RRG - Cramphorne Road, second coat seal (SLK 32.29 - 37.29)	2207	100,000	100,000	118,794	(18,794)	-19%	74,997	118,794	(43,797)	-58%
RRG - Cramphorne Road, reconstruct and primer seal (SLK 37.29 - 42.00)	2208	620,000	620,000	218,430	401,570	65%	464,994	218,430	246,564	53%
Wogari-Muntadgin Road, reseal (SLK 0.00 - 0.61 & 10.61 - 11.42)	2209	54,000	54,000	47,963	6,037	11%	40,500	47,963	(7,463)	-18%
Mount Walker Road, shoulders and vegetation works (SLK 0.00 - 8.90)	2210	180,000	180,000	42,174	137,826	77%	135,000	42,174	92,826	69%
Mount Walker Road, reconstruction and reseal sections (between SLK 48.00 - 54.00)	2211	230,000	230,000	229,985	15	0%	172,494	229,985	(57,491)	-33%
Townsite kerb replacement	2157	150,000	150,000	0	150,000	100%	112,500	0	112,500	100%
LRCI 4 - Townsite drainage improvements and catchment works	2212	206,842	206,842	8,670	198,172	96%	155,124	8,670	146,454	94%
LRCI 4 - Townsite Drainage, Kerbing, Flood Mitigation & footpaths	2213	145,430	145,430	7,430	138,000	95%	109,071	7,430	101,641	93%
LRCI 4 - Townsite improvements (trees and planter boxes & works on Wogari-Muntadgin Road) SLK 1.4-20.0 clearing of vegetation for roadside traffic management	2150	120,000	120,000	909	119,091		90,000	909	89,091	
	2082	50,000	50,000	1,924	48,076	96%	37,503	1,924	35,579	95%
Roadworks jobs with brought forward expenditure										
WSFN - Naremben- Kondinin SLK 19.5 - 23 Widen, Overlay	2111	1,035,871	1,035,871	757,981	277,890		776,898	757,981	18,917	
Less: 2024 WIP brought forward		0	0	(3,089)	0		0	(3,089)	0	
2025 CAPEX		1,035,871	1,035,871	754,892	280,979	27%	776,898	754,892	22,006	3%
Townsite drainage survey and design	2156	60,000	63,010	72,650	(9,640)		47,259	72,650	(25,391)	
Less: 2024 WIP brought forward		0	0	(9,640)	0			(9,640)		
2025 CAPEX		60,000	63,010	63,010	-	0%	47,259	63,010	(15,751)	-33%
Total Roads, Footpaths and Drainage		3,619,897	3,606,188	1,958,473	1,647,715		2,704,599	1,958,473	746,126	

SHIRE OF NAREMBEEN
CAPITAL EXPENDITURE BUDGET VARIANCES
FOR THE YEAR-TO-DATE PERIOD ENDED 31 JANUARY 2025

Capital Expenditure Project	Account Number	Original budget	Budget review - Annual amount	YTD Actual	Annual variance Surplus/(deficit)	% Var	Budget review - YTD figures	YTD actuals	YTD variance Surplus/(deficit)	% Var
Other Infrastructure										
LRCI 4 - Swimming Pool Heating	2149	100,000	110,000	110,658	(658)	-1%	82,494	110,658	(28,164)	-34%
LRCI 4 - Walker Lake Interpretive Signage	2175	25,000	25,000	23,898	1,102	4%	18,747	23,898	(5,151)	-27%
Town Dam - Compliance and Safety works	2214	10,000	10,000	0	10,000	100%	7,497	0	7,497	100%
Caravan Park, drain, sewerage and electrical line rerouting and	2215	25,000	0	0	0		0	0	0	#DIV/0!
Narembeen swimming pool, chlorination system improvements	2216	50,000	25,000	0	25,000	100%	18,747	0	18,747	100%
Community Directory website development	2161	5,000	0	0	0		0	0	0	#DIV/0!
Administration Office - Generator installation	2217	50,000	50,000	0	50,000	100%	37,494	0	37,494	100%
CRC - Generator Installation	2218	60,000	0	0	0		0	0	0	#DIV/0!
Depot - New fuel tank	2219	59,000	59,000	0	59,000	100%	44,244	0	44,244	100%
Community LED display	2220	65,000	0	0	0		0	0	0	#DIV/0!
BMX track, survey and design	2162	25,000	25,000	0	25,000	100%	18,747	0	18,747	100%
Ski Lake planning and development	2163	85,000	95,000	0	95,000	100%	71,244	0	71,244	100%
Narembeen oval, switchboard	2223	44,000	44,000	0	44,000	100%	32,994	0	32,994	100%
Town Oval, New reticulation system survey and design	2226	0	15,000	11,650	3,350	22%	11,250	11,650	(400)	-4%

SHIRE OF NAREMBEEN
CAPITAL EXPENDITURE BUDGET VARIANCES
FOR THE YEAR-TO-DATE PERIOD ENDED 31 JANUARY 2025

Capital Expenditure Project	Account Number	Original budget	Budget review - Annual amount	YTD Actual	Annual variance Surplus/(deficit)	% Var	Budget review - YTD figures	YTD actuals	YTD variance Surplus/(deficit)	% Var
<i>Other infrastructure jobs with brought forward expenditure</i>										
Narembeen & Mt Walker tennis lights (Club Night Lights)	2221	186,700	186,700	74,989	111,711		140,022	74,989	65,033	
Less: 2024 WIP brought forward		0	0	(1,000)	0			(1,000)		
2025 CAPEX		186,700	186,700	73,989	112,711	60%	140,022	73,989	66,033	47%
Narembeen hockey field lights (Club Night Lights)	2222	299,300	299,300	1,000	298,300		224,469	1,000	223,469	
Less: 2024 WIP brought forward		0	0	(1,000)	0			(1,000)		
2025 CAPEX		299,300	299,300	-	299,300	100%	224,469	-	224,469	100%
Clock Tower Garden (Cnr Latham Rd & Currall St), retic and gardening	2177	10,000	26,000	4,771	21,230		19,494	4,771	14,724	
Less: 2024 WIP brought forward		0	0	(520)	0			(520)		
2025 CAPEX		10,000	26,000	4,251	21,749	84%	19,494	4,251	15,243	78%
Total Other Infrastructure		1,099,000	970,000	224,447	745,553		727,443	224,447	502,996	
Total Infrastructure		4,718,897	4,576,188	2,182,920	2,393,268		3,432,042	2,182,920	1,249,122	
Net 2025 Capital Expenses		7,553,507	7,273,739	3,343,267	3,930,472		5,553,836	3,343,267	2,210,569	
Add: 2024 Work In Progress brought forward		0	0	689,713	0		0	689,713	0	
Total 2025 Capital Acquisitions		7,553,507	7,273,739	4,032,980	3,930,472		5,553,836	4,032,980	2,210,569	

**NOTES TO THE STATEMENT OF FINANCIAL
FOR THE PERIOD ENDED 31 MARCH 2025**

**NOTE 6
GRANTS AND CONTRIBUTIONS**

Grants and Contributions

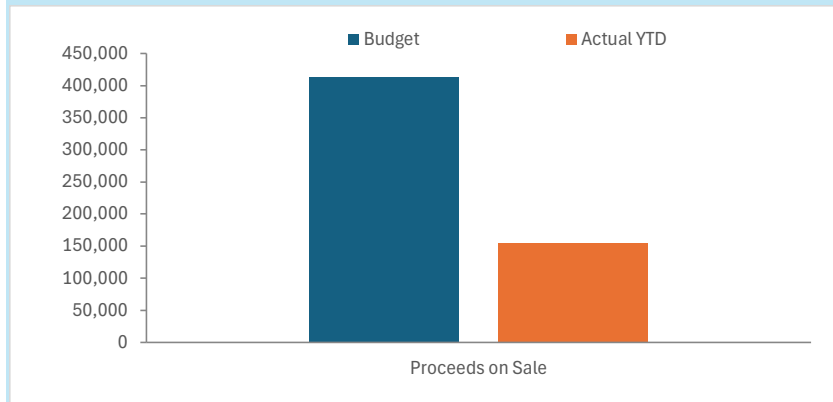
	Current				
	Annual Budget	Budget	YTD Budget	YTD Actual	Variance (Under)/Over
Operating grants, subsidies and contributions					
General Purpose funding					
Financial Assistance Grant - General portion	119,896	119,896	119,896	147,945	28,049
Financial Assistance Grant - Roads portion	85,044	85,044	63,783	78,819	15,036
	204,940	204,940	183,679	226,763	43,084
Law, Order and Public Safety					
Bush Fire Brigade Operating Grant	14,720	3,000	2,250	3,946	1,696
	14,720	3,000	2,250	3,946	1,696
Housing					
Other housing, reimbursements received	38,400	40,500	0	0	0
	38,400	40,500	0	0	0
Community Amenities					
CRC, SOCK Week grant funding	25,455	25,455	25,455	40,000	14,545
CRC, Annual operating grants	121,000	121,000	90,747	125,635	34,888
CRC, Event grant funding	31,000	31,000	23,247	21,930	(1,317)
CRC, Event grant funding	38,000	38,000	28,494	44,490	15,996
	215,455	215,455	167,943	232,055	64,112
Recreation and Culture					
Reimbursements from sporting groups	0	0	0	0	0
	10,000	5,000	3,753	0	(3,753)
Transport					
Main Roads Direct Grant	305,245	305,245	305,245	305,245	0
	305,245	305,245	305,245	305,245	0
Operating grants, subsidies and contributions Total	788,760	774,140	662,870	768,009	105,139
Non-operating grants, subsidies and contributions					
Recreation and Culture					
LRCI grant funding	767,272	767,272	575,451	0	(575,451)
	767,272	767,272	575,451	0	(575,451)
Transport					
Regional Road Group (RRG) Grant Funding	480,000	480,000	360,000	-2,724	(362,724)
Roads to Recovery (R2R) Grant Funding	497,754	497,754	373,320	250,000	(123,320)
Wheatbelt Secondary Freight Network (WSFN) Grant Funding	966,814	966,814	725,112	773,451	48,339
Heavy Vehicle Road Maintenance Contributions	225,000	973,371	973,371	1,013,326	39,955
	2,169,568	2,917,939	2,431,803	2,034,053	-397,750
Non-operating grants, subsidies and contributions Total	2,936,840	3,685,211	3,007,254	2,034,053	(973,201)
Grand Total	3,725,600	4,459,351	3,670,124	2,802,062	(868,062)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

**OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS**

Asset Description	Amended budget				YTD Actual			
	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
	\$	\$	\$	\$	\$	\$	\$	\$
Toyota Prado (CEO's car)	41,681	37,273	0	(4,408)	41,681	37,272	0	(4,409)
Toyota Kluger (EMCS's car)	49,379	40,727	0	(8,652)	49,379	40,727	0	(8,652)
Toyota Kluger (Dr's car)	40,000	38,000	0	(2,000)	0	0	0	0
Toyota Prado (EMIS's car)	45,000	45,000	0	0	0	0	0	0
Howard Porter - Side Tipper (NB 5708)	0	42,688	42,688	0	0	42,688	42,688	0
Howard Porter - Side Tipper (NB 3937)	0	28,000	28,000	0	0	0	0	0
Dolly (NB15003)	13,000	24,000	11,000	0	0	0	0	0
Ford Ranger (NB 7399)	4,000	3,500	0	(500)	0	0	0	0
Nissan Navara (1HAQ076)	11,000	15,000	4,000	0	0	0	0	0
Nissan Navara (1HAQ077)	11,000	15,000	4,000	0	0	0	0	0
CAT 12M Grader (NB7000)	92,500	90,000	0	(2,500)	0	0	0	0
Holden Rodeo (surplus to requirements)	0	273	273	0	0	272	272	0
Land, 41 Cheetham Way	46,864	33,648	0	(13,216)	46,864	33,648	0	(13,216)
Laptop (surplus to requirements)	0	200	200	0	0	200	200	0
	354,424	413,309	90,161	(31,276)	137,924	154,807	43,160	(26,277)

KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
\$413,309	\$154,807	37%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

FINANCING ACTIVITIES
NOTE 8
BORROWINGS

Information on Borrowings Particulars	30 Jun 2024	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budgeted	Actual	Budgeted	Actual	Budgeted	Actual	Budgeted
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Recreation and Culture									
Loan 125 - Swimming Pool	87,574	0	0	13,424	27,296	74,150	60,278	2,925	5,402
Loan 128 - Recreation Centre	501,085	0	0	19,379	39,268	481,706	461,817	13,191	25,873
	588,659	0	0	32,803	66,564	555,856	522,095	16,116	31,275
Self supporting loans									
Housing									
Loan 127 - Aged Homes	15,952	0	0	4,415	6,552	11,537	9,400	536	876
Recreation and Culture									
Loan 130 - Mt Walker Tennis Club	3,840	0	0	3,840	3,840	-0	0	31	31
Loan 131 - Narembeen Bowling Club	56,811	0	0	7,843	7,881	48,968	48,930	573	534
	76,603	0	0	16,098	18,273	60,505	58,330	1,140	1,441
Total	665,262	0	0	48,901	84,837	616,361	580,425	17,256	32,716

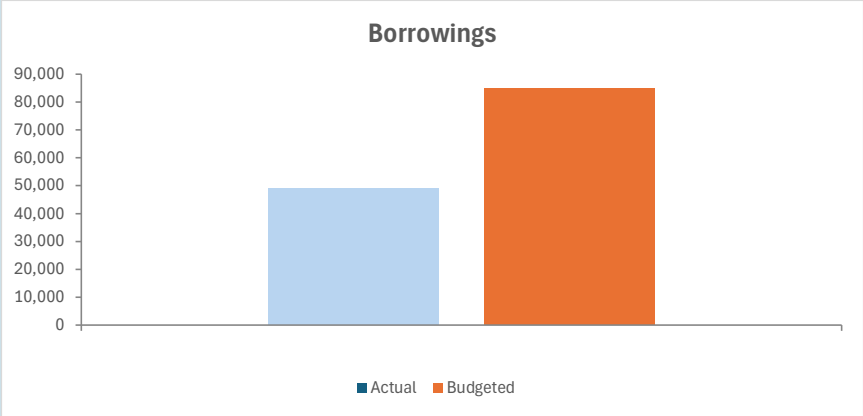
All debenture repayments were financed by general purpose revenue.

SIGNIFICANT ACCOUNTING POLICIES

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.



Principal Repayments	
\$48,901	
Interest Earned	Interest Expense
\$333,133	\$17,256
Reserves Bal	Loans Due
#REF!	\$.62 M

**NOTES TO THE STATEMENT OF
FOR THE PERIOD ENDED 31 MARCH 2025**

**NOTE 9
CASH BACKED RESERVES**

	Amended Budget Opening Balance	Amended Budget Transfer to	Amended Budget Transfer (from)	Amended Budget Closing Balance	Actual Opening Balance	Actual Actual Transfer to	Actual Transfer (from)	Actual Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Restricted								
Leave reserve	309,132	14,418	0	323,550	309,132	11,247	0	320,379
Plant reserve	567,015	26,446	(256,040)	337,421	567,015	20,630	0	587,645
Infrastructure reserve	2,465,448	292,131	(1,323,082)	1,434,497	2,465,448	41,564	(1,323,082)	1,183,931
HVRIC reserve	0	2,278,453	0	2,278,453	0	1,371,221	0	1,371,221
Land Development reserve	342,573	15,978	0	358,551	342,573	12,464	0	355,037
Avoca Farm reserve	84,199	3,927	0	88,126	84,199	3,063	0	87,262
Recreation reserve	758,939	35,397	(110,000)	684,336	758,939	27,613	0	786,552
Housing reserve	587,297	27,392	(600,000)	14,689	587,297	21,368	0	608,665
Heritage reserve	21,760	1,015	0	22,775	21,760	792	0	22,552
Medical reserve	98,770	4,607	0	103,377	98,770	3,594	0	102,364
Server reserve	0	15,000	0	15,000	0	0	0	0
ERP reserve	0	40,000	0	40,000	0	0	0	0
Bendering landfill reserve	125,059	35,833	0	160,892	125,059	4,550	0	129,609
Bendering rehabilitation reserve	0	5,000	0	5,000	0	0	0	0
RoeROC reserve	0	5,000	0	5,000	0	0	0	0
	5,360,192	2,800,597	(2,289,122)	5,871,667	5,360,192	1,518,106	(1,323,082)	5,555,217
	5,360,192	2,800,597	(2,289,122)	5,871,667	5,360,192	1,518,106	(1,323,082)	5,555,217

ATTACHMENT 13.2A
Schedule of Accounts for month ended
31 March 2025



Shire of Narembreen
Schedule of accounts paid
For the month ended 31 March 2025

Chq/EFT	Date	Name	Description	Amount
EFT18449	6/03/2025	ATeam Printing	Community Directory Printing	1,896.10
EFT18450	6/03/2025	Ampac Debt Recovery (WA) Pty Ltd	Debt recovery, rates	187.62
EFT18451	6/03/2025	Astro tourism WA Pty Ltd	DarkSky International, accreditation program	297.00
EFT18452	6/03/2025	Australia Post	Postage for the month	92.38
EFT18453	6/03/2025	Australian Services Union	Payroll Deductions/Contributions	26.50
EFT18454	6/03/2025	Bitutek Pty Ltd	Various reconstruction roadworks, bitumen spraying	366,800.95
EFT18455	6/03/2025	Boc Gases	Depot, workshop consumables	7.88
EFT18456	6/03/2025	Carrington's Traffic Services	Traffic management services for roadworks	45,208.23
EFT18457	6/03/2025	Chris Bray Electrics Pty Ltd	Recreation centre football club home room, installation of emergency exit light	187.00
EFT18458	6/03/2025	Department Of Fire And Emergency Services	ESL Q3 remittance	18,694.50
EFT18459	6/03/2025	Eastern Hills Saws And Mowers	Honda lawn mower, air filters	71.55
EFT18460	6/03/2025	Econisis Pty Ltd	RoeROC Housing Investigation Project, final payment for report	5,225.00
EFT18461	6/03/2025	Narembreen Roadhouse	Fuel purchases for the month	587.24
EFT18462	6/03/2025	Goldpoint Holdings Pty Ltd as Trustee for the Goldpoint Trust	Heritage trail plaque	250.79
EFT18463	6/03/2025	Great Eastern Freightliners	Kondinin Narembreen Road, wet hire of road train side tipper	28,737.50
EFT18464	6/03/2025	Haddeo Infrastructure Agriculture Pty Ltd	Project Management, Club Night Lights Program	6,490.00
EFT18465	6/03/2025	Jason Signmakers	Bin to Bin, Aluminium marker number plates	1,002.50
EFT18466	6/03/2025	Merredin Refrigeration & Air Conditioning	Gym, air conditioning repairs	132.00
EFT18467	6/03/2025	Livingston Medical Pty Ltd	Management fees.	26,480.66
EFT18468	6/03/2025	Merredin Glazing Service	18 Hilton Way, sliding door, screen door and flyscreens	7,683.72
EFT18469	6/03/2025	Modular WA	33 & 35 Thomas St developments, milestone payment - completion of walls and roof framing	188,730.00
EFT18470	6/03/2025	Newground Water Services Pty Ltd	Town oval, Review of irrigation system	7,865.00
EFT18471	6/03/2025	Fleet Fitness	Gym, equipment servicing	1,100.00
EFT18472	7/03/2025	Omnicom Media Group Australia Pty Ltd	Advertising for RFT 2025/03, Disposal of Motor Grader	464.33
EFT18473	7/03/2025	P M Services Narembreen	Waste Transfer Station Facility Management	2,842.00
EFT18474	7/03/2025	PK Technology Pty Ltd	CELF1 vehicle pack	1,399.00
EFT18475	7/03/2025	Prompt Safety Solutions	Cramphorne Road, traffic management plan and traffic guidance scheme	3,300.00
EFT18476	7/03/2025	Repco	NB15055, parts for repairs	130.90
EFT18477	7/03/2025	Rotary E Club of Western Australian (inc)	RYPEN, 2x places 2025	680.00
EFT18478	7/03/2025	Shire Of Kalamunda	Building application processing services for May 2024 to January 2025	450.92
EFT18479	7/03/2025	Shire Of Kellerberrin	Narembreen townsite, street sweeping	2,312.50
EFT18480	7/03/2025	Team Digital	CRC, stationary and printer ink	990.30
EFT18481	7/03/2025	Team Global Express Pty Ltd	Freight on account	126.35
EFT18482	7/03/2025	WA Fuel Brokers	Depot, supply 20,000 litres of diesel	34,697.96
EFT18483	7/03/2025	Town Planning Innovations	Planning applications, consultancy	330.00
EFT18484	7/03/2025	Narembreen Tyre Services	NB56, new front tyres and wheel alignment	1,110.00
EFT18485	7/03/2025	WA Contract Ranger Services	Ranger Services	721.87
EFT18486	7/03/2025	Willway Plumbing and Gas	Works Depot, replace urinal cistern	1,082.29
EFT18487	20/03/2025	AAA Trailers Pty Ltd	Tri-Axle Side Tipper, gross acquisition cost	115,385.00
EFT18488	20/03/2025	Carrington's Traffic Services	Kondinin-Narembreen Road, Traffic management services for roadworks	33,755.57
EFT18489	20/03/2025	Chris Bray Electrics Pty Ltd	3/33 Currall St, replace broken light fittings	192.50
EFT18490	20/03/2025	Combined Pest Control Wa	Bristow Butler Road Bridge, Level 1 Bridge Inspection	275.00
EFT18491	20/03/2025	Corsign WA Pty Ltd	Sign bolts and clamps	451.00



Shire of Narembeen
Schedule of accounts paid
For the month ended 31 March 2025

Chq/EFT	Date	Name	Description	Amount
EFT18492	20/03/2025	Modular WA	33 Thomas St, milestone payment - completion of internal wall linings	94,365.00
EFT18493	20/03/2025	Narembeen Cafe	Employee milestone function, catering	375.00
EFT18494	20/03/2025	Narembeen Engineering & Steel Supplies	Recreation centre, Extension for gate at timekeepers stairwell	660.00
EFT18495	20/03/2025	P M Services Narembeen	Waste Transfer Station, facility management fees	2,842.00
EFT18496	20/03/2025	SMEC Australia Pty Ltd	49 Cheetham Way Subdivision, sewerage design	4,292.47
EFT18497	20/03/2025	Shire Of Corrigin	Roe Regional Shared Environmental Health Services	2,676.30
EFT18498	20/03/2025	WALGA	Staff training workshop, Local Government Act 1995 Advanced	654.50
EFT18499	20/03/2025	Sabb Imagery	Ladies Long Lunch, event photography	562.00
EFT18500	20/03/2025	Chris Bray Electrics Pty Ltd	18 Hilton Way, instal oven and fix bathroom light	1,227.60
EFT18501	20/03/2025	Civic Legal	Legal advice	786.56
EFT18502	20/03/2025	LG Best Practices Pty Ltd	Provision of rates and general accounting assistance	2,948.00
EFT18503	20/03/2025	Livingston Medical Pty Ltd	Admin, 3x pre-employment medicals	825.00
EFT18504	20/03/2025	Narembeen Cafe	CRC, Sensory sparks adventure event catering	225.00
EFT18505	20/03/2025	Officeworks	Admin, stationery supplies	327.88
EFT18506	20/03/2025	Qbit Trading Company Pty Ltd	Managed IT services	6,735.92
EFT18507	20/03/2025	Redida Perth	CRC, Sensory sparks adventure event	1,920.00
EFT18508	20/03/2025	The Royal Life Saving Society Of Australia	Swimming Pool, Triennial safety and compliance audit	649.00
EFT18509	20/03/2025	Wheatbelt Office and Business Machines	CRC, photocopier charges	229.51
EFT18510	20/03/2025	BDSS Pty Ltd	Admin, 2x vertical map cabinets	6,375.42
EFT18511	20/03/2025	Bitutek Pty Ltd	Narembeen-Kondinin Road, bitumen spraying	84,135.08
EFT18512	20/03/2025	B & K Fencing	33 & 35 Thomas St, supply and install Colourbond fencing and gates	19,317.10
EFT18513	20/03/2025	Sabrina Sue Hahn	Ladies Long Lunch, speaking fee	2,000.00
EFT18514	20/03/2025	Ics Carpentry	Council public facilities, inspect, advise and quote for repairs	1,001.00
EFT18515	20/03/2025	Swan Stabilizers International	Narembeen-Kondinin Road, cement stabilising	59,125.00
EFT18516	20/03/2025	Avon Waste	Monthly fee for bin pickup and waste services	15,636.57
EFT18517	20/03/2025	Narembeen IGA	Admin, CRC & caravan park, monthly consumables/staff amenities	691.57
EFT18518	20/03/2025	Repco a division of GPC Asia Pacific Pty Ltd	ONB, oil filter and parts for repairs	260.66
EFT18519	20/03/2025	The Fence Post Newspaper Inc.	Advertising fees	105.00
EFT18520	20/03/2025	Narembeen Tyre Services	NB3926, new tyres	570.36
DD12654.1	4/03/2025	Telstra	Telephone charges for Council properties and facilities	218.05
DD12670.1	18/03/2025	Western Power	Electricity usage for Council properties and facilities	687.31
DD12670.2	18/03/2025	Power ICT Pty Ltd	Admin, messages on hold services	75.90
DD12671.1	12/03/2025	Commander Australia Pty Ltd	Admin, telephone handset charges	68.51
DD12671.2	14/03/2025	Western Power	Electricity usage for Council properties and facilities	4,672.36
DD12671.3	17/03/2025	Western Power	Electricity usage for Council properties and facilities	670.69
DD12672.1	19/03/2025	Telstra	Telephone charges for Council properties and facilities	5,519.75
DD12676.1	21/03/2025	Beam Precision Superannuation	Superannuation for Pay run #91	15,988.56
DD12677.1	24/03/2025	Western Power	Electricity usage for Council properties and facilities	1,569.57
DD12679.1	25/03/2025	Western Power	Electricity usage for Council properties and facilities	567.64
DD12685.1	31/03/2025	Telstra	Telephone charges for Council properties and facilities	217.37
DD12683.1	28/03/2025	Beam Precision Superannuation	Superannuation for Pay run #92	17,204.39
DD12686.1	31/03/2025	Commonwealth Bank	Credit Card purchases for March 2025	15,733.27
GNJ 4319	13/03/2025	Altus Payroll	Payroll run #91	77,434.13
GNJ 4324	27/03/2025	Altus Payroll	Payroll run #92	81,140.38
				\$ 1,441,738.99

ATTACHMENT 13.2B
Credit Card payment list (CBA)
March 2025



Shire of Narembeen
Credit Card Purchases
26 February 2025 - 26 March 2025
 Direct Debited 31 March 2025

Chief Executive Officer			
Date	Supplier	Description of purchase	Amount
3/03/2025	Narembeen Roadhouse	Fuel	\$ 48.87
20/03/2025	Landgate	Title search	\$ 31.60
25/03/2025	Bunnings	Staff farewell gifts	\$ 200.00
TOTAL CEO CREDIT CARD PAYMENTS			\$ 280.47

Executive Manager Infrastructure Services			
Date	Supplier	Description of purchase	Amount
24/03/2025	RentWA	Rental truck, hire fees	\$ 621.50
TOTAL EMIS CREDIT CARD PAYMENTS			\$ 621.50

Date	Supplier	Description of purchase	Amount
	CommBank	Bank fees and interest	\$ -

Executive Manager Corporate Services			
Date	Supplier	Description of purchase	Amount
25/03/2025	Remarkable		\$ 4.99
24/03/2025	RentWA	Rental truck, bond	\$ 500.00
21/03/2025	Burswood Nominees	Parking for LGPro Finance Professionals conference	\$ 50.20
21/03/2025	Crown Towers	Accommodation for LGPro Finance Professionals conference	\$ 44.51
20/03/2025	BP The Lakes	Fuel	\$ 78.90
19/03/2025	Crown Towers	Accommodation for LGPro Finance Professionals conference	\$ 728.28
19/03/2025	RNG Industries	Council refreshments	\$ 66.84
18/03/2025	Kmart	Refund for online order	-\$ 3.75
18/03/2025	BP The Lakes	Fuel	\$ 84.21
17/03/2025	Kmart	CRC, Sensory play items	\$ 350.75
17/03/2025	Quest Innaloo	Accommodation for staff Department of Transport training	\$ 1,523.38
17/03/2025	Awards and Trophies	Triathlon, award medals	\$ 258.35
17/03/2025	Myer	EMCS, uniform allowance	\$ 274.46

17/03/2025	Safety Culture	iAuditor, monthly fee	\$ 31.90
17/03/2025	Bunnings	CRC, Sensory play tables	\$ 848.00
12/03/2025	BWS Merredin	Council refreshments	\$ 269.00
11/03/2025	Starlink	Internet for Council properties and facilities	\$ 834.00
11/03/2025	RNG Industries	Catering for staff milestone celebrations	\$ 279.50
11/03/2025	Peterkin Paper	CRC, paper supplies	\$ 175.58
11/03/2025	Narembeen Recreation Centre	Catering for staff milestone celebrations	\$ 375.00
7/03/2025	Australia Post	Triathlon, gift cards for prizes	\$ 300.00
6/03/2025	Peterkin Paper	CRC, paper supplies	\$ 140.18
6/03/2025	Adobe	Annual subscription	\$ 383.86
6/03/2025	eSafety Supplies	Sharps disposal units	\$ 1,089.00
6/03/2025	Landgate	Title search	\$ 31.60
3/03/2025	Shell Katanning	Fuel	\$ 48.20
3/03/2025	Adobe	Annual subscription	\$ 383.86
3/03/2025	Reddy Express	Fuel	\$ 74.48
3/03/2025	Canva	Annual subscription	\$ 164.99
28/02/2025	Nespresso	Coffee pods	\$ 124.00
27/02/2025	Target	CRC, Sensory play toys and books	\$ 1,000.00
27/02/2025	Ikea	Ladies Long Lunch, candles	\$ 50.00
27/02/2025	Swamp Industries	CRC, PA System	\$ 1,148.05
27/02/2025	JB - HIFI	CRC, Portable projector and screen	\$ 1,678.98
27/02/2025	LG Professionals WA	Attendance fee for 2025 Finance professionals conference	\$ 1,440.00
		TOTAL EMCS CREDIT CARD PAYMENTS	\$ 14,831.30

TOTAL CBA CREDIT CARD PURCHASES FOR THE PERIOD \$ 15,733.27