



ATTACHMENTS

Ordinary Council Meeting
21 April 2026



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ATTACHMENT 8.1A
Minutes – Ordinary Council Meeting
17 March 2026



MINUTES

Ordinary Council Meeting
17 March 2026



NOTICE OF MEETING

Dear Elected Members and Members of the Public,

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

Date: Tuesday 17 March 2026

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

Commencing: 5.00pm

Rebecca McCall
Chief Executive Officer

12 March 2026

DISCLAIMER

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UNCONFIRMED

1. Official Opening and Welcome

The Presiding Person welcomed everyone and declared the meeting open at 5.01pm.

Attendees were notified that the meeting was being recorded in accordance with the Local Government (Administration) Regulation r14J.

2. Record of Attendance / Apologies / Leave of Absence

Councillors:

Cr HA Cusack	President
Cr HJ Bald	Deputy President
Cr CD Bray	
Cr MJ Currie	
Cr AM Hardham	
Cr LR Smoker	
Cr SW Stirrat	

Staff:

Ms R McCall	Chief Executive Officer
Mr B Forbes	Executive Manager Corporate Services
Ms K Conopo	Executive Governance Officer

Member of Public:

Nil

Apologies:

Mr K Markham	Executive Manager Infrastructure Services
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3. Public Question Time

Nil

4. Disclosure of Interest

Nil

5. Application for Leave of Absence

Nil

6. Deputations/ Petitions/ Presentations/ Submissions

Nil

7. Delegates' Reports

7.1 Cr Cusack

Date	Meeting/Event
19 February	Aged Care Meeting
25 February	Go Narembeen AGM
26 February	Homes for the Aged AGM
27 February	Meeting with Contract Aquatic Services
1 March	Bin 2 Bin

3 March	ANZAC Day Meeting
5 March	Lachlan Hunter Catchup
5 March	ROE ROC Meeting & Dinner
9 & 10 March	Strategic Community Forums

7.2 Cr Bald

Date	Meeting/Event
19 February	Aged Care Meeting
24 February	NDHS P&C AGM
25 February	Aged Care Meeting
26 February	Homes for the Aged AGM
27 February	Meeting with Contract Aquatic Services
1 March	Bin 2 Bin
3 March	ANZAC Day Meeting
5 March	Lachlan Hunter Catchup
5 March	RoeROC Meeting & Dinner
6 March	NDHS Faction Carnival Presentation
9 & 10 March	Community Consultation Workshops 1-7
13 March	EMCS Interviews
17 March	EMCS Interview

7.3 Cr Bray

Date	Meeting/Event
5 March	Lachlan Hunter Catchup
5 March	RoeROC Dinner
9 & 10 March	Strategic Community Forums
13 March	Rural Water Council

7.4 Cr Currie

Date	Meeting/Event
25 February	Go Narembreen AGM
9 & 10 March	Strategic Community Forums
11 March	Ski Lake Working Group Meeting
12 March	LEMC Meeting

7.5 Cr Hardham

Date	Meeting/Event
5 March	Lachlan Hunter Catchup
5 March	RoeROC Dinner
9 & 10 March	Strategic Community Forums

7.6 Cr Smoker

Date	Meeting/Event
23 February	Wheatbelt South Regional Road Group – Roe Subgroup
9 & 10 March	Strategic Community Forums

7.7 Cr Stirrat

Date	Meeting/Event
5 March	RoeROC Dinner

	Water Corporation Meeting (Roe Dam)
	RoeROC Advocacy Group Meeting

8. Confirmation of Previous Meetings

8.1 Ordinary Council Meeting 17 February 2026 Attachment 8.1A

Voting Requirements

Simple Majority Absolute Majority

Officer's Recommendation / Council Resolution – 8.1

That the minutes of the Shire of Narembreen Ordinary Council Meeting held on Tuesday 17 February 2026, as presented, be confirmed as a true and correct record of proceedings.

MIN 8136/26 **MOTION** - Moved Cr. Hardham Seconded Cr. Bray

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

9. Minutes of Committee Meetings to be Received

9.1 – 9.6 were moved en bloc

9.1 Annual Electors Meeting 10 February 2026 Attachment 9.1A

Voting Requirements

Simple Majority Absolute Majority

Officer's Recommendation / Council Resolution – 9.1

That the minutes of the Annual Electors Meeting held on Tuesday 10 February, as presented, be received.

9.2 Great Eastern Country Zone Meeting 12 February 2026 Attachment 9.2A

Voting Requirements

Simple Majority Absolute Majority

Officer's Recommendation / Council Resolution – 9.2

That the minutes of the GECZ Meeting held on Thursday 12 February, as presented, be received.

**9.3 CEACA Management Committee Meeting 16 February 2026
Attachment 9.3A**

Voting Requirements

- Simple Majority Absolute Majority

Officer's Recommendation / Council Resolution – 9.3

That the minutes of CEACA Management Committee Meeting held on Monday 16 February 2026, as presented, be received.

**9.4 Bushfire Advisory Committee Meeting 20 February 2026
Attachment 9.4A**

Voting Requirements

- Simple Majority Absolute Majority

Officer's Recommendation / Council Resolution – 9.4

That the minutes of the Bushfire Advisory Committee Meeting held on Friday 20 February 2026, as presented, be received.

**9.5 RoeROC Committee Meeting 5 March 2026
Attachment 9.5A**

Voting Requirements

- Simple Majority Absolute Majority

Officer's Recommendation / Council Resolution – 9.5

That the minutes of the RoeROC Ordinary Meeting held on Thursday 5 March 2026, as presented, be received.

**9.6 Local Emergency Management Committee Meeting 12 March 2026
Attachment 9.6A (Late Attachment)**

Voting Requirements

- Simple Majority Absolute Majority

Officer's Recommendation / Council Resolution – 9.6

That the minutes of the LEMC Meeting held on Thursday 12 March 2026, as presented, be received.

MIN 8137/26

MOTION - Moved Cr. Stirrat

Seconded Cr. Currie

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

10. Recommendations from Committee Meetings for Council Consideration

10.1 Bushfire Advisory Committee Meeting 20 February 2026, Item 5.1 – 5.3 Attachment 9.4A

Voting Requirements

- Simple Majority Absolute Majority

Officer's Recommendation / Council Resolution – 10.1

That Council endorse the recommendation of the Bushfire Advisory Committee that the following persons be appointed as Office Bearers for the 2025/2026 financial year.

Chairperson	Murray Dixon
Captain	Brendon Parsons
Lieutenants	Peter Cowan Michael Morrone

MIN 8138/26 MOTION - Moved Cr. Bald Seconded Cr. Smoker

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

10.2 Bushfire Advisory Committee Meeting 20 February 2026, Item 6.1 – 6.3 Attachment 9.4A

Voting Requirements

- Simple Majority Absolute Majority

Officer's Recommendation / Council Resolution – 10.2

That the Bushfire Advisory Committee recommend to Council that the following persons be appointed as Fire Control Officers for the 2026/2027 fire season:

Chief Bush Fire Control Officer	Murray Dixon
Deputy Chief Bush Fire Control Officer	Mitchell Miolini
East Sector	Brendon Parsons
West Sector	Trevor Cole
North Sector	Mitchell Miolini
Central	Cameron Taylor
Central	Andrew Hardham
Ranger	Keith Squibb

MIN 8139/26 MOTION - Moved Cr. Stirrat Seconded Cr. Currie

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

10.3 Bushfire Advisory Committee Meeting 20 February 2026, Item 7
Attachment 9.4A
Attachment 9.4B

Voting Requirements

Simple Majority Absolute Majority

Officer's Recommendation / Council Resolution – 10.3

That Council endorse the recommendation of the Bushfire Advisory Committee to accept the Fire Break Order 2026/2027.

MIN 8140/26 **MOTION** - Moved Cr. Bray Seconded Cr. Bald

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

10.4 Local Emergency Management Committee
Attachment 9.6A (Late Attachment)

Voting Requirements

Simple Majority Absolute Majority

Officer's Recommendation / Council Resolution – 10.5

That Council endorse the recommendation of the LEMC to adopt the LEMC Terms of Reference 2026.

MIN 8141/26 **MOTION** - Moved Cr. Currie Seconded Cr. Stirrat

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

11. Announcements by Presiding Member without Discussion

Nil

12. Matters for which the Meeting may be Closed

Nil

13. Officers Reports - Office of the Chief Executive Officer

13.1 Electoral Reform Consultation (WALGA)

Date:	9 March 2026
Location:	Not Applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	GR/WALGA/FY2026/Advocacy – Electoral Reform
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	13.1A WALGA Electoral Reform Discussion Paper 13.1B Shire of Narembeen Draft Submission

Purpose of Report

- Executive Decision Legislative Requirement

Summary

The Western Australian Local Government Association (WALGA) is seeking Council-endorsed feedback from local governments to inform a sector-wide response to anticipated State Government proposals relating to local government electoral reform.

Council is requested to consider and endorse the attached submission outlining the Shire of Narembeen's position on proposed electoral reform matters, including council spill provisions, voting systems, councillor terms, and voting methods.

Background

WALGA has advised that the State Government is considering potential reforms to the Local Government electoral framework. As part of this process, WALGA is gathering feedback from local governments across Western Australia to develop a coordinated sector-wide response.

The anticipated reform areas may include matters such as:

- the potential introduction of full council spill provisions
- voting systems used in local government elections
- councillor term structures
- methods of voting (postal and in-person)
- processes for internal council elections.

Given the potential implications for governance and representation within rural and regional local governments, WALGA has requested that councils provide endorsed feedback to inform its advocacy on behalf of the sector.

Comment

As a small rural local government, the Shire of Narembeen considers stability, continuity of leadership and retention of local knowledge to be critical to effective governance.

The current electoral structure, whereby councillors serve four-year terms with half of Council elected every two years, provides an appropriate balance between democratic renewal and continuity of governance.

The Shire's proposed submission to WALGA supports:

- retaining the current staggered election model (half council elections every two years)
- retaining four-year councillor terms
- retaining both postal and in-person voting options to ensure accessibility for rural electors
- retaining first-past-the-post voting for internal council elections
- recognising first-past-the-post voting as the preferred voting method for rural councils.

The submission also notes that if preferential voting remains the State's preferred voting system, the proportional representation component should be removed to maintain simplicity and transparency in the electoral process.

The attached submission reflects the governance realities of small rural councils and seeks to ensure that any reforms support stable and effective local government representation in regional communities.

Consultation

WALGA

Statutory Implications

The consultation relates to potential amendments to the *Local Government Act 1995 (WA)* and associated electoral regulations.

At this stage, Council is only being asked to provide feedback to WALGA to inform sector advocacy. No legislative changes have been enacted.

Policy Implications

Nil

Strategic Implications

Strategic Community Plan

Strategic Priority:	4. Civic Leadership
Objective:	Well governed and efficiently managed Local Government
Strategy:	4.1 Forward planning and implementation of plans to achieve strategic priorities

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

For Narembeen, proposed WA local government electoral reforms could create risks mainly due to the Shire's small council size and limited candidate pool. Moving to full-spill elections may result in many councillors being replaced at once, reducing governance continuity and local knowledge. With only seven councillors, this could increase workloads, make it harder to recruit experienced representatives, and potentially raise election administration costs. Overall, the reforms could weaken stability and representation capacity in a small rural council.

Risk Profiling Theme	Business and Community Disruption
Risk Category	Service Interruption
Consequence Description	No material service interruption
Consequence Rating	Moderate (3)
Likelihood Rating	Likely (4)
Risk Matrix Rating	High (12)
Key Controls in Place	Legislation
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

There are no direct financial implications associated with providing feedback to WALGA.

However, future legislative changes to the electoral system could potentially have administrative or operational cost implications for local governments.

Voting Requirements

- Simple Majority Absolute Majority

Officers Recommendation– Item 13.1

That Council:

1. Endorse the Shire of Narembeen's submission to WALGA regarding proposed local government electoral reforms, as attached; and
2. Authorise the submission to be provided to the Western Australian Local Government Association (WALGA) to inform the sector-wide response to anticipated State Government electoral reform proposals.

Council Resolution – Item 13.1

That Council:

1. Endorse the Shire of Narembeen's submission to WALGA regarding proposed local government electoral reforms, subject to the inclusion of a position supporting the continuation of non-compulsory voting; and
2. Authorise the submission to be provided to the Western Australian Local Government Association (WALGA) to inform the sector-wide response to anticipated State Government electoral reform proposals. Subject to small amendments.

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

Reason for Change: The recommendation has been amended to explicitly include a position supporting the continuation of non-compulsory voting. This ensures the Shire's stance on voter participation is clearly articulated in its submission to WALGA and aligns with the principle of preserving voter choice within local government elections.

UNCONFERMED

13.2 Renewable Energy Planning Code and Planning Regulations Amendments – Consultation (WALGA)

Date:	9 March 2026
Location:	Not Applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	GR/ADVOCACY/2026/Planning Framework
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	13.2A WALGA Summary 13.2.B Renewable Energy Planning Code and Guidelines 13.2C Shire of Narembreen Draft Submission

Purpose of Report

- Executive Decision
 Legislative Requirement

Summary

The Western Australian Local Government Association (WALGA) has requested feedback from member local governments to inform its advocacy position regarding the State Government's proposed Renewable Energy Planning Code, Guidelines and associated planning regulation amendments.

The draft framework, prepared by the Western Australian Planning Commission under the *Planning and Development Act 2005*, seeks to establish a consistent statewide planning framework for renewable energy infrastructure including wind farms, solar facilities and battery storage systems.

Council is requested to consider endorsing the Shire of Narembreen submission prepared for WALGA outlining concerns regarding agricultural land protection, infrastructure impacts and the importance of maintaining meaningful local government involvement in development assessment.

Background

The Western Australian Planning Commission (WAPC) has released a Draft Renewable Energy Planning Code and Guidelines for public consultation as part of broader planning reforms supporting the State's transition to renewable energy.

The proposed Code introduces a statewide development assessment framework for renewable energy infrastructure including:

- Wind energy facilities
- Solar farms
- Battery energy storage systems
- Associated transmission infrastructure.

The Code establishes planning elements addressing matters such as:

- Safety
- Noise
- Shadow flicker
- Landscape impacts
- Protection of the natural environment
- Infrastructure considerations
- Decommissioning and rehabilitation

WALGA is currently preparing an advocacy position on behalf of local governments and has invited submissions from member councils to ensure regional issues and local government perspectives are represented.

Given the increasing interest in renewable energy developments within agricultural regions of Western Australia, it is important that rural local governments provide input into the development of the planning framework.

Comment

The Shire of Narembeen has prepared a submission to WALGA outlining several key planning considerations relevant to agricultural local government areas.

Large-scale renewable energy developments are increasingly being proposed within productive farming landscapes across regional Western Australia. While renewable energy development presents economic opportunities, it also raises potential land use conflicts and infrastructure impacts.

The submission highlights the importance of ensuring that planning frameworks:

- Protect productive agricultural land and natural resources
- Appropriately manage land use conflicts between renewable energy infrastructure and agricultural activities
- Recognise the role of local government in planning and development assessment
- Consider impacts on local road networks and infrastructure
- Ensure community concerns and expectations are adequately represented in planning decisions.

Local governments possess detailed knowledge of local land capability, environmental characteristics, infrastructure capacity and community expectations. Maintaining meaningful local government involvement in the assessment of renewable energy proposals is therefore considered essential.

The submission provided to WALGA reflects these considerations and seeks to ensure that renewable energy development occurs in a manner that balances economic development with the long-term protection of agricultural productivity and regional communities.

Council endorsement of the submission will assist WALGA in representing regional local government interests in discussions with the State Government regarding the proposed planning reforms.

Consultation

Great Eastern Country Zone
RoeROC Council

Statutory Implications

The proposed Renewable Energy Planning Code is being prepared under Part 3A of the *Planning and Development Act 2005* and the Planning and Development (Planning Codes) Regulations 2024. The Code, once finalised, will form part of the State's planning framework and may influence development assessment processes for renewable energy infrastructure across Western Australia.

There are no direct statutory implications arising from Council endorsing the submission.

Policy Implications

The proposed Renewable Energy Planning Code and associated planning framework may influence the way renewable energy developments are assessed across Western Australia, including within the Shire of Narembeen.

While the endorsement of the submission does not amend any existing Shire policies, the matter relates to several broader planning policy considerations including:

- Local Planning Scheme provisions relating to land use and development within rural zones;
- State Planning Policies under the Western Australian planning framework;
- Protection of productive agricultural land and rural land use planning principles; and
- Future development of local planning policies or guidelines relating to renewable energy infrastructure.

The proposed State planning framework may reduce or modify the role of local governments in assessing renewable energy developments, depending on final legislative arrangements.

Providing feedback through WALGA ensures that local government perspectives are considered in the development of the State planning framework and supports the protection of local planning interests.

At this stage, the endorsement of the submission does not require any amendment to existing Shire policies.

Strategic Implications

Strategic Community Plan

Strategic Priority:	4. Civic Leadership
Objective:	Well governed and efficiently managed Local Government
Strategy:	4.1 Forward planning and implementation of plans to achieve strategic priorities

Asset Management Plan

Renewable energy developments may have implications for local government infrastructure, particularly local road networks used for the transport of large construction components such as wind turbine blades and towers.

Council's submission highlights the importance of ensuring infrastructure impacts are appropriately assessed and managed as part of the planning framework.

No direct asset management implications arise from the endorsement of the submission.

Long Term Financial Plan

There are no direct financial implications associated with endorsing the submission.

Future renewable energy developments may have financial implications relating to infrastructure upgrades, road maintenance or developer contributions; however these matters would be considered as part of individual development proposals.

Risk Implications

There are concerns regarding land use compatibility, agricultural land protection and infrastructure impacts are not adequately addressed within the planning framework, there may be risks including:

- Increased land use conflicts within agricultural areas
- Infrastructure impacts on local government road networks
- Reduced community confidence in planning decision-making processes

Risk Profiling Theme	Business and Community Disruption
Risk Category	Environment
Consequence Description	Uncontained, irreversible impact
Consequence Rating	Major (4)
Likelihood Rating	Possible (3)
Risk Matrix Rating	High (12)
Key Controls in Place	State Planning Framework; Local Planning Framework
Action / Treatment	Nil
Risk Rating After Treatment	Inadequate

Risk Profiling Theme	Business and Community Disruption
Risk Category	Financial Impact
Consequence Description	Uncontained, irreversible impact
Consequence Rating	Major (4)
Likelihood Rating	Possible (3)
Risk Matrix Rating	High (12)
Key Controls in Place	State Planning Framework; Local Planning Framework
Action / Treatment	Nil
Risk Rating After Treatment	Inadequate

Risk Profiling Theme	Business and Community Disruption
Risk Category	Property
Consequence Description	Uncontained, irreversible impact
Consequence Rating	Major (4)
Likelihood Rating	Possible (3)
Risk Matrix Rating	High (12)
Key Controls in Place	State Planning Framework; Local Planning Framework
Action / Treatment	Nil
Risk Rating After Treatment	Inadequate

Financial Implications

There are no direct financial implications associated with providing feedback to WALGA.

Voting Requirements

Simple Majority

Absolute Majority

Officers Recommendation / Council Resolution – Item 13.2

That Council:

1. Endorses the Shire of Narembeen's submission regarding the proposed Renewable Energy Planning Code and associated planning regulation amendments; and
2. Authorises the Chief Executive Officer to provide the endorsed submission to the Western Australian Local Government Association to inform its advocacy position on behalf of local governments.

MIN 8143/26

MOTION - Moved Cr. Hardham

Seconded Cr. Bray

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

13.3 Risk Dashboard – Quarterly Report – February 2026

Date:	10 March 2026
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	RISK MANAGEMENT/PLANNING/Risk Management Framework
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	13.3A Risk Dashboard Quarterly Report – February 2026

Purpose of Report

- Executive Decision Legislative Requirement

Summary

This item presents the Risk Dashboard – quarterly monitoring report for February 2026 to Council for consideration and receipt.

Background

The Risk Management Framework for the Shire of Narembeen sets out the approach to the identification, assessment, management, reporting and monitoring of risks. The objective is to ensure that all areas of the Shire adopt the outlined procedures to ensure:

- strong corporate governance;
- compliance with relevant legislation, regulations and internal policies;
- integrated Planning and Reporting requirements are met; and
- uncertainty and its effects on objectives are understood.

The Shire has adopted a ‘Three Lines of Defence’ model for the management of risk. This model ensures roles, responsibilities, and accountabilities for decision making are structured to demonstrate effective governance and assurance. By operating within the approved risk appetite and framework, the council, management, and community will have assurance that risks are managed effectively to support the delivery of the strategic, corporate, and operational plans.

The Shire qualified its risk appetite through the development of the Shire’s Risk Assessment and Acceptance Criteria.

There is a requirement to assess and manager the risk profiles on an ongoing basis to monitor risks and treatments.

Comment

The quarterly review of risk profiles assessed emerging risks, control effectiveness and key indicator performance. Assigned actions are reflective of current risks and control environment.

The following key controls have been included to identified risk themes:

- Inadequate Asset Sustainability Practices
 - Road Strategy
 - Transport Service Level and Road Hierarchy Plan

There is no risk themes are listed on the Risk Register as the overall control rating was 'inadequate'.

Consultation

Executive Manager Corporate Services

Statutory Implications

The *Local Government Act 1995* and Regulation 17 of the *Local Government (Audit) Regulations* is applicable.

Policy Implications

Risk Management Framework

Strategic Implications

Strategic Community Plan

Strategic Priority: 4. Civic Leadership
 Objective: Well governed and efficiently managed Local Government
 Strategy: 4.2 Compliant and resourced Local Government

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
Risk Category	Compliance
Consequence Description	No noticeable regulatory or statutory impact
Consequence Rating	Insignificant (1)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (1)
Key Controls in Place	Risk Management Framework
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

There are no financial implications to Council in relation to this item as the Risk Dashboard identifies and evaluates risk.

Voting Requirements

Simple Majority

Absolute Majority

Officers Recommendation / Council Resolution – Item 13.3

That Council receives the Risk Dashboard Quarterly Report – February 2026 as presented in Attachment 13.3A.

MIN 8144/26

MOTION - Moved Cr. Stirrat

Seconded Cr. Smoker

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

14. Officers Reports - Corporate Services

14.1 Council Policy Review

Date:	10 March 2026
Location:	Nil
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Kathryn Conopo, Executive Governance Officer
File Reference	CORPORATE MANAGEMENT\POLICY\Policy Register
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	14.1A Policies for Review

Purpose of Report

Executive Decision Legislative Requirement

Summary

For Council to review the attached policy amendment(s)

Background

Following changes to the *Local Government Act*, some of the responsibilities within to the Code of Conduct for Council Members, Committee Members and Candidates (the Code) form part of the duties of the Local Government Inspector. The Code requires updating to reflect these changes.

Comment

The following policies have been reviewed by management and Council. Comments regarding the nature of any changes is provided.

Policy	Summary of Changes
Code of Conduct for Council and Committee Members and Candidates	Updated Model Code of Conduct following changes to the <i>Local Government Act</i> , specifically regarding the introduction of the Local Government Inspector and their duties.

Consultation

Chief Executive Officer
Executive Manager Corporate Services
Executive Manager Infrastructure Services
Councillors – February 2026 Discussion Forum

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.

Section 5.104. Adoption of model code of conduct

- (1) Within 3 months after the day on which regulations prescribing the model code come into operation, a local government must prepare and adopt* a code of conduct to be observed by council members, committee members and candidates that incorporates the model code.

* Absolute majority required.

- (2) Within 3 months after the day on which regulations amending the model code come into operation, the local government must amend* the adopted code of conduct to incorporate the amendments made to the model code.

* Absolute majority required.

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.

Strategic Implications

Strategic Community Plan

Strategic Priority: 4. Civic Leadership
Objective: Well governed and efficiently managed Local Government
Strategy: 4.2 Compliant and resourced Local Government

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
Risk Category	Compliance
Consequence Description	No noticeable regulatory or statutory impact
Consequence Rating	Insignificant (1)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (1)
Key Controls in Place	Governance Calendar, Financial Management Framework and Legislation
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Nil

Voting Requirements

Simple Majority Absolute Majority

Officers Recommendation / Council Resolution – Item 14.1

That council adopt the revised Code of Conduct for Council Members, Committee Members and Candidates, as attached.

MIN 8145/26

MOTION - Moved Cr. Bald

Seconded Cr. Hardham

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

14.2 Financial Statements for the month ended 28 February 2026

Date:	12 March 2026
Location:	Not applicable
Responsible Officer:	Ben Forbes, Executive Manager Corporate Services
Author:	Ben Forbes, Executive Manager Corporate Services
File Reference	FINANCIAL MANAGEMENT\ACCOUNTING\End of month
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	14.2A Shire of Narembeen - Financial statements for month ended 28 February 2026

Purpose of Report

- Executive Decision Legislative Requirement

Summary

For Council to review and the financial statements for the month ended 28 February 2026.

Background

The monthly financial reports are presented in accordance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

Comment

Council's closing funding surplus for the month ended:28 February 2026 is \$1,958,958 with cash on hand of \$8,000,078 including \$6,001,233 of restricted reserves

Consultation

Nil

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.

Policy Implications

Nil

Strategic Implications

Strategic Community Plan

Strategic Priority: 4. Civic Leadership
Objective: Well governed and efficiently managed Local Government
Strategy: 4.2 Compliant and resourced Local Government

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
Risk Category	Compliance
Consequence Description	No noticeable regulatory or statutory impact
Consequence Rating	Insignificant (1)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (1)
Key Controls in Place	Governance Calendar, Financial Management Framework and Legislation
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Nil

Voting Requirements

Simple Majority Absolute Majority

Officers Recommendation / Council Resolution – Item 14.2

That Council receive the financial statements for the month ended 28 February 2026.

MIN 8146/26

MOTION - Moved Cr. Currie

Seconded Cr. Smoker

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

14.3 Schedule of Accounts for the Month Ended 28 February 2026

Date:	10 March 2026
Location:	Not applicable
Responsible Officer:	Ben Forbes, Executive Manager Corporate Services
Author:	Ben Forbes, Executive Manager Corporate Services
File Reference	FINANCIAL MANAGEMENT\ACCOUNTING\End of month
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	14.3A Schedule of accounts paid – February 2026

Purpose of Report

- Executive Decision Legislative Requirement

Summary

For Council to receive the list of payments made by the Shire of Narembeen for the month ended 28 February 2026.

Background

The Shire's schedule of accounts paid is to be provided to Council each month, pursuant to the requirements of Regulation 13 of *Local Government (Financial Management) Regulations 1996*.

Comment

As per the attached schedule, total payments from Municipal funds for the month ended 28 February 2026 was \$579,932.76.

Total expenditure incurred on corporate cards for the same period was \$6,263.43, however these charges were not debited from Council's municipal funds until 3 March 2026. Accordingly, these amounts do not form part of this month's report.

Consultation

Nil

Statutory Implications

Local Government (Financial Management) Regulations 1996

Regulation 13

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.

Policy Implications

Nil

Strategic Implications

Strategic Community Plan

Strategic Priority: 4. Civic Leadership
 Objective: Well governed and efficiently managed Local Government
 Strategy: 4.2 Compliant and resourced Local Government

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
Risk Category	Compliance
Consequence Description	No noticeable regulatory or statutory impact
Consequence Rating	Insignificant (1)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (1)
Key Controls in Place	Governance Calendar, Financial Management Framework and Legislation
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Nil

Voting Requirements

- Simple Majority Absolute Majority

Officers Recommendation / Council Resolution – Item 14.3

That Council receive and endorse the schedule of accounts paid for the month ended 28 February 2026, as attached.

MIN 8147/26

MOTION - Moved Cr. Bald

Seconded Cr. Stirrat

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

15. Officers Reports - Development and Regulatory Services

Nil

16. Officers Reports - Infrastructure Services

Nil

17. Officers Reports - Community Services

Nil

18. Elected Member Motions of which Previous Notice has been Given

Nil

19. Elected Member Motions Without Notice

Nil

20. New Business of an Urgent Nature Approved by the Presiding Person or Decision

Nil

21. Closure of Meeting

The next meeting will be held on Tuesday 21 April 2026 commencing at 5.00pm

There being no further business, the chair declared the meeting closed at 5.17pm

ATTACHMENT 9.1A
Minutes – Rural Water Council WA Meeting



RURAL WATER COUNCIL OF WA (INC)

Meeting held at the Westonia Bowling, Diorite Street, Westonia
Friday 24 October 2025 commencing at 10:02 am

Minutes

1 OPENING & WELCOME

The President and Chair of the meeting, Cr T Sachse, welcomed attendees, declared the meeting open and introduced Cr M Crees, President Shire of Westonia. Cr Crees welcomed everyone to Westonia, noted that it was a significant drive for some delegates to attend this meeting, displayed the new Westonia promotional shirt and invited delegates to a tour of the towns museums following the meeting.

2 ATTENDANCE & APOLOGIES

2.1 Attendance

Cr Tony Sachse	Shire of Mount Marshall (President & Chair of Meeting)
Cr Julie Chester	Shire of Goomalling (by Video)
Ms Tanika McLennan	Shire of Mukinbudin (by Video)
Cr Chris Bray	Shire of Narembeen
Cr Gary Coumbe	Shire of Nungarin
Cr Rebecca Johnson	Shire of Victoria Plains (by Video)
Mr Sean Fletcher	Shire of Victoria Plains
Cr Mark Crees	Shire of Westonia
Cr Ross Della Bosca	Shire of Westonia
Cr Shaun Kalajzic	Shire of Wongan-Ballidu
Cr Jarrod Hood	Shire of Wongan-Ballidu
Mrs Rosemary Madacsi	Individual Member (by Video)
Mrs Susan Dew	Shire of Dowerin (Observer)
Ms Rennae Thorpe	A/Manager Rural Water Planning, Department of Water and Environmental Regulation (by Video)
Dr Richard George	Senior Principal Research Scientist, Department of Primary industries & Regional Development
Dr Bonny Stutsel	Research Fellow Centre for Water & Spatial Science UWA and Department of Primary Industries & Regional Development
Robert Dew	Executive Officer

The President requested delegates to introduce themselves.

2.2 Apologies

Cr David Dewar	Shire of Chittering
Ms Melinda Prinsloo	Shire of Chittering
Cr Robert Trepp	Shire of Dowerin
Mr Gavin Treasure	Shire of Dumbleyung
Cr Jannah Stratford	Shire of Koorda
Cr Kurt Fuchsbichler	Shire of Koorda
Delegates	Shire of Merredin
Cr Gary Shadbolt	Shire of Mukinbudin
Cr Michael McKeown	Shire of Toodyay
Delegates	Shire of York
Mrs Eileen O'Connell	Individual Member
Ms Rebecca Bowler	Manager Customer & Stakeholder, Goldfields & Agriculture Region, Water Corporation
Mr Joe Mills	Region Manager Goldfields & Agricultural Region, Water Corporation
Ms Renee Manning	Managing Director, Wheatbelt Development Commission
Ms Renata Paliskis	CEO, Wheatbelt Natural Resource Management

3 DECLARATIONS OF INTEREST

There were no declarations of Interest.

4 ANNOUNCEMENTS

The President welcomed new delegates and acknowledged retiring delegates.

5 GUEST SPEAKERS

Dr Richard George (Department of Primary Industries and Regional Development) gave a presentation on the WaterSmart Farms project.

Dr Bonny Stutsel (Department of Primary Industries and Regional Development and University of WA) gave a presentation on the WaterSmart Dams project.

Mrs R Madacsi asked if there was an understanding of recharge of ground water and sustainability in the future. Dr George replied that water tables are rising; looked at taking levels back to historical levels; situation created by the policy of clearing "a million acres a year" to boost agricultural production; do not want ground water to come to the surface and the first action taken is to drop water tables; still learning the security of these systems.

Mrs R Madacsi referred to the disposal of reject water from desalination plants and commented that this was a problem if not dealt with properly. Dr George replied that for the range of desalination projects looked at 20% rejected water into saline bores, farmers with extensive drainage networks utilised these to dispose of reject water. Desalination plants should avoid processing super-saline water; desalination best if water one-third the salinity of sea water; desalination plants no more saline than existing creeks or flat lands. Trials are being conducted using treated water to irrigate saltbush (Katanning Research Station); at 30 sites farmer installed desalination plants tracking discharge and impacts upstream and downstream. Discharge from desalination plants requires assessment. Working with companies supplying desalination plants to make sure farmers are aware of best practise.

Cr C Bray commented that he hadn't put together the fact that clearing of land had created the big new aquifers; that the Narembeen dam had been closed for the first time; and that a mining company bore had higher water yields. Dr George commented that most areas in the Wheatbelt had ground water and that some was easy to extract.

Mr S Fletcher referred to the Gillingarra Paleochannel and that the copper mine proposal to extract water was going through environmental review. He commented that recharge rates were unknown. Dr George replied that the project was on the interface between the regulated area on the West side and the unregulated area on the East side. A team from the Department of Water and Environmental Regulation was looking at the proposal. Ms R Thorpe advised that the project was still under assessment and although she did not work in the area, she was happy to follow up any questions on notice.

Mrs R Madacsi commented that the Avon area had good water supply but it was high in iron content and enquired if this was a localised issue and whether it was under consideration. Dr George replied that projects along paleochannel waters on the edge of the Wheatbelt included the Beverley-Brookton Paleochannel Mapping Project and the Beaufort paleochannel surveys in the Shires of Kojonup, West Arthur and Woodanilling. These areas are outside proclaimed areas. The projects will provide supplementary information before going into the regulatory space.

Cr T Sachse commented that it made economic sense when comparing the price of desalinated water with scheme water. Dr George replied that on farm desalination units produced 10-40 kL per day and industry needed 50-100 kL per day. Trying to provide security of water. The Merredin desalination unit costs were 30-40% higher if using tight membranes with lesser membranes being more economic.

Dr Stutsel commented that desalination was not the place to start. Should look at the economics of using surface water.

Dr George commented that he had just returned from the upper Eyre Peninsula in South Australia. Like the Northern and Eastern Wheatbelt scheme water was around \$3 per kL. Growers were trying to break away from scheme water, security was not guaranteed, and the capital cost to the State Government to maintain the infrastructure. Every farm on the scheme has leak protection installed. SA Water charges for every litre of water used. Farmers adopting plastic water catchment for security off grid – big capital cost to get into but then cents per kL to run.

Cr T Sachse enquired how many local governments had plastic lined catchments. He recommended that information be provided to local governments on the Community Water Supplies Partnerships Program.

Cr S Kalajzic asked why the old granite catchments were not used more. Dr George replied that granite rocks have low efficiency and, in many cases, the old catchments were held by others. Ms R Thorpe commented that in relation to local government owned catchments the Department of Water and Economic Regulation was happy to help with funds under the AA Dams or Community Water Supplies Partnership Programs. If catchments were Department of Water and Economic Regulation or local government owned happy to partner on projects, harder if not and if aboriginal owner could not assist.

Mrs R Madacsi referred to two community owned dams in the Toodyay area where the Community Associations were struggling for funding. Mrs R Thorpe replied that the Community Water Supplies Partnership Program could be an avenue for funding and that the Department can have discussions with the Associations involved.

Dr Stutsel advised that today's presentations could be shared and that she would provide the links for the presentations. (<https://linkt.ee/watersmartfarms>)

Cr R Della Bosca commented that there was a definite lack of knowledge by farmers on the programs available.

The meeting requested that the Executive Committee look at funding programs available, including coming out of drought, with a view to providing information to local governments and the community.

The President thanked Dr George and Dr Stutsel for their attendance and presentations.

6 MINUTES

6.1 Confirmation of Minutes

Minutes of the meeting held at Water Corporation, Cunderdin on 7 April 2025 are submitted for confirmation. Copies of these Minutes have been circulated to all members and delegates.

RECOMMENDATION

That the Minutes of the meeting held 7 April 2025, as printed and circulated, be confirmed.

RESOLUTION

Chris Bray moved and Rosemary Madacsi seconded –

That the Minutes of the meeting held 7 April 2025, as printed and circulated, be confirmed.

CARRIED

6.2 Business Arising from the Minutes

(a) Water Funding (Item 11.9)

Last meeting resolved that the Executive Committee prepare a paper of retention of the farm water grants scheme for farms in the dryland agricultural areas. The meeting also requested details of the framework of the old farm water grant scheme and, when available, information on the expansion of the Community Water Supplies Partnerships Program.

These matters are still to be followed up as unfortunately since the last meeting the Executive Committee has not been able to meet.

RECOMMENDATION

For Noting

The meeting requested that the Executive Committee continue to follow up.

(b) Advocacy and Role of the Rural Water Council

Last meeting resolved -

- (a) That the Executive Committee meet with Ms Renee Manning, Wheatbelt Development Commission, to prepare a draft advocacy plan.
- (b) That the draft advocacy plan be distributed to all members for their input.
- (c) That as soon as practicable following members input, the Executive Committee prepare a recommendation on an advocacy plan for consideration at a future meeting.

These matters are still to be followed up as unfortunately since the last meeting the Executive Committee has not been able to meet.

Ms R Manning has suggested that as part of the next steps for the Group they may like to consider forming a water reference group. She was aware of the Goldfields Esperance Water Reference Group, that has representation from agencies, and local government, and provided the following background –

- A few years ago, the Goldfields Esperance VROC invited the then Minister for Water to a meeting and resolved to formalise a “water working group” for the region.
- At that meeting, the Minister asked for Department of Water and Environmental Regulation and Water Corporation to be included as members.
- The group formalised a Terms of Reference, which was agreed to by the Minister for Water.
- The group members include GEDC, 3 x GVROC, 2 x DWER (regional managers), Water Corporation (asset manager).
- The group has helped steer the Goldfields Esperance Regional Drought Resilience Plan and has proved a useful forum for resolving issues across the region.
- At the moment, GEDC chairs the group, and provides secretariat support.

Ms Manning commented that while this could be a model the Rural Water Council to consider moving towards, there is a bit to consider, including pitching the concept collectively to the Minister; and identifying what structure would work that suits the regions current governance arrangements and diverse water challenges.

RECOMMENDATION

For Discussion

The meeting requested that the brief provided by Ms Manning be circulated to members and delegates and that comments be requested for consideration by the Group.

(c) Other

No other matters were brought forward.

7 REPORTS

7.1 Water Corporation Report

Presentation of the Water Corporation’s report

RECOMMENDATION

That the Water Corporation’s report be received.

No Report.

7.2 Department of Water and Environmental Regulation Report

Presentation of the Department of Water and Environmental Regulation's report

RECOMMENDATION

That the Department of Water and Environmental Regulation's report be received.

Ms R Thorpe commented on –

- Rainfall in December.
- Rural Water Planning:
 - Community Water Supplies Partnership Program – Grants up to \$100,000. Applicants must contribute a minimum of 30 per cent of the total project cost. This contribution may include cash or in-kind funding. Approx \$8.4m of funding provided (not including co-contribution) over 126 projects.
 - AA Dams and Strategic Community Water Supply – 2024 35 local government projects. \$2m completed, \$1m in progress and \$2.3m in planning.
 - Strategic Community Water Supply Reports – Department prepares draft for local government approval. 15 reports completed. Local governments requested to contact the Department if they would like to participate.
 - Water Deficiency Declarations – 3 declarations at present.
 - Warralakin Tank – 8m long concrete tank. Department participating with the Shire of Westonia. Tin roof has been removed. Tank cleaned out (15 m³ debris removed). Recoated concrete with remedial product to prevent leaks. Hex-Cover floating cover installed.

RESOLUTION

Rosemary Madacsi moved and Ross Della Bosca seconded –

That the Department of Water and Environmental Regulation's report be received.

CARRIED

7.3 Wheatbelt Development Commission

Presentation of the Wheatbelt Development Commission's report.

RECOMMENDATION

That the Wheatbelt Development Commission's report be received.

Dealt with earlier (see Item 6.2 (b)).

7.4 District Reports

Presentation by delegates of district reports.

Merredin (Craig Watts)

Irrigation program and works

- Dam 1 (treated water) 100% full
- Dam 2 (stormwater runoff) 95%
- Dam 3 (stormwater runoff) 35%
- Dam 4 (stormwater runoff) 100%
- Railway Dam (stormwater runoff) under 40%.

The Treated water systems have been running all winter at 50% have recently started turning back up to 100%. Stormwater systems were run when needed to supplement the MRCLC oval at 50%, and to keep the irrigation tank filled at Merritville. Desalination water is currently being pumped into Dam 3 for more water storage to be then pumped on to either Dam 1 or 2 depending on the need.

Two new desalination pumps have been purchased and installed in our town bores to boost volume of water going to the desalination plant. Two of our irrigation pumps have been sent out to be serviced so that they are right for the summer period as part of our preventative maintenance program. A larger holding tank has been installed at Roy Little Park to increase capacity for irrigating this green space. The Merredin CBH stormwater catchment dam is being pumped into Shire Dam 4 boosting Shire waters volumes for summer watering.

Desalination Plant

We have extended the “project” with the Water Corporation for another 3 years, with a view to trialling reuse of old RO filters from potable water desalination plants. The old RO filters are at end of life to produce potable standard water but are expected to be able to provide irrigation quality water. This will delay their eventual disposal. The Shire is also considering installing additional prefilters to the system and will be part of the 2026/2027 budget deliberations.

On 12 September a contractor changed the membranes in the desalination plant with 3 seawater ones and 3 brackish water membranes, in doing this it has improved our in and output numbers. Our Permeate Tank currently sits between 80% and 50%. Permeate flow is currently running between 100 L/min to 80 L/min. Brine reject flow is running between 112 L/min and 117 L/min.

Community Water Supplies Partnership Program

The Shire of Merredin as part of WEROC Inc. submitted an application to the Community Water Supplies Partnership Program in mid-May 2025, with the aim of securing funding to develop water strategies for each of the seven WEROC local governments. The Department of Water and Environmental Regulation has advised that due to a high volume of submissions, applications were assessed in multiple rounds. Successful applicants from rounds 2 and 3 were announced on 25 June and 25 July, respectively. WEROC’s application has been included in round 4 with an outcome expected to be announced in the coming month.

Mount Marshall (Tony Sachse)

At the writing, 20 October 2025, year-to-date rainfall recordings of 248 mm at the Bencubbin DPIRD site (Bencubbin Airstrip), and 288 mm at the Beacon DPIRD site (Beacon Airstrip). Excellent August rainfall across the Shire has meant surface water flows have at least part filled farm dams in most parts. This will reduce demand for Water Corporation water for the purpose of watering stock over the summer.

Even with a late “break” to the season, being early June for most of the Shire, decile 5 -7 winter rainfall has meant above average crop and pasture production for most of the Shire, although rainfall has again been patchy in different locations. These rainfall deciles can vary significantly in only a few kilometres. The rainfall has also meant for a reasonable wildflower season attracting tourists to the region. All of our tourist locations have been popular especially in late winter and spring.

The Shire of Mt Marshall are very supportive of the press release on 11 June 2025 by Water Minister Hon Don Punch announcing water supply to the Goldfields and Wheatbelt will be bolstered through a \$543 million 2025-26 State Budget commitment to fast-track the first stage of critical long-term upgrades to the Goldfields and Agricultural Water Supply Scheme (GAWSS). These upgrades will help meet the increased scheme capacity of 7.2 million litres daily requirement by 2027.

Toodyay (Rosemary Madacsi)

Agriculture

Since the last report in April, rain events and a wet July and August (79–82 mm) has produced a rainfall average consistent with recent years. Soil profiles and dams are full, streams flowing with flooding of low-lying land. Combined with a mild spring, growers anticipate an average season despite dry sowing, or supplementary feeding for longer than usual.

Community

Household supplies continue to be variable outside reticulated areas. Although storage capacity under *Local Planning Scheme No 5* requires each dwelling to have a minimum tank capacity of 120,000 litres, older properties may not have this capacity as planning approval is not required for tanks 5000 L or less, which favours incremental purchase of smaller tanks. Although 10,000 L is required to be reserved for firefighting, tank capacity is not always indicative of actual storage availability, if the catchment capacity is limited. Therefore, bores, community dams or standpipes are essential to supply.

High evaporation of dam water is a significant issue to property owners and community water associations, as is aging infrastructure. In Morangup, site of two community supply dams, evaporation approximates 850 mm. The Regal Hills dam estimates a loss of 5,950 m³ of water per annum due to evaporation and more through liner leaks. The Rolling Green supply has not estimated the holding capacity or surface area, nor evaporative loss, as supply is simply topped up by bores.

This emphasises the importance in a drying climate how to effectively reduce evaporation and fund infrastructure upgrades, whether privately or publicly owned. The immediate issues are how to improve storage capacity and catchment, reduce evaporation and manage the localised impact of groundwater extraction on residential supplies and the ecology.

Victoria Plains (Sean Fletcher)

The Shire has continued to advocate for, and once again been successful for CWSP funding regarding a number of projects:

- Water supply redundancy at the Parker Rd, Calingiri. The Shire was able to recently complete a second bore as a backup should the main bore fail. The pump is solar powered;
- Replaced the Goudge Rd water tank, Calingiri. The previous tank was 21 years old and showed signs of extensive corrosion;
- Designs were produced for the inclusion of water cells in the Shire's trucks;
- Recently received approval of \$216,000 to improve water access for firefighting and community use and built drought resilience in an area without scheme water as follows
 - An emergency bore and standpipe on Gillingarra-Glentromie Rd;
 - Monitoring bore for Gillingarra Reserve.

Victoria Plains is currently applying for Commonwealth Disaster Recovery Round 3 funding for firefighting and community use at the Mogumber Library. Currently, water is carted into a tank in the Mogumber location. The application also includes seeking funding to build the water truck bodies with a water cell designed through funding under the CWSP.

We have renovated an old mobile fill standpipe for roadworks/emergency water this summer. This can be used at different locations as required.

Water Corporation has upgraded the water treatment process for both Calingiri and Bolgart. For Calingiri, this included upgrading of the water mains, the inclusion of new isolation valves and two cabinets that will allow automatic connection to the storage tank to enable chlorinated water to enter the main as required.

CBH has commenced works on the western side of the old Calingiri-New Norcia Road Intersection. The water supply pipe from the Goudge Road Tank has been lowered to ensure that there is no disruption of the water supply regarding the Calingiri Oval and for the standpipes in town.



Parker Road Bore



Chlorination Cabinet - Calingiri



Mobile Standpipe



CBH – Calingiri

RECOMMENDATION

That Region Reports be received.

RESOLUTION

**Mark Crees moved and Gary Coumbe seconded –
 That Region Reports be received.**

CARRIED

7.5 Other

There were no other reports.

8 FINANCE

8.1 Financial Reports

Statement of Receipts and Payments for the period 1 January 2025 to 30 September 2025 (attached).
 The Group's current cash balance is \$5,359.85. Invoices for 2025 membership have been issued.

RECOMMENDATION

That the financial report for the period 1 January 2025 to 30 September 2025 be received.

RESOLUTION

**Sean Kalajzic moved and Chris Bray seconded –
 That the financial report for the period 1 January 2025 to 30 September 2025 be received.**

CARRIED

8.2 Accounts for Payment

The following accounts are presented for payment –

<u>Payee</u>	<u>For</u>	<u>Amount</u>
<u>Accounts to be Paid</u>		
R W & S Dew	Secretarial Service April 2025 to October 2025	1,580.79
	TOTAL (including GST)	\$1,580.79

RECOMMENDATION

That the accounts as listed above, totalling \$1,580.79 be passed for payment.

RESOLUTION

**Mark Crees moved and Gary Coumbe seconded –
That the accounts as listed above, totalling \$1,580.79 be passed for payment.**

CARRIED

9 BUSINESS

9.1 Members

Mr Lawrie Short has advised that due to health issues he is no longer able to participate in the great work that the Rural Water Council has achieved over a number of very rewarding years. He thanked delegates for their diligence in participating to achieve a very affective service throughout the Wheatbelt and beyond. He also acknowledged the dedicated service pf all Water Corporation officers who have attended industriously to so many upgrades, repairs and the general effective operation of their service.

Mrs Eileen O'Connell has advised that she was unsuccessful at the recent local government elections. She is hoping to continue as a member of the Group.

Mr Dwight Coad has advised that he did not renominate as a Councillor for the Shire of Wongan-Ballidu at this year's local government elections. He advised that he has spoken to the Council about the importance of the Rural Water Council and implored them to keep a presence. Mr Coad commented that it had been a pleasure working with the Rural Water Council over the last 4 years and he wished everyone all the best for the future.

RECOMMENDATION

That Mr Lawrie Short's resignation be accepted, that Mrs Eileen O'Connell's and Mr Dwight Coad's advice that they are no longer members for their respective Councils be noted and that Mr Short, Mrs O'Connell and Mr Coad be thanked for they input and service to the Rural Water Council.

RESOLUTION

**Mark Crees moved and Rosemary Madacsci seconded –
That Mr Lawrie Short's resignation be accepted, that Mrs Eileen O'Connell's and Mr Dwight Coad's advice that they are no longer members for their respective Councils be noted and that Mr Short, Mrs O'Connell and Mr Coad be thanked for they input and service to the Rural Water Council.**

CARRIED

9.2 Bank Signatures

The Group's Rules (Rule 19.1) provide that all cheques and other negotiable instruments of the Group and all electronic payments must be signed, made or authorised (as applicable) by any two Executive Committee members or one Executive Committee member and the Administrator.

The current persons authorised to operate the banks accounts are Cr Tony Sachse, Mr Lawrie Short and the Executive Officer (as Administrator). With Mr Short's resignation the authorisation will need to be updated.

RECOMMENDATION

That the persons authorised to operate the Group's bank accounts, including online banking be Cr Tony Sachse (President), _____ (Executive Committee Member) and Robert Dew (Executive Officer) and that Mr Lawrie Short's name be removed.

RESOLUTION

**Ross Della Bosca moved and Chris Bray seconded –
That the persons authorised to operate the Group's bank accounts, including online banking be Cr Tony Sachse (President), Mrs Rosemary Madacsci (Executive Committee Member) and Robert Dew (Executive Officer) and that Mr Lawrie Short's name be removed.**

CARRIED

9.3 Western Wheatbelt

Discussion on water issues specific to the Western Wheatbelt (comprising, but not limited to, the Shires of Gingin, Dandaragan, Chittering, Toodyay) including water allocations and usage. **NOTED**

10 URGENT BUSINESS (as permitted by the Presiding Member)

10.1 Executive Committee

At the 2024 elections Mr Lawrie Short and Mr Dwight Coad were elected to the Group's Executive Committee. The resignation of Mr Short and Mr Coad's advice that he was no longer a member of the Shire of Wongan-Ballidu leaves vacancies on the Executive Committee.

It was noted that the next meeting, scheduled for March 2026, would be the Group's AGM and as this would be the first meeting following the 2025 local government elections an election for members of the Executive Committee would be held.

RESOLUTION

Mark Crees moved and Chris Bray seconded –

That (a) Cr Shaun Kalajzic be appointed to the fill the first casual vacancy on the Executive Committee and (b) the other casual vacancy remain unfilled until the 2026 Annual General Meeting. CARRIED

10.2 Membership

Membership applications have been received from –
Mrs Eileen O'Connell (Individual Member); and
Wheatbelt NRM (Member Association).

RESOLUTION

Shaun Kalajzic moved and Rosemary Madasci seconded –

That the membership applications from Mrs Eileen O'Connell and the Wheatbelt NRM be accepted. CARRIED

10.3 Minutes

Cr Chris Bray requested that Minutes of meetings be circulated to members and delegates earlier. **NOTED**

11 DATE, TIME AND PLACE OF NEXT MEETING

Future meetings are scheduled for –

- Friday 13 March 2026 (AGM)
- Friday 10 July 2026
- Friday 9 October 2026

RECOMMENDATION

That the next meeting of the Rural Water Council be held Friday 13 March 2026 at the Water Corporation's Depot in Cunderdin.

RESOLUTION

Jarrood Hood moved and Gary Coumbe seconded –

That the 2026 meeting schedule be adopted and the next meeting of the Rural Water Council be held Friday 13 March 2026 at the Water Corporation's Depot in Cunderdin. CARRIED

12 CLOSURE

There being no further business the Chair thanked delegates for their participation, the Shire of Westonia for hosting the meeting, Dr Richard George and Dr Bonny Stutsel for their presentations and declared the meeting closed at 12:00 noon.

Following the meeting delegates –

- Joined the representatives from the Shire of Westonia in a tour of the Hood-Penn and Coopers Garage Museums.
- Joined Dr Richard George in on-site visit to Mr Jeremy Dean’s property, South Burracoppin, to view his on-farm desalination project (reverse osmosis plant) and deep fractured rock bore.

CERTIFICATION

These Minutes were confirmed by the meeting held on

Signed:
(Chairman of meeting at which the Minutes were confirmed)

**STATEMENT OF RECEIPTS AND PAYMENTS
 FOR PERIOD 1 JANUARY 2025 TO 30 September 2025**

	<u>Actual</u> <u>For Year</u>	<u>Estimate</u> <u>For Year</u>
RECEIPTS		
Membership		
Associations		
Current Year	0.00	5,100
Previous Year	0.00	200
Individuals	<u>0.00</u>	300
Interest Earned	0.00	0
TOTAL RECEIPTS	<u><u>\$0.00</u></u>	<u>5,600</u>
PAYMENTS		
Advocacy	0.00	1,800
Meeting Expenses		
Catering	0.00	200
Internet (Starlink)	0.00	0
Secretarial Service	<u>852.50</u>	4,600
TOTAL PAYMENTS	<u><u>\$852.50</u></u>	<u>6,600</u>
CASH SUMMARY		
Opening Balance	6,212.35	6,212
Plus Receipts	<u>0.00</u>	5,600
	6,212.35	11,812
Less Payments	<u>852.50</u>	6,600
Closing Balance	<u><u>\$5,359.85</u></u>	<u>5,212</u>
BANK RECONCILIATION		
Cheque Account Balance (as at 30/9/2025) (Westpac)	5,359.85	
Plus Deposits made but not shown on Statement	<u>0.00</u>	
	5,359.85	
Less Cheques issued but not shown on Statement	<u>0.00</u>	
Balance as per Cash Book	<u><u>\$5,359.85</u></u>	



.....
 Robert Dew
 EXECUTIVE OFFICER

ATTACHMENT 13.1A
IPR Quarterly Progress Report – March 2026

Corporate Business Plan Quarterly Progress Report – March 2026

ACTION LEGEND		PROGRESS LEGEND
Develop	D	Limited progress or strategy unable to be delivered
Implement	I	Project yet to commence or some issues identified impact delivery
Continue/Maintain	C/M	Good progress on delivering strategy or strategy completed

1. COMMUNITY: Happy, safe, healthy and inclusive community								
STRATEGY	ACTION	22/23	23/24	24/25	25/26	Comment	Progress	
1.1	Together with key stakeholders identify and deliver opportunities for young people across the Shire	a. Develop and Implement a Youth Plan	D	I	C/M	C/M	Youth Plan 2024-2028 adopted September 2024; School holiday program provided; Multi-Purpose Bike Track grant application lodged.	○
		b. Maintain a strong supportive relationship with the Narembeen District High School to encourage youth development	C/M	C/M	C/M	C/M	Supported school swimming activities; Participated in Shire Community Strategic Facilitation – Youth Session.	○
1.2	Facilitate and advocate for quality health services, health facilities and programs in the Shire	a. Continued support for the retention of the ambulance service, hospital, general practitioner and police service	C/M	C/M	C/M	C/M	Liaison and support continue.	○
		b. Co-ordinate regular schedule of seniors programs and events by the Shire	C/M	C/M	C/M	C/M	Hosted weekly Morning Coffee Club and monthly Senior Movies; Coordinated Aged Care Games.	○
		c. Develop and Implement Aged Friendly Community Plan		D	I	C/M	Aged Friendly Community Plan was prepared in 2016.	○
		d. Implement the Public Health Plan and Community Wellbeing Plan		I	C/M	C/M	Monitoring of strategies identified in the Public Health Plan 2022-2026; Community Wellbeing Plan strategic workshop held; Supported Accidental Counselor Workshop.	○
1.3	Inclusive community activities, events, and initiatives	a. Develop and implement annual community development operational plan and ensure it is aligned with IPR Suite of Plans.	I	D	I	D	Implementation of the 2025/26 operational plan continues; Community strategic facilitation series and community satisfaction survey completed.	○

		b. Source funding and co-ordinate delivery on initiatives that support arts, culture, and learning	C/M	C/M	C/M	C/M	Held Australia Day Breakfast and Citizen of the Year Awards; sponsored 2026 Bin 2 Bin marathon; Hosted 2026 Red Card Fox Shoot.	○
		c. Implement the conservation plan Old Church Museum and Town Hall (State Heritage listed)	I	I			Assessment of rising damp undertaken by contractor during site visit in February 2024. Engaged a contractor to inspect heritage buildings and provide a report with recommendations for the repair and maintenance to support the preservation of these assets.	○
1.4	Recreational, social and heritage spaces are safe and celebrate our lifestyle and active and healthy pursuits	a. Progressive achievement of the Sport and Recreation Facilities Plan	D	D	I	I	CNLP Football Lighting Upgrade tender awarded and project commenced; Commenced development of Basketball and Netball Undercover Canopy and Court Resurfacing Project Brief; Motocross track maintenance and perimeter fencing completed; Motocross track user survey and report completed.	○
		b. Undertake review of green spaces / reserves to maximise usage and identify optimum service levels for ovals and reserves.			D	I	Preliminaries commenced.	○
		c. Support and promote local heritage education and maintenance of heritage facilities	D	I	C/M	C/M	Engaged a contractor to inspect heritage buildings and provide a report with recommendations for the repair and maintenance to support the preservation of these assets.	○
1.5	Support local volunteer organisations through initiatives that reduce volunteer fatigue and strengthen their resilience	a. Investigate and quantify volunteer contributions across our Shire			D	I	Action deferred until 2026/27.	○
		b. Deliver initiatives to support volunteer organisations		D	I	C/M	Indirect deliverables include the support of the Fence Post; Direct deliverables include the support Lions Club, Wadderin Wildlife Sanctuary, Narembeen District High School, Bin 2 Bin Marathon, Mt Walker Tennis Club and Narembeen Club, Narembeen Bush Fire Brigade.	○
		c. Offer the Community Grant Scheme with Go Narembeen and Ramelius Resources	C/M	C/M	C/M		4 CBF Round 10 advertised.	○
1.6	Support emergency services planning, risk mitigation, response, and recovery	a. Active leadership and participation in Emergency Management	I	C/M	C/M	C/M	LEMC general meeting held in March; Local Welfare Working Group meeting held in February; Coordinated Ready to Respond workshop for women in farming.	○
		b. Update the Animal Welfare Plan	D	I			Animal Welfare Plan adopted March 2024.	○

		c. Undertake review of Bush Fire Brigade management and operation	D	I			Bushfire Framework completed; Draft Bush Fire Local Law advertised in Gazette; Fire Response Plan in draft.	○
2. ECONOMY: Retain and grow existing businesses, employment and attract new industry								
STRATEGY	ACTION	22/23	23/24	24/25	25/26	Comment	Progress	
2.1 Support the diverse industry across the Shire.	a. Townsite intersection improvements completed	I				Project completed.	○	
	b. Continue to improve townsite attractiveness in collaboration with business and community groups	D	I	C/M	C/M	Town clock and heritage precinct landscaping projects completed.	○	
	c. Develop and Implement Economic Development Plan			D	I	Action deferred until 2026-27 due to competing priorities.	○	
	d. Undertake industrial land subdivision	D	I			Project deferred due to other corporate priorities.	○	
	e. Facilitate expansion of telecommunications networks across the Shire and advocate for reduced number of black spots	D	I	CM	CM	Approval granted to Crisp Wireless to install additional telecommunications infrastructure; not progress this quarter.	○	
	f. New Action Facilitate the implementation of telecommunication backup systems to address extended power outages				D	Installation of a generator at the Recreation Centre and Administration Centre completed; Disaster Ready Fund application for CRC precinct generator unsuccessful.	○	
	g. Review town planning scheme				D	Scheme amendment progressing; Report of Review endorsed; Progressing development of ROEROC Local Planning Strategy.	○	
	h. Work with Go Narembeen to deliver positive economic outcomes	C/M	C/M	C/M	C/M	Continue to collaborate in the Go Narembeen; Community Benefit Fund.	○	
	i. Promote commercial spaces to maximise utilisation		D	I	C/M	All commercial properties are leased.	○	

		j. Implement a Marketing Plan that promotes Narembeen lifestyle and opportunities			D	I	Tourism marketing plan 2025/26 documented.	○
2.2	Safe and efficient transport network enables economic growth	a. RAV Network assessment is completed	I	C/M	C/M	C/M	Assessment progressing; Transport Service Level and Road Hierarchy Plan adopted.	○
		b. Maintain and upgrade infrastructure assets in line with plans	D	D	D	D	Asset Management Plan adopted October 2024; Implementation of annual Building Maintenance Program; Development of 10-Year Building Maintenance Program progressing.	○
		c. Review 10 Year Road Plan		D	I		10-Year Road Program reviewed February 2026.	○
2.3	Coordinated planning and promotion of the visitor and tourist experience	a. Promote and develop tourism opportunities in partnership with Roe Tourism and Go Narembeen	D	I	C/M	C/M	Attended Roe Tourism meeting; Implementing Tourism Marketing Plan 2025-26.	○
		b. Finalise lease of Wadderin Wildlife Sanctuary	I				Executed June 2024.	○
		c. Support the development of the Wadderin Wildlife Sanctuary as a tourism product in collaboration with Wadderin Wildlife Sanctuary Inc	C/M	C/M	C/M	C/M	Continued promoting tour experience through #VisitNarembeen and Shire Website; Progressing plans for Wadderin Family Day.	○
2.4	Retain and grow our local skills base	a. Develop and Implement Housing Strategy	D	I	C/M	C/M	Implementation of Housing Strategy – construction of two 3x2 dwellings near completed; Revision of ROEROC Key Worker Business Case completed; Submitted RHSF application for ROEROC Key Worker Accommodation project; Attended ROEROC Key Worker Lobby Group meetings; Subdivision of Lot 61 Cheetham Way advancing; Tenders for construction of CEACA housing expansion project advertised paving the way for four new 2x2 social housing dwellings to be built in Narembeen; Awarded tender for a new 3x2 dwelling; Attended CEACA general meeting; Industrial and Residential Land Assembly Discussion Paper finalised.	○

		b. Offer apprenticeships and traineeships in our workforce	D	I	C/M	C/M	Active partner of the LG Professional Career Campaign.	○
		c. Advocate for a reliable and consistent childcare service that meets the needs of the community	D	I			Maintain Residential Tenancy Agreement with REED to assist with the attraction and retention of suitably qualified educators; Facility fencing renewal and landscaping improvements works completed; Childcare Needs survey and report completed; Supported REED's funding application for a purpose-built childcare facility.	○
3. ENVIRONMENT: Care and protection of the environment								
STRATEGY		ACTION	22/23	23/24	24/25	25/26	Comment	Progress
3.1	Maintain a high standard of environmental health and waste services	a. Participate in the ROE Environmental Health Scheme	C/M	C/M	C/M	C/M	Continued participation.	○
		b. Investigate waste minimisation and education strategies through ROEROC		D	I	C/M	Progressing partnership with the Narembeen Lions Club to relocate the community recycling depot, incorporating improved signage and educational messaging to encourage correct recycling practices and reduce the volume of recyclables being sent to the Narembeen Transfer Station and Bending Waste Facility – concrete pad for new facility poured.	○
		c. Effective management of Bending Regional Waste Site and Narembeen Transfer Station site	C/M	C/M	C/M	C/M	Bending Waste Facility Operational Plan and Management Plan adopted; Bending Waste Facility Working Group Terms of Reference adopted; Annual works program completed.	○
3.2	Conservation of our natural environment	a. Effective management of invasive species programs to the community	D	I	C/M	C/M	Attended Eastern Wheatbelt Biosecurity.	○
		b. Support the conservation and activation of the Wadderin Wildlife Sanctuary	C/M	C/M	C/M	C/M	Lease includes financial support of \$4,000 per annum to cover insurance premiums; Advertise tours on Shire #visitNarembeen Instagram page and website; Progressing plans for Wadderin Family Day.	○

3.3	Secure sustainable water supplies	c. Develop and implement a water management plan outlining projects to achieve water sustainability			D	D	Commenced procurement process for the upgrade of the townsite irrigation system; CWSP funding application successful for the installation of a secondary irrigation pipeline to enhance irrigation efficiency – project completed; Finalised negotiations for Mt Roe Water Supply Agreement; Commenced investigations to further identify water sources across the Shire; Currently updating water sources mapping.	○
4. CIVIC LEADERSHIP: Well governed and efficiently managed Local Government								
STRATEGY		ACTION	22/23	23/24	24/25	25/26	Comment	Progress
4.1	Forward planning and implementation of plans to achieve strategic priorities	a. Continue to implement and monitor the Integrated Planning and Reporting milestones.	C/M	C/M	C/M	C/M	CBP Quarterly Report – December 2025 adopted.	○
		b. Review of Asset Management Plan and Long-Term Financial Plan		D	I	C/M	Asset Management Plan adopted October 2024; annual update of Long-Term Financial Plan completed.	○
		c. Active participation in ROEROC, GECZ and regional groupings		D	I	C/M	Attended scheduled GECZ, ROEROC and Regional Road Group meetings.	○
		d. Develop, implement and review the community engagement policy / framework	C/M	C/M	C/M	C/M	Community Engagement Plan adopted August 2024.	○
		e. Develop and implement Workforce Plan	C/M	C/M	C/M	C/M	Workforce Plan 2024-2032 adopted September 2024; Employee Recognition Program quarterly (December) awards presented; Staff satisfaction survey and report completed.	○
4.2	Compliant and resourced Local Government	a. Continue to meet compliance with statutory and regulatory requirements	D	I	C/M	C/M	Compliance requirements met.	○
		b. Review financial and asset management policies and practices	C/M	C/M	C/M	C/M	Framework review continuous	○

		c. Undertake community satisfaction surveying to assess a range of performance measures	C/M	C/M	C/M	C/M	Community satisfaction survey completed August 2024 and final report adopted; 2026 survey completed in March 2026.	○
		d. Ensure asset valuations are undertaken in line with relevant Accounting Standards	C/M	C/M	C/M	C/M	Roads & Other Infrastructure 2022/2023 - Land & Buildings 2021/2022.	○
		e. Review of Workplace Health and Safety processes and procedures to ensure compliance and minimise risk	C/M	C/M	C/M	C/M	Review of WHS framework advancing.	○

**ATTACHMENT 13.2A
Fire Response Plan (Final)**

Shire of Narembeen

Fire Response Plan

DRAFT

DOCUMENT MANAGEMENT

Version	1	
Owner(s)	Chief Executive Officer	
Reviewer	Executive Governance Officer	
Review Frequency	Annually	
Creation Date	June 2026	
Consultation	LEMC	12 June 2025
Consultation	Bushfire Advisory Committee	20 February 2026
Adopted		OCM Ref
Next Review Date	June 2027	

DRAFT

This response plan, aligned with the overarching framework of the Local Emergency Management Committee (LEMC), aims to enhance the Shire of Narembeen's ability to manage fires effectively, ensuring community safety and operational continuity.

Objective

Ensure the safety, welfare, and recovery of the Shire of Narembeen community during major fire events through preparedness, effective incident response, and recovery strategies. This plan aligns with Local Emergency Management Arrangements (LEMA) and integrates fire-specific considerations into the Shire's broader emergency response framework.

1. Preparedness

1.1 Community Awareness and Education

- 1.1.1 Develop fire-specific emergency education in partnership with DFES and LEMC.
- 1.1.2 Distribute bushfire survival guides to all households, with a focus on rural residents.
- 1.1.3 Promote household readiness.

1.2 Risk Identification

- 1.2.1 Map high-risk fire zones in townsite and rural areas.
- 1.2.2 Identify livestock evacuation zones and safe locations for animals (Refer to Animal Welfare Plan).

1.3 Critical Infrastructure

- 1.3.1 Ensure Shire-managed assets and public buildings have current evacuation plans.
- 1.3.2 Stockpile fire response materials (communication tools, generators, portable water containers).
- 1.3.3 Establish re-incident agreements with local fuel providers for emergency generator deployment, including access, safety, and priority fuel arrangements.

1.4 Operational Capability

- 1.4.1 Support training for Narembeen VFES volunteers to safely operate Shire-owned generators, ensuring emergency power can be deployed when Shire personnel are unavailable or resources are stretched during incidents.
- 1.4.2 Maintain clear procedures and access arrangements for generators located at key community infrastructure.

2. Incident Management

2.1 Emergency Response Team (ERT):

- 2.1.1 Activate incident-specific ERT under LEMC oversight.
- 2.1.2 Appoint an Incident Controller to coordinate logistics, planning, and community consultation.
- 2.1.3 Hold regular briefings with VFES, Bush Fire Brigade and police.
- 2.2 Evacuation and Shelter:
 - 2.2.1 Designate evacuation centres.
 - 2.2.2 Equip centres with emergency supplies, back-up power, and communications.
 - 2.2.3 Implement access restrictions in hazardous areas and coordinate safe returns.
- 2.3 Fire-Specific Response Measures
 - 2.3.1 Deploy mobile water tanks and road access support for fire tankers.
 - 2.3.2 Use of approved drone operators or aerial assets (where safe and authorised) to assess fire extent, monitor fire behaviour, identify access routes, and support situational awareness for incident control.
 - 2.3.4 Establish roadblocks and safe traffic routes for emergency responders.
- 2.4 Essential Services Continuity

Deploy Shire-owned trailer-mounted generator to local fuel provider during power outages to maintain community access to fuel for emergency vehicles, evacuation, and household generators, where safe and feasible, and approved by the Incident Controller.

3. Communication Protocol

- 3.1 Emergency Communications
 - 3.1.1 Use UHF radio channels and WAERN for coordination.
 - 3.1.2 Broadcast established fire-specific radio frequency for farmers (UHF 5).
 - 3.1.3 Distribute updates using digital tools and notice boards.
- 3.2 Communication Redundancy
 - 3.2.1 Deploy Telstra mobile repeater stations in rural areas if available.
 - 3.2.2 Ensure back-up generators for CRC and medical centre.
 - 3.2.3 Where required, trained VFES personnel may assist with deployment and operation of generators when Shire staff are unavailable.

4. Animal Welfare and Livestock Evacuation

- 4.1 Coordinate with DPIRD, RSPCA, and local vets for animal welfare.
- 4.2 Provide emergency fodder drops and water points in rural areas.

4.3 Facilitate animal reunification services post-incident.

4.4 Refer to Animal Welfare Plan 2025.

5. Recovery

5.1 Community Support

5.1.1 Establish recovery hubs for displaced residents.

5.1.2 Provide trauma support services via Wheatbelt mental health networks.

5.1.3 Offer emergency accommodation and basic supplies.

5.2 Infrastructure and Property

5.2.1 Prioritise repairs of fencing, damaged public assets, and water access.

5.2.2 Work with insurers and contractors to assess and clean-up fire-affected zones.

5.2.3 Compile incident reports and update risk mitigation strategies.

6. Resource Mapping and Allocation

6.1 Fuel and Water

6.1.1 Maintain and deploy mobile fire-fighting water pods.

6.1.2 Map and prepare rural emergency water points.

6.1.3 Ensure sufficient fuel reserves for fire operations and generators.

6.1.4 Maintain an inventory and deployment plan for emergency generators, including access arrangements and trained operators.

6.2 Food and Medication

6.2.1 Include emergency pet food and livestock feed in stockpiles.

6.2.2 Prioritise power restoration for essential services.

7. Stakeholder Engagement

7.1 Engage DFES, DPIRD, Starlink, Telstra Water Corporation, and Western Power.

7.2 Formalise local arrangements and response arrangements under LEMA.

8. Community Welfare

8.1 Conduct welfare checks during and after the fire events.

8.2 Ensure inclusive access to shelters and recovery services.

8.3 Provide residents with up-to-date fire safety and support information.

Fire Emergency Checklist

Immediate Actions

- 1. Activate Emergency Response Team (ERT):**
Notify LEMC and activate local emergency arrangements.
- 2. Designate Incident Controller:**
Assign leadership for operations, planning, and logistics.
- 3. Assess Fire Scope:**
Identify fire-affected areas and initiate response.
- 4. Communication:**
Issue updates via all available communication channels.
- 5. Deploy Resources:**
Deploy water, generators, and survey resources (including drones if authorised).
- 6. Evacuation:**
Evacuate residents and animals as required.
- 7. Shelter and Support:**
Establish shelter locations and support services.

During Incident

- 1. Emergency Coordination:**
Coordinate with DFES for fire suppression efforts.
- 2. Evacuation Centre(s):**
Monitor and manage evacuation centre(s).
- 3. Field Assessments:**
Conduct field assessments and damage tracking.
- 4. Maintain Communication:**
Maintain communication with emergency services.

After Incident

- 1. Review Response:**
Conduct debriefs with ERT and stakeholders.
- 2. Recovery:**
Begin infrastructure recovery and community clean-up.
- 3. Community Welfare:**
Offer trauma support and temporary accommodation.
- 4. Review Response Plan:**
Review response effectiveness and update plan.

Preparedness Action List

Action	Who is Responsible	Resources Required	Timeline
Map high-risk fire zones	SoN; LEMC; VFES	Staff & volunteer time	June 2027
Map water sources	SoN; VFES	Staff & volunteer time	June 2027
Install water tanks in identified rural area	SoN; VFES	External funding	Ongoing
Stockpile emergency fire response supplies	SoN	Budget for materials & storage area	June 2028
Promote property preparedness	SoN; DFES	Budget for promotional materials	June 2028
Ensure evacuation diagrams are current in all public buildings	SoN	Staff time	October 2026

DRAFT

ATTACHMENT 13.3A
Shire of Narembeen – Non potable WSA –
Mt Roe Dam Standpipe (amended 110226)

11 February 2026

Ms Rebecca McCall
Chief Executive Officer
Shire of Narembeen
1 Longhurst Street
NAREMBEEN WA 6369

Dear Ms McCall

Non-potable Water Supply – Mount Roe Dam

The Water Corporation (**Corporation**) offers to provide the Buyer with a water supply in accordance with the provisions contained in this letter (**Letter**) and the attached “Additional Terms and Conditions” (together “**the Agreement**”).

Defined terms in the Additional Terms and Conditions where used in this Letter have the same meanings as in the Additional Terms and Conditions.

If there is any inconsistency between the provisions of this Letter and the Additional Terms and Conditions, the provisions of the Letter will prevail.

1. Party’s Details

Corporation: Water Corporation

ABN: 28 003 434 917

Corporation’s Address: 263 Fitzgerald Street

Northam WA 6401

Telephone Number: 13 13 85

Buyer: Shire of Narembeen

ABN: 48 322 867 806

Buyer’s Address: 1 Longhurst Street
NAREMBEEN WA 6369

Telephone Number: 08 9064 7308

Email: admin@narembeen.wa.gov.au

2. Supply of Water

The Corporation will supply the Water to the Buyer in accordance with the terms of this Agreement. Where Water is defined as water of a quality specified in clause 3 of this Letter, the water will be non potable water.

3. Quality of Water

- (a) The Corporation will provide Water for the purposes of this agreement that is non potable.
- (b) The Buyer acknowledges and agrees that:
 - (i) the Corporation gives no warranty that the Water supplied will be of any particular quality or have any particular characteristics
 - (ii) the Water will be non-potable and the Buyer must not permit or allow the Water to be inhaled and/or utilised for human consumption. The Water cannot be guaranteed for animal consumption
 - (iii) the Buyer must take the Water in the condition and of the quality as it is delivered to it; and
 - (iv) the Corporation will not be liable under any circumstances whatsoever or howsoever arising for any Loss or Claim which the Buyer may suffer or incur, and the Buyer will have no right to make any Claim for any Loss or inconvenience caused to, or sustained by it, on account of any of the matters set out above for any reason whatsoever.

4. Entitlement

- (a) Subject to the Additional Terms and Conditions, the Corporation agrees to make available to the Buyer Water from the Mount Roe Dam located on Yeomans Road in Narembeen (**Dam**) over the term of the Agreement, provided that the level of water in the Dam remains above the minimum level of 6.2 metres of the Dam height, and subject to clause 4(b) below (**Entitlement**).
- (b) For the avoidance of doubt, the Corporation does not guarantee the availability of the Entitlement to the Buyer, particularly if the Water in the Dam is limited or not available.

5. Calculation of Daily Supply and Invoices

- (a) The Corporation will:
 - (i) take meter readings at the intervals determined by the Corporation, in its sole and absolute discretion, during each Month, commencing on the Commencement Date, to assess the quantity of Water supplied to the Buyer at the Metering Point;
 - (ii) for the purposes of calculating the amount of Water supplied to the Buyer on any Day and the resulting charges for that Water at the Base Rate take an average by dividing the amount supplied to the Buyer in the Week in which that Day is by 7; and

- (iii) at the end of every Month, invoice the Buyer for all Water supplied, or deemed to have been supplied, to the Buyer in that Month by sending the invoice to the Buyer's Address.
- (b) For the avoidance of doubt, nothing in this provision will oblige the Corporation to supply or allow the Buyer to take a quantity of Water in excess of the Entitlement.
- (c) Week means a period of 7 consecutive days commencing on a Wednesday.
- (c) For the purposes of this Agreement "Month" means 4 consecutive Weekly periods each of which commence on a Wednesday.
- (d) The Corporation may, from time to time and at such intervals as it determines, request the Buyer to take meter readings on the Corporation behalf.

6. Number, Size and Location of Metering Point

1 x 100mm meter standpipe located on Yeomans Road in Narembeen (**Metering Point**).

7. Access to and Security of Site

- (a) The Buyer:
 - (i) must take all steps necessary to maintain the security of, and will be solely responsible for the Site;
 - (ii) must install and maintain clear and visible signage at the Site stating that the Water quality is non potable, in a manner that is clear and legible;
 - (iii) must pay for all Water (if any) delivered at the Metering Point notwithstanding that that Water may be used by other parties, spilled or otherwise lost;
 - (iv) must indemnify and keep the Corporation indemnified from and against all losses and damage the Corporation may suffer or incur arising out of or in any way connected with the failure by the Buyer to duly and diligently comply with any of its obligations under sub-clauses (i) to (iii) inclusive, except, and strictly limited to, the extent that any loss or damage is caused by any negligence on the part of the Corporation that is established.

8. Peak Instantaneous Rate

Not used

9. Delivery Point

At the Metering Point.

10. Commencement Date

30 November 2025

11. Termination Date

This agreement will terminate on 30 November 2030 subject to:

- (a) the Buyer exercising an option, by written notice to the Corporation, to extend the Termination Date for an additional 5 years; or
- (b) the date on which the Corporation ceases to own, operate or maintain the scheme in which event the agreement will automatically terminate without any need for notice or any further act by either party

12. Metering Point Charge

Not Used

13. Metering Disconnection Charge

\$1,297.24 as amended from time to time under schedule 7, item 6 of the *Water Services (Water Corporations Charges) Regulations 2014 (WA)*.

14. Not Used

15. Water Supply Charge

The Buyer must pay to the Corporation 595.6 cents per kL as amended by the Corporation from time to time in respect of each kilolitre of Water (or part thereof) extracted or deemed to have been consumed by the Buyer on each Day. (**Base Rate**).

16. Not Used

17. Insurances

The Buyer must provide to the Corporation, when the Buyer returns the signed copy of this Agreement, a copy of the Certificate of Currency of Insurance as specified in clause 12 of the Additional Terms and Conditions.

18. Liability Limit

\$10,000.00

19. No claim

The Buyer agrees that the Buyer will have no claim against the Corporation, or any of the Corporation's servants, agents and employees for any loss or damage of any nature whatsoever and howsoever caused, arising out of, related to or connected with any interruptions to, or suspensions or terminations of, any Water supplied or to be supplied to the Buyer:

- (a) except, and strictly limited to, the extent that any loss or damage may be caused by any negligence on the part of the Corporation that is established; and
- (b) subject always to the provisions of clause 16 of the Additional Terms and Conditions.

20. Exemption from Rates

- (a) Pursuant to section 75 of the *Water Services Act 2012*:
 - (i) subject always to the Buyer:
 - (A) paying to the Corporation the amounts payable under this Agreement in the manner and at the times contemplated; and
 - (B) duly and punctually complying with its obligations under this Agreement; and
 - (ii) only in respect of those properties owned or occupied by the Buyer supplied with Water through the service provided under this Agreement,

the Corporation and the Buyer agree that during the Term instead of the following statutory charges that the Buyer would otherwise be liable to pay for the water service provided under this Agreement to those properties (being those charges that would otherwise be payable under Schedule 3 Division 2 of the Water Services (Water Corporations Charges) Regulations 2014 for the water service provided under this Agreement), the Buyer must pay the charges specified in this Agreement as the Buyer's agreed liability.

- (b) For avoidance of doubt, the exemption in this clause 21 does not apply to other water services provided to the Buyer by the Corporation that are not the subject of this Agreement.

21. The Corporation's Right of Entry

Without limiting any of the Corporation's statutory rights, the Corporation may and the Buyer must ensure that the Corporation may, from time to time, promptly enter in or upon any land owned or occupied by the Buyer or any other person to inspect the Meter or the Metering Point, and/or the Buyer's compliance with its obligations under this Agreement, and for any other purposes that the Corporation may reasonably require in connection with this Agreement or the supply of Water to the Buyer. The Corporation's right of access is subject to the Corporation complying with Buyer's reasonable safety directions and the Buyer agrees to use its best endeavours to the assist the Corporation when the Corporation does access under this clause.

22. Delivery Point

- (a) The Buyer acknowledges and agrees with the Corporation that the Buyer will be solely responsible and liable for:

- (i) any losses of Water occurring after the Delivery Point, no matter what the cause, and must pay for all Water supplied at the Delivery Point notwithstanding that there may be losses of Water after the Delivery Point; and
 - (ii) any variations to the state, quality or characteristics of the Water occurring after the Delivery Point for any reason whatsoever.
- (b) The Buyer must indemnify and keep the Corporation indemnified from and against any losses or damages that the Corporation may pay, suffer or incur and any claims (whether in tort or otherwise) that may be made against the Corporation arising out of or in any way connected with the Water once it has passed the Delivery Point, including any use that may be made of it, either by the Buyer or any other person.

23. Temporary Interruption to Supply

- (a) The Buyer acknowledges and agrees that the Corporation may subject to the requirements of all relevant legislation and of the Operating Licence (if applicable to this Agreement) interrupt the supply of Water to the Buyer for such period of time as the Corporation considers reasonably necessary for the purpose of repair or maintenance of the water supply scheme from which the Water is supplied or any part thereof or for any other reason, but the Corporation (except in circumstances of emergency repairs or maintenance) must give the Buyer reasonable notice of the intended interruption setting out its likely duration and its likely effect in terms of the quantity of Water that may or may not be supplied at the Delivery Point while the interruption continues.
- (b) The Corporation will not be liable for any loss suffered by the Buyer, nor will the Buyer have any claim against the Corporation, as a result of any limitation, interruption, cut-off, or termination of the supply of Water to the Buyer under this clause except in circumstances where negligence has been established against the Corporation.

To confirm the Buyer's acceptance of provisions contained in this Letter and the Additional Terms and Conditions, please arrange for an authorised signatory of the Buyer to sign and return the attached duplicate of this letter.

Yours faithfully

..... /...../2026

Joe Mills

REGIONAL MANAGER – GOLDFIELDS & AGRICULTURAL REGION

**For and on behalf of the
WATER CORPORATION**

The provisions contained in this Letter and the Additional Terms and Conditions for a temporary water entitlement are accepted for and on behalf of the Buyer by its duly authorised representative who warrants by signing that he or she has full power and authority to sign this Agreement on the Buyer's behalf and to render this Agreement valid and binding on the Buyer.

..... /...../2026

Rebecca McCall

CHIEF EXECUTIVE OFFICER

**For and on behalf of
SHIRE OF NAREMBEEN**

Additional Terms and Conditions

The Corporation agrees to sell and the Buyer agrees to buy from the Corporation water on the provisions set out in the Letter and these Additional Terms and Conditions.

1 Definitions and interpretation

For the purposes of this agreement, including the Letter:

Act means any Commonwealth or State legislation or delegated legislation and includes any code of practice, guideline, order or proclamation issued under it;

Agreement means the Letter and the Additional Terms and Conditions;

Authorisation means a licence or approval from a Government Agency;

Buyer's Obligations means the obligations of the Buyer under this Agreement or imposed by law;

Corporation's Obligations means the obligations of the Corporation under this Agreement, or imposed by law, in relation to, or connected with, the supply of Water to the Buyer;

Day means a period of 24 hours commencing at 4 am on any day and ending at 4 am on the following day;

Government Agency means any government or any governmental, statutory, municipal or other similar body, authority or entity;

kL means kilolitre or kilolitres as the case requires;

Force Majeure means an act of God, fire, lightning, explosions, flood, subsidence, insurrection or civil disorder or military operations, government or quasi-government restraint, expropriation, prohibition, intervention, direction or embargo, inability or delay in obtaining governmental or quasi-governmental approvals, consents, permits, licenses or authorities, strikes, locks-outs or other industrial disputes of any kind, civil injunction, inability to source raw materials, and any other cause whether similar or not to the foregoing, outside the Corporation's reasonable control;

Letter means the letter to which these Additional Terms and Conditions are attached to or included with;

Metering Point means the Metering Point described in the Letter;

Month means 4 consecutive weekly periods each of that commence on a Wednesday;

Ombudsman Scheme means the water services ombudsman scheme established under the *Water Services Act 2012*;

Operating Licence means the operating licence granted to Corporation under the *Water Services Act 2012*, and includes any alterations, extensions, renewals or replacements of it from time to time;

Site means the Metering Point and all associated infrastructure located on reserve 29249.

Supply means any supply of water, goods, services or other things under this agreement;

State means the State of Western Australia; and

Week means a period of 7 consecutive days commencing on Wednesday.

A covenant or agreement on the part of two or more persons binds them jointly and severally.

2 Pipes and fittings

The Buyer must from time to time, at its own cost, install repair and maintain (making those replacements as may from time to time be necessary) all pipes and fittings connected to the Metering Point in compliance with the provisions of the *Water Services Act 2012* and to the standards prescribed by the Corporation from time to time.

3 Metering Point Charge, Bank Guarantee

The Buyer must:

- (a) pay to the Corporation, the Metering Point Charge promptly on demand;
- (b) unless the Corporation otherwise provides in writing, on or before the Commencement Date provide the Corporation, in a form (and from a bank), approved by the Corporation, with a cash bond or bank guarantee, in favour of the Corporation in the Bank Guarantee Amount as security for the due and proper performance by the Buyer of its obligations under this Agreement and the Corporation may have recourse to that cash bond or bank guarantee.

4 Payment of invoices and Other Money

- (a) The Buyer must pay the full amount set out in each invoice, and of any other money that the Buyer may from time to time owe to the Corporation (**Other Money**), without deduction or set-off of any kind, by either electronic funds transfer or cheque to the Corporation's Address, within 28 days of the date of the invoice or, in the case of any Other Money, on the due date specified in any demand.
- (b) If the Buyer fails to pay the full amount set out in any invoice, or any Other Money, by the due date then without prejudice to any other rights that the Corporation may have, the Corporation may charge interest on the unpaid amount from the due date for payment until the date on which the Buyer pays the amount in full, at the interest rate specified in the regulations made from time to time under section 124 (2)(n) of the *Water Services Act 2012* in respect of late payments of charges.

5 Metering accuracy

Without prejudice to the Corporation's rights under section 79 of the *Water Services Act 2012* and the *Water Services Regulations 2013*, the Buyer agrees that if the Metering Point is found to be out of action or reading incorrectly, the Corporation may determine the quantity of Water deemed to have been supplied to the Buyer by either:

- (a) taking a daily average of the quantity of Water actually supplied during a comparable period; or
- (b) where a Metering Point test conducted by or at the request of the Corporation has shown that the Metering Point is not registering the correct consumption, by adjusting the consumption for the period according to the degree of error found.

6 Acknowledgments

The Buyer acknowledges and agrees that:

- (a) the Corporation will not be liable for any failure whatsoever to, or for any loss or damage of any kind paid, suffered or incurred by the Buyer due, directly or indirectly, to:
 - (i) supply any water to the Buyer in any quantity or not; or
 - (ii) assure a continuous and uniform supply of water to the Buyer, or to supply the Buyer with the Entitlement, whether at the Peak Instantaneous Rate or otherwise,

for any reason whatsoever, except, and strictly limited to, the extent that any loss or damage is caused by any negligence on the part of the Corporation that is established;

- (b) the Buyer acknowledges and agrees with the Corporation that any water supplied will be potable or non-potable as set out in the Letter and, if non-potable, the Buyer must:
 - (i) ensure that it will not be used for drinking water;
 - (ii) not permit or allow the water to be used for human or animal consumption,
 - (iii) take the water in the condition and of the quality as it is delivered to it; and
 - (iv) not interconnect the non potable water service provided under this Agreement with any potable or other water service; and

except as expressly provided in this Agreement, the Buyer will have no right to compensation for any loss, damage or inconvenience caused to, or sustained by it on account of any of the matters set out above.

7 Indemnity

The Buyer must indemnify and keep indemnified the Corporation and the Corporation's officers, employees, agents and contractors against any loss or damage they or any of them may pay, suffer or incur and claim by any person against them or any of them, of any nature whatsoever and howsoever, arising out of, related to or connected with:

- (a) this agreement or any supply of, or failure to supply water by the Corporation; or
- (b) any failure by the Buyer to duly and punctually comply with any of the Buyer's Obligations

except, and strictly limited to, the extent that any loss or damage is caused by any negligence on the part of the Corporation that is established.

8 Termination

- (a) If the Buyer fails to duly and punctually comply with any of the Buyer's Obligations, the Corporation may, without prejudice to its other

rights under this Agreement or at law, or in equity, terminate this Agreement and/or the water supply to the Buyer upon giving the Buyer at least 14 day's notice in writing of its intention to do so.

- (b) The Buyer agrees that:

- (i) the Agreement is conditional upon the Corporation obtaining and maintaining any Authorisation required by the Corporation to supply water under this Agreement or to otherwise comply with the Corporation's Obligations;
- (ii) the Corporation will cease water supply to the Buyer upon that date which is the earlier of the date of termination, suspension or non-renewal of any Authorisation required by the Corporation under sub-clause 8(b)(i), the Termination Date, or a date determined by the Corporation; and
- (iii) thereafter, the Corporation will be under no obligation to supply any Water to the Buyer.

- (c) The Corporation may also terminate this Agreement by written notice to the Buyer in the event that any of the Corporation's entitlements to water, or any other rights or privileges that the Corporation has or may have, are reduced or altered in any manner that prevents, or may prevent, the Corporation supplying the whole or any part of the Entitlement or otherwise complying with any of the Corporation's Obligations.

- (d) The expiry or termination of this Agreement does not affect any of the Corporation's rights against the Buyer in respect of any act, omission, matter, or thing occurring, or under this Agreement prior to that expiry or termination.

9 Rights to limit or interrupt supply

- (a) Without limiting the rights of the Corporation under clause 8, the Corporation may limit or withdraw the supply of water to the Buyer as set out in the *Water Services Code of Conduct (Customer Service Standards) 2013*.

- (b) If the *Water Services Code of Conduct (Customer Service Standards) 2013* does not deal with the issue of limiting or withdrawing the supply of water or does not apply to this Agreement, then without prejudice to any of its other rights under the Agreement, or at law or in equity, if the Buyer:

- (i) fails to pay any amount due by it under the Agreement within 14 days of the due date for payment;
- (ii) in the reasonable opinion of the Corporation, has failed to comply with any of the Buyer's Obligations; or
- (iii) if the Buyer commits or permits any breach of the *Water Services Act 2012* or any regulations made under it,

the Corporation may, in its sole and absolute discretion, limit, suspend, reduce, cut off or terminate the supply of Water to the Buyer.

- (c) If the Corporation limits, suspends, cuts off, reduces or terminates the supply of Water to the Buyer, this will not relieve the Buyer of any of the

Buyer's Obligations and will not entitle the Buyer to any rebate or other allowance.

- (d) If Corporation has limited, suspended, reduced, cut-off or terminated the supply of Water to the Buyer, the Corporation may, before restoring the Water supply:
- (i) require the Buyer to pay that amount as the Corporation considers approximates the costs of limiting, suspending, reducing, cutting off or terminating that supply and its restoration; or
 - (ii) require the Buyer to make arrangements satisfactory to the Corporation for the payment of those costs.

10 Exclusion of warranties

Except for:

- (a) the express terms and warranties set out in this Agreement; and
- (b) those implied terms or warranties that are imposed by any Act that are mandatory and cannot be excluded,

the Corporation gives no warranties regarding the Water, or any other goods, services or other things supplied or to be supplied by the Corporation, whether relating to defects in quality or characteristics, or otherwise, and all other conditions, warranties, stipulations or other statements whatsoever, whether express or implied, by Act, at common law, or otherwise howsoever, are, to the maximum extent permitted by law, expressly excluded.

11 GST

The Buyer must pay to the Corporation, and the Corporation may recover from the Buyer the amount of the GST in addition to and at the same time and in the same manner as the Buyer is obliged to pay for that Supply.

12 Insurance

The Buyer must effect and maintain throughout the term of this agreement public liability insurance for each and every occurrence for an amount not less than \$20 million, with insurers approved by the Corporation and on provisions (including without limitation level of cover and excess), acceptable to the Corporation. The Buyer must, upon the Corporation's request from time to time, provide the Corporation with evidence that those insurances the Corporation has required are in full force and effect.

13 Force majeure

The Corporation will not be liable to the Buyer for any loss or damage that the Buyer may pay, suffer or incur if the Corporation fails to comply with any of the Corporation's Obligations if that failure is occasioned by Force Majeure.

14 Confidentiality

The parties agree that:

- (a) they will keep this agreement and all information in it confidential; and
- (b) they will:
 - (1) not disclose, or permit or allow to be disclosed this Agreement, or any information in it, including the Base Rate or Excess Surcharge Rate to any person; and
 - (2) indemnify and keep the other party indemnified from and against any losses or damage that the other party may pay, suffer or

incur, whether directly or indirectly, arising out of, or in any way connected with, any disclosure in breach of paragraph (1), including any special or consequential losses or damages.

15 Duty

The Buyer must promptly pay any duty payable on this Agreement and all copies of it to the Corporation or as the Corporation may direct on demand.

16 Limitation of liability

- (a) Subject to sub-clause 16(b), if, notwithstanding the other provisions of this Agreement excluding the Corporation's liability, the Corporation is liable to the Buyer for any reason, the total liability of the Corporation to the Buyer for any losses, damages or claims by reason of any breach of the Agreement, negligence, or otherwise arising out of or in connection with the Agreement, is, if it cannot be excluded by the other provisions of this agreement, limited in the aggregate to the Liability Limit, and if no Liability Limit is specified in the Letter, then \$10,000.
- (b) Notwithstanding any other provision of this Agreement, the Corporation will not be liable to the Buyer for any special, indirect or consequential damages the Buyer may pay, suffer or incur, including but not limited to loss of production, loss of revenue, loss of profit or anticipated profit, whether caused by the Corporation's failure to comply with the Corporation's Obligations, negligence or otherwise.

17 Assignment

The Buyer must not, without the Corporation's prior written consent, transfer, assign, mortgage, charge, encumber or part with possession of this Agreement or any part of it or any right, benefit, moneys or interest under this Agreement, nor attempt to do so.

18 Severance

If any provision or part of this Agreement is or becomes invalid or unenforceable, then that provision or part will be severed from this Agreement without affecting the remainder of this Agreement that will continue to be valid and enforceable.

19 Statutory powers add to express powers

The powers conferred on the Corporation by any statute or other subordinate legislation are in addition to the Corporation's powers under this Agreement.

20 Dispute resolution

- (a) The Buyer may elect to have any dispute resolved:
 - (i) under the Ombudsman Scheme but only if the dispute in question is within the scope of the Ombudsman Scheme; or
 - (ii) under the succeeding provisions of this clause 20;
- and
- (iii) if the Buyer gives to the Corporation notice of any dispute that notice must be in writing specifying whether the Buyer elects to have the dispute resolved in accordance with

clause 20(a) (i) or clause 20(a)(ii) and, if it fails to do so, the dispute will be resolved in accordance with clause 20(a)(i) if the dispute in question is within the scope of the Ombudsman Scheme and otherwise in accordance with clause 20(a)(ii); and

- (iv) if the Corporation gives the Buyer a written notice of any dispute, the Buyer must, within 10 Business Days of receiving or being deemed to have received that notice, give to the Corporation a written notice specifying whether the Buyer elects to have the dispute resolved in accordance with clause 20(a)(i) or clause 20(a)(ii) and, if it fails to do so, the dispute will be resolved in accordance with clause 20(a)(i) if the dispute in question is within the scope of the Ombudsman Scheme and otherwise in accordance with clause 20(a)(ii).
- (b) A dispute that arises during the performance of this agreement will be resolved, wherever possible, at the level where the dispute initially arises.
- (c) If, within 15 Business Days of a dispute arising, it has not been resolved, the dispute will be referred to the Buyer's representative (as nominated by the Buyer), and to the Corporation's representative (as nominated by the Corporation).
- (d) The representatives referred to in the preceding clause must meet within 5 Business Days after the dispute is referred to them, and attempt to resolve the dispute. If they resolve the dispute, the parties will adhere to their resolution.
- (e) If the representatives cannot resolve the dispute within 10 Business Days of their first meeting, the dispute will be taken to a mediation process. If the parties agree, they will appoint, by agreement, an independent mediator, or, if they fail to agree on an independent mediator within 15 Business Days of their first meeting, the President of the Law Society of Western Australia (Inc) for the time being, or the President's nominee, may, at the request of either party, appoint an independent mediator, and the costs of that mediator will be borne equally by the Corporation and the Buyer. Except to the extent inconsistent with this clause, the mediation will be conducted in accordance with the then current mediation rules of the Law Society of Western Australia.
- (f) The parties will hold the mediation in Perth, Western Australia and, subject to clause 20(h), must comply with any resolution facilitated between them by the independent mediator.
- (g) Each party must continue to perform their obligations under this agreement, notwithstanding any dispute, or the commencement of any legal proceedings, under the clause 20.
- (h) If a party is dissatisfied with proceedings before the mediator, it may take that action as it considers appropriate, including commencing legal proceedings. For the avoidance of doubt, the right referred to in this clause 20(h) is not in any way dependent on or conditional upon the initiation or

completion of the proceedings before the mediator.

21 Entire agreement

This Agreement supersedes all prior agreements in respect of its subject matter that will be deemed to be terminated on and from the Commencement Date and embodies the entire agreement between the parties in relation to the supply of Water to the Buyer.

ATTACHMENT 14.1A
Flying Agenda 13 April 2026

Kathryn Conopo

From: Ben Forbes
Sent: Monday, 13 April 2026 2:00 PM
To: Current Councillors
Cc: Rebecca McCall; Kathryn Conopo
Subject: Flying Agenda - Change of previous resolution
Attachments: Ordinary-Council-Meeting-19-April-2022-Minutes.pdf; MIN 7420.22 - Statement of legal and financial consequences 13.04.26.pdf

Hello Councillors

In accordance with Regulation 10 of the *Local Government (Administration) Regulations 1996* and clause 16.2 of the *Shire of Narembeen Standing Orders Local Law 2020*, advance support is requested to change Council Resolution MIN 7420/22 from April 2022's OCM via flying agenda.

Per item 8.1.5 of the April 2022 OCM, as attached, Council resolved:

"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."*

As previously discussed, the land could instead provide a small benefit to Council if owned.

The attached 'statement of legal and financial consequences' details how the variance in administrative procedures and Council's overall legal position are, if anything, made marginally more favourable by changing this resolution

It is proposed that the motion would be changed to instead read:

"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 **seize the land and cause it to be transferred to the Shire of Narembeen.***

For the motion to change the resolution to be tabled, at least one third of Councillors must confirm their support in advance.

If you support changing the previous resolution, please provide your confirmation via email response no later than **12pm Wednesday 15 April 2026** in the following format:

"I support the proposed motion to change Council resolution MIN 7420/22 made on 19 April 2022".

Should you have any queries regarding the above material, please contact me at your earliest convenience.

Kind Regards

Ben Forbes, CA
Executive Manager Corporate Services
Shire of Narembeen

T: (08) 9064 7308 M: 0457 667 579 F: (08) 9064 7037
1 Longhurst Street, Narembeen WA 6369

ATTACHMENT 14.1B
Statement of Legal and Financial
Consequences



**STATEMENT OF LEGAL AND FINANCIAL
CONSEQUENCES TO CHANGE MOTION 7420/22**

Details	
Minute Reference: April 2022, MIN 7420/22	Date: 13 April 2026
Author: Benjamin Forbes, Executive Manager Corporate Services	Subject: Revoke decision to cause land to be transferred to the Crown

Note

Financial Consequences

Owing to the extensive period of time in between Council’s original resolution and April 2026, the financial consequences of changing Council’s decision cannot be reliably estimated.

However, it can be assumed that the costs incurred by Council to date are negligible as:

1. No action is known to be taken
2. There are no associated costs incurred (i.e. legal fees or collection fees)
3. There are no records documenting any action being taken
4. No information contrary to the above has been brought to the attention of the current management.

The marginal cost for Council to change its resolution has been determined as being either nil or favorable. Based on information received from the Department of Planning Lands and Heritage, returning the land to the Crown will require additional compliance with Departmental procedures to the requirements of the *Local Government Act 1995*, including proof that the site has been assessed for contamination. Pending information arising to substantiate an existing contamination, these additional steps would be avoided should Council instead take possession of the land.

Legal Consequences

Council’s right to seize land and either cause it to be transferred to itself or the Crown arises out of the same section (section 6.64) of the *Local Government Act 1995*. The prerequisite conditions are literally identical.

Therefore, should Council change its past decision, its legal position will be completely unchanged.

ATTACHMENT 14.1C
Minutes – Ordinary Council Meeting
19 April 2022



COUNCIL CALENDAR

Date	Time	Meeting
17 May 2022	4.00pm	Ordinary Council Meeting
21 June 2022	4.00pm	Ordinary Council Meeting

19 April 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 19 April 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 Amy Hardham	Member

Officers

Mr David Blurton	Chief Executive Officer via zoom
Ms Diana Blacklock	Economic Development Officer

Apologies

Cr Holly Cusack	Member
Tamara Clarkson	Executive Manager Corporate Services

Approved leave of absence

Nil

3.0 Declarations of Interest

Cr K Mortimore declared a proximity interest in item 6.2
Cr A Hardham declared a financial interest in item 6.2
Cr W Milner 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 15 March 2022

RECOMMENDATION:

That the minutes of the meeting of the Shire of Narembeen Ordinary Meeting held on Tuesday 15 March 2022 be confirmed as a true and accurate record of the proceedings.

COUNCIL RESOLUTION

MIN 7412/22

MOTION - Moved Cr. A Hardham

Seconded Cr. W Milner

CARRIED 7/0

6.1.2 Business Arising

Business Arising from the Minutes of the Shire of Narembeen Ordinary Meeting held Tuesday 15 March 2022

Cr Mortimore and Cr Hardham declared proximity and financial interests in item 6.2 and left the chambers at 4.01pm. Cr Stirrat assumed the chair.

6.2 Community Benefit Fund Advisory Committee

6.2.1 Receive Minutes

RECOMMENDATION/COUNCIL RESOLUTION:

That the minutes of the meeting of the Community Benefit Fund Advisory Committee held on Wednesday 6 April 2022 be received.

MIN 7413/22

MOTION - Moved Cr. Currie

Seconded Cr. Milner

CARRIED 7/0

6.2.2 Endorse Committee Recommendations

RECOMMENDATION/COUNCIL RESOLUTION:

That the Ramelius Resources and Shire of Narembeen Community Benefit Fund Advisory Committee recommend that the Shire of Narembeen Council approve the following grant applications:

Club/Group	Project/Event	Amount
<i>Narembeen Junior Football Club</i>	<i>Subs and Football</i>	<i>Partial \$1,000.00</i>
<i>Narembeen Church of Christ – Uke Kids Club</i>	<i>Instruments and music books</i>	<i>Partial \$951.30</i>
<i>Narembeen H2O Ski Club</i>	<i>Rebuild boat ramp</i>	<i>Not Successful</i>
<i>Narembeen District High School and Parents and Citizens Group – iPads</i>	<i>iPad for Classroom</i>	<i>Not Successful</i>
<i>Narembeen District High School and Parents and Citizens Group – Shade</i>	<i>Shade structure for playground</i>	<i>Not Successful</i>
<i>Narembeen Hockey and Netball Club Combined</i>	<i>Sub and Affiliations Fees</i>	<i>Partial \$850.00</i>
<i>Narembeen Church of Christ – Dorcas Second Chance of Life</i>	<i>Ceiling repairs</i>	<i>Partial \$5,000.00</i>
<i>Narembeen Football Club</i>	<i>Mobile video screen</i>	<i>Partial \$6,000.00</i>
<i>Mt Walker Golf Club</i>	<i>Upgrade seating</i>	<i>Not Successful</i>
<i>Narembeen Hockey Club</i>	<i>Drinking fountain</i>	<i>Not Successful</i>
<i>Wadderin Wildlife Sanctuary</i>	<i>Drinking stations for animals</i>	<i>Full \$1,947.00</i>
<i>The Co-Op Cafe</i>	<i>Meat slicer</i>	<i>Full \$920.00</i>
<i>Narembeen Community Resource Centre</i>	<i>High Tea for Mums event</i>	<i>Full \$1,450.00</i>
TOTAL		\$18,118.30

MIN 7414/22

MOTION - Moved Cr. C Bray

Seconded Cr. W Milner

CARRIED 5/0

*Cr Mortimore and Cr Hardham returned to the chambers at 4.03pm.
Ms Blacklock left the chambers at 4.03pm.*

7.0 Status Report

RECOMMENDATION/COUNCIL RESOLUTION:

That the Status Report for April 2022 be received.

MIN 7415/22

MOTION - Moved Cr. T Cole

Seconded Cr. M Currie

CARRIED 7/0

8.0 Reports

8.1.1 Executive Manager Corporate Services

AGENDA ITEM: 8.1.1 Financial Report March 2022

Subject:	Financial Report March 2022
Applicant:	Shire of Narembeen
File Ref:	Not applicable
Disclosure of Interest:	Nil
Author:	Teresa Cousins, Senior Finance Officer
Date:	19 April 2022
Attachments:	Financial Report March 2022

PURPOSE

For Council to accept the monthly statement of Financial Activity disclosing the Shires financial activities for the period March 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 2017-2027

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

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

VOTING REQUIREMENTS

Simple Majority

COMMENT

Council's closing position at 31 March 2022 amounts to \$2,389,626 with current assets of \$8,441,539 and \$313,325 in reserve funds and \$3,500,000 in term deposits.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

That Council receive the Shire of Narembeen's Financial Report for March 2022.

MIN 7416/22 MOTION - Moved Cr. C Bray

Seconded Cr. M Currie

CARRIED 7/0

AGENDA ITEM: 8.1.2 - Schedule of Accounts for March 2022

Subject:	Schedule of Accounts for March 2022
Applicant:	Not applicable
File Ref:	Not applicable
Disclosure of Interest:	Nil
Author:	Kathryn Conopo, Administration Officer
Date:	4 April 2022
Attachments:	Creditors Payment List – March 2022, Credit Card Payments List 15 January – 11 February 2022

PURPOSE

For Council to review the payments made by the Shire of Narembeen in March 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 2017-2027

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

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

VOTING REQUIREMENTS

Simple majority

COMMENT

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

Municipal Account: \$ 597,297.29

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

That Council:

1. *Receive the Creditors Payment List - March 2022*
2. *Receive the Credit Card Payments List 15 January – 11 February 2022*

MIN 7417/22 MOTION - Moved Cr. S Stirrat

Seconded Cr. T Cole

CARRIED 7/0

The CEO took a question on notice relating to EFT15509 windscreen repairs \$1,744. Which plant item was this payment for?

AGENDA ITEM: 8.1.3 - Fees and Charges 2022/23

Subject:	Fees and Charges 2022/23
Applicant:	Not applicable
File Ref:	ADM555
Disclosure of Interest:	Nil
Author:	Tamara Clarkson, Executive Manager Corporate Services
Date:	7 April 2022
Attachments:	Current Fees and Charges Schedule 2021/22, and Draft Fees and Charges Schedule 2022/23

PURPOSE

Council to accept the draft Fees and Charges Schedule 2022/23 for inclusion and adoption in the Annual Budget.

BACKGROUND

Council formally adopts the Fees and Charges Schedule as part of the Annual Budget adoption.

Fees and Charges may be imposed at any time during the year or amended from time to time during a financial year provided it advertises the proposed changes accordingly (Absolute Majority required).

The proposed 2022/2023 Fees and Charges Schedule is attached for Council's information and review.

CONSULTATION

All Staff

STATUTORY IMPLICATIONS

Local Government Act 1995 (as amended)

Subdivision 2 — Fees and charges

6.16. Imposition of fees and charges

- (1) A local government may impose* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

* Absolute majority required.

- (2) A fee or charge may be imposed for the following —

- (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;

- (b) supplying a service or carrying out work at the request of a person;

- (c) subject to section 5.94, providing information from local government records;

- (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;

- (e) supplying goods;

- (f) such other service as may be prescribed.

- (3) Fees and charges are to be imposed when adopting the annual budget but may be —

- (a) imposed* during a financial year; and

- (b) amended* from time to time during a financial year.

* Absolute majority required.

6.17. Setting level of fees and charges

- (1) In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —
 - (a) the cost to the local government of providing the service or goods; and
 - (b) the importance of the service or goods to the community; and
 - (c) the price at which the service or goods could be provided by an alternative provider.
- (2) A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.
- (3) The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service —
 - (a) under section 5.96; or
 - (b) under section 6.16(2)(d); or
 - (c) prescribed under section 6.16(2)(f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service.
- (4) Regulations may —
 - (a) prohibit the imposition of a fee or charge in prescribed circumstances;or
 - (b) limit the amount of a fee or charge in prescribed circumstances.

FINANCIAL IMPLICATIONS

The implementation of the proposed fees and charges will have a direct impact on the revenue generation of the Shire in terms of the 2021/2022 Annual Budget. As such implicit acceptance at this stage will allow the Shire to develop the Annual Budget revenues more accurately.

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Minor compliance risk

Minor financial risk

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2017-2027

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

In order to maintain a positive financial position the Shire must regularly review its fees and charges to ensure it is either minimising loss or maximising profit depending on strategic goals.

Corporate Business Plan 2020/21 – 2023/24

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

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

VOTING REQUIREMENTS

Absolute Majority

COMMENT

Staff have undertaken a thorough review of the Fees and Charges Schedule to gain greater understanding of the basis of charges and amend entries where applicable. The 2021/2022 Fees and Charges Schedule is attached for comparison.

Any statutory changes have been amended but not noted as they are externally set and not at the discretion of Council.

The Domestic Rubbish charges may be increased in line with the expected CPI increase, Avon Waste are yet to confirm. This will be reviewed prior to the adoption of the final budget.

OFFICER RECOMMENDATION

That Council

1. *Accepts the 2022/2023 Fees and Charges Schedule as proposed, and*
2. *Directs the CEO to include the Fees and Charges Schedule in the 2022/2023 Annual Budget for adoption.*

COUNCIL RESOLUTION

That Council

1. *Accepts the 2022/2023 Fees and Charges Schedule as proposed, and*
2. *Directs the CEO to include the Fees and Charges Schedule in the 2022/2023 Annual Budget for adoption.*
3. *Review caravan park fees for 2022/2023 in comparison with neighbouring shires and recent improvements.*

MIN 7418/22 **MOTION** - Moved Cr. Hardham Seconded Cr. Milner

**CARRIED 7/0
BY ABSOLUTE MAJORITY**

Reason for change: Council consider that a more in depth analysis of charges levied is warranted to compare similar charges levied by surrounding shires and in consideration of recent improvements undertaken at the park.

AGENDA ITEM: 8.1.4 - Debtor Write Off – Narembeen CRC

Subject:	Debtor Write Off – Narembeen CRC
Applicant:	Not applicable
File Ref:	ADM139
Disclosure of Interest:	Nil
Author:	Tamara Clarkson, Executive Manager Corporate Services
Date:	11 April 2022
Attachments:	Nil

PURPOSE

Council to write off the amount \$5,603.80 for Debtor 80138 – Narembeen Community Resource Centre.

BACKGROUND

For the Shire of Narembeen to operate effectively it must manage and control monies owed to the Shire and reduce the likely occurrence of unrecoverable debts, consequently council staff are continually reviewing accounts to finalise outstanding matters.

In 2019, Narembeen Community Resource Centre formally joined with the Shire of Narembeen. At the end of the financial year, there was an outstanding amount owing to the Shire of \$5,603.80. It is not clear what the debt comprises and it is suggested that the amount should be written off.

CONSULTATION

Chief Executive Officer
Coordinator Community Resource Centre

STATUTORY IMPLICATIONS

Local Government Act 1995

- 6.12. Power to defer, grant discounts, waive, or write off debts.
- (1) Subject to subsection (2) and any other written law, a local government may —
 - (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or
 - (b) waive or grant concessions in relation to any amount of money; or
 - (c) write off any amount of money,
which is owed to the local government.

* Absolute majority required.

(2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.

(3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.

(4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.

[Section 6.12 amended by No. 64 of 1998 s. 39.]

- 6.13. Interest on money owing to local governments.
(1) Subject to any other written law, a local government may resolve* to require a person to pay interest at the rate set in its annual budget on any amount of money (other than rates and service charges) which — (a) that person owes to the local government; and (b) has been owed for the period of time referred to in subsection (6).

* Absolute majority required

FINANCIAL IMPLICATIONS

141282000 - Debtor write offs

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Corporate Business Plan 2020/21 – 2023/24

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

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

Goal 3. We contribute to a healthy community.

VOTING REQUIREMENTS

Absolute Majority

COMMENT

A decision of Council is required to clear this amount in the system.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

That Council approve the write off \$5,603.80 for Debtor 80138 Narembeen Community Resource Centre.

MIN 7419/22

MOTION - Moved Cr. S Stirrat

Seconded Cr. A Hardham

**CARRIED 7/0
BY ABSOLUTE MAJORITY**

AGENDA ITEM: 8.1.5 - Write off debt – Deceased Estate A5294 Saunders

Subject:	Write off debt – Deceased Estate A5294 Saunders
Applicant:	Shire of Narembeen
File Ref:	P5294
Disclosure of Interest:	Nil
Author:	Tamara Clarkson, Executive Manager Corporate Services
Date:	2 February 2022
Attachments:	Nil

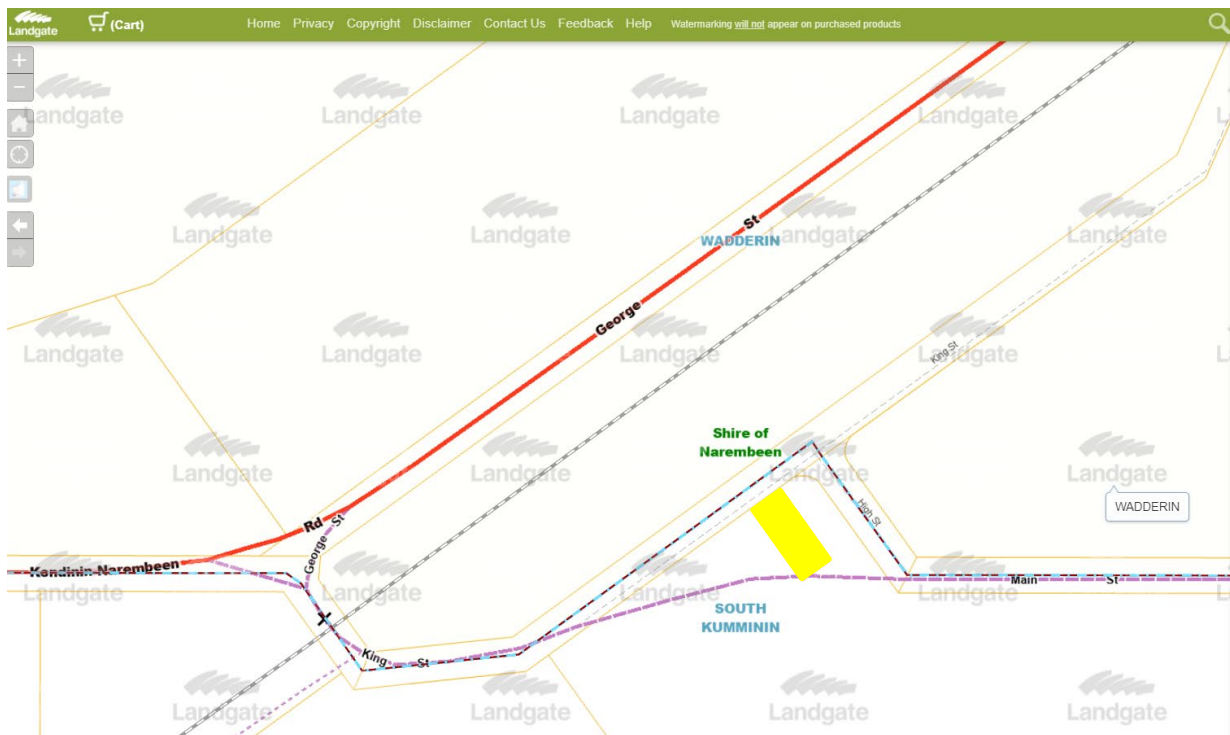
PURPOSE

Council to approve writing off a debt of \$1,851.91 that is considered unrecoverable and commence the process to transfer land to the Crown.

BACKGROUND

For the Shire of Narembeen to operate effectively it must manage and control monies owed to the Shire and reduce the likely occurrence of unrecoverable debts, consequently staff are continually reviewing accounts to finalise outstanding matters.

Ms Lily Saunders is the owner of Lot 18 King Street, Kumminin. This is now a deceased estate. The land is marked below in yellow. The 2021/22 rates notice was unable to be delivered due to incomplete addresses, both postal and residential. The land is vacant.



CONSULTATION

Chief Executive Officer
Senior Finance Officer

STATUTORY IMPLICATIONS

Local Government Act 1995

6.12. Power to defer, grant discounts, waive, or write off debts.

- (1) Subject to subsection (2) and any other written law, a local government may —
 - (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or
 - (b) waive or grant concessions in relation to any amount of money; or
 - (c) write off any amount of money,
which is owed to the local government.

* Absolute majority required.

(2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.

(3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.

(4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.

[Section 6.12 amended by No. 64 of 1998 s. 39.]

6.13. Interest on money owing to local governments.

- (1) Subject to any other written law, a local government may resolve* to require a person to pay interest at the rate set in its annual budget on any amount of money (other than rates and service charges) which — (a) that person owes to the local government; and (b) has been owed for the period of time referred to in subsection (6).

* Absolute majority required.

FINANCIAL IMPLICATIONS

141282000 - Debtor write offs \$1851.91plus any interest accrued since 11 April 2022.

POLICY IMPLICATIONS

Council Policy – Debt Management

RISK MANAGEMENT IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Corporate Business Plan 2020/21 – 2023/24

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

VOTING REQUIREMENTS

Absolute Majority

COMMENT

The Shire does not have any further details for Lily Saunders. The residential address on file is 'Emu Hill WA 6369'. There is no forwarding address and staff are not aware of any family members or close contacts of Ms Saunders.

The figure represents three years of debt on the small portion of land. There is no history before 2019, it appears it was valued and included in our system, but no information was included.

To ensure interest and rates charges do not continue to be incurred, it is recommended to return the land to the Crown.

Council also has the option to transfer the land to itself and/or sell the land however this is not recommended due to the lack of services, small size and location it is unlikely to sold. Transferring to the Shire will require Council to maintain the land.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

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.*

MIN 7420/22

MOTION - Moved Cr. T Cole

Seconded Cr. A Hardham

**CARRIED 7/0
BY ABSOLUTE MAJORITY**

AGENDA ITEM: 8.1.6 - Emergency Management

Subject:	Emergency Management
Applicant:	Not applicable
File Ref:	ADM553
Disclosure of Interest:	Nil
Author:	Tamara Clarkson, Executive Manager Corporate Services
Date:	22 March 2022
Attachments:	Local Emergency Management Arrangements

PURPOSE

To adopt the Local Emergency Management Arrangements (LEMA).

BACKGROUND

Senior Shire Officers met with Yvette Grigg, District Emergency Management Advisor, Wheatbelt District DFES on 22 October 2021 to discuss and recommence formal emergency management planning for the Shire of Narembeen.

The Wheatbelt Police District Superintendent of the Wheatbelt District Emergency Management Committee wrote to the CEO on 16 November 2021 advising the five-year review date of the Local Emergency Management Arrangements would be due October 2022. There are several authorities to review and then endorse the LEMA and this process can take many months.

For several reasons, the Shire of Narembeen Local Emergency Management Committee (LEMC) has not met formally since 2018 and there have been several changes to membership during this time.

The LEMC has now met several times and the draft LEMA has been updated. The Committee endorsed the LEMA at their meeting on 17 March 2022.

DFES has then checked the document for compliance and provided approval to forward to Council for adoption.

CONSULTATION

Local Emergency Management Committee
DFES

STATUTORY IMPLICATIONS

The *Emergency Management Act 2005* states;

36. Functions of local government

It is a function of a local government —

- (a) subject to this Act, to ensure that effective local emergency management arrangements are prepared and maintained for its district; and
- (b) to manage recovery following an emergency affecting the community in its district; and
- (c) to perform other functions given to the local government under this Act.

38. Local emergency management committees

- (1) A local government is to establish one or more local emergency management committees for the local government's district.
- (2) If more than one local emergency management committee is established, the local government is to specify the area in respect of which the committee is to exercise its functions.
- (3) A local emergency management committee consists of —
 - (a) a chairman and other members appointed by the relevant local government in accordance with subsection (4); and
 - (b) if the local emergency coordinator is not appointed as chairman of the committee, the local emergency coordinator for the local government district.
- (4) Subject to this section, the constitution and procedures of a local emergency management committee, and the terms and conditions of appointment of members, are to be determined by the SEMC.

39. Functions of local emergency management committees

The functions of a local emergency management committee are, in relation to its district or the area for which it is established —

- (a) to advise and assist the local government in ensuring that local emergency management arrangements are established for its district; and
- (b) to liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and
- (c) to carry out other emergency management activities as directed by the SEMC or prescribed by the regulations.

41. Emergency management arrangements in local government district

- (1) A local government is to ensure that arrangements (***local emergency management arrangements***) for emergency management in the local government's district are prepared.
- (2) The local emergency management arrangements are to set out —
 - (a) the local government's policies for emergency management; and
 - (b) the roles and responsibilities of public authorities and other persons involved in emergency management in the local government district; and
 - (c) provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in paragraph (b); and
 - (d) a description of emergencies that are likely to occur in the local government district; and
 - (e) strategies and priorities for emergency management in the local government district; and
 - (f) other matters about emergency management in the local government district prescribed by the regulations; and
 - (g) other matters about emergency management in the local government district the local government considers appropriate.
- (3) Local emergency management arrangements are to be consistent with the State emergency management policies and State emergency management plans.

- (4) Local emergency management arrangements are to include a recovery plan and the nomination of a local recovery coordinator.
 - (5) A local government is to deliver a copy of its local emergency management arrangements, and any amendment to the arrangements, to the SEMC as soon as is practicable after they are prepared.
42. Reviewing and renewing local emergency management arrangements
- (1) A local government is to ensure that its local emergency management arrangements are reviewed in accordance with the procedures established by the SEMC.
 - (2) Local emergency management arrangements may be amended or replaced whenever the local government considers it appropriate.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Significant risk by not ensuring local emergency management plans are considered and in place.

STRATEGIC PLAN REFERENCE

Corporate Business Plan 2020/21 – 2023/24

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

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

Goal 3. We contribute to a healthy community.

VOTING REQUIREMENTS

Simple majority

COMMENT

Local governments are key stakeholders in the State's emergency management arrangements and provide expert knowledge about their communities and environments. It is their role to ensure that local emergency management arrangements are prepared and maintained, as well as to manage recovery after an emergency.

Under section 38 of the *Emergency Management Act 2005*, a local government is required to establish a LEMC for the local government's district. The LEMC is to be managed and chaired by the local government, with representation from organisations and agencies that play a key role in emergency management within their district.

The functions of a LEMC, in relation to its district or the area for which it is established, are:

- to advise and assist the local government in ensuring that Local Emergency Management Arrangements are established for its district;
- to liaise with public authorities and other persons in the development, review and testing of the LEMA; and
- to carry out other emergency management activities as directed by the SEMC or prescribed by the regulations.

Emergency Management is considered important and complex, together with the added challenge of COVID-19 and the impacts that the pandemic continues to have on our community, the reinvigoration of the LEMC in 2022 will ensure the best level of preparedness for our community.

Local Governments are required to develop, maintain and implement Local Emergency Management Arrangements.

DFES provided several resources including a model copy of local emergency management arrangements and the Shire of Toodyay's LEMA to assist preparation of the draft LEMA.

Once Council approves the LEMA, the District Emergency Management Committee will review before final presentation at the State Emergency Management Committee.

OFFICER RECOMMENDATION/ COUNCIL RESOLUTION

That Council adopt the Local Emergency Management Arrangements and direct the Chief Executive Officer to forward to the District Emergency Management Committee.

MIN 7421/22 **MOTION** - Moved Cr. S Stirrat Seconded Cr. M Currie

CARRIED 7/0

9.0 Confidential Reports

Cr Milner declared a financial interest in item 9.1 and left the chambers at 5.05pm

That Council close the meeting to the public

COUNCIL RESOLUTION

MIN 7422/22 MOTION - Moved: Cr C Bray

Seconded: Cr A Hardham

CARRIED 7/0

CONFIDENTIAL AGENDA ITEM: 9.1.1 Provision of Medical Services

Subject:	Provision of Medical services
Applicant:	Not Applicable
File Ref:	ADM093
Disclosure of Interest:	Not Applicable
Author:	David Blurton – Chief Executive Officer
Date:	8 April 2022
Attachments:	Contract – Agreement for provision of Medical Services dated 10/9/2009 and Variation to Agreement for Provision of Medical Services dated 25/9/2019

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 potential contractual agreement.

OFFICER RECOMMENDATION

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 of the trial after the end of the trial period.

COUNCIL RESOLUTION

MIN 7423/22 MOTION - Moved Cr. S Stirrat

Seconded Cr. C Bray

CARRIED 6/0

Cr Milner returned to the chambers at 5.15pm

That Council open the meeting to the public

COUNCIL RESOLUTION

MIN 7424/22 MOTION - Moved: Cr M Currie

Seconded: Cr C Bray

CARRIED 7/0

10.0 Urgent business as permitted by Council

Nil

11.0 Councillor's Reports

Cr K Mortimore

Attended

- LEMC meeting, ANZAC meeting, WALGA webinar, Ramelius Resources and Shire of Naremben Community Benefit Fund Committee Meeting, Great Eastern Country Zone of WALGA executive meeting.

Cr Mortimore noted that the march for ANZAC day will commence at the War Museum on Longhurst Street rather than the hall this year.

Cr S Stirrat

Attended

- Nil

Cr T Cole

Attended

- Naremben Main Street Festival

Cr C Bray

Attended

- Naremben Historical Society meeting, Men's Shed meeting and attended the Council owned storm water pump shed which he noted was in poor condition.

Cr A Hardham

Attended

- Naremben Main Street Festival which was well received, Triathlon, Women in Business event.

Cr M Currie

Attended

- Nil

Cr W Milner

Attended

- Naremben Street Festival, Triathlon.

General business – The bridge on the entrance to town has become potholed and in poor condition from the continued use of trucks. The CEO noted and will discuss with Works Manager upon his return.

There will be no fencepost next week.

12.0 Date, time & place of next meeting

Tuesday 17 May 2022, 4.00pm at the Shire of Naremben Council Chambers.

13.0 Closure

There being no further business the Chair declared the meeting closed at 5.29pm.

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 19 April 2022, as show on pages 1 to 24 are confirmed as a true and correct record of the meeting.

ATTACHMENT 14.3A
Council Policy – Human Resource
Management (Review)

Council Policy

3. Corporate Services

3.14 Human Resource Management



POLICY OBJECTIVES

To outline several key human resource policies of Council in relation to:

- governance
- Councillor liaison with the CEO and other employees
- determining 'Senior Employees'
- set parameters for Temporary and Acting CEO appointments
- criteria for aspects of employee remuneration.

POLICY SCOPE

This policy applies to all Councillors and all employees of the Shire of Narembreen.

POLICY DETAIL

Council Liaison with Shire Employees

Council notes that it is the function of the Shire President to liaise with the Chief Executive Officer regarding the administration and operations of the Shire. Having respect and regard for the Shire President, and their role under the Local Government Act 1995 notwithstanding, Councillors may liaise directly with the CEO and Senior Staff (as defined below).

Councillors will note that the above is in no way to be interpreted as authorising any group or individual Councillors to directly or indirectly provide instruction to the CEO or Senior Staff. Councillors will also note that this policy does not extend to other Shire staff, who should never be approached by Councillors in their official capacity.

Senior Employees

The following positions are to be classified as Senior Employees for the purposes of the *Local Government Act 1995 Section 5.37 (1)*:

- Executive Manager Corporate Services
- Executive Manager Infrastructure Services.

Acting Chief Executive Officer provisions

In the event of any absence from work by the Chief Executive Officer for a period of more than ten (10) consecutive working days the Executive Manager Corporate Services is to assume the role of Acting Chief Executive Officer. If the Chief Executive Officer's absence is unplanned, the Executive Manager Corporate Services may be appointed as Acting Chief Executive Officer immediately at the discretion of the Shire President.

If the Executive Manager Corporate Services is unavailable or unwilling to act in accordance with the above provision, the Executive Manager Infrastructure Services may be appointed as Acting Chief Executive Officer instead.

Neither the Executive Manager Corporate Services nor the Executive Manager Infrastructure Services may persist in the role of Acting Chief Executive Officer for a period of greater than twenty-five (25) consecutive working days without a resolution of Council. If the Chief Executive Officer's unplanned absence occurs when there is a gap in monthly Council meetings, this provision may extend to the next scheduled Ordinary Meeting of Council.

It is noted that per the *Local Government Act 1995 section 5.39 (1a)(a)* that no employees (senior or otherwise) may assume the role of Acting Chief Executive Officer for a period of greater than 12 months without a written contract.

Superannuation

Employees will have the option for Council to match additional superannuation contributions made by the employee, up to an additional 5% of the employee's gross salary, over and above any statutory contributions made in accordance with the *Superannuation Guarantee (Administration) Act 1992*.

The Chief Executive Officer and Senior Employees may negotiate a higher contribution percentage as part of their remuneration package on a case-by-case basis.

Uniform Allowance

Council will provide all staff whose employment is not covered by an Enterprise Bargaining Agreement with an annual uniform allowance of up to \$500 per employee. For the avoidance of doubt, should any employees hold a dual role where one of their roles is outside the scope of an Enterprise Bargaining Agreement, they will **not** be entitled to any uniform allowance under this section.

Uniform allowance entitlements are to be subject to the employee's hours, as follows:

Full time equivalent	Maximum entitlement
< 0.5	\$250
>= 0.5	\$500

Uniforms may only be purchased upon the successful completion of the employee's probation period. Employees may elect to acquire clothing for their uniform themselves and be reimbursed, provided that the Chief Executive Officer publishes a policy for the management and oversight of this process.

The Chief Executive Officer and Senior Employees may negotiate a higher uniform allowance as part of their remuneration package, on a case-by-case basis.

Housing Allowance

Employees will be paid a housing allowance of \$100 per week, provided that they work at least 3 days a week (as defined).

The following exceptions may apply:

1. if an employee is provided with a residence for free as part of their remuneration, neither the employee nor their spouse will be eligible for a housing allowance
2. a housing allowance under this clause may **not** be paid to the Chief Executive Officer or Senior Employees. Should the Chief Executive Officer or Senior Employees own their own residence in the district, they may negotiate a housing allowance in lieu of the provision of a house by Council.

This policy will be continually reviewed to align with any future amendments to the Shire of Narembeen Works Staff Enterprise Bargaining Agreement.

Phone Allowance

Employees with a clear identified need to use a mobile phone in the fulfillment of their duties will be provided a phone by the Shire for the purpose of carrying out their official duties.

Employees that elect to use their own mobile phone for work in lieu of using a device provided by Council will be paid an allowance of either \$10 or \$20 per week to compensate them for the cost of the business use.

An employee's phone allowance is to be set based on the frequency of the employee's use: an employee that has to use their phone for work on a daily basis will be afforded the higher allowance and otherwise they will be paid an allowance at the lower rate.

Gym and Pool Membership

Employees are entitled to receive a gym membership and pool family pass free of charge each year.

The following restrictions may apply:

1. The gym membership is available for the employee's personal use only
2. Employees working less than 3 days per week (as defined) are not entitled to receive this benefit
3. The cash value of this entitlement cannot be redeemed in lieu of the benefits
4. Employees are still required to pay a \$50 bond for access cards (where applicable)
5. Employees must adhere to all facility rules and regulations.

Relocation Expenses

Council will reimburse the CEO and Senior Employees upfront for relocation expenses up to the following amount when relocating to begin employment with the Shire of Narembeen:

- Chief Executive Officer - up to \$6,000
- Senior Employees - up to \$5,000

If the employee voluntarily leaves, or is dismissed for any reason, before they have completed 12 months of continuous service, then relocation expenses must be repaid on the following basis:

Period of continuous service	Portion of expenses to be reimbursed
Less than 3 months	100%
Less than 6 months	75%
Less than 9 months	50%
Less than 12 months	25%

Council will also reimburse other staff for relocation expenses of up to \$2,000 in arrears when relocating to Narembeen to begin employment with the Shire of Narembeen. Employees other than the CEO or Senior Staff will be reimbursed for relocation expenses upon completion of 12 months of continuous service.

For the purposes of this policy, 'relocation expenses' is taken to include all expenses incurred by the employee in relocating to Narembeen and does not solely refer to professional removalist expenses.

Study allowance

The CEO is to develop a policy outlining the criteria for which study allowance may be provided to an employee under this policy

Council will financially support the cost of employees attaining certifications and qualifications (including the cost of study materials/resources), as determined to be appropriate by the CEO, up to the following maximum amount:

Study type	Maximum contributions
Certificate/diploma	\$5,000
Bachelor's degree	\$10,000
Post-graduate certifications	\$15,000

All employees afforded study allowance under this policy must provide written agreement that they will reimburse the Shire for **all** financial contributions towards their qualifications if they:

- leave the organisation within the timeframes outlines below, or
- fail to complete the approved study, meaning: a total failure to attain the qualification as agreed. Employees may attain their qualifications later than scheduled without 'failing' for the purpose of this policy (i.e. repeating a unit, etc) – any effort made in good faith to attain the specified qualifications will not require the employee to have to repay Council for its contributions.

For the avoidance of doubt:

- Council will not provide financial assistance towards any repeated units or supplementary exams, even if the financial contributions to date are under the specified maximum amount
- Council will not contribute to more than one set of textbooks or other learning resources if they are lost, damaged or otherwise can't be accessed or used for any reason.

Agreements with employees to financially support their studies require that the employee provide the following additional service from the **actual completion date** of their studies:

Study type	Further service from completion date
Certificate/diploma	6 months
Bachelor's degree	12 months
Post-graduate certifications	18 months

Milestone Recognition

To recognise and commend long serving employees, employees will be given milestone gifts and functions commensurate with the term of their service, as follows:

Period of Service	Value of Gift	Value of Function (at the discretion of the CEO)
5 years	\$500.00	\$200.00
7 years	\$700.00	\$200.00
10 years	\$1,000.00	\$500.00
15 years	\$1,500.00	\$500.00
20 years	\$2,000.00	\$1,000.00
25 years	\$2,500.00	\$1,000.00
30 years	\$3,000.00	\$1,000.00

DEFINITIONS

CEO – the Shire of Narembeen’s Chief Executive Officer or Acting Chief Executive Officer.

Council – the Shire of Narembeen Council

Councillor – a person duly elected to the office of Councillor on a Council by way of a free election.

‘Three days per week’ – in the context of the housing allowance, gym membership and pool family pass is to be interpreted as 3 full-time equivalent days for the position as per the relevant Award or Enterprise Bargaining Agreement.

RELATED LEGISLATION

Local Government Act 1995 Division 4 Section 5.36, 5.37, 5.40, 5.41

Work Health and Safety Act 2020

Fair Work Act 2009

RELATED POLICIES

Equal Employment Opportunity Management Plan

Code of Conduct – Employees

Executive Policy - Employment

DELEGATED AUTHORITY

Nil

DOCUMENT MANAGEMENT

Policy Number	3.14	
Policy Version	3	
Policy Owner(s)	Chief Executive Officer	
Reviewer	Executive Manager Corporate Services	
Review Frequency	3 years	
Creation Date	10 November 2020	OCM Ref 7125/20
Last Review Date	17 September 2024	OCM Ref 7871/24
	17 February 2026	OCM Ref 8130/26
Next Review Date	February 2029	

ATTACHMENT 14.4A
Financial statements for month ended
31 March 2026



Shire of
Narembeen
Together we grow

SHIRE OF NAREMBEEN
MONTHLY
FINANCIAL STATEMENTS

MARCH 2025

SHIRE OF NAREMBEEN
MONTHLY FINANCIAL REPORT

For the period ended March 31 2026

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

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SHIRE OF NAREMBEEN
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2026

	Annual Budget Estimates	Amended Budget Estimates	Amended YTD Budget Estimates	YTD Actual	Variance* \$	Variance* %	Var.
Note	(a)	(a)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	
	\$	\$	\$	\$	\$	%	
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates	2,251,720	2,250,220	2,248,214	2,248,734	520	0%	
Rates excluding general rates	32,951	32,951	32,951	32,385	(566)	(2%)	
Grants, subsidies and contributions	1,715,530	1,683,688	1,283,221	1,552,242	269,021	21%	▲
Fees and charges	549,698	571,738	476,933	507,415	30,482	6%	
Interest revenue	376,931	376,931	282,795	256,040	(26,755)	(9%)	
Other revenue	119,000	212,986	187,839	189,364	1,525	1%	
Profit on asset disposals	16,000	60,658	45,495	44,960	(535)	(1%)	
Fair value adjustments to financial assets at fair value through profit or loss	0	3,500	3,500	75,558	72,058	2058.80%	▲
	5,061,830	5,192,672	4,560,948	4,906,698	345,750	7.58%	
Expenditure from operating activities							
Employee costs	(2,304,124)	(2,276,098)	(1,764,803)	(1,745,634)	19,169	1.09%	
Materials and contracts	(1,814,326)	(1,754,061)	(1,310,134)	(1,374,267)	(64,133)	(4.90%)	
Utility charges	(257,850)	(279,350)	(209,331)	(181,246)	28,085	13.42%	▲
Depreciation	(3,235,234)	(3,235,234)	(2,426,148)	(2,350,556)	75,592	3.12%	
Finance costs	(28,135)	(28,135)	(14,828)	(14,828)	0	0.00%	
Insurance	(274,399)	(275,599)	(274,790)	(279,353)	(4,563)	(1.66%)	
Other expenditure	(225,457)	(223,457)	(158,443)	(157,396)	1,047	0.66%	
Loss on asset disposals	(45,000)	(45,500)	(2,000)	(7,302)	(5,302)	(265.10%)	
	(8,184,525)	(8,117,434)	(6,160,477)	(6,110,582)	49,895	0.81%	
Non cash amounts excluded from operating activities	2(c) 3,267,736	3,220,078	2,386,153	2,237,340	(148,813)	(6.24%)	
Amount attributable to operating activities	145,041	295,316	786,624	1,033,456	246,832	31.38%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	2,666,614	2,562,802	2,145,738	2,103,463	(42,275)	(1.97%)	
Proceeds from disposal of assets	160,000	229,164	0	94,585	94,585	0.00%	
Proceeds from financial assets at amortised cost - self supporting loans	12,560	12,560	0	7,958	7,958	0.00%	
	2,839,174	2,804,526	2,145,738	2,206,006	60,268	2.81%	
Outflows from investing activities							
Acquisition of property, plant and equipment	(1,988,320)	(2,142,876)	(1,417,843)	(901,236)	516,607	36.44%	▲
Acquisition of infrastructure	(4,441,515)	(3,913,801)	(3,072,432)	(2,129,757)	942,675	30.68%	▲
Payments for intangible assets	(235,000)	(24,880)	(18,657)	(25,880)	(7,223)	(38.71%)	
	(6,664,835)	(6,081,557)	(4,508,932)	(3,056,873)	1,452,059	32.20%	
Amount attributable to investing activities	(3,825,661)	(3,277,031)	(2,363,194)	(850,867)	1,512,327	64.00%	
FINANCING ACTIVITIES							
Inflows from financing activities							
Transfer from reserves	1,436,554	1,436,554	0	0	0	0.00%	
	1,436,554	1,436,554	0	0	0	0.00%	
Outflows from financing activities							
Repayment of borrowings	(83,070)	(83,070)	(44,982)	(44,982)	0	0.00%	
Transfer to reserves	(510,823)	(510,823)	0	536,763	536,763	0.00%	
	(593,893)	(593,893)	(44,982)	491,781	536,763	1193.28%	
Amount attributable to financing activities	842,661	842,661	(44,982)	491,781	536,763	1193.28%	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year	2(a) 2,837,959	2,278,155	2,837,959	2,278,153	(559,806)	(19.73%)	▼
Amount attributable to operating activities	109,241	295,316	786,624	1,033,456	246,832	31.38%	▲
Amount attributable to investing activities	(3,825,661)	(3,277,031)	(2,363,194)	(850,867)	1,512,327	64.00%	▲
Amount attributable to financing activities	842,661	842,661	(44,982)	491,781	536,763	1193.28%	▲
Surplus or deficit after imposition of general rates	(0)	139,100	1,216,407	2,952,523	1,736,116	142.72%	▲

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.

▲ Indicates a variance with a positive impact on the financial position.

▼ Indicates a variance with a negative impact on the financial position.

Refer to Note 3 for an explanation of the reasons for the variance.

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

SHIRE OF NAREMBEEN
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 MARCH 2026

	Actual 30 June 2025	Actual as at 31 March 2026
	\$	
CURRENT ASSETS		
Cash and cash equivalents	9,030,289	8,670,122
Trade and other receivables	239,525	201,720
Other financial assets	12,560	4,602
Inventories	25,943	(162)
Contract assets	353,574	267,347
TOTAL CURRENT ASSETS	9,661,891	9,143,629
NON-CURRENT ASSETS		
Other financial assets	125,391	200,949
Inventories	108,172	62,252
Investment in associate	41,553	41,553
Property, plant and equipment	23,802,419	24,700,447
Infrastructure	147,692,048	147,489,333
TOTAL NON-CURRENT ASSETS	171,769,583	172,494,534
TOTAL ASSETS	181,431,474	181,638,163
CURRENT LIABILITIES		
Trade and other payables	875,130	359,714
Contract liabilities	134,456	0
Borrowings	83,071	38,088
Employee related provisions	370,363	370,363
Other provisions	107,436	107,436
DOT licensing funds on hand	3,255	5,216
TOTAL CURRENT LIABILITIES	1,573,711	880,817
NON-CURRENT LIABILITIES		
Borrowings	497,839	497,839
Employee related provisions	59,880	59,880
TOTAL NON-CURRENT LIABILITIES	557,719	557,719
TOTAL LIABILITIES	2,131,430	1,438,536
NET ASSETS	179,300,044	180,199,624
EQUITY		
Retained surplus	56,479,960	57,916,304
Reserve accounts	5,880,538	5,343,774
Revaluation surplus	116,939,546	116,939,546
TOTAL EQUITY	179,300,044	180,199,624

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2026

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

MATERIAL ACCOUNTING POLICIES

Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements

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

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

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
 - Property, plant and equipment
 - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Assets held for sale
- Investment property
- Estimated useful life of intangible assets
- Measurement of employee benefits
- Measurement of provisions
- Estimation uncertainties and judgements made in relation to lease accounting

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2026

2 NET CURRENT ASSETS INFORMATION

	Adopted Budget Opening	Year to date Actual as at	Actual as at
(a) Net current assets used in the Statement of Financial Activity	1 July 2025	30 June 2025	31 March 2026
Note	\$	\$	\$
Current assets			
Cash and cash equivalents	5,284,197	9,030,289	8,670,122
Trade and other receivables	541,806	239,525	201,720
Other financial assets	0	12,560	4,602
Inventories	73,416	25,943	(162)
Contract assets	0	353,574	267,347
	5,899,419	9,661,891	9,143,629
Less: current liabilities			
Trade and other payables	(480,045)	(875,130)	(359,714)
Other liabilities	(11,060)	0	0
Borrowings	0	(83,071)	(38,088)
Employee related provisions	(351,067)	(370,363)	(370,363)
Other provisions	(102,441)	(107,436)	(107,436)
Contract liabilities	0	(134,456)	0
DOT funds on hand	0	(3,255)	(5,216)
	(944,613)	(1,573,711)	(880,817)
Net current assets	4,954,806	8,088,180	8,262,812
Less: Total adjustments to net current assets	2(b) (4,954,806)	(5,810,027)	(5,310,289)
Closing funding surplus / (deficit)	0	2,278,153	2,952,523

(b) Current assets and liabilities excluded from budgeted deficiency

Adjustments to net current assets

Less: Reserve accounts	(4,954,806)	(5,880,538)	(5,343,775)
Less: Financial assets at amortised cost - self supporting loans	0	(12,560)	(4,602)
Add: Current liabilities not expected to be cleared at the end of the year			
- Current portion of borrowings	0	83,071	38,088
Total adjustments to net current assets	2(a) (4,954,806)	(5,810,027)	(5,310,289)

(c) Non-cash amounts excluded from operating activities

Adjustments to operating activities

	Adopted Budget Estimates	YTD Budget Estimates	YTD Actual
	30 June 2026	31 March 2026	31 March 2026
	\$	\$	\$
Less: Profit on asset disposals	(16,000)	(45,495)	(44,960)
Less: Fair value adjustments to financial assets at amortised cost	0	3,500	(75,558)
Add: Loss on asset disposals	45,500	2,000	7,302
Add: Depreciation	3,235,234	2,426,148	2,350,556
Movement in current contract liabilities associated with restricted cash	3,502	0	0
Total non-cash amounts excluded from operating activities	3,267,736	2,386,153	2,237,340

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the local governments' operational cycle.

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2026

3 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 actual materially.

The material variance adopted by Council for the 2025-26 year is \$25,000 and 10.00% whichever is the greater.

Description

Revenue from operating activities

Grants, subsidies and contributions

Primarily due to timing differences in Federal Financial Assistance grant funding received - no budget amendments for these amounts due to the uncertainty of the final trailing payment amounts

Expenditure from operating activities

Utility charges

Positive variance just due to billing timings - should realign shortly.

Outflows from investing activities

Acquisition of property, plant and equipment

See detailed note

Acquisition of infrastructure

See detailed note

	Var. \$	Var. %	
	\$	%	
	269,021	20.96%	▲
		Timing	
	28,085	13.42%	▲
		Timing	
	516,607	36.44%	▲
		Timing	
	942,675	30.68%	▲
		Timing	

**SHIRE OF NAREMBEEN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2026**

4 CASH AND FINANCIAL ASSETS AT AMORTISED COST

Description	Classification	Unrestricted	Reserve Accounts	Total	Institution	Interest Rate	Maturity Date
		\$	\$	\$			
Petty cash and floats	Cash and cash equivalents	741	0	741	n/a	n/a	
Municipal funds	Cash and cash equivalents	3,325,607	0	3,325,607	CBA	0.01%	
Short-term deposits	Cash and cash equivalents	0	5,343,774	5,343,774	CBA	4.04%	15/12/2025
Total		3,326,348	5,343,774	8,670,122			
Comprising							
Cash and cash equivalents		3,326,348	5,343,774	8,670,122			
		3,326,348	5,343,774	8,670,122			

KEY INFORMATION

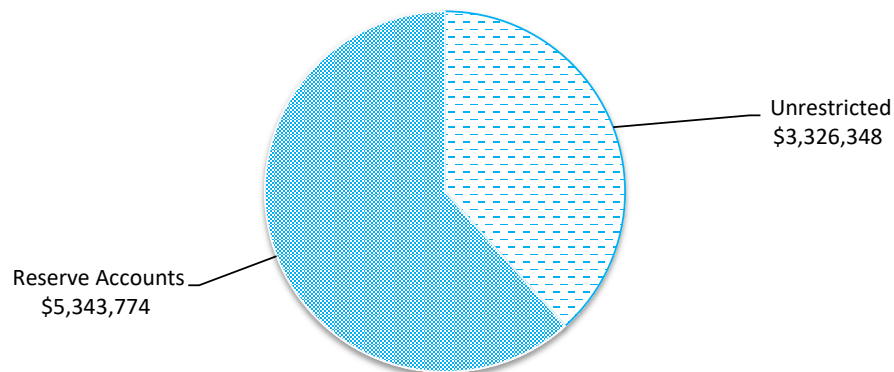
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of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

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 9 - Other assets.



SHIRE OF NAREMBEEN
 SUPPLEMENTARY INFORMATION
 FOR THE PERIOD ENDED 31 MARCH 2026

5 RESERVE ACCOUNTS

Reserve account name	Annual Budget				Budget Review				Actual				
	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Reserve accounts restricted by legislation													
Leave reserve	309,132	14,582	0	324,062	309,132	14,582	0	324,062	324,062	10,098	0	334,160	
Plant reserve	567,015	221,426	0	338,359	567,015	221,426	0	338,359	338,359	10,543	0	348,902	
Infrastructure reserve	2,465,448	64,736	(720,000)	1,438,578	2,465,448	64,736	(720,000)	1,438,578	1,438,578	(675,174)	0	763,404	
HVRIC reserve	0	102,530	(110,500)	2,278,453	0	102,530	(110,500)	2,278,453	2,278,453	70,996	0	2,349,449	
Land Development reserve	342,573	16,160	(375,277)	359,117	342,573	16,160	(375,277)	359,117	359,117	11,190	0	370,307	
Avoca Farm reserve	84,199	3,972	(92,237)	88,265	84,199	3,972	(92,237)	88,265	88,265	2,750	0	91,015	
Recreation reserve	758,939	30,852	(40,374)	685,593	758,939	30,852	(40,374)	685,593	685,593	21,363	0	706,956	
Housing reserve	587,297	705	(16,366)	15,661	587,297	705	(16,366)	15,661	15,661	488	0	16,149	
Heritage reserve	21,760	1,026	0	22,810	21,760	1,026	0	22,810	22,810	711	0	23,521	
Medical reserve	98,770	4,659	0	103,540	98,770	4,659	0	103,540	103,540	3,226	0	106,766	
Server reserve	0	15,675	0	15,000	0	15,675	0	15,000	15,000	467	0	15,467	
ERP reserve	0	1,800	(41,800)	40,000	0	1,800	(41,800)	40,000	40,000	1,246	0	41,246	
Bendering landfill reserve	125,059	22,249	(40,000)	161,100	125,059	22,249	(40,000)	161,100	161,100	5,020	0	166,120	
Bendering rehabilitation reserve	0	5,225	0	5,000	0	5,225	0	5,000	5,000	156	0	5,156	
RoeROC reserve	0	5,225	0	5,000	0	5,225	0	5,000	5,000	156	0	5,156	
	5,360,192	510,823	(1,436,554)	5,880,537	5,360,192	510,823	(1,436,554)	5,880,537	5,880,538	(536,763)	0	5,343,775	

6 CAPITAL ACQUISITIONS

Capital acquisitions	Annual Budget	Reviewed Budget	YTD Reviewed Budget	YTD Actual	YTD Variance
	\$	\$	\$	\$	\$
Property, plant and equipment	1,988,320	2,142,876	1,417,843	901,236	(516,607)
Infrastructure	4,441,515	3,913,801	3,072,432	2,129,757	(942,675)
Intangible assets	235,000	24,880	18,657	25,880	7,223
Total capital acquisitions	6,664,835	6,081,557	4,508,932	3,056,873	(1,452,059)
Capital Acquisitions Funded By:					
Capital grants and contributions	2,562,802	2,145,738	2,145,738	2,103,463	(42,275)
Other (disposals & C/Fwd)	160,000	229,164	0	94,585	94,585
Reserve accounts					
Infrastructure reserve	720,000	(1,438,578)	0	0	0
HVRIC reserve	110,500	(2,278,453)	0	0	0
Land Development reserve	375,277	(359,117)	0	0	0
Avoca Farm reserve	92,237	(88,265)	0	0	0
Recreation reserve	40,374	(685,593)	0	0	0
Housing reserve	16,366	(15,661)	0	0	0
Heritage reserve	0	(22,810)	0	0	0
Medical reserve	0	(103,540)	0	0	0
Server reserve	0	(15,000)	0	0	0
ERP reserve	41,800	(40,000)	0	0	0
Bendering landfill reserve	40,000	(161,100)	0	0	0
Bendering rehabilitation reserve	0	(5,000)	0	0	0
RoeROC reserve	0	(5,000)	0	0	0
Contribution - operations	2,505,479	8,924,772	2,363,194	858,826	(1,504,368)
Capital funding total	6,664,835	6,081,557	4,508,932	3,056,873	(1,452,059)

KEY INFORMATION

Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

Reportable Value

In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

SHIRE OF NAREMBEEN
NOTE 6 CONTINUED - CAPITAL EXPENDITURE
FOR THE YEAR-TO-DATE PERIOD ENDED 31/03/2026

Capital Expenditure Project	Account Number	Full-year variance				% Var Under/(over)	Year-to-date variance			% Var Under/(over)
		Original budget	Budget review - Annual amount	YTD Actual	Annual variance Surplus/(deficit)		Budget review - YTD figures	YTD actuals	YTD variance Surplus/(deficit)	
Land and Buildings										
Depot, Pound Improvements	2182	10,000	10,000	268	9,732	97%	9,999	268	9,731	97%
Staff housing, Thomas St builds	2178	283,500	300,000	932,463	(632,463)	-211%	300,000	932,463	(632,463)	-211%
Less: 2025 WIP brought forward				(679,245)				(679,245)		
2026 capital expenditure		283,500	300,000	253,218	46,782		300,000	253,218	46,782	
Recreation Centre, female changerooms (design)	2183	30,000	12,800	23,900	(11,100)	-87%	9,594	23,900	(14,306)	-149%
Less: 2025 WIP brought forward		0	0	(11,100)				(11,100)		
2026 capital expenditure		30,000	12,800	12,800	-		9,594	12,800	(3,206)	
Staff housing development, Cr Cheetham Way & Brown St	2179	500,000	500,000	26,389	473,611	95%	0	26,389	(26,389)	
Less: 2025 WIP brought forward		0		(26,389)			0	(26,389)		
2026 capital expenditure		500,000	500,000	(0)	500,000		-	(0)	0	
Cr Cheetham Way & Brown St, subdivision costs	2379	0	50,000	0	50,000	100%	37,494	0	37,494	100%
1 Longhurst Street, renovations	2180	100,000	100,000	11,390	88,610	89%	0	11,390	(11,390)	
Swimming Pool, ablution upgrades, add first aid room & storage	2229	10,000	10,000	0	10,000	100%	9,999	0	9,999	100%
Depot, new buildings, renovations and improvements to amenity	2300	10,000	10,000	0	10,000	100%	9,999	0	9,999	100%
8 Cheetham Way, Outdoor blinds	2301	14,000	14,000	14,436	(436)	-3%	13,998	14,436	(438)	-3%
20 Cheetham Way, Outdoor blinds	2302	14,000	19,665	19,665	0	0%	14,742	19,665	(4,923)	-33%
5 Churchill Street, garden and street frontage improvements	2303	28,000	28,000	22,380	5,620	20%	27,999	22,380	5,619	20%
Avoca farmstead, demolition	2304	50,000	50,000	0	50,000	100%	37,494	0	37,494	100%
15 Northmore, reticulation works	2305	5,000	5,000	0	5,000	100%	3,744	0	3,744	100%
15 Northmore, landscaping	2306	10,000	10,000	0	10,000	100%	7,497	0	7,497	100%
15 Northmore, floorcoverings	2307	5,350	5,350	5,885	(535)	-10%	5,349	5,885	(536)	-10%
15 Northmore, split system AC	2308	8,500	8,500	9,150	(650)	-8%	8,499	9,150	(651)	-8%
16 Hilton, reticulation works	2309	5,000	5,000	0	5,000	100%	3,744	0	3,744	100%
18 Hilton, reticulation works	2310	5,000	5,000	3,100	1,900	38%	3,744	3,100	644	17%
21 Northmore, reticulation works	2311	5,000	5,000	0	5,000	100%	3,744	0	3,744	100%
21 Northmore, landscaping	2312	10,000	10,000	0	10,000	100%	7,497	0	7,497	100%
21 Northmore, split system AC	2313	8,500	8,500	9,150	(650)	-8%	8,499	9,150	(651)	-8%
8 Churchill Street, repaint portico	2314	5,000	5,000	0	5,000	100%	4,998	0	4,998	100%
8 Churchill Street, Rear entry fencing	2315	5,000	5,000	0	5,000	100%	4,998	0	4,998	100%
Gym, split system AC	2316	12,000	12,000	0	12,000	100%	12,000	0	12,000	100%
Transfer station, Concrete slab for shed	2317	26,000	13,118	14,310	(1,192)	-9%	9,837	14,310	(4,473)	-45%
Transfer station, Transportable office	2318	18,000	18,000	0	18,000	100%	18,000	0	18,000	100%
10 Hilton, floorcoverings, repaint internally and exterior repairs	2324	40,000	40,000	7,271	32,729	82%	39,999	7,271	32,728	82%
5 and 7 Currall Street Naremben, land acquisition costs	2373	0	3,890	2,854	1,036	27%	2,916	2,854	62	
Pool Building, epoxy non-slip flooring	2375	0	26,853	26,853	0		26,853	26,853	0	
Depot, concrete flooring for sheds	2374	0	20,000	0	20,000		5,000	0	5,000	
Total Land and Buildings		1,217,850	1,310,676	412,729	181,213		648,236	1,129,463	(481,227)	
Furniture and Equipment										
Admin - VOIP Phones	2184	10,000	10,000	10,026	(26)	0%	7,497	10,026	(2,529)	-34%
Admin - Council Chambers Furniture	2185	23,670	45,000	21,823	23,177	52%	33,750	21,823	11,927	35%
Recreation Centre, furniture and fittings	2361	35,000	35,000	24,326	10,674	30%	34,998	24,326	10,672	30%
Admin, CRC and mechanic - new computers	2356	11,000	13,690	13,690	0	0%	10,260	13,690	(3,430)	-33%
CRC, Power distribution boards	2357	5,000	5,000	2,044	2,956	59%	4,998	2,044	2,954	59%
Caravan park, replacement washing machines	2358	22,000	22,000	19,963	2,037	9%	21,999	19,963	2,036	9%
Chambers, additional honour boards	2359	5,000	5,000	0	5,000	100%	3,744	0	3,744	100%
Admin, Chair and table trolleys	2360	5,000	5,000	0	5,000	100%	3,744	0	3,744	100%
Caravan Park, new beds and furniture	2376	0	25,000	0	25,000	100%	25,000	0	25,000	100%
Total Furniture and Equipment		116,670	165,690	91,871	73,819		145,990	91,871	54,119	
Plant and Equipment										

SHIRE OF NAREMBEEN
NOTE 6 CONTINUED - CAPITAL EXPENDITURE
FOR THE YEAR-TO-DATE PERIOD ENDED 31/03/2026

Capital Expenditure Project	Account Number	Full-year variance				% Var Under/(over)	Year-to-date variance			% Var Under/(over)
		Original budget	Budget review - Annual amount	YTD Actual	Annual variance Surplus/(deficit)		Budget review - YTD figures	YTD actuals	YTD variance Surplus/(deficit)	
Steel Drum Roller	2363	200,000	200,000	0	200,000	100%	200,000	0	200,000	100%
Side Tipper (NB5708)	2364	155,000	155,000	107,950	47,050	30%	155,000	107,950	47,050	30%
Light tipper (NEW)	2195	78,000	83,673	83,673	(0)	0%	62,748	83,673	(20,925)	-33%
Replacement Light Vehicle (NB7900)	2365	42,000	44,777	44,777	0	0%	33,579	44,777	(11,198)	-33%
Replacement Light Vehicle (NB806)	2366	50,000	50,000	47,372	2,628	5%	50,000	47,372	2,628	5%
Replacement Light Vehicle (NB7298)	2367	50,000	50,000	47,322	2,678	5%	50,000	47,322	2,678	5%
Skidsteer attachment, cold planer	2368	28,000	28,000	22,260	5,740	20%	27,999	22,260	5,739	20%
Skidsteer attachment, spray unit with boom	2369	18,000	22,260	17,134	5,126	23%	16,695	17,134	(439)	-3%
Skidsteer, loading ramps	2370	5,000	5,000	1,920	3,080	62%	5,000	1,920	3,080	62%
Works, Trailer-Mounted Portable Toilet	2371	7,000	7,000	6,982	18	0%	6,999	6,982	17	0%
Works, Fleet Tracking Hardware	2188	10,000	10,000	6,775	3,225	32%	7,497	6,775	722	10%
Works, Traffic counters	2362	10,800	10,800	10,470	330	3%	8,100	10,470	(2,370)	-29%
Total Plant and equipment		653,800	666,510	396,636	269,874		623,617	396,636	226,981	
Total Property, Plant and Equipment		1,988,320	2,142,876	901,236	524,906		1,417,843	1,617,970	(200,127)	

SHIRE OF NAREMBEEN
NOTE 6 CONTINUED - CAPITAL EXPENDITURE
FOR THE YEAR-TO-DATE PERIOD ENDED 31/03/2026

Capital Expenditure Project	Account Number	Full-year variance				% Var Under/(over)	Year-to-date variance			% Var Under/(over)
		Original budget	Budget review - Annual amount	YTD Actual	Annual variance Surplus/(deficit)		Budget review - YTD figures	YTD actuals	YTD variance Surplus/(deficit)	
Infrastructure - Roads, Footpaths and Drainage										
R2R - Anderson Rock Road, Gravel resheeting (SLK 10.56 - 16.20)	2325	150,000	150,000	0	150,000	100%	0	0	0	
R2R - Yeomans Road, Gravel resheeting (SLK 15.13 - 21.00)	2326	150,000	210,000	196,719	13,281	6%	0	196,719	(196,719)	
R2R - Coverley Road, Gravel resheeting (SLK 3.2 - 8.96)	2327	200,000	200,000	12,614	187,386	94%	199,998	12,614	187,384	94%
R2R - Swartz Road, Replace culvert, reconstruct floodway (SLK 4.50)	2328	120,000	120,000	51,219	68,781	57%	120,000	51,219	68,781	57%
R2R - Bailey Road, Replace culvert, reconstruct floodway (SLK 7.57)	2329	120,000	120,000	23,878	96,122	80%	120,000	23,878	96,122	80%
RRG - Cramphorne Road, Second coat seal (SLK 37.29 - 42.29)	2340	168,000	168,000	168,000	(0)	0%	168,000	168,000	(0)	0%
RRG - Narembreen South Road, Reconstruction and primer seal to 7.2m (SLK 5.17 - 8.97)	2341	720,000	836,821	834,542	2,279	0%	627,615	834,542	(206,927)	-33%
WSFN - Kondinin-Narembreen Road, second coat seal (SLK 19.50 - 23.00)	2342	141,290	141,290	134,654	6,636	5%	141,288	134,654	6,634	5%
WSFN - Kondinin-Narembreen Road, reconstruction, widen, seal and asphalt (SLK 26 - 26.8)	2343	359,725	359,725	33,771	325,954	91%	359,724	33,771	325,953	91%
Soldiers Road, Gravel resheeting and second coat seal - 400m x 8m (SLK 39.5 - 39.9)	2344	37,000	37,000	0	37,000	100%	36,999	0	36,999	100%
Cramphorne Road, vegetation works (SLK 17.2 - 32.29)	2345	80,000	80,000	77,755	2,245	3%	79,998	77,755	2,243	3%
Mt Arrowsmith Road, pavement repairs, culvert installation and reseal (SLK 3.25 - 15.53)	2346	110,500	110,500	0	110,500	100%	110,499	0	110,499	100%
Townsite, replacement of kerbing	2372	50,000	50,000	0	50,000	100%	50,000	0	50,000	100%
Streets Alive, Currall Street slow zone	2377	0	106,500	0	106,500	100%	26,625	0	26,625	100%
WSFN - Narembreen-Kondinin Road SLK 1.4-26.6 clearing of vegetation for works incl traffic man	2082	0	0	1,924	(1,924)					
Less: 2025 WIP brought forward		0	0	(1,924)						
2026 capital expenditure		-	-	0	(0)					
Total Roads, Footpaths and Drainage		2,406,515	2,689,836	1,533,152	1,156,684		2,040,746	1,533,152	507,594	
Other Infrastructure										
Stormwater Harvesting (Irrigation Pipeline) for townsite	2348	140,000	140,000	127,661	12,339	9%	140,000	127,661	12,339	9%
Lions Recycling Area, improvements	2323	10,000	10,000	4,963	5,038	50%	9,999	4,963	5,037	50%
Caravan Park, perimeter fencing and drainage	2347	25,000	25,000	0	25,000	100%	18,747	0	18,747	100%
Lions Entrance Garden improvements (West Town entrance)	2322	5,000	5,000	0	5,000	100%	3,744	0	3,744	100%
Airfield, CCTV installation	2349	15,000	15,000	0	15,000	100%	15,000	0	15,000	100%
Caravan Park, drain, sewerage and electrical line rerouting and improvements	2215	25,000	25,000	0	25,000	100%	18,747	0	18,747	100%
CRC Precinct - Generator Installation	2218	100,000	0	0	0		0	0	0	
New District Entrance Signs (x4)	2350	12,000	15,000	0	15,000	100%	11,250	0	11,250	100%
Investment in associate (RoeROC)	9415000	60,000	60,000	0	60,000	100%	0	0	0	
Transfer station, chainmesh fencing	2319	50,000	50,000	37,700	12,300	25%	50,000	37,700	12,300	25%
Town dams, perimeter fencing	2320	50,000	50,000	14,329	35,671	71%	37,494	14,329	23,165	62%
Motorcross, perimeter fencing, restoration works and signage	2321	100,000	42,000	41,314	686	2%	31,500	41,314	(9,814)	-31%
Apex Park, replacement shade sails	2378	0	10,200	0	10,200	100%	7,650	0	7,650	100%
BMX track, survey and design	2162	525,000	9,064	9,214	(150)	-2%	6,795	9,214	(2,419)	-36%
Less: 2025 WIP brought forward		0	0	(150)						
2026 capital expenditure		525,000	9,064	9,064	0					
Narembreen oval, switchboard	2223	44,000	3,318	37,338	(34,020)	-1025%	2,484	37,338	(34,854)	-1403%
Less: 2025 WIP brought forward		0	0	(34,020)						
2026 capital expenditure		44,000	3,318	3,318	(0)					
Ski Lake planning and development	2163	10,000	10,000	96,441	(86,441)	-864%	7,497	96,441	(88,944)	-1186%
Less: 2025 WIP brought forward		0	0	(85,404)						
2026 capital expenditure		10,000	10,000	11,037	(1,037)					
Narembreen hockey field lights (Club Night Lights)	2222	304,000	194,383	326,286	(131,903)	-68%	145,782	326,286	(180,504)	-124%
Less: 2025 WIP brought forward		0	0	(131,903)						
2026 capital expenditure		304,000	194,383	194,383	(0)					
Tourist trails development	2353	10,000	10,000	229	9,771	98%	0	229	(229)	
Town oval, irrigation improvements	2354	100,000	100,000	13,150	86,850	87%	74,997	1,500	73,497	98%

SHIRE OF NAREMBEEN
NOTE 6 CONTINUED - CAPITAL EXPENDITURE
FOR THE YEAR-TO-DATE PERIOD ENDED 31/03/2026

Capital Expenditure Project	Account Number	Full-year variance			% Var Under/(over)	Year-to-date variance			% Var Under/(over)	
		Original budget	Budget review - Annual amount	YTD Actual		Annual variance Surplus/(deficit)	Budget review - YTD figures	YTD actuals		YTD variance Surplus/(deficit)
<i>Less: 2025 WIP brought forward</i>		0	0	(11,650)						
<i>2026 capital expenditure</i>		100,000	100,000	1,500						
Narembeen football field lights (Club Night Lights)	2355	450,000	450,000	151,108	298,892	66%	450,000	151,108	298,892	66%
Total Other Infrastructure		2,035,000	1,223,965	596,605	627,360		1,031,686	848,082	183,604	
Total Infrastructure		4,441,515	3,913,801	2,129,757	1,784,044		3,072,432	2,381,234	691,198	
Intangible Assets										
New ERP - Implementation costs	2352	200,000	0	1,000	(1,000)		0	1,000	(1,000)	
Website redevelopment	2351	35,000	24,880	24,880	0	0%	18,657	24,880	(6,223)	-33%
Total Infrastructure		235,000	24,880	25,880	(1,000)		18,657	25,880	(7,223)	
2026 gross amounts		6,664,835	6,081,557	3,056,873	2,307,950					
2025 work in progress		0		981,785						
Total 2026 capital expenditure to date		6,664,835	6,081,557	3,056,873	2,307,950		4,508,932	4,025,084	483,848	

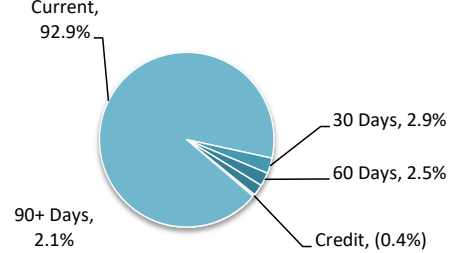
7 DISPOSAL OF ASSETS

Asset description	Annual budget				Amended budget				YTD Actual			
	Net Book		Profit	(Loss)	Net Book		Profit	(Loss)	Net Book		Profit	(Loss)
	Value	Proceeds			Value	Proceeds			Value	Proceeds		
\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Buildings												
41 Cheetham Way	0	0	0	0	0	0	0	0	0	176	176	0
26 Cheetham Way			0	0			0	0	29,120	21,818		(7,302)
47 Cheetham Way									16,800	18,182	1,382	0
Plant and equipment												
Toyota Kluger, 111NB	40,000	38,000	0	(2,000)	40,000	38,000	0	(2,000)	0	0	0	0
CAT Steel Drum Roller	83,000	40,000	0	(43,000)	83,000	40,000	0	(43,000)	0	0	0	0
Bruce Rock Side Tipper, NB5766	25,000	30,000	5,000	0	25,000	30,000	5,000	0	0	0	0	0
Toyota Hilux, NB7900	13,000	16,000	3,000	0	13,000	16,000	3,000	0	0	0	0	0
Nissan Navara, NB806	12,000	18,000	6,000	0	12,000	18,000	6,000	0	0	0	0	0
Nissan Navara, NB7298	16,000	18,000	2,000	0	16,000	18,000	2,000	0	0	0	0	0
Howard Porter Side Tipper, NB3937	0	0	0	0	0	23,870	23,870	0	0	23,870	23,870	0
Tri-axle dolly	0	0	0	0	11,006	24,700	13,694	0	11,006	24,700	13,693	0
Diesel bowser and fuel cell	0	0	0	0	0	5,094	5,094	0	0	5,094	5,094	0
Ford Ranger, NB7399	0	0	0	0	4,000	3,500	0	(500)	0	0	0	0
Nissan Navara, 1HAQ077	0	0	0	0	10,000	12,000	2,000	0	0	0	0	0
Commercial washing machines	0	0	0	0	0	0	0	0	0	545	545	0
Furniture and Equipment												
Disused laptops, surplus to requirements	0	0	0	0	0	0	0	0	0	200	0	0
	189,000	160,000	16,000	(45,000)	214,006	229,164	60,658	(45,500)	56,926	94,585	44,760	(7,302)

8 RECEIVABLES

Rates receivable	30 Jun 2025	31 Mar 2026
	\$	\$
Opening arrears previous year	154,026	79,986
Levied this year	2,133,835	2,281,119
Less - collections to date	(2,207,875)	(2,304,533)
Gross rates collectable	79,986	56,572
Allowance for impairment of rates receivable	0	0
Net rates collectable	79,986	56,572
% Collected	96.5%	97.6%

Accounts Receivable (non-rates)



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(598)	132,347	4,196	3,559	2,956	142,459
Percentage	(0.4%)	92.9%	2.9%	2.5%	2.1%	
Balance per trial balance						
Trade receivables						142,459
Pensioner rates and ESL rebates receivable						1,838
Receiving suspense						851
Total receivables general outstanding						145,148

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.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.

9 PAYABLES

Payables - general	Debit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	278,729	0	0	0	278,729
Percentage	0.0%	100.0%	0.0%	0.0%	0.0%	
Balance per trial balance						
Sundry creditors						278,729
Accrued salaries and wages						15,345
ATO liabilities						(5,843)
Prepaid rates						43,450
Bonds and deposits held						28,327
Trust funds						(294)
Transport licensing funds held						5,216
Total payables general outstanding						364,930

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

10 BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2025	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Swimming Pool	125	60,278	0	0	(14,335)	(29,149)	45,943	31,129	2,013	(3,548)
Recreation Centre	128	462,301	0	0	(20,412)	(41,361)	441,889	420,940	12,159	(23,780)
		522,579	0	0	(34,747)	(70,510)	487,832	452,069	14,172	(27,328)
Self supporting loans										
Aged Homes	127	9,400	0	0	(2,277)	(4,602)	7,123	4,798	0	(349)
Narembeen Bowling Club	131	48,930	0	0	(7,958)	(7,958)	40,972	40,972	0	(457)
		58,330	0	0	(10,235)	(12,560)	48,095	45,770	0	(806)
Total		580,909	0	0	(44,982)	(83,070)	535,927	497,839	14,172	(28,134)
Current borrowings		83,070					38,087			
Non-current borrowings		497,839					497,840			
		580,909					535,927			

All debenture repayments were financed by general purpose revenue.
 Self supporting loans are financed by repayments from third parties.

KEY INFORMATION

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

SHIRE OF NAREMBEEN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2026

12 GRANTS, SUBSIDIES AND CONTRIBUTIONS

	YTD Budget	Revised annual Budget	YTD Revenue Actual
	\$	\$	\$
Grants and subsidies - Operating			
General Purpose funding			
Financial Assistance Grant - General portion	528,750	705,000	626,871
Financial Assistance Grant - Roads portion	367,500	490,000	435,622
Law, Order and Public Safety			
Bush Fire Brigade Operating Grant	11,871	15,830	16,387
Housing			
Other housing, reimbursements received	0	39,750	0
Community Amenities			
CRC, SOCK Week grant funding	0	24,455	50,000
CRC, Annual operating grants	90,000	120,000	128,662
CRC, Project grant funding	0	0	909
CRC, trainee grant funding	(25,000)	(25,000)	(24,920)
CRC, Event grant funding	7,497	10,000	15,084
LIBRARY - Grant funding received	3,150	4,200	4,173
Transport			
Main Roads Direct Grant	299,453	299,453	299,453
Total operating grants and subsidies	1,283,221	1,683,688	1,552,242
Grants and subsidies - Non-operating			
Transport			
Community Water Supply grant funding	73,728	98,307	79,000
Regional Road Group (RRG) Grant Funding	502,407	669,881	558,304
Roads to Recovery (R2R) Grant Funding	599,994	800,000	629,611
Wheatbelt Secondary Freight Network (WSFN) Grant Funding	467,612	467,614	259,972
Recreation			
Club Night Lights grant funding	200,000	200,000	305,647
Streets Alive grant funding	74,997	100,000	100,000
Contributions - Non-operating			
Reimbursements from sporting groups	227,000	227,000	170,929
Total non-operating grants, contributions and subsidies	2,145,738	2,562,802	2,103,463
GRAND TOTAL	3,428,959	4,246,490	3,655,704

ATTACHMENT 14.5A
Schedule of Accounts for month ended
31 March 2026



Shire of Narembeen
Schedule of accounts paid
For the month ended 31 March 2026

Chq/EFT	Date	Name	Description	Amount
EFT19489	05/03/2026	150 Square Pty Ltd	RoeROC, Executive Officer	3,525.00
EFT19490	05/03/2026	Ampac Debt Recovery (WA) Pty Ltd	Rates, debt recovery	456.50
EFT19491	05/03/2026	Australia Post	Admin, postage for February	166.47
EFT19492	05/03/2026	Australian Services Union	Employee membership fees	26.50
EFT19493	05/03/2026	Avon Waste	Rubbish collection fees	17,022.11
EFT19494	05/03/2026	Boc Gases	Depot, workshop consumables	8.10
EFT19495	05/03/2026	Chris Bray Electrics Pty Ltd	Various Council facilities, electrical repairs	827.20
EFT19496	05/03/2026	Colestan Electrics	Various Council facilities, electrical repairs	2,770.00
EFT19497	05/03/2026	Merredin Carpets and Flooring Centre	Council Chambers, supply and install carpet (final payment)	4,074.59
EFT19498	05/03/2026	Department Of Fire And Emergency Services	ESL remittance, 4th instalment	19,407.60
EFT19499	05/03/2026	Fleet Dynamics Pty Ltd	Depot, fleet tracking software monthly instalment	24.20
EFT19500	05/03/2026	Great Eastern Freightlines	Depot, Freight	134.75
EFT19501	05/03/2026	Haddeo Infrastructure Agriculture Pty Ltd	February Project Management	3,300.00
EFT19502	05/03/2026	It Vision Australia Pty Ltd Trading as Ready Tech	Admin, ERP version update	277.20
EFT19503	05/03/2026	Key Civil Pty Ltd	Narembeen Sth Rd, instal new culverts Townsite, stormwater harvesting pipeline	217,126.56 139,457.34
EFT19504	05/03/2026	Landgate	Admin, interim rate revaluations	96.96
EFT19505	05/03/2026	Livingston Medical Pty Ltd	Monthly management fees	28,481.25
EFT19506	05/03/2026	Integrated ICT	Managed Services Annual software subscriptions disbursed	3,822.96 1,094.50
EFT19507	05/03/2026	Mineral Crushing Services (WA) Pty Ltd	Kondinin-Narembeen Road, supply and delivery of aggregate Bailey Road culvert, supply and delivery of aggregate Swartz Road, supply and delivery of aggregate	7,731.19 3,738.90 3,680.82
EFT19508	05/03/2026	Moore Australia (WA) Pty Ltd	Admin, staff training (2026 budget workshop & materials)	2,376.00
EFT19509	05/03/2026	Narembeen Engineering & Steel Supplies	8 Cheetham Way, gas bottles	360.01
EFT19510	05/03/2026	Narembeen IGA	Council, monthly consumables	605.41
EFT19511	05/03/2026	P M Services Narembeen	Transfer Station, Management Fees	2,842.00
EFT19512	05/03/2026	PEAP Contractors Pty Ltd	AFL Club Night Lights Project, second claim	78,936.00
EFT19513	05/03/2026	Pingarning Pty Ltd	Works, Generic Traffic Management Plan	2,750.00
EFT19514	05/03/2026	Reality Landscapes	Childcare Centre, landscaping design and installation front garden	23,650.00
EFT19515	05/03/2026	Repco	Plant, repairs and spares	620.51
EFT19516	05/03/2026	Sanokil	Various Council facilities, maintenance of sanity bins	645.42
EFT19517	05/03/2026	Team Global Express Pty Ltd	Admin, Freight	114.47
EFT19518	05/03/2026	West Coast Shade Pty Ltd	Swimming pool, replacement shade sails	4,158.00
EFT19519	05/03/2026	WALGA	Cr Smoker, Conflicts of Interest eLearning module	264.00
EFT19520	05/03/2026	Willway Plumbing and Gas	Swimming pool, supply and install thermostatic mixing valve for hot water unit	3,100.66
EFT19521	05/03/2026	Contract Aquatic Services	Swimming pool, monthly management fee	19,800.00
EFT19522	19/03/2026	150 Square Pty Ltd	RoeROC, Executive Officer	4,230.76
EFT19523	19/03/2026	A Plus Management (WA) Pty Ltd	Admin, stationery supplies	60.00



Shire of Narembeen
Schedule of accounts paid
For the month ended 31 March 2026

Chq/EFT	Date	Name	Description	Amount
EFT19524	19/03/2026	AFGR1 Equipment Australia Pty Ltd	Plant, parts for repairs	85.75
EFT19525	19/03/2026	Australian Services Union	Employee membership fees	26.50
EFT19526	19/03/2026	Australian Taxation Office	February BAS payment	10,493.00
EFT19527	19/03/2026	Chris Bray Electrics Pty Ltd	Distribution switchboard for events	4,148.10
EFT19528	19/03/2026	Absolute Office Comforts	Council Chambers, new office furniture (50% deposit)	24,004.82
EFT19529	19/03/2026	Euphorium Creative Pty Ltd	Community strategic plan, community consultation facilitation and consultancy	4,184.84
EFT19530	19/03/2026	Narembeen Roadhouse	Admin & depot, fuel on account for December 2025	207.68
EFT19531	19/03/2026	Hersey's Safety Pty Ltd	Depot, workshop consumables	843.24
EFT19532	19/03/2026	Landgate	Admin, interim rate revaluations	93.00
EFT19533	19/03/2026	Liberty Oil Rural Pty Ltd	Depot, supply and deliver 20,000 litres of diesel	30,347.20
EFT19534	19/03/2026	Integrated ICT	Admin, VOIP phone hosting and subscription fees	250.14
EFT19535	19/03/2026	Mineral Crushing Services (WA) Pty Ltd	Narembeen South Road, supply and delivery of 14mm aggregate	10,188.42
EFT19536	19/03/2026	Narembeen Club Inc	Catering for community consultation workshops	1,458.00
EFT19537	19/03/2026	Narembeen Engineering & Steel Supplies	Swimming pool, parts for shade sails	207.65
EFT19538	19/03/2026	Narembeen Hardware And Ag Supplies Pty Ltd	Town oval, insecticide Town oval, sprinkler heads Admin & depot, minor purchases on account	3,105.30 3,041.00 2,795.84
EFT19539	19/03/2026	Officeworks	CRC, stationery	111.52
EFT19540	19/03/2026	P M Services Narembeen	Transfer Station, Management Fees	2,842.00
EFT19541	19/03/2026	Pingarning Pty Ltd	Depot, quarterly WHS toolbox meeting	1,210.00
EFT19542	19/03/2026	Preplan Pty Ltd	Fire Preparedness Workshop for Rural Women	3,850.00
EFT19543	19/03/2026	RNG Industries Pty Ltd	Bin 2 Bin, traffic management costs disbursed	580.00
EFT19544	19/03/2026	Sanokil	Various Council facilities, sanity bin maintenance	572.82
EFT19545	19/03/2026	Shire Of Corrigin	Roe Regional Shared Environmental Health Services	3,001.90
EFT19546	19/03/2026	Team Digital	CRC, stationery	387.58
EFT19547	19/03/2026	Team Global Express Pty Ltd	Admin, Freight	43.71
EFT19548	19/03/2026	The Defib Shop Pty Ltd	Recreation Centre, Replacement defibrillator	1,829.95
EFT19549	19/03/2026	Wheatbelt Painting	2/24 Doreen Street, interior repainting	6,410.00
EFT19550	19/03/2026	Trustee for J & S Baldwin Trust	Plant, new tyre sets	1,350.00
EFT19551	19/03/2026	WA Contract Ranger Services	Contract ranger services, monthly fees	721.88
EFT19552	19/03/2026	WALGA	Cr Smoker, Serving on Council eLearning module	517.00
EFT19553	19/03/2026	Westrac Equipment Pty Ltd	Plant, auto electrical repair parts	180.16
EFT19554	19/03/2026	Wheatbelt Office and Business Machines	CRC, monthly printing costs	625.24
EFT19555	19/03/2026	Willway Plumbing and Gas	Grave earthworks, digger hire	1,706.89
DD13296.1	13/03/2026	Beam Precision Superannuation	Superannuation payment #130	15,276.80
DD13298.1	13/03/2026	Western Power	Electricity usage for Council properties and facilities	3,438.12
DD13306.1	19/03/2026	Western Power	Electricity usage for Council properties and facilities	300.52
DD13306.2	19/03/2026	Telstra	Telephone charges for Council properties and facilities	2,375.68
DD13314.1	26/03/2026	Western Power	Electricity usage for Council properties and facilities	313.67



Shire of Narembeen
 Schedule of accounts paid
 For the month ended 31 March 2026

Chq/EFT	Date	Name	Description	Amount
DD13315.1	27/03/2026	Western Power	Electricity usage for Council properties and facilities	1,327.60
DD13316.1	31/03/2026	Western Power	Electricity usage for Council properties and facilities	460.20
DD13318.1	02/03/2026	Commonwealth Banking Corporation	Corporate Credit Card purchases from 24 January 2026 to 25 February 2026	6,263.43
	31/03/2026	Commonwealth Banking Corporation	Corporate Credit Card purchases from 26 February 2026 to 26 March 2026	9,668.39
	12/03/2026	Altus payroll	Net wages for pay run #130	64,411.73
	26/03/2026	Altus payroll	Net wages for pay run #131	62,601.70
Total payments for the month ended 28 February 2026				\$ 889,622.61

ATTACHMENT 14.5B
Credit Card Payments - February 2026



Shire of Narembreen
Credit Card Purchases
24 January 226 - 25 February 2026
 Direct Debited 3 March 2026

Chief Executive Officer			
Date	Supplier	Description of purchase	Amount
27/01/2026	CHAT GPT	Admin, monthly subscription fees	\$ 29.63
27/01/2026	CHAT GPT	Admin, international charge fee	\$ 0.74
28/01/2026	Caltex Moora	CEO, fuel	\$ 70.00
24/02/2026	CHAT GPT	Admin, monthly subscription fees	\$ 28.52
24/02/2026	CHAT GPT	Admin, international charge fee	\$ 0.71
TOTAL CEO CREDIT CARD PAYMENTS			\$ 129.60

Executive Manager Corporate Services			
Date	Supplier	Description of purchase	Amount
27/01/2026	SurveyMonkey	CRC, annual software subscription	\$ 384.00
28/01/2026	Ebay	Gym, parts for equipment repairs	\$ 207.75
30/01/2026	OT Store	CRC, sensory kits for library	\$ 298.44
30/01/2026	Modern Teaching Aids	CRC, sensory kits for library	\$ 378.44
2/02/2026	John Huges East Vic Park	EMCS, vehicle servicing	\$ 126.00
3/02/2026	BP The Lakes	EMCS, fuel	\$ 79.44
6/02/2026	JB HI FI	CRC, Australia Day event supplies and equipment	\$ 985.99
6/02/2026	Dick Smith	CRC, Australia Day event supplies and equipment	\$ 1,615.95
9/02/2026	Adobe	Admin, monthly subscription	\$ 31.99
9/02/2026	SiteMinder	Caravan Park, booking management software fees	\$ 207.90
9/02/2026	Adobe	CRC, monthly subscription	\$ 31.99
10/02/2026	ZOOM	Admin, annual subscription	\$ 223.90
10/02/2026	CHAT GPT	Admin, monthly subscription fees	\$ 29.01
10/02/2026	CHAT GPT	Admin, international charge fee	\$ 0.73
11/02/2026	Starlink	Internet for Council properties and facilities	\$ 842.50
12/02/2026	BP Southern Cross	EMCS, fuel	\$ 86.40
13/02/2026	The Good Guys	Admin, replacement vacuum	\$ 254.00



Shire of Narembeen
Credit Card Purchases
24 January 226 - 25 February 2026
 Direct Debited 3 March 2026

16/02/2026	Safety Culture	Admin & Works, software subscription	\$ 127.60
17/02/2026	Landgate	Certificate of title	\$ 32.60
18/02/2026	Landgate	Certificate of title	\$ 32.60
25/02/2026	Landgate	Certificate of title	\$ 32.60
TOTAL EMCS CREDIT CARD PAYMENTS			\$ 6,009.83

Executive Manager Infrastructure Services			
Date	Supplier	Description of purchase	Amount
29.01.2026	Nespresso	Admin, Coffee Pods	\$ 124.00
TOTAL EMIS CREDIT CARD PAYMENTS			\$ 124.00

TOTAL CREDIT CARD PURCHASES FOR THE PERIOD \$ 6,263.43

ATTACHMENT 14.5C
Credit Card Payments - March 2026



Shire of Narembreen
Credit Card Purchases
26 February 2026 - 26 March 2026
 Direct Debited 31 March 2026

Chief Executive Officer			
Date	Supplier	Description of purchase	Amount
27/02/2026	City of Vincent	CEO, parking fees for training	\$ 12.05
2/03/2026	Narembreen Roadhouse	CEO, fuel	\$ 169.09
6/03/2026	Narembreen Hotel	RoeROC, annual RoeROC dinner costs	\$ 2,568.46
18/03/2026	Narembreen Hotel	Council refreshments	\$ 190.44
24/03/2026	CHATGPT	Admin, monthly subscription fees	\$ 28.47
24/03/2026	CHATGPT	Admin, international charge fee	\$ 0.71
TOTAL CEO CREDIT CARD PAYMENTS			\$ 2,969.22

Executive Manager Corporate Services			
Date	Supplier	Description of purchase	Amount
26/02/2026	Seek	Depot, parks and gardens recruitment advertising	\$ 467.50
26/02/2026	Seek	Admin, EMCS recruitment advertising	\$ 588.50
3/03/2026	Adobe	Admin, yearly software subscription	\$ 383.86
3/03/2026	Canva	CRC, yearly software subscription	\$ 164.99
4/03/2026	Landgate	Certificate of title	\$ 32.60
4/03/2026	JB HI FI	CRC, coffee descaler	\$ 34.99
5/03/2026	Modern Teaching Aids	CRC, Library boxes	\$ 1,078.30
9/03/2026	Adobe	Admin, monthly subscription	\$ 31.99
9/03/2026	Quest Innaloo	Admin, accommodation for staff training	\$ 1,342.52
9/03/2026	Siteminder	Caravan Park, booking management software fees	\$ 207.90
9/03/2026	Adobe	CRC, monthly subscription	\$ 31.99
9/03/2026	Reddy Express	EMCS, fuel	\$ 18.10
9/03/2026	BP The Lakes	EMCS, fuel	\$ 91.08
10/03/2026	Barry & Son Firearms	Fox Shoot, prize voucher	\$ 100.00
10/03/2026	United Kellerberrin	EMCS, fuel	\$ 96.37
10/03/2026	CHAT GPT	Admin, monthly subscription fees	\$ 28.69
10/03/2026	CHAT GPT	Admin, international charge fee	\$ 0.72



Shire of Narembreen
Credit Card Purchases
26 February 2026 - 26 March 2026
 Direct Debited 31 March 2026

10/03/2026	SP Gym Plus	Gym, weight plate rack	\$ 259.00
11/03/2026	Starlink	Internet for Council properties and facilities	\$ 842.50
13/03/2026	Smartsheet Inc	CRC, yearly software subscription	\$ 244.11
16/03/2026	SafetyCulture	Admin and works, software subscription	\$ 127.60
18/03/2026	SP The OT Store	CRC, Sensory boxes	\$ 213.19
20/03/2026	BP Walpole	EMCS, fuel	\$ 66.45
20/03/2026	Little Grove Albany	EMCS, fuel	\$ 92.89
24/03/2026	BP Pemberton	EMCS, fuel	\$ 66.91
26/03/2026	Reddy Express Margaret River	EMCS, fuel	\$ 86.42
TOTAL EMCS CREDIT CARD PAYMENTS			\$ 6,699.17

TOTAL CBA CREDIT CARD PURCHASES FOR THE PERIOD \$ 9,668.39