



COUNCIL CALENDAR

Date	Time	Meeting
16 September 2020	4.00pm	Ordinary Meeting of Council
21 October 2020	4.00pm	Ordinary Meeting of Council
18 November 2020	4.00pm	Ordinary Meeting of Council

SEPTEMBER MEETING PROGRAMME

2.30pm	Councillor Forum
4.00pm	Ordinary Meeting of Council

MEETING GUESTS

Nil

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DECLARATION OF INTEREST FORM

TO: CHIEF EXECUTIVE OFFICER

As required by Section 5.65 of the Local Government Act 1995, I _____
 hereby disclose my interest in the following matters of the agenda papers for the Council meeting
 dated _____.

FINANCIAL INTEREST

AGENDA ITEM No.	SUBJECT	NATURE OF INTEREST	MINUTE No.

CLOSELY ASSOCIATED PERSON AND IMPARTIALITY INTEREST

AGENDA ITEM No.	SUBJECT	NATURE OF INTEREST	MINUTE No.

PROXIMITY INTEREST

AGENDA ITEM No.	SUBJECT	NATURE OF INTEREST	MINUTE No.

SIGNATURE: _____ **DATE:** _____

NOTES:

1. For the purposes of the financial interest provisions you will be treated as having a financial interest in a matter if either you, or a person with whom you are closely associated, have a direct or indirect financial interest or a proximity interest in the matter.
NB: It is important to note that under the Act you are deemed to have a financial interest in a matter if a person with whom you are closely associated has a financial interest or a proximity interest. It is not necessary that there be a financial effect on you.
2. This notice must be given to the Chief Executive Officer prior to the meeting.
3. It is the responsibility of the individual Councillor or Committee Member to disclose a financial interest. If in doubt, seek appropriate advice.
4. A person who has disclosed an interest must not preside at the part of the meeting relating to the matter, or participate in, be present during any discussion or decision-making procedure relating to the matter unless allowed to do so under Section 5.68 or 5.69 of the Local Government Act 1995.

OFFICE USE ONLY:

1. PARTICULARS OF DECLARATION GIVEN TO MEETING
2. PARTICULARS RECORDED IN MINUTES
3. PARTICULARS RECORDED IN REGISTER

CHIEF EXECUTIVE OFFICER: _____ **DATED:** _____

NOTICE OF MEETING

To the President & Councillors,

In accordance with the provisions of Section 5.5 of the Local Government Act, you are hereby notified that the 666th Ordinary Meeting of Council has been convened for:

Date: 16 September 2020
At: Shire of Narembeen Council Chambers
1 Longhurst Street, Narembeen
Commencing: 4.00pm



Chris Jackson
Chief Executive Officer
Date: **9 September 2020**

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.

AGENDA

Shire of Narembeen Ordinary Council Meeting Wednesday 16 September 2020, commencing at 4.00pm

1.0 Opening & Welcome

2.0 Attendance & Apologies

Attendance

Councillors

Staff

Apologies

Approved leave of absence

3.0 Declarations of Interest

4.0 Announcements

4.1 Application for leave of absence

5.0 Public Question Time & Deputations (15 min)

Nil

6.0 Minutes of Previous Meetings

6.1 Confirmation of Minutes of Ordinary Meeting of Council

6.1.1 Confirmation of Minutes

Confirmation of Minutes from the Shire of Narembeen Ordinary Meeting held on Wednesday 19 August 2020.

RECOMMENDATION:

That the Minutes of the Meeting of the Shire of Narembeen held Wednesday 19 August 2020 be confirmed as a true and accurate record of the proceedings.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

Seconded Cr.

CARRIED /

6.1.2 Business Arising

Business Arising from the Minutes of the Shire of Narembeen Ordinary Meeting held Wednesday 19 August 2020.

7.0 Status Report

RECOMMENDATION:

That the Status Report for September 2020 be received.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

Seconded Cr.

CARRIED /

8.0 Corporate Business Plan Reporting

RECOMMENDATION:

That the Corporate Business Plan Report be received.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

Seconded Cr.

CARRIED /

9.0 Reports

9.1 Chief Executive Officer

AGENDA ITEM: 9.1.1 - RFT 02/2020 - Supply of Gravel Production

Subject:	RFT 02/2020 - Supply of Gravel Production
Applicant:	Chris Jackson, Chief Executive Officer and SMEC
File Ref:	ADM053
Disclosure of Interest:	Nil
Author:	Chris Jackson Chief Executive Officer
Date:	8 September 2020
Attachments:	Tender/quote document

SUMMARY

Council to approve a tender for the supply of gravel production at Currie's pit on Garmony Road Narembeen.

BACKGROUND

The Shire of Narembeen Roadworks Delivery Program for 2020/2021 for the Merredin-Narembeen Road Secondary Freight Route projects requires the sourcing and production of suitable quality pavement gravel materials. The total quantity required is approximately 25,000m³ in stockpile. Tenders closing on the 1 September have been called for gravel production at Currie's Pit near the intersection of Garmony Road and the Merredin-Narembeen Road.

Given the timeframes associated with this project, tenders have been called to allow this project to proceed within the expected timeframes.

The scope of the services included the following:

- Mobilisation of all necessary labour, plant and equipment.
- Push up operations using a suitable sized bulldozer.
- Crushing and screening the gravel to meet base course quality specifications.

The royalty payable to the landowner was not included and the Shire will pay this cost direct as per Council policy.

COMMENT

Tenders closed on September 1st 2020. The following tenders were received:-

- B & J Catalano Pty Ltd \$ 333,000 GST Exc
- Vernice Pty Ltd \$ 384,000 GST Exc

Charles Hull Contracting declined to provide a quotation. B & J Catalano and the Vernice Pty Ltd quotations were reviewed and assessed with the assistance of SMEC.

B & J Catalano did place a qualification on their tender due to the exact nature of the material in situ being unknown they could not guarantee that the end product will conform to the specification. This seems reasonable given the circumstances. All the testing indicates that the product will be of a good standard.

Both companies met the requirements for works experience and company track record. Based on value for money, it is recommended that the supply of gravel production be awarded to B & J Catalano Pty Ltd. They have submitted the lowest price and have considerable experience performing this type of work.

CONSULTATION

SMEC - David McKenna and Tony Saraullo.

Note councillors inspected the site on a recent road inspection and the process for gravel production was discussed.

STATUTORY IMPLICATIONS

Local Government Act 1995

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.

Local Government (Function & General) Regulations 1996

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 \$150 000 unless sub regulation (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
 - (b) the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program.

Note the tender threshold has being raised to \$250,000 by the State Government.

FINANCIAL IMPLICATIONS

The 2020/2021 budget contains two projects that these works will be costed to.

- 2049 Merredin Narembeen Road SLK 1.7-12.3 \$393,500
- 2050 Merredin Narembeen Road SLK 24.5-30.06 \$1,800,000

POLICY IMPLICATIONS

Council Policy
Procurement Framework

Executive Policy
Purchasing Goods and Services

STRATEGIC PLAN REFERENCE

GOAL 1: Focus upon our local economic drivers to retain and grow existing businesses, employment and to attract new industry.

Performance and structure of roads are included in our annual road management plan, communicated to Council and the community.

10 Year Outcome-Current road infrastructure is maintained and continually improved upon to meet community and business needs.

RELATED PARTY TRANSACTIONS

Nil

VOTING REQUIREMENTS

Simple

OFFICER RECOMMENDATION

That Council:-

1. Endorse the actions of the Chief Executive Officer to proceed to tender for the supply of gravel production at Currie's pit on Garmony Road Narembeen as part of the Secondary Freight Route projects.
2. Accept the tender of B & J Catalano Pty Ltd for \$ 333,000 GST Exc for RFT 02/2020 - Supply of Gravel Production.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

Seconded Cr.

CARRIED /

9.2 Executive Manager Corporate Services

AGENDA ITEM: 9.2.1 - Schedule of Accounts for August 2020

Applicant:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Author:	Sharon Baldwin, Administration Officer
Authorising Officer:	Scott Wildgoose, Executive Manager Corporate Services
Date:	4 September 2020
Attachments:	August 2020 Creditors Payment List, August 2020 Credit Card Payment List

SUMMARY

For Council to review the payments made by the Shire of Narembeen in August 2020.

BACKGROUND

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

COMMENT

A schedule of accounts paid during the month of August 2020 is attached to this report and the total amounts paid from the municipal and trust funds are as follows:

Municipal Account: \$218,823.52
Trust Account \$0

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

STRATEGIC PLAN REFERENCE

Goal 2: Internal and external relationships actively grow our Shire population and positive financial position.

2.1 Our organisation model is responsive to economic conditions, the delivery of core services and infrastructure so too the successful pursuit of economic opportunities that benefit our community.

RELATED PARTY TRANSACTIONS

Nil

VOTING REQUIREMENTS

Simple majority.

OFFICER RECOMMENDATION

That Council:

1. Receive the Creditors Payment List for August 2020.
2. Receive the Credit Card Payment List for August 2020.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

Seconded Cr.

CARRIED /

AGENDA ITEM: 9.2.2 - Monthly Financial Report Period Ended 31 August 2020

Subject:	Monthly Financial Report Period Ended 31 August 2020
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Scott Wildgoose, Executive Manager Corporate Services
Date:	09 September 2020
Attachments:	Period Ended 31 August 2020 Monthly Financial Report, Bank Reconciliation 31 August 2020

SUMMARY

To review Council finances as required by legislation.

BACKGROUND

The attached Financial Reports (including Statement of Financial Activity) are submitted on behalf of the Shire of Narembeen for the period ending 31 August 2020.

COMMENT

Council's closing position as of 31 August 2020 amounts to a surplus of \$3,548,212 with unrestricted cash of \$3,742,152 and \$2,801,415 in reserve funds.

73% of rates have been paid as of the closing date of 31 August 2020, this is only down slightly on last year which was 75%.

CONSULTATION

Finance Officer
Administration Officer

STATUTORY IMPLICATIONS

This report provides Council with the Shire's monthly financial activity statements in accordance with the Local Government (Financial Management) Regulations, specifically Reg. 34 - Financial Activity Statement.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Nil

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council:-

1. Receive the Shire of Narembeen's Financial Report for the month of August 2020.
2. Receive the Bank Reconciliation for the month of August 2020 for all Shire Bank Accounts.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

10.0 Urgent business as permitted by Council

11.0 Councillor's Reports

Cr K Mortimore

Attended

-

Cr P Lines

Attended

-

Cr R DeLuis

Attended

-

Cr A Hardham

Attended

-

Cr S Stirrat

Attended

-

Cr A Wright

Attended

-

Cr W Milner

Attended

-

Cr R Cole

Attended

-

12.0 Date, time & place of next meeting

Wednesday 21 October 2020, 4.00pm at the Narembeen Shire Council Chambers.

13.0 Closure

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