



MINUTES

Ordinary Council Meeting
15 April 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 April Ordinary Council Meeting has been convened for:

Date: Tuesday 15 April 2025

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

Commencing: 5.00pm

Rebecca McCall
Chief Executive Officer

10 April 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.

Contents

1. Official Opening and Welcome	4
2. Record of Attendance / Apologies / Leave of Absence	4
3. Public Question Time	4
4. Disclosure of Interest	4
5. Application for Leave of Absence	4
6. Deputations/ Petitions/ Presentations/ Submissions	4
7. Confirmation of Previous Meetings	4
7.1 Ordinary Council Meeting 18 March 2025	4
8. Minutes of Committee Meetings to be Received	5
8.1 CEACA Management Meeting 24 February 2025	5
8.2 Local Emergency Management Committee Meeting 13 March 2025	5
8.3 Ramelius Resources and Shire of Narembreen Community Benefit Fund Advisory Committee Meeting Monday 7 April 2025	6
9. Recommendations from Committee Meetings for Council Consideration	6
9.1 Recommendation from Community Benefit Fund Advisory Committee Meeting Monday 7 April 2025	6
10. Announcements by Presiding Member without Discussion	7
11. Officers Reports - Office of the Chief Executive Officer	8
11.1 Corporate Business Plan – Quarterly Monitoring Report – March 2025	8
12. Officers Reports - Development and Regulatory Services	11
12.1 Proposed amalgamation of Lot 60, 61 and 62 (No 2-6) Doreen Street and Wilfred Street, Narembreen	11
13. Officers Reports - Corporate Services	16
13.1 Financial Statements for the month ended 31 March 2025	16
13.2 Schedule of Accounts for the month ended 31 March 2025	18
14. Officers Reports - Community Services	21
15. Officers Reports - Infrastructure Services	21
16. Elected Member Motions of which Previous Notice has been Given	21
17. Elected Member Motions Without Notice	21
18. New Business of an Urgent Nature Approved by the Presiding Person or Decision	21
19. Matters for which the Meeting may be Closed	21
20. Closure of Meeting	21

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 MJ Currie
Cr HJ Bald
Cr CD Bray
Cr AM Hardham

Staff:

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

Member of Public:

Apologies:

Cr TW Cole

3. Public Question Time

Nil

4. Disclosure of Interest

Nil

5. Application for Leave of Absence

Nil

6. Deputations/ Petitions/ Presentations/ Submissions

Nil

7. Confirmation of Previous Meetings

7.1 Ordinary Council Meeting 18 March 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 March 2025, as presented, be confirmed as a true and correct record of proceedings.

MIN 7979/25

MOTION - Moved Cr. Hardham

Seconded Cr. Bald

CARRIED 6 / 0

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

8. Minutes of Committee Meetings to be Received

Items 8.1 and 8.2 were moved en bloc

8.1 CEACA Management Meeting 24 February 2025 Attachment 8.1A

Voting Requirements

☒ Simple Majority

☐ Absolute Majority

Officer's Recommendation / Council Resolution – 8.1

That the minutes of the CEACA Management Meeting held on Monday 24 February 2025, as presented, be received.

MIN 7980/25

MOTION - Moved Cr. Cusack

Seconded Cr. Currie

CARRIED 6 / 0

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

8.2 Local Emergency Management Committee Meeting 13 March 2025 Attachment 8.2A

Voting Requirements

☒ Simple Majority

☐ Absolute Majority

Officer's Recommendation / Council Resolution – 8.2

That the minutes of the LEMC Meeting held on Thursday 13 March 2025, as presented, be received.

MIN 7980/25

MOTION - Moved Cr. Cusack

Seconded Cr. Currie

CARRIED 6 / 0

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

8.3 Ramelius Resources and Shire of Narembeen Community Benefit Fund Advisory Committee Meeting Monday 7 April 2025
Attachment 8.3A

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officer's Recommendation / Council Resolution – 8.3

That the minutes of the Ramelius Resources and Shire of Narembeen Community Benefit Fund Advisory Committee Meeting held on Monday 7 April 2025, as presented, be received.

MIN 7981/25 **MOTION** - Moved Cr. Currie Seconded Cr. Bray

CARRIED 6 / 0

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

9. Recommendations from Committee Meetings for Council Consideration

9.1 Recommendation from Community Benefit Fund Advisory Committee Meeting Monday 7 April 2025
Attachment 8.3A

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officer's Recommendation / Council Resolution – 9.1

That Council approve the following recommendation from the Community Benefit Fund Advisory Group

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.

MIN 7982/25 **MOTION** - Moved Cr. Cusack Seconded Cr. Hardham

CARRIED 6 / 0

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

10. Announcements by Presiding Member without Discussion

Nil

UNCONFIRMED

11. Officers Reports - Office of the Chief Executive Officer

11.1 Corporate Business Plan – Quarterly Monitoring Report – March 2025

Date:	8 April 2025
Location:	Not Applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	CP/Planning/Corporate Business Plan/Progress Reports
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	11.1A IPR Quarterly Progress Report – March 2025

Purpose of Report

- ☒ Executive Decision ☐ Legislative Requirement

Summary

This item presents the Corporate Business Plan (CBP) – quarterly monitoring report for March 2025 to Council for consideration and, if satisfactory, receive.

Background

The Council, community, and administration each has a unique role and responsibilities for the development of effective and sustainable integrated plans for the local area and reporting on the progress of those plans. A successful integrated planning and reporting process will deliver a:

- Strategic Community Plan (SCP) that clearly links the community's aspirations with the council's vision and long-term strategy;
- Corporate Business Plan that integrates resourcing plans and specific council plans with the strategic community plan; and
- Clearly stated vision for the future viability of the local area.

The Integrated Planning and Reporting Framework:

- recognises that planning for a local government is holistic in nature and driven by the community;
- builds organisational and resource capability to meet community need;
- optimises success by understanding the integration and interdependencies between the components; and
- emphasises performance monitoring so that local governments can adapt and respond to changes in community needs and the business environment.

A strategic review is undertaken every two years, alternating between a minor review and a major review. The Shire of Narembreen's second major strategic review was carried out in 2022/2023 resulting in the adoption of the:

- Strategic Community Plan 2022-2032
- Corporate Business Plan 2022-2023 / 2025-2026

Comment

The CBP undergoes an annual review alongside the yearly budget deliberations, with quarterly reports on operational progress. This process ensures that the Shire of Narembeen is actively working towards achieving and implementation identified goals.

It is crucial for the Shire to assess and track the success of the initiatives to fulfill the aspirations and strategies outlined in the SCP. To this end, the organisation is dedicated to reviewing internal reporting mechanisms to ensure alignment with its commitments and priorities.

Progress reports will be conducted quarterly using a traffic light system to indicate progress against the priorities outlined in the CBP. It is recommended that these quarterly reports be shared with Council as part of a formal agenda item. Additionally, annual results will be communicated to the community through the end-of-year financial annual report as required by legislation.

The CBP – Quarterly Monitoring Review for March 2025 is presented to Council for its review.

Consultation

Executive Manager Corporate Services

Statutory Implications

Section 5.56(1) of the *Local Government Act 1995* requires all local governments to produce plans for the future.

Division 3 DA of the *Local Government (Administration) Regulations 1996* specifies the requirements for the CBP.

Policy Implications

Nil

Strategic Implications

Strategic Community Plan

Strategic Priority: 4. Civic Leadership

Objective: Well governed and efficiently managed Local Government

Strategy: 4.1 Forward planning and implementation of plans to achieve strategic priorities

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
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

There are no financial implications to Council in relation to this item as the Corporate Business Plan recognise outcomes. Identified outcomes from the CBP are factored into the Council's Long Term Financial Plan.

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 11.1

That Council receives the Corporate Business Plan Quarterly Monitoring Report – March 2025 as presented in Attachment 11.1A.

MIN 7983/25

MOTION - Moved Cr. Bray

Seconded Cr. Bald

CARRIED 6 / 0

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

12. Officers Reports - Development and Regulatory Services

12.1 Proposed amalgamation of Lot 60, 61 and 62 (No 2-6) Doreen Street and Wilfred Street, Narembeen

Date:	9 April 2025
Location:	Lots 60, 61 and 62 Doreen Street and Wilfred Street, Narembeen
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Liz Bushby, Town Planning Innovations (TPI), Planning Consultant
File Reference	P1022
Previous Meeting Reference	Item 13.1 and Item 12.3, 19 November 2024
Disclosure of Interest:	Declaration of Interest: Liz Bushby, Town Planning Innovations Nature of Interest: Financial Interest as receive planning fees for advice to the Shire – Section 5.50A of <i>Local Government Act 1995</i>
Attachments:	Nil

Purpose of Report

☐ Executive Decision

☒ Legislative Requirement

Summary

Council is to consider an application to amalgamate three lots in the townsite. The application has been lodged with, and will ultimately be determined by, the Western Australian Planning Commission which has requested comment by the Shire.

Background

The three lots are currently zoned as residential under the Shire of Narembeen Local Planning Scheme No 2. Lots 61 and 62 are currently being used to operate a business on the basis of 'non-conforming use' rights.

The applicant intends to extend the existing building but has been unable to secure planning approval as the proposed works would cross the existing lot boundaries.

Below is a diagram of the three lots in question, depicting the current building layout across lots 61 and 62 and showing lot 60 to the north, which is used to store parts and vehicles.



Above: Lot 61, 62 and 63 in red outline

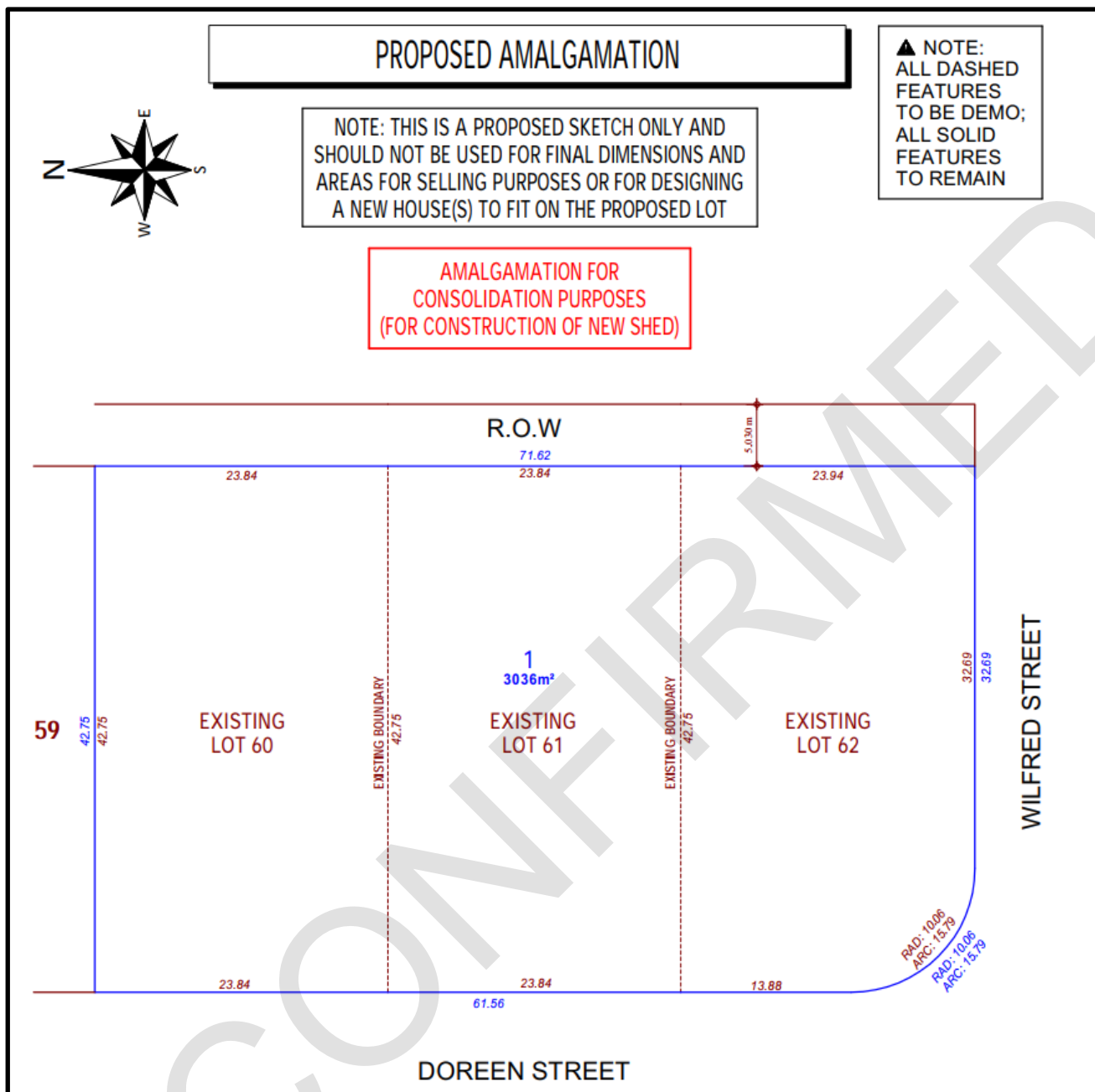
Council considered a development application proposing extensions to the existing building on Lots 61 and 62 at their Ordinary Meeting on 19 November 2024. Council resolved to grant delegated authority to the Chief Executive Officer to determine the outcome of the application. Formal planning approval was not issued as the owner had not correctly completed their planning application form.

Shire contractors liaised with the Shire's building surveyor in 2024, who first identified issues with building extensions over existing lot boundaries and achieving necessary fire ratings for any extension too close to the laneway to the east.

Council considered and endorsed a submission of 'non-conforming use rights' for Lots 61 and 62 on 19 November 2024.

Comment

The owner has applied to amalgamate Lots 61, 62 and 63 into one land parcel as per the plan below:



The proposed amalgamation will ensure that all existing buildings are contained on one consolidated land title.

Consultation

Council, November 2024 discussion forum and OCM
Liz Bushby, Town Planning Innovations

The Western Australian Planning Commission has also referred the application to:

- The Department of Biodiversity, Conservation and Attractions
- Western Power
- Water Corporation.

Statutory Implications

Shire of Narembeen Local Planning Scheme No 2

As previously noted, the three lots are zoned residential and normally industrial activities would not be permitted.

The applicant circumvents the zoning issue due to their 'non-conforming use right', whereby their use of the land is permitted as they were operating or approved under a previous town planning scheme.

Policy Implications

Nil

Strategic Implications

Strategic Community Plan

Strategic Priority: 2. Economy
Objective: Retain and grow existing businesses, employment and attract new industry
Strategy: 2.1 Support the diverse industry across the Shire

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

There are no financial implications directly associated with this resolution.

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 12.1

That Council recommend that the Western Australian Planning Commission approve the amalgamation application (No 201440) unconditionally.

MIN 7984/25

MOTION - Moved Cr. Hardham

Seconded Cr. Currie

CARRIED 6 / 0

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

13. Officers Reports - Corporate Services

13.1 Financial Statements for the month ended 31 March 2025

Date:	9 April 2025
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:	13.1A Shire of Narembreen - Financial statements for month ended 31 March 2025

Purpose of Report

- ☐ Executive Decision ☒ Legislative Requirement

Summary

For Council to review and the financial statements for the months ended 31 March 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 31 March 2025 is \$3,003,052 with cash on hand of \$9,190,399 including \$5,555,215 of restricted reserves.

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 13.1

That Council receive the financial statements for the month ended 31 March 2025.

MIN 7985/25

MOTION - Moved Cr. Bray

Seconded Cr. Currie

CARRIED 6 / 0

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

13.2 Schedule of Accounts for the month ended 31 March 2025

Date:	9 April 2025
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 Schedule of Accounts paid for the month ended 31 March 2025 13.2B 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 31 March 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 31 March 2025 total \$1,441,738.99 including \$15,733.27 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 13.2

That Council receive and endorse the schedule of accounts paid for the month ended 31 March 2025.

MIN 7986/25

MOTION - Moved Cr. Bald

Seconded Cr. Cusack

CARRIED 6 / 0

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

UNCONFIRMED

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

Nil

20. Closure of Meeting

The next meeting will be held on Tuesday 20 May 2025 commencing at 5.00pm

There being no further business, the chair declared the meeting closed at 5.11pm