



**ORDINARY COUNCIL MEETING
18 October 2022**

**AGENDA
ATTACHMENTS**



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ATTACHMENT – AGENDA ITEM 6.1
Minutes Ordinary Council Meeting
September 2022



COUNCIL CALENDAR

Date	Time	Meeting
18 October 2022	4:00pm	Ordinary Council Meeting
15 November 2022	4:00pm	Ordinary Council Meeting

20 September 2022 MEETING PROGRAM

2.30pm	Councillor Forum
4.00pm	Ordinary Council Meeting

MEETING GUESTS

Nil

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Minutes

Shire of Narembeen Ordinary Council Meeting Tuesday 20 September 2022, commencing at 4:00pm

1.0 Opening & Welcome

Presiding Person, Cr Kellie Mortimore welcomed everyone to the meeting and declared the meeting open at 4.00pm.

2.0 Attendance & Apologies

Attendance

Councillors

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

Officers

David Blurton	Chief Executive Officer
Tamara Clarkson	Executive Manager Corporate Services
Kathryn Conopo	Administration Officer (Minute Taker)
Diana Blacklock	Economic Development Officer

Apologies

Cr Amy Hardham	Member
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Approved leave of absence

3.0 Declarations of Interest

D Blurton declared a financial interest in item 9.1

4.0 Announcements

4.1 Application for leave of absence

Nil

5.0 Public Question Time & Deputations (15 min)

Nil

6.0 Minutes of Previous Meetings

6.1 Confirmation of Minutes of Ordinary Meeting of Council

6.1.1 Confirmation of Minutes

Confirmation of Minutes from the Shire of Narembeen Ordinary Meeting held on Tuesday 16 August 2022

RECOMMENDATION / COUNCIL RESOLUTION:

That the minutes of the meeting of the Shire of Narembeen Ordinary Meeting held on Tuesday 16 August 2022 be confirmed as a true and accurate record of the proceedings.

MIN 7484/22 MOTION - Moved Cr. Cole Seconded Cr. Currie

CARRIED 7 / 0

6.1.2 Business Arising

Business Arising from the Minutes of the Shire of Narembeen Ordinary Meeting held Tuesday 16 August 2022

Nil

7.0 Status Report

RECOMMENDATION / COUNCIL RESOLUTION:

That the Status Report for September 2022 be received.

MIN 7485/22 MOTION - Moved Cr. Stirrat Seconded Cr. Milner

CARRIED 7 / 0

8.0 Reports

8.1 Chief Executive Officer

AGENDA ITEM: 8.1.1- Adoption of Corporate Business Plan 2022/23-2025/26

Subject:	Adoption of Corporate Business Plan 2022/23-2025/26
Applicant:	Not Applicable
File Ref:	ADM172
Disclosure of Interest:	Nil
Author:	David Blurton – Chief Executive Officer
Date:	6 September 2022
Attachments:	Draft Corporate Business Plan 2022/23-2025/26

PURPOSE

For Council to consider the adoption of its Corporate Business Plan 2022/23-2025/26 (CBP) document following a 21-day public consultation period.

BACKGROUND

The Council adopted its Strategic Community Plan 2022-2032 (SCP) document at its July 2022 meeting following a process of extensive consultation with the community. While the SCP sets the strategic vision for the future, the CBP that translates the Council's priorities from the Strategic Community Plan into operations and deliverables aligned to the annual budget process. It includes specific actions which Council will aim to deliver over the next four years as well as a four-year financial plan which summarises the projects which have been endorsed through Council's other adopted plans.

Council adopted its Draft Corporate Business Plan 2022/23-2025/26 document at its August 2022 meeting and endorsed a 21-day consultation period. This has now been completed and comments are presented to Council for consideration as part of final adoption.

CONSULTATION

A 21-day community consultation period has been undertaken including contact with each local sporting and community organisation. Management also circulated the draft document to all staff for comment.

STATUTORY IMPLICATIONS

Section 5.56 (1) of the Local Government Act 1995 requires all local governments to plan for the future. This plan for the future is provided by the Integrated Planning and Reporting Framework (IPRF).

The CBP represents the highest level of strategic planning undertaken by local governments. It is a legislative requirement as part of the Integrated Planning and Reporting Framework under the Local Government Act 1995. Its purpose is:

- Ensuring the community is involved in the setting of a long term vision;
- Providing Council with a clear understanding of the community's wellbeing, priorities, aspirations, needs and wants; and
- Setting out Council's priorities in relation to implementing its strategies.

FINANCIAL IMPLICATIONS

Financial implications are highlighted in the plan and a series of ratio measures have been included in the document for Council to consider (note 12). These ratios are used by the Department of Local Government and Communities as measures of local government sustainability.

The plan includes 2 self-supporting loans being raised in 2024/25 to fund delivery of netball court cover and a multipurpose hockey/tennis facility as per the Council's endorsed Sports facility plan. Other significant changes over the life of the plan include a reduction in road maintenance contributions received from Ramelius in 23/24 and onwards at the completion of mining activities and development of the LIA subdivision in 23/24 and 24/25.

POLICY IMPLICATIONS

Not Applicable

RISK MANAGEMENT IMPLICATIONS

Adoption of the plan eliminates the risk of noncompliance with the Local government Act.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022-2032

Civic Leadership – Well governed and efficiently managed local government.

VOTING REQUIREMENTS

Simple Majority

COMMENT

At time of writing, no submissions have been received from the community.

Two comments were received by staff

Name	Comment	Response
Amos Laird, Shire Mechanic	Looks good. Is there a budgeted amount for the replacement of my LV – for when my current ute goes to work as the new spray-rig?	Figures for vehicle changeover included in 22/23 Budget document.
Diana Blacklock, Economic Development Officer	As mentioned previously I think it would be good to have something in the CBP regarding the development of a Decarbonisation / Climate Change Mitigation Plan for future developments. This is something that we are going to need in the future, to meet federal and state grant criteria.	Whilst Conservation of our Natural environment is an identified strategy in the Adopted Strategic Community Plan, the suggested initiative does not form part of the identified measures of success. As such it is not recommended to include in the Corporate Business Plan

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

That Council adopt the Corporate Business Plan 2022/23-2025/26 as presented.

MIN 7486/22

MOTION - Moved Cr. Bray

Seconded Cr. Milner

CARRIED 7 / 0

AGENDA ITEM: 8.1.2 - Light Industrial Area Expression of Interest Process

Subject:	Light Industrial Area Expression of Interest
Applicant:	Not Applicable
File Ref:	ADM648
Disclosure of Interest:	Nil
Author:	David Blurton – Chief Executive Officer
Date:	7 September 2022
Attachments:	LIA Subdivision -Narembeen South Road

PURPOSE

For Council to consider undertaking an expression of interest (EOI) process for a portion of lot 100, Narembeen South Road being the proposed Light Industrial Area.

BACKGROUND

Council owns lot 100, Narembeen South Road in freehold and has previously received subdivision approval for the development of this land as a Light Industrial Area. Approval has since lapsed as the subdivision has not progressed; however an application is being prepared to be resubmitted by the Council's Planning Consultant, Liz Bushby.

Following meetings with Planning Consultants working with the Wheatbelt Development Commission, staff are of the view that a portion of the subdivision can potentially be activated now without any significant investment in infrastructure.

Staff are proposing an expression of interest process be undertaken for the portion of land fronting the Narembeen South Road, i.e. future lots 50,51,65,66 totalling over 8000m². This would involve leasing the land to any suitable party following the EOI process without the need to build access roads and potentially other infrastructure.

CONSULTATION

Wheatbelt Development Commission
Economic Development Officer
Works Manager
Liz Bushby, Consultant Planner

STATUTORY IMPLICATIONS

Once submissions are received and considered by Council, section 3.58 Disposal of Property may apply should Council support leasing the land for any purpose.

FINANCIAL IMPLICATIONS

The EOI process will identify what infrastructure requirements would be needed as part of any proposal. This may involve negotiating with the preferred party and some level of investment by Council such as filling, fencing, drainage, survey cost, etc

Submissions will be expected to identify their intended use, required footprint, infrastructure requirements and other important considerations. Council would consider the most suitable proposal based on the submissions received.

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

There is a risk that no business is interested in using the land and staff have fielded no recent inquiries looking for industrial land in Narembeen, however staff consider that advertising the lands use through and EOI process may trigger inquiries.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022 - 2032

2.1 Support the diverse industry across the Shire

Demonstrated Progress with stakeholders to facilitate industrial land identification and expansion.

Corporate Business Plan 2022 - 2026

2.1 d – Undertake Industrial Land Subdivision

VOTING REQUIREMENTS

Simple Majority

COMMENT

Should Council support the recommendation, Staff will prepare an EOI Package with the assistance of the Wheatbelt Development Commission and promote through appropriate channels including the Wheatbelt Business Network. At the closing of submission period, submissions will be referred to Council for consideration.

Staff consider that activation of the front parcels of land in the proposed subdivision will be relatively inexpensive, depending on the proponents' requirements and will stimulate further interest in the development. It will also make use of land which is currently unused and support economic development in Narembeen.

In terms of existing infrastructure Water, Power and Telecommunications are in proximity however sewer is unavailable to the site.

This process will run concurrently with renewing the subdivision approval throughout the WA Planning Commission. The appointment of professional services including Engineering and Survey is also required to be undertaken to progress the subdivision further and staff are currently working to engage these services.

Staff have been advised that the subdivision can be staged to minimise the level of investment required to develop the whole subdivision.

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

That Council undertake an Expression of Interest Process for the use of a portion of lot 100 Narembeen South Road.

MIN 7487/22

MOTION - Moved Cr. Milner

Seconded Cr. Currie

CARRIED 7 / 0

AGENDA ITEM: 8.1.3 - Council Policy Review

Subject:	Policy review - Administration
Applicant:	Not Applicable
File Ref:	ADM541
Disclosure of Interest:	Nil
Author:	David Blurton – Chief Executive Officer
Date:	7 September 2022
Attachments:	1. Email from P. Lines and response. 2. Comments on Draft Policy from TPI Planning Consultants 3. Revised Council Policy - Outbuildings 4. Council Policy - Procurement Framework

PURPOSE

To review several Council policies following a period of public consultation.

BACKGROUND

The Council has a significant number of policies covering a range of issues which require periodical review.

At its August 2022 meeting, the Council endorsed two policies to undergo a period of public consultation in accordance with policy. This has been completed and comments are referred to Council for consideration.

CONSULTATION

Executive Manager Corporate Services
Works Manager

As per the Councils Strategic Policy framework document, the Council may consider a consultation process with the broader community when it considers new policies or significant changes to existing policies. Given the policy changes recommended in this report are not considered significant and the need for two new policies have been identified by external auditors, staff do not consider it necessary to consult with the community in this instance.

STATUTORY IMPLICATIONS

Local Government Act 1995

Section 2.7 Role of council

- (1) The council —
 - (a) governs the local government's affairs; and
 - (b) is responsible for the performance of the local government's functions.
- (2) Without limiting subsection (1), the council is to —
 - (a) oversee the allocation of the local government's finances and resources; and
 - (b) determine the local government's policies.

[Section 2.7 amended: No. 17 of 2009 s. 4.]

Section 5.41 Functions of CEO

The CEO's functions are to —

- (a) advise the council in relation to the functions of a local government under this Act and other written laws; and
- (b) ensure that advice and information is available to the council so that informed decisions can be made; and
- (c) cause council decisions to be implemented; and
- (d) manage the day-to-day operations of the local government; and
- (e) liaise with the mayor or president on the local government's affairs and the performance of the local government's functions; and
- (f) speak on behalf of the local government if the mayor or president agrees; and
- (g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees); and
- (h) ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and
- (i) perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Council has Adopted Strategic Policy Framework which guides the format, content, nature and review date for each policy. The Strategic Policy Framework also differentiates between Council Policies, Executive Policies and Procedures/Manuals.

It is considered good corporate governance to review policies as they fall due and to consider if any new policies should be added in line with legislative changes.

RISK MANAGEMENT IMPLICATIONS

Council not reviewing its policies within nominated timeframes – Low risk.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022-32

Civic Leadership - Well governed and efficiently managed Local Government

VOTING REQUIREMENTS

Simple Majority

COMMENT

The following comment is provided relative to each policy.

Local Planning Policy – Outbuilding Control.

Council has previously resolved to develop a policy for the control of outbuildings at its meeting 16 March 2021 (718/21). The policy has been developed based on other rural Council's policies and allows for larger and taller sheds to be built on residential and town centre land than the standard planning regulations (deemed provisions) allow for. The table included sets some parameters for what Council considers acceptable in terms of outbuilding size based on the size of the lot and materials. Adoption of the policy will ensure consistency in decision making relating to outbuildings and reflect rural lifestyle rather than the deemed provisions which are applied based on zoning category across the state regardless of lot size, location and amenity.

One submission was received from the public during the consultation period and further advice was sought from the Council's Planning consultant, Liz Bushby who proposed many changes to the draft policy. Copies of both correspondence are attached, and a final modified policy is presented for adoption.

Council Policy – Procurement Framework

The major change recommended for this policy is the insertion of the table which summarises purchasing and quotation requirements at different consideration value thresholds, which was previously included in the Executive level policy. As advised by WALGA, this reflects industry best practice in is more appropriate than staff defining purchasing requirements in an Executive level policy.

The draft policy indicated changes to purchasing thresholds and combining elements of the Executive Policy relating to procurement.

As no comments were received from the public at the close of consultation it is recommended to adopt the policy without change.

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

That Council adopts

- 1. The Outbuilding Control Planning Policy with changes identified.*
- 2. The Procurement Framework.*

MIN 7488/22

MOTION - Moved Cr. Currie

Seconded Cr. Stirrat

CARRIED 7 / 0

8.2 Executive Manager Corporate Services

AGENDA ITEM: 8.2.1 - Housing Strategy

Subject:	Housing Strategy
Applicant:	Not applicable
File Ref:	ADM172
Disclosure of Interest:	Nil
Author:	Tamara Clarkson, Executive Manager Corporate Services
Date:	8 September 2022
Attachments:	Town Planning Scheme Map R Code State Planning Policy Tables

PURPOSE

For Council to consider Housing Strategy development.

BACKGROUND

The Housing Working Group has convened several times over the past twelve months to discuss housing needs in Narembeen. Adoption of a Housing Strategy is yet to be completed, the working group agreed on a draft position, and this now requires Council approval.

By way of summary, the issues related to housing locally include:

- Design and construction of staff housing, which Council has allocated \$500,000 in it's 22/23 budget to progress;
- The current state of, and lack of suitable housing for state employees including police, nurses, and teachers which has been raised as a regional issue through WALGA Zone and ROEROC;
- Lack of suitable aged housing in Narembeen to cater for growing demand;
- Capacity of the Narembeen Homes for the Aged Committee to manage their current stock of 12 units;
- Capacity of Shire to manage 9 joint venture properties;
- Investigation / discussion with CEACA to progress construction of new houses as well as manage existing properties on behalf of Shire and/or Narembeen Homes for the Aged Committee.

CONSULTATION

Chief Executive Officer

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Budget allocation is \$500,000 for purchase of new houses in 22/23

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Medium Risk.

Lack of housing impacts the ability to recruit and retain experienced and qualified employees.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022-2032

2.4 Retain and grow our local skills base

Existing shire housing stock is well maintained, and new stock constructed

(Draft) Corporate Business Plan 2022/23 – 2026/27

2.4 a – Develop and Implement Housing Strategy

Housing – to maintain the Shire owned housing to a level that retains their capital value

VOTING REQUIREMENTS

Absolute majority

COMMENT

Staff Housing

Demand

Council sold two houses in preparation for the construction of new dwellings with funds being held in the Housing Reserve.

The Housing Working Group previously discussed the best location and most appropriate size of accommodation to suit shire employees. This report adds a planning context to assist in the decision-making process of the most appropriate site. At present the Shire owns eight houses which range in size between three and four bedroom houses and most of these premises are occupied by a single employee.

The following is a list of the current housing stock owned and current occupation status.

Address	Size	Occupied by
26 Hilton	4x2	CEO
8 Cheetham	4x2	EMCS
18 Hilton	3X1	Works staff member
16 Hilton	4x2	Vacant (for new Doctor)
10 Hilton	4x1	Leading Hand, Parks Officer, and family
15 Northmore	3x1	Works staff member (recently vacant)
21 Northmore	3x1	Administration staff and family
20 Cheetham	4x2	Works Manager and Senior Finance Officer

Current demand for employee housing is typically for single persons or couples rather than families and staff have also been accommodated in the caravan park chalets for extended periods which is not ideal.

The working group agreed with the following recommendation:

Given the current demand and the number of larger Council owned houses council already owned, staff consider that smaller two or three bedroom homes co-located would provide a good mix of suitable housing.

Locations

1. Council owns several suitable blocks on Cheetham Way which vary in size from 840m² to 2929m². Blocks are zoned residential R5 and R12.5 which determines density with the R(number) determining the average lot size per hectare. For example, R5 indicates that only five dwellings can be constructed on a 10,000m² lot, or an average of 2000m² per dwelling.

Based on a lot size of 2929m² and an R5 code, only 1 dwelling can be constructed (as dwelling needs to be 2000m² average).

Based on a lot size of 840m² and an R12.5 code, still only 1 dwelling can be constructed (as dwelling lot needs to be 800m² average).

Council could amalgamate lots, but this would not change the zoning or R code density.

The lot sizes in Cheetham Way mean each lot can only be developed with one single house.



2. Council owns a 2528m² block on corner of Currall and Stanley (Lot 104) which is zoned Residential R12.5 and is well located with frontage on either side. Council's planning consultant has advised that the Shires Town Planning Scheme allows corner lots with access to constructed roads and sewer/water to be developed at a higher R30 density.

The R30 Code only requires an average of 300m² per dwelling unit, therefore Lot 104 has potential for 8 grouped dwellings (refer attachment).

Initial investigation with Landgate shows no issue with development of the block, Western Power Infrastructure may be an issue and as such, will require additional enquiries.



- Council owns two blocks on Thomas Way which are each 1012m² and are zoned R12.5. If amalgamated a maximum of two dwellings could be constructed at an average of 800m².

Amalgamation would entail costs and not result in any increase in the potential dwelling yield, therefore is not recommended.



The Working Group identified Lot 104 Currall Street as the preferred location for development of staff housing subject to further site investigations.

The budget is \$500,000 and is this is likely to limit construction to three dwellings at most, however this site could potentially yield up to eight dwellings. Council could look to develop more dwellings than required on this site and look to either partner with Go Narembeen / CEACA or fund development itself and sell some of the completed dwellings privately to recoup construction costs.

This would require a due diligence exercise and further financial modelling including funding strategy. It also may require subdivision of the blocks as a strata arrangement if separate ownership is considered. Council could also plan for future construction of additional dwellings on site and only construct three dwellings in the short term should other parties not be interested.

A discussion with Go Narembeen is preferred and an approach to CEACA may be more appropriate in the mid to long term. The group note that the handover of joint venture properties at the end of the agreements with the Department of Communities will be considered in the Housing Strategy.

Procurement process

Council has several options to progress the construction of dwellings and will need to tender works as the project value will be more than \$250,000 threshold under the Act or use WALGA's EQuote system.

1. Design and construct tender









Council could run a tender process seeking to engage a suitably qualified and experienced building company to initially design and then construct dwellings. Some initial design matters to consider in the brief would be brick or transportable dwellings, size of each dwelling, fit out budget.

2. Engage architect to develop plans including detailed designs then undertaken tender process.

3. Undertake an RFQ process to supply and install prefabricated dwellings. WALGA's Equote system has a category with the following preferred suppliers listed. Multiple options are available through each supplier's range and discounts are offered for multiple dwellings purchased. Through this option, staff would need assistance to develop site layout and landscaping design which may be available through the company themselves.

Suppliers on the [Construction and Building Environments \(PSP012\)](#) list

[Back](#)

	BUSINESS NAME	LEAD CONTACT
1	 CLPM Pty Ltd	Paul Rees
2	 Evoke Living Homes	Fleur Draffin
3	 FLEETWOOD WA & SA PTY LTD	Nick Price
4	 Greenville Developments	Beverley Honig
5	 LANDMARK PRODUCTS	Terry Van Iersel
6	 MODULAR WA	Codie Sundstrom
7	 Modus Australia	Modus Australia Restrooms And Toilet Buildings
8	 WC Convenience Management P/L	Stuart Brady

Dwelling Type	Dwelling Description	Dimensions	Size M2	% Discount Offered
4x2	4 bedroom, 2 bathroom 'Hamelin' design. Includes meals, family, study and alfresco on modular slab. Optional site built garage and porch.	19.2m x 13.2m	174.24m2	0
				%
				%
3x2	3 bedroom, 2 bathroom 'The Adair' design. Includes lounge, dining, alfresco on modular slab. Optional site built porch, garage or carport.	15.3mx8.4m	120.28m2	0
				%
				%
3x1	3 bedroom, 1 bathroom 'The Tuart' design. Includes lounge, dining, porch on modular slab. Optional site built carport	12.6m x 8.4m	105.84m2	0
				%
				%
2x2	2 bedroom, 2 bathroom 'The Ocean Retreat'. Includes combined kitchen/living/dining. Optional site built carport, pergola	13.2m x 4.8m	63.36m2	5
				0
				%
2x1	2 bedroom, 1 bathroom 'The Farmstay' design. Includes combined living/kitchen/dining. Optional site built carport, verandah	14.4m x 4.2m	60.48m2	0
				%
				%

Figure 1 - example of product range Evoke Living Homes

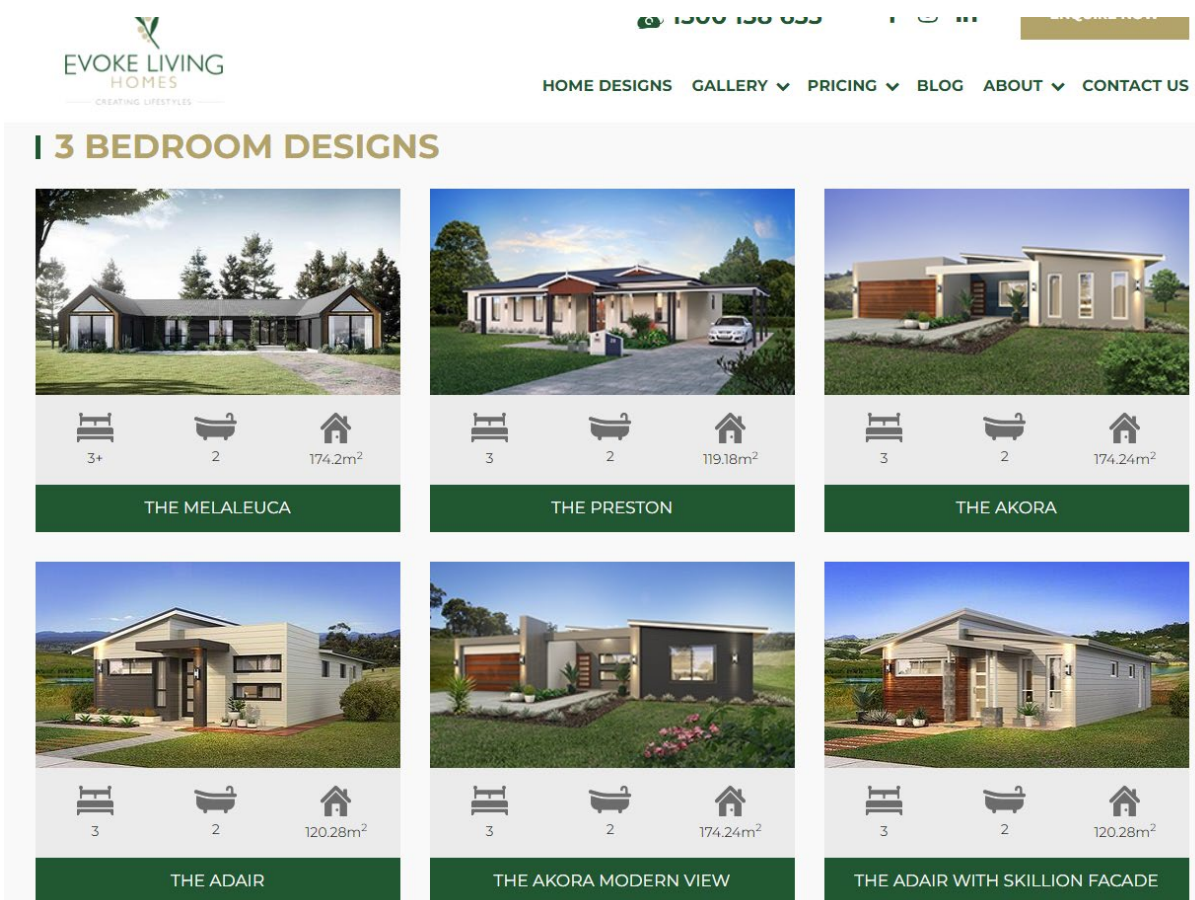


Figure 2 - example of product range Evoke Homes

Once discussion with Go Narembeen / CEACA completed, a report will be presented to Council to commence an RFQ process through the WALGA Equote system. Ideally, this will require the successful contractor developing site plans including landscaping for Council approval prior to construction for the supply and install of up to 8 prefabricated dwellings in a range of 2- and 3-bedroom configurations. If no commitment is forthcoming, then site layout to consider immediate development of three dwellings and allow for future additions of dwellings on site.

Other Matters

Council to lobby the state to invest in new housing stocks for its public servants in the regions. Advertising is currently occurring to attract a new Doctor to Narembeen. Now would be an opportune time to make minor improvements to 16 Hilton Way while the property is vacant.

OFFICER RECOMMENDATION

That Council:

1. Agree to build a mix of smaller two or three bedroom properties for employee housing;
2. Identify Lot 104 (27) Currall Street, Narembeen as the preferred location of the employee housing project, subject to further site investigation;
3. Direct the CEO to approach Go Narembeen as a potential partner to the project in the first instance followed by CEACA and report outcomes;
4. Allocate \$15,000 in the February 2023 Budget Review for improvements to 16 Hilton Way, Narembeen
5. Council and CEO actively lobby the State to invest in new housing stock for public servants in the region in collaboration with Roe Regional Councils.

COUNCIL RESOLUTION

That Council:

1. *Agree to investigate building a mix of smaller two or three bedroom properties for employee housing;*
2. *Identify Lot 104 (27) Currall Street, Narembeen as the preferred location of the employee housing project, subject to further site investigation;*
3. *Direct the CEO to approach Go Narembeen as a potential partner to the project in the first instance followed by CEACA and report outcomes;*
4. *Allocate \$15,000 in the February 2023 Budget Review for improvements to 16 Hilton Way, Narembeen*
5. *Council and CEO actively lobby the State to invest in new housing stock for public servants in the region in collaboration with Roe Regional Councils.*

MIN 7489/22

MOTION - Moved Cr. Stirrat

Seconded Cr. Currie

CARRIED 7 / 0

Reason for change – *Council were hesitant to agree to build without further investigation occurring.*

COUNCIL RESOLUTION

That Standing Orders are suspended for the remainder of Item 8.2.2 – Narembeen Homes for the Aged Inc.

MIN 7490/22

MOTION - Moved Cr. Stirrat

Seconded Cr. Bray

CARRIED 7 / 0

4.31pm Standing Orders suspended

AGENDA ITEM: 8.2.2 - Narembeen Homes for the Aged Inc

Subject:	Narembeen Homes for the Aged Inc
Applicant:	Not applicable
File Ref:	ADM570
Disclosure of Interest:	Nil
Author:	Tamara Clarkson, Executive Manager Corporate Services
Date:	9 September 2022
Attachments:	Nil

PURPOSE

To provide support to the Narembeen Homes for the Aged Inc (NHA) in delivery of suitable accommodation for seniors in Narembeen.

BACKGROUND

Narembeen Homes for the Aged Inc is a voluntary run association whose purpose is the provision of accommodation in town for seniors and has been in existence since the 1970's. There are currently 14 units that are all tenanted.

The last known agreement between the Shire and NHA is 2016, details below:

IT IS AGREED

- 1. That the Narembeen Homes for the Aged Inc. will be responsible for all building maintenance relating to all Homes for the Aged properties.*
- 2. That the Narembeen Homes for the Aged Inc. will collect all rent for the said properties.*
- 3. That the Narembeen Homes for the Aged Inc. be solely responsible for the administration of the said properties.*
- 4. That the Narembeen Homes for the Aged Inc. will be responsible for all rates, levies, taxes and water and electricity costs for all said properties.*
- 5. That the Shire of Narembeen will be responsible for the insurance of all properties listed by the Narembeen Homes for the Aged Inc.*
- 6. That the Shire of Narembeen will be responsible for the grounds maintenance at 20 Thomas Street, Narembeen only.*

The addresses of the said properties owned by the Narembeen Homes for the Aged Inc. are:

33 Ada Street 2 Units
Gumtree Place 6 Units
20 Thomas Street 2 Units

The group have written to the Shire requesting administrative support, in particular the Shire “maintaining the books and running the everyday organisation of the 12 units possibly as a position within the CRC at a cost to the Aged Homes group”

NHA pay rates on the properties and the insurance. The previous CEO committed to pay half of the insurance costs.

The Shire became aware of a group, Central Eastern Accommodation and Care Alliance Inc (CEACA) who provide residential management for local governments.

The President of the Homes for the Aged group met with Shire representatives and CEACA in early August. The concept was presented to the Homes for the Aged group and initial feedback was not supportive of CEACA managing the existing program.

CONSULTATION

Chief Executive Officer
Narembeen Homes for the Aged Inc

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Budget Review February 2023

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

High Risk.

The lack of support may result in the Shire having to deliver this service at considerable cost and resourcing.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022 – 2032

Community: Happy, safe, healthy and inclusive community.

- Facilitate and advocate for quality health services, health facilities and programs in the Shire
- Support local volunteer organisations through initiatives that reduce volunteer fatigue and strengthen their resilience

VOTING REQUIREMENTS

Simple majority

COMMENT

This volunteer group currently, and have for many years, delivered a dedicated and worthwhile service to our local seniors and wider community. The group are committed to continuing with this program however, members of the group are all ageing and have been involved for several years,

often undertaking maintenance themselves on the weekend ie arranging electricians and fixing reticulation.

It is not the intention of Council and the Shire to take over control of this group, but instead, work collaboratively with and support Homes for the Aged Inc. in the delivery of accommodation for seniors. The administration of the group could be undertaken by the Narembeen CRC in line with the values and aspirations of both the Community Wellbeing Plan and the Strategic Community Plan.

Officers see the agreement working that Monday to Friday, building maintenance can be undertaken by Shire contractors and staff, as occurs with other Shire owned facilities. The weekend maintenance, when urgent, may be carried out by volunteers as it happens now.

Should Council be supportive of the concept, annual maintenance costs will be considered and included in the February 2023 Mid-Year Budget Review.

OFFICER RECOMMENDATION

That Council develop an agreement with Narembeen Homes for the Aged Inc to provide administrative and building maintenance support, ensuring the sustainability of the program in Narembeen.

COUNCIL RESOLUTION

That Council:

1. *Continue discussion with Narembeen Homes for the Aged Inc to provide administrative and building maintenance support, ensuring the sustainability of the program in Narembeen.*
2. *Invite CEACA to present to Council.*

MIN 7491/22 **MOTION** - Moved Cr. Cole Seconded Cr. Bray

CARRIED 7 / 0

Reason for the change – *Council requires more information prior to signing an agreement.*

COUNCIL RESOLUTION

That Standing Orders be resumed

MIN 7492/22 **MOTION** - Moved Cr. Bray Seconded Cr. Stirrat

CARRIED 7 / 0

4.47pm Standing Orders Resumed

AGENDA ITEM: 8.2.3 - Financial Report August 2022

Subject:	Financial Report August 2022
Applicant:	Shire of Narembeen
File Ref:	Not Applicable
Disclosure of Interest:	Nil
Author:	Teresa Cousins – Senior Finance Officer
Date:	9 September 2022
Attachments:	Financial Report August 2022

PURPOSE

Council to accept the monthly statement of Financial Activity disclosing the Shires financial activities for the period August 2022.

BACKGROUND

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

CONSULTATION

Chief Executive Officer
Executive Manager Corporate Services

STATUTORY IMPLICATIONS

Local Government Act 1995, Section 6.4

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

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

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

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

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022 - 2032

We have sound financial and asset management policies and practices in place, with transparent, accountable, and integrated reporting.

Corporate Business Plan 2020/21 – 2023/24

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

COMMENT

Council's closing position on 31 August 2022 amounts to \$4,757,501 with current assets of \$8,441,539 and \$4,135,441.29 in reserve funds.

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

That Council receive the Shire of Narembreen's Financial Report for August 2022.

MIN 7493/22

MOTION - Moved Cr. Milner

Seconded Cr. Currie

CARRIED 7 / 0

AGENDA ITEM: 8.2.4 - Schedule of Accounts for August 2022

Subject:	Schedule of Accounts for August 2022
Applicant:	Not Applicable
File Ref:	ADM018
Disclosure of Interest:	Nil
Author:	Kathryn Conopo – Administration Officer
Date:	7 September 2022
Attachments:	Creditors Payment List – August 2022, Credit Card Payments List 15 June – 13 July 2022

PURPOSE

For Council to review the payments made by the Shire of Narembeen in August 2022.

BACKGROUND

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

CONSULTATION

Nil

STATUTORY IMPLICATIONS

Local Government (Financial Management) Regulations 1996

Reg. 13 List of Accounts

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

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

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022 - 2032

CIVIC LEADERSHIP: Well governed and efficiently managed Local Government.

4.2 Compliant and resourced Local Government

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

Transparent, accountable, and integrated reporting

VOTING REQUIREMENTS

Simple majority

COMMENT

A schedule of accounts paid during the month of August 2022 is attached to this report and the total amounts paid from the municipal fund and the trust fund are as follows:

Municipal Account: \$ 726091.38

Trust Account: \$ 2667.31

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

That Council:

1. *Receive the Creditors Payment List - August 2022*
2. *Receive the Credit Card Payments List 15 June – 13 July 2022*

MIN 7494/22 MOTION - Moved Cr. Currie

Seconded Cr. Bray

CARRIED 7 / 0

COUNCIL RESOLUTION

That Standing Orders are suspended for the remainder of Item 8.2.5 – Multipurpose Sports Facility Feasibility and Concept Design

MIN 7495/22

MOTION - Moved Cr. Stirrat

Seconded Cr. Currie

CARRIED 7 / 0

4.52pm Standing Orders suspended

AGENDA ITEM: 8.2.5 - Multipurpose Sports Facility Feasibility and Concept Design

Subject:	Multipurpose Sports Facility Feasibility and Concept Design
Applicant:	Shire of Narembeen
File Ref:	ADM053
Disclosure of Interest:	Nil
Author:	Tamara Clarkson, Executive Manager Corporate Services
Date:	9 September 2022
Attachments:	Draft Report to be provided under separate cover when received

PURPOSE

Council to receive draft report.

BACKGROUND

Council adopted the Sport and Recreation Facilities Plan in 2021. One key action of this plan is the delivery of a multipurpose sports facility that can accommodate tennis and hockey.

To be able to apply for grant funding and provide clarity to the sporting clubs on their financial expectations, a feasibility study / business case was required. The initial needs analysis and engagement was undertaken for this project as part of the development of the Sport and Recreation Facilities Plan.

The consultant, Otium Planning Group has finalised their draft report and this is presented to Council for consideration.

CONSULTATION

Chief Executive Officer

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Financial implications are included in the draft report.

The Council's four-year financial plan (incorporated in the Corporate Business Plan 2022/23-2025/26) reflect the following estimates.

2024/25 – Multipurpose Sports Facility expenditure \$1.5m

2024/25 – Netball Cover over courts \$500,000

Funded by:
Self-Supporting Loan Hockey / Tennis \$300,000
Self-Supporting Loan Netball \$100,000
Recreation Reserve \$600,000
Grants yet to be identified \$1,000,000

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022 – 2032

Community: Happy, safe, healthy and inclusive community
Recreational, social and heritage spaces are safe and encourage active and healthy lifestyles –
Achievement of the Sport and Recreation Facilities Plan

VOTING REQUIREMENTS

Simple Majority

COMMENT

The sporting clubs have expressed concern regarding the cost of the project, both initial construction and the ongoing maintenance costs required.

The draft plan can now be provided to both Tennis and Hockey Sporting Clubs for their consideration. Should the clubs not wish to proceed, a written response is required, and this will allow Council to determine their next step.

Community engagement will now be undertaken, and a report presented to the October Council Meeting.

OFFICER RECOMMENDATION

That Council

1. Receive the Multipurpose Sports Facility Feasibility and Concept Design report
2. Refer the report to Narembeen Hockey and Tennis clubs for feedback requesting formal advice from each club on its position regarding the project
3. Staff prepare a further report once the position of each club has been received.

COUNCIL RESOLUTION

That Council:

1. *Receive the Multipurpose Sports Facility Feasibility and Concept Design report subject to Staff seeking clarification on:*
 - *Refurbishment of existing tennis and hockey field costs*
 - *Any variations to draft plan to reduce costs*
 - *Reduction in building blueprint*
 - *Similar projects costs*
2. *Once information received, refer the report to Narembeen Hockey and Tennis clubs for feedback requesting formal advice from each club on its position regarding the project*
3. *Staff prepare a further report once the position of each club has been received.*

MIN 7496/22

MOTION - Moved Cr. Bray

Seconded Cr. Milner

CARRIED 7 / 0

COUNCIL RESOLUTION

That Standing Orders be resumed

MIN 7497/22

MOTION - Moved Cr. Stirrat

Seconded Cr. Currie

CARRIED 7 / 0

5.22pm Standing Orders resumed

COUNCIL RESOLUTION

That Council close the meeting to public, under Section 5.23 (2) (a) and (c), of the Local Government Act 1995, so that it can discuss matters affecting an employee and contractual matters.

MIN 7498/22 **MOTION** - Moved Cr. Cole

Seconded Cr. Milner

CARRIED 7 / 0

The meeting was closed to the public.

5.22pm D Blurton declared financial interest and left the chambers

5.22pm T Clarkson and K Conopo left the chambers

5.22pm D Blacklock left the chambers and did not return

9.0 Confidential Items

CONFIDENTIAL AGENDA ITEM: 9.1 - CEO KEY PERFORMANCE INDICATORS 22/23

Subject:	CEO KEY PERFORMANCE INDICATORS 22/23
Applicant:	Not Applicable
File Ref:	EMP 20
Disclosure of Interest:	Not Applicable
Author:	Kellie Mortimore – Shire President
Date:	7 September 2022
Attachments:	Nil

In accordance with Section 5.23 (2) (a) it is recommended that the meeting be closed to the public to discuss a matter affecting an employee.

RECOMMENDATION / COUNCIL RESOLUTION

That Council adopt the CEO Key Performance Indicators as identified in the body of this report for the 22/23 review year in accordance with section 4.1 of the CEO’s employment contract.

MIN 7499/22 MOTION - Moved Cr. Stirrat Seconded Cr. Currie

CARRIED 7 / 0

*5:30pm D Blurton re-entered the meeting
5:33pm T Clarkson and K Conopo re-entered the meeting*

COUNCIL RESOLUTION

To permit urgent business.

MIN 7500/22 MOTION - Moved Cr. Milner Seconded Cr. Cole

CARRIED 7 / 0

10.0 Urgent business as permitted by Council

CONFIDENTIAL AGENDA ITEM: 10.1 - Tender 01-2022 for Provision of Medical Services

Subject:	Tender 01-2022 for Medical Services
Applicant:	Not Applicable
File Ref:	ADM053
Disclosure of Interest:	Nil
Author:	David Blurton – Chief Executive Officer
Date:	19 September 2022
Attachments:	First Health Information

In accordance with Section 5.23 (2) (c) it is recommended that the meeting be closed to the public to discuss a matter relating to a contractual agreement.

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

That Council

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

MIN 7501/22

MOTION - Moved Cr. Cole

Seconded Cr. Currie

CARRIED 7 / 0

5.38pm T Clarkson left the meeting and returned to the meeting

CONFIDENTIAL AGENDA ITEM: 10.2 - RFQ 11/2022 Narembeen-Kondinin Road SLK 10.2-13.2 widen and overlay

Subject:	RFQ 11//2022 Narembeen - Kondinin widen and overlay
Applicant:	Not Applicable
File Ref:	ADM053
Disclosure of Interest:	Nil
Author:	David Blurton – Chief Executive Officer
Date:	19 September 2022
Attachments:	Nil

In accordance with Section 5.23 (2) (c) it is recommended that the meeting be closed to the public to discuss a matter relating to a contractual agreement.

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

That Council

- 1. Reject all quotes received for RFQ 11/2022 Narembeen-Kondinin Road SLK 10.2-13.2 widen and overlay and undertake the works with Council's workforce.*
- 2. Request through the WSN Steering Committee to defer Narembeen-Kondinin Road SLK 19.5-23 to 23/24 financial year.*

MIN 7502/22 MOTION - Moved Cr. Stirrat Seconded Cr. Milner

CARRIED 7 / 0

COUNCIL RESOLUTION

That Council re-open the meeting to the public

MIN 7503/22 MOTION - Moved Cr. Cole Seconded Cr. Bray

CARRIED 7 / 0

5.46pm the meeting was reopened to the public

11.0 Councillor's Reports

Cr K Mortimore

Attended

- St John Ambulance AGM
- Shire of York Built Heritage Forum

Cr S Stirrat

Attended

- Wheatbelt Secondary Freight Network
- Narembeen DHS Athletics Carnival
- Great Eastern Zone meeting
- Wheatbelt South Regional Road Group Meeting

Cr H Cusack

Attended

- Housing Strategy Group

Cr T Cole

Attended

- Nil

Cr C Bray

Attended

- Wadderin Committee meeting
- Historical Society meeting

Cr A Hardham

Attended

- Housing Strategy Group

Cr M Currie

Attended

- Go Narembeen
- Ski Lake site visit with CEO

Cr W Milner

Attended

- Housing Strategy Group

12.0 Date, time & place of next meeting

Tuesday 18 October 2022, 4.00pm at the Shire of Narembeen Council Chambers.

13.0 Closure

There being no further business the Chair declared the meeting closed at 5.51pm.

14.0 Certification of Meeting Minutes

I, Cr Kellie Mortimore, Shire President certify that the Minutes of the Ordinary Meeting of Council held on Tuesday 20 September 2022, as show on pages 1 to 35 are confirmed as a true and correct record of the meeting.

SHIRE PRESIDENT

Date

ATTACHMENT – AGENDA ITEM 7.0
Status Report

SHIRE OF NAREMBEEN - STATUS REPORT

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6826/19	18-Apr-19	ADM541	Strategic Policy Framework	That Council: 1. Adopt the Council Policy – Strategic Policy Framework as per the attachment. 2. Direct the CEO to undertake a review of all Council Policies over the next 12 months, to align them with the Strategic Policy Framework.	1. Strategic Policy Framework complete and available online. 2. Polices continue to be reviewed and updated. 3. Development of several HR Executive Policies	Ongoing	EMCS
7269/21	16-Sep-21	ADM491	Reserve 35856 and Lot 303 Fricker Road	That Council, in accordance with Schedule 1 of the Recycled Water Supply Agreement with Water Corporation: 1. Surrender Lot 303 Fricker Road to the Crown under Section 152 of the Planning and Development Act 2005 at nil cost on the condition that proposed Lot 101 is vested to the Council for the purposes of water supply. 2. Support the realignment of the boundary of proposed Lot 102 Fricker Road (Reserve 35856) to allow Shire staff legal access to proposed Lot 101 Fricker Road. 3. Support the amalgamation of proposed Lot 103 Fricker Road into Reserve 35856 to be vested to the Water Corporation for the purposes of wastewater treatment.	Transfer of land process and identify verification complete, however CEO needs to re-complete identity process September 2022	Ongoing	CEO
7292/21	16-Nov-21	ADM	Housing Strategy	That Council authorise the Chief Executive Officer to: 1. Dispose of 10 A and B Ada Street, 16 Hilton Way and 26 Thomas Street by way of sale in line with requirements of the Local Government Act 1995, and 2. Form a working group consisting of Councillors Cusack, Hardham and Milner to consider long term strategy for housing.	Housing discussion paper developed o inform strategy. Meeting held 1/9/2022	Ongoing	EMCS
7313/22	31-Jan-22	ADM053	Narembeen Hall Refurbishment	That Council 1. Accept the tender proposal from Budo Pty Ltd for \$240,258 ex GST for stage 1 restoration works of the Narembeen Hall; 2. Nominate an amount of \$102,730 ex GST from Council's phase 3 allocation of the LRCI program for additional works identified over those included as part of phase 1 and included in tender 05/2021.	Project nearing completion	Ongoing	CEO
7314/22	31-Jan-22	ADM053	Old Church Museum Refurbishment Tender	That Council 1. Accept the tender proposal from Budo Pty Ltd for \$235,815 ex GST for restoration works of the Old Church Museum; 2. Nominate an amount of \$115,299 ex GST from Council's phase 3 allocation of the LRCI program for additional works identified over those included as part of phase 1 and included in Tender 06/2021.	Project nearing completion	Ongoing	CEO
7315/22	31-Jan-22	ADM668	Local Road & Communities Infrastructure Program	That Council nominate the following projects for funding as part of Phase 3 LRCI program; Walker Lake Exercise Equipment \$50,000 Narembeen Public Hall Upgrade – stage 2 \$102730 Old Church Museum – stage 2 \$115,229 Footpath Infrastructure \$175725 Churchill Street Improvemenbts - stage 2 \$350,000 Electronic Sign Board \$50,000 Seal Laneway Savage Street \$250,000	Projects Approved	Ongoing	CEO
7324/22	15-Feb-22	ADM	Wadderin Reserve	That Council: 1. Request transfer of the management order on Crown Reserve 20022 Cusack Drive, Wadderin from the Water Corporation to the Shire of Narembeen for the purposes of "water and conservation" with the power to lease. 2. Staff commence lease negotiations with the Wadderin Wildlife Group for the use of Reserve 20022 Cusack Drive.	Requested Water Corporation process transfer. Engaged lawyer to develop lease. Met with President to progress.	Ongoing	EMCS
7420/22	19-Apr-22	P5294	Write off debt - Deceased Estate A5294 Saunders	That Council: 1. Approve the debt of \$1851.91 plus any interest accrued since 11 April 2022 to be written off against assessment A5294, and 2. Direct the CEO to commence the process to return the land to the Crown.	Ongoing	Debt written off. Follow up with Landgate re land	EMCS
7424/22	19-Apr-22	ADM093	Confidential Provision of Medical Services	That Council support the proposed changes to medical service delivery in Narembeen on a trial three-month basis as proposed by Dr Lines and review the effectiveness on the trial after the end of the trial period.	Received.	ongoing. Confidential report June 2022	CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
7449/22	21-Jun-22	ADM093	Confidential Provision of Medical Services	That Council authorise the CEO and Shire President to enact option 2 of this report.	meeting scheduled for 15/7/22	ongoing	CEO
7472/22	19-Jul-22	ADM093	Confidential Provision of Medical Services	That Council 1. Commence recruitment of a new full time GP service with the assistance of Rural Health West. 2. Discuss the opportunity to share in the GP recruitment process with the RoeRoc group of Councils. 3. Renegotiate the current contract for provision of medical services.	Process underway	Ongoing	CEO
7435/2	17-May-22	ADM547	Confidential Mt Walker/Mt Arrowsmith Road Intersection	That Council authorise the use of the Council's common seal on the following documents relating to the widening of Mt Arrowsmith / Mt Walker Road intersection on Lot 16233 on deposited plan 225564. 1. Deed of termination of sale contract 2. Road construction and land use agreement 3. Deed of easement in gross	to be actioned	ongoing	CEO
7083/20	ongoing since 2020	ADM547	RAV Working Group	Previous status report item is complete. Details here - 7083/20 19-Aug-20 ADM547 Narembeen RAV Rating and Conditions Review That Council: 1. Form a RAV Working Group to assist with undertaking a review of all Shire RAV rated roads and the conditions that are applied to these roads. 2. Approve that the RAV working Group will be made up of the following members Cr S Stirrat, Cr R Cole, Cr A Wright, CEO and the Works Manager. 3. Approve that SMEC be engaged to assist in engineering advice and a route assessment submission for all changes required to the RAV network. 4. Requests that the working group prepare a report for Council consideration to be presented no later than the October 2020 Ordinary Council Meeting. 5. Request that Policy 10.1.20 Approving Restricted Access Vehicles (RAV) On Shire Approved Low Volume Roads be reviewed by the working group with a view to the policy being revoked and or updated. Discussed with Council December 2021. Assistance will be sought from consulting engineers to progress 20.09.2022 - Cr Stirrat advised no changes or upgrades identified. Is there any capacity for a temporary RAV permit? CEO advised yes - will seek more information from main roads	July 22 - Main roads engaged to review 4 roads RAV status. Howson Project Management preparing assesment of additional roads for upgraded RAV status	This item to remain on the status report moving forward	CEO
7445/22	21-Jun-22	ADM136	Arrangements for Management of Volunteer Bush Fire Brigades	That with respect to the Western Australian Local Government Associations (WALGA) proposed Advocacy Position on Arrangements for Management of Volunteer Bushfire Brigades, on the review of the consolidated Emergency Services Act, Council, supports WALGA proposed following Advocacy Position: 1. The Association advocates that the State Government must provide for: a) A clear pathway for Local Governments to transfer responsibility for the management of Bush Fire Brigades to the State Government when ongoing management is beyond the capacity, capability and resources of the Local Government; b) The co-design of a suite of relevant guidelines and materials to assist those Local Governments that manage Bush Fire Brigades; c) Mandatory and minimum training requirements for Bush Fire Brigade volunteers supported by a universally accessible training program managed by the Department of Fire and Emergency Services (DFES); and d) The recognition of prior learning, experience and competency of Bush Fire Brigade volunteers. 2. That a Working Group comprising representatives of WALGA and DFES be established to develop a process and timeline for the transfer of responsibility for Bush Fire Brigades in accordance with 1(a). 3. Where management of Bush Fire Brigades is transferred to DFES in accordance with 1(a), DFES should be resourced to undertake the additional responsibility. 4. Council receives a further report on the future of its Bush Fire Brigade after further consultation with brigade members and the Chief Bush Fire Control Officer.	Point 4. to be discussed at BFB Annual Meeting 29/09/2022 Report October 2022 OCM	Complete	CEO
7470/22	19-Jul-22	ADM143	Confidential Disposal of Shire Owned Land	That Council: 1. Authorise staff to accept the offer of \$34,000 for the sale of Lot 68 Cheetham Way, Narembeen 2. In accordance with section 3.58 (3) of the Local Government Act 1995, advertise by local public notice of its intention to dispose of Lot 68 Cheetham Way, Narembeen for \$34,000 to Syd Parsons, Bermuda Farms Pty Ltd. 3. In accordance with section 3.58 (4) c (ii), declare the market value of the proposed disposition to be \$33,664. 4. Consider any submissions received on the proposed disposal at its meeting in August 2022.	Engaged Settlement agent	Ongoing	EMCS

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
7479/22	16-Aug-22	ADM143	Disposal of Shire owned land - Lot 68 Cheetam Way, Naremben	Council receives the update and authorise the Chief Executive Officer to finalise the sale of Lot 68 Cheetham Way, Naremben to S Parsons, Bermuda Farms Pty Ltd for \$34,000. Subject to no objections being received.	Commenced	Ongoing	EMCS
7477/22	16-Aug-22	ADM121	Budget Allocation - Christmas Lights	That Council allocate \$10,000 in the 2022/23 budget for the purchase of commercial Christmas Lights.	Include in the February 2022 Budget Review	Ongoing	EMCS
7486/22	20-Sep-22	ADM 172	Adoption of Corporate Business Plan 2022/23-2025/26	That Council adopt the Corporate Business Plan 2022/23-2025/26 as presented		Complete	CEO
7487/22	20-Sep-22	ADM648	Light Industrial Area Expression of Interest	That Council undertake an Expression of Interest Process for the use of a portion of lot 100 Naremben South Road	to be progressed	Ongoing	CEO
7488/22	20-Sep-22	ADM541	Council Policy Review	That Council adopts 1.The Outbuilding Control Planning Policy with changes identified. 2.The Procurement Framework.		Complete	CEO
7489/22	20-Sep-22	ADM172	Housing Strategy	That Council: 1. Agree to investigate building a mix of smaller two or three bedroom properties for employee housing; 2. Identify Lot 104 (27) Currall Street, Naremben as the preferred location of the employee housing project, subject to further site investigation; 3. Direct the CEO to approach Go Naremben as a potential partner to the project in the first instance followed by CEACA and report outcomes; 4. Allocate \$15,000 in the February 2023 Budget Review for improvements to 16 Hilton Way, Naremben 5. Council and CEO actively lobby the State to invest in new housing stock for public servants in the region in collaboration with Roe Regional Councils.	to be progressed	Ongoing	EMCS
7491/22	20-Sep-22	ADM570	Naremben Homes for the Aged Inc	That Council: 1. Continue discussion with Naremben Homes for the Aged Inc to provide administrative and building maintenance support, ensuring the sustainability of the program in Naremben. 2. Invite CEACA to present to Council	CEACA invited to October meeting. Unable to attend. EMCS to liaise with Homes for the Aged	Ongoing	EMCS
7496/22	20-Sep-22	ADM053	Multipurpose Sports Facility Feasibility and Concept Design	That Council: 1.Receive the Multipurpose Sports Facility Feasibility and Concept Design report subject to Staff seeking clarification on: •Refurbishment of existing tennis and hockey field costs •Any variations to draft plan to reduce costs •Reduction in building blueprint •Similar projects costs 2.Once information received, refer the report to Naremben Hockey and Tennis clubs for feedback requesting formal advice from each club on its position regarding the project 3.Staff prepare a further report once the position of each club has been received.	Sought clarification. Awaiting revised draft	Ongoing	EMCS
7500/22	20-Sep-22	EMP20	CONFIDENTIAL CEO KEY PERFORMANCE INDICATORS 22/23	That Council adopt the CEO Key Performance Indicators as identified in the body of this report for the 22/23 review year in accordance with section 4.1 of the CEO's employment contract.		Complete	CEO
7501/22	20-Sep-22	ADM053	CONFIDENTIAL Tender 01-2022 for Medical Services	That Council 1. Note that no tenders were received as part of tender 01-2022 Provisions of medical Services 2. Authorise staff to explore opportunities for the provision of medical services with First Health and report the outcomes		Ongoing	CEO
7502/22	20-Sep-22	ADM053	CONFIDENTIAL RFQ 11//2022 Naremben - Kondinin widen and overlay	That Council 1.Reject all quotes received for RFQ 11/2022 Naremben-Kondinin Road SLK 10.2-13.2 widen and overlay and undertake the works with Council's workforce. 2.Request through the WSFN Steering Committee to defer Naremben-Kondinin Road SLK 19.5-23 to 23/24 financial year.		Complete	CEO

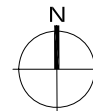
ATTACHMENT – AGENDA ITEM 8.1.1
Subdivision Pla

DATE 21-Sep-2022 FILE 162826



**PROPOSED SUBDIVISION
LOT 100 NAREMBEN ROAD SOUTH
NAREMBEN**

NOTE:
Areas and dimensions subject to survey.



SCALE 1:2000 @ A3

Town Planning Innovations
PO Box 223
Guildford WA 6935

ATTACHMENT – AGENDA ITEM 8.1.2
Letter from Minister Carey



Hon John Carey MLA
Minister for Housing; Lands; Homelessness; Local Government

Our Ref: 78-08502 (Category 5)

20 September 2022

Dear Local Government Chief Executive Officers

MEMORANDUM TO CHIEF EXECUTIVE OFFICERS
LOCAL GOVERNMENT REFORMS: ELECTION TRANSITION ARRANGEMENTS
(CHANGES TO COUNCIL SIZE)

On 3 July 2022, I announced the final package of proposed local government reforms, following a review of public submissions. As part of the reforms to strengthen local democracy and increase community engagement, new requirements will be introduced to provide for:

- The introduction of optional preferential voting;
- Directly elected Mayors and Presidents for band 1 and 2 local governments;
- Councillor numbers based on population; and
- The removal of wards for band 3 and 4 local governments.

Work on a Bill to amend the *Local Government Act 1995* (the Act) is ongoing, and a Bill is expected to be introduced into Parliament in early 2023.

Many of the reform proposals related to council representation are based on recent trends, and are intended to provide greater consistency between districts. Accordingly, for more than half of all local governments, the reforms will not require any specific change to the size or structure of the council.

However, the reform proposals do require some local governments to:

- Reduce the number of elected members on council in accordance with population thresholds; or
- Change from a council elected mayor or president to a directly elected mayor or president (this reform affects only band 1 and 2 local governments); or
- Abolish wards (for band 3 and 4 local governments with wards); or
- Implement more than one of the above.

The Amendment Act will also provide that optional preferential voting will apply for all local government elections. As you may know, optional preferential voting means that all electors have the choice to number preferences for as many or as few candidates as they wish to.

I appreciate the significant interest in the reform proposals, and transitional arrangements for the upcoming 2023 ordinary elections. Many councils have expressed a proactive intent to implement reforms as early as possible.

I also acknowledge that, for some local governments, it may be desirable to implement changes to the size of the elected council over two ordinary election cycles.

The Department of Local Government, Sport and Cultural Industries (DLGSC) has completed an initial review, and identified that your local government may need to reduce the number of council members under the proposed reforms.

As you would know, the Act already provides that local governments may initiate proposals to change the size or structure of the council. Accordingly, I write to advise of two pathways your local government may consider for making these election transition arrangements.

Voluntary Pathway

Your local government may decide to implement these changes on a voluntary basis. This pathway will require the council to make the steps outlined below, and could involve staging any larger changes in the number of councillors over two ordinary elections. This pathway provides the greatest possible lead time to plan for next year's ordinary elections.

If your council wishes to undertake this process, it should, by 28 October 2022:

- Advise the DLGSC of its intention to undertake a voluntary process. This advice should include a high-level plan outlining the potential changes to be implemented for the ordinary elections to be held in 2023 (and in 2025, if applicable); and
- Initiate a Ward and Representation Review to determine the specific changes to the structure of the council for the 2023 and 2025 ordinary elections, to be completed by 14 February 2023.

I appreciate that significant effort is required to complete a Ward and Representation Review. The Ward and Representation Review would need to be initiated ahead of the 28 October 2022 date, and finalised by 14 February 2023, to ensure that the timeframes set out in the Act can be practically met. While the Ward and Representation Review can consider the size of the council, and any wards, any changes should not diverge from the proposed reforms.

Further information is attached to this letter to assist with this process.

Reform Election Pathway

Alternatively, it is intended that the Amendment Act will provide for all changes to be implemented through reform elections in 2023. This pathway would provide that all of the council's offices can be declared vacant, all wards can be abolished (if applicable), and the number of council offices would be set based on the reform proposals.

Elections would then be held to fill all council offices, with a split between two and four year terms as might be necessary to re-establish an ordinary election cycle. For local governments in band 1 or 2, the newly-elected council would then be able to consider whether to establish new wards through a future Ward and Representation Review.

Your local government may specifically decide to follow the Reform Election Pathway. If this is the council's intention, I request that you advise the DLGSC by 28 October 2022.

It is also intended that the Amendment Act will contain provisions for the Reform Election Pathway to apply if a local government:

- Does not advise of an intention to follow the Voluntary Pathway, or
- Decides to follow the Voluntary Pathway, but does not suitably complete a Ward and Representation Review by the dates outlined in this letter.

Next Steps

In line with the above, I request that your council considers these matters, and provides formal written advice on the preferred pathway to the DLGSC by 28 October 2022. Given the timeframes already established in the Act, no extension to the dates specified in this letter will be possible.

The DLGSC is available to assist with these election transition arrangements. If you require any assistance, please contact Ms Julie Craig, Strategy and Research Officer, on 6552 7300 or at advisoryboard@dlgsc.wa.gov.au.

I have also written a formal letter to the Mayor or President of your local government, which contains the same information as this memorandum. That letter should be received shortly.

Yours sincerely



HON JOHN CAREY MLA
MINISTER FOR LOCAL GOVERNMENT

Att: Timeline and steps – local government ward and representation reviews

Timeline and steps – local government ward and representation reviews

The following steps will need to occur to allow all required local governments to meet the **30 June 2023** timeframe of publication in the Government Gazette of any proposed ward and representation review changes, ahead of the October 2023 local government elections. Please note that all stages that are currently followed for ‘regular’ reviews are included below.

Table 1 includes suggested timeframes which will need to be considered by all local governments that will be required to undertake a review ahead of the October 2023 elections.

All local governments should aim to have their completed reviews submitted to the Local Government Advisory Board (the Advisory Board) by no later than **14 February 2023**.

Table 1 – proposed timeframes for local government actions

Due date (latest possible)	Requirements/actions
28 October 2022	Council resolves to undertake a ward and representation review A comprehensive discussion paper is developed
December 2022	Completion of six-week consultation period
December 2022 - January 2023	Draft review report is prepared, considered and adopted by council
14 February 2023	Formal review report is submitted to the Advisory Board

Please note that the above dates are suggestions only, as each council will have to consider their own calendars for their monthly meetings. It is also possible that some affected councils will have an earlier meeting in December 2022, and then no meeting in January 2023. This is why mid to late December 2022 is suggested as the date by which the draft review report should be considered by council.

Table 2 - Ward and representation review process – for local governments

	Existing requirements/actions	Timeframe
1	The council resolves to undertake a ward and representation review	Variable
2	A comprehensive discussion paper is developed	Variable
3	Council advertises that it is conducting a review and the associated public submission period opens (minimum 6 weeks)	6 weeks
4	The discussion paper is made available to the community for consideration, and public submissions are invited on the matter	
5	Public submission period closes	
6	The Council assesses all submissions, considers options for change against the relevant factors to be considered, and drafts a report, which includes their decision, for the Local Government Advisory Board (the Advisory Board)	Variable
7	The formal report is presented to Council on the outcome of the public submissions and the proposed ward and/or boundary changes	Variable
8	Council resolves to adopt the report to the Advisory Board	Variable
9	The preferred option is submitted to the Advisory Board via the formal report, for the Board's consideration and recommendation	Variable
10	The Advisory Board considers the council's review report, and a recommendation is submitted to the Minister, which can either be accepted or rejected	Variable

**ATTACHMENT – AGENDA ITEM 8.2.1
Financial Report**

SHIRE OF NAREMBEEN

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 30 September 2022

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Statement of Financial Activity by Program

Statement of Financial Activity by Nature or Type

Note 1 Net Current Assets

Note 2 Explanation of Material Variances

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Note 4 Receivables

Note 5 Capital Acquisitions

Note 6 Grants and Contributions

Note 7 Budget Amendments

These accounts are prepared with data available at the time of preparation.

**STATUTORY REPORT
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

BY NATURE OR TYPE

	Ref Note	Original budget	Amended Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
			\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	1	2,708,224	2,708,224	2,708,224	2,572,079	(136,145)	(5%)	
Revenue from operating activities								
Rates		1,942,098	1,942,098	1,945,935	1,919,600	(26,335)	(1%)	
Operating Grants, Subsidies and Contributions	6	1,478,268	1,478,268	546,649	877,798	331,149	61%	overbudget
Fees and Charges		596,442	596,442	288,391	292,993	4,602	2%	
Interest Earnings		37,193	37,193	9,288	9,579	291	3%	
Other Revenue		76,000	76,000	18,996	40,264	21,268	112%	
Profit on Disposal of Assets		199,288	199,288	49,821	0			
		4,329,289	4,329,289	2,859,080	3,140,235			
Expenditure from operating activities								
Employee Costs		(2,108,259)	(2,108,259)	(550,467)	(530,275)	20,192	4%	
Materials and Contracts		(1,782,263)	(1,782,263)	(397,166)	(386,674)	10,492	3%	
Utility Charges		(289,750)	(289,750)	(62,099)	(44,829)	17,270	28%	
Depreciation on Non-Current Assets		(3,122,135)	(3,122,135)	(780,531)	0	780,531	100%	underbudget
Interest Expenses		(40,201)	(40,201)	(10,044)	(6,124)	3,920	39%	
Insurance Expenses		(224,400)	(224,400)	(196,345)	(111,931)	84,414	43%	underbudget
Other Expenditure		(17,000)	(17,000)	(4,245)	(140)	4,105	97%	
Loss on Disposal of Assets		(24,320)	(24,320)	(6,078)	0	6,078	100%	
		(7,608,328)	(7,608,328)	(2,006,975)	(1,079,974)			
Operating activities excluded from budget								
Add back Depreciation		3,122,135	3,122,135	780,531	0	(780,531)	(100%)	underbudget
Adjust (Profit)/Loss on Asset Disposal		(174,968)	(174,968)	(43,743)	0	43,743	(100%)	
Adjust Provisions and Accruals		0	0	0	2	2		
		2,947,167	2,947,167	736,788	2			
Non-cash amounts excluded from operating activities		(331,872)	(331,872)	1,588,893	2,060,263			
Investing activities								
Non-operating grants, subsidies and contributions	6	6,060,601	6,060,601	83,199	74,458	(8,742)	(11%)	
Proceeds from Disposal of Assets		370,000	370,000	0	0	0		
Capital acquisitions	5	(8,819,611)	(8,819,611)	(2,005,566)	(975,840)	1,029,726	51%	underbudget
Amount attributable to investing activities		(2,389,010)	(2,389,010)	(1,922,367)	(901,382)			
Financing Activities								
Self-Supporting Loan Principal		15,546	15,546	5,729	5,729	0	0%	
Transfer from Reserves		909,737	909,737	0	0	0		
Repayment of Debentures		(74,876)	(74,876)	(23,197)	(23,197)	0	0%	
Transfer to Reserves		(837,749)	(837,749)	(1,874)	(1,874)	0	0%	
Amount attributable to financing activities		12,658	12,658	(19,342)	(19,342)			
Closing Funding Surplus (Deficit)	1	0	0	2,355,408	3,711,618			

KEY INFORMATION

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.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

STATUTORY REPORTING PROGRAMS

	Ref	Amended	Amended YTD	YTD	Var. \$	Var. %	
	Note	Original Budget	Annual Budget	Budget (a)	Actual (b)	(b)-(a)	(b)-(a)/(a)
			\$	\$	\$	\$	%
Opening Funding Surplus(Deficit)	1	2,708,224	2,708,224	2,708,224	2,572,079	(136,145)	(5%)
Revenue from operating activities							
Governance		48,500	48,500	12,120	4,358	(7,762)	(64%)
General Purpose Funding - All Rates		1,872,108	1,872,108	1,945,935	1,919,600	(26,335)	(1%)
General Purpose Funding - Other		592,964	592,964	130,731	171,903	41,172	31% overbudget
Law, Order and Public Safety		71,591	71,591	57,216	56,581	(635)	(1%)
Health		0	0	0	1,582	1,582	
Housing		84,321	84,321	21,337	18,103	(3,234)	(15%)
Community Amenities		381,482	381,482	193,971	235,094	41,123	21% overbudget
Recreation and Culture		78,795	78,795	34,724	46,148	11,424	33%
Transport		622,577	622,577	318,824	629,958	311,134	98% overbudget
Economic Services		298,005	298,005	74,499	28,534	(45,965)	(62%) underbudget
Other Property and Services		278,946	278,946	69,723	28,373	(41,350)	(59%) underbudget
		4,329,289	4,329,289	2,859,080	3,140,235		
Expenditure from operating activities							
Governance		(229,662)	(229,662)	(210,595)	(273,655)	(63,060)	(30%) overbudget
General Purpose Funding		(170,396)	(170,396)	(42,594)	(10,750)	31,844	75% underbudget
Law, Order and Public Safety		(186,341)	(186,341)	(46,591)	(24,720)	21,871	47%
Health		(191,819)	(191,819)	(48,215)	(21,768)	26,447	55% underbudget
Housing		(166,036)	(166,036)	(42,225)	(19,700)	22,525	53%
Community Amenities		(1,162,332)	(1,162,332)	(230,665)	(129,994)	100,671	44% underbudget
Recreation and Culture		(1,532,975)	(1,532,975)	(377,970)	(169,580)	208,390	55% underbudget
Transport		(3,281,119)	(3,281,119)	(820,803)	(410,368)	410,435	50% underbudget
Economic Services		(550,919)	(550,919)	(142,708)	(97,719)	44,989	32% underbudget
Other Property and Services		(136,729)	(136,729)	(44,609)	78,281	122,890	275% underbudget
		(7,608,328)	(7,608,328)	(2,006,975)	(1,079,973)		
Operating activities excluded from budget							
Add back Depreciation		3,122,135	3,122,135	780,531	0	(780,531)	(100%) underbudget
Adjust (Profit)/Loss on Asset Disposal		(174,968)	(174,968)	(43,743)	0	43,743	(100%)
Adjust Provisions and Accruals NC		0	0	0	2	2	
Bond liability		0	0	0	0		
		2,947,167	2,947,167	736,788	2		
Non-cash amounts excluded from operating activities							
Amount attributable to operating activities		(331,872)	(331,872)	1,588,893	2,060,263		
Investing Activities							
Non-operating Grants, Subsidies and Contributions	6	6,060,601	6,060,601	83,199	74,458	(8,742)	(11%)
Proceeds from Disposal of Assets		370,000	370,000	0	0	0	
Capital Acquisitions	5	(8,819,611)	(8,819,611)	(2,005,566)	(975,840)	1,029,726	51% underbudget
Amount attributable to investing activities		(2,389,010)	(2,389,010)	(1,922,367)	(901,382)		
Financing Activities							
Self-Supporting Loan Principal		15,546	15,546	5,729	5,729	0	0%
Transfer from Reserves		909,737	909,737	0	0	0	
Repayment of Debentures		(74,876)	(74,876)	(23,197)	(23,197)	0	0%
Transfer to Reserves		(837,749)	(837,749)	(1,874)	(1,874)	0	0%
Amount attributable to financing activities		12,658	12,658	(19,342)	(19,342)		
Closing Funding Surplus(Deficit)	1	0	0	2,355,408	3,711,618		

KEY INFORMATION

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

STATUTORY REPORT
 NOTES TO THE STATEMENT OF FINANCIAL
 FOR THE PERIOD ENDED 30 SEPTEMBER 2022

OPERATING ACTIVITIES
 NOTE 1
 ADJUSTED NET CURRENT ASSETS

Adjusted Net Current Assets	Ref Note	UNAUDITED 30 June 2022	This Time Last Year 30 Sep 2021	Year to Date Actual 30 Sep 2022
		\$	\$	\$
Current Assets				
Cash Unrestricted	3	4,514,147	5,213,128	4,252,000
Cash Restricted	3	4,133,567	2,813,325	4,135,441
Receivables - Rates	4	100,263	549,698	440,761
Receivables - Other	4	157,446	86,944	414,689
Loans receivable		15,546	9,593	9,817
Interest / ATO Receivable		68,518	26,760	120,135
Inventories		13,371	13,372	13,372
		9,002,858	8,712,819	9,386,215
Less: Current Liabilities				
Payables		(723,793)	(89,972)	(45,923)
Provisions - employee		(340,620)	(309,959)	(340,620)
Long term borrowings		(74,875)	(73,356)	(51,678)
Contract Liability		(1,217,253)	(1,305,060)	(1,142,795)
		(2,356,541)	(1,778,347)	(1,581,017)
Unadjusted Net Current Assets		6,646,317	6,934,472	7,805,198
Adjustments and exclusions permitted by FM Reg 32				
Restricted cash	3	(4,133,567)	(2,813,325)	(4,135,441)
Less: Loans receivable		(15,546)	(9,593)	(9,817)
Add : Long Term Borrowings		74,875	73,356	51,678
Adjusted Net Current Assets		2,572,079	4,184,911	3,711,618

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.

This Year YTD

Surplus(Deficit)

\$3.71 M

Last Year YTD

Surplus(Deficit)

\$4.18 M

STATUTORY REPORT

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

NOTE 2

EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2022/23 year is at least \$25,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
Revenue from operating activities					
Rates	(26,335)	-1%			No material variance
Operating Grants, Subsidies and Contributions	331,149	61% overbudget		Timing	Financial Assistance and Roads Grants have been received earlier than budgeted.
Fees and Charges	4,602	2%			No material variance
Interest Earnings	291	3%			No material variance
Other Revenue	21,268	112%			No material variance
Profit on Disposal of Assets	0	0%			No material variance
Expenditure from operating activities					
Employee Costs	20,192	4%			No material variance
Materials and Contracts	10,492	3%			No material variance
Utility Charges	17,270	28%			No material variance
Depreciation on Non-Current Assets	780,531	100% underbudget		Timing	Depreciation has not been processed in FY23 pending finalisation of FY22 Asset revaluations.
Interest Expenses	3,920	39%			No material variance
Insurance Expenses	84,414	43% underbudget		Timing	The second instalment of the LGIS Insurance premiums are yet to be paid.
Other Expenditure	4,105	97%			No material variance
Investing Activities					
Non-operating Grants, Subsidies and Contributions	(8,742)	(11%)			No material variance
Proceeds from Disposal of Assets	0				No material variance
(Profit)/Loss on Asset Disposal	43,743				No material variance
Capital Acquisitions	1,029,726	51% underbudget		Timing	Refer to Note 5 for project details - Staff will review timing of budgets and reallocate as soon as possible.
Financing Activities					
Proceeds from New Debentures	0	0%			No material variance
Self-Supporting Loan Principal	0	0%			No material variance
Transfer from Reserves	0	0%			No material variance
Repayment of Debentures	0	0%			No material variance
Transfer to Reserves	0	0%			No material variance

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

OPERATING ACTIVITIES
NOTE 3
CASH AND INVESTMENTS

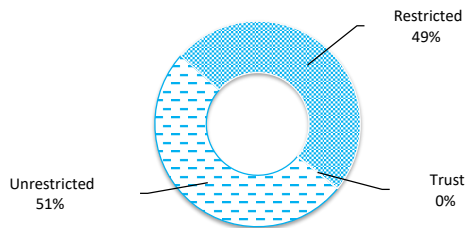
Cash and Investments	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on Hand							
Petty Cash and Floats	657			657			
At Call Deposits							
Municipal Fund	498,273			498,273	Bankwest	0.10%	
Reserve Fund		135,441		135,441	Bankwest	0.00%	
Trust Fund			1,485	1,485	Bankwest	0.00%	
Term Deposits							
Municipal Investment - Term Deposit CBA 38420506	1,760,391			1,760,391	CBA	2.14%	11/11/2022
Municipal Investment - Term Deposit CBA 38420506	2,000,000			2,000,000	CBA	2.83%	15/11/2022
Reserve Investment - Term Deposit CBA 38420506		4,000,000		4,000,000	CBA	3.73%	15/03/2023
Total	4,259,321	4,135,441	1,485	8,396,247			

SIGNIFICANT ACCOUNTING POLICIES

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.

KEY INFORMATION

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.



Total Cash

\$8.4 M

Unrestricted

\$4.26 M

Rates Receivable including ESL and Rubbish	30 Sep 22
	\$
Opening Arrears	100,263
Levied this year	2,133,835
Less Collections to date	(1,793,337)
Equals Current Outstanding	440,761
Net Rates Collectable	440,761
% Collected	84.04%

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	394,463	1,200	1,491	6,162	403,315
Percentage	98%	0%	0%	2%	
Balance per Trial Balance					
Sundry debtors	394,463	1,200	1,491	6,162	403,315
Other receivable	131,509	0	0	0	131,509
Loans receivable - clubs/institutions	9,817	0	0	0	9,817
Total Receivables General Outstanding					544,641

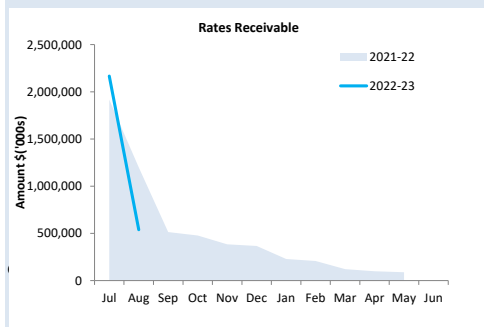
Amounts shown above include GST (where applicable)

KEY INFORMATION

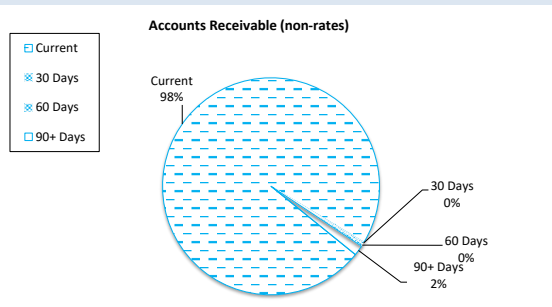
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

SIGNIFICANT ACCOUNTING POLICIES

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.



Rates Received	Rates Due
84%	\$440,761



Debtors Due
\$544,641
Over 30 Days
2%
Over 90 Days
2%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

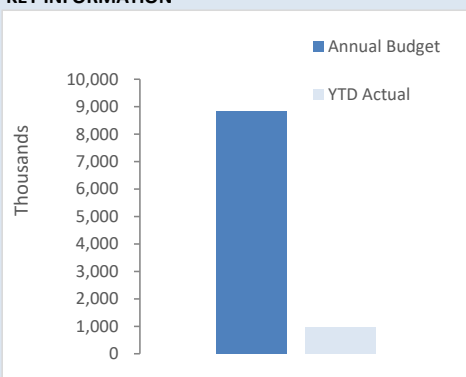
**INVESTING ACTIVITIES
NOTE 5
CAPITAL ACQUISITIONS**

Capital Acquisitions	Original Budget	Current		YTD Actual Total	YTD Budget Variance
		Annual Budget	YTD Budget		
		\$	\$	\$	\$
Buildings	986,459	986,459	231,609	123,785	(107,824)
Plant & Equipment	1,154,180	1,154,180	123,537	18,360	(105,177)
Furniture & Equipment	276,842	276,842	2,499	6,355	3,856
Infrastructure - Roads	5,582,597	5,582,597	1,342,178	762,352	(579,826)
Parks, Gardens, Recreation Facilities	769,533	769,533	305,743	64,987	(240,756)
Other Infrastructure	50,000	50,000	0	0	0
Capital Expenditure Totals	8,819,611	8,819,611	2,005,566	975,840	(1,029,726)
Funding of Capital Acquisitions:					
		\$	\$		
Capital grants and contributions	6,060,601	6,060,601	83,199	74,458	(8,742)
Borrowings	370,000	370,000	0	0	0
Other (Disposals & C/Fwd)	0	0	0	0	0
Contribution from Rates and other revenue	2,389,010	2,389,010	1,922,367	901,382	(1,020,985)
Capital Funding Total	8,819,611	8,819,611	2,005,566	975,840	(1,029,726)

SIGNIFICANT ACCOUNTING POLICIES

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.

KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$8.82 M	\$.98 M	11%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$6.06 M	\$.07 M	1%

		Original Budget	Amended Budget	YTD Budget	YTD Actual	Variance (Under)/Over	Comments
Buildings Specialised							
Administration Office and Chambers Refurbishment - stage 1	2055	120,000	120,000	30,000	8,225	-21,775	
Hall Accessibility Upgrades LRCI phase 3A	2119	75,000	75,000	18,750	0	-18,750	
Townhall upgrades LRCI phase 3	2093	116,230	116,230	29,055	60,564	31,509	
Old Church Hall Stage 2 Phase 3	2101	115,229	115,229	28,806	54,680	25,874	
Depot Ameneties Upgrade	2117	30,000	30,000	0	260	260	
Stormwater Harvesting Project	2116	30,000	30,000	0	56	56	
Sub Total		486,459	486,459	106,611	123,785	17,174	
Building - Non Specialised							
Cheetham way new residence	2045	500,000	500,000	124,998	0	-124,998	
Sub Total		500,000	500,000	124,998	0	-124,998	
Total Buildings		986,459	986,459	231,609	123,785	-107,824	
Furniture and Equipment							
Administration Server	2043	10,000	10,000	2,499	0	-2,499	
Altus payroll package	2096	0	0	0	4,455	4,455	
Vehicle Charging Station	2123	116,842	116,842	0	0	0	
Swimming Pool Heating LRCI phase 3A	2121	150,000	150,000	0	1,900	1,900	
		276,842	276,842	2,499	6,355	3,856	
Plant & Equipment							
Electronic sign and trailer	2094	50,000	50,000	12,498	18,360	5,862	
Replace Skeleton Weed ute	2041	70,000	70,000	17,499	0	-17,499	
Replace Prime Mover	2086	630,000	630,000	0	0	0	
Howard Porter Side Tipper	2087	120,000	120,000	30,000	0	-30,000	
Electronic fuel management system	2095	30,000	30,000	0	0	0	
Replacement Vehicle - Mechanic	2064	50,000	50,000	12,498	0	-12,498	
Toyota Prado - Works Manager	2115	60,000	60,000	15,000	0	-15,000	
Pohlner roller modifications	2105	15,000	15,000	3,750	0	-3,750	
Toro Reelmaster Mower	2106	64,010	64,010	16,002	0	-16,002	
Heavy Duty Car Trailer	2107	15,000	15,000	3,750	0	-3,750	
Tri-Axle Dolly	2108	35,000	35,000	8,748	0	-8,748	
Ute Mounted Boom Spray	2109	15,170	15,170	3,792	0	-3,792	
		1,154,180	1,154,180	123,537	18,360	-105,177	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

INVESTING ACTIVITIES
NOTE 5
CAPITAL ACQUISITIONS (CONTINUED)

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

INVESTING ACTIVITIES
NOTE 5
CAPITAL ACQUISITIONS (CONTINUED)

	Account Number	Original Budget	Amended Budget	YTD Budget	YTD Actual	Variance (Under)/Over
Infrastructure - Roads						
Soldiers Road R2R slk 10-65.66 (C/F)	2062	914,207	914,207	236,433	48,972	-187,461
Narembeen South Road (RRG) Slk10.90-14.62 Second Coat Seal (4170005)	2079	179,481	179,481	45,424	0	-45,424
WSFN - Narembeen-Kondinin Road slk10-13.2 widen to 10m and overlay	2080	913,000	913,000	228,249	0	-228,249
WSFN - Narembeen-Kondinin Road slk14-16 widen and overlay	2081	145,987	145,987	37,051	0	-37,051
WSFN - Narembeen-Kondinin Road SLK 1.4-26.6 clearing of vegetation for works incl traffic management	2082	110,000	110,000	27,498	4,829	-22,669
WSFN - Narembeen-Kondinin Road SLK 1.4-26.6 other preliminary work	2083	0	0	0	4,182	4,182
WSFN - Narembeen-Kondinin Road SLK 1.4-26.6 project management, geotechnical, etc	2084	35,815	35,815	8,952	0	-8,952
Townsite intersection Latham, Churchill, Currall and Longhurst Streets - Blackspot	2015	718,499	718,499	179,625	698,011	518,386
Longhurst Street improvements - Drainage	G136	90,000	90,000	22,500	895	-21,605
Bernie Cusack drive - golf club Road	K073	0	0	0	2,350	2,350
Seal Laneway Savage street to Latham Road LCRI Phase 3	2091	241,065	241,065	60,264	0	-60,264
Culvert on Corrigin/Narembeen Road LCRI phase 3a	2122	120,000	120,000	0	0	0
Cramphorne Road (RRG) SLK32.29-37.29 reconstruct and primerseal	2114	520,000	520,000	135,566	0	-135,566
WSFN - Corrigin - Narembeen Road South Kumminin Intersection Reconstruct	2110	267,697	267,697	66,924	594	-66,330
WSFN - Narembeen- Kondinin SLK 195 - 23 Widen, Overlay	2111	1,035,871	1,035,871	267,505	0	-267,505
WSFN - Narembeen-Kondinin SLK 4.8-5.4 widen, overlay	2112	186,224	186,224	0	0	0
WSFN - Narembeen-Kondinin SLK 6-6.3 widen, overlay	2113	104,751	104,751	26,187	0	-26,187
		5,582,597	5,582,597	1,342,178	762,352	-579,826
Other Infrastructure						
Signage Strategy	2118	50,000	50,000	0	0	0
		50,000	50,000	0	0	0
Infrastructure - Parks & Gardens						
Footpath Infrastructure	1430	171,761	171,761	42,939	2,977	-39,962
Churchill Street improvements LCRI phase 3	2092	350,000	350,000	87,498	0	-87,498
Town Dam land and surrounds (DAM FENCING)	2070	16,090	16,090	16,090	17,700	1,610
Townsite Streetscape and improvements	2071	0	0	0	288	288
Walker Lake exercise equipment LRCI phase 3	2090	49,955	49,955	12,489	0	-12,489
Cemetery Shade/Seating LRCI phase 3A	2120	35,000	35,000	0	0	0
Narembeen Bowling Club Resurfacing	2046	146,727	146,727	146,727	44,023	-102,704
		769,533	769,533	305,743	64,987	-240,756
TOTAL CAPITAL ACQUISITIONS		8,819,611	8,819,611	2,005,566	975,840	-1,029,726

Staff are reviewing timing of budgets and will adjust timing where necessary.

Grants and Contributions

	Current		YTD Budget	YTD Actual	Variance (Under)/Over
	Annual Budget	Budget			
Operating grants, subsidies and contributions					
General Purpose funding					
Financial Assistance Grant Operating (LG Grants Commission) - Income	330,828	330,828	82,707	112,896	30,189
Financial Assistance Grant Funding - Roads (LG Grants Com) -	146,696	146,696	36,672	48,254	11,582
	<u>477,524</u>	<u>477,524</u>	<u>119,379</u>	<u>161,149</u>	<u>41,770</u>
Governance					
Emergency Services Levy (ESL) Contribution (DFES) - Income	0	0	0	600	600
	<u>0</u>	<u>0</u>	<u>0</u>	<u>600</u>	<u>0</u>
Emergency Services Levy (ESL) Contribution (DFES) - Income					
Emergency Services Levy (ESL) Contribution (DFES) - Income	4,500	4,500	0	0	0
Bush Fire Brigade Operating Grant (DFES) - Income	9,860	9,860	2,463	0	(2,463)
	<u>14,360</u>	<u>14,360</u>	<u>2,463</u>	<u>0</u>	<u>(2,463)</u>
Community Amenities					
CRC Grants and Contributions	165,000	165,000	41,247	45,823	4,576
	<u>165,000</u>	<u>165,000</u>	<u>41,247</u>	<u>45,823</u>	<u>4,576</u>
Recreation and Culture					
Rec & Sport - Other Income	20,045	20,045	20,045	44,023	23,978
Library - Income	750	750	186	0	(186)
Pool Operating Grant (Dept. of Finance) - Income	0	0	0	0	0
	<u>20,795</u>	<u>20,795</u>	<u>20,231</u>	<u>44,023</u>	<u>23,792</u>
Transport					
Direct Grant Funding (Main Roads) - Income	217,577	217,577	217,577	539,770	322,193
Road Maintenance Contributions	400,000	400,000	99,999	86,434	(13,565)
	<u>617,577</u>	<u>617,577</u>	<u>317,576</u>	<u>626,204</u>	<u>308,628</u>
Economic Services					
Grant Funding - Skeleton Weed Program (DAFWA) - Income	183,012	183,012	45,753	0	-45,753
	<u>183,012</u>	<u>183,012</u>	<u>45,753</u>	<u>0</u>	<u>(45,753)</u>
Operating grants, subsidies and contributions Total	1,478,268	1,478,268	546,649	877,798	330,549
Non-operating grants, subsidies and contributions					
Recreation and Culture					
Recreation and Culture Grant Funding	1,733,857	1,733,857	0	0	0
Bowling Club contribution - income	146,727	146,727	0	0	0
	<u>1,880,584</u>	<u>1,880,584</u>	<u>0</u>	<u>0</u>	<u>0</u>
Transport					
Community Service Centre - Income	0	0	0	0	0
Regional Road Group Funding (Main Roads) - Income	415,333	415,333	0	0	0
Roads to Recovery Funding (FDoT) - Income	867,841	867,841	0	0	0
Black Spot Funding - Income	332,801	332,801	83,199	74,457	(8,742)
Wheatbelt Secondary Freight Network	2,564,042	2,564,042	0	0	0
	<u>4,180,017</u>	<u>4,180,017</u>	<u>83,199</u>	<u>74,457</u>	<u>-8,742</u>
Non-operating grants, subsidies and contributions Total	6,060,601	6,060,601	83,199	74,457	(8,742)
Grand Total	7,538,869	7,538,869	629,848	952,255	321,808

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

**NOTE 7
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Original Budget	Amended Budget	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
						\$	\$	\$	\$
			Opening Surplus			-	-		-
	There have been no amendments to date.					-	-		-
						-	-	-	-
						-	-	-	-
						-	-	-	-
						-	-	-	-
						-	-	-	-
						-	-	-	-
						-	-	-	-

KEY INFORMATION

ATTACHMENT – AGENDA ITEM 8.2.2
Schedule of Accounts September 2022

SHIRE OF NAREMBEEN
Creditors Payment List - September 2022

PAGE: 1

Invoice Payment No	Name Invoice Description	INV Amount	Amount paid
11102	Beam Precision Superannuation Superannuation Payments for Payroll 10 040822- 170822		16,135.61
11103	Beam Precision Superannuation Superannuation Payroll 12 01.9.22 - 14.9.22		14,082.88
EFT15984	150 Square Pty Ltd Review of community strategic plan and corporate business plan for 2021		6,100.00
EFT15985	A-Team Printing CRC - Customer Merchandise - Laminated Ramsale Cards (6 kinds as per quote)		617.10
EFT15986	Aust Post Postage charges - August 2022		217.95
EFT15987	Benang Energy Infrastructure Pty Ltd Refund - Accommodation Cabins		225.00
EFT15988	Central Regional TAFE CRC - training course - attendee fees		1,832.20
EFT15989	Cohesis Pty Ltd Cohesis IT Services - September, October, November 2022		10,362.83
EFT15990	Drag Family Trust CRC - custom order - A1 framing		77.00
EFT15991	GSG WA Pty Ltd (Naremben Roadhouse) Fuel purchases August 2022		380.83
EFT15992	It Vision Australia Pty Ltd Payroll implementation project - Travel for trainer 7/6 - 29/6		4,900.93
EFT15993	Kaitlin Smith Refund - Accommodation Cabins		170.00
EFT15994	Landgate Mining tenements - M2022/8 - 8/07/2022 - 5/08/2022		42.15
EFT15995	Mineral Crushing Services (WA) Pty Ltd Depot - Aggregate delivery		1,732.50
EFT15996	Naremben Hardware And Ag Supplies Pty Ltd Material's for Bench seat refurbish		436.00
EFT15997	Naremben IGA Admin Consumables August 2022		372.34
EFT15998	Office of Regional Architecture Refurbishment of Shire Offices - Stage A and B		2,131.35
EFT15999	P M Services Naremben Waste Transfer Station Management - 20/08/2022 - 2/09/2022		2,592.00
EFT16000	SMEC Australia PTY LTD Engineering design services WSFN - Naremben-Kondinin Road - Progress claim 21		14,761.52
EFT16001	Sarina Kamini Pty Ltd CRC - Spice Class event - Additional attendees		220.00
EFT16002	Sonic Boomsprays Depot - parts for plant maintenance		57.54
EFT16003	Team Digital CRC - parts for printer repair		244.00
EFT16004	Town Planning Innovations General Planning Services August-22		330.00
EFT16005	WA Contract Ranger Services Ranger Service & Travel 18/8 - 31/8		1,541.38
EFT16006	Wcp Civil Pty Ltd Latham Road Upgrades - progress claim 4		344,735.04
EFT16007	Western Australian Treasury Corporation Loan No. 128 Interest payment -		32,570.63

SHIRE OF NAREMBEEN
Creditors Payment List - September 2022

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Invoice Payment No	Name Invoice Description	INV Amount	Amount paid
EFT16008	Wheatbelt Office and Business Machines CRC - printing and copier charges - 02/0/2022 - 05/09/2022		238.84
EFT16009	AFGRI Equipment Australia Pty Ltd Depot - parts for plant maintenance		833.98
EFT16010	AMAC Mechanical Depot - parts for plant maintenance		755.97
EFT16011	Australian Services Union Payroll Deductions/Contributions		49.80
EFT16012	Avlite Systems Depot - parts for plant maintenance		2,614.70
EFT16013	Boc Gases Depot - parts for plant maintenance		53.36
EFT16014	Budo Group Pty Ltd Church Restorations - Stage 2 of 2 - Progress claim 4		20,773.18
EFT16015	Chris Bray Electrics Pty Ltd Swimming Pool - electrical repairs		2,090.00
EFT16016	Hersey's Safety Pty Ltd Parks and Gardens - PPE		1,108.26
EFT16017	Liberty Oil Rural Pty Ltd Depot - Fuel delivery - 22000L diesel		41,382.00
EFT16018	Merredin Freightlines Works and Services - Freight Charges		1,161.60
EFT16019	Naremben Engineering & Steel Depot - Materials for Workshop		22.00
EFT16020	Ness Gas Supplies Depot - parts for plant maintenance		190.00
EFT16021	Repcos a division of GPC Asia Pacific Pty Ltd Depot - parts for plant maintenance		1,556.55
EFT16022	T - Quip Depot - parts for plant maintenance		361.75
EFT16023	Toll Ipec Pty Ltd Freight Charges - August 2022		22.02
EFT16024	Trustee for J & S Baldwin Trust CEO Vehicle - Tyre repair		416.00
EFT16025	Westrac Equipment Pty Ltd Depot - plant maintenance		935.67
EFT16026	Willway Plumbing and Gas Standpipe - Maintenance		4,791.05
EFT16027	Ampac Debt Recovery (WA) Pty Ltd Debt Recovery - Commissions and costs - July 2022		140.25
EFT16028	Associated Laundry Services Admin and CRC - laundry services - hire equipment		82.50
EFT16029	Australian Services Union Payroll Deductions/Contributions		49.80
EFT16030	Avon Waste Waste Collection Services - August 2022		18,629.19
EFT16031	Chris Bray Electrics Pty Ltd Caravan Park - electrical repairs		302.50
EFT16032	Cockies Ag Admin - animal control - materials		322.00
EFT16033	Combined Pest Control Wa Swimming Pool - annual pest control		237.60
	Conplant Ammann Australia		

SHIRE OF NAREMBEEN
Creditors Payment List - September 2022

PAGE: 3

Invoice Payment No	Name Invoice Description	INV Amount	Amount paid
EFT16034	Conplant Ammann Australia Depot - parts for plant Maintenance		405.56
EFT16035	Danthonia Designs DEPOSIT - Electronic LED sign and trailer		20,196.20
EFT16036	Liv it Up Events Social Media Marketing - Visit Narmbeben 12months Marketing		600.00
EFT16037	METZ SPECIALTY MATERIALS PTY LTD Pool - maintenance and repair		1,562.00
EFT16038	Nerida Watson Accomodation Refund		140.00
EFT16039	P M Services Narembeeen Waste Transfer Station Management fees - 3/9/22-16/9/22		2,592.00
EFT16040	Repro a division of GPC Asia Pacific Pty Ltd Depot - parts for plant maintenance		93.03
EFT16041	Shire Of Corrigin Roe Regional Enviromental Health Scheme - June 22		1,455.30
EFT16042	Shire Of Kalamunda Building Services 1/7/22 - 31/8/22		395.35
EFT16043	Sue Mason Accomodation Refund		82.50
EFT16044	Team Digital CRC - printing materials - ink cartridge		69.46
EFT16045	The Factory (Australia) Pty Ltd CRC - christmas event - materials		3,932.50
EFT16046	Toll Ipec Pty Ltd Freight Charges - August 2022		42.72
EFT16047	Trustee for J & S Baldwin Trust Depot - battery for gardeners ute		226.00
EFT16048	Two Dogs Hardware Church Renovations - Plants		464.96
EFT16049	WA Distributors Pty Ltd Caravan Park - cleaning supplies		353.85
EFT16051	Westrac Equipment Pty Ltd Depot - parts for plant maintenance		1,697.16
EFT16052	Willway Plumbing and Gas Caravan Park - cabin 4 - replace hot water system		1,133.00
EFT16053	Wurth Australia Pty Ltd Depot - cleaning materials for plant		168.48
EFT16054	Australian Taxation Office ATO GST Clearing Account - August 2022		53,202.00
EFT16055	Copier Support Copy/Printing Services - 13/08/2022 - 20/09/2022		992.40
EFT16056	Cramphorne Farms Supply 800m3 gravel pushed up		1,760.00
EFT16057	Otium Planning Group Pty Ltd Recreation and Sport Planning and Development		13,351.25
EFT16058	Ryan Hunt GYM Card Bond - Refund		50.00
EFT16059	Two Dogs Hardware Parks & Gardens - parts for BGA blower		399.00
DD11516.1	Beam Precision Superannuation Superannuation Payrun 11 31st August 2022		14,097.59
	Telstra		

SHIRE OF NAREMBEEN
Creditors Payment List - September 2022

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Invoice Payment No	Name Invoice Description	INV Amount	Amount paid
DD11529.1	Telstra Phone charges - September 2022		3,736.42
DD11530.1	Synergy - Western Power Power Usage and Service charges - September 2022		1,242.16
DD11530.2	Synergy - Western Power Power Usage and Service Charges - September 2022		272.00
DD11530.3	Synergy - Western Power Street Lighting - Usage and Service Charges - September 2022		1,260.57
DD11530.4	Synergy - Western Power Power Usage and Service Charges August-22		115.12
DD11539.1	HBF HBF - Works Manager		466.18
DD11539.2	HBF HBF - EMCS		169.63
DD11539.3	Power ICT Pty Ltd Admin - message on hold service - september 2022		75.90
DD11539.4	Commander Australia Pty Ltd Admin - phone usage and service charges		68.51
DD11542.1	Bankwest Credit Card Purchases - 14 July - 15 August 2022		9,287.48
DD11549.1	Beam Precision Superannuation Superannuation Payment for 15/9/22 - 28/9/22		13,641.58
300922	BANKFEES - BANK FEES CBA MERCHANT FEE		752.45
300922	BANKFEES - BANK FEES ELECTRONIC TRANSACTION FEE		85.60
300922	BANKFEES - BANK FEES MAINTENANCE BANK FEES		20.00
300922	BANKFEES - BANK FEES OVER THE COUNTER SERVICE BANK FEES		7.20
300922	BANKFEES - BANK FEES PAPER TRANSACTION BANK FEES		16.40

REPORT TOTALS

Bank Code	Bank Name	TOTAL
MUNI	Municipal 5347926	706,668.86
TOTAL		706,668.86



Credit Card Purchases 14 July 2022 - 15 August 2022

CEO

Date	Account Code	Store		Amount
26/07/2022	4112000.000	Shire of Westonia	CEO - entry fees - LGIS Event	\$ 820.00
29/07/2022	4211150.000	Corrigin Post Office	CEO - Transfer of land process - Lot 303 Ficker Road	\$ 159.00
29/07/2022	4211150.000	Corrigin Post Office	CEO - Transfer of land process - Lot 303 Ficker Road	\$ 8.00
6/08/2022	4115000.000	Narembeen Workers Hotel	CEO - Retired Councillors Dinner - refreshments	\$ 194.00
7/08/2022	PE116	Narembeen Roadhouse	CEO - Fuel	\$ 230.61
9/08/2022	4211150.000	Bruce Rock Café	CEO - meeting refreshments - Dr recruitment	\$ 38.00
TOTAL CEO CREDIT CARD PAYMENTS				\$ 1,449.61

EMCS

Date	Account Code	Store		Amount
22/07/2022	142111500	Officeworks	EMCS - Stationery	\$ 377.45
26/07/2022	4211300	Cloudbeds	EMCS - Caravan Park Booking System - annual subscription	\$ 1,932.00
28/07/2022	1321101	Water Corporation	EMCS - Caravan Park Maintenance	\$ 241.87
28/07/2022	1121102	Water Corporation	EMCS - Pool Operating Costs	\$ 241.87
28/07/2022	114811400.2	Western Power	EMCS - Avoca - Tree Cutting	\$ 421.74
28/07/2022	1151102	SP Heritage Building	EMCS - Museum - Replacement vents	\$ 131.10
1/08/2022	PE221	Coles Express	EMCS - Fuel	\$ 85.52
5/08/2022	1481110	Slimline Warehouse	EMCS - REED - Notice Board	\$ 559.55
8/08/2022	132021600	Shire of Narembeen	EMCS - Licensing - Staff MDL renewal	\$ 46.85
11/08/2022	4115000	Narembeen Workers Hotel	EMCS - Council Meeting - Refreshments	\$ 57.00
TOTAL EMCS CREDIT CARD PAYMENTS				\$ 4,094.95

WORKS

Date	Account Code	Store		Amount
14/07/2022	9111033	Narembeen Hardware	Works - Employee Housing - Maintenance	\$ 22.00

15/07/2022	PE999	Narembeen Hardware	Works - Plant Maintenance	\$ 39.95
20/07/2022	PE999 1431101	Narembeen Hardware	Works - Parks and Gardens - Equipment (20.50) Works - PPE (109)	\$ 129.50
28/07/2022	1431101	Narembeen IGA	Works - Refreshments - Depot Staff	\$ 15.05
1/08/2022	1431101	Breathalyser Sale	Works - Breathalyser Maintenance	\$ 198.00
5/08/2022	4211020 PE999	Narembeen Hardware	Works - Materials for Plant Maintenance (94.05) Works - Parks & Gardens - Equipment (8.00)	\$ 102.05
8/08/2022	1431101	Joondalup Resort Hotel	Works - Conference - Accommodation	\$ 860.00
10/08/2022	4212800	Joondalup Golf Management	Works -Conference - Refreshments	\$ 10.00
10/08/2022	4212800	Joondalup Golf Management	Works - Conference - Refreshments	\$ 10.00
10/08/2022	4212800	Joondalup Golf Management	Works - Conference - Refreshments	\$ 10.00
10/08/2022	4212800	Joondalup Golf Management	Works - Conference - Refreshments	\$ 10.00
11/08/2022	1431101	Joondalup Resort Hotel	Works - Conference - Refreshments	\$ 32.00
12/08/2022	1431101	Joondalup Resort Hotel	Works - Conference - Refreshments	\$ 80.00
12/08/2022	PE1305	Puma	Works - Fuel	\$ 65.74
12/08/2022	PE1305	Coles Express	Works - Fuel	\$ 175.32
13/08/2022	PE1305	Ampol Carnarvon	Works - Fuel	\$ 116.97
13/08/2022	PE1305	Billabong Roadhouse	Works - Fuel	\$ 98.46
TOTAL WORKS CREDIT CARD PAYMENTS				\$ 1,975.04

Mechanic

Date	Account Code	Store		Amount
21/07/2022	PE999	eBay	Mechanic - Workshop Equipment	\$ 38.94
26/07/2022	1031102	Narembeen Hardware	Mechanic - Materials to repair leak at pump	\$ 7.15
11/08/2022	114811100	United Fasteners	Mechanic - Rec Centre - materials for repair to fire suppression system	\$ 33.05
TOTAL MECHANIC CREDIT CARD PAYMENTS				\$ 79.14

Skeleton Weed

Date	Account Code	Store		Amount
13/07/2022	1311102	Narembeen Hardware	Skeleton Weed - Boom Spray parts	\$ 78.80
18/07/2022	1311102	Narembeen Hardware	Skeleton Weed - PPE	\$ 67.50
18/07/2022	1311102	Narembeen Hardware	Skeleton Weed - Computer Accessories	\$ 40.00
19/07/2022	1311102	Duke of York Hotel	Skeleton Weed - Refreshments	\$ 82.00
19/07/2022	1311102	Totally Workwear	Skeleton Weed - PPE	\$ 222.71
20/07/2022	1311102	Albert Facey Motor Inn	Skeleton Weed - Accommodation	\$ 302.00
22/07/2022	1311102	Narembeen IGA	Skeleton Weed - Operating Costs	\$ 21.00
TOTAL SKELETON WEED CREDIT CARD PAYMENTS				\$ 814.01

CRC

Date	Account Code	Store		Amount
26/07/2022	141150000.285	Kmart	CRC - Glassware for Retired Councillor Dinner	\$ 74.00
27/07/2022	141150000.285	Narembeen IGA	CRC - Refreshments Retired Councillor Dinner	\$ 117.08
27/07/2022	1141300.231	Street Library	CRC - Plaque - Street library	\$ 43.20
29/07/2022	CRC4	Facebook	CRC - Remaining charges - SOCK Week advert	\$ 1.95
2/08/2022	7711000.131	The Co-Op Café	CRC - CWP Meeting	\$ 20.00
2/08/2022	115112100.230	Officeworks	CRC - Stationery	\$ 99.45
3/08/2022	14115000.285	Narembeen Club	CRC - Refreshments Retired Councillor Dinner	\$ 384.00
TOTAL CRC CREDIT CARD PAYMENTS				\$ 739.68
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13/01/2022	142111500.287	Bankwest	Interest & Other Charges	\$ 135.05

TOTAL CREDIT CARD PAYMENTS**\$ 9,287.48**