



SHIRE OF NAREMBREEN

Agenda for the 642nd Ordinary Council Meeting **18th July 2018**

Our Mission: A rural community working together to create a great place to live, attain a safe, healthy and creative environment, which achieves sustainable and innovative development and economic opportunities.



Our Values: Respect, Inclusiveness, Fairness & Equity, Communication

COUNCIL CALENDAR		
Date	Time	Meeting
18 th July 2018	2.30pm	Ordinary Meeting of Council
15 th August 2018	2.30pm	Ordinary Meeting of Council
19 th September 2018	2.30pm	Ordinary Meeting of Council

JULY MEETING PROGRAMME	
1.30pm	Narembreen District High School Student Councillors meet with Council
2.00pm	Afternoon Tea
2.30pm	Ordinary Meeting of Council

MEETING GUESTS

Ben Stone - Water Corporation & a Representative from Western Environmental

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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 642nd Ordinary Meeting of Council has been convened for:

Date: Wednesday 18th July 2018

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

Commencing: 2.30pm

Chris Jackson
Chief Executive Officer
Date: 11th July 2018

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.



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 COMMITTEE 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 your 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: _____

AGENDA

Shire of Narembeen Ordinary Council Meeting Wednesday 18th July 2018, 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)

Ben Stone - Water Corporation and a Representative from Western Environmental to discuss the Wadderin Dam Management Plan

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 20th June 2018.

RECOMMENDATION:

That the Minutes of the Meeting of the Shire of Narembeen held Wednesday 20th June 2018 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 20th June 2018 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 20th June 2018.

7.0 Status Report

RECOMMENDATION:

That the Status Report for July 2018 be received.

COUNCIL RESOLUTION

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

That the Status Report for July 2018 be received.

CARRIED /

SHIRE OF NAREMBEEN - STATUS REPORT
For July 2018 Council Meeting

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6134/16	17-Feb-16	ADM535	Kondinin and Cramphorne Roads land acquisitions	Road Widening's/Land Resumption: 1. That Council make an offer of \$1,250 per hectare in exchange for the resumption of land into the Kondinin Narembeen Road and the Cramphorne Road reserves from the above property owners, as well as the rerouting of the Merredin Road land resumption. 2. That staff continue the process of amalgamation of land from these property owners in to the road reserve with the West Australian Planning Commission with the completion of the required Form 1A Application for Approval of Freehold or Survey Strata Subdivision.	Cramphorne Rd - complete. Kondinin Rd - Deposited Plans issued, referred to Stephanie Laurie Settlements	Ongoing	CEO
6275/16	21-Sep-16	ADM541	Repeal By Laws and Review of Local Law	That Council commence the 8 year Local Law Review process in accordance with Section 3.16 of the Local Government Act 1995 and authorise the Chief Executive Officer to give public notice as required.	Revised Local Laws to be prepared. Cemetery Laws to be considered first.	Ongoing	CEO
6339/16	21-Dec-16	ADM461	Directional Signage - Chr Longhurst St & Latham Road	That Council approve the concept for new signage and request the staff investigate the location options before proceeding. Reason for Change: Council want to ensure the signs are placed in the best possible location which may not be all at the intersection of Latham Road and Longhurst Street.	Blackspot application being prepared.	Ongoing	CEO/CED
6356/17	15-Feb-17	ADM591	Grain Discovery Centre & Roadhouse Lease	Item to lay on the table until March Meeting. REASON FOR CHANGE: The draft lease agreement had a number of changes required on it.	Review need for lease.	Ongoing	CEO
6387/17	15-Mar-17	ADM8	Secondary Freight Route Project	That Council:- 1. Supports up to Phase 5 of the Secondary Freight Route Project ("Project") with Regional Development Australia (Wheatbelt) seeking funding through the Federal Governments 'Building Better Regions Fund'. 2. Support the required co-contributions for the Project to originate from MRWA allocations to the Wheatbelt South and Wheatbelt North Regional Road Groups or any other funding source. 3. Should the allocation referred to in 2. above not be forthcoming, Council consider an allocation in the Shire of Narembeen's '17/18 Budget for up to \$20,000, with the final amount dependent upon the required co-contribution and assuming that no other sources of funding are identified (i.e. worst case scenario).	RRG Secondary Freight Route Committee continuing to lobby State and Federal Governments.	Ongoing	CEO
6404/17	19-Apr-17	ADM058	Estate of W Jones	That Council: 1. Proceed with legal advice to issue a notice pursuant to section 26 of the Uncollected Goods Act to Paul Jones directing that he remove the goods and aircraft left by the deceased Walter Jones at the hangar at the Narembeen Airstrip within one month of the date of the notice or that we will seek an order in the Magistrates Court to sell or dispose of the goods and aircraft 2. Request that Repacholi Aviation be requested to remove all items from the aircraft hangar at the Narembeen Airstrip and or discuss entering into formal negotiations for lease of the hangar. 3. Not proceed with any further action on clean-up of Lot 2 Latham Road, Narembeen. 4. Lodge caveats on 5 Doreen Street Narembeen and Lot 2 Latham Road Narembeen for unpaid rates and request that staff commence the process of recovery in accordance with section 6.64 of the Local Government Act.	Seed Cleaners has been listed for sale.	Ongoing	CEO
6441/17	21-Jun-17		Narembeen Recreation Centre	Staff engage a qualified consultant to examine the use of the gas in the Narembeen Recreation Centre and provide a full report back to Council.	Report to be presented to Council at the July 2018 meeting.	Ongoing	CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6459/17	19-Jul-17	ADM467	Lease of Crown Land – Avon Location 21952, Reserve 18080 Narembreen Airfield	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.	Waiting on Survey Map.	Ongoing	CEO
6461/17	19-Jul-17	ADM16	Water Corporation Waterwise Council Program	That Council enters into a Memorandum of Understanding with the Water Corporation and the Department of Water to become a Waterwise Council.	Signed MOU received. Staff to formulate Shire of Narembreen Waterwise Action Plan.	Ongoing	CEO
6471/17	19-Jul-17	NA	Future Project - Combined Turf Field	Council create a working group and instruct staff to commence a feasibility study on a combined tennis, hockey synthetic surface. Cr. Thomas, Cr. Cole, Cr. Padfield and Cr. DeLuis plus members of the clubs be part of the Working Committee.	First meeting held. Quote received from Sports Surfaces and Tiger Tuft. C Robinson has been contracted to undertake a Feasibility Study - currently in the writing and consultation stage.	Ongoing	CEO
6516/16	18-Oct-17	ADM165	Waste Collection & Disposal Contract	That Council:- 1. Endorse the actions of the RoerOC CEO's in review of the current Waste Collection and Disposal Contract. 2. Enter into discussions with the Narembreen Lions Club regarding the glass and paper recycling work undertaken by the club and if changes to the current arrangements should be made.	Meeting held with Lions Club 4/7/18 - glass collection to continue with improvements to the collection process.	Complete	CEO
6563/17	20-Dec-17	ADM628	Replacement of Lake Walker Seating	That Council:- 1. Consider the replacement of the 3 wooden bench seats with aluminium plank bench seats (with a back). 2. Narembreen Engineering be engaged to undertake the works pending acceptance of the project in the February budget review. 3. That the costs associated with this project be referred to the February 2018 Budget Review.	Seating installed.	Complete	CEO/CEDO
6566/17	20-Dec-17	ADM557	Narembreen Lesser Hall Precinct Project – Stage 2	That Council:- 1. Approves the Interpretation Plan Fee Proposal provided by Stephen Carrick Architects and Zebra Creative as presented. 2. Approves the increase of the budget allowance of \$100,000 to \$119,140.	Final plans and costings received from Architect. Lotterywest grant to be written.	Ongoing	CEO
6586/18	21-Feb-18	ADM505	Narembreen Community Precinct Project Tender 01/2018	That Council:- 1. Appoint BGC Construction as the preferred contractor for the Design, Construction, Alterations & Additions to the Narembreen Community Precinct Project RFT 01/2018. 2. Commence discussions with BGC Construction, with a view to entering into a contract for the Narembreen Community Precinct Project RFT01/2018 subject to minor variations to the contract being considered and agreed to by both parties.	Contract signed between BGC and Shire of NB. Premises vacated. Builder on-site 11/6/18.	Complete	CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6603/18	21-Mar-18		Re-development of Churchill St Precinct (Apex Shed Area)	That Council approve the budget amendment of \$29,000 for the re-development of the Churchill Street Precinct (Apex Shed Area)	Screening installed, furniture to be ordered.	Ongoing	CEO/BS
6622/18	18-Apr-18		Shire of Narembeen Re-Branding	That Council agree to commence the process of re-branding through Market Creations and include \$5,000 in the 17/18 budget with a view to the remaining funds required to complete the re-branding process to be included in the 2018/19 budget.	Community workshop held Monday 25th June 2018, 6.30pm. Market Creations preparing recommendations.	Ongoing	CEO/CEDO
6624/18	18-Apr-18	ADM172 ADM173 ADM175	Corporate Business Plan & Strategic Resource Plan	That Council:- 1. Receive the draft Shire of Narembeen Corporate Business Plan 2018-2021; 2. Receive the draft Shire of Narembeen Strategic Resource Plan 2018-2033.	Strategic Resource Plan adopted. Corporate Business Plan to be presented at July 2018 meeting.	Ongoing	CEO/EMCS
6639/18	16-May-18	ADM634	Emu Hill Cemetery	That Council endorse the draft Concept Development Plan for the Emu Hill Cemetery, 26908 Emu Hill East Road for the purpose of community consultation, seeking public comment for a period of 28 days.	CEDO preparing a Cemetery guide prior to advertising for public consultation.	Ongoing	CEO/CEDO
6656/18	20-Jun-18	ADM500	Narembeen Townsite Project	That Council:- 1. Accept the update on the development of the Narembeen Townsite Project. 2. Acknowledge the continued support and assistance of Main Roads, Civic Legal, LGIS, WALGA and Atc Infrastructure with this important social and economic development for Narembeen and look forward to successfully completing the project during 2018/2019. 3. Consider a formal opening of this new road infrastructure when completed.	Works to commence July/August 2018	Ongoing	CEO
6657/18	20-Jun-18	ADM583	Waddenin Reserve 20022	1. Acknowledge receipt of the Western Environmental Preliminary Remediation and Validation Plan for Waddenin Dam (Reserve 20022) Cusack Drive, Waddenin. 2. Refer the plan to LGIS to confirm that the plan provides sufficient protection for the Shire of Narembeen when taking control of Reserve 20022 REASON FOR CHANGE Council requested staff seek further advice in relation to the Remediation & Valuation Plan, the possibility of the dam going dry and protection against future liability for the Shire of Narembeen.	Plan referred to LGIS. Water Corporation have been invited to address Council on the matter.	Ongoing	CEO

8.0 REPORTS

8.1 Manager Environment Health/Building

AGENDA ITEM: 8.1.1 - Environmental Health Officer (EHO) Quarterly Report (April – June 2018)

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
Date:	27 June 2018
Attachments:	Nil.

SUMMARY

That Council accepts the Environmental Health Officer's (EHO) quarterly report for the period April to June 2018.

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 premises for Food Act compliance:-

- IGA
- Narembeen Roadhouse
- Narembeen Club
- Narembeen Hotel
- Winston's Meats
- Narembeen Newsagency
- Narembeen Town Hall

Food Sampling

A state wide monitoring programme was undertaken to survey 'Declarations of Food Allergen' on a variety of food products during May 2018. As requested, the EHO obtained samples of 'fried noodles' from the Narembeen IGA. Results were compliant in that no undeclared allergens were detected.

Public Buildings

Inspected the following premises for public building regulation compliance:-

- Narembeen Emergency Services Facility - preopening inspection, approvals issued under delegated authority
- Narembeen Recreation Centre
- Narembeen Hotel
- Narembeen Town Hall
- Men's Shed

Caravan Parks

Inspected the following premise for Caravan Parks and Camping Grounds legislation compliance:-

- Narembeen Caravan Park

Lodging Houses

Inspected the following premise for health local law compliance:-

- Narembeen Motel

Private Swimming Pools

13 Doreen Street – still waiting for the property owner to apply for a retrospective building permit for this unapproved private swimming pool.

39 Thomas Street – non-compliant pool fencing brought to the owners' attention in 2015 has yet to be rectified. The owners have been directed to ensure that fencing fully complies by 30 September 2018 to avoid further action.

Draft Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018

Following Council's May 2018 resolution to make the above local law, a signed and sealed law was forwarded to the Chief Health Officer (CHO) for signing.

The CEO received correspondence from the Department of Health (DOH) this week seeking changes to the law. This is in direct contradiction to the DOH's review of the law in March 2018 whereby no changes were required.

The changes requested are:

- Amend the proposed definition of 'EHO'.
The proposed definition is identical to the Shire of Bruce Rock's local law that the DOH approved in March 2018. To seek amendments in the final stage of the process is extremely disappointing and burdensome.
- Amend clause 2.26(2).
DOH has inadvertently cross referenced the intent of this clause's changes with an unknown shire's local law. The bottom line is that 2.26(2) does not require amending.

With the above requested changes, the Law will again need to be presented to Council at the August 2018 Ordinary Meeting.

Wadderin Dam

The EHO has continued assessing updated draft remediation plans and liaising with the Water Corporation during the period.

Sale of Property Inspections

- 11 Dale Street
- 5 Wakeman Street

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 2018.

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 2018

Subject:	Works Manager's Report
Applicant:	Arthur Cousins
File Ref:	NA
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Arthur Cousins
Date:	11 th July 2018
Attachments:	Nil

SUMMARY

Monthly report by the Works Manager.

COMMENT

Emergency Services Building

Work completed includes gravel top ups for the surrounds and rubbish removal from the site. Bollards installed and pea gravel placed in the garden beds.

CRC/Medical Centre Extension

Remove 600mm sand and replace, compact and level.

Latham Rd/CBH Entry

To be completed.

Winter Re-grading

Winter grading is has started on the northern and southern sections of the Shire.

Private works

Private works have been undertaken totalling \$340.

Miscellaneous

- Effective Supervision Course attended by Arthur, Peter and Shane. A very good training course.
- All staff completed a Chainsaw course co-ordinated by the CRC.
- WANDRRA road inspections have been undertaken.
- Casey Conopo and Brandan Jobson have commenced working as Plant Operators.

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 2018 be received and all actions endorsed.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

8.3 Building Supervisor

AGENDA ITEM: 8.3.1 - Building Supervisor's Report – July 2018

Subject:	Building Supervisor's Report – July 2018
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Council):	Nil
Author:	Klint Stone, Building Supervisor
Date:	10 th July 2018
Attachments:	Nil

SUMMARY

Council is to consider this report from the Building Supervisor for July 2018.

BACKGROUND

Each month the Building Supervisor 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 Building Supervisor's activities for the past month:

Netball Fencing

Has been constructed and sent to Perth for powder coating, installation will take place early August.

Churchill Street Precinct (Apex Shed Area)

Screening has been installed and we are now working towards some seating.

Narembeen Community Precinct Project

Earth works have been completed and the tests have been carried out, they all passed with flying colours we are now moving towards prelay and concrete works.

Emergency Services Facility

Bollards have been installed along with pea gravel.

Caravan Park

Soap dispensers have now been installed to the 3 double cabins; this should create a saving on soap, shampoo and conditioner purchases.

CONSULTATION

Executive Manager Corporate Services
Community & Economic Development Officer

STATUTORY IMPLICATIONS

Compliance with the Residential Tenancies Act and Commercial Tenancies Act.

FINANCIAL IMPLICATIONS

As per the 17/18 Budget.

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.

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That the Building Supervisor's Report for July 2018 be received and all actions endorsed.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

8.4 Chief Executive Officer

AGENDA ITEM: 8.4.1 - Chief Executive Officer's Report

Subject:	Chief Executive Officer's Report
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Chris Jackson
Date:	11 th July 2018
Attachments:	WALGA AGM Agenda 2018 & WANDRRA Update

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

WALGA Annual General Meeting Agenda 2018 – Attachment 1

The WALGA Annual General Meeting will be held during the 2018 WA Local Government Convention on 1st August 2018. Council is asked to consider direction for the two Shire voting delegates Cr Rhonda Cole and Cr Kellie Mortimore on the following items (refer to attached WALGA AGM Agenda for Motion and Comment on each item)

- 4.1 Proposal to Amend the Association Constitution
- 4.2 Roadside Vegetation - Regulatory Amendments
- 4.3 GST Revenue Distribution Share for WA
- 4.4 Rural, Regional and Remote Community State Government Funding Cuts

Council Chambers Old Wood Dividing Doors

The old wood doors that historically divided the Chambers into two section where removed some time ago as they were not being used and had fallen into disrepair. The doors have recently been relocated to the Shire Depot to be stored as space was required in the office.

The doors are of value and we believe there are three options:-

1. Reinstate the doors to separate the formal chambers from the function area. This option is not recommended as historically the chambers doors have not been used and this type of door is not ideal for this function.
2. The doors could be advertised for sale.
3. The doors could be used as a feature wall in the chambers covering the existing brickwork.

For Council discussion.

Narembeen Community Perception Survey

Following an initial meeting in Narembeen between Holyoake, the Wheatbelt Community Alcohol and Drug Service and Community Stakeholders on Thursday 31st May 2018, it was

decided to undertake the development of a Community Wellbeing Plan that will work as a guide to improve health and wellbeing across the Narembeen community.

The process commences with the distribution of the Narembeen Community Perception Survey which has been circulated throughout the community.

The survey covers two main areas of interest to service providers:-

1. Community perceptions of alcohol, other drug and mental health related issues.
2. Strategies to address these issues that would be supported by the community.

Councillors are asked to encourage community members to complete the survey as well as completing the survey themselves.

The link to the survey is https://www.surveymonkey.com/r/CPS_Wheatbelt

The link will be open until 5pm Friday 3rd August 2018 and people over the age of 18 years are encouraged to participate.

The survey is also available in hard copy from the Shire office or the Narembeen CRC.

Rating Exemptions Survey

As Council is aware the Minister for Local Government has announced a review of the Local Government Act in two stages. Stage 2 of the Act review will include a full review of rating legislation and regulations.

A major area of concern to the Local Government sector relates to rating exemptions. During the Act review consultation process, the following position was adopted by the sector:

“That WALGA request that a broad review be conducted into the justification and fairness of all rating exemption categories currently prescribed under Section 6.26 of the Local Government Act”.

These exemptions include CBH and charitable organisations.

As part of the act review process, WALGA will collating and quantify the total value of rate exemptions affecting the sector. A survey to WALGA is due in by the 27 July 2018.

Inquiry into How the Mining Sector can Support Regional Economies

The House of Representatives Standing Committee on Industry, Innovation, Science and Resources is undertaking an Inquiry into how the development of the mining sector can support businesses in regional economies.

The Inquiry will examine issues that affect landholders and businesses in mining regions including the payment and royalty terms offered by mining businesses, barriers to involvement in mining industry procurement processes, and opportunities for suppliers to diversify into other locations and industries.

WALGA is seeking feedback from Local Governments to inform the development of a submission. Councillors may wish to provide feedback in that Narembeen could be used as mining town start up test case.

WANDRRA Activated Event AGRN 743 (Attachment 2)

See attached update on progress. Works are expected to be completed by January 2019.

2018 Regional Telecommunications Review

The Regional Telecommunications Independent Review Committee will conduct reviews into the adequacy of telecommunications services in regional, rural and remote parts of Australia.

The Committee (RTIRC) is established approximately every three years by Part 9B of the Telecommunications (Consumer Protection and Service Standards) Act 1999.

As part of the review, the Committee will consider:

- how regional communities can maximise the economic benefits of digital technologies
- how regional Australians use their broadband service and how they could achieve further benefits from it
- the outcomes achieved through the Mobile Black Spot Program, and
- remaining gaps in mobile coverage in regional Australia.

WALGA would appreciate a copy of any individual Local Government's submissions to help inform advocacy. Does council wish to make a submission?

Narembeen Volunteer Emergency Services

A user group meeting was held on the 4th July 2018 with the Narembeen Fire Brigade and the Narembeen St John Ambulance. Issues discussed included:-

- Official opening 14th September 2018 – to be confirmed
- Signage
- Cleaning
- Lease agreement with St John's
- Keys and access
- Building defects
- Insurance

A meeting was also held on the 12th July 2018 with Murray McBride DFES, Merv Austic The Association of Volunteer Bush Fire Brigades, Murray Dixon CBFCO and Andy Hardham Captain NBBFB. The meeting discussed the future change to a Volunteer Fire Emergency Service (VFES) Brigade under the control of DFES and retention of fire appliances. There are currently some issues if the change was to occur in that the current rural fire tanker could be lost when a new VFES vehicle is station here. It was agreed that the current rural fire tanker must be retained if the brigade is changed to a VFES. Representation at the highest level will be made on this matter.

Narembeen Recreation Centre Playground

Discussion regarding the swing to take place at the Council meeting.

CEO/Council Key Meeting/Appointment Dates

Date	Meeting/Appointment
20 th July 2018	<ul style="list-style-type: none">• Market Creations – Re-Branding Workshop 2• Karla Hooper – Earth Girl – Waste Education Workshop
27 th July 2018	LEMC Meeting
1 st August – 3 rd August 2018	WA Local Government Convention 2018
2 nd August 2018	RoeROC Dinner
4 th August – 12 th August 2018	CEO – Annual Leave
9 th August 2018	Australian Government Mobile Service Centre
13 th August 2018	Stakeholder Meeting – Holyoake Community Wellbeing Plan

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 CEO's July 2018 report be received and actions endorsed.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

READY & RELEVANT

AGENDA
ANNUAL GENERAL MEETING

PRESENTED BY



WALGA

FOUNDING
CORPORATE PARTNER



Shire of Narembees - Agenda - Ordinary Meeting of Council - 18th July 2018



**2018 WA Local
Government
Convention**

Perth Convention and
Exhibition Centre

1 - 3 August 2018



Strategic Plan 2015-2020

Vision for WALGA

WALGA is respected for delivering on the aspirations of its members, as the Lead Association for Local Government.

Mission

WALGA provides value to member Local Governments by:

- Enhancing the capacity of Local Governments to deliver services
- Building a positive profile for Local Government
- Providing effective leadership on behalf of the sector
- Ensuring representation for Local Government.

Strategy Statement

The strategic focus for our organisation is:

Greater than 80% member satisfaction with WALGA within three years.

This strategy statement is built on our competitive advantage of being:

Experienced: We have a clear understanding of the business of Local Government.

Integrated: We are a reliable and effective aggregation that gives value, financial benefits and a united voice.

Professional: We provide expert services to meet member needs.

Key Strategies

Engagement with Members

- Deliver a broad range of benefits and services that enhance the capacity of member Local Governments
- Improve communication and build relationships at all levels of member Local Governments
- Provide ongoing professional development and interactive opportunities for Elected Members to contribute to debate on sector issues
- Build a strong sense of WALGA ownership and alignment.

Sustainable Local Government

- Continue to build capacity to deliver sustainable Local Government
- Provide support to all members, according to need
- Represent the diversity of members' aspirations in the further development of Local Government in Western Australia
- Foster economic and regional development in Local Government.

Enhanced Reputation and Relationships

- Communicate and market the profile and reputation of Local Government and WALGA
- Promote WALGA's advocacy successes with the sector and the wider community
- Strengthen effective relationships with external peak bodies and key decision makers in State and Federal Government
- Develop simple and consistent messages that are effectively articulated
- Promote WALGA's supplier agreements to assist Local Governments.





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AGENDA

**Annual General Meeting
of the
Western Australian
Local Government Association**

to be held at the
**Perth Convention Exhibition Centre
21 Mounts Bay Road, Perth
Riverside Theatre (Level 2)**
on
**Wednesday 1 August 2018
at 1.30 pm**

1. Meeting Program

- 1.30pm** **Welcome address by WALGA President, followed by Welcome to Country and the National Anthem**
- 1.45pm** **WALGA President's Annual Report, Cr Lynne Craigie, WALGA President**
- 1.55pm** **Announcement of Local Government Honours for:**
- Life Membership
 - Eminent Service Award
 - Long and Loyal Service Award
 - Local Government Merit Award
 - Local Government Distinguished Officer Awards
- Recipients are invited on to stage for presentation and group photograph
- 2.30pm** **Address from Hon David Templeman MLA, Minister for Local Government; Heritage; Culture and the Arts**
- 2.40pm** **Address from Hon Dr Mike Nahan MLA, Leader of the Opposition**
- 2.50pm** **Address from Mayor David O'Loughlin, President, Australian Local Government Association**
- 3.00pm** **Presentation of Local Government Diploma Certificates and Scholarship**
- 3.15pm** **Anzac Day Award, MACWA Award, LGIS Awards**
- 3.30pm** **Afternoon tea**
- 3.50pm** **Introduction of the WALGA State Council by Ricky Burges, Chief Executive Officer, WALGA**
- 3.55pm** **AGM Business Session Commences:**
- Attendance, Apologies and Announcements;
 - Confirmation of Minutes from last AGM (Attachment 2);
 - Adoption of President's Report;
 - Consideration of 2017/2018 Financial Statements; and
 - Consideration of Executive and Member Motions
- 5:00pm** **Close of Annual General Meeting**

1.1 Annual General Meeting – Order of Proceedings

Record of Attendance and Apologies

Announcements

Confirmation of Minutes

Minutes of the 2017 WALGA Annual General Meeting are contained within this AGM Agenda.

DRAFT MOTION:

That the Minutes of the 2017 Annual General Meeting be confirmed as a true and correct record of proceedings.

2.0 Adoption of President's Annual Report

The President's Annual Report for 2017/2018 is contained within this AGM Agenda.

DRAFT MOTION:

That the President's Annual Report for 2017/2018 be received.

3.0 WALGA 2017/2018 Financial Statements

The audited 2017/2018 WALGA Financial Statements will be distributed to all members prior to the meeting.

DRAFT MOTION:

That the WALGA Financial Statements for 2017/2018 be received.

4.0 Consideration of Executive and Member Motions

As per motions listed.

5.0 Closure

1.2 Metropolitan and Country Zones

The Zones of the Metropolitan and Country Local Governments of the Western Australian Local Government Association are as listed below.

Metropolitan Zones

Central Metropolitan

Town of Cambridge
Town of Mosman Park
City of Subiaco

Town of Claremont
Shire of Peppermint Grove
City of Vincent

Town of Cottesloe
City of Perth

East Metropolitan

Town of Bassendean
City of Kalamunda

City of Bayswater
Shire of Mundaring

City of Belmont
City of Swan

North Metropolitan

City of Joondalup

City of Stirling

City of Wanneroo

South Metropolitan

City of Cockburn
City of Kwinana

Town of East Fremantle
City of Melville

City of Fremantle
City of Rockingham

South East Metropolitan

City of Armadale
City of South Perth

City of Canning
Town of Victoria Park

City of Gosnells

Country Zones

Avon – Midland Country Zone

Shire of Chittering
Shire of Gingin
Shire of Northam
Shire of Wongan-Ballidu

Shire of Dalwallinu
Shire of Goomalling
Shire of Toodyay
Shire of York

Shire of Dandaragan
Shire of Moora
Shire of Victoria Plains

Central Country Zone

Shire of Beverley
Shire of Cuballing
Shire of Lake Grace
Shire of Quairading
Shire of West Arthur

Shire of Brookton
Shire of Dumbleyung
Shire of Narrogin
Shire of Wagin
Shire of Wickiepin

Shire of Corrigin
Shire of Kulin
Shire of Pingelly
Shire of Wandering
Shire of Williams

Goldfields Esperance Country Zone

Shire of Coolgardie
City of Kalgoorlie-Boulder
Shire of Menzies
Shire of Wiluna

Shire of Dundas
Shire of Laverton
Shire of Ngaanyatjaraku

Shire of Esperance
Shire of Leonora
Shire of Ravensthorpe

Gascoyne Country Zone

Shire of Carnarvon
Shire of Upper Gascoyne

Shire of Exmouth

Shire of Shark Bay

Great Eastern Country Zone

Shire of Bruce Rock
Shire of Kellerberrin
Shire of Merredin
Shire of Narembeen
Shire of Trayning
Shire of Yilgarn

Shire of Cunderdin
Shire of Kondinin
Shire of Mount Marshall
Shire of Nungarin
Shire of Westonia

Shire of Dowerin
Shire of Koorda
Shire of Mukinbudin
Shire of Tammin
Shire of Wyalkatchem

Great Southern Country Zone

City of Albany
Shire of Denmark
Shire of Katanning
Shire of Plantagenet

Shire of Broomehill-Tambellup
Shire of Gnowangerup
Shire of Kent
Shire of Woodanilling

Shire of Cranbrook
Shire of Jerramungup
Shire of Kojonup

Kimberley Country Zone

Shire of Broome
Shire of Derby/West Kimberley
Shire of Wyndham/East Kimberley

Shire of Cocos (Keeling) Island
Shire of Halls Creek

Shire of Christmas Island

Murchison Country Zone

Shire of Cue
Shire of Murchison

Shire of Meekatharra
Shire of Sandstone

Shire of Mount Magnet
Shire of Yalgoo

Northern Country Zone

Shire of Carnamah
City of Greater Geraldton
Shire of Morawa
Shire of Perenjori

Shire of Chapman Valley
Shire of Irwin
Shire of Mullewa
Shire of Three Springs

Shire of Coorow
Shire of Mingenew
Shire of Northampton

Peel Country Zone

Shire of Boddington
Shire of Waroona

City of Mandurah
Shire of Serpentine-Jarrahdale

Shire of Murray

Pilbara Country Zone

Shire of Ashburton
Town of Port Hedland

Shire of Cocos (Keeling) Islands
City of Karratha

Shire of East Pilbara

South West Country Zone

Shire of Augusta-Margaret River
City of Bunbury
Shire of Collie
Shire of Harvey

Shire of Boyup Brook
City of Busselton
Shire of Dardanup
Shire of Manjimup

Shire of Bridgetown-Greenbushes
Shire of Capel
Shire of Donnybrook-Balingup
Shire of Nannup

1.3 Zone Representatives to State Council 2017/2018

Six (6) ordinary meetings of the WALGA State Council were held between June 2017 and May 2018 with attendance as follows:

<u>Members</u>	<u>Attendance</u>	<u>Members</u>	<u>Attendance</u>
WALGA President		Murchison Country Zone	
President Cr Lynne Craigie	6	Cr Les Price (Appointed 2017)	6
Deputy President		North Metropolitan Zone	
Mayor Tracey Roberts JP (North Metropolitan Zone)	6	Cr Giovanni Italiano JP (Appointed 2017)	5
Avon-Midland Country Zone		Cr Russ Fishwick JP	4
Cr Jan Court (appointed 2017)	3	Cr Frank Cvitan (Deputy)	1
Cr Darren Slyns (Deputy)	1	Cr Nige Jones (Deputy)	1
Central Country Zone		Northern Country Zone	
President Cr Phil Blight	5	President Cr Karen Chappel	6
Cr Brendan Whitely (Deputy)	1	Peel Country Zone	
Central Metropolitan Zone		Cr Michelle Rich (appointed 2017)	3
Cr Janet Davidson JP (retired 2018)	4	Cr Wally Barrett OAM (retired 2017)	3
Cr Paul Kelly (appointed 2017)	3	Pilbara Country Zone	
Mayor Heather Henderson (retired 2017)	3	President Cr Kerry White (appointed 2017)	3
Cr Roslyn Harley (Deputy)	1	Mayor Peter Long (Deputy)	2
East Metropolitan Zone		South Metropolitan Zone	
Cr Brooke O'Donnell (Appointed 2017)	3	Mayor Cr Carol Adams	6
Cr Kate Driver (Appointed 2017)	3	Cr Doug Thompson	6
Cr Sue Bilich (retired 2017)	3	Mayor Logan Howlett	6
Cr Darryl Trease JP (retired 2017)	1	South East Metropolitan Zone	
Cr Catherine Ehrhardt (Deputy)	1	Cr Julie Brown (appointed 2017)	3
Cr Giorgia Johnson (Deputy)	1	Mayor Henry Zelones JP (retired 2017)	3
Goldfields Esperance-Country Zone		Cr Brian Oliver (appointed 2017)	2
President Cr Malcolm Cullen	6	Cr Fiona Reid (retired 2017)	2
Gascoyne Country Zone		Cr Ruth Butterfield (Deputy)	1
President Cr Cheryl Cowell	4	South West Country Zone	
Great Eastern Country Zone		Cr Wayne Sanford (retired 2017)	3
President Cr Stephen Strange	5	President Cr Tony Dean (appointed 2017)	2
Great Southern Country Zone		Local Government Professionals WA	
President Cr Keith House (appointed 2017)	3	Mr Ian Cowie PSM (ex-officio)	4
President Cr Ken Clements (retired 2017)	3	Mr Jonathon Throssell (ex-officio)	1
Kimberley Country Zone			
Cr Chris Mitchell (appointed 2017)	3		
Cr Elsia Archer (retired 2017)	2		

1.4 Local Government Medal Recipients and Honorary Life Members

LOCAL GOVERNMENT MEDAL RECIPIENTS (Alphabetical order)

Lang OAM, Mr HM (Murray)(2003)
Manea AM, Dr E (Ern)(2000)
Maslen AM AFSM, Mr R (Rich)(1999)(Deceased)
Mickel AM JP, Cr I (Ian)(2005)
Mitchell AM JP Mr W (Bill) (2010)
Morris AM JP, Mrs P (Pat) (2006)
Reynolds AM JP, Mayor Cr L (Linton)(2005)
Robartson AM, OAM, Cr C (Clive)(2005)
Yuryevich AM RFD, Mayor RS (Ron)(2016)

HONORARY LIFE MEMBERS (Alphabetical order)

Archer, Ms E (Elsia)
Bajada, Mr A (Alex)
Barrett-Lennard OAM JP, Mr I (Irwin)
Boothman, Mayor D (David)
Brockman, OAM Mr F (Frank)(Deceased)
Broad, Mr S (Simon)
Campbell JP, Mr P (Peter)
Chappel, President Cr K (Karen)
Chown, Mr EL (Ted)
Clements, Mr K (Ken)
Cole, Mrs D (Delys)
Cook OAM JP, Cr J (Jim)
Cooper JP, Mr P (Phil)
Cowan, Mr H (Halley)
Cox OAM JP, Mr J (John)(Deceased)
De San Miguel OAM JP, Mr D (Don)
D'Orazio, Mr J (John)(Deceased)
Donaldson, Hon Mr BK (Bruce)
Donohoe, Mr K (Ken)
Finlayson AM MM JP, Mr R (Ray)(Deceased)
Foulkes-Taylor OAM, Mr HMJ (Michael)
Hardwick AM JP, Mrs C (Christine)
Henderson, Mayor (Heather)
Kelly, Cr P (Paul)
Kenyon, JP Mayor T (Terence)
Knight AM JP, Mrs A (Annette)(Deceased)
Kyle AM, Mr P (Peter)
Lang OAM, Mr HM (Murray)
Lynch, Mr J (John)
Manea AM, Dr E (Ern)(Deceased)
Maslen AM AFSM, Mr R (Rich)(Deceased)
Mickel AM JP, Mr I (Ian)
Mitchell, AM JP, Mr W (Bill)
Mitchell, Cr C (Chris)
Monagle, Cr P (Peter)
Morris AM JP, Mrs P (Pat)
Norris, Mayor R (Ron)
North AM JP, Mr J (Joe)(Deceased)
Park OAM, Mr H (Humphery)
Parry AM JP, Dr J (John)(Deceased)
Paterson JP, Dr J (John)
Patroni, OAM JP Cr R (Romolo)
Pech AM JP, Cr K (Ken)
Reynolds AM JP, Mayor Cr L (Linton)
Robartson AM, OAM, Cr C (Clive)
Rowell OBE, Mr RM (Rob)
Sabourne OAM JP, Cr J (John)
Snook, Mr G (Gary)
Star, AM Mrs J (Jan)
Strugnell SC, Mr P (Peter)
Stubbs AM, Mr R (Roger)
Trent, Cr K (Kevin)
Tyzack, Cr T (Terence)
Yuryevich AM RFD, Mayor RS (Ron)
Zelones OAM JP, Mayor H (Henry)

2. President's Message

Local Government in Western Australia continues to be a leading example of how to provide community services and infrastructure in difficult economic times.

For successive years, Councils across the State have generally held rate increases at historic lows despite increasing pressures from costs of other sectors and a tight economy constricting alternative income sources.

The efforts of Elected Members, Mayors and Presidents and CEOs in respecting and acknowledging the financial hardship of many communities in holding rates low should be applauded.

There are signs that economic growth is slowly building in WA however it will be a significant time yet before that enables the State Government to relax on debt and recurrent expenditure and we need to appreciate this.

The Association and the Local Government sector continues to enjoy a rejuvenated respect in dealing with the State Government, largely as a consequence of the Partnership Agreement signed at this AGM last year.

As a result, we now have an understanding about consultation with the sector - 12 weeks for legislation; eight weeks for regulation; and four weeks for procedures and practices.

I will go into more detail on the Partnership Agreement later however I do want to recognise that while the Partnership Agreement both provides an opportunity to engage and cooperate for the benefit of communities it also carries a responsibility to recognise the circumstances facing each sector.

An example of this is the most recently completed negotiations on the State Road Funds to Local Government Agreement. In an environment where the State Government is considering every line of expenditure, the proposed road funding outcome should be supported by the sector.

Given the current financial predicament confronting the State, there was a genuine risk that the

Government would not enter into a new road funding agreement. However, in the new atmosphere of open dialogue provided by the Partnership agreement, that was avoided.

The final agreement provides a continuation of funding in the first year with potential for growth in later years. Local Government would always want a better deal on road funding – it is a core function of our sector – but just as we want the State to recognise our position, we in good faith need to reciprocate.

Finally I would like to recognise the hard work of Ricky Burges, her Executive Team and all WALGA staff as well as the valuable contributions and support of State Council and all those who have helped to bring about the sector's achievements during the year.

Cr Lynne Craigie
President

2.1 Overview of key outcomes for 2017/2018

WALGA is committed to providing representation and services that deliver value to Member Local Governments.

It delivers these benefits by:

- Providing Strong Representation
- Providing Effective Leadership
- Building a Positive Profile
- Enhancing the Capacity of the Sector

In support of these objectives, significant achievements by WALGA for its Members during the past year are as follows:

Strong Representation

State Road Funds to Local Government Agreement

A new State Road Funds to Local Government Agreement was negotiated in an environment of record high levels of State Government debt, on-going State Government operating budget deficits and cuts to many programs and agencies. At the time of writing, the proposed Agreement is yet to be ratified by Local Governments. It provides

continuation of the same level of funding in the first year of the Agreement, with potential for growth with increases in numbers of vehicles registered and registration fees. The funding that is allocated is less than required to sustain the road network and less than sought by Local Governments. However, Direct Grants, which are critically important to smaller Local Governments will be reinstated to the previous level, before the \$10.3 million cut imposed in July 2017.

Local Government Act Review

Our State Election platform strongly advocated for a review of the *Local Government Act (1995)*. We were pleased when Minister Templeman announced the review and subsequently initiated the two stage process that has been undertaken. WALGA prepared a discussion paper on Act review issues and carried out a detailed consultation process with the sector. In addition WALGA carried out a further submission process on the Department of Local Government, Sport and Cultural Industries consultation paper on Stage 1 of the process. Following the consultation processes and Zone input, WALGA State Council adopted advocacy positions in December 2017 and March 2018. WALGA has four representatives on the Local Government Act Review reference group, which includes WALGA President Lynne Craigie, State Councillor Governance Policy Team Chair Cr Karen Chappel together with two WALGA officers. WALGA will continue to advocate for the sector's positions on the Act review as it progresses into Stage 2.

State Budget Submission

WALGA provided a submission to the State Government in advance of the 2018-19 Budget, which focussed on retaining critical funding to the sector in light of the need for the Government to continue the important task of budget repair. It was pleasing that many of the commitments sought in WALGA's submission were met, although there is still work that remains to be done to ensure that funding is directed to priority areas.

Regional Subsidiary Model

WALGA has long campaigned for the establishment of Local Government regional subsidiaries to facilitate regional cooperation, particularly in relation to shared services. Unfortunately, the previous Government established significant restrictions on Regional Subsidiaries that has discouraged many groups of

Local Governments from establishing a subsidiary. The primary governance control for a subsidiary should be the charter it establishes and not the Act or regulations. WALGA successfully advocated for the current Minister to amend the regulations to allow subsidiaries to acquire or dispose of land, which means it can now lease, purchase or sell property. However there are a number of other restrictions that require amending. WALGA has been advocating for a full review of the regulations to remove unnecessary restrictions and bureaucracy that were not envisaged for this model. WALGA is currently preparing regulatory amendments for the Minister's consideration.

Local Government Industry Reference Committee on Training

At a national level, WALGA is a member of the Local Government Industry Reference Committee which provides a conduit for industry feedback to government on the review, development and implementation of the Local Government Training Package. This places WALGA at the center of Local Government Training Package development for the next 2-3 year term of the Committee.

State Industrial Relations System Review

The Minister for Mines and Petroleum; Commerce and Industrial Relations; Electoral Affairs; Asian Engagement commenced a review into the WA State industrial relations system in September 2017. The review considered a number of elements of the State industrial relations system as part of its terms of reference, specifically contemplating whether Local Government should be regulated by the State industrial relations system. Industrial relations jurisdictional uncertainty has been an issue for the Local Government sector for many years, with the vast majority of Local Governments currently operating in the Federal industrial relations jurisdiction. The terms of reference were limited to consideration of sole State system regulation of Local Government and did not extend to consideration of referral of industrial relations powers to the Commonwealth. WALGA State Council revised its policy position on this matter in December 2016. Following consultation with the sector in late 2017, WALGA's initial interim submission into the review in December 2017 was endorsed by State Council in March 2018. The review published an Interim Report in March 2018 which proposed that Local Government be solely regulated by the State industrial relations system together with further recommendations for

significant modification to the State industrial relations system including the introduction of a new Industrial Relations Act 2018 (WA), a State Employment Standard, structural changes to Industrial Tribunals and award modernisation across a number of private sector awards. Further consultation with the sector was undertaken in 2018 and a supplementary submission in response to the Interim Report was submitted to the review in early May addressing the proposed recommendation and transitional considerations, and is due for consideration by WALGA's State Council in July 2018. WALGA eagerly awaits the publication of the final report and will continue to advocate for the sector as this matter progresses.

Biosecurity – Review of the BAM Act

Following WALGA State Council's resolution and strong representation on behalf of the sector, the State Government has now committed to a review of the *Biosecurity and Agriculture Management Act (2007)*, to commence in the second half of 2018.

Plastic Bag Ban

After considerable engagement and feedback from Local Government, in July 2017, the WALGA State Council resolved to support a State-wide ban on single use plastic bags. This support was promoted to Government and the community. In September 2017, the WA Premier Mark McGowan announced that single use plastic bags would be banned on 1 July 2018. The effective advocacy of Local Government and WALGA has assisted in ensuring this positive step was taken.

New Administrative Classification for Metropolitan Local Roads

Perth has grown rapidly since the last review of the process used to designate whether a road should be managed by Main Roads or Local Government was completed in the mid 1990's. With very high volumes of light and heavy vehicle traffic on some Local Government roads and the lack of any link between the classification methodology and the network role and function of roads as set out in strategic transport plans, a review was urgent. After more than two years' work, a new Administrative Classification methodology was agreed during 2018. Detailed studies will now progressively be undertaken on nearly 30 metropolitan roads that could meet the criteria for reclassification as State roads.

Underground Power Program

The first projects approved under Round Six of the popular State Underground Power Program commenced during the year. Seventeen Major Residential Projects were selected in Round 6, from the 56 proposals received. This is a record number of projects for a funding round and will result in approximately 18,000 properties having old overhead power lines replaced with underground connections by 2021. The Association worked with participating Local Governments, State Agencies and Western Power to achieve the best possible outcomes.

Effective Leadership

State and Local Government Partnership Agreement

To facilitate the State Local Government Partnership Agreement signed at last year's convention, a Partnership Executive Group has been formed comprising the Premier, Treasurer, Minister for Transport; Planning and Lands, Minister for Local Government; Heritage; Culture and the Arts, WALGA and LG Professionals. The group had its first meeting in June with issues addressed including: introducing the State to the WALGA Jobs Plan; establishing agreements on climate change; the need for a major review of the planning system; the need for a major review of Local Government fees and charges; and the need for relationship management in the sector at a number of levels, including Elected Members and CEOs.

Members First Program

Commenced in mid-2017, the Members First Program was created to better engage Member Local Governments and enhance their opportunity to realise value from the Association. The program has three broad components – a cultural development program to enhance customer service; acquisition and implementation of Customer Relationship Management software; and an engagement program that includes the production of personalised compendiums for Members, production of publications to support Members; and visits to Ordinary Council Meetings by WALGA Executive.

Member Advisors

As part of the Engagement Strategy, a separate program was trialled involving WALGA Member Advisors visiting Ordinary Council Meetings to

provide insight and support for Elected Members. During the four-month trial period, 20 Local Governments were visited by Member Advisors. The success of the trial has confirmed the adoption of the program into the 2018/19 operational budget.

Quarterly Reports to Members

A key initiative of the Engagement Strategy was the introduction of Quarterly Reports to Members. The reports are provided electronically to every Elected Member and Council for which WALGA is provided contact details. The reports detail the specific contacts and services that each Member Council has accessed from WALGA during the quarter. The intent of the Quarterly Reports is to assist Elected Members' awareness of the activities engaged by their Council with WALGA.

Container Deposit Scheme for WA

The Government undertook consultation on scope of the Container Deposit Scheme for WA in 2017. WALGA, and Local Governments, provided a range of important feedback to the Government. The current Government is still committed to the implementation of a Scheme, but is keen to learn from the implementation of CDS in NSW and QLD, therefore the Scheme is likely to commence in WA in late 2019/early 2020. WALGA, through the CDS Policy Forum, continues to provide constructive feedback to the Government on this important issue.

WALGA Commitment to Reconciliation

WALGA is committed to ensuring that the Association has a Reconciliation Australia's Action Plan (RAP) program in place. A RAP provides a common framework to develop plans that outline practical actions the organisation will take to build strong relationships and enhance respect between Aboriginal and Torres Strait Islander peoples and other Australians. WALGA has developed a Reflect RAP and commences the development of an Innovate RAP in the new financial year.

Library Strategy

In December 2017 the Minister for Art and Culture released the WA Public Library Strategy after several years of discussions with the Local Government sector. The Strategy establishes strategic priorities for public libraries across Western Australia for the next four years and ensures the Local Government sector is represented and acknowledged within the Strategy. The Strategy will bring a broad range of benefits

and services that will enhance the capacity of Local Governments to continue to provide quality services to their communities.

State Government Planning Reform Program

Following advocacy from the Association in line with the 2016 WALGA AGM resolution, the new Minister for Planning, Hon Rita Saffioti announced in December 2017 that an independent review of decision making within the WA planning system would be initiated. The Independent Review team have now released a Green Paper entitled 'Modernising WA's Planning System', outlining a series of possible changes to roles and responsibilities of State and Local Government and other decision making agencies, Development Assessment Panels (DAPs) and the State Administrative Tribunal appeal process. Many of the Association's suggested changes to the Planning system are included in the Green Paper.

The public consultation period closes on the 20 July, and submissions will inform the development of a White Paper for the Government's consideration. WALGA will continue to advocate that any reforms must not remove the 'local' out of the Local Planning Scheme and that the sector must be fully engaged in all discussions on the proposed reforms.

Review of Emergency Services Levy

WALGA has been advocating for a full review of the Emergency Services Levy (ESL) for over ten years. In 2017 the Economic Regulation Authority (ERA) was tasked with conducting a full and independent review and in September 2017, finalised the final report of the Review of the ESL. The Treasurer tasked the ERA to prepare a report on the current arrangements for, and options to improve, the management and distribution of the ESL in Western Australia; an outcome of the Special Inquiry into the Waroona Fires (2015). The final report included 27 recommendations, and incorporated findings from an extensive public consultation process, including submissions received in response to an issues paper and draft report. WALGA undertook an extensive engagement process with Members which culminated in a submission informing the ERA's final report. The State Government are yet to respond to the report in detail.

Positive Profile

Media Reports

Throughout the course of the past 12 months, WALGA and the Local Government sector were featured in approximately 1295 media reports of which the overwhelming majority were either neutral or positive in their representation. The majority of the negative reports were in relation to Elected Member behaviour.

Know Your Council Campaign and Website

The Know Your Council website and supporting metropolitan and regional television campaign was established to assist the community awareness of services provided by the Local Government sector. In addition to a search function by which users can identify local amenities and events, the website provides information and links to Member Councils across key functions including local laws, local roads, rates, planning and building and waste services. The residential rates information for each Council is collected by an independent financial consultant and is updated annually. The website includes the most recent 2017/18 information on rates. The State Governments MyCouncil website was recently updated to include 2016/17 data.

Social Media Enhancing Community Engagement in Road Safety

The WALGA RoadWise road safety network is made up of nearly 6000 individuals and the organisations they are associated with, all with a common interest in making our communities safer. Social media has become a much stronger component of the way in which the network communicate, raise awareness, influence and promote RoadWise campaigns and projects. During the year a separate social media presence for the RoadWise network was established enabling this to grow and flourish.

2017 WA Local Government Convention

Wednesday, 2 – Friday, 4 August 2017

Perth Convention & Exhibition Centre

The 2017 WA Local Government Convention and Trade Exhibition was held at the Perth Convention and Exhibition Centre. Themed *Members First*, the program reflected WALGA's fresh perspective on how to better understand and respond to the needs of Local Government by focusing on improving Member engagement and service. In all, 430 Full Delegates and 56 Day Delegates were registered for the Convention, with 106 Exhibitors in the Trade

Pavilion. Around 150 Officers also made their way through the Trade Pavilion during the event.

Other Sector Events

Throughout the year WALGA coordinated special events to help enhance leadership within the sector. Among these were:

NAMN Forum – Feral Animal Management

Thursday, 1 June 2017

Henderson Environmental Centre, North Beach

Presentations at this Forum addressed the research and management of current and emerging feral animal control issues. 50 Local Government Officers attended the Forum and eight attendees participated via webinar.

Members of Parliament Breakfast

Tuesday, 13 June 2017

Frasers, Kings Park

This annual breakfast provided an opportunity for WALGA State Councillors and Executive staff to meet with State Members of Parliament in a relaxed environment to assist with building a greater understanding of the challenges and expectations in Local Government. This year's breakfast was attended by 27 MLAs, six MLCs, and 21 WALGA State Councillors and Executive staff.

ALGA NGA Breakfast for WA Delegates and Federal MPs

Tuesday, 20 June 2017

National Convention Centre

WALGA arranged this breakfast for WA delegates attending the National General Assembly in Canberra in order to enhance networking opportunities and strengthen links with WA's Federal Parliamentarians. 50 WA NGA delegates and nine Federal MPs and Senators were registered to attend.

LG Communications Network Forum

Thursday, 22 June 2017

Ascot Quays, Ascot

Around 50 Local Government Marketing and Communications Officers attended this half day Forum on video and online content. Nine attendees also participated via webinar.

Mayors and Presidents' Forum

Tuesday, 1 August 2017

WALGA Boardroom

The second of two scheduled Mayors and Presidents' Forums for 2017, the guest speakers at

this Forum were Colin Murphy, Auditor General, who presented on the Auditor Generals proposed new responsibility for Local Government Audits, and Duncan Ord, Director General, Department of Local Government, Sport & Cultural Industries who spoke on his plans for the Department. 83 Mayors, Presidents and State Councillors attended. The Forum was followed by discussion on emerging sector issues and the Mayors and Presidents' Reception.

Aboriginal Culture and Heritage Preservation Forum

Wednesday, 2 August 2017

Perth Convention & Exhibition Centre

Held at the Perth Convention & Exhibition Centre, this Forum was attended by over 100 sector representatives. Information presented aimed to assist Local Governments to better engage with Aboriginal groups when planning and undertaking projects in their municipalities.

Climate Change, Risk & Liability Forum

Friday, 4 August 2017

Perth Convention & Exhibition Centre

This Forum provided information on how to actively prepare for climate change as a business priority, to capitalise on opportunities, lower risk, and limit exposure to future liability. Expert speakers for the day included the Hon Cheryl Edwardes AM, and representatives from LGIS, Curtin University and the Eastern Metropolitan Regional Council. The half-day Forum was attended by 30 Local Government Officers.

Cultural Planning and Local Government Workshop

Friday, 4 August 2017

Perth Convention & Exhibition Centre

WALGA hosted a professional development forum on cultural planning and measuring outcomes. Facilitated by Henry Boston from the Chamber of Culture and Arts WA, and John Smithies, Director of the Cultural Development Network, 35 Local Government Officers attended the workshop.

Breakfast with Hon Rita Saffioti MLA, Minister for Transport; Planning and Lands

Thursday, 5 October 2017

Hyatt Regency Perth

WALGA's Special Breakfast Series is an opportunity for Elected Members and Local Government Chief Executive Officers to hear from Ministers and other Members of Parliament whose

portfolios have strong interactions and inter-relationships with Local Government.

People and Culture Seminar

Friday, 13 October 2017

Perth Convention & Exhibition Centre

This full day Seminar provided an opportunity for 90 attendees to engage with a number of interesting and thought-provoking presentations alongside Local Government colleagues from a number of Local Government disciplines at a range of organisational levels. Due to its success, this event is now held annually.

CEO Lunch with Duncan Ord, Director General, Department of Local Government, Sport and Cultural Industries

Thursday, 26 October 2017

WALGA Boardroom

13 Local Government CEOs met for lunch in the WALGA Boardroom for an informal discussion with Duncan Ord, Director General, DLGSC as part of WALGA's CEO Roundtable Lunch Series.

Cyber Challenges in Local Government Forum

Thursday, 2 November 2017

Hyatt Regency Perth

54 Local Government Officers attended the forum, which featured presentations by the Auditor General, LGIS and ECU. In addition to identifying specific vulnerabilities, both internal and external, the forum identified a number of policy and process areas important to Local Government operations.

New Councillors Seminar

Friday, 17 November 2017

Perth Convention & Exhibition Centre

This Seminar provided over 100 new and existing Elected Members the opportunity to hear from Hon David Templeman MLA, Minister for Local Government; Heritage; Culture and the Arts, as well as presentations on topics including Elected Member Legal Responsibilities and an Introduction to Town Planning.

CEO Lunch with Duncan Ord, Director General, Department of Local Government, Sport and Cultural Industries

Monday, 20 November 2017

WALGA Boardroom

Eight Local Government CEOs met for lunch in the WALGA Boardroom for an informal discussion with Duncan Ord, Director General, DLGSC as part of WALGA's CEO Roundtable Lunch Series.

President's End of Year Function

Wednesday, 29 November 2017

WALGA Boardroom

This annual gathering was an informal opportunity to meet with colleagues and associates in the Local Government, public and corporate sectors. Over 100 guests came together to mark the end of another exciting and challenging year for WA Local Government.

WALGA End of Year Function for Preferred Suppliers

Thursday, 7 December 2017

Courtyard, ONE70

Around 100 Preferred Suppliers and Local Government Officers attended this sundowner function.

NAMN Forum: Land Use Planning For Environmental Outcomes

Thursday, 22 February 2018

Bendat Parent & Community Centre, Wembley

Attended by approximately 80 Local Government Officers and Elected Members, this Forum explored ways to utilise the power of the Western Australian planning system to improve environmental outcomes during the land development process. The event aimed at assisting 'non-planners' to better understand State and Local Government planning processes, and provide planners with contemporary industry advice on how to effectively integrate natural resource management in Local Government planning strategies and schemes.

Mayors and Presidents' Policy Forum

Tuesday, 6 March 2018

WALGA Boardroom

The first of two scheduled Mayors and Presidents' Forums for 2018, the guest speaker at this Forum was Mayor Albert Jacob, City of Joondalup who discussed his transition from State to Local Government. The presentation was followed by the CEO at the City of Wanneroo, Daniel Simms, who launched the Local Government Performance Monitoring project; discussion on emerging sector issues; and a sundowner.

Launch of WALGA's RAP Document

Wednesday, 7 March 2018

Courtyard, ONE70

WALGA launched the Association's RAP document to State Council, all Staff, and other invited stakeholders, in the courtyard of ONE70. Lunch

was provided by indigenous catering company, Kuditj.

WALGA and LGIS Joint HR Forum

Tuesday, 17 April 2018

Wembley Golf Course, Wembley

For Human Resources practitioners, this forum focussed on facilitated discussions relating to human resources, employee relations and occupational safety and health matters, with a Local Government sector focus. A similar forum is scheduled for Geraldton in September 2018.

Tree Health and Resilience Forum

Wednesday, 2 May 2018

The Boulevard Centre, Floreat

Over 100 attendees took the opportunity to learn about the latest research and management practices to ensure that urban forests are resilient to current and emerging threats, including a changing climate, pests and disease.

Members of Parliament Breakfast

Monday, 9 May 2018

Frasers, Kings Park

This annual breakfast provides an opportunity for WALGA State Councillors and Executive staff to meet with State Members of Parliament in a relaxed environment to assist with building a greater understanding of the challenges and expectations in Local Government. It was attended by 28 Members of Parliament and 11 State Councillors.

Goldfields Waste Summit

Monday, 14 – Tuesday, 15 May 2018

Goldfields Arts Centre

Attended by over 40 people, WALGA's inaugural non-metropolitan Waste Summit was held in the City of Kalgoorlie Boulder. This event brought high profile speakers to the regions as well as showcased local initiatives and opportunities.

Procurement Network Forum (including Marketing & Media Services Panel Launch)

Thursday 31 May 2018

City of Cockburn ARC

The Procurement Network Forum is hosted by WALGA Procurement Services once per quarter. The Forum is an opportunity for Local Government Officers who either work directly in procurement and contracts, or have some interest or involvement in sourcing and managing suppliers, to collaborate and discuss various procurement topics

for the purpose of sharing and building the knowledge base across the sector.

Enhancing Capacity

Preferred Supplier Program

WALGA continued to deliver excellent prices and value for money to Members purchasing goods and services through contracts with more than 800 Preferred Suppliers now participating in the Preferred Supplier Program through 47 Panel arrangements. Approximately \$326 million of goods and services were procured through the program in 2017/18, conservatively achieving aggregate savings of almost \$38 million to the sector. This was a growth of more than 8 per cent over the previous period.

New Supplier Contracts

Eight new and refreshed Preferred Supplier Arrangements (PSA) were established during the year including Energy Services, Business Software Systems, Inter Library Loans contract (Library Vans), Bulk Fuel and Fuel Cards, Waste Management Services, Legal Services, Temporary Personnel, and Marketing and Media Services. In addition, a further five PSA are under development including Financing Services, Parks and Gardens, Hazardous and Emergency Events Services, Road Building and Materials, and National Microsoft Licensing arrangements. The latter is the first of its kind in Australia and promises to deliver significant benefits and innovative Smart City-type outcomes to Members.

Governance Manuals

WALGA has enhanced its governance support over the last 12 months. Governance Forums including information on Meeting procedures, Roles and Responsibilities, Conduct of Elected Members and general good governance information has been held with over 20 Local Governments.

In addition the online governance manuals have continued to be enhanced with further resources. Better decision making tools including a delegation manual has been provided together with new communication and social media resources.

Employee Relations Services

During the past year, the Association assisted Local Governments with 22 formal industrial matters, with 16 successfully concluded and six remaining on foot. Half of all formal industrial matters were unfair dismissal applications with the

balance of claims distributed across anti-bullying, general protections, anti-discrimination and enterprise agreement disputes.

The Association was engaged as expert negotiators for eight organisations in their enterprise agreement bargaining meetings during the 2017/2018 financial year and also provided support to help Local Governments assess existing agreements for compliance, ambiguities and opportunities to align enterprise agreements to organisational strategy.

A high volume of employee relations advice was provided to the sector during the year with an average of 500 advisory contacts being recorded each month.

Salary & Workforce Survey

The Association has undertaken a Local Government remuneration survey for over 20 years with high participation rates from the sector. This year, WALGA launched an online salary and workforce survey portal and new benchmarking report with the inclusion of an online remuneration calculator tool to support Local Governments with remuneration reviews and workforce planning.

Training

WALGA presented 251 training courses this financial year with 110 being delivered in the metropolitan area and 141 in the regions. 51 of these regional programs were delivered with the support of the Department of Local Government, Sport and Cultural Industries (DLGSC) through the State Government's Royalties for Regions funding for Country Local Governments.

WALGA's eLearning program participation increased by 47% in 2017/18 to 1,536 completions, with four webinars also attracting 495 registrations.

Environmental Planning Tool (EPT)

Use of the EPT has increased by 22 members, with 48 Local Governments subscribing to the service in the 2017-18 financial year. Sixteen training sessions were delivered including in-house training delivered at the Shires of York, Capel, Merredin, Chittering, Denmark, Cuballing and the Cities of Busselton and Swan. The EPT's functionality has been expanded to include bushfire risk assessment tools and numerous new datasets, including the Urban Forest Canopy mapping for the Perth and Peel regions.

National Disaster Resilience Program

WALGA has received funding from the NDRP to develop resources to allow Local Governments to better plan for waste likely to be generated from emergency events. The Framework currently being developed, in consultation with sector, provides a step by step process for Local Government to assess risks, identify waste likely to be generated and resolve how to manage that waste.

Procurement Services

Throughout the year, WALGA has provided support to its Members with the delivery of procurement services such as Tender and Contract Management Services. These services were particularly relevant to Local Governments that did not have the capacity to undertake tenders through the use of their own resources. A total of 21 tender processes, predominantly for country Shires were completed on behalf of our Members. In addition, a considerable number of Local Governments utilised WALGA's Procurement Improvement Services and in particular WALGA's customised capacity building workshops to improve and better understand their procurement and contract management requirements.

Sustainable Procurement Guide

The 'WALGA Guide to Sustainable Procurement', launched in September 2017, provides Members with a framework under which they can better source products and services in a more sustainable manner. The framework, derived from ISO 20400, provides Members with the tools and templates to incorporate sustainable procurement practices as part of their procurement processes. It also allows Members to easily identify suppliers that exhibit strong qualities in sustainability as part of that process. Already, a number of WALGA contracts have or are being developed using the sustainability framework with a focus on local and Aboriginal enterprises.

Economic Briefings and Updates

To assist with budget preparation activities, WALGA provided all Elected Members with information to assist them to understand the economic environment, identify likely trends in revenue and demand for services, and recognise risks that may prevent the projected budget outcome from being achieved. This included information on key financial management topics including as financial indicators, long term financial

planning and use of debt, as well as a special edition of the Economic Briefing publication containing statistics and forecasts for the WA economy, and insights into cost pressure and funding opportunities.

Economic Development Framework

WALGA commenced a project to support Local Government economic development activities. The project aims to develop a practical framework to assist Local Governments across the State in the implementation of their economic development strategies and activities and to ensure ongoing alignment with contemporary practice. A reference group of Local Governments has been established to guide the project and ensure it meets the sectors' needs. This is an ongoing work area and WALGA is looking to launch the framework at the end of the calendar year.

Changing Places and Community Infrastructure Grants

In 2014, Disability Services engaged WALGA to investigate the availability of community bathroom facilities for people with disability whose needs prevent them from using standard universal access toilets. The WA State Government provided a total of \$2.9 million to the *Changing Places* and *Community Infrastructure* Grant Programs that WALGA administered over the last three years. \$2.1 million was provided through the *Changing Places* Grant Program to establish a network of Changing Places across WA to support Local Governments to construct Changing Places as part of their community infrastructure. A total of \$675,000 was allocated to the *Community Infrastructure* Grant Program to fund the instalment of community equipment, facilities and spaces that improves access and supports people with disability to join in community life. A total of 17 Changing Places have been constructed through this funding, with an additional 25 projects completed with the Community Infrastructure component of the grant funding.

South West Native Title Settlement & Noongar Standard Heritage Agreement

The South West Native Title Settlement is the largest and most comprehensive agreement to settle Aboriginal interests over land in Australia. It involves six Noongar Native Title Agreement Groups, covers 200,000 square kilometers of land and incorporates 103 Local Governments. To assist in navigating the process of implementation,

WALGA has been meeting with both the South West Aboriginal Land and Sea Council (SWALSC) and the Southwest Settlement Implementation Unit (SWIU) to gain a clear understanding of the implications for Local Government. It is anticipated that the establishment of the *Noongar Standard Heritage Agreement* will provide a uniform approach to heritage surveys and streamline land approvals in compliance with the *Aboriginal Heritage Act (1972)*. It provides all parties with a clear, timetabled framework about their various obligations and is a good starting point for engagement between Local Government and Noongar peoples.

Model Policies for Managing Heavy Vehicle Impacts on the Road Network

There are many situations where Local Governments have been faced with major deterioration of a road as a result of a large new freight task. Most commonly this occurs where a

new mining or quarrying operation commences on an access road which was constructed for low traffic volumes. A model policy was developed and endorsed that covers statutory powers, triggers to consider negotiated cost recovery with the freight generator, equitable cost estimation, management of revenue collected and other matters.

Coupled with a separate model policy to support Local Government decision making on applications to operate Restricted Access Vehicles on local roads, also endorsed during the year, it is hoped that more efficient and sustainable heavy vehicle transport infrastructure can be delivered.

4. Consideration of Executive and Member Motions

4.1 Proposal to Amend the Association Constitution

Executive Member to move:

MOTION

1. That Clause 18 and Clause 19 of the Association Constitution be amended as follows:

I. Clause 18, sub-clause (1) be amended with the addition of the underlined words, as follows:

(1) Following determination of the election of the President pursuant to clause 17 of this Constitution, the State Council shall elect a Deputy President from amongst its metropolitan and country representatives, provided the Deputy President represents the alternate constituency to the President elected pursuant to clause 17.

II. Clause 19 be amended with the addition of the underlined words and the deletion of the strikethrough words, as follows:

(1) If the office of the President becomes vacant or if for any other reason the President is unable to take or hold office at a period which exceeds six months from the date of the next scheduled election for that office, then the State Council shall meet to elect from among their number a President who, subject to this Constitution shall hold the office of President for the balance of the term of the President replaced.

(2) Where a vacancy occurs in the office of President at a period which is six months or less from the date of the next scheduled election for that office, the State Council may convene a meeting to elect from among their number a President who, subject to this Constitution, shall hold the office of President for the balance of the term of the President replaced, or the State Council may in its discretion, determine that the vacancy be filled by the Deputy President until the date of the next scheduled election.

(3) An election pursuant to sub-clause 19(1) or sub-clause 19(2) shall cause the office of Deputy President to be declared vacant immediately prior to the conduct of the election.

(4) Following an election pursuant to sub-clause 19(1) or sub-clause 19(2) an election pursuant to Clause 19(5) will be conducted for the office of

IN BRIEF

- A number of Constitutional amendments proposed by State Council as well as some technical clarifications.
- Proposed amendments endorsed by State Council in May 2018.

Deputy President from amongst representatives of the alternate constituency to that of the President just elected.

{3}{5} If the office of Deputy President becomes vacant or if for any other reason the Deputy President is unable to take or hold office, then the State Council shall meet to elect from among their number a Deputy President who shall hold the office for the balance of the term of the Deputy President replaced, provided the Deputy President represents the alternate constituency to that of the President.

{4}{6} A State Council representative elected to fill a vacancy of President or Deputy President pursuant to clause 48 19 shall still be eligible for election to a subsequent two (2) full consecutive terms.

2. That Clause 17A – Rotation of Presidency be added to the Association Constitution, as follows:

17A – Rotation of Presidency

- 1. At an election for the position of President conducted under sub-clause 17(2), only the incumbent President, subject to complying with sub-clause 17(5), or State Councillors from the alternate constituency to the incumbent President will be eligible to be elected.**
- 2. At an election for the position of President conducted under Clause 19, only State Councillors from the alternate constituency to the incumbent President will be eligible to be elected.**

3. That Clause 20 of the Association Constitution be amended with the addition of the underlined words as follows:

A person shall cease or be disqualified from being a representative or deputy representative on the State Council, or from being President or Deputy President of the Association, or from attending State Council in an ex-officio capacity, if that person:

4. That sub-clause 20(j) of the Association Constitution be amended with the addition of the underlined words and the deletion of the strikethrough words as follows:

(j) Is a Councillor that has been suspended by the Minister for Local Government under Part 8 of an Ordinary Member that has been peremptorily suspended under Section 8.15C(2) of the *Local Government Act 1995*.

5. That sub-clause 10(2) of the Association Constitution be amended with the addition of the underlined words as follows:

(2) Each representative on the State Council shall be entitled to exercise one (1) deliberative vote on any matter considered by the State Council

provided that this clause shall not apply to any ex-officio members of the State Council. The President shall exercise a casting vote only, in the event of there being an equality of votes in respect of a matter considered by the State Council but excluding an election held in accordance with Clause 16 in which the President is entitled to a deliberative vote only.

6. That sub-clauses 2(1), 5(7)(a), 9(1)(d), and 31(4)(b) be amended as follows:
- I. That the following strikethrough words be replaced with the following underlined words in sub-clause 2(1):

~~“Local Government Managers Australia” means the Western Australian Division of the Local Government Managers Australia (LGMA), which body is incorporated under the Victorian Companies Act 1961.~~
“Local Government Professionals Australia WA” means the Western Australian Division of Local Government Professionals Australia.
 - II. That sub-clause 5(7)(a) of the Association Constitution relating to Associate Members of WALGA be amended with the words “Local Government Managers Australia (LGMA)” to be replaced with the words “Local Government Professionals Australia WA”.
 - III. That sub-clause 9(1)(a) of the Association Constitution relating to ex-officio members of State Council be amended to replace the words “Local Government Managers Australia (LGMA)” with the words “Local Government Professionals Australia WA”.
 - IV That sub-clause 31(4)(b) of the Association Constitution relating to a dispute resolution panel be amended by replacing the word “LGMA” with the words “Local Government Professionals Australia WA”.
7. That sub-clause 14(4a)(h) be amended with the addition of the underlined words and the deletion of the strike through words as follows:
- (h) Is a Councillor that has been suspended by the Minister for Local Government under part 8 of an Ordinary Member that has been
~~peremptorily suspended under Section 8.15C(2)(c) of the Local Government Act 1995.~~

SECRETARIAT COMMENT

This item proposes a number of amendments to WALGA’s Constitution that have been raised or identified since the last governance review and amendments to WALGA’s Constitution in 2016.

Amendment of the Constitution involves a two-step process, as detailed in Clause 29 of the Constitution, as follows:

The Constitution of the Association may be altered, added to or repealed by:

- (1) *A resolution at any meeting of the State Council on the receipt of a special majority of not less than 75% of representatives as, being entitled to do so, vote in person or by their deputy representatives; and*
- (2) *A resolution at an Annual General Meeting or Special General Meeting passed by a majority of not less than 75% of delegates as, being entitled to do so, vote in person or duly authorize a proxy vote to be exercised on their behalf, provided that:*
 - a. *75% of Ordinary Members who are eligible to vote are present or represented; and,*
 - b. *The Chief Executive Officer has given not less than sixty (60) days notice of any proposal to alter, add or repeal the Constitution to all Ordinary Members.*

The proposed amendments were endorsed by a Special Majority at the 4 May 2018 meeting of State Council. Endorsement by a Special Majority at the Annual General Meeting is required for the amendments to come into effect.

This report considers seven issues put forward for Constitutional Amendment, with each issue corresponding to the numbered recommendations, as follows:

1. President and Deputy President – Metropolitan and Country Representation
2. President and Deputy President – Rotation of Presidency between Metropolitan and Country constituencies
3. State Councillor Eligibility – Ex-officio Members
4. State Councillor Eligibility – Ministerial Suspension of Council or Councillor
5. Election Procedure – Confirmation that the WALGA President is entitled to vote in elections for the positions of President and Deputy President
6. Change of Name – Local Government Professionals Australia WA
7. Zone Delegate Eligibility – Ministerial Suspension of Council or Councillor

Issue 1 – President and Deputy President: Metropolitan and Country Representation

An emerging issue was raised at the March 2018 meeting of State Council in relation to the representation of both the Metropolitan and Non-metropolitan constituencies in the positions of President and Deputy President of WALGA.

Following consideration of this issue, State Council resolved as follows:

That an item for decision be prepared for the May 2018 State Council agenda to provide consideration to proposed amendments to the WALGA Constitution and Corporate Governance Charter to ensure representation from both Metropolitan and Country constituencies for the President and Deputy President positions.

Since the formation of WALGA as the single Local Government association in 2001, there has been a convention that the President and Deputy President would be elected from opposite constituencies. That is, if the President is from the country constituency, the Deputy President would be elected from the metropolitan constituency and vice-versa.

This convention has not been challenged or broken in the 17 years since WALGA's formation, although it is possible that State Council could elect a President and Deputy President from the same constituency.

The argument in favour of this Constitutional amendment is that it would ensure that the Deputy President is drawn from the alternate constituency from that of the President, ensuring representation for both constituencies.

The argument against this Constitutional amendment is that it reduces the decision-making function of State Council to elect the 'best person for the job' and, as the convention has not been broken since WALGA's formation, it may not be an issue that requires regulation via Constitutional amendments.

To effect the change, amendments are required to Clause 18 – Deputy President, and to Clause 19 – Vacancy: President and Deputy President.

The following amendment is proposed to Clause 18 – Deputy President, by adding the underlined text as follows:

- (1) Following determination of the election of the President pursuant to clause 17 of this Constitution, the State Council shall elect a Deputy President from amongst its metropolitan and country representatives, provided the Deputy President represents the alternate constituency to the President elected pursuant to clause 17.
- (2) The Deputy President shall be elected by the State Council at the first Ordinary Meeting of State Council of an even numbered year. The Deputy President's term shall commence from the date of election and shall conclude on the day of the first Ordinary Meeting of State Council of the following even numbered year.
- (3) Prior to expiration of a term of office, a Deputy President may seek re-election for a consecutive term.
- (4) Where a Deputy President seeks and is re-elected for a consecutive term, that person shall not hold office beyond two (2) full consecutive terms.

The proposed amendment above would sufficiently address the issue for regular, end-of-term elections following the election of a new State Council.

However, where a vacancy arises in the office of President, the election of a replacement President would need to ensure that metropolitan and country representation remains in the two positions. Ensuring continued representation of both constituencies in the event of a casual vacancy in the office of President could be addressed in one of two ways, both of which have pros and cons.

Either:

- A. The replacement President must be drawn from same constituency as the current President. That is, if the WALGA President is from the country constituency, election of the replacement President for the balance of the President's term must be drawn from the country constituency.

Or:

- B. The office of Deputy President is declared vacant at the time the election for President is held. This would enable State Council to elect a President from amongst all members with the subsequent election for Deputy President being limited to the alternate constituency.

Option A – Replacement President from the same constituency – limits the options of State Council in electing a President to half of State Council, the half representing the same constituency as the departing President. While this may be appropriate in some circumstances, it does not necessarily provide State Council with the ability to elect the 'best person for the job'. Secondly, the Deputy

President may be an appropriate candidate for the position of President, but would be unable to nominate for the position under this scenario unless they resigned from the position of Deputy President.

Option B – Office of Deputy President declared vacant at election of President – addresses the issues with Option A outlined above in that State Council would be able to elect a President from amongst all State Councillors, including the Deputy President who may be suitable. However, it may not be considered appropriate that the Deputy President loses office due to the resignation or inability of the President to continue in the role.

On the basis that electing a President from amongst all State Councillors is considered the most important criteria, amendments in accordance with Option B have been drafted to Clause 19 – Vacancy: President and Deputy President – by adding the underlined text and amending the numbering as follows:

- (1) If the office of the President becomes vacant or if for any other reason the President is unable to take or hold office at a period which exceeds six months from the date of the next scheduled election for that office, then the State Council shall meet to elect from among their number a President who, subject to this Constitution shall hold the office of President for the balance of the term of the President replaced.
- (2) Where a vacancy occurs in the office of President at a period which is six months or less from the date of the next scheduled election for that office, the State Council may convene a meeting to elect from among their number a President who, subject to this Constitution, shall hold the office of President for the balance of the term of the President replaced, or the State Council may in its discretion, determine that the vacancy be filled by the Deputy President until the date of the next scheduled election.
- ~~(3)~~ An election pursuant to sub-clause 19(1) or sub-clause 19(2) shall cause the office of Deputy President to be declared vacant immediately prior to the conduct of the election.
- ~~(4)~~ Following an election pursuant to sub-clause 19(1) or sub-clause 19(2) an election pursuant to Clause 19(5) will be conducted for the office of Deputy President from amongst representatives of the alternate constituency to that of the President just elected.
- ~~(3)~~(5) If the office of Deputy President becomes vacant or if for any other reason the Deputy President is unable to take or hold office, then the State Council shall meet to elect from among their number a Deputy President who shall hold the office for the balance of the term of the Deputy President replaced, provided the Deputy President represents the alternate constituency to that of the President.
- ~~(4)~~(6) A State Council representative elected to fill a vacancy of President or Deputy President pursuant to clause 48 19 shall still be eligible for election to a subsequent two (2) full consecutive terms.

Issue 2 – Rotation of Presidency between Metropolitan and Country Constituencies

Similar to issue 1, above, the Governance and Organisational Services Policy Team of State Council considered the issue of the Presidency of the Association being rotated between the Metropolitan and Country constituencies.

Again, this has been managed since WALGA's formation in 2001 by convention. When a President has retired or stepped down from the role, a representative from the other constituency (often the serving Deputy President) has been elected to the Presidency.

The Governance and Organisational Services Policy Team of State Council requested that the issue of rotating the Presidency between the constituencies on a formal basis through Constitutional amendments be considered.

The Policy Team resolved:

That an item for decision be prepared for the May 2018 State Council agenda to provide amendments to the WALGA Constitution and Corporate Governance Charter to cover the following issues:

- *That the position of WALGA President transfers between the two constituencies following the completion of the incumbent's entitlement to be elected for two full consecutive terms.*

Similar to Issue 1, above, implementation of this concept through Constitutional amendment has pros and cons. While, an amendment of this nature would ensure rotating representation of metropolitan and country constituencies in the office of President, it could also limit State Council's prerogative to elect the 'best person for the job'.

This proposal raises a number of scenarios that are not necessarily simple to deal with through Constitutional amendments. For instance, depending on the amendments to the Constitution, issues could arise if a President resigns part way through a term, or even if a President only completes one two-year term.

For example, if a President from the metropolitan constituency resigned after one two-year term, there would be three possible scenarios:

1. The country constituency could then have a claim to the Presidency as it would be the country's turn and only State Councillors from the country constituency would be eligible to be elected;
2. A replacement President could be elected from the metropolitan constituency as the metropolitan constituency had only held the Presidency for two years (the newly elected President may then expect to be re-elected for a second term, lengthening the reign of the metropolitan constituency to six years, thereby causing further issues); or,
3. State Council could elect a President from either constituency, as per current arrangements.

One option could be to only 'force' the rotation of the Presidency once the President has completed two terms, however this could create an issue if a President resigned part way through their second term as the replacement President would then be 'entitled' to two terms before a constitutionally enforceable rotation of the Presidency.

In the interest of simplicity it is suggested that a new Clause 17A be added to the Constitution to ensure rotation of the office of Presidency no matter the length of time served by the President:

17A – Rotation of Presidency

3. At an election for the position of President conducted under sub-clause 17(2), only the incumbent President, subject to complying with sub-clause 17(5), or State Councillors from the alternate constituency to the incumbent President will be eligible to be elected.
4. At an election for the position of President conducted under Clause 19, only State Councillors from the alternate constituency to the incumbent President will be eligible to be elected.

This would mean, at any election for President, only the incumbent President or State Councillors from the alternate constituency would be eligible to nominate. If the President has retired or has completed two full terms (as per sub-clause 17(5)), only State Councillors from the alternate constituency would be eligible to nominate and be elected.

Issue 3 – State Councillor Eligibility: Ex-officio Members

At the July 2017 State Council meeting, an emerging issue was considered in relation to the continuing eligibility of to serve on State Council following a serious breach of the *Local Government Act 1995*.

State Council resolved as follows:

That:

1. *The issue of amending the Constitution relating to State Councillor, ordinary or ex officio, eligibility be considered by the Governance Policy Team;*
2. *The Policy Team to consider the implications of amending the Constitution so that if any State Councillor, ordinary or ex officio, is found guilty of a serious breach of the Local Government Act 1995, as amended, that person will become ineligible to become or continue as a State Councillor, ordinary or ex officio.*

As per State Council's resolution above, the Governance and Organisational Services Policy Team considered this issue at their March 2018 meeting and resolved as follows:

That an item for decision be prepared for the May 2018 State Council agenda to provide amendments to the WALGA Constitution and Corporate Governance Charter to cover the following issues;

- *That if any State Councillor, ordinary or ex officio, is found guilty of a serious breach of the Local Government Act 1995, as amended, that person will become ineligible to become or continue as a State Councillor, ordinary or ex officio.*

Clause 20, sub-clause (e) disqualifies a representative or deputy representative from serving on the State Council if that person is convicted of an offence under the *Local Government Act 1995*.

To give effect to the Policy Team's recommendation, an amendment is required to clarify that Clause 20 of the Constitution also applies to ex-officio members, with the addition of the underlined text, as per below:

A person shall cease or be disqualified from being a representative or deputy representative on the State Council, or from being President or Deputy President of the Association, or from attending State Council in an ex-officio capacity, if that person:

- (a) Dies;
- (b) Ceases to be a Councillor of the Ordinary Member;
- (c) Resigns the position by notice in writing delivered or sent by post to the Chief Executive Officer, and such resignation is accepted;
- (d) Is a member of State or Federal Parliament;
- (e) Is convicted of an offence under the *Local Government Act 1995*;
- (f) Is permanently incapacitated by mental or physical ill-health;
- (g) Is absent from more than 3 consecutive State Council meetings;
- (h) Is a member of a Local Government that ceases to be a member of the Association;
- (i) Is the subject of a resolution passed by the Zone from which that person was originally elected terminating his or her appointment as a representative or deputy representative

- of that Zone, except where that person is the subject of any resolution consequent upon his or her being elected President of the Association and in pursuance of sub-clause 17(4); or,
- (j) Is a Councillor of an Ordinary Member that has been peremptorily suspended under Section 8.15C(2)(c) of the *Local Government Act 1995*.

Issue 4 – State Councillor Eligibility: Ministerial Suspension of Council or Councillor

A further issue relating to State Councillor eligibility relates to the suspension of Councils and the proposed amendment to the *Local Government Act 1995* to enable the Minister for Local Government to stand down an individual Elected Member.

Currently sub-clause 20(j) of the Constitution states that a State Councillor will not be eligible to be elected or to continue on State Council if “a Councillor of an Ordinary Member that has been peremptorily suspended under Section 8.15C(2)(c) of the *Local Government Act 1995*.”

It is the opinion of the secretariat that sub-clause 20(j) is too specific as Councils can also be suspended under Section 8.19 of the *Local Government Act 1995*. Further, if the *Local Government Amendment (Suspension and Dismissal) Bill 2018* passes the Parliament, as expected, the Minister for Local Government will also have the power to suspend individual Elected Members.

It is therefore recommended that sub-clause 20(j) be amended to clarify that a State Councillor who is suspended or stood down by the Minister using various sections of the *Local Government Act 1995* is not eligible to be elected to, or continue on, State Council, as follows:

A person shall cease or be disqualified from being a representative or deputy representative on the State Council, or from being President or Deputy President of the Association if that person:

- (a) Dies;
- (b) Ceases to be a Councillor of the Ordinary Member;
- (c) Resigns the position by notice in writing delivered or sent by post to the Chief Executive Officer, and such resignation is accepted;
- (d) Is a member of State or Federal Parliament;
- (e) Is convicted of an offence under the *Local Government Act 1995*;
- (f) Is permanently incapacitated by mental or physical ill-health;
- (g) Is absent from more than 3 consecutive State Council meetings;
- (h) Is a member of a Local Government that ceases to be a member of the Association;
- (i) Is the subject of a resolution passed by the Zone from which that person was originally elected terminating his or her appointment as a representative or deputy representative of that Zone, except where that person is the subject of any resolution consequent upon his or her being elected President of the Association and in pursuance of sub-clause 17(4); or,
- (j) Is a Councillor that has been suspended by the Minister for Local Government under Part 8 of an Ordinary Member that has been peremptorily suspended under Section 8.15C(2)(c) of the *Local Government Act 1995*.

Issue 5 – Election Procedure – Confirmation that the WALGA President is entitled to vote in elections for the positions of President and Deputy President

Another clarification that has arisen is to confirm that the incumbent President is entitled to vote in elections for President and Deputy President of WALGA.

The Constitution is clear that the President does not exercise a deliberative vote on matters before State Council (but does have a casting vote if there is an equality of votes), but the Constitution is

silent on whether the President is entitled to vote in elections. It has been standard operating practice that the President has voted in elections for the position of President and Deputy President.

Clause 10 – Proceedings of State Council, sub-clause (2) relates to the President's voting and it is proposed that it be amended with the addition of the underlined words, as follows to make clear that the President may vote for office bearer positions:

- (2) Each representative on the State Council shall be entitled to exercise one (1) deliberative vote on any matter considered by the State Council provided that this clause shall not apply to any ex-officio members of the State Council. The President shall exercise a casting vote only, in the event of there being an equality of votes in respect of a matter considered by the State Council but excluding an election held in accordance with Clause 16 in which the President is entitled to a deliberative vote only.

Issue 6 – Change of Name – Local Government Professionals Australia WA

Following the change of name of the Local Government Managers Australia (LGMA) to Local Government Professionals Australia WA it is proposed that the following sub-clauses be amended to reflect the name change:

- 2(1)
- 5(7)(a)
- 9(1)(d)
- 31(4)(b)

Issue 7 – Zone Delegate Eligibility: Ministerial Suspension of Council or Councillor

Similar to Issue 4 above, this amendment proposes that sub-clause 14(4a)(h) be amended to clarify that a Zone delegate who is suspended or stood down by the Minister using various sections of the *Local Government Act 1995* is not eligible to be elected to, or continue on, the Zone, as follows:

- (4a) The term of a person who is a delegate of a member of a Zone expires when the person:
 - (a) dies;
 - (b) ceases to be a Councillor of the Ordinary Member;
 - (c) resigns the position by notice in writing given to the Ordinary Member who elected or appointed the person as its delegate and the resignation is accepted;
 - (d) becomes a member of State or Federal Parliament;
 - (e) is convicted of an offence under the *Local Government Act 1995*;
 - (f) is permanently incapacitated by mental or physical ill-health;
 - (g) is the subject of a resolution passed by the Ordinary Member who appointed the person as its delegate terminating their appointment as the delegate of that Ordinary Member; or
 - (h) Is a Councillor that has been suspended by the Minister for Local Government under part 8 of an Ordinary Member that has been preemptorily suspended under Section 8.15C(2)(c) of the Local Government Act 1995.

4.2 Roadside Vegetation - Regulatory Amendments

Shire of Victoria Plains Delegate to move:

MOTION

That the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004* be amended to permit clearing or reduction of vegetation:

1. Within 30m of all farm driveways/gates/entrances; and,
2. On road bends and intersections obstructing 'line of sight', be cleared.

IN BRIEF

- Motion for regulatory amendments to enable clearing of vegetation close to driveways, road bends and intersections;
- With a view to improving road safety.

MEMBER COMMENT

Drivers in country area face multiple issues on the roads, not the least of which is entry onto Shire controlled roads from property entrances and side roads. The issues exist not just for the driver on the continuing road, but for the driver attempting to enter.

Sight distances are often obscured, and in hilly terrain or where the road being entered does not provide a reasonable merging distance, entry can be problematic. This is made worse where the roads have curves or crests close to the entry point.

The issues are even worse for slow moving traffic joining a road that has a 110km/hr limit, such as school buses and heavy transport, often requiring the continuing vehicles to brake for a vehicle that has joined the continuing traffic when all indications were that it was safe and appropriate to do so.

The *Environmental Protection (Clearing of Native Vegetation) Regulations 2004* are inadequate.

- Schedule 2 of the Regulations addresses clearing for crossovers from a property, but limits the clearing to what has been previously cleared within the previous 10 years.
- Schedule 3 applies to the maintenance of infrastructure.

The Shire is of the opinion that the proposed change to the Regulations would add significantly to road safety.

4.3 GST Revenue Distribution Share for WA

Shire of Donnybrook Balingup Delegate to move:

MOTION

That WALGA adopts a policy and position as the representative of the WA Local Government section to persistently seek and advocate for an increase of the GST distribution share back to Western Australia.

IN BRIEF

- WA is underrepresented in the amount of GST share received
- Seeking WALGA's support to advocate for an increase to the GST distribution for WA

MEMBER COMMENT

At the Ordinary Meeting on 23 May 2018, the Shire of Donnybrook Balingup Council resolved to support the above motion and present it to the Western Australian Local Government for consideration at the 2018 Annual General Meeting of the Western Australian Local Government Association.

In comparison to other states and territories, Western Australia is underrepresented in the amount of GST revenue share received and remains the only state or territory that receives less than half of the GST it generates. This, in effect, is depriving Western Australia of much needed funds for infrastructure and development.

GST breakdown state by state 2018-19

State	GST share per dollar	GST share %	Total GST distribution \$m
VIC	98c	25.6	\$16,830
WA	47c	4.9	\$3,255
NSW	85c	27.4	\$18,030
SA	\$1.47	10.3	\$6,751
Tas	\$1.77	3.7	\$2,434
ACT	\$1.18	2.0	\$1,298
NT	\$4.26	4.2	\$2,755
Qld	\$1.09	22.0	\$14,447

4.4 Rural, Regional and Remote Community State Government Funding Cuts

Shire of Moora Delegate to move:

MOTION

That WALGA express its deep concern to the W.A State Government regarding the continued attack on rural, regional and remote communities in W.A through reducing funding to critical services and infrastructure programs, cuts that disproportionately discriminate against already disadvantaged communities across W.A.

IN BRIEF

- Concern regarding funding cuts, particularly to education services and infrastructure, affecting rural communities.

MEMBER COMMENT

In December 2017, Shire of Moora was advised by the Department of Education Director General, Sharyn O'Neill that the Moora Residential College would close at the end of the 2018 school year. The State Government of W.A cited reasoning of commitment to budget repair measures to deliver sustainable growth and an operating surplus by 2020/2021.

Notwithstanding the immediate effect on the Moora community and wider region because of the decision to close the Moora Residential College, the Shire of Moora is extremely concerned with the State Governments continued attack on rural, regional and remote W.A. communities, many of which are already at serious disadvantage because of isolation and population decline.

As an example, access to education and health infrastructure and services are important to rural, regional and remote communities and greatly enhances their ability to attract residents, workers and businesses.

Access to the full range of health services (including GP's, acute and high care hospital, allied health, aged care, dental care) and educational services (K-12, Childcare, TAFE) becomes a major decision factor for anyone looking to move to a rural, regional and remote community. In the case of Moora, the existing infrastructure and services, including the current education offered at the Central Midlands Senior High School, has featured prominently in many local resident's decision to move to the area. This resonates across many W.A communities.

Funding reductions to key areas of services and infrastructure such as education, health, transport and sewerage augurs to further erode and put at risk fair and equitable access to the very basics of amenity and lifestyle in rural, regional and remotes areas of W.A many of which are experiencing continued population, service and infrastructure decline.

Attachment 1: Association Standing Orders

- 1. INTERPRETATIONS**

For the purposes of these Standing Orders, if not inconsistent with the context, the following words shall have the following meanings:
- 1.1 "Absolute Majority"** means:
a majority of delegates of the Association whether present and voting or not.
- 1.2 "Association"** means:
all or any part of the Western Australian Local Government Association.
- 1.3 "Delegate or Deputy Delegate"** means:
those persons duly nominated, from time to time, to represent a Member Local Government at a meeting of the Association.
- 1.4 "Deputy President"** means:
the Deputy President for the time being of the Association.
- 1.5 "Meeting"** means:
an Annual or Special General Meeting of the Association.
- 1.6 "Member Local Government"** means:
a Local Government admitted to ordinary membership of the Association in accordance with the provisions of the Constitution.
- 1.7 "President"** means:
the President for the time being of the Association.
- 1.8 "Simple Majority"** means:
a majority of the delegates from the Association that are present and voting.
- 2. CONDUCT OF MEETINGS**

The proceedings and business of meetings of the Association shall be conducted according to these Standing Orders.
- 3. NOTICE OF MEETING**
- 3.1 Annual General Meeting**

The Chief Executive Officer of the Association shall give at least ninety (90) days notice of an Annual General Meeting to all Member Local Governments, advising of the closing date for submission of motions for inclusion on the agenda.
- 3.2 Special General Meeting**

A Special General Meeting of the Association is to be held if a request is received by the Association President, in accordance with the requirements of the Association's Constitution. No business shall be transacted at a Special General Meeting other than that for which the Special General Meeting was called.
- 3.3** Notice shall be given at the destinations appearing in the records of the Association.

Notice will be deemed to have been delivered immediately if transmitted electronically or on the second working day after posting.
- 4. QUORUM**
- 4.1** The Association shall not conduct business at a meeting unless a quorum is present.
- 4.2** At any meeting of the Association greater than one half of the delegates who are eligible to vote must be present to form a quorum.
- 4.3** The Association is not to transact business at a meeting unless a quorum is present.
- 4.4** If a quorum has not been established within the 30 minutes after a meeting is due to begin then the Association can be adjourned –
 - (a) by the President or if the President is not present at the meeting, by the Deputy President;
 - (b) if neither the President nor Deputy President is present at the meeting, by a majority of delegates present;
 - (c) if only one delegate is present, by that delegate; or
 - (d) if no delegate is present, by the Chief Executive Officer or a person authorised by the Chief Executive Officer.
- 4.5** If at any time during a meeting a quorum is not present, the President shall thereupon suspend the proceedings of the meeting for a period of five (5) minutes and if a quorum is not present at the expiration of that period, the meeting shall be deemed to have been adjourned and the person presiding is to reschedule it for some future time.
- 4.6** Notice of a meeting adjourned because of absence of a quorum is to be given to all Member Local Governments.
- 5. MEETINGS OPEN TO THE PUBLIC**

The business of the Association shall be open to the public except upon such occasions as the Association may by resolution otherwise decide.
- 6. ORDER OF BUSINESS**

Unless the Association should decide otherwise, the order of business at meetings of the Association, with the exception of special meetings or an adjourned meeting, shall be as follows:

 - (a) Record of attendance and apologies;
 - (b) Announcements;
 - (c) Confirmation of minutes of previous meetings;

- (d) President's report;
- (e) Financial report for the financial year; and
- (f) Consideration of Executive and Member Motions.

7. VOTING ENTITLEMENTS

- 7.1** Each Member Local Government shall be entitled to be represented at any meeting of the Association.
- 7.2** Only eligible and registered delegates may vote.
- 7.3** A delegate shall be entitled to exercise one vote on each matter to be decided. Votes are to be exercised in person.
- 7.4** A delegate unable to attend any meeting of the Association shall be entitled to cast a vote by proxy.
- 7.5** A proxy shall be in writing and shall nominate the person in whose favour the proxy is given, which person need not be a delegate. Proxy authorisations shall be delivered to the Chief Executive Officer of the Association before the commencement of the meeting at which the proxy is to be exercised and shall be signed by the delegate or by the Chief Executive Officer of the Member Local Government that nominated the delegate.

8. SPECIAL URGENT BUSINESS

At any time during a meeting a delegate may, with the approval of an absolute majority, introduce a motion relating to special urgent business that calls for an expression of opinion from the meeting.

In presenting an item of special urgent business, a delegate shall have sufficient copies of the motion in writing for distribution to all delegates present at the meeting and, where practicable, give prior notice to the President of such intention.

9. PRESIDENT

In the construction of these Standing Orders unless the context requires otherwise, the word "*President*" shall in the absence of the President include the Deputy President or the delegate chosen by resolution to preside at any meeting of the Association.

10. DELEGATE AND DEPUTY DELEGATE

- 10.1** In the construction of these Standing Orders unless the context requires otherwise, the word "delegate" shall in the absence of the delegate include the deputy delegate.
- 10.2** A deputy delegate acting in the capacity of a delegate unable to attend a meeting of the Association shall exercise all rights of that delegate.

11. PRESIDENT TO PRESIDE

11.1 The President shall preside at all meetings of the Association, but in absence of the President, the Deputy President shall preside.

11.2 In the absence of the President and the Deputy President, the delegates shall choose by resolution, a delegate present to preside at the meeting.

12. SPEAKING PROTOCOL

12.1 Only registered delegates and members of the Association's State Council shall be entitled to speak at meetings of the Association.

12.2 The first person that is entitled to speak at a meeting who attracts the attention of the person presiding shall have precedence in speaking.

12.3 Speakers are to use the microphones supplied.

- 12.4** When addressing a meeting, speakers are to:
- (a) rise and remain standing unless unable to do so by reason of sickness or disability;
 - (b) address the meeting through the person presiding;
 - (c) state their name and Local Government before otherwise speaking;
 - (d) refrain from reading comment printed in the agenda paper in support of a motion, but may identify key points or make additional comment; and
 - (e) refrain from using provoking or discourteous expressions that are calculated to disturb the peaceful current of debate.

12.5 Mobile phones shall not be switched on while the meeting is in session.

13. DEBATE PROCEDURES

- 13.1** A delegate moving a substantive motion may speak for –
- (a) 5 minutes in his or her opening address; and
 - (b) 3 minutes in exercising the right of reply.

13.2 Other speeches for or against motions are to be limited to 3 minutes unless consent of the meeting is obtained which shall be signified without debate.

13.3 No delegate, except the mover of a motion in reply, is to speak more than once on the same motion except by way of personal explanation.

13.4 As soon as the right of reply has been exercised, the motion is to be forthwith put to the vote without further comment.

13.5 No discussion shall take place on any motion unless it is moved and seconded. Only one amendment on any one motion shall be received at a time, and such amendment shall be disposed of before any further amendment can be received. Any number of amendments may be proposed.

13.6 The provisions of these Standing Orders applicable to motions apply mutatis mutandis to amendments, except that the mover of an amendment shall have no right of reply.

13.7 When a motion has been moved and seconded, the person presiding shall at once proceed to take a vote thereon unless a delegate opposes it or an amendment is proposed.

13.8 No more than two delegates shall speak in succession on one side, either for or against the question before the meeting, and if at the conclusion of the second speaker's remarks, no delegate speaks on the other side, the motion or amendment may be put to the vote.

13.9 Notwithstanding clause 13.7, where a composite motion is moved which embodies the core aspects of subsequent motions listed on the agenda, a delegate whose motion has been superseded shall have the opportunity to speak on the question of the composite motion before it is put.

Once a composite motion has been carried, no further debate shall be permitted in respect of the superseded motions.

13.10 At any time during a debate, but after the conclusion of a delegate's comments, a delegate who has not spoken during the debate may move, without discussion, "that the question be now put". If that motion is seconded and carried by a majority, the question shall be submitted at once to the meeting, after the mover has replied.

14. QUESTIONS

Any delegate seeking to ask a question at any meeting of the Association shall direct the question to the President.

15. POINT OF ORDER

A delegate who is addressing the President shall not be interrupted except on a point of order, in which event the delegate shall wait until the delegate raising the point of order has been heard and the question of order has been disposed of, whereupon the delegate so interrupted may, if permitted, continue.

16. MOTION - SUBSTANCE TO BE STATED

A delegate seeking to propose an original motion or amendment shall state its substance before addressing the meeting thereon and, if so required by the President, shall put the motion or amendment in writing.

17. PRIORITY OF SPEAKERS

If two or more delegates wish to speak at the same time, the President shall decide who is entitled to priority.

18. PRESIDENT TO BE HEARD

Whenever the President signifies a desire to speak during a debate, any delegate speaking or

offering to speak is to be silent, so that the President may be heard without interruption.

19. WITHDRAWAL OF MOTION

A motion or amendment may be withdrawn by the mover with the consent of the meeting, which shall be signified without debate, and it shall not be competent for any delegate to speak upon it after the mover has asked permission for its withdrawal, unless such permission has been refused.

20. PRESIDENT MAY CALL TO ORDER

The President shall preserve order, and may call any delegate to order when holding an opinion that there shall be cause for so doing.

21. RULING BY PRESIDENT

The President shall decide all questions of order or practice. The decision shall be final and be accepted by the meeting without argument or comment unless in any particular case the meeting resolves that a different ruling shall be substituted for the ruling given by the President. Discussions shall be permitted on any such motion.

22. RESOLUTIONS

22.1 Except as otherwise provided in the Association Constitution and these Standing Orders, all motions concerning the affairs of the Association shall be passed by a simple majority.

22.2 Any matter considered by the Association at a Special Meeting shall not be passed unless having received an absolute majority.

23. NO DISCUSSION

Where there is no discussion on a motion, the President may deem the motion to be passed unless the meeting resolves otherwise.

24. PERMISSIBLE MOTIONS DURING DEBATE

24.1 When a motion is under debate, no further motion shall be moved except the following:

- (a) that the motion be amended;
- (b) that the meeting be adjourned;
- (c) that the debate be adjourned;
- (d) that the question be now put;
- (e) that the meeting proceed with the next item of business; or
- (f) that the meeting sits behind closed doors.

24.2 Any delegate who has not already spoken on the subject of a motion at the close of the speech of any other delegate, may move without notice any one of the motions listed in clause 24.1 (b)-(f) and, if the motion is seconded, it shall be put forthwith.

24.3 When a debate is adjourned, the delegate who moves the adjournment shall be the first to speak on the motion when the debate is

resumed unless the delegate advises of no desire to speak on the motion. Where this occurs, the President shall then call for further speakers, with the exception of those delegates who have previously spoken (unless the meeting otherwise agrees).

25. RESCISSION OF RESOLUTION

25.1 At the same meeting

Unless a greater majority is required for a particular kind of decision under the Standing Orders (in which event that shall be the majority required), the Association may, by simple majority at the same meeting at which it is passed, rescind or alter a resolution if all delegates who were present at the time when the original resolution was passed are present.

25.2 At a Future Meeting

Unless a greater majority is required for a particular kind of decision under the Standing Orders (in which event that shall be the majority required), the Association may rescind or alter a resolution made at an earlier meeting:

- (a) by simple majority, where the delegate intending to move the motion has, through the Chief Executive Officer, given written notice of the intended motion to each delegate at least seven (7) days prior to the meeting; or
- (b) by absolute majority, in any other case.

26. METHOD OF TAKING VOTES

The President shall, in taking a vote on any motion or amendment, put the question first in the affirmative, and then in the negative and may do so as often as is necessary to enable formation and declaration of an opinion as to whether the affirmative or the negative has the majority on the voices or by a show of hands or by an electronic key pad voting system.

27. DIVISION

The result of voting openly is determined on the count of official voting cards and, immediately upon a vote being taken, a delegate may call for a division.

28. ALL DELEGATES TO VOTE

28.1 At meetings of the Association, a delegate present at the meeting when a question is put shall vote on the question.

28.2 Each delegate shall be entitled to exercise one deliberative vote on any matter considered.

29. PRESIDENT'S RIGHT TO VOTE

The President shall have a casting vote only.

30. SUSPENSION OF STANDING ORDERS

30.1 In cases of urgent necessity or whilst the Association is sitting behind closed doors, any of

these Standing Orders may be suspended on a motion duly made and seconded, but that motion shall not be declared carried unless a simple majority of the delegates voting on the question have voted in favour of the motion.

30.2 Any delegates moving the suspension of a Standing Order shall state the object of the motion, but discussion shall not otherwise take place.

31. NO ADVERSE REFLECTION ON ASSOCIATION

A delegate shall not reflect adversely upon a resolution of the Association, except on a motion that the resolution be rescinded.

32. NO ADVERSE REFLECTION ON DELEGATE

A delegate of the Association shall not reflect adversely upon the character or actions of another delegate nor impute any motive to a delegate unless the Association resolves, without debate, that the question then before the Association cannot otherwise be adequately considered.

33. MINUTES

33.1 The Chief Executive Officer of the Association is to cause minutes of the meeting to be kept and preserved.

33.2 The minutes of a meeting are to be submitted to the next Annual or Special General Meeting for confirmation.

33.3 Copies of the minutes will be supplied to all delegates prior to the meeting.



WALGA

WORKING FOR LOCAL GOVERNMENT

MINUTES

Annual General Meeting

Perth Convention Exhibition Centre
Perth

Wednesday, 2 August 2017

MINUTES

Annual General Meeting of the Western Australian Local Government Association

held at the
Perth Convention Exhibition Centre
21 Mounts Bay Road, Perth
Riverside Theatre (Level 2)
on
Wednesday, 2 August 2017
at 1.30 pm



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Record of Attendance and Apologies

Apologies

- City of Busselton
- Town of Claremont
- Shire of Denmark
- Shire of Exmouth
- City of Vincent
- Shire of West Arthur
- Shire of Wongan-Ballidu

Announcements

Nil.

1.0 Confirmation of Minutes

Minutes of the 2016 WALGA Annual General Meeting are contained within the AGM Agenda.

Moved: Cr Fiona Reid (South Perth)

Seconded: Cr Julie Brown (Gosnells)

That the Minutes of the 2016 Annual General Meeting be confirmed as a true and correct record of proceedings.

CARRIED

2.0 Adoption of President's Annual Report

The President's Annual Report for 2016/2017 is contained within the AGM Agenda.

Moved: Cr Gerry Pule (Bassendean)
Seconded: Mayor Giovanni Italiano (Stirling)

That the President's Annual Report for 2016/2017 be received.

CARRIED

3.0 WALGA 2016/2017 Financial Statements (Item Under Separate Cover)

The audited 2016/2017 WALGA Financial Statements have been distributed to all members prior to the meeting.

Moved: Mayor Henry Zelones (Armadale)
Seconded: Mayor Giovanni Italiano (Stirling)

That the WALGA Financial Statements for 2015/2016 be received.

CARRIED

4.0 Consideration of Executive and Member Motions

As per motions listed.

5.0 Closure

There being no further business, the Chair declared the meeting closed at 4:20pm.

4. Consideration of Executive and Member Motions

4.1A MATTER OF SPECIAL URGENT BUSINESS: Exemption from the Requirements of AASB 124 Related Party Disclosures

Shire of Trayning delegate to move:

Moved: Cr Freda Tarr
Seconded: Cr Geoff Waters

That the members agree that the following item of Special Urgent Business relating to seeking an exemption from the requirements of AASB 124 Related Party Disclosures be considered.

CARRIED BY ABSOLUTE MAJORITY

4.1B Exemption from the Requirements of AASB 124 Related Party Disclosures

Shire of Trayning delegate to move:

Moved: Cr Freda Tarr
Seconded: Cr Geoff Waters

That:

1. **WALGA lobbies on behalf of local governments' for an exempt regulation to be introduced to the *Local Government (Financial Management) Regulations 1996* seeking an exemption from complying with AASB 124 Related Party Disclosures, and Business Operating Procedure-Related Party Disclosure; and,**
2. **This include WALGA considering the matter as part of the *Local Government Act 1995* review process.**

CARRIED

IN BRIEF

- Compliance with this standard provides no benefit to Local Governments or the communities that they serve. Rather, there is a cost to comply.
- Compliance does not further add to the transparency of financial dealings as provided for under the various provisions of the *Local Government Act 1995*.
- Such compliance requirements are a further disincentive to both sitting and potential elected members and executive staff.

MEMBER COMMENT

The introduction of additional accounting standards by the Australian Accounting Standards Board under the current legislation, by default, are required to be met by Local Government in the absence of an regulated exemption.

This accounting standard may well be beneficial to entities that do not already have transparency requirements.

Local Governments already have adequate transparency disclosure provisions by way of the Primary and Annual Report provisions enshrined in legislation.

We believe the additional requirements imposed by AASB 124 provides no direct benefit to neither local government nor the communities we serve. In fact, compliance will have a direct cost and an indirect additional dis-incentive to both sitting and potential elected members and executive staff.

SECRETARIAT COMMENT

This issue can be considered as part of the current Local Government Act review process.

4.2A MATTER OF SPECIAL URGENT BUSINESS: Road Funding Cuts to Direct Grants

Shire of Trayning delegate to move:

Moved: Cr Freda Tarr
Seconded: Cr Geoff Waters

That the members agree that the following item of Special Urgent Business relating to road funding cuts proposed by the current State Government be considered.

CARRIED BY ABSOLUTE MAJORITY

4.2B Road Funding Cuts to Direct Grants

Shire of Trayning delegate to move:

Moved: Cr Freda Tarr
Seconded: Cr Geoff Waters

That WALGA:

1. Lobbies the Minister for Transport;
 - a. To seek a reversal of their stated intent to reduce the State Road Funds to Local Government Agreement by \$10.3 million in 2017/18; and
 - b. For the reinstatement of the fixed percentage of licencing fees.
2. Investigate options for the Local Government sector to reduce services and assistance provided to State Government entities unless financial compensation is provided.

CARRIED

IN BRIEF

- The Minister of Transport has stated the intent to cut \$10.3 million out of the Direct Grants portion of the State Roads to Local Government Agreement.
- Such a cut equates to a 42% reduction in Direct Grants to all Local Governments.
- The agreement whereby 27% of vehicle licencing fees were allocated to Local Governments was reduced to approximately 20% by the previous government.
- This allocation is to be further reduced by this government.

MEMBER COMMENT

Local Government exercised its democratic right to lobby against the removal of licence fee concessions and a disallowance motion was successful.

The Minister for Transport, rather than accepting the will of the parliament, has retaliated by indicating that she will remove \$10.3 million dollars from the State Road Funds to Local Government Agreement 2017/18.

How this will be achieved is by reducing Local Governments Direct Road Grants by 42%.

For the Shire of Trayning this equates to a reduction of \$44,591.

Additionally, the previous government broke an agreement with the sector whereby 27% of vehicle licencing fees collected would be allocated to Local Government road funding. Progressively this eroded to approximately 20% of vehicle licencing fees.

The current Minister has flagged that this will be further eroded by \$10.3 million despite signalling that licencing fees will rise by 5.5%.

The timing and methodology of such announcement is appalling in that many Local Governments will have already adopted budgets and despatched rates notices.

Local Government undertakes a great deal of surveys and pseudo service provision on behalf of State Government for little or no compensation. Perhaps it is time for the sector to identify and quantify such service provision and take a united position to ensure an equitable and mutually respectful relationship.

SECRETARIAT COMMENT

WALGA has written to the Hon Minister for Transport, Rita Saffioti during July urging her to reconsider the proposed funding cut to the State Road Funds to Local Government Agreement and has been in discussion with senior officers from Main Roads to explore ways to mitigate any impact on Local Government.

The Association's policy position is that funding from the State Government for Local Government roads should be at least 27% of revenue from vehicle licencing fees.

Attachment 3: Action Taken on Resolutions of the 2017 Annual General Meeting

Action Taken on Resolutions of the 2017 Annual General Meeting

<p>4.1 Exemption from the Requirements of AASB 124 Related Party Disclosures</p> <p>That:</p> <ol style="list-style-type: none"> 1. WALGA lobbies on behalf of local governments' for an exempt regulation to be introduced to the <i>Local Government (Financial Management) Regulations 1996</i> seeking an exemption from complying with AASB 124 Related Party Disclosures, and Business Operating Procedure-Related Party Disclosure; and, 2. This include WALGA considering the matter as part of the <i>Local Government Act 1995</i> review process. 	<p>WALGA has adopted a policy position of</p> <p>That Regulation 4 of the <i>Local Government (Financial Management) Regulations</i> be amended to provide an exemption from the application of AASB 124 'Related Party Transactions' of the Australian Accounting Standards (AAS).</p> <p>The above position as been put forward for an Act amendment in stage 2 of the Local Government Act review process where all Financial Management provisions will be considered.</p>
<p>4.2 Road Funding Cuts to Direct Grants</p> <p>That WALGA:</p> <ol style="list-style-type: none"> 1. Lobbies the Minister for Transport; <ol style="list-style-type: none"> a. To seek a reversal of their stated intent to reduce the State Road Funds to Local Government Agreement by \$10.3 million in 2017/18; and b. For the reinstatement of the fixed percentage of licencing fees. 2. Investigate options for the Local Government sector to reduce services and assistance provided to State Government entities unless financial compensation is provided. 	<p>The outcome of protracted discussions between WALGA, Main Roads WA and the Minister for Transport has resulted in agreement that:</p> <ul style="list-style-type: none"> • Direct Road Grans will be returned to the 2016/17 level, reversing the \$10.3 million per year cut applied in 2017/18; and • Funding to the State Road Funds to Local Government Agreement will be established at 20% of motor vehicle licence fee revenue in 2018/19 and 2019/20 with the level to be reviewed in time for consideration in the 2020/21 budget.



Leeuwin Civil Pty Ltd

Shire of Narembeen WANDRAA ACTIVATED EVENT AGRN 743

PROGRESS CHART AS AT 5th JULY 2018

ROAD	CONSTRUCTION GRADE	RESHEET	CLEAN DRAINS OR SHOULDER RECONSTRUCT	CONSTRUCTION GRADE PROGRESS	RESHEET PROGRESS	CLEAN DRAINS OR SHOULDER RECONSTRUCT PROGRESS	% COMPLETE CONSTRUCTION GRADE	% COMPLETE RESHEET	% COMPLETE DRAINS	COMMENT
Anderson Rocks	7.73	4.30	0	0.00	0.00	0	0.00%	0.00%	0.00%	
Billerica East	24.60	21.68	0	24.60	21.68	0	100.00%	100.00%	0.00%	
Billerica West	1.66	0.35	0	1.66	0.35	0	100.00%	100.00%	0.00%	
Bows	7.49	5.37	0	7.49	5.37	0	100.00%	100.00%	0.00%	
Bristow-Butler	1.83	1.09	0	1.83	1.09	0	100.00%	100.00%	0.00%	
Brown	9.55	6.73	0	9.55	6.73	0	100.00%	100.00%	0.00%	
Bruce Rock East	3.61	3.61	0	3.61	0.00	0	100.00%	0.00%	0.00%	
Butler Boundary	2.48	2.48	0	0.00	0.00	0	0.00%	0.00%	0.00%	
Butler	4.98	0.00	0	0.00	0.00	0	0.00%	0.00%	0.00%	
Cavanagh	3.99	0.48	0	3.99	0.48	0	100.00%	100.00%	0.00%	
Cheethams	6.43	2.89	0	6.43	2.89	0	100.00%	100.00%	0.00%	
Chick	0.60	0.60	0	0.00	0.00	0	0.00%	0.00%	0.00%	
Church	0.27	0.27	0	0.00	0.00	0	0.00%	0.00%	0.00%	
Corrigin-Narembeen	0.13	0.13	2.97	0.13	0.00	0	100.00%	0.00%	0.00%	
Coshes	4.70	2.80	0	4.70	2.80	0	100.00%	100.00%	0.00%	
Cramphorne	0.23	0.03	0	0.00	0.00	0	0.00%	0.00%	0.00%	
Cumminin	5.68	5.68	0	5.68	5.68	0	100.00%	100.00%	0.00%	
Dayman	3.59	2.49	0	3.59	2.49	0	100.00%	100.00%	0.00%	
Dixon	4.26	4.26	0	1.97	0.75	0	46.24%	17.61%	0.00%	
Emu Hill East	33.46	18.05	0	24.47	14.00	0	73.13%	77.56%	0.00%	
Emu Hill	3.87	0.00	0	3.87	0.00	0	100.00%	100.00%	0.00%	
Erdman	5.33	1.83	0	3.50	1.83	0	65.67%	100.00%	0.00%	
Fawcett	6.46	6.46	0	6.46	6.46	0	100.00%	100.00%	0.00%	
Fiegert	3.32	3.32	0	0.84	0.00	0	25.30%	0.00%	0.00%	
Frederick	4.02	4.02	0	0.00	0.00	0	0.00%	0.00%	0.00%	
Garmoy	3.18	3.18	0	3.18	3.18	0	100.00%	100.00%	0.00%	
Georgeff	4.55	0.00	0	0.00	0.00	0	0.00%	100.00%	0.00%	
Hedges East	22.18	15.34	0.1	22.18	15.34	0	100.00%	100.00%	0.00%	
Hedges West	6.85	2.80	0	6.85	2.80	0	100.00%	100.00%	0.00%	
Hogstrom	2.59	1.16	0	2.59	1.16	0	100.00%	100.00%	0.00%	
Hunter	11.00	6.16	0	11.00	6.16	0	100.00%	100.00%	0.00%	
Hyden North	18.73	8.11	0.02	18.73	1.50	0	52.91%	18.50%	0.00%	
Kersee	3.09	0.00	0	0.00	0.00	0	0.00%	100.00%	0.00%	
Kondinin Narembeen	0.00	0.00	8.26	0.00	0.00	0.54	100.00%	100.00%	6.54%	
Koolberrin	5.16	3.66	0	5.16	3.66	0	100.00%	100.00%	0.00%	
Lahaor	2.80	2.80	0	2.80	2.80	0	100.00%	100.00%	0.00%	
Malones	2.28	2.08	0	2.28	2.08	0	100.00%	100.00%	0.00%	
Metcalf	0.00	0.00	0	0.00	0.00	0	100.00%	100.00%	0.00%	
Mortimore	0.48	0.48	0	0.48	0.48	0	100.00%	100.00%	0.00%	
Mt Arrowsmith	7.04	0.00	0	0.00	0.00	0	0.00%	100.00%	0.00%	
Mt Walker	0.00	0.00	6.76	0.00	0.00	0	100.00%	100.00%	0.00%	
Mt Walker South	7.67	3.37	0.06	3.37	0.06	0	43.94%	1.78%	0.00%	
Narembeen Boundary	6.10	0.00	0	6.10	0.00	0	100.00%	100.00%	0.00%	
Narembeen South	9.24	4.41	10.38	7.58	4.41	0	82.03%	100.00%	0.00%	
Potter	4.25	0.00	0	0.00	0.00	0	0.00%	100.00%	0.00%	

Excluding SLK 3.00 to 4.13, SLK 4.85 to 6.46 and SLK 7.60 to 8.30

Roach	6.23	6.23	0	6.23	6.23	0	100.00%	100.00%	0.00%	Excluding SLK 7.34 to 8.10
Roe	8.36	6.32	0	7.54	0.00	0	90.19%	0.00%	0.00%	
Roger	3.40	0.27	0	3.40	0.27	0	100.00%	100.00%	0.00%	
Schwartz	0.07	0.07	0	0.00	0.00	0	0.00%	0.00%	0.00%	
Slade	4.66	1.80	0	0.00	0.00	0	0.00%	0.00%	0.00%	
Smith	4.01	4.01	0	4.01	4.01	0	100.00%	100.00%	0.00%	
Soldiers	0.32	0.32	0	0.00	0.00	0	0.00%	0.00%	0.00%	
South Kuminin Bin	1.08	1.08	0	1.08	1.08	0	100.00%	100.00%	0.00%	
South Kuminin East	6.64	0.17	1.05	0.00	0.00	0	0.00%	0.00%	0.00%	
Starcevic Chapman	13.72	2.57	0	0.00	0.00	0	0.00%	0.00%	0.00%	
Tank North	4.80	4.80	0	4.80	4.80	0	100.00%	100.00%	0.00%	
Thorn	0.52	0.52	0	0.00	0.00	0	0.00%	0.00%	0.00%	
Tudor	0.08	0.08	0	0.08	0.00	0	100.00%	0.00%	0.00%	
Wilson	7.83	5.48	0	7.83	5.48	0	100.00%	100.00%	0.00%	
Wogal Muntagin	8.23	0.08	0	0.00	0.00	0	0.00%	0.00%	0.00%	
Wogarl Graball	6.31	6.31	0	0.00	0.00	0	0.00%	0.00%	0.00%	
Wogarl West	1.06	0.66	0	1.06	0.66	0	100.00%	100.00%	0.00%	
Yandle	3.84	1.22	0	3.84	1.22	0	100.00%	100.00%	0.00%	Excluding SLK 6.00 to 9.10
Yawerlin Creek	3.02	3.02	0	3.02	3.02	0	100.00%	100.00%	0.00%	
Yeomans	0.13	0.13	0	0.00	0.00	0	0.00%	0.00%	0.00%	
Total	351.77	197.61	29.6	238.91	141.91	0.54	67.92%	71.81%	1.82%	
Remaining				112.86	55.7	29.06				

AGENDA ITEM: 8.4.2 - Planning Application for Outbuilding – Lot 23 (No 32) Hilton Way, Narembeen

Subject:	Planning Application for Outbuilding – Lot 23 (No 32) Hilton Way, Narembeen
Applicant:	Mr Halley Cowan
File Ref:	P1282
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:	11 th July 2018
Attachments:	Site Plan

SUMMARY

Council is to consider a planning application for an Outbuilding (Shed) on Lot 23 (No 32) Hilton Way, Narembeen.

BACKGROUND

Lot 23 has been developed with an existing house and has an approximate area of 1825m². A location plan is included below for ease of reference.



Source: LandGate

COMMENT

- **Zoning**

Lot 23 is zoned Residential with a coding of R12.5 under the Shire of Narembeen Town Planning Scheme No 2 ('the Scheme').

- **Description of proposed development**

The applicant proposes to construct a 72m² outbuilding in the north east portion of the lot. A wall height of 2.7 metres and ridge height of 3.5 metres is proposed.

The approximate location is indicated below, however is not to scale. A site plan is included as **Attachment 1**.



Source: LandGate

- **State Planning Policy 3.1 – Residential Design Codes**

The Residential Design Codes control the design of most residential development throughout Western Australia and operate as a State Planning Policy. The Residential Design Codes ('R-Codes') outline site requirements such as setbacks.

The Residential Design Codes have two separate options for the assessment of development including 'Deemed to Comply' criteria and 'Design Principles'.

Where an application proposes a variation to the 'Deemed to Comply' criteria of the Codes, then planning approval is required for the development, and a more detailed subjective assessment has to be made based on 'Design Principles' in the Codes.

Under the Codes there are specific 'deemed to comply' requirements for outbuildings as summarised in the table below.

Clause 5.4.3 C3 'deemed to comply' criteria / Outbuildings that:	Consultant Planner Comment
(i) are not attached to the building	Complies.
(ii) are non habitable	Complies.
(iii) collectively do not exceed 60sqm in area or 10 percent in aggregate of the site area, whichever is the lesser	Variation. A 72m ² floor area is proposed.
(iv) do not exceed a wall height of 2.4 metres	Variation. A wall height of 2.7 metres is proposed.
(v) do not exceed a ridge height of 4.2 metres	Complies. A ridge height of 3.5 metres is proposed.
(vi) are not within the primary street setback area;	Variation. It is technically within the primary street setback area which is measured 7.5 metres parallel to the Hilton Way road reserve. However, it is noted that the outbuilding is facing an unconstructed portion of the road.
vi) do not reduce the open space required in table 1; and	Complies. There is still adequate site open space as per table 1 of the Codes.
vii) comply with the siting and design requirements for the dwelling, but do not need to meet the rear setbacks requirements of table 1.	Complies. It meets the average front setback of 7.5 metres. The average is calculated across the entire frontage. The portion of building forward of the 7.5m line is compensated by open space behind the 7.5m line.

The application proposes variations to the 'Deemed to Comply' requirements of the R-Codes therefore Council has to determine if the outbuilding complies with the applicable Design Principle which is:

"Outbuildings that do not detract from the streetscape or the visual amenity of residents of neighbouring properties".

It is not considered that the outbuilding will have a negative impact on streetscape as it is on a lot at the end of Hilton Way, and faces unconstructed road reserve.

It is also not considered that the outbuilding will have any negative impact on neighbours. The lot abuts Avoca Farm to the west and north. The nearest neighbour is directly opposite (on the corner of Hilton Way and Cheetham Way), however their dwelling faces Cheetham Way.

- **State Planning Policy 3.7 – Planning in Bushfire Prone Areas**

The Western Australian Planning Commission released State Planning Policy 3.7 and associated Guidelines for Planning in Bushfire Prone Areas ('the Guidelines') in December 2015. These documents apply to all land declared as 'Bushfire Prone' by the Commissioner of Fire and Emergency Services.

Mapping identifying Bushfire Prone Areas is available through the Department of Fire and Emergency Services website. Lot 23 is within the bushfire prone area (pink area).



Source: www.dfes.wa.gov.au

Under Clause 5.4 of the Guidelines all planning applications in Bushfire Prone Areas are to be accompanied by a BAL (Bushfire Attack Level) assessment. There is no specific exemption for outbuildings.

A Bushfire Attack Level assessment has to be compiled by an accredited fire consultant who assesses vegetation within 100 metres of the development, vegetation types, slope and determines the BAL level. The BAL dictates whether the building has to meet higher construction standards under Australian Standard 3959.

Despite the above, the WAPC has released a new Planning Bulletin 111/2016 in October 2016 that clarifies some of the requirements under the deemed provisions of the Planning and Development (Local Planning Scheme) Regulations 2015 and State Planning Policy 3.7.

The Planning Bulletin states that:

'The deemed provisions exempt renovations, alterations, extensions, improvements or repair of a building, and incidental uses (including outbuildings, verandas, unenclosed swimming pools, carports, patios and storage sheds).

SPP 3.7 does not specify these exemptions, however where the proposal is exempt under the deemed provisions or local planning scheme and does not:

- *result in the intensification of development (or land use);*
- *result in an increase of residents or employees;*
- *involve the occupation of employees on site for any considerable amount of time; or*
- *result in an increase to the bushfire threat;*

the proposal may also be exempt from the provisions of SPP 3.7.'

It is recommended that the outbuilding be supported without a BAL for the following reasons:

- i. It is ancillary to the existing dwelling and will not increase the bushfire risk;
- ii. It will not result in any increase in the number of residents on site;
- iii. The Shires Building Surveyor has advised that a BAL is not required as part of the separate Building Permit process.
- iv. There is no benefit in requiring a BAL at the planning stage if it is not enforceable at the Building Permit stage.

CONSULTATION

• ***Shire Building Surveyor***

TPI has consulted with the Shire's Building Surveyor who has advised as follows:

- i. The shed has a value less than \$20,000 so the exemption under Section 31BA (1A)(a) would prevail and the proposed work would constitute "excluding building work" and as such would not require a Bushfire Attack Level assessment.
- ii. The site plan provided by the applicant, needs to be amended and should detail the distance between the residence and the shed, in accordance to the requirements of the BCA, based upon current information this distance must not be less than 1.8 metres (reference BCA 3.7.1.5(d)).

A revised site plan is likely to be required for the Building Permit. A flexible condition (No 1) of planning approval is recommended to allow a revised site plan to be approved by the Chief Executive Officer.

• ***Neighbour consultation***

Under the R-Codes affected neighbours are to be consulted for 14 days for any development that entails a variation. The Shire wrote to the owner of nearby Lot 22 (corner Hilton / Cheetham Way) and no adverse submission has been received.

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.

Regulation 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.

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 3.1 : Residential Design Codes' and 'State Planning Policy 3.7: Planning in Bushfire Prone Areas'.

The Shire has a mandatory obligation to consider relevant State Planning Policies when making a decision on any application.

FINANCIAL IMPLICATIONS

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

POLICY IMPLICATIONS

Relevant State Planning Policies are explained in the body of this report.

STRATEGIC PLAN REFERENCE

Not Applicable.

RELATED PARTY TRANSACTIONS

Not applicable.

OFFICER RECOMMENDATION

That Council:

1. Determine that the proposed outbuilding on Lot 23 (No 32) Hilton Way, Narembeen meets Design Principle 5.4.3 P3 of the Residential Design Codes which allows "*Outbuildings that do not detract from the streetscape or the visual amenity of residents of neighbouring properties*".
2. Approve the planning application for an outbuilding on Lot 23 (No 32) Hilton Way, Narembeen subject to the following conditions and footnotes:
 - (i) 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 Chief Executive Officer.
 - (ii) All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into adjacent land or road reserve unless otherwise approved in writing by the Chief Executive Officer.

- (iii) 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.

Footnote Advice:

- (a) Please note that the Shires Building Surveyor has advised that the site plan needs to be amended and should detail the distance between the residence and the shed, in accordance to the requirements of the BCA. Based upon current information this distance must not be less than 1.8 metres (reference BCA 3.7.1.5(d)).

This planning approval allows for lodgement of revised plans to be approved separately by the Chief Executive Officer.

- (b) The subject lot is within a designated bushfire prone area as declared by the Commissioner of fire and Emergency Services. Bushfire mapping can be viewed on the website –www.dfes.wa.gov.au

- 3. Note the requirements of ‘State Planning Policy 3.7 : Planning in Bushfire Prone Areas’ and exempt the proposed development from a Bushfire Attack Level assessment consistent with the Western Australian Planning Bulletin 111/2016 which allows an exemption for ancillary outbuildings where there is no increase in bushfire risk.

COUNCIL RESOLUTION

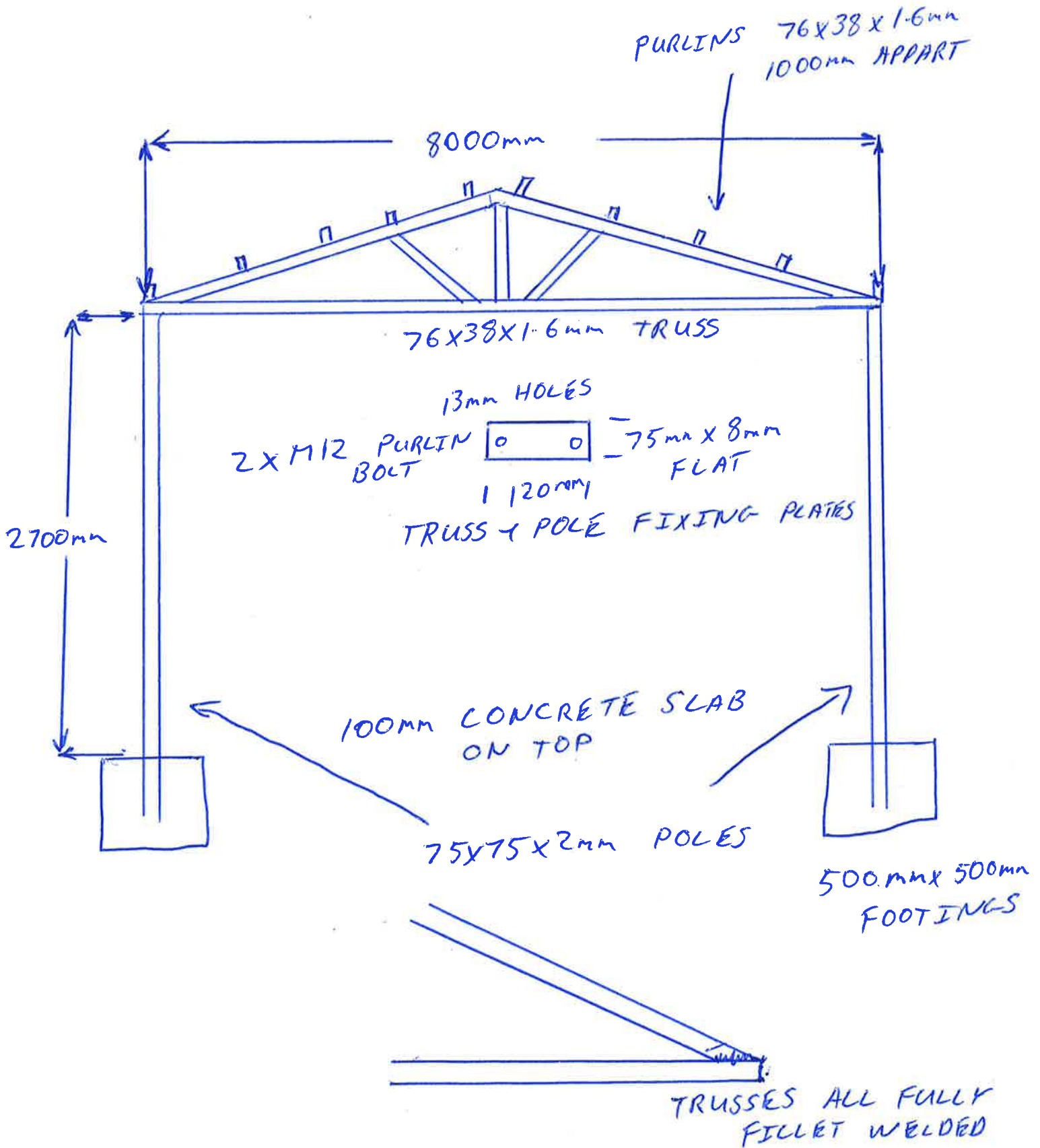
MIN

MOTION - Moved Cr.

2nd Cr.

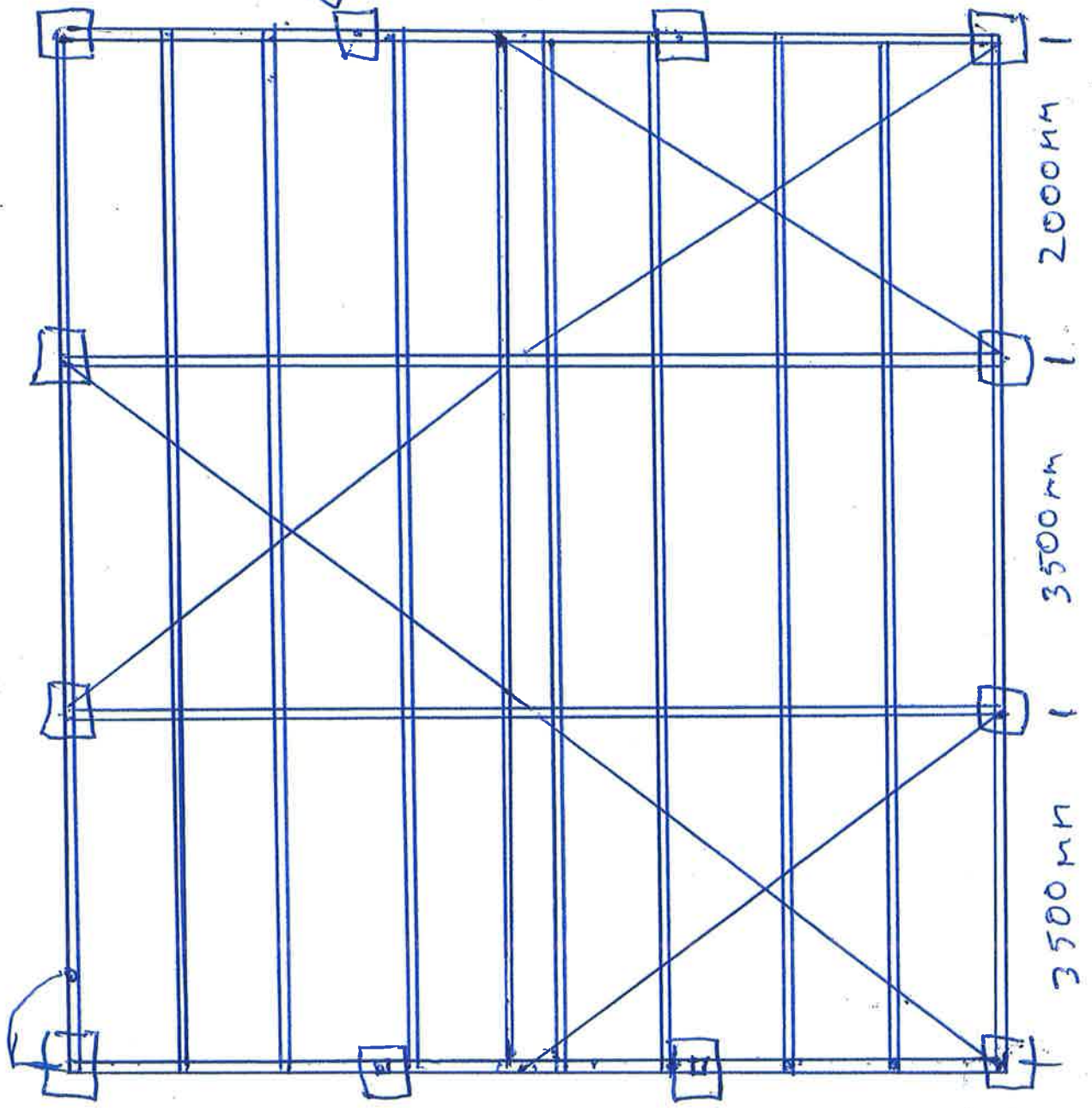
CARRIED /

NAREMBEEN ENGINEERING &
STEEL SUPPLIES
PO BOX 50 NAREMBEEN WA 6369
PH 0890647132 FAX 0890647140



**NAREMBEEN ENGINEERING &
STEEL SUPPLIES**
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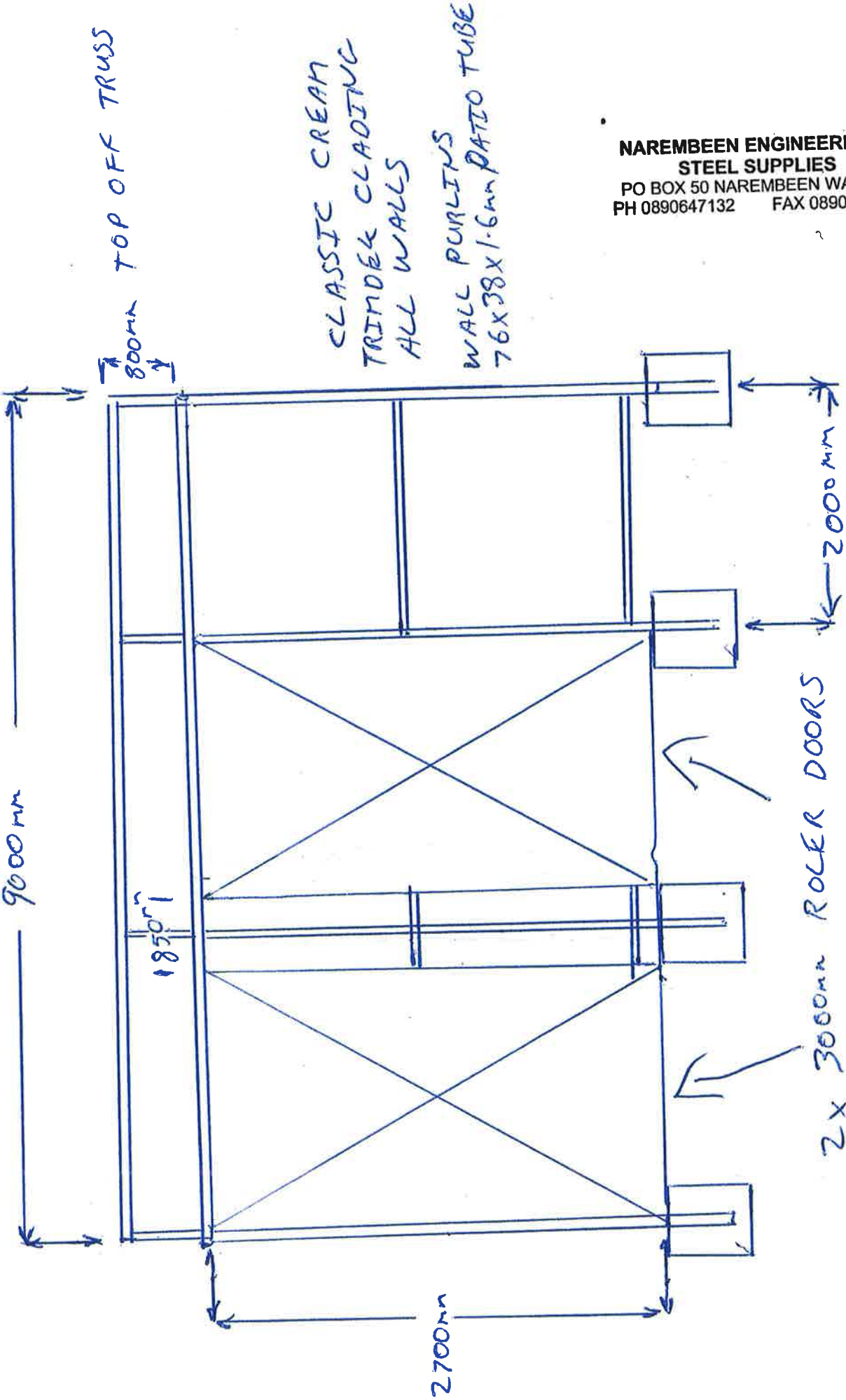
PA DOOR CROSS BARS 30x1.6mm GAL STRAP

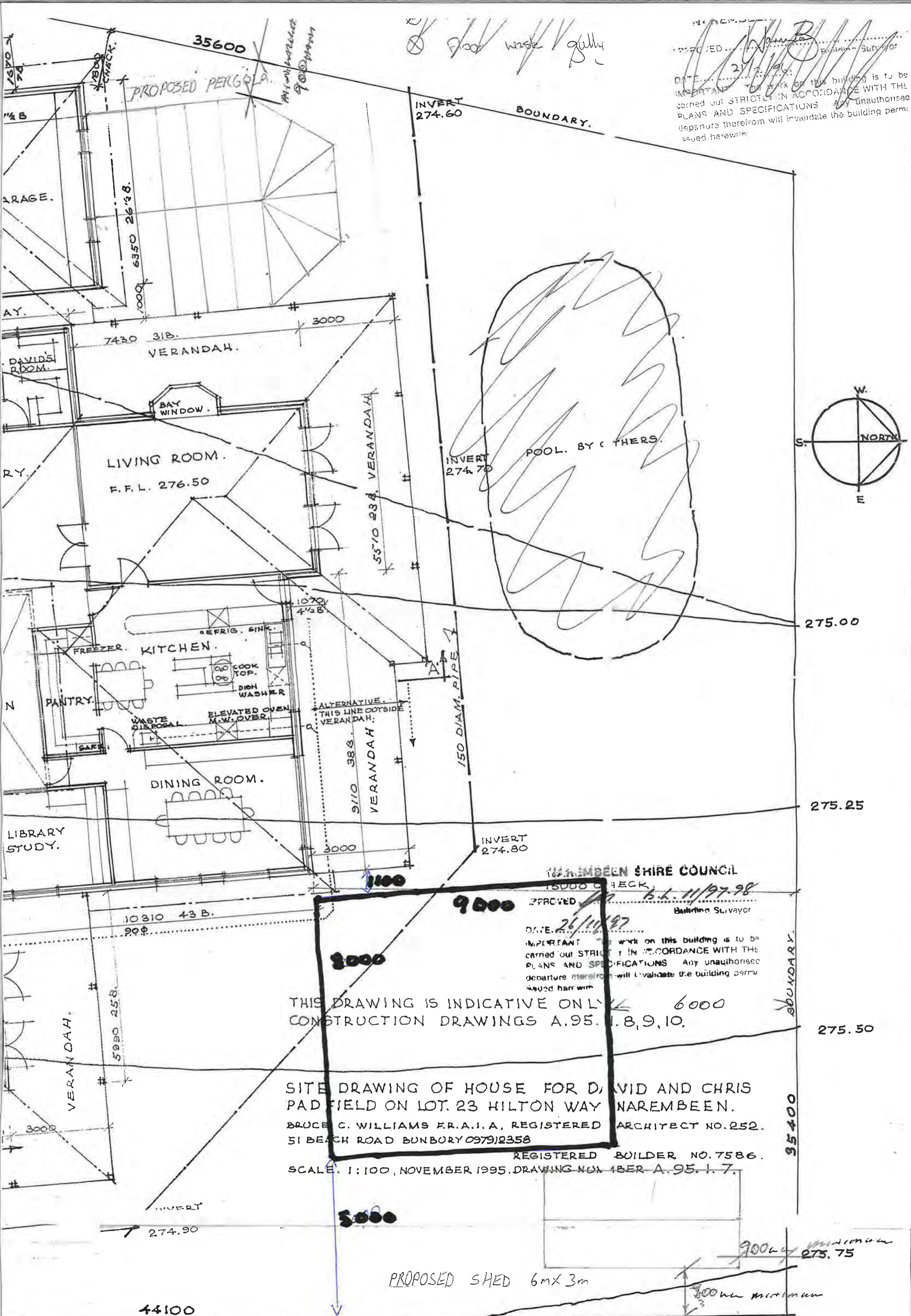


SURFIMIST CUSTOM ORB
ROOF SHEEDS

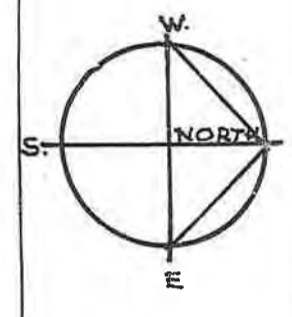
NAREMBEEN ENGINEERING & STEEL SUPPLIES

PO BOX 50 NAREMBEEN WA 6369
PH 0890647132 FAX 0890647140





APPROVED: [Signature]
 DATE: 25/11/97
 IMPORTANT: The work on this building is to be carried out STRICTLY IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS. Any unauthorised departure therefrom will invalidate the building permit issued hereon.



NAREMBEEN SHIRE COUNCIL
 15000 CHECK
 APPROVED: [Signature] 25/11/97
 Building Surveyor

9000
3000
6000
5000

THIS DRAWING IS INDICATIVE ONLY
 CONSTRUCTION DRAWINGS A.95.1.8,9,10.

SITE DRAWING OF HOUSE FOR DAVID AND CHRIS
 PADFIELD ON LOT. 23 HILTON WAY NAREMBEEN.
 BRUCE C. WILLIAMS F.R.A.I.A., REGISTERED ARCHITECT NO. 252.
 51 BEACH ROAD BUNBURY 097912358
 REGISTERED BUILDER NO. 7586.
 SCALE: 1:100, NOVEMBER 1995. DRAWING NUMBER A.95.1.7.

PROPOSED SHED 6m x 3m



150 DIAM. SLOTTED PIPE LAID IN 200 WIDE x 200 DEEP CHANNEL IN CLAY. PIPE ENCASED IN CRUSHED SAND BLUE METAL. PIPE DRAINS SAND IN SAUCER BELOW HOUSE. INVERT LEVELS MAY NEED TO BE VARIED WHEN RIM OF SAUCER IS OPENED UP.

AGENDA ITEM: 8.4.3 - Proposed Subdivision – Lot 101 Hogstrome Road, Narembeen

Subject:	Proposed Subdivision – Lot 101 Hogstrome Road, Narembeen
Applicant:	Crossland and Hardey
File Ref:	ADM185
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:	11 th July 2018
Attachments:	Nil

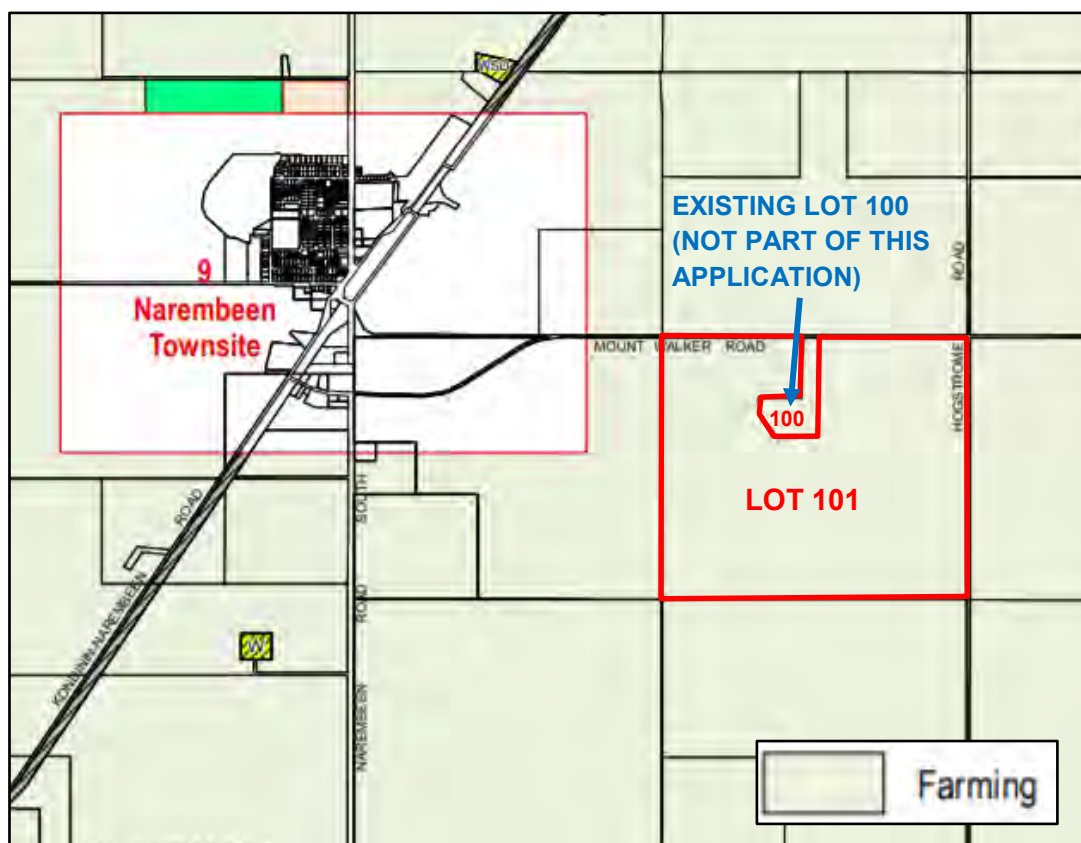
SUMMARY

Council is to consider an application proposing to subdivide Lot 101 Hogstrome Road Narembeen into two lots.

The application has been lodged with the Western Australian Planning Commission (WAPC) who is the determining authority. The WAPC has requested the Shire's recommendation and comments.

BACKGROUND

Lot 101 has an area of 384.47 hectares and is located to the south east of Narembeen townsite on the corner of Hogstrome Road and Mount Walker Road.



Shire of Narembeen Town Planning Scheme No 2 Zoning Map

Lot 101 is zoned 'Farming' under the Shire of Naremben Town Planning Scheme No 2 ('the Scheme').

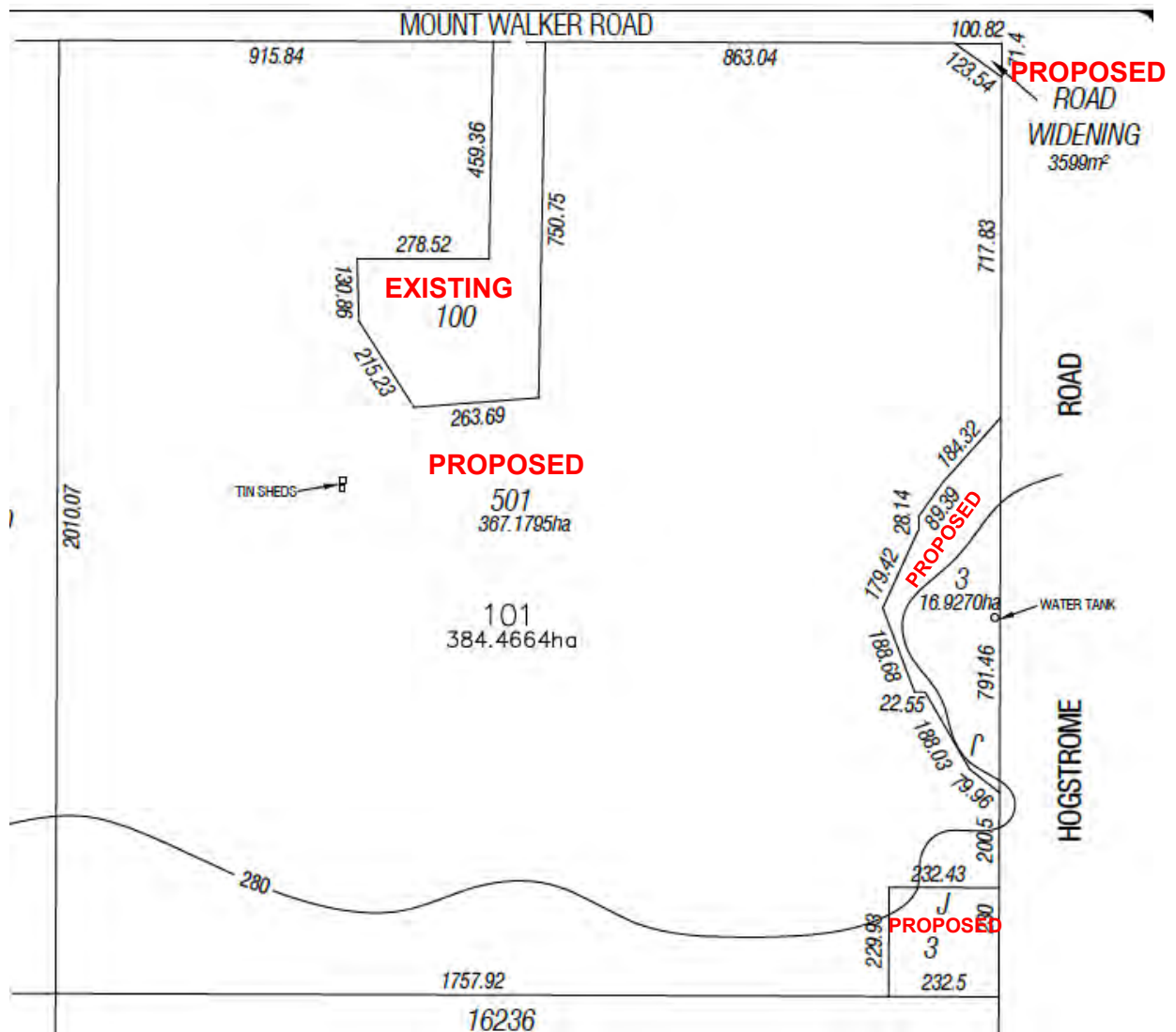
COMMENT

- **Description of proposed subdivision**

The applicant proposes to subdivide existing Lot 101 into two lots as follows:

- (a) Proposed Lot 501 : 367.1795 hectares
- (b) Proposed Lot 3 : 16.9270 hectares.

Proposed Lot 3 is comprised of two separate severed portions – refer subdivision plan below.



TPI has liaised with the Western Australian Planning Commission who advise that the applicant has based the boundary of Lot 3 around a creek line, existing olive farm and the southern part contains a dam used to pump water to maintain the olives.

- **WAPC Development Control Policy 3.4**

The Western Australian Planning Commission 'Development Control Policy 3.4: Subdivision of Rural Land' sets out the principles which will be used by the WAPC in determining this application.

The Policy outlines limited and specific circumstances where the subdivision of rural land may be considered including:

- a. where there is a significant physical division (such as a major highway or large river);
- b. property rationalisation where there is no increase in lot yield (eg realigning farm boundaries);
- c. homestead lots;
- d. for conservation of heritage buildings or places; or
- e. to separate specific land uses onto their own title (such as an abattoir).

The proposed subdivision does not comply with Policy 3.4, and the creek line is not considered to constitute a 'significant division' warranting creation of a new lot.

The olive crop is simply another form of agricultural use and in itself does not provide justification for subdivision that will fragment existing rural land in the Farming zone.

- **State Planning Policy 3.7 – Planning in Bushfire Prone Areas**

The Western Australian Planning Commission released State Planning Policy 3.7 and associated Guidelines for Planning in Bushfire Prone Areas ('the Guidelines') in December 2015. These documents apply to all land declared as 'Bushfire Prone' by the Commissioner of Fire and Emergency Services.

Lot 101 is within the declared bushfire prone area, hence the applicant has lodged a Bushfire Attack Level (BAL) assessment. The BAL report examines vegetation types within 100 metres, slope and distances.

A BAL is a means of measuring the severity of a future buildings exposure to ember attack, radiant heat and direct flame contact. The BAL rating establishes the requirements for construction to improve protection of building elements from attack by bushfire.

This is an important consideration for subdivision as each lot has the potential for construction of a single house.

The fire consultant concluded that the BAL for this land is within Flame Zone (expressed as BAL-FZ). This means that the risk is considered extreme, and that there is potential for any future dwelling to have direct exposure to flames from fire in addition to heat flux and ember attack.

Under Clause 6.7.2 of State Planning Policy 3.7, there is a presumption against approving any subdivision application that will result in the introduction of new development in BAL-FZ.

Accordingly it is not recommended that Council support the subdivision, as it is non compliant with the Shire's Town Planning Scheme, WAPC Policy 3.4 and State Planning Policy 3.7.

CONSULTATION

The Western Australian Planning Commission has referred the application to the Department of Biodiversity, Conservation and Attractions, Department of Water and Environment Regulation, Department of Mines Industry Regulation and Safety, the Water Corporation and Western Power.

STATUTORY IMPLICATIONS

Shire of Narembeen Town Planning Scheme No 2 –

The objectives of the Farming zone are:

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

Clause 4.17.4 of the Scheme outlines circumstances where Council will consider subdivision in the Farming zone.

The Scheme has a general presumption against subdivision in the farming zone, except under specific circumstances such as for a homestead lot, for specific uses such as recreation, for farm adjustment etc

The subdivision does not comply with any of criteria under the Shires Scheme.

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.

Regulation 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. Recommend that the Western Australian Planning Commission refuse the application (No 156898) to subdivide Lot 101 Hogstrome Road, Narembeen for the following reasons:
 - (a) The proposal does not comply with the Shire of Narembeen Town Planning Scheme No 2 or the WAPC Development Control Policy 3.4 which both have a general presumption against subdivision in the Farming zone, except under specific circumstances. The application does not meet any of the specific circumstances outlined in the Scheme or WAPC Policy.
 - (b) The subdivision would create two lots which both have potential to be developed with single houses. The applicants Bushfire Attack Level assessment concludes the land is within BAL –FZ (Flame Zone). The application does not comply with Clause 6.7.2 of 'State Planning Policy 3.7 : Planning in Bushfire Prone Areas'.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

AGENDA ITEM: 8.4.4 - Mt Walker Sports Club Tennis Court Resurfacing

Subject:	Mt Walker Sports Club Tennis Court Resurfacing
Applicant:	Mt Walker Sports Club
File Ref:	ADM131
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Some members may have an interest in the Club.
Author:	Chris Jackson
Date:	12 th July 2018
Attachments:	Project Management Plan

SUMMARY

Council to consider support for the resurfacing of the four existing tennis courts at the Mt Walker Sports Club and an application to the Department of Local Government, Sport and Cultural Industries (DLGSCI) Community Sport Recreation Facilities Fund (CSRFF) small grants program.

BACKGROUND

The Mt Walker Sports Club is located at 3293 Mt Walker Road, Narembeen. The existing courts are in poor condition and are no longer suitable for competitive or recreational tennis.

Mt Walker Sports Club provides a community hub for recreation, sport, leisure and socialising for community members in the more isolated section of the Shire of Narembeen in Mt Walker. The Sports Club caters for members who travel up to 60km to access the club's facilities. The resurfaced courts will encourage more playing members of the Mt Walker Sports Club (tennis) who will bring along their families/friends to utilise the facilities. It is envisaged that the resurfaced courts will increase community participation in physical activity and a better quality of life. The resurfaced courts will also make the playing of tennis far safer than the current condition of the courts which are now in a state of disrepair and are dangerous to play on.

Resurfacing of the courts was set as a high priority (top priority for the club) in the Club's strategic plan by the Mt Walker Sports Club planning committee in 2017 following a survey of members.

COMMENT

Sporting facilities projects with a value of \$200,000 or below are able to apply through the CSRFF small grants program with applications due to the Department of Local Government by the last working day of August 2018 and March 2019 (Two funding rounds each year). The process has changed in that any projects valued at \$200,000 or under are now not accepted in the Annual and Forward Planning Grants round which closes in September.

CSRFF is traditionally funded on a $\frac{1}{3}$ sporting body, $\frac{1}{3}$ Shire and $\frac{1}{3}$ CSRFF basis. The department have advised that resurfacing could now if funded at all, be funded at as low as $\frac{1}{6}$ from CSRFF.

At the time of writing the report, additional information is required and Council needs to take into consideration a number of matters that include:-

1. How much funding does the Club have to put towards the project. The Club may have \$30k in the bank?
2. Will an application to CSRFF be in the Shire name or in the name of the club?
3. Will the Shire prepare the application on behalf of the club?
4. Should the application be made for the August 2018 round or March 2019?

5. If a financial contribution is provided by the Shire it is recommended that it be capped.
6. What additional funding sources are available such as Tennis West?
7. What are the club membership numbers?
8. Council needs be mindful that the Narembeen Tennis Club and Narembeen Hockey Club with Shire assistance are working on a feasibility for a new multi-use synthetic surface which will also require Council support. If this is unsuccessful then resurfacing of the Narembeen Tennis Courts will still be required.

CONSULTATION

Jennifer Collins, Regional Manager DLGSCI
Felicity Cowan, Secretary Mt Walker Tennis Club-Project Management Plan

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The club has received a quote for the supply and lay of matchplay turf at a cost of \$92,675.

The draft 2018/2019 budget at this stage does not include an allocation of funds towards this project. Council could consider making an allocation from the Infrastructure Reserve fund towards this project.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Community Strategic Plan 2017-2027

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

Pending receiving additional information, a recommendation will be discussed at the Council meeting.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

Project Management Plan

Mt Walker Sports Club – Tennis Court Resurfacing

Date: 10 July 2018

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1. Overview

The resurfacing of the four existing tennis courts at Mt Walker Sports Club will provide a safe and usable facility for the playing of tennis for recreation and competition in Mt Walker/Narembeen.

Mt Walker Sports Club is seeking approval from the Shire of Narembeen for this project and a contribution of funding.

1.1. Background

The Mt Walker Sports Club is located at 3293 Mt Walker Road, Narembeen. The existing courts are in poor condition and are no longer suitable for competitive or recreational tennis.

Mt Walker Sports Club provides a community hub for recreation, sport, leisure and socialising to community members in the more isolated section of the Shire of Narembeen in Mt Walker. The Sports Club caters for members who travel up to 60km to access the club's facilities. The resurfaced courts will encourage more playing members of the Mt Walker Sports Club (tennis) who will bring along their families/friends to utilise the facilities. It is envisaged that the resurfaced courts will increase community participation in physical activity and a better quality of life. The resurfaced courts will also make the playing of tennis far safer than the current condition of the courts which are now in a state of disrepair and are dangerous to play on.

Resurfacing of the courts was set as a high priority (top priority for the club) in the Club's strategic plan by the Mt Walker Sports Club planning committee in 2017 following a survey of members.

1.2. Project Scope

The resurfacing will:-

- Be artificial turf, suited to playing tennis
- Cover the four courts already at the Mt Walker Sports Club
- Be marked for tennis
- Include installation of tennis nets

1.3. Methodology & Key Milestones

Survey Mt Walker community	May 2017
Form Mt Walker planning committee	June 2017
Create list of priorities from community survey	June 2017
Establish Strategic Plan	December 2017
Obtain quote to resurface courts	April 2018
Investigate funding options for resurfacing courts	June 2018
Submit Project Management Submission to Shire for approval	July 2018
Based on outcome of funding from Shire, apply for grants (Sport & Rec and Tennis West)	September 2018
Fundraising	September 2018 - ongoing
Grant funding secured	September 2018
Resurface courts	January 2019
Opening of resurfaced courts	February 2019

The estimated timeframe for completion of works following confirmation of grant funding and Shire approval is 5 months.

1.4. Inclusions

- Artificial turf on four courts

1.5. Exclusions

- N/A

1.6. Assumptions / Mitigations

ASSUMPTION	MITIGATION
Project will not exceed budget	Project fully costed prior to resurfacing. Accurate budget tracking. Minimum project variations/changes during construction
No project delays	All project correspondence, procedures, clarifications and issues to be addressed in a timely manner. Clear instructions between stakeholders, including timeframes
Resurfacers will be capable	Reputable tennis court resurfacers will be awarded
Project support from staff, media and community	Regular correspondence and transparency between <u>all</u> stakeholders

1.7. Constraints

CONSTRAINT	DESCRIPTION
Budget constraints	Project will be dependent on grant funding. Requirements and scope for works be kept to minimum and within budget.
Regional Difficulties	Work with local contractor/s and volunteer club members utilising expertise on environment and conditions.

2. Stakeholders

2.1. Internal Stakeholders

Nominated Internal Stakeholders will create the Project Steering Committee (PSC), as indicated below:

Name	Position	Role
Shire of Narembeen Chris Jackson	Chief Executive Officer Shire of Narembeen	Project Director (SON)
Bill Cowan	Local Shire Councillor, Shire of Narembeen	liaising with Mt Walker Sports Club (NC)
Sheree Thomas	Community & Economic Development Officer, Shire of Narembeen	Project Assistant (PA) Including grant funding and liaising with Mt Walker Sports Club

2.2. External Stakeholders

Stakeholder	Role	Key Interest
Felicity Cowan	Project Partner	Secretary, Mt Walker Tennis Club (MWTS)
Karen Bormolini	Project Partner	Treasurer, Mt Walker Sports Club (MWCT)
Eric Bormolini	Project Manager	President, Mt Walker Sports Club (MWCP)
Tennis West	Partnership Funding	Grants (TW)
Department of Local Government, Sport and Cultural Industries	Partnership Funding	Grants (SR)
Resurfacing contractor (Sports Surfaces)	Resurfacers	Design, Construction & Defects (RC)

3. Budget

Cost Component	Budget
Supply and lay matchplay turf	\$92 675.00
Total Project Costs	\$92 675.00

- Mt Walker Sports Club will remove and dispose of existing turf
- Mt Walker Sports Club volunteers will freight turf and sand to site
- Appoint reputable Builder
- Builder finance and reference checks
- Project financial tracking
- Expenditure is governed by the Shire of Narembeen's Finance Policy

4. Procurement

All procurement in accordance with the Shire of Narembeen's Purchasing Policy 3.1.4 adopted 19/3/14, reviewed 18/5/16.

5. Communication

5.1. Communication, Reporting and Tracking Plan

Stage	Purpose	Stakeholder	Method	Frequency
PLANNING	Project approval	Internal Stakeholders MWTS, MWCT, MWCP	Project meeting	As required
EXECUTION	Initiate project execution	MWCP, MWTS, RC	Startup meeting	Prior to construction
	Project tracking	MWCP, SON	Site meeting	As required
	Project scope change	SON, RC, MWCP, MWTS	Email	As required
	Project updates	SON, MWTS	Email progress	End of month
FINALISATION	End User training	SON, MWTS, MWCT, MWCP, End Users, RC	Site meeting	End of project
	Review project, identify issues, lessons learnt, improvement plans and achievements	Internal Stakeholders MWTS, MWCT, MWCP	Closure report	

5.2. Communication Strategy

Stakeholder	Requirement	Method	Frequency
Internal Stakeholders MWTS, MWCP	Access to information	Status update	Monthly
		Progress report	Monthly
		Financial tracking	As required
Internal Stakeholders MWTS, MWCT	Access to information	Progress report	Monthly
Internal Stakeholders MWTS, MWCT	Access to information	Financial tracking	As required
MWTS, MWCT, MWCP	Access to information	Email correspondence	As required
Opening Ceremony	Lead time notification	Progress report	Monthly
		Build timeline	As required
RC	Access to information	Progress report and email	As required

6. Finalisation

6.1. Action

- Project inspection
- Handover facility to End Users
- Coordinate facility training for End Users
- Finalise due payments
- Coordinate defects liability period maintenance
- Closure Report
- Opening Ceremony

6.2. Evaluation

- Were all project objectives achieved?
- Were all project objectives satisfactory?
- Did the project comply with the criteria?
- Were the tools, processes and resources adequate?

6.3. Knowledge

- What went well? Why?
- What did not go well? Why?
- What can be improved?
- How can more be learnt?
- Compare previous projects to determine common issues or solutions

6.4. Record

- Archive all relevant documentation
- Archive and share Lessons Learnt Log with relevant staff members

8.5 Executive Manager Corporate Services

AGENDA ITEM: 8.5.1 - Executive Manager Corporate Services Report

Subject:	Executive Manager Corporate Services Report
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Bonnie Cole
Date:	10 th July 2018
Attachments:	Nil

SUMMARY

Council are to consider the report from the Executive Manager Corporate Services and endorse any actions as appropriate.

BACKGROUND

Provide monthly reports in a format that provides information with a view to assist in the decision making process.

COMMENT

Staff Matters

Chris and I have been in discussions regarding filling the Finance Officer position while Rachael is on Maternity Leave. Rachael has indicated that she will go on leave from the beginning on September and return to work, full time in early February 2019. Staff have advertised in the West Australian and the Fence Post for a six month fixed term position to fill this role over that time. Applications for this position close on 24th July 2018.

Budget Development

The majority of my time over the last couple of months has been putting together the budget figures and documents. The 17/18 financial year has now been closed off, stopping any further charges to be allocated to that year, allowing me to get an estimated carry forward figure to base the budget on. The adoption of the budget will occur later in today's meeting.

Annual Financial Report

Along with the budget, the end of the financial year also means the commencement of paperwork for the annual financial report. Council's Auditors, Moore Stephens, have developed a new portal on their website which allows more reports to be uploaded to them via this portal rather than relying on emails and drop box. While there are some drawbacks to this new system, I think overall it will be very beneficial to staff when it comes to the audit. Our audit is scheduled for 8th to 10th October. This is later than I would have liked but it does give me plenty of time to get everything prepared for their visit.

CONSULTATION

Chris Jackson
Rachael Moore
Sheree Thomas

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As per budget requirements or as reported above.

POLICY IMPLICATIONS

Nil

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 Council received the Executive Manager Corporate Services Report for July 2018 and endorse the associated actions.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

AGENDA ITEM: 8.5.2 - 2018/2019 Budget Adoption

Subject:	Shire of Narembeen 2018/2019 Annual Budget
Applicant:	Nil
File Ref:	ADM465
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Bonnie Cole, Executive Manager Corporate Services
Date:	11 th July 2018
Attachments:	Shire of Narembeen 2018/2019 Annual Budget, 2018/2019 Fees and Charges (Including CRC) – separate attachment

SUMMARY

Council to adopt the Annual Budget for the Shire of Narembeen for the period ending 30 June 2019.

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

Budget Information Comparison from 2017/2018 to 2018/2019

The following table compares major budget areas of income and expenditure between 2017/2018 and 2018/2019 budgets.

Section	2017/2018	2018/2019	Difference
<u>EXPENDITURE</u>			
Capital inc Roads	\$6,807,895	\$5,764,015	\$1,043,880
Road Maintenance	\$540,290	\$990,602	-\$450,312
Storm Damage (WANDRRA)	\$5,500,000	\$3,500,000	\$2,000,000
Plant Budget	\$911,367	\$891,209	\$20,158
Salaries & Wages	\$1,861,005	\$1,861,953	-\$948
Utilities	\$247,900	\$253,550	-\$5,650
Insurance	\$180,587	\$195,262	-\$14,675
	\$16,049,044	\$13,456,591	\$2,592,453
<u>INCOME</u>			
Operating Grants	\$7,044,732	\$5,917,036	\$1,127,696
Rates (Proposed) net of Discount	\$1,603,936	\$1,669,192	-\$65,256
Non-Operating Grants	\$4,585,359	\$2,747,016	\$1,838,343
	\$13,234,027	\$10,333,244	\$2,900,783

Notes to the above table:

- Within the road capital, road maintenance and plant budget all items of expenditure listed have a salaries and wages component included.
- The Salaries and wages is listed with the total of salaries and wages for the entire workforce therefore includes the above.

- The road maintenance budget is significantly bigger than the 17/18 budget due to a very high capital road works program last year. The WANDRRA work is also in addition to this maintenance.
- The 2017/2018 budget did not allow for the prepayment of the 18/19 Financial Assistance Grant to be paid into the 17/18 financial year. The 18/19 budget has included 50% in carry forward budget, not as expected income.

Notes to the Draft Budget Document

- Income Statement by program and Nature and Type
- Rate Increase – It is proposed for Council to adopt a 3.5% increase of the rates
- Following adoption of the budget a formal copy will be printed for staff and Councillors.
- The opening 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 2017/2018 year.
- The budget will then be adjusted during the budget review in February 2019.

Council adopted the Fees and Charges at its May 2018 meeting. As per requirements these were subsequently advertised to be affective 1st July 2018.

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

Shire of Narembeen 2018/2019 Annual Budget.

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.

RELATED PARTY TRANSACTIONS

There are no related party transactions that relate specifically to the adoption of the budget. However, throughout the course of the financial year budgeted funds may be expensed to a number of parties that could be considered related parties. As this arises the transactions will be recorded

OFFICER RECOMMENDATION

Council adopts the following for the 2018/2019 Financial Year:-

1. That the GRV Rate in the Dollar of \$0.122352 be adopted;
2. That the UV Rate of \$0.014474 be adopted;
3. That a minimum rates of \$455.00 per property for all Gross Rental Value Residential and Unimproved Value for rateable property within the district be adopted;
4. Council offers to ratepayers the following payment options for 2018/2019;

Option	Due By
Option A – One Payment (Includes 4% discount [No cost to Council])	31 st August 2018
Option B – 4 Instalment Option	31 st August 2018 2 nd November 2018 18 th January 2019 22 nd March 2019

5. No instalment option is offered for rubbish charges – no instalment interest or penalty interest to apply.
6. Administration fee of \$10.00 per reminder rate notice (Option B)
7. Instalment interest to be levied at 5.5%
8. Late payment penalty interest to be levied at 11% for Rates and Emergency Services Levy for all outstanding rates from the applicable due date.
9. Discount – 4% for early payment of rates within 35 days of issue (ie: by 31st August 2018)
10. The rating Valuations for Gross Rental Value of \$1,744,437 be adopted;
11. The rating Valuations for Unimproved Value of \$102,328,400 be adopted;
12. That the Rubbish Removal Service Charge of \$340.00 per service, per annum be adopted with all additional services at a cost of \$374.00 including GST;
13. That the fees and Charges as presented for 2018/2019 be adopted;
14. That Council elects a Material Variance of 10% of Budget or \$25,000, whichever is greater, by reporting program as the Material Variance under FM Reg 4.
15. The Accounting Policies contained within the 2017/2018 Budget Document be adopted as Council's Accounting Policies and the Policy Manual be updated accordingly;
16. That the 2018/2019 Budget including the above items be adopted.
17. Authorise the creation of a new Reserve for Bendinger Landfill future developments.

COUNCIL RESOLUTION

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

CARRIED /

AGENDA ITEM: 8.5.3 - Narembeen Community Resource Centre Report – July 2018

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
Date:	3 rd July 2018
Attachments:	Nil

SUMMARY

Council is to consider the Community Resource Centre report for July 2018.

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 Regional Development's funding for the CRC's Business and Action Plans.

The Outcome Areas are specified in the CRC's Activity Plan and identify a range of funded activities.

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

Community Training

We are working with the Narembeen Community Shed and Be Connected to run a series of computer workshops for seniors.

Business Training

The CRC continues to provide training opportunities for the business community. We held a chainsaw course and will be holding a forklift course next.

Alzheimer's WA Information Session

This was a great information session and was very well received in the community.

S.O.C.K Week

Although with the relocation of the CRC some of the activities we had planned to hold over the week didn't happen, we still felt this was a great success. This year Bruce Rock and Kondinin got their community involved and we hope this will only grow.

Upcoming Events:

School Holiday Activity
Seniors Club

DPIRD

An updated activity plan was sent and approved by the department, this gives us a road map to use for events, this is a live document that will change over the course of the new financial year as dictated by the needs of the community

Relocation

We have settled well into 15 Longhurst Street and will continue to deliver outstanding services to the community.

CONSULTATION

Sheree Thomas, Community & Economic Development Officer

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 2018 and endorse the associated actions.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

AGENDA ITEM: 8.5.4 - June 2018 Schedule of Accounts

Subject:	June 2018 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:	9 July 2018
Attachments:	List of Payments and Credit Card Statements

SUMMARY

For Council to review the payments made in June 2018.

BACKGROUND

A schedule of accounts paid during the month of June 2018 is provided as follows:

Municipal Cheque Account:	\$ 1,141,729.70
Trust Cheque Account:	\$ 5.00
CRC Cheque Account:	\$ 1081.72

COMMENT

The following payments greater than \$5,000.00 were made during the month of June 2018:

EFT11044	01/06/2018	Leeuwin Civil Pty Ltd	AGRN743 Flood Recovery Works Progress Claim 10 April - 2018	\$ 347,396.12
EFT11053	11/06/2018	FS & S & M Lopez	Bobcat Hire + supply 18 cubes of off white concrete	\$ 9,840.60
EFT11059	11/06/2018	Narembeen IGA	2x Panasonic Phones, 1x TV, 1x Washing Machine, 1x Vacuum Cleaner, 1x Fridge, 1x Wall bracket, 1x Satellite Decoder	\$ 6,655.33
EFT11065	11/06/2018	Richard Dennison	Apply washed aggregate concrete at new Apex Shed(2drums of 20 litre washed aggregate high gloss sealer)	\$ 11,858.00
EFT11080	15/06/2018	Ag Implements Narembeen	2018 Model CAB Tractor with loader	\$ 112,200.00
EFT11086	22/06/2018	Avon Waste	Waste collection	\$ 14,946.85
EFT11091	22/06/2018	Chris Bray Electrics Pty Ltd	Final Claim for Emergency Services Electricity Installation	\$ 16,970.80
EFT11096	22/06/2018	Dallcon	Pipe end walls	\$ 14,137.20
EFT11110	22/06/2018	Narembeen Engineering And Steel Supplies	41m fencing including cutting	\$ 14,159.20
EFT11116	22/06/2018	Narembeen Tyre service	Tyres	\$ 5,699.00
EFT11120	22/06/2018	Paul Kraft & Associates	Road Widening Kondinin/Narembeen Road Preparation & Lodgement Costs	\$ 16,187.00
EFT11123	22/06/2018	Roads 2000	Supply and lay asphalt at Emergency services building, Ricker Road & Staff Car Park	\$ 144,926.76
EFT11127	22/06/2018	Stephen Carrick Architects	Professional Fee for Final Project Drawing Documentation & Budget	\$ 6,600.00

			Estimations/Quotations Lesser Hall	
EFT11136	25/06/2018	Core Business Australia Pty Ltd	AGRN743 WANDRRA Claim 16 - May 2018	\$ 112,437.82
EFT11137	25/06/2018	Leeuwin Civil Pty Ltd	AGRN743 Flood Recovery Works Progress Claim 11 - 6 June 2018	\$ 425,878.64
11020	11/06/2018	Water Corporation	Water Charges	\$ 12,700.30
11023	21/06/2018	Telstra	Relocation cables Kondinin-Naremben & Mount Walker Road	\$ 12,686.86
DD9568.1	21/06/2018	Bankwest	Direct Debit – Bankwest Credit Card	\$ 5,447.44
DD9584.2	28/06/2018	WA Local Government Superannuation Plan	Payroll deductions	\$ 8,771.90

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

Shire of Narembeen 2017/2018 Budget

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 Schedule of Accounts for June 2018, including those of the CRC;
2. Receive the Credit Card Statements for June 2018 for the Shire; and
3. Receive the Credit Card Statement for May 2018 for the CRC.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /



SHIRE OF NAREMBEEN

SCHEDULE OF ACCOUNTS SUBMITTED TO COUNCIL 18 JULY 2018

Chq/EFT	Date	Name	Description	Amount
EFT11044	01/06/2018	Leeuwin Civil Pty Ltd	AGRN743 Flood Recovery Works Progress Claim 10 April - 2018	\$ 347,396.12
EFT11045	11/06/2018	All Ways Foods	Cleaning materials for Caravan Park (Papertowels, hand towel, hand cleaner, C&C cleaner, jumbo parablocks)	\$ 605.79
EFT11046	11/06/2018	Ampac Debt Recovery (WA) Pty Ltd	Claimant Service travel fee for A5195 + A1309	\$ 594.00
EFT11047	11/06/2018	Australian Services Union	Payroll deductions	\$ 51.70
EFT11048	11/06/2018	Chris Bray Electrics Pty Ltd	Replace lights at netball courts	\$ 1,017.50
EFT11049	11/06/2018	Copier Support	Printing Costs 24/04/2018 - 23/05/2018	\$ 536.24
EFT11050	11/06/2018	Department Of Fire And Emergency Services (FESA)	ESLB 4th Qtr contribution	\$ 4,620.00
EFT11051	11/06/2018	Donovan Ford	Seatbelt buckle for front seat	\$ 44.91
EFT11052	11/06/2018	Easifleet	Payroll deductions	\$ 664.83
EFT11053	11/06/2018	FS & S & M Lopez	Bobcat Hire + supply 18 cubes of off white concrete	\$ 9,840.60
EFT11054	11/06/2018	Hendry	Performance Assessment of Rec Centre Building Consultancy Service - Fire Service Audit	\$ 3,850.00
EFT11055	11/06/2018	Henry Schein Regional Pty Ltd	Monthly Digital IT support	\$ 35.00
EFT11056	11/06/2018	Initial	Installation + 2x sanitary disposal services 31/05/18 - 26/06/18	\$ 72.00
EFT11057	11/06/2018	Kleenheat Gas	Gas for Rec Centre	\$ 658.19
EFT11058	11/06/2018	Momar Australia Pty Ltd	12x Moly DSD	\$ 515.90
EFT11059	11/06/2018	Narembeen IGA	2x Panasonic Phones, 1x TV, 1x Washing Machine, 1x Vacuum Cleaner, 1x Fridge, 1x Wall bracket, 1x Satellite Decoder - NVES	\$ 6,655.33
EFT11060	11/06/2018	Narembeen Community Resource Centre	Short payment for Caravan Park Business Advertising	\$ 34.50
EFT11061	11/06/2018	Narembeen Hardware and Ag Supplies	Battery Charger, BBQ Burner, Jumper Leads, Broom, Dust Pan & Broom, Fire Blanket, High Pressure Washer, Mat Door Keeper, Powerboard, Hose, Rubbish bin, Wall clock -	\$ 4,865.19
EFT11062	11/06/2018	Navada Computer Services Pty Ltd	1x desktop Computer with Keyboard + Mouse, 1x Epson Printer/Scanner/Copier, 1x Router, Microsoft Office Suite - NVES	\$ 1,930.01
EFT11063	11/06/2018	P M Services Narembeen	Waste Station Manager Wages 19 May - 1 June 2018	\$ 2,496.00
EFT11064	11/06/2018	PC & JE Kennedy	Remove old APEX building and install steel works at new area	\$ 4,135.00
EFT11065	11/06/2018	Richard Dennison	Apply washed aggregate concrete at new Apex Shed (2drums of 20 litre washed aggregate high gloss sealer)	\$ 11,858.00
EFT11066	11/06/2018	Rob Roy Panelbeaters	Excess for repairs on Nissan Navara NB613	\$ 500.00
EFT11067	11/06/2018	Ross Diesel Service	M18 3 piece combo fuel kit	\$ 915.00
EFT11068	11/06/2018	Shire Of Kellerberrin	Hire of road sweeper to sweep town streets on 26/04/18	\$ 1,705.00

EFT11069	11/06/2018	St John Ambulance Narembreen Sub-centre	First Aid Kit for new building	\$	125.00
EFT11070	11/06/2018	Star Track Express	Freight from Sealite Pty Ltd	\$	247.47
EFT11071	11/06/2018	Stephanie Laurie Settlements	Road Widening - Tomljanovich #407491	\$	2,136.65
EFT11072	11/06/2018	Toll Ipec Pty Ltd	Freight from Access Office	\$	552.42
EFT11073	11/06/2018	WA Contract Ranger Services	Ranger Services 11/05/2018 + 17/05/2018	\$	1,309.00
EFT11074	11/06/2018	WA Regional Plumbing	Remove & replace old fire flue @ 18 Hilton Way	\$	1,067.98
EFT11075	11/06/2018	Westrac Equipment Pty Ltd	Seal kits	\$	146.25
EFT11076	11/06/2018	Wurth Australia Pty Ltd	12x cockpit cleaning spray	\$	189.99
EFT11077	11/06/2018	Cr Barry Cole	GYM BOND REFUND	\$	50.00
EFT11078	11/06/2018	Department of Commerce	NAREMBEEN HOCKEY CLUB BA18-01	\$	56.65
EFT11079	11/06/2018	Jutta Slade	GYM BOND REFUND	\$	50.00
EFT11080	15/06/2018	Ag Implements Narembreen	2018 Model CAB Tractor with loader	\$	112,200.00
EFT11081	22/06/2018	Access Office Industries	6x Aragon Black Ultra Chairs	\$	1,213.30
EFT11082	22/06/2018	Ag Implements Narembreen	Radiator Coolant	\$	311.26
EFT11083	22/06/2018	Aust Post	Postage Charges May 2018	\$	46.33
EFT11084	22/06/2018	Australia Day Council Of WA	Gold Membership 2018/2019	\$	577.50
EFT11085	22/06/2018	Australian Services Union	Payroll deductions	\$	75.95
EFT11086	22/06/2018	Avon Waste	399x domestic rubbish x 4 weeks	\$	14,946.85
EFT11087	22/06/2018	Boc Gases	Gases for depot	\$	473.19
EFT11088	22/06/2018	Business Base	Commercial Whiteboard 1800 x 1200m	\$	1,316.00
EFT11089	22/06/2018	CJB Carpentry	Concrete paving to front entrance of new emergency services facility	\$	3,514.50
EFT11090	22/06/2018	cancelled			
EFT11091	22/06/2018	Chris Bray Electrics Pty Ltd	Final Claim for Emergency Services Electricity Installation	\$	16,970.80
EFT11092	22/06/2018	Civic Legal	Lease of Crown Land (Avon Location 21952, Reserve 18080 Narembreen Air)	\$	3,409.56
EFT11093	22/06/2018	Corrigin Concrete Supplies	Install Chainmesh Fence	\$	4,620.00
EFT11094	22/06/2018	Covs	Oil filter, air Filter & cabin air filter	\$	218.83
EFT11095	22/06/2018	Cutting Edges Pty Limited	1x Grader Blades, 20x Bolts & 20x Nuts	\$	2,532.90
EFT11096	22/06/2018	Dalcon	Pipe endwalls	\$	14,137.20
EFT11097	22/06/2018	Department of Local Government, Sport and Cultural Industries	Return balance of funds for Sport 4 All - KidSport Program	\$	3,205.00
EFT11098	22/06/2018	Easifleet	Payroll deductions	\$	664.83
EFT11099	22/06/2018	Fire & Safety WA	10ltr drum of silvex plus bushfire foam	\$	858.00
EFT11100	22/06/2018	Great Southern Fuel Supplies	CEO Fuel Car Fuel Costs May	\$	257.79
EFT11101	22/06/2018	Irving Holdings WA	Catering	\$	1,561.03
EFT11102	22/06/2018	Ixon	Chlorine 70kg	\$	185.51
EFT11103	22/06/2018	Landgate	Mining Tenements	\$	61.60
EFT11104	22/06/2018	Landmark Operations Limited	10x 20l fallowboss + 5kg tordon granules	\$	3,083.96
EFT11105	22/06/2018	Marketforce	Death Notice in West Australian for Ray Parsons	\$	207.58

EFT11106	22/06/2018	Martin Inglis		Refund for 1 night @ Cabin 5	\$	132.00
EFT11107	22/06/2018	Mcintosh And Son		2x fan belt	\$	189.13
EFT11108	22/06/2018	Moore Stephens		Strategic Financial Issues Training on 16/05/18 for councillors + staff	\$	4,466.92
EFT11109	22/06/2018	Narembeen Club Inc		Power charges for Bowling area, oval and netball courts	\$	1,044.95
EFT11110	22/06/2018	Narembeen Engineering And Steel Supplies		41m fencing including cutting	\$	14,159.20
EFT11111	22/06/2018	Narembeen Hardware and Ag Supplies		75 LG TV	\$	4,233.33
EFT11112	22/06/2018	Narembeen Hardware and Ag Supplies - Building A/C		concrete paving sealer	\$	549.96
EFT11113	22/06/2018	Narembeen Hardware and Ag Supplies - Shire Workshop		line markers blue, white, yellow	\$	1,713.99
EFT11114	22/06/2018	Narembeen Medical Centre		Doctor & Hospital Consult for Richard Gausden	\$	397.75
EFT11115	22/06/2018	Narembeen Rural Newsagency		The West Australian newspaper	\$	45.60
EFT11116	22/06/2018	Narembeen Tyre service		Tyres	\$	5,699.00
EFT11117	22/06/2018	Ness Gas Supplies		45kg Gas Bottle	\$	240.00
EFT11118	22/06/2018	Nordic Fitness Equipment		Service of gym equipment	\$	1,053.00
EFT11119	22/06/2018	P M Services Narembeen		Wages for Waste Station Manager 2 June - 15 June 2018	\$	2,496.00
EFT11120	22/06/2018	Paul Kraft & Associates		Road Widening Kondinin/Narembeen Road Preparation & Lodgement Costs DPs 413065, 413066, 413068 - 413072	\$	16,187.00
EFT11121	22/06/2018	Perfect Computer Solutions Pty Ltd		Labour for machine issues/troubleshoots	\$	425.00
EFT11122	22/06/2018	Redfish Technologies Pty Ltd		Detailed Site Survey of Narembeen Townsite for CCTV	\$	1,540.00
EFT11123	22/06/2018	Roads 2000		Supply and lay asphalt at Emergency services building/Fricker Road/Carpark	\$	144,926.76
EFT11124	22/06/2018	Shire Of Bruce Rock		6x bitumen drums (1200l bitumen)	\$	1,560.60
EFT11125	22/06/2018	Star Track Express		Freight from Cutting Edges	\$	699.86
EFT11126	22/06/2018	Starwards Enterprises Pty Ltd		Internet Connection for Fire Brigade - Netgear Nighthawk	\$	336.00
EFT11127	22/06/2018	Stephen Carrick Architects		Professional Fee for Final Project Drawing Documentation & Budget Estimations/Quotations	\$	6,600.00
EFT11128	22/06/2018	Taylor Hardyman Group		10x lockers	\$	4,939.00
EFT11129	22/06/2018	The Murray Hotel Pty Ltd		Accommodation & Breakfast 12/06 - 14/06/18 for Shane Biddulph (Managers Workshop)	\$	1,174.00
EFT11130	22/06/2018	Toll Ipec Pty Ltd		Freight from Adage Furniture	\$	433.47
EFT11131	22/06/2018	WA Contract Ranger Services		Ranger Services 05/06 + 12/06/18	\$	748.00
EFT11132	22/06/2018	WA Regional Plumbing		Replace 6x toilet cisterns and seats	\$	3,586.09
EFT11133	22/06/2018	Western Australian Treasury Corporation		Loan No. 127D interest payment + principle repayments	\$	4,524.83
EFT11134	22/06/2018	Wildlife Research & Management Pty Ltd		Reimbursement for Wadderin Group Insurance	\$	1,323.30
EFT11135	25/06/2018	CJD Equipment Pty Ltd		fuel lift pump	\$	1,840.92
EFT11136	25/06/2018	Core Business Australia Pty Ltd		AGRN743 WANDRRA Claim 16 - May 2018	\$	112,437.82
EFT11137	25/06/2018	Leeuwinn Civil Pty Ltd		AGRN743 Flood Recovery Works Progress Claim 11 - 6 June 2018	\$	425,878.64
EFT11138	28/06/2018	Chris Mitchell Earthworks & Landscaping Supplies		16 Ton of 12mm cracked gravel - collected from yard.	\$	1,250.00
TOTAL EFT PAYMENTS					\$	1,365,009.81

11018	11/06/2018	Narembeen Shire Council	12 month registration renewal	\$	50.20
11019	11/06/2018	Telstra	Phone Charges up to 24 May 2018 + Service & Equipment Rental Charges to 24 June 2018	\$	2,693.42
11020	11/06/2018	Water Corporation	Water Charges for Lot 28268 Currall Street from 27 Mar - 24 May 2018	\$	12,700.30
11021	21/06/2018	Narembeen Shire Council	12mths vehicle regstartion renewal	\$	77.95
11022	21/06/2018	Synergy - Western Power	Electricity Charges for 79 Streetlights from 25 April - 24 May 2018	\$	2,155.20
11023	21/06/2018	Telstra	Relocation cables Kondinin-Narembeen & Mount Walker Road	\$	12,686.86
11024	21/06/2018	Water Corporation	Water Charges for Standpipe at Mount Walker Road from 1 May to 30 June 2018	\$	2,757.53
TOTAL CHEQUE PAYMENTS \$				\$	33,121.46

DD9559.6	14/06/2018	IOOF Employer Super	Superannuation contributions	\$	321.98
DD9564.1	18/06/2018	On Hold Productions PTY LTD	Monthly on hold music charges	\$	75.90
DD9568.1	21/06/2018	Bankwest	Direct Debit - Bankwest	\$	5,447.44
DD9573.1	13/06/2018	Nib Health Insurance	EMCS health insurance	\$	198.34
DD9584.1	28/06/2018	Australian Super	Superannuation contributions	\$	824.43
DD9584.2	28/06/2018	WA Local Government Superannuation Plan	Payroll deductions	\$	8,771.90
DD9584.3	28/06/2018	Prime Superannuation Fund	Superannuation contributions	\$	173.24
DD9584.4	28/06/2018	Plum Super Fund	Superannuation contributions	\$	225.91
DD9584.5	28/06/2018	AMP Life Limited	Superannuation contributions	\$	237.31
DD9584.6	28/06/2018	IOOF Employer Super	Superannuation contributions	\$	321.98
TOTAL DIRECT DEBIT PAYMENTS \$				\$	16,598.43
TOTAL MUNICIPAL PAYMENTS \$				\$	1,414,729.70

317	11/06/2018	Narembeen Shire Council	NAREMBEEN HOCKEY CLUB BA18-01 Commisson	\$	5.00
TOTAL TRUST PAYMENTS \$				\$	5.00

Chq/EFT	Date	Name	Description	Amount
23255	01/06/2018	Accent Rubber Stamps	Black in Stamp	\$ 52.45
23256				
23257	14/06/2018	Office Works	Laminating Pouches	\$ 22.64
23258	14/06/2018	Accent Rubber Stamps	Client Stamp	\$ 47.91
23259	14/06/2018	Team Digital	Special Paper and Printer Cartridges	\$ 154.52
23260	14/06/2018	Bernie Dragg	Canvas Prints x 2	\$ 50.00
23261		Cancelled - Duplicate Entry		
23262	14/06/2018	IGA	Staff Consumables & Events Consumables	\$ 26.35
23263	14/06/2018	Narembeen Newsagency	Stationery & Phoenix Newspapers	\$ 52.00
23264	14/06/2018	Australia Post	Postage Costs	\$ 18.02
23265	28/06/2018	A-Team Printing	SOCK Week Bumper Sticker	\$ 260.70

23266	28/06/2018	Copier Support	May Copying Costs	\$	140.23
23267	28/06/2018	Accent Rubber Stamps	Client Red Self Inking Stamp	\$	56.71
23268	28/06/2018	Telstra	Telephone Usage Charges	\$	200.20
TOTAL CRC PAYMENTS				\$	<u>1,081.72</u>



Credit Card Purchases

EMCS 2 June 2018 - 2 July 2018

Date	Store	Description	Amount
8/06/2018	Caltex Midvale	Fuel NB01	\$ 63.62
18/06/2018	Naremben Shire	Plate change for Fire Truck	\$ 16.90
19/06/2018	Ross's Diesel Services	Inspection of Bus	\$ 158.05
19/06/2018	Naremben Shire	Registration for new Loader	\$ 94.40
19/06/2018	Automatic Solutions	Remotes for VES Gate	\$ 855.00
EMCS Credit Card Payments			\$ 1,187.97

CEO 2 June 2018 - 2 July 2018

Date	Store	Description	Amount
9/06/2018	JB Hi Fi	Phone Set for Medical Centre	\$ 108.00
20/06/2018	Blue Dog Training	White Card for K Stone	\$ 80.00
26/06/2018	Melbourne Hotel	Deposit for RoeROC Dinner	\$ 1,500.00
29/06/2018	City of Perth	Parking Havelock Street	\$ 9.17
29/06/2018	City of Perth	Parking Havelock Street	\$ 5.14
CEO Credit Card Payments			\$ 1,702.31

CRC 10 May 2018 - 8 June 2018

Date	Store	Description	Amount
16/05/2018	Peterkin Paper	Special Client Order	\$ 138.21
17/05/2018	Peterkin Paper	Special Client Order	\$ 42.73
31/05/2018	Just Coffee	Blank Cups for SOCK Week	\$ 182.20
CEO Credit Card Payments			\$ 363.14



183BC3C 000112 (053N)

MR CHRISTOPHER G JACKSON
SHIRE OF NAREMBEEN
1 LONGHURST ST
NAREMBEEN WA 6369

Account Number	5586 0207 8811 5284
Period	2 Jun 18 - 2 Jul 18
Monthly Spend Limit	\$10,000
SUMMARY OF YOUR SPEND	
Purchases	\$1,702.31
Cash Advances & Balance Transfers	\$0.00

YOUR TRANSACTION SUMMARY					
Date	Description			Debit	Credit
09 JUN 18	JB HI FI MYAREE	MYAREE	WA	\$108.00	
20 JUN 18	BLUE DOG TRAINING	MILTON		\$80.00	
26 JUN 18	THE MELBOURNE HOTEL FB	PERTH	WA	\$1,500.00	
29 JUN 18	CITY OF PERTH PARKING-	PERTH	WA	\$9.17	
29 JUN 18	CITY OF PERTH PARKING-	PERTH	WA	\$5.14	
Total				\$1,702.31	\$0.00

Reviewed

Authorised



183BC3C 000113 (053N)

MISS BONNIE MADELINE COLE
SHIRE OF NAREMBEEN
1 LONGHURST ST
NAREMBEEN WA 6369

Account Number	5586 0203 0212 1909
Period	2 Jun 18 - 2 Jul 18
Monthly Spend Limit	\$10,000
SUMMARY OF YOUR SPEND	
Purchases	\$1,187.97
Cash Advances & Balance Transfers	\$0.00

YOUR TRANSACTION SUMMARY					
Date	Description			Debit	Credit
08 JUN 18	CALTEX MIDVALE	MIDVALE		\$63.62	
18 JUN 18	SHIRE OF NAREMBEEN	NAREMBEEN		\$16.90	
19 JUN 18	ROSS'S DIESEL SERVIC	MERREDIN		\$158.05	
19 JUN 18	SHIRE OF NAREMBEEN	NAREMBEEN		\$94.40	
19 JUN 18	AUTOMATIC SOLUTIONS CA	CANNING VALE	WA	\$855.00	
Total				\$1,187.97	\$0.00

Reviewed

Authorised



159BC3C 000032 (053N)

MISS LEANNE M BROOKE-MEE
SHIRE NAREMBEEN CRC
1 LONGHURST ST
NAREMBEEN WA 6369

Account Number **5586 0228 0111 5861**

Period **10 May 18 - 8 Jun 18**

Monthly Spend Limit **\$5,000**

SUMMARY OF YOUR SPEND

Purchases	\$363.14
Cash Advances & Balance Transfers	\$0.00

YOUR TRANSACTION SUMMARY

Date	Description			Debit	Credit
16 MAY 18	PETERKIN PAPER	DIANELLA	WA	\$138.21	
17 MAY 18	PETERKIN PAPER	DIANELLA	WA	\$42.73	
31 MAY 18	PAYPAL *JUST COFFEE	4029357733	AUS	\$182.20	
Total				\$363.14	\$0.00

Prepared By *[Signature]*
Checked By *[Signature]*

159BC3C 000032 000169

AGENDA ITEM: 8.5.5- Financial Report June 2018

Subject:	Financial Report June 2018
Applicant:	Shire of Narembeen
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Bonnie Cole
Date:	10 July 2018
Attachments:	June 2018 Financial Report, Bank Reconciliation for June 2018, May 2018 CRC Financial Report, June 2018 Financial Report

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 2018.

COMMENT

Council's closing position at 30 June 2018 amounts to \$1,538,431 with current assets of \$4,658,200 and \$2,441,881 of reserve funds and \$980,000 other restricted cash.

CONSULTATION

Finance Officer
Administration Officer
Senior Staff

STATUTORY IMPLICATIONS

Local Government (Financial Management) Regulations
Reg 34 Financial Activity Statement

FINANCIAL IMPLICATIONS

Shire of Narembeen 2017/2018 Budget

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 2018;
2. Received the bank reconciliation for the month of June 2018 for all Shire Bank Accounts;
3. Receive the Narembeen Community Resource Centre Financial Report for the month of May 2018; and
4. Receive the Narembeen Community Resource Centre Financial Report for the month of June 2018.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

SHIRE OF NAREMBEEN
MONTHLY FINANCIAL REPORT
For the Period Ended 30 June 2018

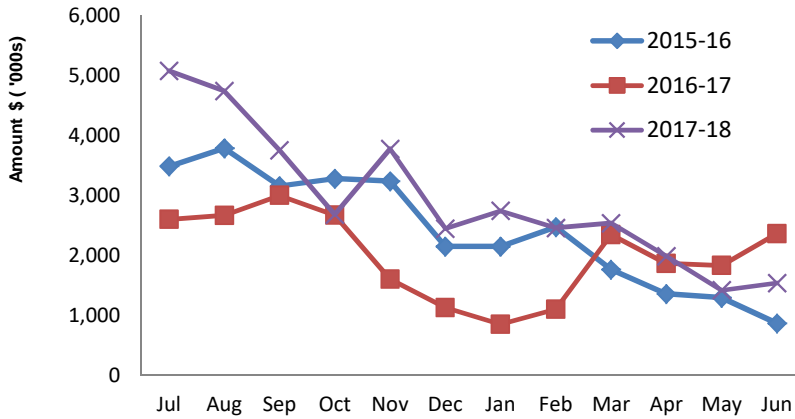
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Note 12	Trust
Note 13	Capital Expenditure

Shire of Narembeen
Monthly Summary Information
 For the Period Ended 30 June 2018

Liquidity Over the Year (Refer Note 3)



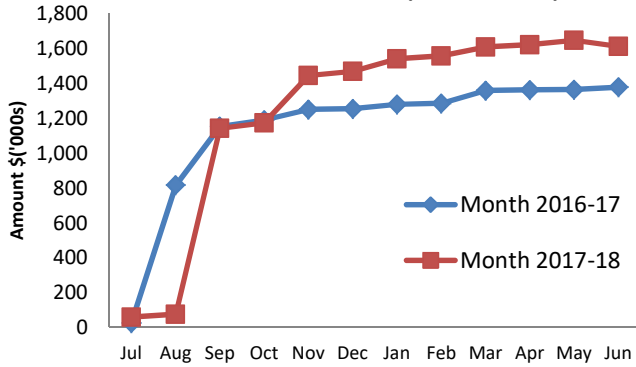
**Cash and Cash Equivalents
as at period end**

Unrestricted	\$ 2,021,267
Restricted	\$ 2,441,892
	\$ 4,463,158

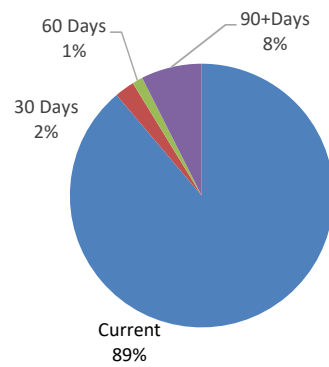
Receivables

Rates	\$ 82,534
Other	\$ 101,808
	\$ 184,343

Rates Collected (Refer Note 6)



**Accounts Receivable Ageing (non-rates)
(Refer Note 6)**

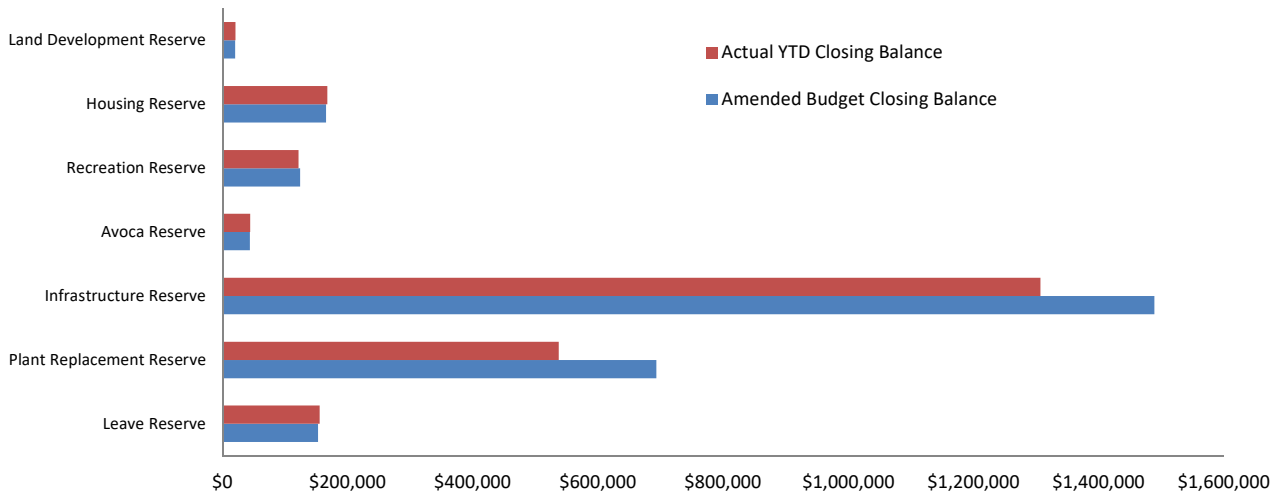


Comments

This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Narembeen
Monthly Summary Information
 For the Period Ended 30 June 2018

Year To Date Reserve Balance to End of Year Estimate (Refer Note 7)



Comments

This information is to be read in conjunction with the accompanying Financial Statements and notes.

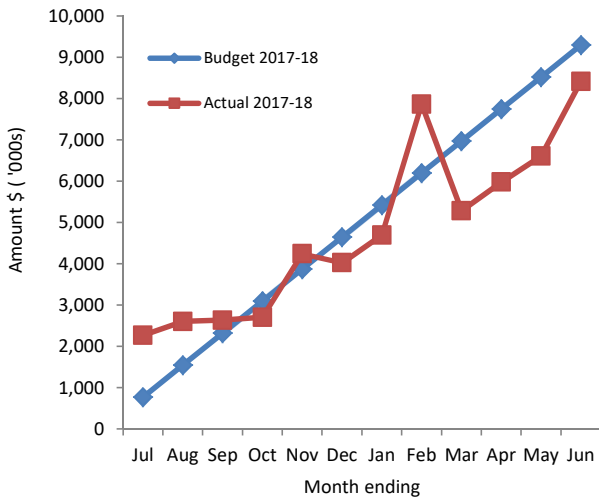
Shire of Narembeen

Monthly Summary Information

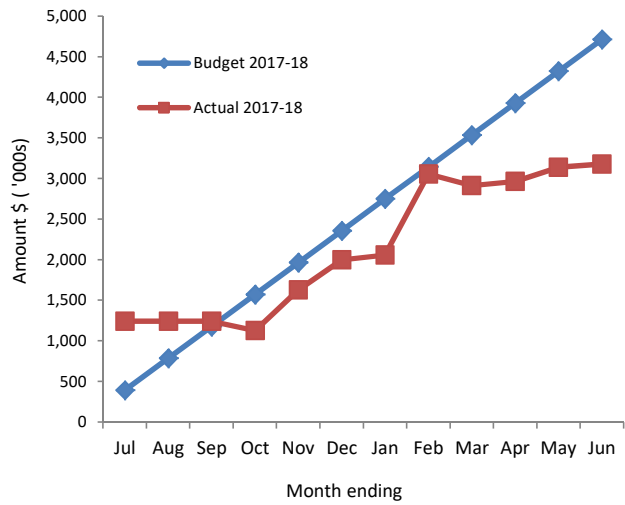
For the Period Ended 30 June 2018

Revenues

Budget Operating Revenues -v- Actual (Refer Note 2)

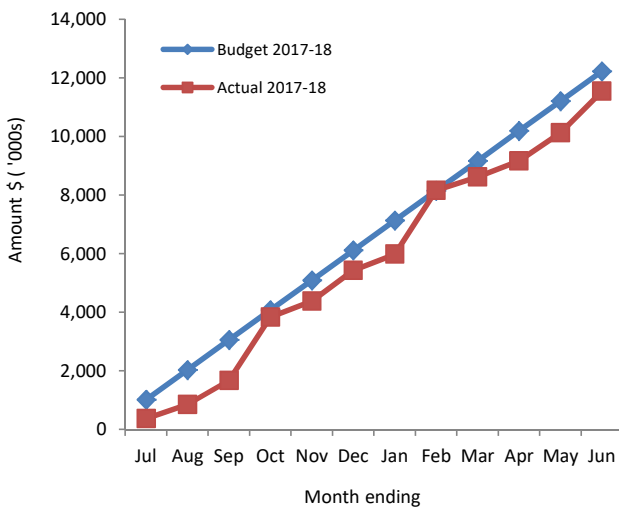


Budget Capital Revenue -v- Actual (Refer Note 2)

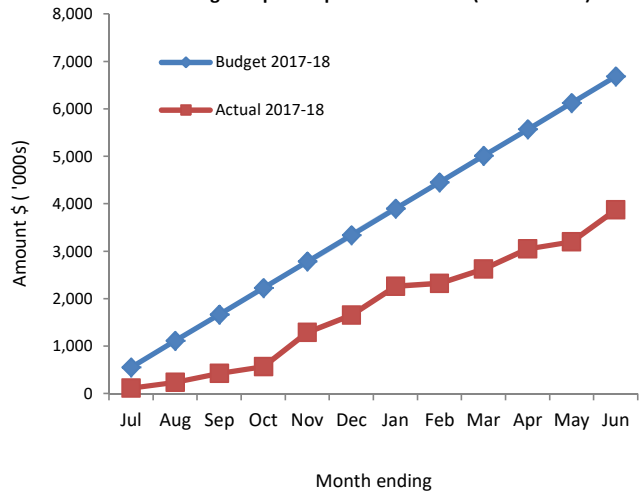


Expenditure

Budget Operating Expenses -v- YTD Actual (Refer Note 2)



Budget Capital Expenses -v- Actual (Refer Note 2)



Comments

This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Narembeen

Compilation Report

For the Period Ended 30 June 2018

Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34 .

Overview

Summary reports and graphical progressive graphs are provided on page 3, 4 and 5.
No matters of significance are noted.

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 30 June 2018 of \$1,538,429.

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary.

Preparation

Prepared by: Rachael Moore
Reviewed by: Bonnie Cole
Date prepared: 6-Jul-18

SHIRE OF NAREMBEEN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 June 2018

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Governance		43,500	43,500	57,707	14,207	32.66%	
General Purpose Funding - Rates	9	1,603,935	1,603,935	1,613,470	9,535	0.59%	
General Purpose Funding - Other		1,113,795	1,113,795	2,083,203	969,408	87.04%	▲
Law, Order and Public Safety		77,300	339,800	69,782	(270,018)	(79.46%)	▼
Housing		79,881	79,881	108,360	28,479	35.65%	▲
Community Amenities		527,175	842,408	285,879	(556,530)	(66.06%)	▼
Recreation and Culture		56,942	122,340	29,921	(92,419)	(75.54%)	▼
Transport		4,386,699	7,207,369	3,610,129	(3,597,240)	(49.91%)	▼
Economic Services		242,800	242,800	327,432	84,632	34.86%	▲
Other Property and Services		102,601	102,600	146,832	44,232	43.11%	▲
Total Operating Revenue		8,234,627	11,698,428	8,414,957	(3,283,471)		
Operating Expense							
Governance		(321,196)	(321,196)	(692,020)	(370,824)	(115.45%)	▼
General Purpose Funding		(105,342)	(105,342)	(90,919)	14,423	13.69%	▲
Law, Order and Public Safety		(167,768)	(167,768)	(206,943)	(39,174)	(23.35%)	▼
Health		(162,978)	(162,978)	(129,100)	33,878	20.79%	▲
Housing		(169,376)	(169,376)	(197,246)	(27,870)	(16.45%)	▼
Community Amenities		(725,590)	(725,590)	(553,789)	171,802	23.68%	▲
Recreation and Culture		(1,202,210)	(1,202,210)	(1,067,721)	134,489	11.19%	▲
Transport		(8,800,628)	(8,800,628)	(7,927,620)	873,007	9.92%	
Economic Services		(436,438)	(436,438)	(400,714)	35,723	8.19%	
Other Property and Services		(141,859)	(141,859)	(277,684)	(135,825)	(95.75%)	▼
Total Operating Expenditure		(12,233,385)	(12,233,385)	(11,543,755)	689,630		
Funding Balance Adjustments							
Add back Depreciation		3,516,500	3,516,500	3,817,511	301,011	8.56%	
Adjust (Profit)/Loss on Asset Disposal	8	44,000	0	3,492	3,492		
Adjust Provisions and Accruals		0	0	0	0		
Net Cash from Operations		(438,258)	2,981,543	692,204	(2,289,338)		
Capital Revenues							
Grants, Subsidies and Contributions	11	5,652,723	4,585,359	3,057,173	(1,528,186)	(33.33%)	
Proceeds from Disposal of Assets	8	99,000	0	120,923	120,923		▲
Total Capital Revenues		5,751,723	4,585,359	3,178,095	(1,407,264)		
Capital Expenses							
Land and Buildings	13	(2,236,385)	(963,387)	(963,387)	0	0.00%	
Infrastructure - Roads	13	(3,993,010)	(2,210,629)	(2,210,629)	0	0.00%	
Plant and Equipment	13	0	(694,384)	(694,384)	0	0.00%	
Furniture and Equipment	13	(30,500)	(9,007)	(9,007)	0	0.00%	
Total Capital Expenditure		(6,259,895)	(3,877,407)	(3,877,407)	0		
Net Cash from Capital Activities		(508,172)	707,952	(699,312)	(1,407,264)		
Financing							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		7,701	0	26,492	26,492		
Transfer from Reserves	7	0	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(66,066)	(84,857)	(84,857)	0	0.00%	
Transfer to Reserves	7	(683,630)	(394,621)	(394,621)	0	0.00%	
Net Cash from Financing Activities		(741,995)	(479,478)	(452,986)	26,492		
Net Operations, Capital and Financing		(1,688,425)	3,210,016	(460,094)	(3,670,110)		
Opening Funding Surplus(Deficit)	3	2,111,425	2,111,425	1,998,523	(112,902)		
Closing Funding Surplus(Deficit)	3	423,000	5,321,441	1,538,429	(3,783,012)		

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 2 for an explanation of the reasons for the variance.

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

SHIRE OF NAREMBEEN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 June 2018

	Note	Amended Annual Budget	YTD Actual (b)
Operating Revenues		\$	\$
Rates	9	1,603,936	1,613,470
Operating Grants, Subsidies and Contributions	11	7,044,732	6,062,414
Fees and Charges		593,023	593,099
Service Charges		0	0
Interest Earnings		55,300	90,627
Other Revenue		0	6,732
Profit on Disposal of Assets	8	5,000	48,616
Total Operating Revenue		9,301,991	8,414,958
Operating Expense			
Employee Costs		(1,207,716)	(1,786,707)
Materials and Contracts		(6,944,061)	(5,357,784)
Utility Charges		(247,900)	(232,812)
Depreciation on Non-Current Assets		(3,516,500)	(3,817,511)
Interest Expenses		(59,056)	(58,801)
Insurance Expenses		(180,587)	(183,419)
Other Expenditure		(28,565)	(54,614)
Loss on Disposal of Assets	8	(49,000)	(52,107)
Total Operating Expenditure		(12,233,385)	(11,543,755)
Funding Balance Adjustments			
Add back Depreciation		3,516,500	3,817,511
Adjust (Profit)/Loss on Asset Disposal	8	44,000	3,492
Adjust Provisions and Accruals		0	0
Net Cash from Operations		629,106	692,205
Capital Revenues			
Grants, Subsidies and Contributions	11	4,585,359	3,057,173
Proceeds from Disposal of Assets	8	99,000	120,923
Total Capital Revenues		4,684,359	3,178,095
Capital Expenses			
Land and Buildings	13	(2,236,385)	(963,387)
Infrastructure - Roads	13	(3,993,010)	(2,210,629)
Plant and Equipment	13	0	(694,384)
Furniture and Equipment	13	(30,500)	(9,007)
Total Capital Expenditure		(6,259,895)	(3,877,407)
Net Cash from Capital Activities		(1,575,536)	(699,312)
Financing			
Proceeds from New Debentures		0	0
Proceeds from Advances		0	0
Self-Supporting Loan Principal		7,701	26,492
Transfer from Reserves	7	0	0
Advances to Community Groups		0	0
Repayment of Debentures	10	(66,066)	(84,857)
Transfer to Reserves	7	(683,630)	(394,621)
Net Cash from Financing Activities		(741,995)	(452,986)
Net Operations, Capital and Financing		(1,688,425)	(460,093)
Opening Funding Surplus(Deficit)	3	2,111,425	1,998,523
Closing Funding Surplus(Deficit)	3	423,000	1,538,430

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

SHIRE OF NAREMBEEN
STATEMENT OF BUDGET AMENDMENTS
(Statutory Reporting Program)
For the Period Ended 30 June 2018

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget
Operating Revenues	\$	\$	\$
Governance	43,500		43,500
General Purpose Funding - Rates	1,603,936		1,603,936
General Purpose Funding - Other	1,113,794		1,113,794
Law, Order and Public Safety	77,300		77,300
Housing	79,881		79,881
Community Amenities	457,175		457,175
Recreation and Culture	64,005		64,005
Transport	5,517,000		5,517,000
Economic Services	242,800		242,800
Other Property and Services	102,600		102,600
Total Operating Revenue	9,301,991	0	9,301,991
Operating Expense			
Governance	(321,196)		(321,196)
General Purpose Funding	(105,342)		(105,342)
Law, Order and Public Safety	(167,768)		(167,768)
Health	(162,978)		(162,978)
Housing	(169,376)		(169,376)
Community Amenities	(725,590)		(725,590)
Recreation and Culture	(1,202,210)		(1,202,210)
Transport	(8,800,628)		(8,800,628)
Economic Services	(436,438)		(436,438)
Other Property and Services	(141,859)		(141,859)
Total Operating Expenditure	(12,233,385)	0	(12,233,385)
Funding Balance Adjustments			
Add back Depreciation	3,516,500		3,516,500
Adjust (Profit)/Loss on Asset Disposal	44,000		44,000
Net Cash from Operations	629,106	0	629,106
Capital Revenues			
Grants, Subsidies and Contributions	4,585,359		4,585,359
Proceeds from Disposal of Assets	99,000		99,000
Proceeds from Sale of Investments	0		0
Total Capital Revenues	4,684,359	0	4,684,359
Capital Expenses			
Land and Buildings	(2,236,385)	(19,000)	(2,255,385)
Infrastructure - Roads	(3,993,010)		(3,993,010)
Plant and Equipment	0		0
Furniture and Equipment	(30,500)		(30,500)
Total Capital Expenditure	(6,259,895)	(19,000)	(6,278,895)
Net Cash from Capital Activities	(1,575,536)	(19,000)	(1,594,536)
Financing			
Proceeds from New Debentures			0
Proceeds from Advances	0		0
Self-Supporting Loan Principal	7,701		7,701
Transfer from Reserves	0		0
Advances to Community Groups	0		0
Repayment of Debentures	(66,066)		(66,066)
Transfer to Reserves	(683,630)	(32,000)	(715,630)
Net Cash from Financing Activities	(741,995)	(32,000)	(773,995)
Net Operations, Capital and Financing	(1,688,425)	(51,000)	(1,739,425)
Opening Funding Surplus(Deficit)	2,111,425		2,111,425
Closing Funding Surplus(Deficit)	423,000	(51,000)	372,000

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

(c) Rounding Off Figures

All figures shown in this statement are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable.

The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

(g) Trade and Other Receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(h) Inventories

General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Buildings	25 to 50 years
Construction other than Buildings (Public Facilities)	5 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Heritage Assets	25 to 50 years
Roads	25 years
Footpaths	50 years
Sewerage Piping	75 years
Water Supply Piping and Drainage Systems	75 years

(k) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

(l) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(n) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(o) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

Operating Grants, Subsidies and Contributions

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

Non-Operating Grants, Subsidies and Contributions

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

Profit on Asset Disposal

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

Service Charges

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies the These are television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Interest Earnings

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Other Revenue / Income

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

Employee Costs

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

Materials and Contracts

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

Utilities (Gas, Electricity, Water, etc.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

(r) Statement of Objectives

Council has adopted a 'Plan for the future' comprising a Strategic Community Plan and Corporate Business Plan to provide the long term community vision, aspirations and objectives.

Based upon feedback received from the community the vision of the Shire is:

"A wonderful place to live, work, invest and visit with the community working together to achieve shared objectives"

The Strategic Community Plan defines the key objectives of the Shire as:

"Economic: A strong, resilient and balanced economy.

Environment: Our unique natural and built environment is protected and enhanced.

Social: Our community enjoys a high quality of life.

Civic Leadership: A collaborative and engaged community."

(s) Reporting Programs

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

GOVERNANCE

Expenses associated with provision of services to members of council and elections. Also included are costs associated with computer operations, corporate accounting, corporate records and asset management. Costs reported as administrative expenses are redistributed in accordance with the principle of activity based costing (ABC).

GENERAL PURPOSE FUNDING

Rates and associated revenues, general purpose government grants, interest revenue and other miscellaneous revenues such as commission on Police Licensing. The costs associated with raising the above mentioned revenues, eg. Valuation expenses, debt collection and overheads.

LAW, ORDER, PUBLIC SAFETY

Enforcement of Local Laws, fire prevention, animal control and provision of ranger services.

HEALTH

Health inspection services, food quality control, mosquito control and contributions towards provision of medical health services.

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Reporting Programs (Continued)

HOUSING

Provision and maintenance of rented housing accommodation for pensioners and employees.

COMMUNITY AMENITIES

Sanitation, sewerage, stormwater drainage, protection of the environment, public conveniences, cemeteries and town planning.

RECREATION AND CULTURE

Parks, gardens and recreation reserves, library services, television and radio re-broadcasting, swimming facilities, walk trails, youth recreation, Shark Bay World Heritage Discovery and Visitor Centre, boat ramps, foreshore, public halls and Shark Bay Recreation Centre.

TRANSPORT

Construction and maintenance of roads, footpaths, drainage works, parking facilities, traffic control, depot operations, plant purchase, marine facilities and cleaning of streets.

ECONOMIC SERVICES

Tourism, community development, pest control, building services, caravan parks and private works.

OTHER PROPERTY & SERVICES

Plant works, plant overheads and stock of materials.

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 2: EXPLANATION OF MATERIAL VARIANCES BY REPORTING PROGRAM

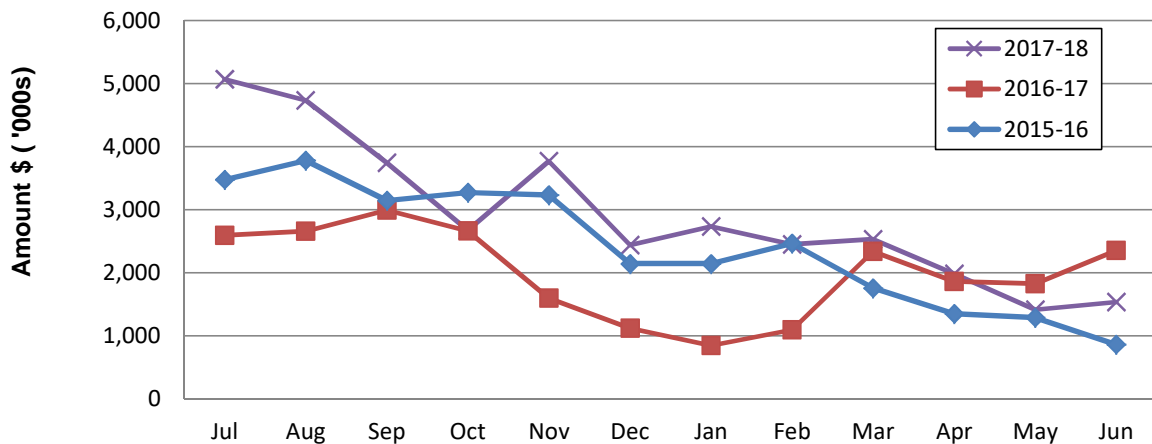
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	14,207	32.66%		Permanent	Paid Parental leave not budgeted for
General Purpose Funding - Rates	9,535	0.59%			No Material Variance
General Purpose Funding - Other	969,408	87.04%	▲		18/19 FAG grant received
Law, Order and Public Safety	(270,018)	(79.46%)	▼	Permanent	DFES Building Grant Capital Income
Health	82,243		▲	Permanent	Repayment of Healthwest Allocation - Transferred to Reserve
Housing	28,479	35.65%	▲	Permanent	Employee housing rented privately - increased income
Community Amenities	(556,530)	(66.06%)	▼	Timing	CRC financials are brought into SoN figures following auditing of CRC financials. Allocation should balance out at 30 June
Recreation and Culture	(92,419)	(75.54%)	▼	Permanent	Pool Grant Funding no longer Available
Transport	(3,597,240)	(49.91%)	▼	Timing	WANDRRA Claims have not been received
Economic Services	84,632	34.86%	▲	Permanent	Caravan Park Income exceeding budget expectations
Other Property and Services	44,232	43.11%	▲		Reallocation not complete
Operating Expenditure					
Governance	(370,824)	(115.45%)	▼	Timing	Admin Allocation not processed
General Purpose Funding	14,423	13.69%	▲		No Material Variance
Law, Order and Public Safety	(39,174)	(23.35%)	▼		No Material Variance
Health	33,878	20.79%	▲		No Material Variance
Housing	(27,870)	(16.45%)	▼		No Material Variance
Community Amenities	171,802	23.68%	▲	Timing	CRC expenses not included in SON accounts until EOFY
Recreation and Culture	134,489	11.19%	▲	Timing	Oval works to increase once season starts
Transport	873,007	9.92%		Permanent	General Road Maintenance higher due to inability to commence Townsite bypass project
Economic Services	35,723	8.19%		Permanent	Purchase of new ute capitalised
Other Property and Services	(135,825)	(95.75%)	▼	Timing	Reallocations throughout the year
Capital Revenues					
Grants, Subsidies and Contributions	(1,528,186)	(33.33%)		Timing	Townsite Project funding not received. Medical Centre Funding not yet received.
Proceeds from Disposal of Assets	120,923				
Capital Expenses					Refer to Note 13 for Detail
Land and Buildings	0	0.00%			
Infrastructure - Roads	0	0.00%			
Plant and Equipment	0	0.00%			
Furniture and Equipment	0	0.00%			

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 3: NET CURRENT FUNDING POSITION

Positive=Surplus (Negative=Deficit)				
	Note	YTD 30 Jun 2018	Previous Period	Same Period Last year
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	2,021,267	1,618,291	1,995,363
Cash Restricted	4	2,441,892	2,158,360	1,844,950
Receivables - Rates	6	82,534	92,352	95,896
Receivables -Other	6	96,995	427,994	23,621
Inventories		15,513	15,513	19,457
		4,658,200	4,312,510	3,979,287
Less: Current Liabilities				
Payables		(436,365)	(435,160)	(232,422)
Provisions		(302,889)	(302,889)	(243,257)
		(739,254)	(738,049)	(475,680)
Less: Cash Reserves	7	(2,441,881)	(1,873,668)	(1,844,950)
Net Adjustment for Borrowings.		61,365	0	(3,680)
Net Current Funding Position		1,538,431	1,700,793	1,654,977

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

The Spike in funding in November was due to the receipt of Financial Assistance Grants, Road Project grants and Grants for the Emergency Services Building

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	CRC \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits								
Municipal Account	0.01%	686,738				686,738	BankWest	At Call
Operating Account	0.01%				51,460	51,460	Bankwest	At Call
Trust Bank Account	0.01%			19,131		19,131	BankWest	At Call
Reserve Account	1.25%		2,441,892			2,441,892	BankWest	At Call
Cash Management Account	1.25%	247,891				247,891	BankWest	At Call
(b) Term Deposits								
TD - GFN		300,000				300,000	BankWest	01-Mar-18
TD - SI		680,000				680,000	BankWest	01-Jul-18
Gold Term Deposit	2.50%				65,000	65,000	BankWest	01-Jul-18
Total		1,914,629	2,441,892	19,131	116,460	4,492,112		

Comments/Notes - Investments

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 5 (a): BUDGET AMENDMENTS - CORPORATE BUSINESS PLAN LINKAGE

A number of additional operating actions were forecast to be undertaken during the current period of the Corporate Business Plan CBP which result in additional operating expenditure or revenue. The additional activities for the current year are summarised below along with the amount included within the budget and budget amendments.

Strategy Ref	Strategy	Action Ref	Action	2015-16 per CBP	Adopted Budget	Amended Budget	YTD Expenditure
Total							
				-	-	-	-

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 6: RECEIVABLES

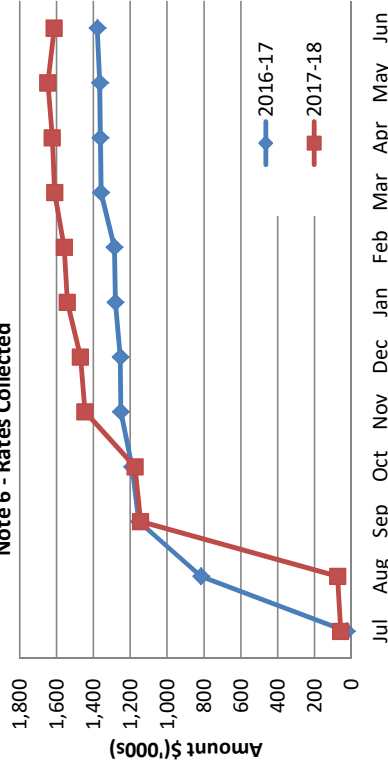
Receivables - Rates Receivable

Opening Arrears Previous Years	
Levied this year	
Less Collections to date	
Equals Outstanding	

Net Rates Collectable
 % Collected

	YTD 30 Jun 2018	30 June 2017
	\$ 87,332	\$ 87,332
	1,653,542	
	(1,658,340)	
	82,534	87,332
	(82,534)	87,332
	95.26%	0.00%

Note 6 - Rates Collected



Comments/Notes - Receivables Rates

Receivables - General

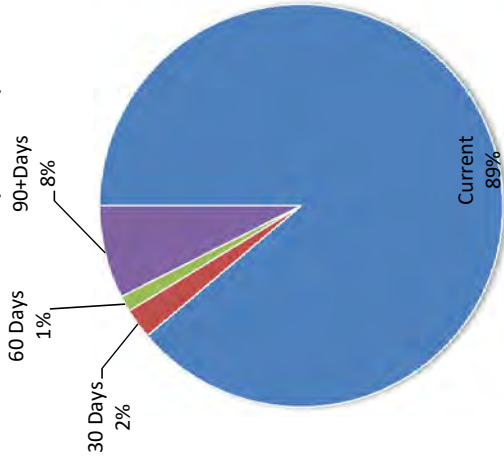
Current	\$ 90,416	\$ 2,482	\$ 1,312	\$ 7,598
30 Days				
60 Days				
90+Days				

Total Receivables General Outstanding

101,808

Amounts shown above include GST (where applicable)

Note 6 - Accounts Receivable (non-rates)



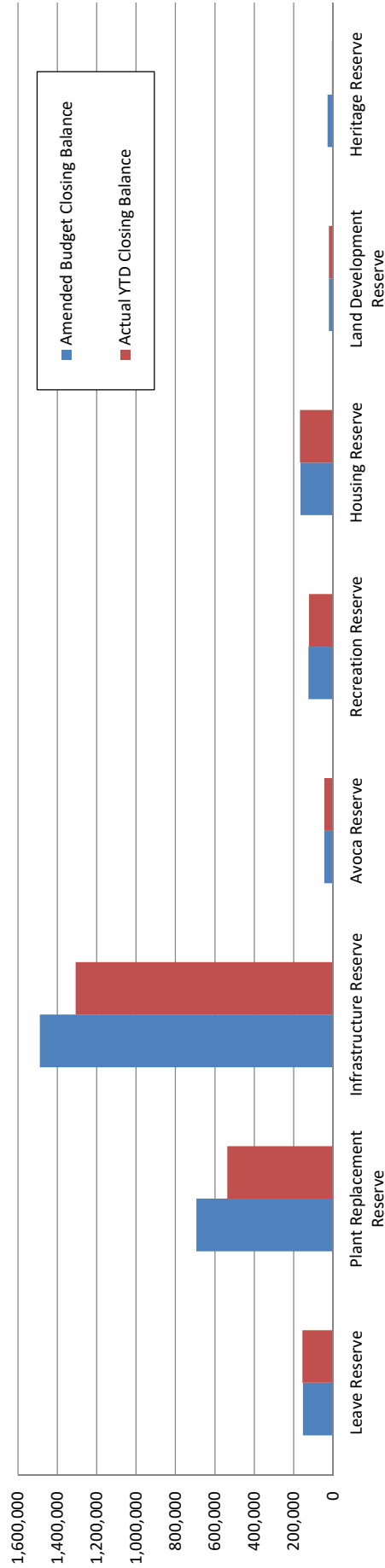
Comments/Notes - Receivables General

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 7: Cash Backed Reserve

2017-18	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer Out Reference	Amended Budget Closing Balance	Actual YTD Closing Balance
Leave Reserve	\$ 152,771	\$ 0	\$ 2,306	\$ 0	\$ 0	\$ 0	\$ 0		\$ 152,771	\$ 155,077
Plant Replacement Reserve	430,722	0	106,501	262,386	0	0	0		693,108	537,223
Infrastructure Reserve	1,139,945	0	167,206	349,244	0	0	0		1,489,189	1,307,151
Avoca Reserve	43,773	0	661	0	0	0	0		43,773	44,433
Recreation Reserve	89,241	0	32,218	35,000	0	0	0		124,241	121,459
Housing Reserve	165,311	0	2,495	0	0	0	0		165,311	167,806
Land Development Reserve	20,497	0	309	0	0	0	0		20,497	20,807
Heritage Reserve	5,000	0	63	22,000	0	0	0		27,000	5,063
Medical Service Support Reserve	0	0	618	15,000	82,243	0	0		15,000	82,861
	2,047,260	0	312,378	683,630	82,243	0	0	0	2,730,890	2,441,881

Note 7 - Year To Date Reserve Balance to End of Year Estimate



SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 8 CAPITAL DISPOSALS

Cost	Actual YTD Profit/(Loss) of Asset Disposal			Amended Current Budget YTD 30 06 2018			Comments
	Accum Depr	Proceeds	Profit (Loss)	Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$	\$	\$	\$	
29,000	(7,834)	9,843	0	(5,000)	0	5,000	
28,000	(18,274)	9,808	(11,323)	(22,000)	-11,323	10,677	
90,000	(34,520)	44,000	82	(22,000)	82	22,082	
40,000	(10,696)	0	(11,480)	5,000	-11,480	(16,480)	
6,000	(3,756)	6,818	(29,304)		(29,304)	(29,304)	
52,100	(45,605)	50,455	4,574		4,574	4,574	
			43,960		43,960	43,960	
245,100	(120,686)	120,923	(3,492)	(44,000)	(3,492)	40,508	

Comments - Capital Disposal/Replacements

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 9: RATING INFORMATION		Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
RATE TYPE												
General Rate												
	GRV	0.1189	218	1,785,425	204,734	5	0	204,739	204,734	0	0	204,734
	UV	0.0145	333	97,420,500	1,409,576	0	0	1,408,212	1,416,591	0	0	1,416,591
	UV Mining	0.0145	1	40,988	622	0	0	622	622	0	0	622
	Sub-Totals		552	99,246,913	1,614,932	5	0	1,613,573	1,621,947	0	0	1,621,947
Minimum Payment												
	GRV	445.00	19	1,783,492	8,455	0	0	8,455	8,010	0	0	8,010
	UV	445.00	43	96,938,000	19,135	10,436	0	29,571	17,800	0	0	17,800
	UV Mining	445.00	15	42,795	6,675	0	0	6,675	5,785	0	0	5,785
	Sub-Totals		77	98,764,287	34,265	10,436	0	44,701	31,595	0	0	31,595
					1,658,274			1,658,274				1,653,542
	Discount				(46,779)			(46,779)				(49,607)
	Amount from General Rates				1,611,495			1,611,495				1,603,935
	Specified Area Rates											
	Totals							1,611,495				1,603,935

Comments - Rating Information

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

10. INFORMATION ON BORROWINGS
(a) Debenture Repayments

Particulars	Principal 1-Jul-17	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Amended Budget \$	Actual \$	Amended Budget \$	Actual \$	Amended Budget \$
Loan 127 Homes for the Aged (SSL)	93,648		26,493	7,701	67,155	85,947	4,286	3,881
Loan 125 Swimming Pool	235,753		17,232	17,232	218,521	218,521	15,271	15,465
Loan 128 Recreation Centre	726,105		27,302	27,303	698,803	698,802	37,482	37,839
Loan 129 Solar Panels	73,000		13,830	13,830	59,170	59,170	1,762	1,871
	1,128,506	0	84,857	66,066	1,043,649	1,062,440	58,801	59,056

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

The proposed new loan will assist in the extension of the Community Centre. This loan will only be drawn upon if other grant funding is received for the project.

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 11: GRANTS AND CONTRIBUTIONS

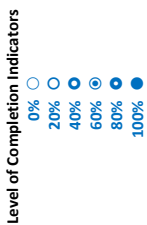
Program/Details GL	Grant Provider	2017-18 Amended Budget	Operating	Capital	Recoup Status	
					Received	Not Received
GENERAL PURPOSE FUNDING		\$	\$	\$	\$	\$
Grants Commission - General	WALGGC	612,412	612,412		419,961	192,451
Grants Commission - Roads	WALGGC	421,975	421,975		269,525	152,451
Ex Gratia Rates	CBH	13,907	13,907		13,707	200
Instalment Fees		2,200	2,200		2,430	(230)
LAW, ORDER, PUBLIC SAFETY						
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	24,000	24,000		16,358	7,643
### ESL Contribution	DFES	4,000	4,000		4,000	0
HOUSING						
### Emergency Services building		450,000		450,000	931,138	0
Heal 752 401						
0 Doctor Surgery	NSRF	477,200		477,200		477,200
COMMUNITY AMENITIES						
107: Community Service Centre	Fencepost	30,000		30,000		30,000
	CRC	65,000		65,000		65,000
	DRD	252,300		252,300		252,300
	NSRF	243,100		243,100	243,100	0
RECREATION AND CULTURE						
Lesser Hall	Lotterywest	100,000		100,000		100,000
Pool grant	DSR	32,000	32,000			32,000
TRANSPORT						
121: Direct Grant	Main Roads	180,000	180,000		106,125	73,875
Regional Road Group	Main Roads	345,571		345,571	138,196	207,375
Regional Road Group 16/17 balance	Main Roads	66,800		66,800		66,800
R2R	Dept. Infrastructure	733,888		733,888		733,888
Black Spot Funding	Main Roads	51,500				0
WANINDRA	Main Roads	4,601,112	4,601,112		1,092,413	3,508,699
Grain Freight Network	Main Roads	1,700,000		1,700,000	680,000	1,020,000
ECONOMIC SERVICES						
Skeleton Weed Funding	DAFFWA	154,000	154,000		154,000	0
TOTALS		10,560,965	6,045,606	4,463,859	4,070,953	6,919,650
Operating	Operating	6,045,606			2,078,518	
Non-Operating	Non-Operating	4,463,859			1,992,435	
		<u>10,509,465</u>			<u>4,070,953</u>	

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 12: TRUST FUND

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1 Jul 17	Amount Received	Amount Paid	Closing Balance 30-Jun-18
Wadderin Reserve	\$ 0	\$ 0	\$ 0	\$ 0
Sundry Deposits	1,400	730	(330)	1,800
Gym Card Bonds	5,300	2,788	(1,550)	6,538
Nominations	0	240	(240)	0
BCITF Levy	0	152	(152)	0
Building Services Levy	829	123	(952)	0
Joint Venture Bonds	2,508	1,462	(1,620)	2,350
Wheatbelt Railway Retention Alliance	8,981	0	0	8,981
	19,018	5,495	(4,844)	19,669



SHIRE OF NAREMBEEN
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 June 2018

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets	Amended Annual Budget	YTD Actual	Variance Under/(Over)	YTD 31
	Buildings				
	Governance				
○	Office Car Park	(41,035)	46,688	(5,653)	
○	Administration Patio	(10,000)	13,998	(3,998)	
	Governance Total	(51,035)	60,687	(9,652)	
	Community Amenities				
	Community Service Centre Extension	(590,400)	0	590,400	
○	Community Bus Shed	(25,000)	26,914	(1,914)	
○	Cemetery Upgrade - Front Fencing, Pergola and Niche Wall	(89,750)	1,823	87,927	
	Community Amenities Total	(705,150)	28,737	588,486	
	Law, Order and Public Safety				
○	Emergency Services Buildings	(688,000)	716,707	(28,707)	
○	Health Total	(688,000)	716,707	(28,707)	
	Health				
○	Doctor Surgery Extension	(477,200)	64,819	412,381	
○	Health Total	(477,200)	64,819	412,381	
	Housing				
○	8 Cheetham Way - Replace Flooring	(8,500)	7,680	820	
○	3/31 Curral Street - Replace Flooring	(7,000)	0	7,000	
○	18 Hilton Way Renovations	(19,000)	0	19,000	
○	Housing Total	(34,500)	7,680	26,820	
	Recreation And Culture				
	Netball Fence Installation	(30,000)	0	30,000	
	Lesser Hall Interpretation Centre	(100,000)	11,803	88,197	
	Rec Centre - Modwood bin Bay	(10,500)	9,008	1,492	
	Rec Centre - Forklift Ramp	(10,000)	0	10,000	
	Apex Park Cake Stall Refurbishment	(10,500)	48,195	(37,695)	
	Roads Board Building	(60,000)	3,000	57,000	
○	Recreation And Culture Total	(221,000)	72,005	91,995	
	Transport				
	Depot - Replace gutters and Downpipes	(6,000)	0	6,000	
	Depot - Replace Timbers eastern but White Ants	(7,500)	0	7,500	
	Depot - Relocate office self contained ATCO	(6,000)	0	6,000	
○	Depot - New Washdown Bay Regulations Requirements	(25,000)	0	25,000	
○	Depot Storage Shed Concrete Floor	(15,000)	12,752	27,752	
○	Transport Total	(59,500)	12,752	25,000	
	Buildings Total	(2,236,385)	963,387	1,115,974	

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets	Amended Annual Budget	YTD Actual	Variance Under/(Over)	YTD \$
	Furniture & Office Equip.				
○	Governance Photocopier	1819 (10,500)	9,007	1,493	
○	Governance Total	(10,500)	9,007	1,493	
	Recreation And Culture				
○	Electronic Shire Sign	1820 (20,000)	0	20,000	
○	Recreation And Culture Total	(20,000)	0	20,000	
○	Furniture & Office Equip. Total	(30,500)	9,007	21,493	
	Plant, Equip. & Vehicles				
	Law, Order and Public Safety				
○	Fire Brigade Truck	5124030 0	363,138	(363,138)	
○	Community Amenities Total	0	363,138	(363,138)	
○	Community Amenities				
○	Community Bus	1824 (140,000)	0	140,000	
○	Community Amenities Total	(140,000)	0	140,000	
	Transport				
○	Cable/Pipe Locator	1822 (8,000)	6,000	2,000	
○	Sign Trailer	1823 (3,000)	5,821	(2,821)	
○	Tractor Slasher	1825 (38,000)	37,400	600	
○	Trade in NB175 & NB806	1826 (64,000)	59,903	4,097	
○	New Tractor	1827 (150,000)	142,000	8,000	
○	Transport Total	(263,000)	251,124	3,876	
	Economic Services				
○	Replace skeleton weed vehicle	1838	60,195	(60,195)	
○	Upgrade Standpipe Controllers	1821 (20,000)	19,927	73	
○	Economic Services Total	0	80,122	(60,122)	
○	Plant, Equip. & Vehicles Total	0	694,384	(273,564)	
	Roads				
	Transport				
○	Cramphorne Road GFN Land Settlement Costs	1421	29,206	1,700,000	
○	Townsite Realignment - State Initiative	1523 (1,700,000)	605,064	(5,064)	
○	Townsite Grain Freight - Fricker Road	1524 (600,000)	18,566		
○	Kondinin/Narembeen Road - complete grain freight works 14/15	1625 (120,000)	114,549	5,451	
○	Wogarl Mundry Road Black Spot	1715 (112,239)	111,199	1,040	
○	BK NB Second Seal 10.63-5.95ik (RRG 16/17)	1716 (159,000)	152,950	6,050	
○	Kn Road Second Seal	1828 (49,647)	388,469	129,767	
○	BK - NB Road 0-45ik RRG	1829 (49,647)	25,724	23,923	
○	Cr Road Reseal 0.995	1830 (436,263)	434,960	1,303	
○	Cramphorne Road 1.5km R2R	1831 (45,696)	45,696	(696)	
○	Mt Walker Road Culvetry R2R	1832 (65,035)	65,327	(292)	
○	MD NB Road 5km from NB R2R	1833 (115,590)	116,252	(662)	
○	Kn NB Road 4km from NB R2R	1834 (45,000)	46,268	(4,268)	
○	Mt Walker South Road Pipes R2R	1835 (15,000)	15,201	(201)	
○	Hyden North Road R2R	1836 (12,000)	16,197	(4,197)	
○	Mt Walker Road Reseal R2R	1837	25,000	(25,000)	
○	Narembeen South Road				
○	Transport Total	(3,993,010)	2,210,629	1,830,153	
○	Roads (Non Town) Total	(3,993,010)	2,210,629	1,830,153	
○	Capital Expenditure Total	(6,259,895)	3,877,407	2,688,235	

Shire of Narembeen

Bank Reconciliation - June 2018

BW account #
GL Account #
Balance as per GL Cash at Bank GEN

	<u>Municipal</u>	<u>Restricted Cash</u>	<u>Reserves</u>	<u>Trust</u>
	5347926	0059637	5347900	5347934
	11590100	1590200	1595500	1591000
	\$ 676,065.25	\$ 1,227,891.00	\$ 2,441,891.55	\$ 19,331.26
Plus				
Unpresented Cheques/EFT	0.00			-
Outstanding as per Synergy report	0.00	0.00	0.00	0.00
PLUS				
Term deposit		(680,000.00)		
Term deposit		(300,000.00)		
Banking not deposited	(82.50)			
Super not deducted	10,554.77			
* trust payment to be transferred	200.00			(200.00)
TOTAL	10,672.27	(980,000.00)	0.00	(200.00)
Total	\$ 686,737.52	\$ 247,891.00	\$ 2,441,891.55	\$ 19,131.26
Balance as per BW Statement	\$ 686,737.52	\$ 247,891.00	\$ 2,441,891.55	\$ 19,131.26
Difference	\$ -	\$ -	\$ -	\$ -

OUTSTANDING CHEQUES


Muni

\$ _____

Trust

\$ _____

Prepared By: Rachael Moore

Signed: 

Date: 2-7-18

Checked By:

Signed: 

Date: 2/7/18

Narembeen Community Resource Centre

Unit 2
19 Churchill Street
Narembeen 6369

Balance Sheet

As of May 2018

3/07/2018
12:08:03 PM

Assets		
Trading Cheque Account		\$26,608.89
Petty Cash		\$100.00
Cash Sale Float		\$50.00
Undeposited Funds		\$171.20
Term Deposit 917		\$65,000.00
Withholding Credits		
Trade Debtors	\$2,814.79	
Total Withholding Credits	<u>\$2,814.79</u>	
Total Assets		<u>\$94,744.88</u>
Liabilities		
Trade Creditors		\$24.63
Gym Bonds (Trust)		\$1,600.00
Gym Memberships		\$1,920.02
Pop-up Shop		\$120.00
GST Liabilities		
GST Collected	\$8,124.45	
GST Paid	<u>-\$7,577.76</u>	
Total GST Liabilities		<u>\$546.69</u>
Total Liabilities		<u>\$4,211.34</u>
Net Assets		<u>\$90,533.54</u>
Equity		
Retained Earnings		\$98,034.41
Prior Year Adjustment		\$40.63
Current Earnings		<u>-\$7,541.50</u>
Total Equity		<u>\$90,533.54</u>

Narembeen Community Resource Centre

Unit 2

19 Churchill Street
Narembeen 6369

Profit & Loss Statement

July 2017 through May 2018

3/07/2018
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Income	
Grants and Funding	
Service Contract Funding	
DRD Govt & Community Info	\$38,237.68
DRD Economic & Business Dev	\$38,345.30
DRD Hot Office Service	\$2,719.76
DRD Social Development	\$18,283.02
ATO	\$1,572.72
Dept Human Services	\$4,881.90
Total Service Contract Funding	<u>\$104,040.38</u>
Project/Event Funding	
Other Grants	\$248,832.91
Ladies Long Lunch	\$9,018.22
Mens Health Event	\$763.64
Seniors Week	\$966.24
Total Project/Event Funding	<u>\$259,581.01</u>
Merchandise Sales	
Souvenirs	\$141.09
Directory Sales	\$901.96
Customer Merchandise	\$7,394.53
Total Merchandise Sales	<u>\$8,437.58</u>
Total Grants and Funding	<u>\$372,058.97</u>
Operational Income	
Memberships Income	
Membership	\$5,860.00
Total Memberships Income	<u>\$5,860.00</u>
Project Income	
Ladies Long Lunch	\$11,031.71
Country Arts WA Shows	\$1,672.70
Community Markets	\$3,259.01
Networking Events	\$77.28
Triathlon	\$696.35
Total Project Income	<u>\$16,737.05</u>
Service Income	
Credit Card Charges	\$38.31
Calendar Sales	\$9.09
Advertising	\$27.95
Community Directory Advertsng	\$2,668.11
Printing/Photocopying	\$7,218.64
Photo Editing	\$170.00
Fax Service	\$180.91
Internet/Computer	\$687.89
Room Hire/Hot Office	\$1,306.13
Customer Postage	\$75.69
Binding	\$166.82
Staff Assistance	\$1,396.20
Desktop Publishing	\$3,038.01
Laminating	\$997.77
Equipment Hire	\$390.00
Slide Shows	\$99.09
Media Conversion	\$51.64
Photo Lab	\$15.27
Large Format Printing	\$3,296.61
Miscellaneous	\$559.16
Exam Supervision	\$217.73
Donations	\$98.90
Interest Income	\$1,314.98
Total Service Income	<u>\$24,024.90</u>
Workshop Income	

Narembeen Community Resource Centre

Profit & Loss Statement

July 2017 through May 2018

3/07/2018
12:08:35 PM

Seniors Movie Days	\$739.54	
Children's Workshops	\$213.66	
Total Workshop Income	\$8,967.38	
Total Operational Income	\$55,589.33	
Total Income	\$427,648.30	
Cost of Sales		
Inactive Accounts		
Printing	\$82.23	
Total Cost of Sales		\$82.23
Gross Profit		\$427,566.07
Expenses		
Grant and Funding Expenses		
Operational Expenses		
ICT Support & Development	\$3,334.55	
Staff Training	\$312.36	
Traineeship	\$747.50	
Total Operational Expenses	\$4,394.41	
Capital Funding Purchases		
Equipment Purchase	\$3,457.35	
Project/Event Expenses		
Other Grant Costs	\$246,065.98	
Community Markets	\$2,223.97	
Ladies Long Lunch	\$18,778.76	
Networking Events	\$157.62	
Xmas St Party	\$208.47	
Country Arts WA Shows	\$3,482.27	
Mens Health Event	\$560.54	
Triathlon	\$1,398.19	
Seniors Week	\$502.36	
Total Project/Event Expenses	\$273,378.16	
Merchandise Purchases		
Directory Purchases	\$1,452.00	
Customer Merch Purchases	\$5,308.50	
Canvas Frames	\$644.68	
Total Merchandise Purchases	\$7,405.18	
Total Grant and Funding Expenses	\$288,635.10	
Operational Expenses		
Photocopying & Printing Costs	\$4,650.86	
Laminating Costs	\$18.56	
Workshop Expenses		
Adult Workshops	\$6,780.80	
Children's Workshops	\$117.24	
Seniors Movie Day	\$591.93	
Total Workshop Expenses	\$7,489.97	
Administrative Expenses		
Advertising	-\$59.09	
Bank Charges	\$1,268.03	
Electricity	\$2,472.23	
Postage	\$303.09	
Repairs & Maintenance	\$2,274.70	
Meeting Room Hire expense	\$115.17	
Stationery	\$576.99	
Internet Costs	\$1,682.21	
Telephone/Fax	\$2,013.48	
Amenities	\$260.23	
Newspapers	\$32.27	
Licences	\$82.78	
Donations	\$60.00	
Memberships	\$1,422.75	
		\$12,504.84

Narembeen Community Resource Centre

Profit & Loss Statement

July 2017 through May 2018

3/07/2018
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Wages & Salaries	\$107,416.59	
Superannuation	\$13,553.28	
Staff Uniforms	\$838.37	
Total Staff Expenses	<u>\$121,808.24</u>	
Regional Price Index Costs		
Total Operational Expenses		\$146,472.47
Total Expenses		<u>\$435,107.57</u>
Net Profit/(Loss)		<u>-\$7,541.50</u>

Narembeen Community Resource Centre

Unit 2
19 Churchill Street
Narembeen 6369

Balance Sheet

As of June 2018

3/07/2018
12:07:26 PM

Assets		
Trading Cheque Account		\$31,963.15
Petty Cash		\$100.00
Cash Sale Float		\$50.00
Undeposited Funds		\$155.60
Term Deposit 917		\$65,000.00
Withholding Credits		
Trade Debtors	\$8,297.24	
Total Withholding Credits	<u>\$8,297.24</u>	
Total Assets		<u>\$105,565.99</u>
Liabilities		
Trade Creditors		\$682.46
Gym Bonds (Trust)		\$1,700.00
Gym Memberships		\$2,220.02
Pop-up Shop		\$120.00
GST Liabilities		
GST Collected	\$8,771.53	
GST Paid	<u>-\$7,706.51</u>	
Total GST Liabilities		<u>\$1,065.02</u>
Total Liabilities		<u>\$5,787.50</u>
Net Assets		<u>\$99,778.49</u>
Equity		
Retained Earnings		\$98,034.41
Prior Year Adjustment		\$40.63
Current Earnings		<u>\$1,703.45</u>
Total Equity		<u>\$99,778.49</u>

Narembeen Community Resource Centre

Unit 2

19 Churchill Street
Narembeen 6369

Profit & Loss Statement

July 2017 through June 2018

3/07/2018
12:07:10 PM

Income	
Grants and Funding	
Service Contract Funding	
DRD Govt & Community Info	\$38,237.68
DRD Economic & Business Dev	\$38,345.30
DRD Hot Office Service	\$2,719.76
DRD Social Development	\$18,283.02
ATO	\$1,572.72
Dept Human Services	\$4,881.90
Total Service Contract Funding	<u>\$104,040.38</u>
Project/Event Funding	
Other Grants	\$252,587.46
Ladies Long Lunch	\$9,018.22
Mens Health Event	\$763.64
Seniors Week	\$966.24
Total Project/Event Funding	<u>\$263,335.56</u>
Merchandise Sales	
Souvenirs	\$143.09
Directory Sales	\$961.05
Customer Merchandise	\$7,717.97
Total Merchandise Sales	<u>\$8,822.11</u>
Total Grants and Funding	<u>\$376,198.05</u>
Operational Income	
Memberships Income	
Membership	\$6,327.27
Total Memberships Income	<u>\$6,327.27</u>
Project Income	
Ladies Long Lunch	\$11,031.71
Country Arts WA Shows	\$1,672.70
Community Markets	\$3,259.01
Networking Events	\$77.28
Triathlon	\$696.35
Total Project Income	<u>\$16,737.05</u>
Service Income	
Credit Card Charges	\$38.31
Calendar Sales	\$9.09
Advertising	\$27.95
Community Directory Advertsng	\$3,331.73
Printing/Photocopying	\$7,444.35
Photo Editing	\$170.00
Fax Service	\$180.91
Internet/Computer	\$700.17
Room Hire/Hot Office	\$1,737.95
Customer Postage	\$75.69
Binding	\$180.32
Staff Assistance	\$1,586.64
Desktop Publishing	\$3,088.01
Laminating	\$1,110.96
Equipment Hire	\$390.00
Slide Shows	\$99.09
Media Conversion	\$51.64
Photo Lab	\$15.27
Large Format Printing	\$3,733.81
Miscellaneous	\$559.16
Exam Supervision	\$653.18
Donations	\$143.90
Interest Income	\$1,348.27
Total Service Income	<u>\$26,676.40</u>
Workshop Income	

Narembeen Community Resource Centre

Profit & Loss Statement

July 2017 through June 2018

3/07/2018
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Seniors Movie Days	\$739.54	
Children's Workshops	\$213.66	
Total Workshop Income	\$12,338.29	
Total Operational Income	\$62,079.01	
Total Income	\$438,277.06	
Cost of Sales		
Inactive Accounts		
Printing	\$82.23	
Total Cost of Sales		\$82.23
Gross Profit		\$438,194.83
Expenses		
Grant and Funding Expenses		
Operational Expenses		
ICT Support & Development	\$3,334.55	
Staff Training	\$312.36	
Traineeship	\$747.50	
Total Operational Expenses	\$4,394.41	
Capital Funding Purchases		
Equipment Purchase	\$3,457.35	
Project/Event Expenses		
Other Grant Costs	\$246,468.62	
Community Markets	\$2,223.97	
Ladies Long Lunch	\$18,778.76	
Networking Events	\$157.62	
Xmas St Party	\$208.47	
Country Arts WA Shows	\$3,482.27	
Mens Health Event	\$560.54	
Triathlon	\$1,398.19	
Seniors Week	\$502.36	
Total Project/Event Expenses	\$273,780.80	
Merchandise Purchases		
Directory Purchases	\$1,452.00	
Customer Merch Purchases	\$5,460.41	
Canvas Frames	\$694.68	
Total Merchandise Purchases	\$7,607.09	
Total Grant and Funding Expenses	\$289,239.65	
Operational Expenses		
Photocopying & Printing Costs	\$4,932.86	
Laminating Costs	\$41.20	
Workshop Expenses		
Adult Workshops	\$6,780.80	
Children's Workshops	\$117.24	
Seniors Movie Day	\$591.93	
Total Workshop Expenses	\$7,489.97	
Administrative Expenses		
Advertising	-\$59.09	
Bank Charges	\$1,364.33	
Electricity	\$2,472.23	
Postage	\$321.11	
Repairs & Maintenance	\$2,274.70	
Meeting Room Hire expense	\$115.17	
Stationery	\$627.17	
Internet Costs	\$1,782.16	
Telephone/Fax	\$2,195.48	
Amenities	\$286.58	
Newspapers	\$34.09	
Licences	\$82.78	
Donations	\$60.00	
Memberships	\$1,422.75	
	\$12,979.46	

Narembeen Community Resource Centre

Profit & Loss Statement

July 2017 through June 2018

3/07/2018
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Wages & Salaries	\$107,416.59	
Superannuation	\$13,553.28	
Staff Uniforms	\$838.37	
Total Staff Expenses	<u>\$121,808.24</u>	
Regional Price Index Costs		
Total Operational Expenses		\$147,251.73
Total Expenses		<u>\$436,491.38</u>
Net Profit/(Loss)		<u>\$1,703.45</u>

9.0 Councillor's Reports – including other Councillor business

Cr K Mortimore

Cr P Lines

Cr B Thomas

Cr B Cowan

Cr S Stirrat

Cr A Wright

Cr A Hardham

Cr R Cole

10.0 Urgent business as permitted by Council

11.0 Date, time & place of next meeting

Wednesday 15th August 2018 at Narembeen Shire Council Chambers

12.0 Closure

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