



Agenda for the 653rd Ordinary Council Meeting

17 July 2019

COUNCIL CALENDAR

Date	Time	Meeting
17 July 2019	2.30pm	Ordinary Meeting of Council
21 August 2019	2.30pm	Ordinary Meeting of Council
18 September 2019	2.30pm	Ordinary Meeting of Council

JULY MEETING PROGRAMME

2.00pm	Afternoon Tea
2.30pm	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.

COUNCILLOR/STAFF 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 653rd Ordinary Meeting of Council has been convened for:

Date: Wednesday 17 July 2019

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

Commencing: 2.30pm



Chris Jackson
Chief Executive Officer
Date: 10 July 2019

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 17 July 2019, commencing at 2.30pm

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 June 2019.

RECOMMENDATION:

That the minutes of the meeting of the Shire of Narembeen held Wednesday 19 June 2019 be confirmed as a true and accurate record of the proceedings.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

That the minutes of the meeting of the Shire of Narembeen held Wednesday 19 June 2019 be confirmed as a true and accurate record of the proceedings.

CARRIED /

6.1.2 Business Arising

Business Arising from the Minutes of the Shire of Narembeen Ordinary Meeting held Wednesday 19 June 2019.

6.2 Roe Tourism Association Minutes

See Attachment Binder for Minutes

6.2.1 Receive minutes

Receive minutes from the Roe Tourism Association meeting held on 17 June 2019.

RECOMMENDATION

That the minutes of the meeting of the Roe Tourism Association be received.

COUNCIL RESOLUTION

MIN 6833/19 **MOTION** - Moved Cr. K Mortimore 2nd Cr. A Hardham

That the minutes of the meeting of the Roe Tourism Association meeting be received.

CARRIED /

7.0 Status Report

See Attachment Binder for Status Report

RECOMMENDATION:

That the Status Report for July 2019 be received.

COUNCIL RESOLUTION

MIN **MOTION** - Moved Cr. 2nd Cr.

That the Status Report for July 2019 be received.

CARRIED /

8.0 REPORTS

8.1 Environmental Health Officer

AGENDA ITEM: 8.1.1 - Environmental Health Officer (EHO) Quarterly Report (April – June 2019)

Subject:	Environmental Health Officer (EHO) Quarterly Report
Applicant:	Mr Will Pearce
File Ref:	NA
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Mr Will Pearce, Environmental Health Officer
Date:	26 June 2019
Attachments:	Nil

SUMMARY

That Council accepts the Environmental Health Officer's (EHO) quarterly report for the period of April - June 2019.

BACKGROUND

Each quarter the EHO will present to Council the activities, issues at hand, delegated authority and progress on matters undertaken in Health Services.

COMMENT

Food Businesses

Inspected the following for Food Act compliance:-

- IGA
- Narembeen Roadhouse
- Narembeen Club
- Narembeen Hotel
- Narembeen Café (Co-Op)

Food Sampling

A state wide monitoring programme was undertaken to survey 'Microbial Safety of Take Away Foods' on a variety of 'ready to eat' food products during June 2019. As requested, the EHO obtained samples of sandwiches and rolls from the Narembeen Roadhouse. Results were compliant with food-borne pathogens not being detected.

Public Buildings

Inspected the following for public building regulation compliance:-

- Narembeen Club

Lodging Houses

Inspected the following for health local law compliance:-

- Narembeen Motel

Recycled Water Reuse Scheme – Water Testing

Water sampling and testing of the recycled water used for oval irrigation was undertaken in April and May. All results were compliant.

Waste Water Treatment Systems

Received, assessed and approved an application for a new dwelling on 702 Soldiers Road.

Wadderin Dam

There has been little movement with the rehabilitation of the site by the Water Corporation. It advises -

'Advice from our Environmental Approvals team indicated that we have to undertake a spring flora and fauna survey before clearing any vegetation at the site, due to the high conservation value. This means that the clearing and asbestos remediation won't be able to be completed until this summer period. We will update you once we have the results of the flora and fauna survey.'

CONSULTATION

Mr C Jackson, CEO
Mr A Cousins, Works Manager

STATUTORY IMPLICATIONS

Health (Miscellaneous Provisions) Act 1911
Health (Public Buildings) Regulations 1992
Public Health Act 2016
Food Act 2008
Local Government Act 1995
Building Act 2011
Building Regulations 2012
Caravan Parks and Camping Grounds Act 1995
Caravan Parks and Camping Grounds Regulations 1997
Shire of Narembeen Health Local Laws 2016
Shire of Narembeen Animals, Environment and Nuisance Local Law 2016

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 organisational 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.

Goal 3: We contribute to a healthy community.

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council accepts the Environmental Health Officer's Report for the period April to June 2019.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

8.2 Works Manager's Report

AGENDA ITEM: 8.2.1 - Work's Manager's Report July 2019

Subject:	Works Manager's Report
Applicant:	Arthur Cousins
File Ref:	NA
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Arthur Cousins, Works Manager
Date:	9 July 2019
Attachments:	Nil

SUMMARY

Council is to consider this report from the Works Manager for July 2019.

BACKGROUND

Each month the Works Manager will present to Council the activities and issues at hand and provide progress on matters undertaken for Council's information.

COMMENT

The following is an overview of the Works Manager's activities for the past month:-

Winter Regrades

Winter regrades have commenced with formation and rolling. Currently the graders are in the north eastern section of the Shire (Cramphorne) and south western side of the Shire (Billericay).

Fricker Road

Erections WA have completed the guard rail on Soldier's Road as to the agreement with DEC.

Miscellaneous

- Upgrade faded damaged signs
- Back lane gravel sheet holes
- Staff attended Men's Health Week breakfast
- Storm drains, sumps have been cleaned out prior to opening rains.

CONSULTATION

Nil

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As per budget requirements or as reported above.

POLICY IMPLICATIONS

Work policies to be reviewed in line with current work practices as and when required.

STRATEGIC PLAN REFERENCE

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

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

1.2 We have a long term local gravel sourcing strategy.

1.3 We investigate group purchasing power on our plant equipment and road materials to benefit from financial discounts.

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

2.1 Our organisational 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

OFFICER RECOMMENDATION

That the Works Manager's Report for July 2019 be received and all actions endorsed.

COUNCIL RESOLUTION

MIN **MOTION** - Moved Cr. 2nd Cr.

CARRIED /

8.3 Narembeen Community Resource Centre Report

AGENDA ITEM: 8.3.1 - Narembeen Community Resource Centre Report – July 2019

Subject:	Narembeen Community Resource Centre Report
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Leanne Brooke-Mee, CRC Co-ordinator
Date:	12 July 2019
Attachments:	CRC June Finance Report (see attachment binder)

SUMMARY

Council is to consider the Community Resource Centre report for July 2019.

BACKGROUND

The Narembeen Community Resource Centre (CRC) provides a report to Council each month highlighting events, projects and activities undertaken by them during the preceding month and any upcoming events, projects and activities.

COMMENT

The report has been prepared for Council with a view to reporting on the Outcome Areas associated with the Department of Primary Industries and Regional Development's funding for the CRC's Business and Action Plans.

The report is set out below for Council's consideration.

S.O.C.K Week

The week spread the message about road safety. The Police, school and local businesses all got involved and showed what a fantastic community Narembeen is. The week ended in a 21 gunshot remembrance for all lives lost on the Wheatbelt this year. Bruce Rock and Kondinin partook in the week as well.

Wheatbelt World Cup

The Police, CRC and Fair game Australia held a Sunday afternoon of soccer and other outdoor activities. With about 50 Children in attendance it was a great success and we will be looking at holding a T-Ball World cup in the summer. The P&C did a great job catering and it was great to see so many parents and kids get involved.

Upcoming Events/Workshops

Paperless Farm Workshop – 29th July
Understanding Grief and Loss – 31st July

This will be my last report before I go on maternity leave and all being well I should be back in February. I wish Vanessa luck in her new role and hope she finds it as fulfilling as I do. Thank you to the Shire Staff and Councillors for their support of Glen and me as we move into this new chapter of our lives.

June Finance Report

Some points to note in this month's report: Large format printer broke down, this was replaced rather than fixed due to being more cost effective, it is now under warranty so all repairs for the next 5 years will be covered. Wages and salaries included Mays invoices as well. This will be the last separate finance report as we will be fully incorporated within the Shire finances

CONSULTATION

Sheree Thomas, Community & Economic Development Officer
Scott Wildgoose, Executive Manager Corporate Services

STATUTORY IMPLICATIONS

Nil

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 organisational 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.

2.6 We articulate in our organisational plans and service delivery model the role of the Narembeen CRC as a community hub, providing library, community activities, skill development, connections and business initiatives in turn helping to help achieve our strategic goals.

Goal 3: We contribute to a healthy community.

3.1 We can provide leadership and networks to our local community groups to help them achieve their goals, identify common priorities and to provide opportunities for active participation in our community.

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council receive the Narembeen Community Resource Centre Report for July 2019 and endorse the associated actions.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

8.4 Chief Executive Officer

AGENDA ITEM: 8.4.1 – Chief Executive Officer’s Report – July 2019

Subject:	Chief Executive Officer’s Report – July 2019
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Chris Jackson & Sheree Thomas
Date:	10 July 2019
Attachments:	Attachment 1 – Select Committee into LG

SUMMARY

To provide Council with updates on various projects and other matters.

BACKGROUND

Monthly reports by the CEO are presented in the agenda template format to allow a clear set of information to be presented to Council and to assist in the decision making process.

COMMENT

Executive Manager Corporate Services

EMCS Scott Wildgoose commenced work with the Shire of Narembeen in March 2019. The required three month probation period review has recently been undertaken and I am happy to confirm that Scott has successfully completed this review and he will continue in the role for the three year contract period. Some of his focus areas to date have included:-

- Development of awareness of the Shire’s current financial structure and position.
- Management of staff including the provision of increased responsibilities and duties.
- Commencement of the preparation of the Business Plan that will form the basis of the 2019/2020 budget. I acknowledge the work put into the recent budget presentation to Council.
- Development of Council Policy that has included the Strategic Policy Framework and Debt Management.
- Commencement of the process for the review of all Shire ICT requirements.
- Commencement of the final integration of the Narembeen CRC with the Shire of Narembeen

I am sure we all look forward to working with Scott in the coming years.

Select Committee into Local Government (Attachment 1 – see binder)

Council are provided with an Info Page from WALGA on the recently established Legislative Council Select Committee into Local Government.

WALGA will be preparing a draft submission that they will send out for sector comment. The draft submission will be distributed on 26 July and they will be requiring feedback by 13 August 2019. This is a tight timeline, however submissions are required to the Select Committee by 23 August 2019.

If Councillors would like to provide feedback please advise the CEO.

Road Board Building Renovation

The Road Board Building renovation/maintenance project has commenced. The Shire of Narembeen has engaged the services of Busselton City to complete these works which include:-

- Roof restoration – pressure clean roof replacement of broken eaves, fixing of broken tiles, repaint
- Exterior restoration – pressure clean, patching or mortar and render, repair exterior
- Interior restoration – relocation of furniture and items, patching and painting of all walls, ceilings, trims, replacement of deteriorated flooring, floor restoration, restoration of windows
- Electrical – replacement of old wiring, rewiring of power and lights, installation of new heritage light fittings, installation of new power points
- Rising damp issues – installation of concrete apron and drainage system

This is an exciting project for the Shire of Narembeen, the Road Board Building remains very much a representation of the original intent of the building and is a singular example of civic architecture of its period in Narembeen.

The Narembeen Road Board building has played a pivotal role in the development of the district and the impact it has had on the lives of the people in the community of the Narembeen municipality. It is important that the building continues to be used by the Historical Society to ensure the long term future of the place in reinforcing its value to the community.

A few progress photos are included below for Council's information.



Lesser Hall Precinct & Interpretation Project

Exciting times with this project finally commencing! Shire staff met with representatives from Phoenix Landscaping, Busselton City Constructions, Stephen Carrick Architects and Barrett Signs on Wednesday 3rd July to kick off the project.

To date works undertaken have included trimming of trees and some electrical installation. The kerbing will commence this week with the installation of footings next week along with other landscaping works.

Photos below for Council's information:-



Industrial Land

The planning documents for lodgement of the Industrial Land subdivision have been lodged with the Western Australian Planning Commission.

Discussion has taken place with Go Narembeen who have indicated that they would consider partnering with the Shire of Narembeen on the development costs associated with the proposed development. A number of local businesses also attended these discussions indicating that they would be keen to access the land as soon as possible.

Quotes are currently being sourced for engineering design and advice for the development of the subdivision. Based on the Shire wanting to lease the land and get early access onto the land for all traffic, it could be undertaken in 2 phases:

PHASE 1 – Survey and design for area of Lot 100 covering proposed Lots 50,51,52 and Lots 64, 65 and 66 (note this could be expanded at minimal cost)

- Undertake feature survey for road and peg out boundaries for 6 lots
- Design and produce drawings for road intersection and new access road for about 150m in from road reserve boundary

PHASE 2- Seek formal Development Approval for the entire development

- Compile DA documents
- Production of sub division and lot plans and ready for dealings with Landgate.
- Undertake design of all Utilities Services , and overhead street lighting as required.

The extent of utilities services may vary depending on demand for all lots.

CEO/Council Key Meeting/Appointment Dates

Date	Meeting/Appointment
26 th July 2019	Wheatbelt South Regional Road Group Meeting - Wickepin
7 th to 9 th August 2019	Local Government Convention

CONSULTATION

N/A

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As per budget requirements or as reported above.

POLICY IMPLICATIONS

N/A

STRATEGIC PLAN REFERENCE

Narembeen Strategic Community Plan 2017 – 2027

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

OFFICER RECOMMENDATION

That the Chief Executive Officer's July 2019 report be received and actions endorsed.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

AGENDA ITEM: 8.4.2 - Tampia Hill to Edna May Mine Haulage Study

Subject:	Tampia Hill to Edna May Mine Haulage Study
Applicant:	Ramelius Resources
File Ref:	ADM547
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Chris Jackson, Chief Executive Officer
Date:	10 July 2019
Attachments:	Shawmac Preferred Option Report May 2019 (see attachment binder)

SUMMARY

Update provided to Council on the Ramelius Resources preferred haulage option from the proposed Tampia Mine near Narembeen to Edna May Mine at Westonia.

BACKGROUND

With the recent acquisition of Explaurum Pty Ltd by Ramelius Resources who own the Edna May Mine in Westonia the option of Haulage of the gold ore to Westonia as opposed to processing on site has been considered to be the best option by the new owner Ramelius.

Representatives from Ramelius met with Council on the 28 June 2019 and provided Councillors and staff with a briefing on the reasons for haulage of the ore to Westonia being the most viable option and they also provided brief details of the preferred haulage route.

The CEO and Consultant Engineer Tony Saraullo of Roads West Engineering also recently met with representatives of Ramelius and Main Roads to discuss in detail the proposed haulage route. Both the Shires of Merredin and Westonia were also invited but were unable to attend.

COMMENT

In May 2019, Shawmac Consulting Civil and Traffic Engineers completed a Design Report for the Tampia Hill to Edna May Mine Haulage Study and Narembeen Town Site Assessment Preferred Option. The preferred haulage route is as follows;

- Mt Arrowsmith Road (RAV 4 network):
- Mt Arrowsmith Rd & Mt Walker Road Intersection:
- Mt Walker Road (RAV 7 network):
- Mt Walker Road & Kondinin – Narembeen Road Intersection:
- Kondinin – Narembeen Road:
- Latham Road (RAV 7 network):
- Latham Road & Fricker Road Intersection:
- Fricker Road (RAV 7 network):
- Fricker Road & Merredin – Narembeen Road Intersection:
- Merredin – Narembeen Road (RAV 7 network):
- Merredin – Narembeen Road & Bulls Head Intersection:
- Merredin – Narembeen Road & Great Eastern Highway Intersection:
- Great Eastern Highway (RAV 7 network) :
- Great Eastern Highway & Westonia Road Intersection :
- Westonia Road (RAV 7 network):

The report does propose an initial estimate of \$5m to be spent on some of the above roads but further information will be required to be provided by the company before this process can proceed to any approval process as significantly more expenditure may be required pending further investigation as listed below.

The transport task is described as operating 7 days per week 360 days per year using two shifts per day with a total of 21 truck trips per day (using a 6 truck fleet).

Over a 24 hour period this calculates to a mine truck (either loaded or empty) going past any point on the route every 24 minutes day and night. If you add this to the existing traffic the total traffic will be:

- Latham Rd East of Currall St = 13 trucks /hour both ways
- Merredin Naremben Rd north of Fricker = 16 trucks/hour both ways

The impact of grain harvest traffic has not been mentioned in the Shawmac report.

The above is based on Average Annual Daily Traffic (AADT), the daily traffic would increase significantly during grain harvest time October to January particularly on all the roads that make up the preferred route.

The meeting with Main Roads which included Regional Manager Craig Manton who has previously headed up Main Roads Heavy Vehicle Services (HVS) who will be part of the approval process provided detail back to Ramelius on what the process for approval will be with HVS and the three effected shires. A significant component of this will be the requirement for the company to undertake road strength testing on the exiting network affected by this haulage option.

When this additional information is provided and formal application is made by Ramelius, a detailed report with the assistance of Consulting Engineer Tony Saraullo will be prepared for consideration by Council.

Discussion also took place regarding road user agreements that can be put in place between Ramelius and the road owners for ongoing maintenance and repairs. Further details of this will be provided as part of the above report and approval process.

CONSULTATION

Tony Saraullo, Roads West Engineering
Main Roads
Shire of Westonia
Arthur Cousins, Works Manager

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The future impact on the Shire road network will be substantial and these impacts will be assessed prior to Council and Main Roads providing any form of approval to use the network.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Shire of Narembeen Strategic Community Plan 2017 - 2027

Council Priorities:

1. Growing our community and visitor population
2. Creating and capturing positive economic opportunities
3. Our partnerships and networks return us tangible financial, economic, social and environmental benefits

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council:-

1. Acknowledge receipt of the Shawmac Consulting Civil and Traffic Engineers Tampia Hill to Edna May Mine Haulage Study and Narembeen Town Site Assessment Preferred Option report prepared for Ramelius Resources.
2. Endorse the actions of the Chief Executive Officer in preparing a report to Council with the assistance of Roads West Engineering when further information is received and formal application is made by Ramelius Resources to use the Shire road network for the haulage of ore to Westonia from Tampia Hill.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

AGENDA ITEM: 8.4.3 - Local Government Elections 2019

Subject:	Local Government Elections 2019
Applicant:	Chief Executive Officer
File Ref:	ADM27
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Chris Jackson, Chief Executive Officer
Date:	9 July 2019
Attachments:	Election Timetable; Electoral Code of Conduct & Nominating to be a council member 2019 Local Government Elections – Fact Sheet 4 (see attachment binder)

SUMMARY

For Council to discuss the options of the Local Government Elections to be held on 19 October 2019.

BACKGROUND

Local Government Elections are due to be held on Saturday 19th October 2019.

The following Councillors terms expires at this time:-

- Cr Bill Cowan
- Cr Amy Hardham
- Cr Kellie Mortimore
- Cr Bevan Thomas

COMMENT

Summary of actions that require early planning and nomination of process to conduct the Elections include:-

1. Nominate “In Person Elections” vs “Postal Voting Elections”. If Postal Voting is favoured then this will need to be nominated and submitted to the Electoral Commissioner prior to 10th August 2019.
2. Appoint the Chief Executive Officer as the Returning Officer to endorse the Voting “In Person” option if adopted. This has been delegated to the Chief Executive Officer position previously.
3. Polling Place Naremben – Shire Administration Offices.
4. Adoption of a Code of Conduct for Local Government Elections both for Candidates and appointed Staff to abide by during the election process. The Electoral Commissioner is responsible for conducting postal elections in Western Australia and conducts voting in person elections on request by local government under the Local Government Act 1995.
5. By making the Electoral Commissioner responsible for these elections, the local governments concerned ensure that elections are conducted independently and with impartiality. In addition, these local governments have adopted a method of conducting elections that is more convenient for electors and typically achieves a higher rate of voter participation.

Council has always conducted an 'in person' election and it is recommended that this process continue. Whilst a quote for conducting a postal voting election has not been obtained, it is still considered to be more cost effective and locally appropriate for an 'in person' election.

The 2019 Local Government Elections will be conducted and counted on "First Past the Post" preference counting.

Candidate nominations open 5th September 2019 and close on 12th September 2019.

It is a requirement under section 4.27(1)(d) of the Local Government Act 1995 that returning officers ensure the proper and efficient conduct of elections. Regulation 8 of the Local Government (Elections) Regulations requires the returning officer to prepare or adopt an electoral code of conduct for elections. A copy of the Shire of Narembeen Electoral Code of Conduct as adopted in August 2015 is attached. It should be noted that the proposed changes to the Local Government Act will need to be taken into consideration if they impact on the code

Council is therefore asked to review the code of conduct as presented. The code is given to anyone who is appointed as an Electoral Officer and is available to candidates.

Regulation 8(2) of the Local Government (Elections) Regulations sets out the principles that the code is to contain to ensure that all electoral officers act:-

- lawfully;
- professionally;
- fairly and impartially;
- with honesty and integrity; and
- without any conflict of interest.

CONSULTATION

Executive Manager Corporate Services

STATUTORY IMPLICATIONS

Local Government Act 1995 (as amended)

Various sections relating to preparation and holding of an Election

Electoral Act (Commencement of Amendments) Act 1987

Electoral Act 1907

Electoral Regulations 1996

Electoral Rules 1908

Local Government (Elections) Regulations 1997

Local Government (Constitution) Regulations 1998

Local Government Act 1995 section 4.27

4.27. Regulations about electoral officers and conduct of elections

(1) Regulations may include provisions —

(a) about the appointment of returning officers under section 4.20(4), and deputy returning officers under section 4.21(2), and their removal or suspension by the Electoral Commissioner; and

(b) about the appointment, removal or suspension of electoral officers by returning officers; and

(c) about the declarations to be made by electoral officers; and

(d) setting out functions to be performed by local governments, CEOs and returning officers to ensure the proper and efficient conduct of elections.

(2) Despite any other written law, the decision of the Electoral Commissioner or a returning officer about the appointment, removal or suspension of an electoral officer is final.

Local Government (Elections) Regulations - Regulation 8

8. Electoral codes of conduct — s. 4.27(1)(d)

- (1) This regulation applies to the ordinary elections to be held in 1999 and to each subsequent election.
- (2) The RO for any election to which this regulation applies is to prepare or adopt an electoral code of conduct for the election that aims to ensure that all electoral officers act —
 - (a) lawfully; and
 - (b) professionally; and
 - (c) fairly and impartially; and
 - (d) with honesty and integrity; and
 - (e) without any conflict of interest, in relation to the election.
- (3) The RO is to provide each electoral officer with a copy of, or access to a copy of, the electoral code of conduct.
- (4) An electoral officer is to observe and comply with the electoral code of conduct.

FINANCIAL IMPLICATIONS

\$2,000 has been included in the 2019/2020 Shire of Narembeen Financial Budget for Election Costs.

POLICY IMPLICATIONS

Policies and Guidelines as prepared by the Department of Local Government, Sport and Cultural Industries are available at

<https://www.dlgsc.wa.gov.au/resources/publications/Pages/ViewPublication.aspx?DocID=1716>

A copy of the Nominating to be a council member 2019 Local Government Elections – Fact Sheet 4 is attached .which does include the new requirement that all candidates must complete an online induction prior to nominating for election so they are fully aware of what to expect as an elected member and the rules related to campaigning.

STRATEGIC PLAN REFERENCE

Nil

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council:-

1. Elect an 'In Person Voting' process for its Local Government Elections 2019.
2. Appoint the Chief Executive Officer as the Returning Officer for the Shire of Narembeen Elections.
3. Nominates the Shire of Narembeen Administration Building to conduct the 2019 Local Government Election process including for polling of votes and the counting of votes.
4. Reconfirms its adoption of the Shire of Narembeen Electoral Code of Conduct as Presented subject to amendments if required by proposed changes to the Local Government Act 1995.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

AGENDA ITEM: 8.4.4 - Narembeen Club Inc – Narembeen Recreation Centre Lease

Subject:	Narembeen Club Inc - Narembeen Recreation Centre Lease
Applicant:	Narembeen Club Inc.
File Ref:	ADM455
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Chris Jackson, Chief Executive Officer and Scott Wildgoose, Executive Manager Corporate Services
Date:	10 July 2019
Attachments:	Letter from Narembeen Club Inc. (see attachment binder)

SUMMARY

Council to discuss rent review of the Lease Agreement for the Recreation Centre with the Narembeen Club Inc.

BACKGROUND

At its July 2017 ordinary meeting Council resolved the following:

That Council:-

1. *Authorise the rent review of the Lease for the Recreation Centre and Item 7 (a) of Schedule 1 of the lease agreement be amended to read:*

“From the 2 October 2017 until the second anniversary of this date, the rent is \$25,000 per annum plus GST but such rent will be off-set against the genuine pre-estimate of the operating cost that the Shire would have otherwise spent if the Lease had not been granted to the Lessee. For the avoidance of any doubt, the effect of this clause is that the Tenant is not required to make any rent payment to the Lessor for a further two years of the lease.”

2. *This lease to be reviewed again in two (2) years’ time.*

COMMENT

The executive recently met with representatives of the Narembeen Club Inc. and it was agreed that in the best interests of the Narembeen Club, the Shire and community of Narembeen that the exception on payment of rent should remain.

The Club has subsequently written to the Shire requesting an exemption of the lease fee for another three years at the renewal of the building lease due October 2019.

The club states in its letter *‘The Narembeen Recreation Centre provides an enjoyable, modern venue for sports clubs to use for after game showers, meetings, fundraising and relaxation after a game. We provide a clean, safe place for families and other community members to socialise, have a drink and on occasion have a night out for a meal. Community groups use our facilities at no cost to conduct meetings and fundraise (The Narembeen District High School raised \$2,000 for a casserole dinner last month with no charge for use of the kitchen) and we are having an increasing number of tourists stopping in for a quiet drink and a chat.*

The Narembeen Recreation Centre Committee strives to provide a facility that caters for our community’s social and sporting requirements. Decisions are made not for a profit priority, but rather for increasing social benefits for our community. Fortunately, the Narembeen Recreation Centre has been able to balance the profit versus social to a financially breakeven point.

However, mounting costs of maintenance may force the committee to change decisions towards a profit basis to cover costs.

The Narembeen Recreation Centre Committee would like to request the Shire of Narembeen's financial assistance, to allow us to continue to provide an enjoyable social experience for our community members.'

A recent brief review of similar facilities in this region clearly indicated that the Narembeen Recreation Centre operated by the Narembeen Club Inc. was in front in terms of the facilities it provides and its financial position. The Shire's findings also indicated that the other Shire's in this region are injecting considerably higher amounts of funding into their local recreation centre. The Club management and the Shire should be congratulated for establishing this positive position to the benefit of the community as a whole. Whilst there are still issues that still need to be resolved around fees and charges to sporting clubs and some of the day to day and structural costs associated with the lease but these matters are being worked through by the Narembeen Club Inc. and the Shire and will be resolved.(Some of these matter were discuss at the meeting with the Club representatives.)

The current lease with Narembeen Club Inc. is for a 10 year period (expiring 2025) with a option to extend for a further 10 years. The current wording of the lease implements a bi-annual review that includes a rent review. The current wording of Item 7(a) of Schedule 1 of the lease agreement implies that the Shire waives the \$25,000 rental fee in consideration of the operating cost the Shire would have otherwise spent if no lease had been in place. It can be reasonably estimated that the cost to Shire of running a recreation centre would always be more than \$25,000. In terms of the consideration of the lease rent it seems more prudent to consider the community benefit associated of the recreation centre being run by a incorporated community group that has the best interests of the community and the sporting clubs at its core. One of the Shire's Strategic Community Plan goals is to contribute to a healthy community and the success of the Narembeen Recreation Centre has a direct influence on the Shire's success in achieving this goal.

It is the author's opinion that the community benefit provided by the lease outweighs any payment to the Shire at this time and it seems prudent to reward the Narembeen Club Inc. for their successful management of the centre to date. As such it is recommended that the Council amend Item 7 (a) of Schedule 1 so that the Council agrees to a \$0 rental payment until the expiry of the initial term of the lease (in 6 years' time), with the rent payment to be reviewed before an option to extend is undertaken. It can then be reassessed in 2025 whether the Narembeen Club Inc. has become more commercially viable, although it can always be argued that have profitable sporting entity putting money and time back into the community will always be of value to the community as a whole.

Council recently approved expenditure of \$40,000 to rectify problems associated with the original Audio Visual System system installed when the building was built. This work has been successfully undertaken and the club and patrons are extremely happy with the result.

At the July 2017 meeting Council also agreed to continue to cover the cost of gas for the facility given the problems associated with the constant flow of hot water to the changing rooms. Given that these issues have now been rectified it is recommended that as from 18 July 2019 these cost now been met by the club.

It is hoped that by providing stability to the Narembeen Club Inc. by guaranteeing their lease rent off-set for the next six years it will help them plan for the future and manage costs associated with gas and maintenance.

CONSULTATION

The CEO and EMCS met with representative of the Narembeen Club Inc.

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The 2019/2020 draft budget does not include the provision of income from the Narembeen Club Inc. for use of the Narembeen Recreation Centre.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

GOAL 3: We contribute to a healthy community

3.2 Shire owned sport and recreation facilities enable access to competitive competitions, leisure activities for all ages and help us be physically and mentally fit

3.3 We will investigate major improvements to our sport and recreation facilities following considered cost benefit analysis models

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council:-

1. Authorise the rent review of the Lease for the Recreation Centre and Item 7 (a) of Schedule 1 of the lease agreement be amended to read:
"From the 2 October 2019 until the sixth anniversary of this date, the rent is \$25,000 per annum plus GST but such rent will be off-set against the genuine pre-estimate of the operating cost that the Shire would have otherwise spent if the Lease had not been granted to the Lessee. For the avoidance of any doubt, the effect of this clause is that the Tenant is not required to make any rent payment to the Lessor for a further six years of the lease." (2025)
2. Agree to this lease being reviewed on completion of its initial term in 2025, in six (6) years' time.
3. Inform the Narembeen Club Inc. that all future gas charges for the Narembeen Recreation Centre will be on billed to the Club for payment.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

AGENDA ITEM: 8.4.5 - State Government Committees - Representation

Subject:	State Government Committees - Representation
Applicant:	Cr Peter Lines
File Ref:	ADM
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Chris Jackson
Date:	10 July 2019
Attachments:	Nil

SUMMARY

Council are to consider the Notice of Motion from Cr Peter Lines in relation to representation on State controlled committees.

BACKGROUND

Cr Lines in his email Monday 3 July 2019 has stated as follows.

'I should like to put a motion to Council asking for their endorsement of a strongly-worded letter to the Minister of Health decrying the rejection of my application by the Minister to become the WALGA representative on the State Fluoridation of Water Committee. It is my understanding that the official reason I have been rejected (twice) is because I am not female, and yet it is my belief that every other existing member of the committee is male.

It is outright sexual discrimination that I have been declined, and given that no applicants have applied from WALGA it means that Local Government has no representation on this important matter.'

COMMENT

On receiving this request the Executive contacted Tim Lane Manager, Strategy & Association Governance of WALGA to enquire into the committee's selection process and why Cr Lines had not been selected. Mr Lane provided verbal advice on the process and that the position had to be approved by the Minister who was bound by the State Governments policy position that women need to make up 50% representation on government board positions. This information was passed on to Cr Lines who then sent an email to Mr Lane further expressing his concern about the matter. Mr Lane has since responded with the following advice:-

"Thank you for your email, and I appreciate your frustration. As you are aware, the Government has a well-publicised policy of ensuring gender balance on boards and committees.

Details of the Government's policy position can be found in this media release – <https://www.mediastatements.wa.gov.au/Pages/McGowan/2017/09/Women-to-make-up-half-of-all-Government-board-appointments.aspx>

And the Premier's Circular –

<https://www.dpc.wa.gov.au/Publications/AnnualReports/Documents/Circular3.pdf>

My understanding of the current status of the appointment of a Local Government representative to the Fluoridation of Public Water Supplies Advisory Committee is as follows: State Council endorsed including your name on a panel of names to be put forward to the Minister for Health in May 2019. There were two names on that panel including yours. As far as I'm aware no decision has yet been made regarding our letter to the Minister sent in May of this year. I have logged two calls with the Minister for Health's office and am still awaiting a response regarding the current situation.

I would like to provide some background regarding the nomination and appointment process for your information. As you are aware, WALGA seeks nominations for positions on Boards and Committees from interested and suitable Local Government representatives. Statements addressing the selection criteria are then independently assessed by members of WALGA's Selection Committee. The Selection Committee then meets to consider the aggregated scores and make a determination regarding appointments or recommendations to the relevant Minister or Department.

Appointments to Government boards and committees are endorsed by Cabinet, and my understanding is that there are a range of factors considered when Cabinet makes decisions regarding appointments.

In this case, appointments to the Fluoridation of Public Water Supplies Advisory Committee are dictated by the Fluoridation of Public Water Supplies Act 1966.

Specifically, section 5 (3) (c) states that "a person so appointed from a panel of names of 3 persons willing to act as a member, submitted to the Minister for the purpose, by the body known as the Western Australian Local Government Association."

However, the Minister is not necessarily bound by the panel submitted by WALGA, as Section 5 (5) states, "When a body referred to in subsection (3) fails to submit the Minister a panel of names in accordance with that subsection, within 30 days after the receipt by that body of a written request from the Minister so to do, the Minister may appoint a person to the office of member in respect of which the panel of names has not been submitted to him."

Regarding the current membership of the Fluoridation of Public Water Supplies Advisory Committee, the Minister's most recent letter to WALGA stated that the committee currently comprises three males and two females. At this point, there is no mandate for male members of boards and committees to resign to achieve a gender balanced committee; however, as vacancies arise the Government has demonstrated a strong commitment to ensure that boards and committees are balanced going forward.

My view is that there is nothing to gain in mounting an advocacy case on the basis of sexual discrimination against men. At most, it could be argued that the Government's gender balance policy creates a concerning barrier to Local Government representation on boards and committees".

The position put by Tim Lane would appear to be very clear and whilst Cr Lines request to be part of the Fluoridation of Public Water Supplies Advisory Committee is still outstanding there would appear to be no reason for Council to involve its self in taking a stand on the matter.

CONSULTATION

Tim Lane WALGA
Cr Kellie Mortimore
Cr Peter Lines

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Standing Orders Local Law 2002

3.9 Motions of which Previous Notice has been given

- (1) Unless the Act, Regulations or these Standing Orders otherwise provide, a member may raise at a meeting such business as he or she considers appropriate, in the form of a motion, of which notice has been given in writing to the CEO.
- (2) A notice of motion under subclause (1) is to be given at least seven (7) clear working days before the meeting at which the motion is moved.
- (3) A notice of motion is to relate to the good government of persons in the district.
- (4) The CEO—
 - (a) with the concurrence of the President may exclude from the notice paper any notice of motion deemed to be out of order; or
 - (b) may on his or her own initiative make such amendments to the form but not the substance thereof as will bring the notice of motion into due form; and
 - (c) may under his or her name provide relevant and material facts and circumstances pertaining to the notice of motion on such matters as policy, budget and law.
- (5) No notice of motion is to be out of order because the policy involved is considered to be objectionable.
- (6) A motion of which notice has been given is to lapse unless—
 - (a) The member who gave notice thereof, or some other member authorised by him or her in writing moves the motion when called on; or
 - (b) The Council on a motion agrees to defer consideration of the motion to a later stage or date.
- (7) If a notice of motion is given and lapses in the circumstances referred to in subclause (6)(a), notice of motion in the same terms or the same effect is not to be given again for at least 3 months from the date of such lapse.

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council, based on the advice received from WALGA not proceed to take any action on this matter at this time.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

**AGENDA ITEM: 8.4.6 – Proposed Repurposed Dwelling – Lot 112 (No 29)
Northmore Street, Narembeen**

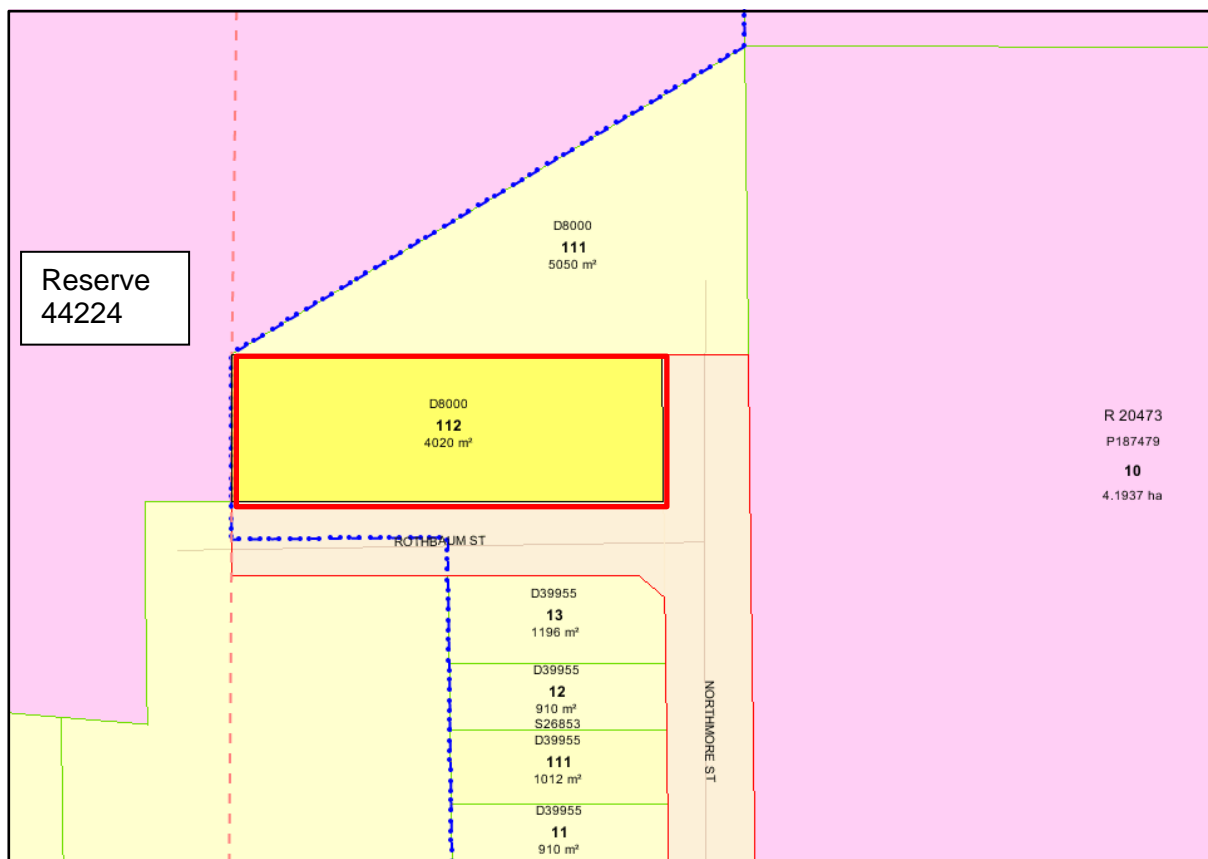
Subject:	Proposed Repurposed Dwelling – Lot 112 (No 29) Northmore Street, Narembeen
Applicant:	Dean Maringoni
File Ref:	ADM185/P1092
Disclosure of Interest (Staff):	Financial Interest as receive planning fees for advice to the Shire – Section 5.60A of <i>Local Government Act 1995</i>
Disclosure of Interest (Member):	Nil
Author:	Liz Bushby, Town Planning Innovations
Date:	10 July 2019
Attachments:	Nil

SUMMARY

Council is to consider an application for a repurposed dwelling on Lot 112 (No 29) Northmore Street, Narembeen.

BACKGROUND

Lot 112 has an approximate area of 4020m².



Lot 112 is zoned 'Residential' under the Shire of Narembeen Town Planning Scheme No 2 ('the Scheme') and has a density code of R2.5. The R2.5 code dictates the site requirements that apply to residential development on the lot under the Residential Design Codes.

A report on the application was considered at the June 2019 Council meeting. It was resolved as follows:

'That Council:-

1. *Resolve to advertise the application for public comment for 14 days in accordance with Clause 66 of the Planning and Development (Local Planning Schemes) Regulations 2015 by writing to nearby and surrounding landowners.*
2. *Authorise the Chief Executive Officer to request that the applicant address visual impact and amenity concerns through proposed external upgrading and / or provision of screening that will mitigate any view of the structure from Northmore Street and Reserve 44224 to the rear. Any proposal for screening should be supported with site photographs.*

The Shire Chief Executive Officer has conducted a site meeting with the applicant, and recommended that the donga be screened from the rear using a combination of screening material (such as lattice) and landscaping.

COMMENT

- **Description of proposed development**

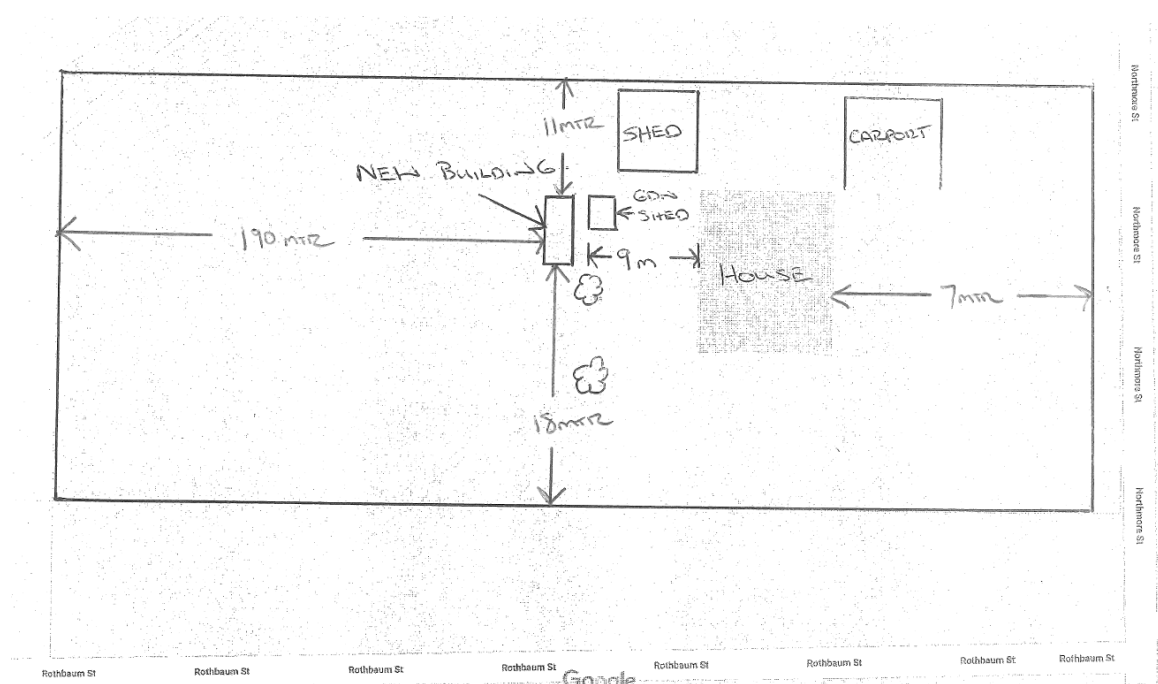
The lot has been developed with an existing house and outbuildings. The applicant is the owners' son and he seeks approval to place a donga on the lot to the rear of the existing house.

The application is for a 'granny flat' however it falls under the definition of a 'repurposed dwelling' under the Scheme which means *'means a building or structure not previously used as a single house, which has been repurposed for use as a dwelling.'*

The applicant has advised that the existing two bedroom house is not large enough to accommodate all of their extended family. The existing house will be occupied by his parents and his son.

The new building will be used as a bedroom to accommodate himself and his wife. He has advised his wife has had to move to Narembeen to look after their son, who has transferred to the local school in Narembeen.

A site plan showing the proposed location is included overpage.



The applicant has provided photographs of the donga structure and advised that no external upgrading is proposed – refer below.

The building floor area measures 3 metre wide, 8.4 metres long and has a height of 3 metres.



- **Residential Design Codes ('the Codes')**

The Residential Design Codes operate as State Planning Policy 3.1 and apply to residential development state wide.

The Shire has a mandatory obligation to determine whether development complies with the Residential Design Codes ('the Codes').

The proposed development complies with the site requirements of the Code, in terms of setbacks, building height and site open space.

- **State Planning Policy 3.7**

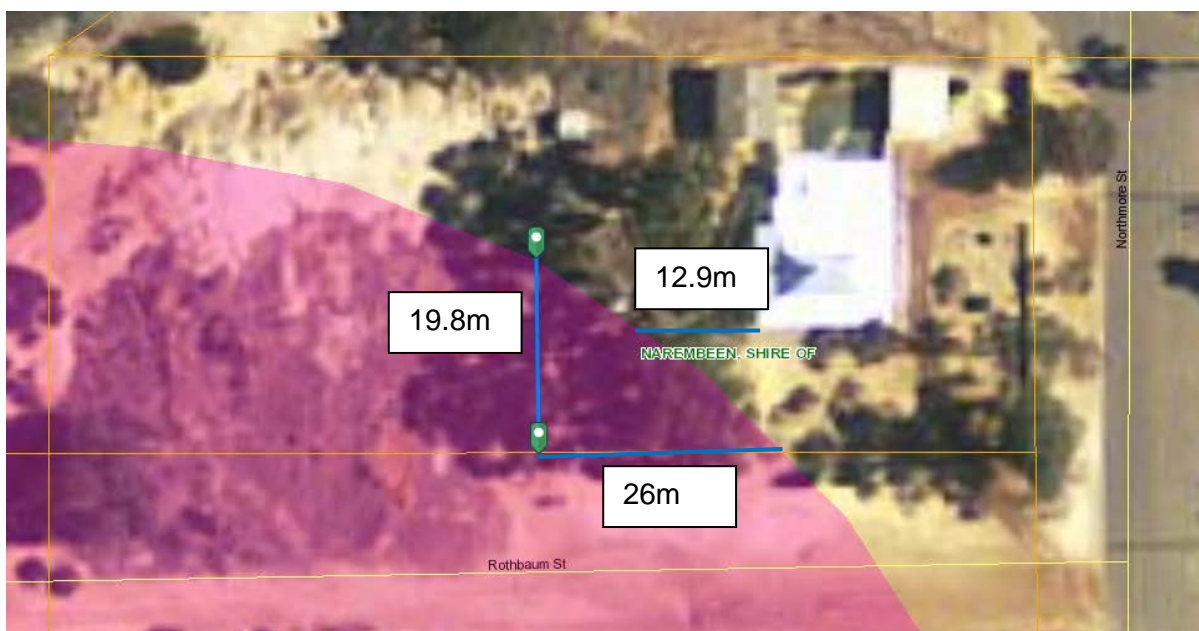
Under the 'deemed provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015* Council is to have 'due regard' to any state planning policy. This essentially means Council has an obligation to give proper, genuine and realistic consideration to the requirements of 'State Planning Policy 3.7: Planning in Bushfire Prone Areas' (SPP 3.7).

The Shire has a mandatory obligation to consider SPP3.7 when making a decision on any application where the lot is within a designated bushfire prone area.

The Western Australian Planning Commission released SPP3.7 and associated Guidelines for Planning in Bushfire Prone Areas ('the Guidelines') in December 2015. These documents apply to all land identified as Bushfire Prone.

Mapping identifying Bushfire Prone Areas is available through the Department of Fire and Emergency Services website. Lot 112 is within the declared bushfire prone area (pink area).

The applicant has advised that the development will be located outside of the bushfire prone area, however TPI cannot confirm this based on the site plan supplied.



If any portion of the building is within the declared bushfire prone area then a Bushfire Attack Level report will be required at the separate building permit stage, or the building location can be altered to be further north. It is recommended that footnote advice on the bushfire requirements be included to expedite processing of the planning application.

- ***Scheme Requirements***

Clause 4.8.1 of the Scheme states that 'In determining an application for a Repurposed Dwelling or Second Hand Dwelling, the local government will have regard to the following matters:

- a) The objectives of the relevant zone.
- b) The ability of the built form including roof pitch, eaves, colours, material and architectural details to complement the expected character of the locality.
- c) The potential for negative visual impact or conflict with any established streetscape and character of the locality.
- d) Any proposed upgrading, alterations and additions which will enhance the elevations and architectural detail of proposed development.
- e) Potential glare from reflective materials.'

Council has two options as follows:

Option 1 – Approve the application

The main consideration is the appearance of the building and whether it negatively impacts on the amenity of the area, which is a subjective issue.

TPI is of the view that the proposed dwelling will not have a negative impact on streetscape as it is proposed to the rear of an existing house. It's visibility from Northmore Street will be limited due to the proposed location and the existing house will screen the proposed building from the street.

The exception is that it will be visible from walking trails in adjacent Reserve 44224, however that can be addressed through a condition of approval requiring screening to be installed within a stipulated time frame.

Option 1 is supported by TPI as the building is low scale, will be screened from Northmore Street and can be screened to the rear. Whilst the elevations are not high quality the building is neat and tidy.

Option 2 – Refuse the application

If Council is of the view that the proposal will negatively impact on the amenity of the locality and that the flat roofed rectangular built form does not complement the expected character of the locality, then the proposal can be refused.

CONSULTATION

The Shire has advertised the application for public comment.

The owner of adjacent Lot 111 to the north has indicated that they have no significant objections if the proposed building is located behind the existing house as shown on the site plan, and has commented that it will not be highly visible from Northmore Street.

STATUTORY IMPLICATIONS

Shire of Narembeen Town Planning Scheme No 2 –

Explained in the body of this report.

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

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

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

FINANCIAL IMPLICATIONS

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

POLICY IMPLICATIONS

Not Applicable.

STRATEGIC PLAN REFERENCE

Not Applicable.

RELATED PARTY TRANSACTIONS

Not applicable.

OFFICER RECOMMENDATION

That Council: -

1. Approve the application for a repurposed dwelling (ancillary accommodation to an existing house) on Lot 112 (No 29) Northmore Street, Narembeen subject to the following conditions and footnotes:
 - (i) The development shall be permanently screened from the rear western lot boundary at all times to minimise visual impact and the view of development from adjacent Reserve 44224.
 - (ii) The applicant is to lodge details of proposed screening and landscaping within 2 months from the date of this approval for separate written approval by the Shire Chief Executive Officer. This is required to meet condition (i).

- (iii) All screening and landscaping shall be installed within 3 months of the date of this approval and be in accordance with any separate written approval issued under condition (ii) above.
- (iv) All screening and landscaping shall be maintained to the satisfaction of the Shire.
- (v) The plans lodged with this application shall form part of this planning approval. All development shall be in accordance with the approved plans unless otherwise approved in writing by the Shire Chief Executive Officer.
- (vi) If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.

Footnotes:

- (a) Planning consent is not an approval to commence construction. A separate building permit must be obtained for all work.
- (b) If any portion of the proposed development traverses the bushfire prone portion of the lot, a Bushfire Attack Level report will be required as part of the separate Building Permit stage. Bushfire mapping is available on the DFES website.
- (c) In regards to conditions (i) and (ii) the Shire requires screening to be a combination of good quality lattice and landscaping or internal good quality fencing and landscaping.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

8.5 Executive Manager Corporate Services

AGENDA ITEM: 8.5.1 - Adoption of the 2019 - 20 Annual Budget

Subject:	Adoption of the 2019-20 Annual Budget
Applicant:	Nil
File Ref:	ADM465
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Scott Wildgoose, Executive Manager Corporate Services
Date:	9 July 2019
Attachments:	Shire of Narembeen Annual Budget 2019-20 (separate attachment)

SUMMARY

Council to adopt the Annual Budget for the Shire of Narembeen for the 2019-20 Financial Year.

BACKGROUND

Over the last two months, staff have worked to put together the annual budget. This included a budget workshop with Councillors held prior to the June Council meeting. At the conclusion of the budget workshop, Council decided to set the rate increase at approximately 3.5%.

COMMENT

The attached Annual Budget 2019-20 is broken up into four parts:-

1. Statutory Components required of the budget to meet the requirements of the Local Government Act 1995.
2. Operating Schedules – a breakdown of the areas of spending for the Shire and the account codes to be used to guide Shire employees.
3. Capital Works Schedules – a breakdown of the Shires asset acquisitions and disposals with relevant job numbers. These will be reported on in the Shire's monthly financials.
4. Schedule of Fees and Charges – to be adopted as part of the annual budget as part of the Local Government Act 1995 requirements.

The June budget workshop set the parameters upon which Council wanted the annual budget to be developed and as far as practical these conditions have been applied.

Pages 8 – 10 of the budget sets out the Shire's rates and service charges, the overall income from rates has increased from \$1,669,192 to \$1,730,783 – this is approximately a 3.7% increase on budgeted overall rates income but only 3.5% increase on actual rates income received - \$1,672,179. Rates in the dollar amounts have been adjusted to account for a GRV revaluation that occurred in the 2018/2019 financial year, as discussed in the June budget workshop both GRV and UV rating increases have been kept as close to a 3.5% increase in each area as possible given the disparity in rateable values. The Shire's 4% rates discount has been maintained, as requested by Council, calculated as a 4% discount on 75% of the total rates income.

As discussed in the budget workshop, the net cash provided to the Shire from operating activities (page 6) will be approximately \$1m.

The Shire's capital expenditure is broken down in the Capital Works Schedule (page 46) – all projects listed are as per the budget workshop except the addition of a carry forward for the Dolly purchase which was not completed by the end of the 2018/2019 financial year and the addition of the purchase of a Ford Ranger Ute to replace a vehicle that was unfortunately involved in an accident and written off at the end of the 2018/2019 financial year.

A breakdown of the Shire's borrowings is given on page 19 with the main inclusion being a new self-supporting loan for the Mt Walker Tennis Club to help them with the resurfacing of the courts.

The Shire has only budgeted to transfer interest to the Cash Backed Reserves and as per the budget workshop a transfer of \$200,000 out of the infrastructure reserve will take place to help fund the Apex Park Toilets Upgrade. Also not on page 21 that the purpose of some of the reserves has been modified to make them more in line with their actual use – these reserves are for Plant, Infrastructure and Recreation.

Other information of note is the large increase in Auditors Remuneration as shown on page 23, as this is the Shire's first year under the Auditor General, this is somewhat of an estimate but the experience of other Shires is that the change in Auditors has doubled the cost to the Shire.

It is proposed that Elected Members Remuneration remain unchanged in terms of meeting fees, president and deputy allowances. A slight budget increase for travel costs has occurred given last year's actuals was above budget.

As discussed on a number of occasions over the last few months, the Shire has been required to account for a change in accounting policies namely AASB 15 Revenue from Contracts with Customers, AASB 16 Leases and AASB 1058 Income for Not-for-Profit Entities – these changes came into effect on 1 July 2019. As such the Shire's opening surplus on 1 July 2019 differs from the Shire's closing surplus on 30 June 2019 – these changes are discussed on pages 27 and 28 of the budget. Essentially the Shire had no leases or unspent grants so the only impact was from a Contract Asset related to works completed by the Shire relating to WAANDRA activities that have not been paid by Main Roads – this amount has been estimated to be approximately \$925,000. The Shire has been conservative in this estimate.

Since the acceptance of the Draft Schedule of Fees and Charges at the June 2019 Council Meeting, the Shire has only made the changes requested by Councillors i.e. town hall equipment bond not deposit, removal of general photocopying as accounted for in CRC fees and general wording and formatting changes.

The closing balance for 2018/2019 financial year is estimated on assumptions and is likely to change with the adoption of the Annual Financial Report for the 2018/2019 year.

The budget will then be adjusted during the budget review in February 2019. The Shire is proposing to conduct budget reviews in September, February and April for the 2019/2020 financial year. This should help the Shire keep a better track of budgeted expenditure and income as opposed to only doing the one budget review in line with Regulations.

CONSULTATION

Chief Executive Officer
Works Manager
Finance Officer
CRC Coordinator

STATUTORY IMPLICATIONS

Local Government Act 1995

6.2. Local government to prepare annual budget

- (1) During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.

** Absolute majority required.*

- (2) In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —
- (a) the expenditure by the local government; and
 - (b) the revenue and income, independent of general rates, of the local government; and
 - (c) the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.
- (3) For the purposes of subsections (2)(a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.
- (4) The annual budget is to incorporate —
- (a) particulars of the estimated expenditure proposed to be incurred by the local government; and
 - (b) detailed information relating to the rates and service charges which will apply to land within the district including —
 - (i) the amount it is estimated will be yielded by the general rate; and
 - (ii) the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;and
 - (c) the fees and charges proposed to be imposed by the local government; and
 - (d) the particulars of borrowings and other financial accommodation proposed to be entered into by the local government; and
 - (e) details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used; and
 - (f) particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and
 - (g) such other matters as are prescribed.
- (5) Regulations may provide for —
- (a) the form of the annual budget; and
 - (b) the contents of the annual budget; and
 - (c) the information to be contained in or to accompany the annual budget.

[Section 6.2 amended by No. 49 of 2004 s. 42(8) and 56.]

6.45. Options for payment of rates or service charges

- (1) A rate or service charge is ordinarily payable to a local government by a single payment but the person liable for the payment of a rate or service charge may elect to make that payment to a local government, subject to subsection (3), by —
- (a) 4 equal or nearly equal instalments; or

- (b) such other method of payment by instalments as is set forth in the local government's annual budget.
- (2) Where, during a financial year, a rate notice is given after a reassessment of rates under section 6.40 the person to whom the notice is given may pay the rate or service charge —
 - (a) by a single payment; or
 - (b) by such instalments as are remaining under subsection (1)(a) or (b) for the remainder of that financial year.
- (3) A local government may impose an additional charge (including an amount by way of interest) where payment of a rate or service charge is made by instalments and that additional charge is, for the purpose of its recovery, taken to be a rate or service charge, as the case requires, that is due and payable.
- (4) Regulations may —
 - (a) provide for the manner of making an election to pay by instalments under subsection (1) or (2); and
 - (b) prescribe circumstances in which payments may or may not be made by instalments; and
 - (c) prohibit or regulate any matters relating to payments by instalments; and
 - (d) provide for the time when, and manner in which, instalments are to be paid; and
 - (e) prescribe the maximum amount (including the maximum interest component) which may be imposed under subsection (3) by way of an additional charge; and
 - (f) provide for any other matter relating to the payment of rates or service charges.

6.46. Discounts

Subject to the *Rates and Charges (Rebates and Deferments) Act 1992*, a local government may, when imposing a rate or service charge, resolve* to grant a discount or other incentive for the early payment of any rate or service charge.

* *Absolute majority required.*

FINANCIAL IMPLICATIONS

The implementation of the Shire of Narembeen 2019/2020 Annual Budget will set the financial implications for the rest of this financial year.

POLICY IMPLICATIONS

Shire of Narembeen – Policy 3.1.1 Budget Adoption

Council is to receive a draft budget for consideration at the July meeting of each year with a view to adoption by 31 July in that year.

STRATEGIC PLAN REFERENCE

Shire of Narembeen – Strategic Community Plan

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.

AGENDA ITEM: 8.5.2 - Adoption of Council Policy – Procurement Framework

Subject:	Adoption of Council Policy – Procurement Framework
Applicant:	N/A
File Ref:	ADM541 – Policy Manual
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Scott Wildgoose, Executive Manager Corporate Services
Date:	10 July 2019
Attachments:	Draft Council Policy – Procurement Framework (see attachment binder)

SUMMARY

The purpose of this report is to seek Council approval to adopt the Council Policy – Procurement Framework. It will also repeal the previous council policies for Corporate Credit Card Use and Purchasing.

BACKGROUND

Council currently has a Purchasing Policy and a Corporate Credit Card Use Policy. Both of these policies were adopted in 2014 and have been reviewed a number of times since then, most recently in 2017. The adoption of the Procurement Framework intends to supersede both these policies.

In the June 2019 Council meeting, Council approved the Procurement Framework to be released for public consultation.

COMMENT

The Shire placed the Draft Council Policy – Procurement Framework on the Shire’s website on Monday 24 June 2019. The notice of public consultation was also given via the public notice boards from Tuesday 25 June 2019 and printed in the Fencepost edition on the 26 June 2019, as shown below.

SHIRE OF NAREMBEEN—COUNCIL POLICY—PROCUREMENT FRAMEWORK
Council's draft Policy "Procurement Framework" is undergoing a public consultation process prior to formal adoption by Council. The Policy can be found on the Shire of Narembeen's website www.narembeen.wa.gov.au or alternatively if you do not have internet access you are welcome to come into the Shire to view the draft policy and make comments in person. Comments in writing should be emailed to admin@narembeen.wa.gov.au – please state the Council Policy title in the subject line by Tuesday 9 July 2019.

As of the 9 July 2019 closing date, the Shire had received zero submissions.

As such, given Council was happy to approve the policy for public consultation, the recommendation of this report would be to adopt the new policy and repeal the two older policies.

CONSULTATION

A public consultation period of 14 days was conducted as per the details of this report.

STATUTORY IMPLICATIONS

All of the provisions within the Draft Council Policy – Procurement Framework align with the requirements of the Local Government Act 1995, the Local Government (Financial Management) Regulations and the Local Government (Functions and General) Regulations relating to good financial management practices.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

The advertising of the Draft Council Policy – Procurement Framework aligned with the provisions of the Council Policy – Strategic Policy Framework.

STRATEGIC PLAN REFERENCE

The Shire's Community Plan has a Council Strategy - 2.3 - we are less reliant on government grants and will work regionally or embrace reforms to identify new income streams that are sound and equitable.

Although this policy is not identifying new income streams it provides a step in the right direction towards improving the Shire's governance and practices relating to expenditure.

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council:-

1. Adopt the Council Policy – Procurement Framework;
2. Repeal the Corporate Credit Card Use Policy; and
3. Repeal the Purchasing Policy.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

AGENDA ITEM: 8.5.3 - Authorise Lease of a Portion of Crown Land – Lot 29608 on Deposited Plan 30179 – Narembeen Airfield

Subject:	Authorise Lease of a Portion of Crown Land – Lot 29608 on Deposited Plan 30179 – Narembeen Airfield
Applicant:	Dennis Repacholi – DNA Aviation
File Ref:	ADM467
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Scott Wildgoose, Executive Manager Corporate Services
Date:	10 July 2019
Attachments:	Draft Lease between Shire of Narembeen and DNA Aviation Local Public Notice (see attachment binder)

SUMMARY

The purpose of this report is for Council to authorise the CEO and Shire President to execute the lease between the Shire of Narembeen and DNA Aviation for a Portion of Crown Land – Lot 29608 on Deposited Plan 30179 – Narembeen Airfield, given a suitable local public notice period has been undertaken and no public submissions were received.

BACKGROUND

At its July 2017 Ordinary Meeting, Council resolved:

MIN6459/17 MOTION – Moved: Cr. Cowan 2nd: Cr. Parsons

That Council instruct the CEO to investigate a new lease that deals with issues such as rent, area of space used and utility charges, as well as other matters that may arise.

CARRIED 7/0

The above related to the lease agreement with Gerald Repacholi as Repacholi Aviation. Since that time Gerald has passed away and his son Dennis has taken over ownership of the lease as DNA Aviation.

Given the change of ownership mentioned above, the Shire has developed a new lease agreement between DNA Aviation and the Shire for a portion of the Narembeen Airfield being Crown Land Title Lot 29608 on Deposited Plan 30179.

At its December 2018 Ordinary Meeting Council resolved:

MIN 6778/18 MOTION - Moved Cr. A Hardham 2nd Cr. W Cowan

That Council:-

1. Advertise its intention to lease a portion of Avon Location 2192, Reserve 18080 to DNA Aviation for a period of five (5) years with an option to extend to DNA Aviation, subject to approved valuation of property as per Section 3.58 of the Local Government Act 1995;
2. Subject to the feedback from the public notice period, instruct the CEO and Shire President to execute the lease;
3. Instruct the CEO to write to the Department of Planning, Lands and Heritage to seek permission for the lease of Crown Land.
4. Approves that one of the community hangars be included in the Lease.

CARRIED 8/0

In the June 2019 Ordinary Council Meeting, Council resolved:

MIN 6870/19 MOTION - Moved Cr. B Thomas 2nd Cr. P Lines

That Council:-

1. Accept the contents of the draft lease between the Shire of Narembeen and DNA Aviation as attached.
2. Give local public notice, as defined in Section 1.7 of the Local Government Act, of the intended disposal of property by way of lease to meet the requirements of Section 3.58 of the Local Government Act.

CARRIED 6/0

COMMENT

Attached to this report is the draft lease with its attachments as accepted by Council in June 2019.

The Shire of Narembeen met its requirements under Section 1.7 of the Local Government Act by advertising the intended disposal of property by way of lease for a period not less than 2 weeks.

The notice was distributed in the Fencepost on Wednesday 26 June and on the Shire website and on public notice boards prior to this date. The closing date for submissions was 4pm on Wednesday 10 July 2019. Attached to this report is a copy of the local public notice given by the Shire.

As of the closing date and time given in the notice, the Shire has received zero submission to review.

As such the recommendation of this report is for the Council to instruct the Shire to move forward and conduct the necessary steps to execute the Lease.

CONSULTATION

A local public notice consultation period was conducted as per the requirements of the Local Government Act 1995.

STATUTORY IMPLICATIONS

Local Government Act 1995

3.58. Disposing of property

(1) In this section —dispose includes selling, leasing, or otherwise disposing of, whether absolutely or not; property includes the whole or any part of the interest of a local government in property, but does not include money.

(2) Except as stated in this section, a local government can only dispose of property to —
a) the highest bidder at public auction; or
b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
a) it gives local public notice of the proposed disposition —
i. describing the property concerned; and

- ii. giving details of the proposed disposition; and
 - iii. inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and
- b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

(4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —

- a) the names of all other parties concerned; and
- b) the consideration to be received by the local government
- c) for the disposition; and
- d) the market value of the disposition —
 - i. as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
 - ii. as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Shire of Narembeen Strategic Community Plan 2017 – 2027

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

The aviation business run by the Repacholi family is a core commercial enterprise in Narembeen and this lease should secure the businesses longevity and operation in the district over the next 10 years.

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council:-

1. Instruct the CEO and Shire President to formally execute the Lease between DNA Aviation and the Shire of Narembeen for a Portion of Crown Land – Lot 29608 on Deposited Plan 30179 – Narembeen Airfield.
2. Instruct the CEO to take the necessary steps to obtain permission from the Minister and register the Lease against the Crown Land Title.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

AGENDA ITEM: 8.5.4 - June 2019 Schedule of Accounts

Subject:	June 2019 Schedule of Accounts
Applicant:	Shire of Narembeen
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Vanessa Wittstock
Date:	5 July 2019
Attachments:	June Credit Card Payment List and June Creditors Payment List (see attachment binder)

SUMMARY

For Council to review the payments made in June 2019.

BACKGROUND

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

COMMENT

A schedule of accounts paid during the month of June 2019 is provided as follows:

Municipal Cheque Account:	\$ 875,554.12
Trust Account	\$ 852.22
Community Resource Centre (CRC) Cheque Account	\$ 44,545.37

The following payments greater than \$15,000.00 were made during the month of June 2019:

EFT12233	14/06/2019	BGC Construction	Progress Claim #9 Final Claim Narembeen Community Precinct No. 70647	\$62,406.55
EFT12234	14/06/2019	Bitutek Pty Ltd	Supply and spray bitumen at Cemetery, NB South Road and Wakeman Street	\$69,715.58
EFT12245	14/06/2019	Liberty Oil Rural Pty Ltd	15,005.00 litres diesel for depot	\$19,923.64
EFT12250	14/06/2019	Sonic Boom sprays	2nd part payment for Skeleton Weed 12m manual fold out Boom Spray	\$22,014.50
EFT12260	21/06/2019	Australian Taxation Office	BAS May 2019	\$46,816.00
EFT12265	21/06/2019	Core Business Australia Pty Ltd	AGRN743 Wandrra Claim 28	\$21,964.97
EFT12293	28/06/2019	3 Monkeys Audio-visual	Audio-visual Installation at Narembeen Rec Centre	\$43,354.94
EFT12312	28/06/2019	Phoenix Landscaping Services Pty Ltd	1st instalment Lesser Hall Construction Project	\$27,500.00
EFT12319	28/06/2019	Truck Centre (WA) Pty Ltd	New 2019 Mack Prime Mover & Bruce Rock Engineering Trailer	\$335,335.00

CONSULTATION

Nil

STATUTORY IMPLICATIONS

Local Government (Financial Management) Regulations 1996

Reg11. Payment of accounts

1. A local government is to develop procedures for the authorisation of and the payment of accounts to ensure that there is effective security for and properly authorised use of:
 - a. Cheques, credit cards, computer encryption devices and passwords, purchasing cards and any other devices or methods by which goods, services, money or other benefits may be obtained; and
 - b. Petty cash systems.
2. A local government is to develop procedures for the approval of accounts to ensure that before payment of an account a determination is made that the relevant debt was incurred by a person who was properly authorised to do so.
3. Payments made by a local government
 - a. Subject to sub regulation (4), are not to be paid in cash; and
 - b. Are to be made in a manner which allows identification of –
 - i. The method of payment;
 - ii. The authority for the payment; and
 - iii. The identity of the person who authorised the payment.
4. Nothing in sub regulation (3) (a) prevents a local government from making payments in cash from a petty cash system.

Reg 12. Payments from municipal fund or trust fund

1. A payment may only be made from the municipal fund or the trust fund –
 - a. If the local government has delegated the CEO the exercise of its power to make payments from those funds by the CEO; or
 - b. Otherwise, if the payment is authorised in advance by a resolution of the council
2. The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

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.
2. A list of accounts for approval to be paid is to be prepared each month showing:
 - a. For each account which required council authorisation in that month –
 - i. The payee's name;
 - ii. The amount of the payment; and
 - iii. Sufficient information to identify the transaction.
 - b. The date of the meeting of the council to which the list is to be presented.
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

OFFICER RECOMMENDATION

That Council:-

1. Receive the Creditors Payment List for June 2019, including those of the CRC; and
2. Receive the Credit Card Payment List for June 2019 for the Shire.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

AGENDA ITEM: 8.5.5 - Financial Report June 2019

Subject:	Financial Report June 2019
Applicant:	Shire of Narembeen
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Rachael Moore, Finance Officer
Date:	09 July 2019
Attachments:	June 2019 Financial Report, Bank Reconciliation for June 2019 (see attachment binder)

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 30 June 2019.

COMMENT

Council's closing position at 30 June 2019 amounts to \$983,770 with current assets of \$4,273,499 and \$2,599,709 in reserve funds.

Current liquidity has decreased due to delayed reimbursement of funds from:-

- Main Roads WANDRRA claim 23 submitted \$789,016
- Main Roads WANDRRA claim 24 submitted \$124,227
- Main Roads WANDRRA claim 24 submitted \$100,290
- Main Roads Bruce Rock – Narembeen road final claim \$69,099

CONSULTATION

Executive Manager Corporate Services
Works Manager

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 June 2019; and
2. Receive the bank reconciliation for the month of June 2019 for all Shire Bank Accounts;

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

9.0 Urgent Business as Permitted by Council

10.0 Councillor's Reports – including other Councillor business

Cr P Lines

Attended

-

General Business

-

Cr B Thomas

Attended

-

General Business

-

Cr B Cowan

Attended

-

General Business

-

Cr S Stirrat

Attended

-

General Business

-

Cr A Wright

Attended

-

General Business

-

Cr A Hardham

Attended

-

General Business

-

Cr K Mortimore

Attended

-

General Business

-

Cr R Cole

Attended

-

General Business

11.0 Date, Time & Place of Next Meeting

Wednesday 21 August 2019 at Narembreen Shire Council Chambers.

12.0 Closure

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