



COUNCIL CALENDAR

Date	Time	Meeting
15 November 2022	4:00pm	Ordinary Council Meeting
13 December 2022	4.00pm	Ordinary Council Meeting

OCTOBER MEETING PROGRAM

2.30pm	Councillor Forum
4.00pm	Ordinary Council Meeting

MEETING GUESTS

Nil

Contents

1.0	OPENING & WELCOME	3
2.0	ATTENDANCE & APOLOGIES	3
3.0	DECLARATIONS OF INTEREST	3
4.0	ANNOUNCEMENTS	3
4.1	APPLICATION FOR LEAVE OF ABSENCE	3
	<i>NIL</i>	3
5.0	PUBLIC QUESTION TIME & DEPUTATIONS (15 MIN)	4
6.0	MINUTES OF PREVIOUS MEETINGS	4
6.1	CONFIRMATION OF MINUTES OF ORDINARY MEETING OF COUNCIL	4
6.1.1	CONFIRMATION OF MINUTES	4
6.1.2	BUSINESS ARISING.....	4
7.0	STATUS REPORT	4
8.0	REPORTS	5
8.1	CHIEF EXECUTIVE OFFICER	5
	AGENDA ITEM: 8.1.1- Proposed Industrial Subdivision – Lot 100 Narembeen South Road, Narembeen (WAPC Reference 162826).....	5
	AGENDA ITEM: 8.1.2 - Local Government Reform – Council size	9
	AGENDA ITEM: 8.1.3 - Management of Volunteer Bush Fire Brigades	12
	AGENDA ITEM: 8.1.3 Transfer of Assets – Skeleton Weed Program	15
8.2	EXECUTIVE MANAGER CORPORATE SERVICES	18
	AGENDA ITEM: 8.2.1 - Financial Report period ending 30 September 2022.....	18
	AGENDA ITEM: 8.2.2 - Schedule of Accounts for September 2022	20
9.0	URGENT BUSINESS AS PERMITTED BY COUNCIL	22
	CONFIDENTIAL LATE AGENDA ITEM: 9.1 MT ARROWSMITH ROAD	22
10.0	COUNCILLOR’S REPORTS	23
11.0	DATE, TIME & PLACE OF NEXT MEETING	23
12.0	CLOSURE	24
13.0	CERTIFICATION OF MEETING MINUTES	24

MINUTES

Shire of Narembeen Ordinary Council Meeting Tuesday 18 October 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 4.05pm.

2.0 Attendance & Apologies

Attendance

Councillors

Cr Kellie Mortimore	Shire President, Presiding Person
Cr Scott Stirrat	Deputy Shire President
Cr Amy Hardham	Member
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)

Apologies

Nil

Approved leave of absence

3.0 Declarations of Interest

*D Blurton declared a financial interest in item 9.1
A Hardham declared a financial interest in item 9.1
M Currie 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 20 September 2022

RECOMMENDATION:

That the minutes of the meeting of the Shire of Narembeen Ordinary Meeting held on Tuesday 20 September 2022 be confirmed as a true and accurate record of the proceedings.

COUNCIL RESOLUTION

MIN 7504/22 **MOTION** - Moved Cr. Milner Seconded Cr. Currie

CARRIED 8 / 0

6.1.2 Business Arising

Business Arising from the Minutes of the Shire of Narembeen Ordinary Meeting held Tuesday 20 September 2022

7.0 Status Report

RECOMMENDATION:

That the Status Report for October 2022 be received.

COUNCIL RESOLUTION

MIN 7505/22 **MOTION** - Moved Cr. Cole Seconded Cr. Hardham

CARRIED 8 / 0

8.0 Reports

8.1 Chief Executive Officer

AGENDA ITEM: 8.1.1- Proposed Industrial Subdivision – Lot 100 Naremben South Road, Naremben (WAPC Reference 162826)

Subject:	Proposed Industrial Subdivision
Applicant:	Liz Bushby, Town Planning Innovations (on behalf of the Shire of Naremben)
File Ref:	ADM648
Disclosure of Interest:	Liz Bushby of Town Planning Innovations declares a financial interest in accordance with Section 5.60A of the Local Government Act 1995.
Author:	Liz Bushby, Town Planning innovations
Date:	5 October 2022
Attachments:	Subdivision Plan

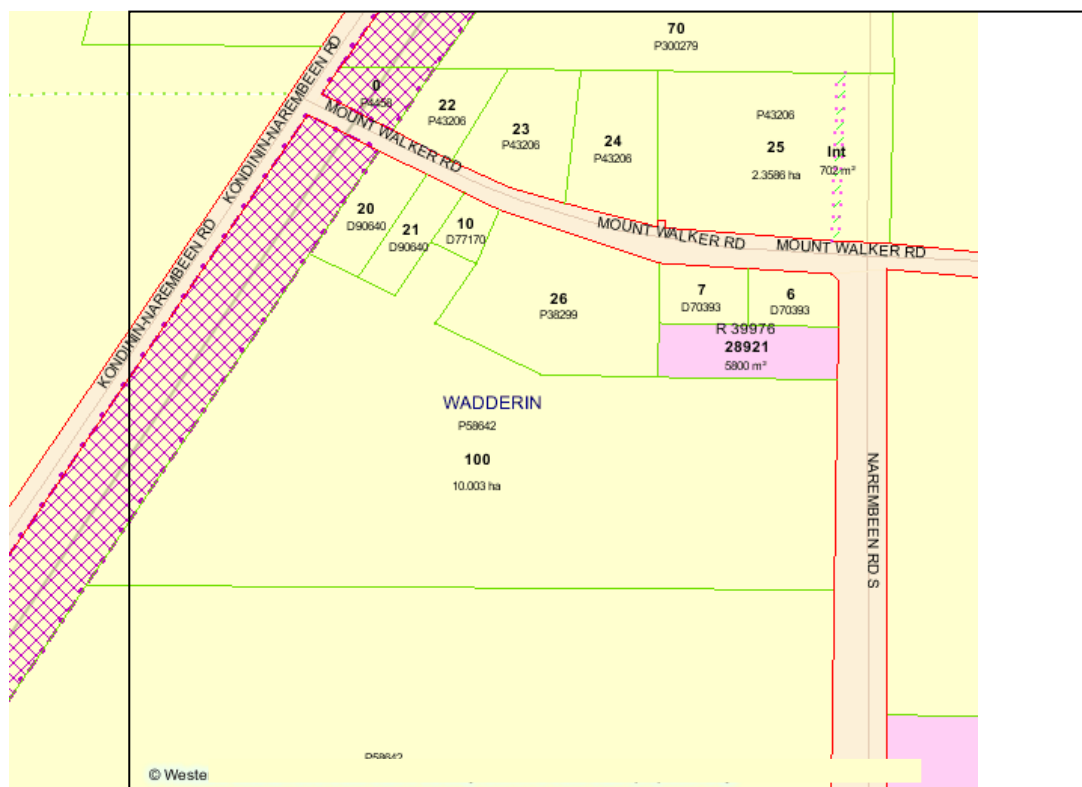
PURPOSE

Council to consider an application referred to the Shire by the Western Australian Planning Commission (WAPC) for comment and recommendation.

BACKGROUND

- Location and Ownership**

Lot 100 is located to the south of the main Naremben townsite with direct frontage to Naremben Road South. The lot is owned by the Shire.

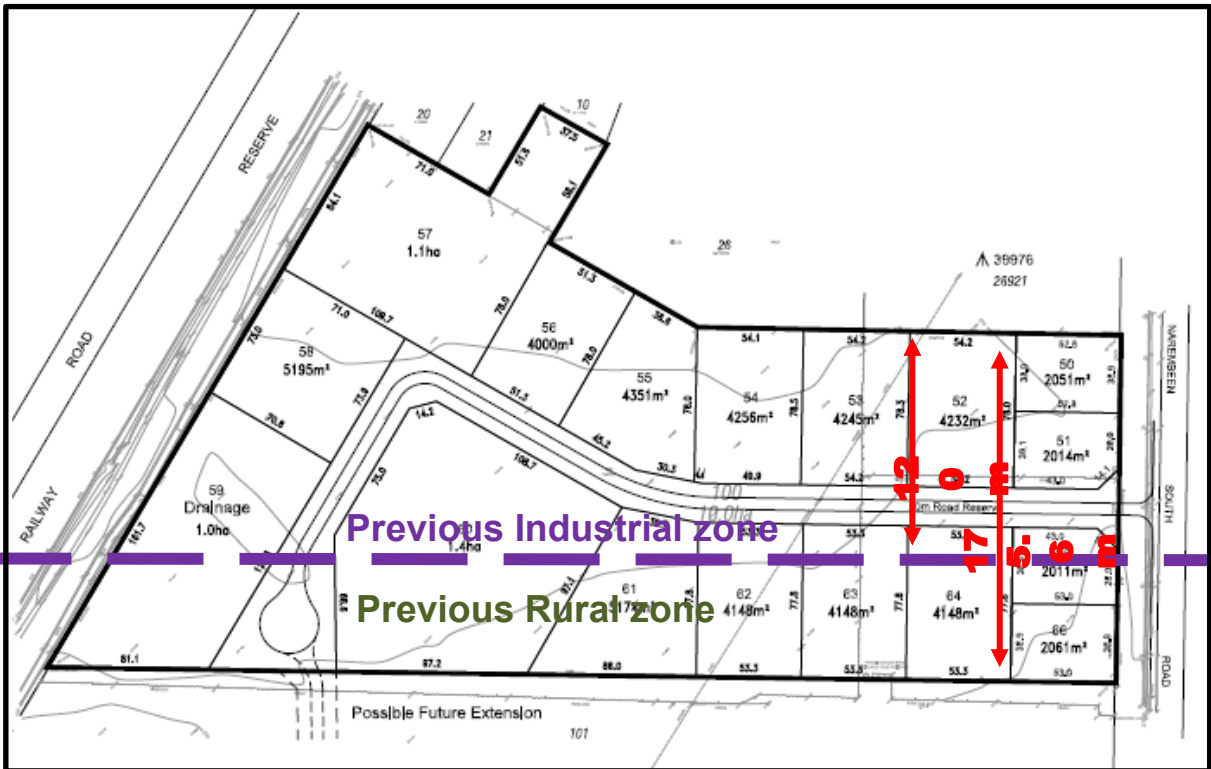


- **Previous Subdivision Approvals**

The Shire previously lodged an application to subdivide Lot 100 into 16 lots for industrial development (WAPC: 142211) in June 2010. At lodgement, the Commission identified an anomaly between the lot boundary and Industrial zoning boundary.

Due to the discrepancy, the WAPC has advised that the southern portion of Lot 100 needed to be re-zoned to remove the 'Rural' zoning boundary from the proposed southern lots.

The Western Australian Planning Commission issued conditional subdivision approval on the 1 September 2010. The approval has since expired.



A new application was lodged and approved by the WAPC on the 26 July 2019 (WAPC Reference: 158002). The last application is still valid; however, the Shire seeks a new approval as it will allow additional time for the subdivision to proceed.

- **Historic Scheme Amendment**

Amendment 5 re-zoned a portion of Lot 100 Narembeen Road South, Narembeen from 'Rural' to 'Industrial' zone.

The amendment was approved by the Minister for Planning on the 9 June 2011 and gazetted on the 24 June 2011.

The amendment was to facilitate future industrial subdivision of Lot 100. The whole of Lot 100 is now zoned 'Industrial' under the Shire of Narembeen Local Planning Scheme No 2.

CONSULTATION

WAPC referred the application to the Department of Education, Western Power; Water Corporation; Telstra, Public Transport Authority, Department of Health, Department of Mines, Industry and Regulation; Department of Biodiversity, Conservation and Attractions, the Department of Water and Environmental Regulation and the Shire of Narembeen for comment.

Comments are requested by the 4 November 2022. The WAPC is seeking the Shires comments as a relevant referral agency, being the local authority.

STATUTORY IMPLICATIONS

Planning and Development Act 2005 – Section 142, Part 10, Division 2 sets out the consultation requirements for subdivision.

Section 143, Part 10, Division 2 sets out the Commissions duties when dealing with a plan of subdivision.

Shire of Narembeen Local Planning Scheme No 2 – Clause 4.14 outlines the objectives, site requirements and development requirements for the Industrial zone.

FINANCIAL IMPLICATIONS

The Shire pays consultancy fees to Town Planning Innovations (TPI). TPI has lodged a subdivision application for Lot 100 to the Western Australian Planning Commission on behalf of the Shire. TPI also provides general planning advice to the Shire.

POLICY IMPLICATIONS

There are no known local policy implications.

RISK MANAGEMENT IMPLICATIONS

There are no known risk management implications. The application will be determined by the WAPC.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022 - 2032

Strategic Priority:

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

2.1 Support the diverse industry across the Shire.

We know we are succeeding when: Demonstrated progress with stakeholders to facilitate industrial land identification and expansion.

Draft Corporate Business Plan 2022/23 – 2025/26

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

2.1 Support the diverse industry across the Shire.

a. Undertake industrial land subdivision.

VOTING REQUIREMENTS

Simple majority

COMMENT

An application has been lodged to the Western Australian Planning Commission (WAPC) seeking a new approval for subdivision of Lot 100 into 17 lots, inclusive of one lot that will be ceded as a future drainage reserve.

The lot sizes will range between 2011m² to 1.4 hectares. It is recommended that the Shire advise the WAPC that the subdivision should be approved subject to standard conditions.

OFFICER RECOMMENDATION

That Council recommend that the Western Australian Planning Commission approve the subdivision application (No 162826) for Lot 100 Narembeen Road South, Narembeen subject to the following conditions:

- (a) Engineering drawings and specifications are to be submitted, approved, and subdivisional works undertaken in accordance with the approved plan of subdivision, engineering drawings and specifications, to ensure that those lots not fronting an existing road are provided with frontage to a constructed road and connected to the local road system and such roads are constructed and drained at the landowner/applicant's cost.

As an alternative, and subject to the agreement of the Local Government the Western Australian Planning Commission (WAPC) is prepared to accept the landowner/applicant paying to the local government the cost of such road works as estimated by the local government and the local government providing formal assurance to the WAPC confirming that the works will be completed within a reasonable period as agreed by the WAPC.

- (b) The land being filled, stabilised, drained and/or graded as required to ensure that: a) lots can accommodate their intended development; and b) finished ground levels at the boundaries of the lot(s) the subject of this approval match or otherwise coordinate with the existing and/or proposed finished ground levels of the land abutting; and c) stormwater is contained on-site, or appropriately treated and connected to the local drainage system.
- (c) The proposed lot marked 'drainage' shown on the approved plan of subdivision being shown on the diagram or plan of survey (deposited plan) as Reserve for drainage and vested in the Crown under Section 152 of the Planning and Development Act 2005, such land to be ceded free of cost and without any payment of compensation by the Crown.

COUNCIL RESOLUTION

MIN 7506/22

MOTION - Moved Cr. Currie

Seconded Cr. Milner

CARRIED 8 / 0

AGENDA ITEM: 8.1.2 - Local Government Reform – Council size

Subject:	Local Government Reform – Council size
Applicant:	Not applicable
File Ref:	ADM111
Disclosure of Interest:	Not applicable
Author:	David Blurton – Chief Executive Officer
Date:	11 October 2022
Attachments:	Letter from Hon John Carey MLA Minister for Housing; Lands; Homelessness; Local Government

PURPOSE

To consider a response to recent correspondence from the Minister regarding the number of Council Members from the next election in 2023.

BACKGROUND

Council received correspondence from the Hon John Carey MLA Minister for Housing; Lands; Homelessness; Local Government dated 20 September 2022 in relation to changes in Council size. Refer attachment.

The Department of Local government is currently working on a bill which is expected to be introduced into parliament in early 2023 and 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.

As part of its review, the Department has identified that Council will need to reduce the number of Councillors under the proposed reforms and as suggested in the correspondence this may be done voluntarily by Councils or via reform election pathway.

The Minister is requesting a response from Council by 28 October 2022 on its intentions.

CONSULTATION

Executive Manager Corporate Services

STATUTORY IMPLICATIONS

WA Local Government Act (1995)

FINANCIAL IMPLICATIONS

Minor savings regarding Councillor payments and training costs.

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Considered Minor Risk.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022 - 2032

4.2 Compliant and resourced Local Government

Corporate Business Plan 2022 - 2026

Continue to meet compliance with statutory and regulatory requirements

VOTING REQUIREMENTS

Simple Majority

COMMENT

As the letter indicates, Council has two options to consider.

Voluntary pathway

Council can advise the DLGC of its intention to reduce Council numbers to 7 from the 2023 election, however this will require the preparation of a high-level plan and a representation review and will most likely be completed by staff. This option will have the effect of reducing the number of vacancies from four to three at the at the 2023 elections.

Reform Election Pathway

Under this option, all Council positions would be declared vacant at the 2023 elections and the new number of Councillors set based on 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.

This option will not require the preparation of a plan and ward review, which is advantageous from a resource perspective, however there is a risk that Council may lose a degree of control over the reform process.

OFFICER RECOMMENDATION

That Council advise the Minister for Housing; Lands; Homelessness; Local Government of its support for the election reform pathway to determine Councillor numbers.

MIN 7507/22 **MOTION** - Moved Cr. Currie Seconded Cr. Milner

LOST 3 / 5

ALTERNATE MOTION

Cr Hardham proposed the following Alternate Motion:

COUNCIL RESOLUTION

That Council advise the Minister for Housing; Lands; Homelessness; Local Government of its support for the Voluntary Pathway to determine Councillor numbers.

MIN 7508/22 **MOTION** - Moved Cr. Hardham Seconded Cr. Stirrat

CARRIED 7 / 1

Reason for Alternate Motion: Councillors have concerns that without representation review and community consultation, the decision will be made for the Shire of Narembeen and not necessarily in our best interest.

AGENDA ITEM: 8.1.3 - Management of Volunteer Bush Fire Brigades

Subject:	Volunteer Bush Fire Brigades
Applicant:	Not applicable
File Ref:	ADM136
Disclosure of Interest:	Not applicable
Author:	David Blurton – Chief Executive Officer
Date:	11 October 2022
Attachments:	Nil

PURPOSE

To consider future management arrangements of the Narembeen Volunteer Bush Fire Brigade.

BACKGROUND

In June 2022, the Council considered its position in relation to the Proposed Advocacy Position on arrangements for Management of Bushfire Brigades WALGA discussion paper and resolved as follows;

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

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.*

MIN 7445/22

MOTION - Moved Cr. Currie

Seconded Cr. Bray

CARRIED 8/0

Item 4 above was discussed at the Narembeen VBFB AGM on 29 September 2022.

CONSULTATION

Chief Bush Fire Control Officer
Narembeen Bush Fire Brigade Members

STATUTORY IMPLICATIONS

Sections of the Acts, Regulations and/or Local Laws that apply to this item include:

- *Local Government Act of 1995: Division 3* — Executive functions of local governments, Subdivision 1 — Performing executive functions, s3.18. Performing executive functions: 3(b).
- *Work Health and Safety Act 2020*, mandates the duty of care to volunteers by the person conducting a business undertaking. Senior Local Government officers with decision making and budget allocation control, have a duty of care to volunteer bush fire brigade members.
- *Bush Fires Act 1954, s36 and s41*. Provides for local governments to establish, maintain and equip bush fire brigades.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Bush fires pose a significant risk during summer and ensuring volunteers are adequately trained, resourced, and managed represents a significant risk for both Council and Management.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022-2032

1.6 Support emergency services planning, risk mitigation, response, and recovery

Corporate Business Plan 2022/23 – 2025/26

Undertake review of Bush Fire Brigade management and operation

VOTING REQUIREMENTS

Simple Majority

COMMENT

A clear outcome of the Narembeen VBFB AGM was that retaining the Mt Walker Fire unit is essential to reduce the risk of bush fire, particularly in the eastern section of the shire and the preference of the volunteer group is to remain under the Shire's management.

It is Management's preference to hand management of the Narembeen Volunteer Bush Fire Brigade to DFES as they are better resourced and have the appropriate experience to effectively manage the brigade more appropriately than the Shire. This would also minimize risk to both the Council and executive staff; however, DFES have recently indicated that they will not accept management of any more brigades citing lack of available resource.

Given the position of DFES and the Narembeen VBFB it is recommended that Council continue the management of the Narembeen VBFB as it has done in previous years.

Under the *Work Health and Safety Act 2020*, for Volunteers and Volunteer Organisations, the Shire is responsible for all the volunteers within the Bush Fire Brigades. The Shire is required to ensure that all the Fire Control Officers (FCOs) and Bush Fire volunteers have undertaken the required training to allow them to perform the role safely.

There are significant fines that now apply to local governments and criminal charges may be imposed on executive staff should they fail in their duty of care under the new *WHS Act 2020*. A significant increase in the maximum fine is now applicable to executives along with a 20-year jail term. The local government body is now subject to an uninsurable fine up to \$10M.

The Shire currently has 60 registered Bush Fire Brigade volunteers and one Bush Fire Appliance which is located at Mount Walker. Many of the registered BFB volunteers are also Fire and Rescue Volunteers (VFRS) which is overseen by DFES. Training records indicate that members are trained to a suitably high standard.

To assist the Executive in more effectively managing its WHS responsibilities for volunteers, contractors and staff, it is anticipated that additional staffing resource will be included as part of the new Workforce Plan which is currently under development.

OFFICER RECOMMENDATION

That Council

1. Note the position of the Chief Bush Fire Control Officer and the Narembeen Bush Fire Brigade regarding the future management of the brigade.
2. Continue with responsibility, oversight, and management of the Volunteer Narembeen Bush Fire Brigade.
3. Note that additional staffing resource may be required as part of the Shire of Narembeen Workforce Plan 2022-2026 to effectively manage Workplace Health and Safety risks in line with new legislation.

COUNCIL RESOLUTION

MIN 7509/22

MOTION - Moved Cr. Stirrat

Seconded Cr. Bray

CARRIED 8 / 0

AGENDA ITEM: 8.1.3 Transfer of Assets – Skeleton Weed Program

Subject:	Transfer of Assets – Skeleton Weed Program
Applicant:	Not applicable
File Ref:	ADM468
Disclosure of Interest:	Not applicable
Author:	David Blurton – Chief Executive Officer
Date:	12 October 2022
Attachments:	Nil

PURPOSE

Seek Council approval to transfer Shire owned assets purchased through Skeleton Weed Grant funding.

BACKGROUND

Shire of Narembeen has hosted the Skeleton Weed program on behalf of the Department of Primary Industry and Regional Development (DPIRD), the Skeleton Weed Local Action Group, and the Grain industry for many years.

With the introduction of new Workplace Health and Safety legislation and increased risk environment, Management have indicated to DPIRD that it is no longer able to host the program from 30 September 2022. DPIRD have recently advised that the Shire of Goomalling have elected to act as new host to ensure continuity of the program.

The Skeleton Weed program is funded by The Grains, Seeds and Hay Industry Management Committee which generates funds through contributions raised on the sale of grain, seed, and hay.

The assets purchased through program grant funds over the years sit on the Council's asset register and will require transfer to either DPIRD or the Shire of Goomalling. This will require council approval as the CEO has delegated authority to dispose of assets up to a value of \$10,000 only.

CONSULTATION

Executive Manager Corporate Services
DPIRD
Shire of Goomalling
Shire Mechanic

STATUTORY IMPLICATIONS

Section 3.58 of the *Local Government Act 1995* covers Disposal of Property.

Property includes whole or any part of the interest of a local government in property but does not include money.

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

- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
- (a) it gives local public notice of the proposed disposition —
- (i) describing the property concerned; and
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and
- (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include
- (a) the names of all other parties concerned; and
 - (b) the consideration to be received by the local government for the disposition; and
 - (c) the market value of the disposition —
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
 - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.

Staff have discussed the disposal process with the WALGA governance team and unfortunately no exemption is available for the above process. Therefore, Council must advertise the disposal through public notice inviting submissions.

FINANCIAL IMPLICATIONS

Handover of assets at nil cost as recommended will give rise to a Loss on disposal of assets in Council's accounts as follows.

PE214 – Skeleton Weed Boom Spray
Written down value/ loss on disposal \$24,008
Estimated market value as at 30 September 2022 - \$15,000

PE7511 – Toyota Landcruiser LC70 2020
Written down value / loss on disposal \$46,282
Estimated market value as at 30 September 2022 - \$85,000

Council had budgeted to receive \$50,000 as a trade in on the purchase of new vehicle as part of the 22/23 budget.

A reconciliation of program income and expenditure will occur at program end.

POLICY IMPLICATIONS

Not applicable

RISK MANAGEMENT IMPLICATIONS

Considered minor.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022 - 2032

3.2 Conservation of our natural Environment

Corporate Business Plan 2022 - 2026

Effective management of invasive species programs to the community

VOTING REQUIREMENTS

Simple Majority

COMMENT

The transfer of assets to the Shire of Goomalling / DPIRD is necessary to ensure continuity of the program moving forward. At time of writing, clarification is being sought from DPIRD which assets are to be transferred to Goomalling and DPIRD itself.

The transaction will give rise to a net book loss on sale of asset; however, Grain industry were utilised for the original purchase of these assets rather than Council funds, it is therefore a cost neutral exercise from Council's perspective.

OFFICER RECOMMENDATION

That Council

1. advertise its intent to dispose of the following Council assets to the Shire of Goomalling / DPIRD;
 - a. PE214 Skeleton Weed Boom Spray for nil value (market value of \$15,000)
 - b. PE7511 – Toyota Landcruiser LC70 2020 for nil value (market value of \$85,000)
2. Subject to no submissions being received, authorise the CEO to affect the transfer of both assets to the Shire of Goomalling / DPIRD.
3. Note the following amendments to the 22-23 budget relating to Skeleton weed program.
 - Removal of New vehicle purchase \$70,000 and trade in of \$50,000.
 - Reduce employee expense from \$96,843 to \$40,000
 - Reduce operating costs from \$87,250 to \$5,000
 - Reduce program income from \$183,012 to \$45,000

COUNCIL RESOLUTION

MIN 7510/22 **MOTION** - Moved Cr. Hardham Seconded Cr. Currie

CARRIED 8 / 0

8.2 Executive Manager Corporate Services

AGENDA ITEM: 8.2.1 - Financial Report period ending 30 September 2022

Subject:	Financial Report September 2022
Applicant:	Shire of Narembeen
File Ref:	NA
Disclosure of Interest:	Nil
Author:	Teresa Cousins – Senior Finance Officer
Date:	6 October 2022
Attachments:	Financial Report September 2022

PURPOSE

Council to accept the monthly statement of Financial Activity disclosing the Shires financial activities for the period September 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

RISK MANAGEMENT IMPLICATIONS

- 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 2022/23 – 2025/26

Civic Leadership. Well governed and efficiently managed Local Government.

Compliant and resourced Local Government.

VOTING REQUIREMENTS

Simple Majority

COMMENT

Council's closing position on 30 September 2022 amounts to \$3,711,618 with current assets of \$9,386,215 and \$4,135,441 in reserve funds.

OFFICER RECOMMENDATION

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

COUNCIL RESOLUTION

MIN 7511/22 **MOTION** - Moved Cr. Hardham Seconded Cr. Milner

CARRIED 8 / 0

AGENDA ITEM: 8.2.2 - Schedule of Accounts for September 2022

Subject:	Schedule of Accounts for September 2022
Applicant:	Not Applicable
File Ref:	ADM018
Disclosure of Interest:	Nil
Author:	Kathryn Conopo – Administration Officer
Date:	5 October 2022
Attachments:	Creditors Payment List – September 2022, Credit Card Payments List 14 July – 15 August 2022

PURPOSE

For Council to review the payments made by the Shire of Narembeen in September 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

Corporate Business Plan 2022 - 2026

CIVIC LEADERSHIP: Well governed and efficiently managed Local Government.

4.2 Compliant and resourced Local Government

Continue to meet compliance with statutory and regulatory requirements.

VOTING REQUIREMENTS

Simple majority

COMMENT

A schedule of accounts paid during the month of September 2022 is attached to this report and the total amount paid from the municipal fund is as follows:

Municipal Account: \$ 706,668.86

OFFICER RECOMMENDATION

That Council:

1. Receive the Creditors Payment List - September 2022
2. Receive the Credit Card Payments List 14 July – 15 August 2022

COUNCIL RESOLUTION

MIN 7512/22 **MOTION** - Moved Cr. Hardham Seconded Cr. Cole

CARRIED 8 / 0

COUNCIL RESOLUTION

To permit urgent business.

MIN 7513/22 **MOTION** - Moved Cr. Cole Seconded Cr. Milner

CARRIED 8 / 0

COUNCIL RESOLUTION

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

MIN 7514/22 **MOTION** – Moved Cr. Bray Seconded Cr. Cole

CARRIED 8 / 0

4.37pm The meeting was closed to the public.

4.37pm Cr. Hardham and Cr. Currie declared a financial interest and left the meeting. The CEO had declared a financial interest, however as he is a non-voting member, remained in the meeting.

9.0 Urgent business as permitted by Council

CONFIDENTIAL LATE AGENDA ITEM: 9.1 MT ARROWSMITH ROAD

Subject:	Mt Arrowsmith Road
Applicant:	Not applicable
File Ref:	ADM547
Disclosure of Interest:	CEO – Financial interest as shareholder of Ramelius
Author:	David Blurton - Chief Executive Officer
Date:	14 October 2022
Attachments:	Explaurum Operations Pty Ltd – Traffic Route Proposal

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 an existing contract.

OFFICER RECOMMENDATION

That Council

1. Agree to contribute \$94,073 from its infrastructure reserve towards repairs of Mt Arrowsmith road representing road haulage contributions collected on Mt Arrowsmith road to date subject to.
 - a. Repair works being designed and approved by Council’s consulting engineers and Works Manager
 - b. Consulting Engineers or Works Manager overseeing the works.
 - c. Ramelius engaging a suitably qualified and experienced contractor in consultation with Council staff
 - d. Ramelius paying for the remainder of works required to be undertaken on Mt Arrowsmith Road.
2. Negotiate a deed of amendment to the original traffic route Proposal agreement to reflect the sealing of Mt Arrowsmith road.

COUNCIL RESOLUTION

MIN 7515/22 MOTION - Moved Cr. Cole Seconded Cr. Stirrat CARRIED 6 / 0

4.39 pm Cr. Hardham and Cr. Currie re-entered the meeting

COUNCIL RESOLUTION

That Council re-open the meeting to the public

MIN 7516/22 MOTION - Moved Cr. Stirrat Seconded Cr. Cole CARRIED 8 / 0

4.39pm the meeting was re-opened to the public

10.0 Councillor's Reports

Cr K Mortimore

Attended

- LEMC Meeting
- Wadderin AGM
- Historical Society meeting
- LEMA Review Workshop (via Zoom)
- WALGA Annual Conference
- Meeting with Mia Davies MLA

Cr S Stirrat

Attended

- Meeting with Mia Davies MLA
- Eastern Wheatbelt Bio Security AGM

Cr H Cusack

Attended

- Meeting with Mia Davies MLA
- Hockey Club AGM
- Mental Health Walk and Talk

Cr T Cole

Attended

- Meeting with Mia Davies MLA
- LEMC Meeting
- Bushfire Advisory Committee meeting

Cr C Bray

Attended

- Meeting with Mia Davies MLA
- LEMC meeting
- Men's Shed
- WALGA Annual Conference

Cr A Hardham

Attended

- Meeting with Mia Davies MLA
- General positive feedback regarding the newly installed exercise equipment.

Cr M Currie

Attended

- Meeting with Mia Davies MLA
- RoeROC meeting
- Go Narembreen meeting

Cr W Milner

Attended

- Meeting with Mia Davies MLA,
- Mental Health Walk and Talk

11.0 Date, time & place of next meeting

Tuesday 15 November 2022, 4.00pm at the Shire of Narembreen Council Chambers.

12.0 Closure

There being no further business the Chair declared the meeting closed at 4.47pm

13.0 Certification of Meeting Minutes

I, Cr Kellie Mortimore, Shire President certify that the Minutes of the Ordinary Meeting of Council held on Tuesday 18 October 2022, as show on pages 1 to 24 are confirmed as a true and correct record of the meeting.

SHIRE PRESIDENT

Date