



COUNCIL CALENDAR

Date	Time	Meeting
19 July 2022	4.00pm	Ordinary Council Meeting
16 August 2022	4.00pm	Ordinary Council Meeting

21 June 2022 MEETING PROGRAM

2.30pm	Councillor Forum
4.00pm	Ordinary Council Meeting

MEETING GUESTS

Nil

Contents

1.0	OPENING & WELCOME	5
2.0	ATTENDANCE & APOLOGIES	5
3.0	DECLARATIONS OF INTEREST	5
4.0	ANNOUNCEMENTS.....	5
4.1	APPLICATION FOR LEAVE OF ABSENCE	5
5.0	PUBLIC QUESTION TIME & DEPUTATIONS (15 MIN)	5
6.0	MINUTES OF PREVIOUS MEETINGS	5
6.1	CONFIRMATION OF MINUTES OF ORDINARY MEETING OF COUNCIL	5
6.1.1	CONFIRMATION OF MINUTES	5
6.1.2	BUSINESS ARISING.....	6
6.2	RECEIVE MINUTES - PLANT COMMITTEE.....	6
6.2.1	CONFIRMATION OF MINUTES	6
6.2.2	COMMITTEE RECOMMENDATIONS	6
7.0	STATUS REPORT.....	6
8.0	REPORTS.....	7
8.1	CHIEF EXECUTIVE OFFICER	7
	AGENDA ITEM: 8.1.1 Adoption of Draft Strategic Community Plan 2022-2032	7
	AGENDA ITEM: 8.1.2 Proposed Subdivision Application: Lot 27621 Cavanagh Road and Lot 25864 Fiegert Road, South Kumminin	10
	AGENDA ITEM: 8.1.3 Arrangements for Management of Volunteer Bush Fire Brigades: Response to WALGA advocacy position.	14
8.2	EXECUTIVE MANAGER CORPORATE SERVICES	19
	AGENDA ITEM: 8.2.1 - Schedule of Accounts for May 2022.....	19
	AGENDA ITEM: 8.2.2 – Financial Report period ending 31 May 2022	21
8.3	CONFIDENTIAL REPORTS.....	23
	8.3.1 CONFIDENTIAL AGENDA ITEM Provision of Medical services	23
	8.3.2 CONFIDENTIAL AGENDA ITEM: Chief Executive Officer Performance and Contract Review	23
	8.3.3 CONFIDENTIAL AGENDA ITEM: Works Manager Contract Review	23
9.0	URGENT BUSINESS AS PERMITTED BY COUNCIL	24
10.0	COUNCILLOR'S REPORTS	24
11.0	DATE, TIME & PLACE OF NEXT MEETING.....	24
12.0	CLOSURE	24

DECLARATION OF INTEREST FORM

TO: CHIEF EXECUTIVE OFFICER

As required by Section 5.65 of the Local Government Act 1995, I _____
hereby disclose my interest in the following matters of the agenda papers for the Council meeting
dated _____.

FINANCIAL INTEREST

AGENDA ITEM No.	SUBJECT	NATURE OF INTEREST	MINUTE No.

CLOSELY ASSOCIATED PERSON AND IMPARTIALITY INTEREST

AGENDA ITEM No.	SUBJECT	NATURE OF INTEREST	MINUTE No.

PROXIMITY INTEREST

AGENDA ITEM No.	SUBJECT	NATURE OF INTEREST	MINUTE No.

SIGNATURE: _____ **DATE:** _____

NOTES:

- For the purposes of the financial interest provisions you will be treated as having a financial interest in a matter if either you, or a person with whom you are closely associated, have a direct or indirect financial interest or a proximity interest in the matter.
NB: It is important to note that under the Act you are deemed to have a financial interest in a matter if a person with whom you are closely associated has a financial interest or a proximity interest. It is not necessary that there be a financial effect on you.
- This notice must be given to the Chief Executive Officer prior to the meeting.
- It is the responsibility of the individual Councillor or Committee Member to disclose a financial interest. If in doubt, seek appropriate advice.
- A person who has disclosed an interest must not preside at the part of the meeting relating to the matter, or participate in, be present during any discussion or decision-making procedure relating to the matter unless allowed to do so under Section 5.68 or 5.69 of the Local Government Act 1995.

OFFICE USE ONLY:

- PARTICULARS OF DECLARATION GIVEN TO MEETING
- PARTICULARS RECORDED IN MINUTES
- PARTICULARS RECORDED IN REGISTER

CHIEF EXECUTIVE OFFICER: _____ **DATED:** _____

NOTICE OF MEETING

To the President & Councillors,

In accordance with the provisions of Section 5.5 of the Local Government Act, you are hereby notified that the 685th Ordinary Meeting of Council has been convened for:

Date: Tuesday 21 June 2022

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

Commencing: 4.00pm



David Blurton
Chief Executive Officer
Date: **10 June 2022**

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Narembeen for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Shire of Narembeen disclaims any liability for any loss whatsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's and or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for license, any statement or limitation or approval made by a member or officer of the Shire of Narembeen during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Narembeen. The Shire of Narembeen warns that anyone who has an application lodged with the Shire of Narembeen must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of the application and any conditions attaching to the decision made by the Shire of Narembeen in respect of the application.

AGENDA

Shire of Narembeen Ordinary Council Meeting
Tuesday 21 June 2022, commencing at 4.00pm

1.0 Opening & Welcome

2.0 Attendance & Apologies

Attendance

Councillors

Officers

Apologies

Approved leave of absence

3.0 Declarations of Interest

4.0 Announcements

4.1 Application for leave of absence

5.0 Public Question Time & Deputations (15 min)

Nil

6.0 Minutes of Previous Meetings

6.1 Confirmation of Minutes of Ordinary Meeting of Council

6.1.1 Confirmation of Minutes

Confirmation of Minutes from the Shire of Narembeen Ordinary Meeting held on Tuesday 17 May 2022

RECOMMENDATION:

That the minutes of the meeting of the Shire of Narembeen Ordinary Meeting held on Tuesday 17 May 2022 be confirmed as a true and accurate record of the proceedings.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

Seconded Cr.

CARRIED /

6.1.2 Business Arising

Business Arising from the Minutes of the Shire of Narembeen Ordinary Meeting held Tuesday 17 May 2022

6.2 Receive Minutes - Plant Committee

RECOMMENDATION:

6.2.1 Confirmation of Minutes

That the minutes of the meeting of the Shire of Narembeen Plant Committee meeting held on 21 June 2022 be confirmed as a true and accurate record of the proceedings.

COUNCIL RESOLUTION

MIN **MOTION** - Moved Cr. Seconded Cr.

CARRIED /

6.2.2 Committee recommendations

That the recommendations of the Shire of Narembeen Plant Committee meeting held on 21 June 2022 be adopted.

COUNCIL RESOLUTION

MIN **MOTION** - Moved Cr. Seconded Cr.

CARRIED /

7.0	Status Report
------------	----------------------

RECOMMENDATION:

That the Status Report for June 2022 be received.

COUNCIL RESOLUTION

MIN **MOTION** - Moved Cr. Seconded Cr.

CARRIED /

8.1 Chief Executive Officer**AGENDA ITEM: 8.1.1 Adoption of Draft Strategic Community Plan 2022-2032**

Subject:	Adoption of Draft Strategic Community Plan 2022-2032
Applicant:	Not applicable
File Ref:	ADM171
Disclosure of Interest:	Not applicable
Author:	David Blurton – Chief Executive Officer
Date:	8 June 2022
Attachments:	Draft Strategic Community Plan 2022-2032

PURPOSE

For Council to consider the adoption of its Strategic Community Plan 2022-2032 in draft format for the purpose of undertaking community consultation.

BACKGROUND

The Council appointed 150 Square Consultancy (Caroline Robinson) to undertake its major review of its strategic community plan document. Following an extensive community consultation process including Councillor workshops to consider the document, it is now presented to for Council to adopt in draft format. Following adoption, the document will be made available for the community to review and comment on prior to final adoption by Council.

CONSULTATION

Consultation undertaken to date is included in the plan.

STATUTORY IMPLICATIONS**19C. Strategic community plans, requirements for (Act s. 5.56)**

- (1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.
- (3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.
- (4) A local government is to review the current strategic community plan for its district at least once every 4 years.
- (5) In making or reviewing a strategic community plan, a local government is to have regard to —
 - (a) the capacity of its current resources and the anticipated capacity of its future resources; and
 - (b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and
 - (c) demographic trends.

- (6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.
- (7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.
*Absolute majority required.
- (8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.
- (9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.
- (10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.

[Regulation 19C inserted: Gazette 26 Aug 2011 p. 3483-4.]

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Not applicable

VOTING REQUIREMENTS

Absolute Majority

COMMENT

The adoption of the Strategic Community Plan is significant in that the plan informs the strategic vision, objectives, and priorities for the Narembeen community over the next 10 years.

Following adoption, staff and 150 Square will progress the Corporate Business Plan 2022-2026 document and other subsidiary plans which form part of the integrated planning framework. This document will identify specific deliverables over the next four years, and it will consider resourcing and asset management aspects required for council to achieve its long-term strategic goals.

The proposed 21-day consultation period is to enable the final plan to be considered by Council at its July 2022 meeting.

OFFICER RECOMMENDATION

That Council adopt the Draft Strategic Community Plan 2022-2032 and undertake a 21-day community consultation period prior to final adoption.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

Seconded Cr.

**CARRIED /
BY ABSOLUTE MAJORITY**

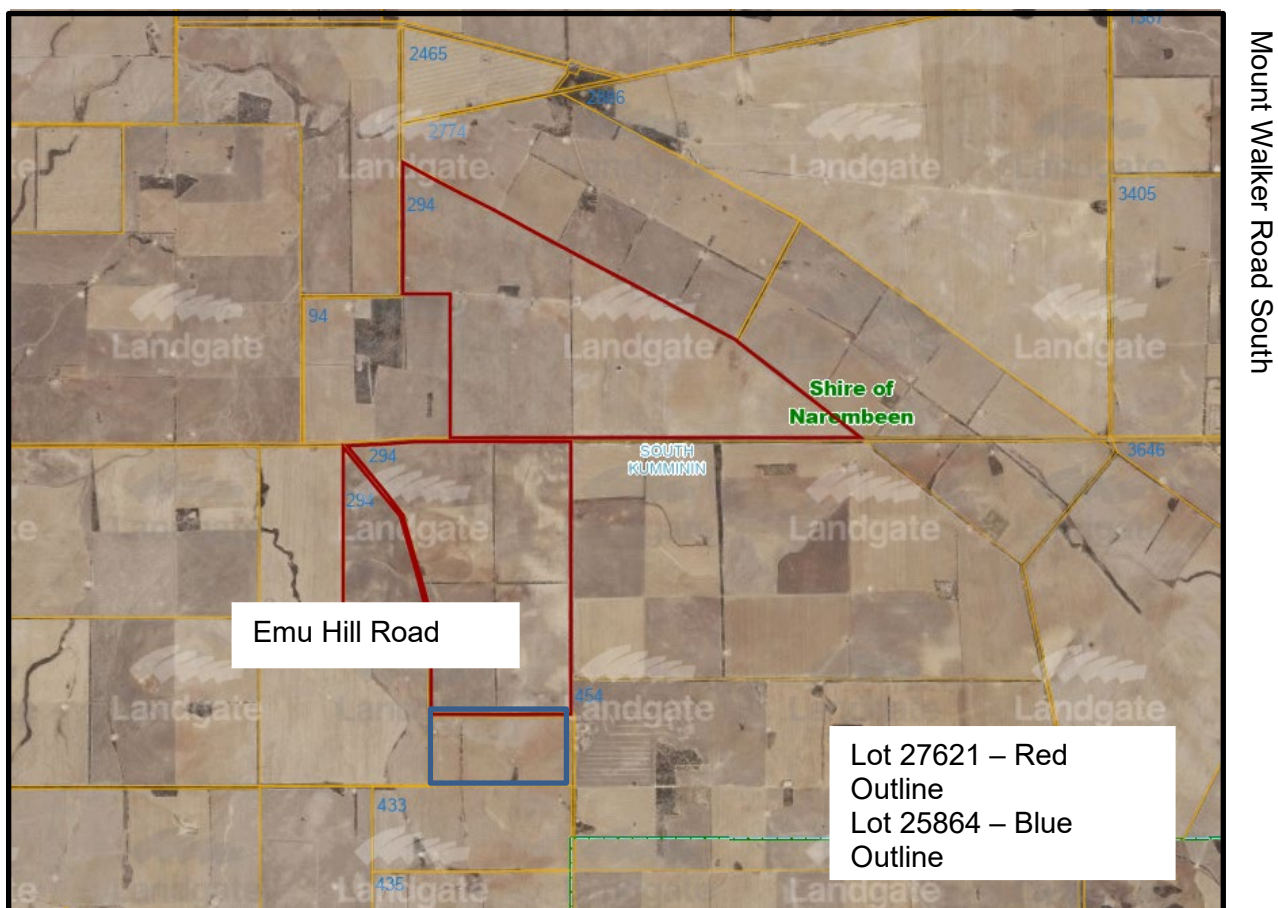
AGENDA ITEM: 8.1.2 Proposed Subdivision Application: Lot 27621 Cavanagh Road and Lot 25864 Fiegert Road, South Kumminin

Subject:	Proposed subdivision
Applicant:	Dynamic Planning
File Ref:	P5024
Disclosure of Interest:	Liz Bushby, Town Planning Innovations Nature of Interest: Financial Interest as receive planning fees for advice to the Shire – Section 5.430A of <i>Local Government Act 1995</i>
Author:	Liz Bushby, Town Planning Innovations
Date:	8 June 2022
Attachments:	Subdivision Plan

PURPOSE

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

The WAPC has received an application proposing to realign the boundaries between Lot 27621 Cavanagh Road and Lot 25864 Fiegert Road in South Kumminin.



Location Plan

BACKGROUND

The subject lots are used for agricultural activities and are substantially cleared. The existing lot areas are as follows:

Lot No	Lot Area
27691	1618.795 hectares
25864	134.4087 hectares

CONSULTATION

The WAPC has referred the application to Western Power; Water Corporation; Department of Mines, Industry and Regulation; and the Department of Biodiversity, Conservation and Attractions for comment. Comments are requested by the 29 June 2022.

STATUTORY IMPLICATIONS

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

The Regulations include 'Deemed Provisions' that automatically apply and override parts of Scheme 2.

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

Shire of Narembreen Local Planning Scheme No 2 – Explained in the body of this report.

FINANCIAL IMPLICATIONS

The Shire pays Liz Bushby from Town Planning Innovations for general planning advice.

POLICY IMPLICATIONS

The requirements of WAPC Development Control Policy 3.4 are explained in the body of this report.

RISK MANAGEMENT IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Not Applicable

VOTING REQUIREMENTS

Simple Majority

COMMENT

- **Description of Application**

The application proposes to realign the boundaries between two existing lots. There will be no increase in the number of lots. The proposal will result in the following lot sizes:

Proposed Lot No	Lot Area
1	873.46 hectares
2.	879.5395 hectares

The proposed subdivision plan is attached. Existing Lot 27621 traverses South Kumminin Road. The subdivision will effectively create one lot north of South Kumminin Road and one lot to the south of South Kumminin Road.

- **Scheme Requirements**

The lots are zoned 'Farming' under the Shire of Narembreen Local Planning Scheme No 2 (Scheme 2).

Scheme 2 has specific provisions relating to the subdivision of Farming land as summarised in the table over page.

Clause 6.6.4 Subdivision	Assessment / Officer Comment
Having regard to the prime agricultural importance of land in the zone the local government will only support further subdivision of existing lots where:	
a) the lots have already been physically divided by significant natural or man-made features which preclude the continued operation of a farming property as a single unit (unless adjoining land could be similarly subdivided and thereby, by the process of precedent, lead to an undesirable pattern of landuse in the area or in lots too small for uses compatible with the prevailing use in the area or in ribbon development alongside roads);	Not Applicable. There is no significant division.
b) the lots are for farm adjustment and the erection of dwellings is restricted;	The proposal is an adjustment between existing lot boundaries and will not result in any increase in the number of lots or potential dwellings.
c) the lots are for specific uses such as recreation facilities and public utilities;	Not Applicable
d) the lots are required for the establishment of uses ancillary to the rural use of the land or are required for the travelling public and tourists (such as service stations and motels).	Not Applicable
e) There is a general presumption against subdivision in the zone, except that which is consistent with Commission Policy. When making recommendations to the Commission on applications for subdivision, local government will have regard to potential impacts on rural uses on surrounding lots, and whether or not an adequate and sustainable water supply is available.	The proposed subdivision is consistent with current Commission Policy, as explained over page.

- **Relevant State Planning Policy**

The WAPC has a Development Control Policy 3.4 that outlines the circumstances where the subdivision of rural land can be considered. The Policy requirements are summarised below:

Clause 6.3 Property rationalisation to improve land management	Assessment / Officer Comment
Multiple lots in one ownership may be rationalised provided that:	
(a) there is no increase in the number of lots;	There are 2 existing lots and 2 proposed lots.
(b) the new boundaries achieve improved environmental and land management practices and minimise adverse impacts on rural land use	The proposal is an adjustment between existing farm lot boundaries and will not result in any adverse impacts. The proposed lot boundaries take into account existing roads.
(c) no new roads are created, unless supported by the local government;	No new roads are proposed.
(d) new vehicle access points on State roads are minimised;	No access points to state roads are proposed.
and (e) rural living sized lots (1-40 hectares), created as a result of the rationalisation, have appropriate buffer from adjoining farming uses and water resources, and may have notifications placed on title advising that the lot is in a rural area and may be impacted by primary production.	Not Applicable. The proposed lot sizes exceed 40 hectares.

OFFICER RECOMMENDATION

That Council recommend that the Western Australian Planning Commission unconditionally approve the subdivision application (No 162366) seeking a boundary re-alignment between Lot 27621 Cavanagh Road and Lot 25864 Fiegert Road in South Kumminin.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

Seconded Cr.

CARRIED /

**AGENDA ITEM: 8.1.3 Arrangements for Management of Volunteer Bush Fire Brigades:
Response to WALGA advocacy position.**

Subject:	Volunteer Bush Fire Brigade WALGA discussion paper
Applicant:	Not Applicable
File Ref:	ADM136
Disclosure of Interest:	Not Applicable
Author:	David Blurton – Chief Executive Officer
Date:	15 June 2022
Attachments:	WALGA Proposed Advocacy Position Paper; WALGA infopage

PURPOSE

Council is requested to provide comments to the Western Australian Local Governments Associations (WALGA) regarding the proposed Advocacy position on Arrangements for Management of Volunteer Bushfire Brigades to allow WALGA to provide guidance in its engagement with the State Government on the drafting of the Consolidated Emergency Services Act (CES Act).

The State Government is proposing to consolidate the Fire Brigades Act 1942, Bush Fires Act 1954 and the Fire and Emergency Services Act 1998, into a single piece of legislation, which is anticipated to be released as a Green Bill for consultation in early 2023.

BACKGROUND

In May 2022, the Shire received an Infopage and the Proposed Advocacy Position on Arrangements for Management of Bushfire Brigades Paper from WALGA seeking comments from Local Governments that manage bushfire brigades. WALGA has allowed for a six (6) week consultation period (comments to be submitted by 8 July 2022) the item will then go to the WALGA State Council in September 2022.

This is a result of the introduction of the Work Health and Safety Act 2020, which has put on additional responsibilities on Local Government for managing Bush Fire Brigades, along with the State Government drafting the Consolidated Emergency Services Act, which combines the Fire Brigades Act 1942, Bush Fires Act 1954 and Fire and Emergency Services Act 1998 into a single piece of legislation.

In 2021, WALGA undertook a comprehensive Local Government Emergency Management Survey to ascertain the sector's sentiment with respect to their emergency management responsibilities. 104 Local Governments responded to the Survey consisting of:

- 36 Chief Executive Officers;
- 18 Community Emergency Services Managers; and
- 50 Local Government officers.

The survey also asked Local Governments about their level of satisfaction with current arrangements for managing Bush Fire Brigades, 92 Local Governments (69 of which manage Bush Fire Brigades) provided the following feedback:

- 93% were not wholly satisfied with the current arrangements for the management of BFBs; and

- 51% expressed that their Local Government does not support the requirements for Local Governments to manage BFBs.

As a result of these findings, WALGA has proposed the following Advocacy Position:

- “1. The Association advocates that the State Government must provide for:*
 - a) A clear pathway for Local Governments to transfer responsibility for the management of Bush Fire Brigades to the State Government when ongoing management is beyond the capacity, capability and resources of the Local Government;*
 - b) The co-design of a suite of relevant guidelines and materials to assist those Local Governments that manage Bush Fire Brigades;*
 - c) Mandatory and minimum training requirements for Bush Fire Brigade volunteers supported by a universally accessible training program managed by the Department of Fire and Emergency Services (DFES); and*
 - d) The recognition of prior learning, experience and competency of Bush Fire Brigade volunteers.*
- 2. That a Working Group comprising representatives of WALGA and DFES be established to develop a process and timeline for the transfer of responsibility for Bush Fire Brigades in accordance with 1(a).*
- 3. Where management of Bush Fire Brigades is transferred to DFES in accordance with 1(a), DFES should be resourced to undertake the additional responsibility.”*

The recent 2016, Waroona Yarloop bush fires, led to the Public Sector Commission undertaking a special inquiry by Mr Euan Ferguson AFSM, which resulted into recommendations for change in the area of Strategic and Agencies opportunities for improvements. These included 17 Recommendations and 23 Opportunities, including the establishment of a Rural Fire Services established by the State Government, with the options of transferring the management of all Bush Fire Brigades under the Department of Fire and Emergency Services (DFES).

It is understood that in 2017, this recommendation was explored and considered by the Economic Regulation Authority for the Emergency Services Levy, to the extent to which the Emergency Services Levy (ESL) should be available to fund the administrative and operational costs of a rural fire service.

CONSULTATION

WALGA undertook a survey on Local Government Emergency Management 2021 and provide the report and Infopage on its Advocacy Position on the Arrangements for Management of Volunteer Bush Fire Brigades. The process of consultation is being coordinated by WALGA as the lead agency in this process.

STATUTORY IMPLICATIONS

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

- The Local Government Act of 1995: Division 3 — Executive functions of local governments, Subdivision 1 — Performing executive functions, s3.18. Performing executive functions: 3(b).

- Work Health and Safety Act 2020, mandates the duty of care to volunteers by the person conducting a business undertaking. Senior Local Government officers with decision making and budget allocation control, have a duty of care to volunteer bush fire brigade members.
- Bush Fires Act 1954, s36 and s41. Provides for local governments to establish, maintain and equip bush fire brigades.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

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

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2017-2027

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

VOTING REQUIREMENTS

Simple Majority

COMMENT

Work Health and Safety (WHS) Act 2020

Some of the key features of the WHS Act as follows:

- The primary duty holder is the 'person conducting a business or undertaking' (PCBU) which is intended to capture a broader range of contemporary workplace relationships.
- A primary duty of care requiring PCBUs to, so far as is reasonably practicable, ensure the health and safety of workers and others who may be affected by the carrying out of work.
- Duties of care for persons who influence the way work is carried out, as well as the integrity of products used for work, including the providers of WHS services.
- A requirement that 'officers' exercise 'due diligence' to ensure compliance.
- The new offence of industrial manslaughter, which provides substantial penalties for PCBUs where a failure to comply with a WHS duty causes the death of an individual, in circumstances where the PCBU knew the conduct could cause death or serious harm.
- The voiding of insurance coverage for WHS penalties, and imposition of penalties for providing or purchasing this insurance.

- The introduction of WHS undertakings, which are enforceable, as an alternative to prosecution.
- Reporting requirements for 'notifiable incidents' such as the serious illness, injury or death of persons and dangerous incidents arising out of the conduct of a business or undertaking.
- A framework to establish a general scheme for authorisations such as licences, permits and registrations (for example, for persons engaged in high-risk work or users of certain plant or substances), including provisions for automated authorisations.

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

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

WALGA Proposed Advocacy Position

The proposed Advocacy position by WALGA is in line with Management's concerns in managing its Bush Fire Brigades Volunteers and the new WHS as well as the ability and the capacity for the Shire to take on the responsibility.

Based on the above, it is recommended that Council endorse the WALGA proposed Advocacy Position to the State Government in addressing this issue as part of its consolidated review of the Emergency Services Act.

Local situation

The Shire currently has 60 registered Bush Fire Brigade Volunteers and one Bush Fire Appliance which is located at Mount Walker. Many of the registered BFB volunteers are also Fire and Rescue Volunteers (VFRS) which is overseen by DFES.

While having a single Bush fire Brigade unit located at Mount Walker is considered good for fast response to local fires, the Council should weigh this against its resourcing obligations in managing brigade members and the risk exposure for Council and its Executive Staff. It is recommended that Council receive a further report on the future of its Bush Fire Brigade after further consultation with brigade members and the Chief Bush Fire Control Officer.

OFFICER RECOMMENDATION

That with respect to the Western Australian Local Government Associations (WALGA) proposed Advocacy Position on Arrangements for Management of Volunteer Bushfire Brigades, on the review of the consolidated Emergency Services Act, Council, supports WALGA proposed following Advocacy Position:

1. The Association advocates that the State Government must provide for:
 - a) A clear pathway for Local Governments to transfer responsibility for the management of Bush Fire Brigades to the State Government when ongoing management is beyond the capacity, capability and resources of the Local Government;
 - b) The co-design of a suite of relevant guidelines and materials to assist those Local Governments that manage Bush Fire Brigades;
 - c) Mandatory and minimum training requirements for Bush Fire Brigade volunteers supported by a universally accessible training program managed by the Department of Fire and Emergency Services (DFES); and
 - d) The recognition of prior learning, experience and competency of Bush Fire Brigade volunteers.
2. That a Working Group comprising representatives of WALGA and DFES be established to develop a process and timeline for the transfer of responsibility for Bush Fire Brigades in accordance with 1(a).
3. Where management of Bush Fire Brigades is transferred to DFES in accordance with 1(a), DFES should be resourced to undertake the additional responsibility.
4. Council receives a further report on the future of its Bush Fire Brigade after further consultation with brigade members and the Chief Bush Fire Control Officer.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

Seconded Cr.

CARRIED /

8.2 Executive Manager Corporate Services

AGENDA ITEM: 8.2.1 - Schedule of Accounts for May 2022

Subject:	Schedule of Accounts for May 2022
Applicant:	Not Applicable
File Ref:	Not Applicable
Disclosure of Interest:	Nil
Author:	Kathryn Conopo – Administration Officer
Date:	8 June 2022
Attachments:	Creditors Payment List – May 2022, Credit Card Payments List 16 March – 12 April 2022

PURPOSE

For Council to review the payments made by the Shire of Narembreen in May 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 May 2022 is attached to this report and the total amount paid from the municipal fund is as follows:

Municipal Account: \$ 252,741.21

OFFICER RECOMMENDATION

That Council:

1. Receive the Creditors Payment List - May 2022
2. Receive the Credit Card Payments List 16 March – 12 April 2022

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

Seconded Cr.

CARRIED /

AGENDA ITEM: 8.2.2 – Financial Report period ending 31 May 2022

Subject:	Financial Report May 2022
Applicant:	Shire of Narembreen
File Ref:	Not Applicable
Disclosure of Interest:	Nil
Author:	Teresa Cousins – Senior Finance Officer
Date:	21 June 2022
Attachments:	Financial Report May 2022

PURPOSE

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

Absolute Majority

COMMENT

Council's closing position at 31 May 2022 amounts to \$3,853,487 with unadjusted net current assets of \$6,688,362, \$2,818,838 in reserve funds and \$5,969,379 in municipal funds.

Sale of 10a and b Ada Street and 26 Thomas Street

Staff are currently working on finalising the end of year accounts and note that Council has not resolved to transfer funds received from sale of properties to the Housing Reserve.

It is recommended to transfer these funds received to reserve to access the funds in future when required.

OFFICER RECOMMENDATION

That Council

1. receive the Shire of Narembreen's Financial Report for May 2022, and
2. by Absolute Majority transfer net proceeds from sale of 10a and b Ada Street (\$179,048) and 26 Thomas Street (\$117,585), Narembreen to the Housing Reserve.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

Seconded Cr.

**CARRIED /
BY ABSOLUTE MAJORITY**

8.3 Confidential Reports

Provided under separate cover

8.3.1 CONFIDENTIAL AGENDA ITEM 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 June 2022
Attachments:	Nil

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

8.3.2 CONFIDENTIAL AGENDA ITEM: Chief Executive Officer Performance and Contract Review

Subject:	Chief Executive Officer Performance and Contract Review
Applicant:	Cr Kellie Mortimore, Shire President
File Ref:	EMP20
Disclosure of Interest (Staff):	David Blurton
Disclosure of Interest (Member):	Nil
Author:	Kellie Mortimore
Date:	26 May 2022
Attachments:	Nil

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

8.3.3 CONFIDENTIAL AGENDA ITEM: Works Manager Contract Review

Subject:	Works Manager Contract Review
Applicant:	Not applicable
File Ref:	EMP74
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	David Blurton – Chief Executive Officer
Date:	31 May 2022
Attachments:	Nil

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

9.0 Urgent business as permitted by Council

10.0 Councillor's Reports

Cr K Mortimore

Attended

-

Cr S Stirrat

Attended

-

Cr H Cusack

Attended

-

Cr T Cole

Attended

-

Cr C Bray

Attended

-

Cr A Hardham

Attended

-

Cr M Currie

Attended

-

Cr W Milner

Attended

-

11.0 Date, time & place of next meeting

Tuesday 19 July 2022, 4.00pm at the Shire of Narembeen Council Chambers.

12.0 Closure

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