



COUNCIL CALENDAR

Date	Time	Meeting
20 June 2023	5.00pm	Ordinary Council Meeting
18 July 2023	5.00pm	Ordinary Council Meeting

MAY MEETING PROGRAM

2.00pm	Audit and Risk Committee Meeting
2.30pm	Council Forum
5.00pm	Ordinary Council Meeting

MEETING GUESTS

Nil

Contents

1.0	OPENING & WELCOME	3
2.0	ATTENDANCE & APOLOGIES	3
3.0	DECLARATIONS OF INTEREST	3
4.0	ANNOUNCEMENTS	3
4.1	APPLICATION FOR LEAVE OF ABSENCE	3
5.0	PUBLIC QUESTION TIME & DEPUTATIONS (15 MIN)	3
6.0	MINUTES OF PREVIOUS MEETINGS	4
6.1	CONFIRMATION OF MINUTES OF ORDINARY MEETING OF COUNCIL	4
6.1.1	CONFIRMATION OF MINUTES	4
6.1.2	BUSINESS ARISING	4
6.2	RECEIVE MINUTES - AUDIT COMMITTEE.....	4
7.0	STATUS REPORT	4
8.0	REPORTS	5
8.1	CHIEF EXECUTIVE OFFICER	5
	AGENDA ITEM: 8.1.1 - Chief Executive Officer Recruitment Process – Certificate of Compliance ..	5
	AGENDA ITEM: 8.1.2 - CEACA Membership and Housing	9
	AGENDA ITEM: 8.1.3 – Doctors Residence.....	12
	AGENDA ITEM: 8.1.4 – Council Policy - Gratuity Payments to Finishing Employees	15
	AGENDA ITEM: 8.1.5 – Council Policy – Continuing Professional Development of Council Members	18
8.2	EXECUTIVE MANAGER CORPORATE SERVICES	21
	AGENDA ITEM: 8.2.1 – Payment plan for overdue rates.....	21
	AGENDA ITEM: 8.2.2 - Monthly Financial Statements for the month ended 30 April 2023	25
	AGENDA ITEM: 8.2.3 - Schedule of Accounts for Period Ended 30 April 2023	27
9.0	URGENT BUSINESS AS PERMITTED BY COUNCIL	29
	AGENDA ITEM: 9.1- Employment of Medical Centre Staff.....	29
10.0	COUNCILLOR’S REPORTS	33
11.0	DATE, TIME & PLACE OF NEXT MEETING	33
12.0	CLOSURE	33

MINUTES

Shire of Narembeen Ordinary Council Meeting Tuesday 16 May 2023, commencing at 5.00pm

1.0 Opening & Welcome

Presiding Person, Cr Kellie Mortimore welcomed everyone to the meeting and declared the meeting open at 5:00pm

2.0 Attendance & Apologies

Attendance

Councillors

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

Officers

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

Apologies

Nil

Approved leave of absence

Nil

3.0 Declarations of Interest

*P Sheedy declared a financial interest in Item 8.1.4
Cr W Milner declared a financial interest in Item 9.1*

4.0 Announcements

4.1 Application for leave of absence

5.0 Public Question Time & Deputations (15 min)

Nil

6.0 Minutes of Previous Meetings

6.1 Confirmation of Minutes of Ordinary Meeting of Council

6.1.1 Confirmation of Minutes

Confirmation of Minutes from the Shire of Narembreen Ordinary Meeting held on Tuesday 18 April 2023

RECOMMENDATION/ COUNCIL RESOLUTION

That the minutes of the meeting of the Shire of Narembreen Ordinary Meeting held on Tuesday 18 April 2023 be confirmed as a true and accurate record of the proceedings.

MIN 7589/23 MOTION - Moved Cr. Cole Seconded Cr. Stirrat

CARRIED 8 / 0

6.1.2 Business Arising

Business Arising from the Minutes of the Shire of Narembreen Ordinary Meeting held Tuesday 18 April 2023

6.2 Receive Minutes - Audit Committee

RECOMMENDATION/ COUNCIL RESOLUTION

That the minutes of the Shire of Narembreen Audit and Risk Committee Meeting held on Tuesday 16 May 2023 be received and that Council:

1. Receive Audit Report and Management Letters for the year ending 30 June 2022
2. Endorse the Annual Report for the year ended 30 June 2022, including the financial statements.
3. Schedule the Shire of Narembreen Annual Electors Meeting for 6:00pm on Tuesday 20 June 2023 in Council Chambers.

MIN 7590/23 MOTION - Moved Cr. Bray Seconded Cr. Currie

CARRIED 8 / 0

7.0 Status Report

RECOMMENDATION/ COUNCIL RESOLUTION

That the Status Report for May be received.

MIN 7591/23 MOTION - Moved Cr. Milner Seconded Cr. Hardham

CARRIED 8 / 0

8.0 Reports

8.1 Chief Executive Officer

AGENDA ITEM: 8.1.1 - Chief Executive Officer Recruitment Process – Certificate of Compliance

Subject:	Chief Executive Officer Recruitment Process – Certificate of Compliance
Applicant:	Not applicable
File Ref:	ADM049
Disclosure of Interest:	Nil
Author:	Paul Sheedy, Acting Chief Executive Officer
Date:	3 May 2023
Attachments:	Nil

PURPOSE

This item is to report on the CEO recruitment process to ensure its compliance with the Local Government (Administration) Regulations, Local Government Act 1995, and Council Policy 'CEO Standards for Recruitment, Performance and Termination'.

Council is required to certify that the recruitment process followed for the appointment of the new Chief Executive Officer was undertaken in accordance with Council Policy 'CEO Standards for Recruitment, Performance and Termination'.

BACKGROUND

December 2022

The current CEO provided a letter of resignation to the Shire President affective from 13 January 2023.

February 2023

Council at its meeting on 21 February resolved (Min 7550/23 & 7551/23):

'That Council:

- *Appoints the Shire President, Cr Mortimore, Deputy Shire President, Cr Stirrat, and Councillors Currie and Milner as the CEO Recruitment Selection Panel.*
- *Appoints Ms R (Rhonda) Cole as the Independent Person to the CEO Recruitment Selection Panel.*
- *Approves the Job Description (Position Description) as detailed in Schedule 1 of the Employment Contract (attached) that includes:*
 - *the qualifications and selection criteria for the position; and*
 - *duties and responsibilities of the position*
- *Approves the draft Employment Contract and Total Reward Package as detailed in the attachment.'*

'That Council appoint Fitz Gerald Strategies to assist Council/Selection Panel in the recruitment of a new Chief Executive Officer.'

March 2023

The vacant position of CEO was advertised in the Western Australian newspaper on Saturday 4 March 2023, LG Assist, Local Government Job Directory, Shire website and Facebook, Fence Post, and public notice board to comply with the Local Government Act and Regulations requirements.

April 2023

Following the closing of the CEO applications, five (5) application were received for the position. The consultant then assessed each application against the selection criteria which was then reviewed by the CEO Selection Panel on the 5 April 2023 who assessed each applicant's knowledge, experience, qualifications, and skills against the adopted selection criteria. The CEO Selection Panel then shortlisted suitable applicants for interviews on 14 April 2023'.

The shortlisted applicants were interviewed by the CEO Selection Panel on 14 April 2023. At that meeting, the Panel assessed the candidates based on their interviews and identified a preferred applicant subject to due diligence checks, including referee reports, being undertaken by the consultant.

The Consultant completed reference checks, on behalf of the Council relating to the preferred applicant and completed the due diligence which included a current police clearance and qualification checks and negotiated a suitable Total Remuneration Package (TRP).

The appointment of Ms Rebecca McCall as the CEO was endorsed by Council at its Ordinary Council meeting held on 18 April 2023 (Min 7585/23)

CONSULTATION

No consultation is required for this item.

STATUTORY IMPLICATIONS

Local Government (Administration) Regulations 18FB (2), (3) & (4) 18FB.

18FB.Certification of compliance with adopted standards for CEO recruitment

(2) This regulation applies if —

- a) a local government employs a person in the position of CEO of the local government; and
- b) the local government's adopted standards in relation to the recruitment of CEOs apply to the employment.

(3) As soon as practicable after the person is employed in the position of CEO, the local government must, by resolution*, certify that the person was employed in accordance with the local government's adopted standards (or model standards) in relation to the recruitment of CEOs.

* Absolute majority required.

(4) The local government must give a copy of the resolution to the Departmental CEO within 14 days after the resolution is passed by the local government

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Council Policy 'CEO Standards for Recruitment, Performance and Termination'.

RISK MANAGEMENT IMPLICATIONS

By completing this statutory certification, the risk is reduced to low as the likelihood of any noncompliance issues arising is unlikely and the consequences are insignificant.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022 – 2032

4. CIVIC LEADERSHIP: Well governed and efficiently managed local government

4.2 Compliant and resourced Local Government

Corporate Business Plan 2022 - 2026

4. CIVIC LEADERSHIP

4.2 Continue to meet compliance with statutory and regulatory requirement.

4.2 (a) continue to meet compliance with statutory and regulatory requirements.

VOTING REQUIREMENTS

Absolute Majority

COMMENT

Each of the clauses that provide a requirement from Council Policy 'CEO Standards for Recruitment, Performance and Termination', in relation to the recruitment of a Chief Executive Officer are listed below, with a brief outline of those requirements (in italic & bold)), followed by an explanation on how the Council has satisfied the requirements of that clause.

5. Determination of selection criteria and approval of job description form

Council at its Ordinary Meeting held on 21 February 2023 (Min 7550/23) endorsed, by an absolute majority, the Position Description, qualifications and selection criteria, duties and responsibilities of the position, draft employment contract and total reward package.

6. Advertising requirements

Council advertised the position in the Western Australian Newspaper on 4 and 11 March 2023, the Local Government Assist site and Local Government Job Directory, placed a copy of the advertisement on the Shire Website and Facebook pages and placed a copy on the Administration Office Notice Board, in compliance with the Local Government (Administration) Regulations 3A & 3B and Local Government Act 1995 section 1.7, 1.8 and 5.36(4)

7. Job description form to be made available by local government

The Job Description was available as part of the Chief Executive Officer Information Package available from the Shire website and consultant.

8. Establishment of selection panel for employment of CEO

Council at its Ordinary Meeting held on 21 February 2023 (Min 7550/23) appointed four (4) Council Members and Ms Rhonda Cole as the 'independent person' to the CEO Recruitment Selection Panel.

9. Recommendation by selection panel

The knowledge, experience, qualifications, and skills of all the applicants were assessed by the appointed CEO Recruitment Consultant and then considered and endorsed by the CEO Recruitment Selection Panel on 5 April 2023 (9.1).

Following the interviews on 14 April 2023 it was agreed by the CEO Recruitment Selection Panel that the preferred candidate clearly demonstrated that their knowledge of the position, skills and previous experience as a CEO meet the selection criteria previously endorsed by the Council (9.5). A summary of the assessment of each applicant, undertaken by the CEO Recruitment Selection Panel and consultant was provided to the Council on the 18 April 2023 as part of the Panel's recommendation to Council as to the preferred applicant considered suitable to be employed in the position of CEO (9.2)

The preferred candidate's work history, qualifications and claims in the job application were assessed and verified by the appointed CEO Recruitment Consultant and considered by the CEO Recruitment Selection Panel on 14 April 2023. Referee checks were undertaken after the interviews on 14 April 2023 by the Consultant and provided to the Shire President and Acting CEO prior to the Council appointment on 18 April 2023 (9.5).

Council and CEO Recruitment Selection Panel in undertaking the short listing of candidates, undertaking interviews and making the final appointment has ensured that the appointment has been made impartially and free from nepotism, bias or unlawful discrimination (9.4).

11. Offer of employment in position of CEO

The appointment of Ms Rebecca McCall as the CEO was endorsed 8/0 by Council at its Ordinary Council meeting held on 18 April 2023 (Min 7585/23):

'That Council endorses the recommendation of the CEO Selection Panel and:

- 1. Approves the making of an offer of employment to Ms Rebecca McCall to the position of Chief Executive Officer with the Shire of Narembeen for a period of five (5) years, with a commencement date on/after 18 September 2023.*
- 2. Approves the proposed terms of the CEO Employment Contract to be entered into with Ms Rebecca McCall with a Total Reward Package (SAT) of \$193,245 per annum, calculated in accordance with the 2023 Salaries and Allowances Tribunal Local Government Determination Band 4 Range.*
- 3. Is of the belief that Ms Rebecca McCall is suitably qualified for the position of Chief Executive Officer.*
- 4. Authorises the Shire President to execute and affix the common seal to the Chief Executive Officer Employment Contract in accordance with section 9.49A (1) & (2) of the Local Government Act 1995.'*

OFFICER RECOMMENDATION/ COUNCIL RESOLUTION

That Council certifies that:

1. The recruitment and employment of the Chief Executive Officer, Ms Rebecca McCall, was undertaken in accordance with Council Policy 'CEO Standards for Recruitment, Performance and Termination': and
2. A copy of this resolution is to be provided to the Department of Local Government and Cultural Industries CEO by the Acting Chief Executive Officer.

MIN 7592/23

MOTION - Moved Cr. Cole

Seconded Cr. Milner

**CARRIED 8 / 0
BY ABSOLUTE MAJORITY**

AGENDA ITEM: 8.1.2 - CEACA Membership and Housing

Subject:	CEACA Membership and Housing
Applicant:	Not applicable
File Ref:	ADM197
Disclosure of Interest:	Nil
Author:	Paul Sheedy, Acting Chief Executive Officer
Date:	4 May 2023
Attachments:	Nil

PURPOSE

Council to consider and endorse applying for 'General Membership' with the Central East Accommodation and Care Alliance (CEACA) and providing Lot 104 Currall Street to CEACA, at no cost, when they secure State/Federal funding for additional housing and commit to building housing in Narembeen.

BACKGROUND

September 2022

Housing Working Group met on 1 September 2022 to discuss housing needs in Narembeen and in part recommended that Council identify lot 104 Currall Street as the preferred location for development of staff housing subject to further site investigations.

Council at its meeting on 21 September 2022 in part resolved (Min 7489/22):

'That Council:

- 2. Identify Lot 104 (27) Currall Street, Narembeen as the preferred location of the employee housing project, subject to further site investigation;'*

April 2023

Richard Marshall, CEACA Executive Officer attended Narembeen on 12 April 2023 and provided a presentation and update on CEACA operations and future housing plans. Discussion on CEACA membership and future housing developments in Narembeen by CEACA undertaken at the Councillor Discussion Forum on 18 April 2023.

CONSULTATION

CEACA Executive Officer
Councillors, Acting CEO and Executive Manager Corporate Services

STATUTORY IMPLICATIONS

There are no statutory implications at this time, however disposal of Lot 104 Currall street would require compliance with the Local Government Act 1995 section 3.58 'Disposal of property.'

FINANCIAL IMPLICATIONS

General membership of CEACA is \$15,000 and funding will be included in the 2023.24 and future budgets for this membership.

There are no other financial implications at this time, however future construction of units in Narembeen will require a contribution by the Shire to each unit/house constructed (currently approximately 10%).

As the property will be owned by a Not-for-Profit organisation (CEACA) it will be exempt from rates, however rates are not currently levied on the property.

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Risk implication have been assessed as being Moderate on the basis that there is a possibility that CEACA may not be successful with future State and Federal funding applications resulting in no housing being constructed in Narembeen, with the consequences being considered moderate as the \$15,000 annual membership would not achieve the desired outcome.

The decision to only transfer ownership of the lot, if funding is achieved and units constructed in Narembeen, also minimise the risk/loss to Council.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022-2032

2. Economy: Retain and grow existing business, employment and attract new industry

2.4 Retain and grow our local skills base.

Corporate Business Plan 2022 – 2026

2.4 (a) Develop and implement Housing Strategy.

VOTING REQUIREMENTS

Simple Majority

COMMENT

To be considered for the allocation of housing, by CEACA, a local government is required to be a member of CEACA under the 'General Membership' category. So in order to have CEACA include the Shire of Narembeen housing needs in future funding applications to the State and Federal governments Council needs to become a member of the organisation now.

The decision to agree to transfer Lot 104 Currall street to CEACA does not need to be made at this time, however by agreeing to do so does further support the Shire's request for housing consideration as part of any future funding allocations. A decision on whether it is the whole lot or part of the lot can be made later if required.

OFFICER RECOMMENDATION

That Council agrees to:

1. Make application to the Central East Accommodation and Care Alliance (CEACA), for 'General Membership', from 1 July 2023; and
2. Transfer ownership of Lot 104 Currall Street to CEACA, at no cost, when they secure State/Federal funding for additional housing and commit to building housing in Narembeen and subject to compliance with section 3.58 of the Local Government Act 1995.

COUNCIL RESOLUTION

That Council agrees to:

1. *Make application to the Central East Accommodation and Care Alliance (CEACA), for 'General Membership', from 1 July 2023; and*
2. *Transfer ownership of Lot 104 Currall Street to CEACA, at no cost, when they secure State/Federal funding for additional housing and commit to building housing on Lot 104 Currall Street, Narembeen and subject to compliance with section 3.58 of the Local Government Act 1995.*

MIN 7593/23

MOTION - Moved Cr. Bray

Seconded Cr. Hardham

**CARRIED 8 / 0
BY SIMPLE MAJORITY**

Reason for change – Council wanted to ensure that CEACA would build on the land provided.

AGENDA ITEM: 8.1.3 – Doctors Residence

Subject:	Doctors Residence
Applicant:	Not applicable
File Ref:	Nil
Disclosure of Interest:	Nil
Author:	Paul Sheedy, Acting Chief Executive Officer
Date:	4 May 2023
Attachments:	Nil

PURPOSE

Council to consider approving the construction of a new doctor's residence on a lot (lot 69) in Cheetham Way and the disposal of 16 Hilton Way once the new house is completed.

BACKGROUND

September 2022

Council at its ordinary meeting on 20 September 2022, in considering the report from the Housing Working Group in part resolved (Min 7489/22):

'That Council:

- 4. Allocate \$15,000 in the February 2023 Budget Review for improvements to 16 Hilton Way, Narembeen.'*

March 2023

Council at its ordinary meeting on 21 March 2023, as part of its 2022/23 Budget review, in part endorsed (Min 7563/23) the allocation of \$100,000 for internal renovations to 16 Hilton Way.

At the meeting of the Housing Working Group on 29 March 2023 various housing needs were discussed including, employee, CEACA and doctor's housing. As a result, it was agreed that the priority should be a new doctor's residence to be constructed on a Shire lot in Cheetham Way, utilising the funds previously allocated in the 2022/23 budget for employee housing, and not spend the \$100,000 allocated in the budget review on 16 Hilton Way for internal refurbishment.

Once a new doctor's residence was constructed the Working Group supported 16 Hilton Way being sold with funds utilised to support the construction of employee housing on Shire owned lots in Thomas Street.

Funding and support for CEACA to construct houses in Narembeen was also supported by the Working Group.

April 2023

The recommendations of the Housing Working Group were considered and discussed at the Councillor Discussion Forum on the 18 April 2023

CONSULTATION

Councillors

Acting Chief Executive Officer, Executive Manager Corporate Services.

STATUTORY IMPLICATIONS

Local Government Act 1995, section 3.57 and 6.8

3.57. Tenders for providing goods or services

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.
- (2) Regulations may make provision about tenders.

6.8. Expenditure from municipal fund not included in annual budget.

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
 - (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
 - (b) is authorised in advance by resolution*; or
 - (c) is authorised in advance by the mayor or president in an emergency.

** Absolute majority required.*

Local Government (Functions and General) Regulations 1996, clause 11(2)

11. When tenders have to be publicly invited

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250 000 unless subregulation (2) states otherwise.
- (2) Tenders do not have to be publicly invited according to the requirements of this Division if —
 - (a) the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act; or
 - (aa) the supply of the goods or services is associated with a state of emergency or a COVID-19 declaration; or
 - (b) the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program;

FINANCIAL IMPLICATIONS

The 2022/23 budget includes an allocation of \$500,000 (account 2045) for 'Shire staff housing construction', (\$400,000 Housing Reserve fund), which can be reallocated in the budget to the construction of a doctor's house.

However, given that the financial year only has just over one (1) month before completion, it's not expected that any funds or only minor expenditure will be incurred in the 2022/23 financial year.

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Under the Shire's Risk Management Governance Framework, the risk is considered to be Moderate. This is based on the 'Possible' likelihood that the house could be constructed, and the Shire is not

able to attract a doctor to the town, but the consequence of that is considered a 'Moderate' consequence given that the house could then be utilised as a staff house or rented.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022-2032

1. Community: Happy, safe healthy and inclusive community

1.2 Facilitate and advocate for quality health services, health facilities and programs in the Shire.

'Retention of GP services, hospital and allied health.'

VOTING REQUIREMENTS

Absolute Majority

COMMENT

Given that all the previous decisions of Council related to the doctor's residence have been acted upon it's not permissible to rescind any of these Council decisions, which would be the required process, if action had not been taken to implement Council decisions.

Whilst it's not expected that any expenditure or only minor expenditure would be incurred before the 2023/24 budget is adopted by Council (assuming it's in July 2023), to allow for staff to progress the initial works, it's recommended that Council approves the allocation of unbudgeted expenditure of \$500,000 now in the 2022/23 budget.

This would also deal with any issues which may arise if for some reason the budget is not adopted until August 2023.

It's proposed to utilise the WALGA Preferred Supplier Program, via an RFQ, rather than the full tender process normally adopted for the supply of goods and services worth more than \$250,000, given that there are several very competent housing suppliers on this program and this process allowable under the Functions and General regulations.

OFFICER RECOMMENDATION/ COUNCIL RESOLUTION

That Council approves:

1. The construction of a new 4/2 doctor's residence on a Shire owned lot (Lot 69) in Cheetham Way.
2. The allocation of unbudgeted expenditure of \$500,000 in the 2022/23 budget, with funds being reallocated from the 'shire staff housing construction' budget allocation and a budget amendment to reflect this change.
3. The sale of 16 Hilton Way once the construction of the new doctor's residence is completed

MIN 7594/23

MOTION - Moved Cr. Hardham

Seconded Cr. Cole

**CARRIED 8 / 0
BY ABSOLUTE MAJORITY**

AGENDA ITEM: 8.1.4 – Council Policy - Gratuity Payments to Finishing Employees

Subject:	Council Policy Gratuity Payments to Finishing Employees
Applicant:	Not applicable
File Ref:	ADM541
Disclosure of Interest:	Financial Interest as an employee who would benefit from the policy amendment
Author:	Paul Sheedy, Acting Chief Executive Officer
Date:	4 May 2023
Attachments:	Council Policy 'Gratuity Payments to Finishing Employees'

PURPOSE

Council to consider and approve the amendments to Council Policy 'Gratuity Payments to Finishing Employees,' being amendment to the eligibility criteria and increasing the gratuity amounts.

BACKGROUND

January 2023

Following the departure of a short-term employee who was not normally eligible for a gratuity payment the Acting CEO was requested to review the current policy.

April 2023

Information on employee gratuity payments from other local governments in the region were provided to Councillors at the Councillor Discussion Forum on 18 April 2023 for consideration.

CONSULTATION

Local Government CEO's
Councillors

STATUTORY IMPLICATIONS

Local Government Act 1995, section 5.40

5.50. Payments to employees in addition to contract or award

- (1) A local government is to prepare a policy in relation to employees whose employment with the local government is finishing, setting out —
 - (a) the circumstances in which the local government will pay an employee an amount in addition to any amount to which the employee is entitled under a contract of employment or award relating to the employee; and
 - (b) the manner of assessment of the additional amount.
- (1a) A local government must not make any payment of the kind described in subsection (1)(a) unless the local government has adopted a policy prepared under subsection (1).
- (2) A local government may make a payment —
 - (a) to an employee whose employment with the local government is finishing; and
 - (b) that is more than the additional amount set out in the policy prepared under subsection (1) and adopted by the local government,but local public notice is to be given in relation to the payment made.

- (3) The value of a payment or payments made to a person under this section is not to exceed such amount as is prescribed or provided for by regulations.
- (4) In this section a reference to a payment to a person includes a reference to the disposition of property in favour of, or the conferral of any other financial benefit on, the person.
- (5) The CEO must publish the policy prepared under subsection (1) and adopted by the local government on the local government's official website.

FINANCIAL IMPLICATIONS

The proposed amendment to the current policy can be accommodated within the existing budget allocation under 'Member of Council' 'Councillor Refreshments & Receptions – Expense' (account 411500) and 'Councillor Donations/Gifts/Awards – Expense' (account 4118000)

POLICY IMPLICATIONS

If the proposed changes are endorsed the current policy will be amended to reflect the changes.

RISK MANAGEMENT IMPLICATIONS

Under the Shire's Risk Management Governance Framework, the risk is considered Low given that any payments can be accommodated within the existing budget.

However, from a public perception perspective the risk is considered to be Moderate.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022-2032

4. Civic Leadership: Well governed and efficiently managed Local government

4.2 Compliant and resourced Local government

Corporate Business Plan 2022 – 2026

4.2 Compliant and resourced Local Government

'Continue to meet compliance with statutory and regulatory requirements.'

VOTING REQUIREMENTS

Simple Majority

COMMENT

The only changes that have been made to the existing policy is the upgrading of the eligibility criteria and the amount of gratuity (gift or contribution) and function cost regarding each level of service.

The wording 'The Shire's gratuity payments will be in the form of a gift in line with the prescribed amounts below: on page one of the existing policy is proposed to be deleted to reflect the desire of the Council to have the ability to provide a gift or contribution to the employee'

OFFICER RECOMMENDATION/ COUNCIL RESOLUTION

That Council endorse the amended Council Policy 'Gratuity Payments to Finishing Employees' as shown in the attachment.

MIN 7595/23

MOTION - Moved Cr. Milner

Seconded Cr. Stirrat

**CARRIED 8 / 0
BY SIMPLE MAJORITY**

AGENDA ITEM: 8.1.5 – Council Policy – Continuing Professional Development of Council Members

Subject:	Council Policy Continuing Professional Development of Council Members
Applicant:	Not applicable
File Ref:	ADM541
Disclosure of Interest:	Nil
Author:	Paul Sheedy, Acting Chief Executive Officer
Date:	8 May 2023
Attachments:	Council Policy 'Continuing Professional Development of Council Members'

PURPOSE

Council to consider and approve the amendments to Council Policy 'Continuing Professional Development of Council Members.'

BACKGROUND

April 2023

The draft policy was provided to Councillors at the Councillor Discussion Forum on 18 April 2023 for consideration and discussion.

CONSULTATION

Acting Chief Executive Officer
Councillors

STATUTORY IMPLICATIONS

Local Government Act 1995, section 5.127 & 5.128

5.127. Report on training

- (1) A local government must prepare a report for each financial year on the training completed by council members in the financial year.
- (2) The CEO must publish the report on the local government's official website within 1 month after the end of the financial year to which the report relates.

[Section 5.127 inserted: No. 16 of 2019 s. 61.]

5.128. Policy for continuing professional development

- (1) A local government must prepare and adopt* a policy in relation to the continuing professional development of council members.

* *Absolute majority required.*

- (2) A local government may amend* the policy.

* *Absolute majority required.*

- (3) When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.

- (4) The CEO must publish an up-to-date version of the policy on the local government's official website.
- (5) A local government —
 - (a) must review the policy after each ordinary election; and
 - (b) may review the policy at any other time.

FINANCIAL IMPLICATIONS

The proposed amendment to the current policy can be accommodated within the existing budget allocation under 'Member of Council' 'Councillor Travel Expense' (account 4111000) and Councillor Conference Costs – Expense' (account 4112000)

POLICY IMPLICATIONS

If the proposed changes are endorsed the current policy will be amended to reflect the changes.

RISK MANAGEMENT IMPLICATIONS

Given that the Local government 1995 requires Council to adopt such a policy, by doing so under the Shire's Risk Management Governance Framework, the risk is reduced to Low and also because any payments can be accommodated within the existing budget.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022-2032

4. Civic Leadership: Well governed and efficiently managed Local government

4.2 Elected members are supported in their role through provision of training.

Corporate Business Plan 2022 – 2026

4.2 Compliant and resourced Local Government

'Continue to meet compliance with statutory and regulatory requirements.'

VOTING REQUIREMENTS

Absolute Majority

COMMENT

The main changes that have been made to the proposed amended policy are summarise das follows.

- 'Policy Objectives' has been completely reworded.
- Dollar amounts for individual Council Members annual allocation have been removed to be determined as part of each year's budget.
- Requirement for the CEO to provide an annual report to Council has been removed.
- Requirement to report to Council after attendance at professional development and conferences has been removed.
- Remove 'online' wording in relation to the separate funding allocation for Mandatory Council Member training as it is considered that funding should be provided for online or face to face training.

- Mandatory training wording has been modified, with additional training lists removed as it is considered that Council Members should be able to determine suitable additional training that they require.
- Wording for relevant conference costs has been detailed separately in the new policy.
- Travel Insurance and Loyalty program clauses have been included in the new policy but can be removed if considered not relevant.
- Specific reference to mini bar cost has been included under the 'Meals and Incidental Costs' heading.
- Wording has been included for the Shire to meet partners costs for lunches and dinners (previously required President and CEO approval) but not 'partner program' events.

OFFICER RECOMMENDATION/ COUNCIL RESOLUTION

That Council endorse the amended Council Policy 'Continuing Professional Development of Council Members.' as shown in the attachment.

MIN 7596/23

MOTION - Moved Cr. Currie

Seconded Cr. Hardham

**CARRIED 8 / 0
BY ABSOLUTE MAJORITY**

8.2 Executive Manager Corporate Services

AGENDA ITEM: 8.2.1 – Payment plan for overdue rates

Subject:	Payment plan for overdue rates
Applicant:	Ratepayers for assessments A5288, A2018 & A2015
File Ref:	P5288, P2018, P2015, P5124
Disclosure of Interest:	Nil
Author:	Ben Forbes, Executive Manager Corporate Services
Date:	May 2023
Attachments:	Application for Financial Hardship – A5288, A2018, A2015, A5124 (Confidential Attachments provided under a separate cover)

PURPOSE

Council to consider the proposed repayment plan for outstanding rates and the waiving of future interest on overdue/outstanding rates

BACKGROUND

Council is currently owed outstanding rates, as at 30 April 2023, as per the below:

Assessment number	Rates outstanding	Interest outstanding	ESL & other charges outstanding	Total
A5288	17,608.37	4,548.08	2,392.03	\$24,548.48
A2048	16,844.19	1,188.75	2,414.72	\$20,447.66
A2015	16,541.59	1,295.85	2,416.12	\$20,253.56
A5124	4,545.25	879.04	790.52	\$ 6,214.81
Total	55,539.40	7,911.72	8,013.39	\$71,464.51

Rates have been due on the above assessments (noting that A5288 is the result of a subdivision) since approximately 2010.

The ratepayers have applied to Council for leniency due to financial hardship, in accordance with Council Policy, owing to suffering severe business disruptions in 2011.

From the records on hand, which are not complete, it appears that the ratepayers have attempted to work with Council to pay the outstanding rates over the years. However, they have invariably defaulted on each payment plan put in place.

The most recent payment plan, approved by the previous CEO, was for \$1,600.00 a month commencing in June 2022. The payment plan has been in arrears since December 2022 (5 months plus May).

The ratepayers have advised that they are expecting to receive a substantial payout as a result of a class action compensation claim against the Federal Government. They intend to use some of these funds to pay the outstanding rates, however, there is currently no indication as to the possible timing other than an estimated 12 to 18 months.

The ratepayers have proposed to make good on the previous payment plan with monthly payments of \$3,600.00 for the first four months, to be paid at the end of each month. After the first four months, they proposed to pay \$1,600.00 a month. Further, the ratepayers have requested that Council suspend further interest charges from 1 June 2023, as per Council's financial hardship policy.

CONSULTATION

Chief Executive Officer
Executive Manager Corporate Services
Ratepayer's Financial Counsellor

STATUTORY IMPLICATIONS

Local Government Act 1995

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.

6.47. Concessions

Subject to the *Rates and Charges (Rebates and Deferrals) Act 1992*, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive* a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.

**Absolute majority required*

6.48. Regulation of grant of discounts and concessions

Regulations may prescribe circumstances in which a local government is not to exercise a power under section 6.46 or 6.47 or regulate the exercise of the power.

Local Government (Financial Management) Regulations 1996

69A. When concession under Act s. 6.47 can not be granted

A local government is not to exercise a power to grant a concession in relation to a rate or service charge under section 6.47 of the Act in circumstances where the concession is based on whether or not, or the extent to which, the land in respect of which the rate or service charge is imposed is occupied by a person who owns the land.

FINANCIAL IMPLICATIONS

Not accounting for future rate increases or decreases, accepting the ratepayer's proposed payment plan, assuming the class action claim does not occur, will result in the assessments being paid out (including new rates) in March 2029.

If the interest charges are suspended going forward, Council will forgo approximately \$5,000.00 in potential interest earnings over the next 12 months.

It is also worth noting that a resolution by Council to accept the payment plan and/or suspend interest will set a precedent that may have additional costs in the future.

POLICY IMPLICATIONS

Council Policy – Debt Management

Council's debt management policy requires that overdue rates are referred to the Shire's collection agency if they do not have an approved payment arrangement and are more than 60 days overdue.

Council Policy also instructs the CEO to develop an Executive Policy to guide staff in pursuing rates that are more than 60 days overdue.

What about the section of the policy that requires reporting to Council where the debt exceeds a certain amount.

Executive Policy – Rates Debt Management

The Executive Policy stipulates that payment arrangements for ratepayers with a history of defaulting on arrangements may only be granted if they are setup as a direct debit. Further, only the CEO may approve payment plans that would clear the outstanding debt in more than one year.

Council Policy – Financial Hardship

Section 5 of Council's Financial Hardship policy specifies that "Ratepayers not affected by COVID-19 but experiencing severe financial hardship from other circumstances may apply to Council for the suspension of interest on overdue rates or service charges, these requests will be reviewed on a case-by-case basis."

RISK MANAGEMENT IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Community strategic plan

Strategic priority 4.2: Compliant and resourced Local Government:

"We have sound financial and asset management policies and practices in place."

VOTING REQUIREMENTS

Absolute majority

COMMENT

Given the amount of the outstanding rates, that the proposed monthly payment plan may result in it taking six (6) years to clear the outstanding rates (includes rates raised in future years), in addition to the application to waive interest due to financial hardship (which itself requires a decision of Council), the Chief Executive Officer is of the opinion that Council should be making the final decision regarding the course of action for the overdue rates.

It is also suggested that the Council agreement only be for a period of thirteen months to 30 June 2024 to allow for the matter to be reviewed each financial year.

There are three options available to Council:

1. That Council resolves to agree to the proposed payment plan for assessments A5288, A2018, A2015 and A5124 of \$3,600.00 per month for the first four months and \$1,600.00 a month thereafter, and grant a concession to the ratepayer under Section 6.47 of the Local Government Act 1995 by agreeing not to charge interest on outstanding rates for the period 1 June 2023 to 30 June 2024
2. That Council resolves to agree to the proposed payment plan for assessments A5288, A2018, A2015 and A5124 of \$3,600.00 per month for the first four months and \$1,600.00 a month thereafter but does not agree to waive interest charges from 1 June 2023 to 30 June 2024.
3. That Council resolves to reject the proposed payment plan and authorises the Chief Executive Officer to negotiate more suitable terms so that the rates are paid in full within 5 years.

OFFICER RECOMMENDATION

That Council resolves:

1. To agree to the proposed payment plan for assessments A5288, A2018, A2015 and A5124 of \$3,600.00 per month for the first four months and \$1,600.00 a month thereafter
2. To grant a concession to the ratepayer under Section 6.47 of the Local Government Act 1995 by agreeing not to charge interest on outstanding rates for the period 1 June 2023 to 30 June 2024, on rate assessments A5288, A2018, A2015 and A5124.
3. That the terms of the payment plan are offered to 30 June 2024 only, on the basis that the arrangement will be reviewed by Council prior to that date.
4. That if the payment plan is more than 2 months in arrears that the ratepayer will be considered to have defaulted on the arrangement. In the event of default, Council authorises management to reinstate all interest waived and commence recovery proceedings.

MIN

MOTION - Moved Cr. Stirrat

Seconded Cr. Hardham

LOST 4 / 4

Presiding member used their casting vote against the motion

That Council resolves:

1. *To agree to the proposed payment plan for assessments A5288, A2018, A2015 and A5124 of \$3,600.00 per month for the first four months and \$1,600.00 a month thereafter but does not agree to waive interest charges from 1 June 2023 to 30 June 2024.*
2. *That the terms of the payment plan are offered to 30 June 2024 only, on the basis that the arrangement will be reviewed by Council prior to that date.*
3. *That if the payment plan is more than 2 months in arrears that the ratepayer will be considered to have defaulted on the arrangement. In the event of default, Council authorises management to commence recovery proceedings.*

COUNCIL RESOLUTION

MIN 7597/23

MOTION - Moved Cr. Currie

Seconded Cr. Cole

**CARRIED 8 / 0
BY ABSOLUTE MAJORITY**

AGENDA ITEM: 8.2.2 - Monthly Financial Statements for the month ended 30 April 2023

Subject:	Monthly financial statements for April 2023
Applicant:	Shire of Narembeen
File Ref:	Not applicable
Disclosure of Interest:	Nil
Author:	Ben Forbes – Executive Manager Corporate Services
Date:	4 May 2023
Attachments:	Monthly financial statements – April 2023

PURPOSE

For Council to accept the financial statements for the month ended 30 April 2023.

BACKGROUND

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

CONSULTATION

Chief Executive Officer

STATUTORY IMPLICATIONS

Local Government Act 1995, Section 6.4

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

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

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

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

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022 - 2032

Strategic priority 4.2: “We have sound financial and asset management policies and practices in place”

VOTING REQUIREMENTS

Simple Majority

COMMENT

Council’s closing funding surplus as at 30 April 2023 is \$1,787,801 with cash on hand of \$7,296,794 including \$4,218,323 of reserves.

OFFICER RECOMMENDATION/ COUNCIL RESOLUTION

That Council receive the monthly financial statements for the month ended 30 April 2023.

MIN 7598/23 **MOTION** - Moved Cr. Bray Seconded Cr. Milner

**CARRIED 8 / 0
BY SIMPLE MAJORITY**

AGENDA ITEM: 8.2.3 - Schedule of Accounts for Period Ended 30 April 2023

Subject:	Schedule of Accounts for Period Ended 30 April 2023
Applicant:	Not Applicable
File Ref:	ADM018
Disclosure of Interest:	Nil
Author:	Ben Forbes – Executive Manager Corporate Services
Date:	4 May 2023
Attachments:	Creditors Payment List – 1 April to 30 April 2023 Credit Card Payments List 14 February 2022 to 15 March 2023

PURPOSE

For Council to review the payments made by the Shire of Narembeen in April 2023.

BACKGROUND

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

CONSULTATION

Nil

STATUTORY IMPLICATIONS

Local Government (Financial Management) Regulations 1996

Reg. 13 List of Accounts

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

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

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022-2032

CIVIC LEADERSHIP: Well governed and efficiently managed Local Government.

4.2 Compliant and resourced Local Government

We have sound financial and asset management policies and practices in place

Transparent, accountable, and integrated reporting.

VOTING REQUIREMENTS

Simple majority

COMMENT

A schedule of accounts paid during the month of April 2023 is attached to this report and the total amount paid from the municipal fund is as follows:

Municipal Account: \$ 630,790.99

OFFICER RECOMMENDATION/ COUNCIL RESOLUTION

That Council:

1. Receive the Creditors Payment List – 1 April to 30 April 2023
2. Receive the Credit Card Payments List 14 February 2023 to 15 March 2023

MIN 7599/23

MOTION - Moved Cr. Stirrat

Seconded Cr. Hardham

**CARRIED 8 / 0
BY SIMPLE MAJORITY**

9.0 Urgent business as permitted by Council

‘5.4 New business of an urgent nature

(1) In cases of extreme urgency or other special circumstances, matters may, on a motion by the presiding member that is carried by the meeting, be raised without notice and decided by the meeting.’

Acting CEO Comment

The applicant is seeking the urgent consideration of this matter to allow for the installation prior to the winter rains.

OFFICER RECOMMENDATION

That the following matter be considered by Council as urgent business

COUNCIL RESOLUTION

MIN 7600/23 **MOTION - Moved Cr. Currie** **Seconded Cr. Milner**

CARRIED 8 / 0

6.07pm Cr W Milner declared a Financial interest and left the meeting

AGENDA ITEM: 9.1- Employment of Medical Centre Staff

Subject:	Employment of Medical Centre Staff
Applicant:	Narembeen Medical Centre
File Ref:	ADM093
Disclosure of Interest:	Not applicable
Author:	Paul Sheedy – Acting Chief Executive Officer
Date:	16 May 2023
Attachments:	Nil

PURPOSE

Council to consider a request from the Narembeen Medical Centre doctor, Dr Peter Lines, for Council to provide increased financial support by agreeing to employ the Medical Centre Receptionist and Cleaner.

BACKGROUND

April 2022

Council considered a request from Dr Lines to reduce his normal hours from 8am-1pm 5 days per week on a 3-month trial basis and continue to provide on-call services at the hospital as per normal and it resolved (Minute 7423/22):

‘That Council Support the proposed changes to Medical Service delivery in Narembeen on a trial three-month basis as proposed by Dr Lines and review the effectiveness of the trial after the end of the trial period.’

June 2022

The CEO received advice from Dr Lines that he would be ceasing to work at the Narembeen Hospital and Council at its meeting on 21 June 2022, in considering a confidential report from the CEO, resolved (Minute 7499/22):

‘That Council authorise the CEO and Shire President to enact option 2 of this report.’

‘A Deed of Variation of Agreement’ was prepared by lawyers, Civic Legal, to reflect the proposed changes by the doctor and included in the CEO report to the June 2022 Council meeting but to date this agreement remains unsigned.

September 2022

The Council has previously authorised staff to commence the search for a new General Practitioner and following advice from WALGA, a tender process was undertaken. The tender commenced 17 August 2022 and closed at 12pm on 19 September 2022 and at the close of the tender period, no tenders had been received.

An enquiry was received by First Health during the tender process however First Health did not submit a tender and a follow-up letter was provided which is attached to this report.

Council at its ordinary Council meeting on 20 September 2022 resolved (Minute 7501/22):

‘That Council

- 1. Note that no tenders were received as part of tender 01-2022 Provisions of medical Services*
- 2. Authorise staff to explore opportunities for the provision of medical services with First Health and report the outcomes’*

April 2023

The Acting CEO received an email from Narembeen Medical Centre seeking additional financial assistance and providing the following information:

‘Numbers of patients seen at the Narembeen Medical Centre in February 2023 were on average 80 patients per week, and in March 2023 the numbers seen were on average 81 patients per week. Approximately 40% of patients were billed privately, with 60% being bulk billed as they were children, repeat frequent attenders, or holders of concession cards.

Since I stopped providing hospital services the practice is no longer in receipt of a range of performance incentive payments and allowances which are available to those practices who provide hospital and general practice care. As a result, the cash flow situation at the practice is precarious with only Medicare and billings income, plus the financial support from the Shire. In order to manage this, I have reduced my fortnightly income and the practice manager has reduced her hours. We find it hard to identify any further cost savings that can be made.

As we have only recently transitioned to private billing, we are reluctant to raise the prices in the short term as this may deter patients from attending and subsequently make the practice less viable.

I would be grateful if the Shire might consider increasing their support of the practice by employing our receptionists and cleaner. I would continue to pay the practice manager and myself. I believe that this is already in place in many Shires.

I may alternatively have to consider operating the practice for a reduced number of days and seek work in Merredin or another nearby town for 1-2 days per week.’

The request was considered at the April Councillor Discussion Forum where it was agreed that the Shire President, Deputy Shire President and Acting CEO meet with Dr Lines.

May 2023

The Shire President, Deputy Shire President and Acting CEO meet with Dr Lines, Lucy Lines and the Practice Manager on 11 May 2023 to discuss Medical Services in Narembeen and the opportunity for the doctor to consider reintroducing a service to the Narembeen Hospital at a reduced level of service.

The doctor has since advised that he is unable to provide a service to the Narembeen Hospital and will be undertaking a six (6) week trial of an additional afternoon session (Thursday 1.00pm to 4,30pm)

CONSULTATION

Shire President, Deputy Shire President, Acting CEO
Dr Lines, Ms Lines and Practice Manager

STATUTORY IMPLICATIONS

Not applicable

FINANCIAL IMPLICATIONS

Should Council agree to a financial contribution it is estimated that the additional cost would be approximately \$50,134 (salary & super) for a full year, with additional costs of approximate \$600 (6 weeks) or \$5094 (full year) if the proposed trial period was included and extended as permanent

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

The predominate risk to the Shire is financial on the basis that Council will be providing additional funding for no increase in service.

If the Shire does not agree to any additional financial contributions, there is a moderate risk that the doctor may reduce the current hours at the Narembeen Medical Centre and/or consider relocating to another town.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022 - 2032

Facilitate and advocate for quality health services, health facilities and programs in the shire.

Corporate Business Plan 2022 - 2026

Continued support for the retention of the Hospital and Police Service and Ambulance service.

VOTING REQUIREMENTS

Simple Majority

COMMENT

As previously indicated at the April 2023 Council Discussion Forum If Council were to consider providing financial assistance it would better to do it via an increase in the current annual medical services fee rather than take on the management of some staff which may lead to conflict given that they would still report to the doctor and Practice Manager daily. Discussion on any funding increase from Council would be a good opportunity to raise the current issue of not providing hospital and

general practice care and a condition for an increase in funding could be the introduction or partial introduction of this service or at least to the seniors/aged.

If Council was to agree to an increase in the annual fee for Medical Services, it may only be for the period until a new doctor was recruited or it could be an ongoing cost if recruitment is not successful. However early indications are that the recruitment of any new doctor would come at a potential increased cost to the Council to current costs incurred.

Alternatively, as indicated in the Risk Implications the lack of additional funding may result in a lesser service or no service at all in Narembeen.

OFFICER RECOMMENDATION

That Council:

1. Advise the Narembeen Medical Centre (Dr Lines) that it does not wish to take on the employment and management of Medical Centre employees;
2. Approves an increase in the annual fee paid the Medical Practitioner (clause 5.1 of 'AGREEMENT FOR PROVISION OF MEDICAL SERVICES' DEED dated 10 September 2009) to \$88,000 per annum, exclusive of GST

COUNCIL RESOLUTION

That Council:

1. *Advise the Narembeen Medical Centre (Dr Lines) that it does not wish to take on the employment and management of Medical Centre employees;*
2. *Approves an increase in the annual fee paid the Medical Practitioner (clause 5.1 of 'AGREEMENT FOR PROVISION OF MEDICAL SERVICES' DEED dated 10 September 2009) to \$88,000 per annum, exclusive of GST, paid quarterly in advance and commencing from 1 June 2023, subject to the Doctor signing the deed of variation (dated 2022).*

MIN 7601/23

MOTION - Moved Cr. Hardham

Seconded Cr. Bray

**CARRIED 6 / 1
BY SIMPLE MAJORITY**

Reason for change - the inclusion of the requirement to sign the deed of variation provided some assurance to council in recruiting a new Doctor.

6.39pm Cr W Milner re-entered the meeting

10.0 Councillor's Reports

Cr K Mortimore

Attended

- Audit close out meeting
- Anzac Day
- Interim Audit meeting
- Dr discussion
- Dr meeting

Cr S Stirrat

Attended

- Audit entrance Meeting
- Meeting with Dr Lines
- Meeting with new Doctor
- ANZAC Day

Cr H Cusack

Attended

-

Cr T Cole

Attended

- ANZAC

Cr C Bray

Attended

- ANZAC

Cr A Hardham

Attended

-

Cr M Currie

Attended

- ANZAC

Cr W Milner

Attended

- ANZAC
- Meeting with representatives of Shire of Wongan-Ballidu

11.0 Date, time & place of next meeting

Tuesday 20 June 2023, 5.00pm at the Shire of Naremben Council Chambers.

12.0 Closure

There being no further business the Chair declared the meeting closed at 6.44pm

13.0 Certification of Meeting Minutes

I, Cr Kellie Mortimore, Shire President certify that the Minutes of the Ordinary Meeting of Council held on Tuesday 16 May 2023, as shown on pages 1 to 34 are confirmed as a true and correct record of the meeting.

SHIRE PRESIDENT

Date