



MINUTES

Ordinary Council Meeting
21 May 2024





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 May Ordinary Council Meeting has been convened for:

Date: Tuesday 21 May 2024

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

Commencing: 5.00pm

Rebecca McCall
Chief Executive Officer

15 May 2024

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.

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1. Official Opening and Welcome

The presiding person welcomed everyone to the meeting and declared the meeting open at 5.04pm.

2. Record of Attendance / Apologies / Leave of Absence

Councillors:

Cr SW Stirrat	President
Cr HA Cusack	Deputy President (remote attendance)
Cr TW Cole	
Cr MJ Currie	
Cr HJ Bald	
Cr CD Bray	
Cr AM Hardham	

Staff:

Ms R McCall	Chief Executive Officer
Mr B Forbes	Executive Manager Corporate Services
Mr K Markham	Executive Manager Infrastructure Services
Ms K Conopo	Senior Administration Officer

Member of Public:

Apologies:

ATTENDANCE VIA TELEPHONE/INSTANTANEOUS COMMUNICATIONS

A Council Member may attend council or committee meetings by electronic means if the member is authorised to do so by the President or the Council. Electronic means attendance can only be authorised for up to half of the Shire’s in-person meetings they have attended in total, in any rolling 12 months prior period. Authorisation can only be provided if the location and the equipment to be used by the Council Member are suitable to enable effective, and where necessary confidential, engagement in the meeting’s deliberations and communications.

Cr Cusack has been authorised to attend this meeting by the President.

3. Public Question Time

Nil

4. Disclosure of Interest

Nil

**8.2 Plant and Works Committee Meeting 14 May 2024
Attachment 8.2A**

Voting Requirements

- Simple Majority Absolute Majority

Officer's Recommendation / Council Resolution – 8.2

That the minutes of the Plant and Works Committee Meeting held on Tuesday 14 May 2024, as presented, be received.

MIN 7785/24 **MOTION** - Moved Cr. Bray Seconded Cr. Cole

CARRIED 7 / 0

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

**8.3 Audit and Risk Committee Meeting 21 May 2024
Attachment 8.3A (provided separately)**

Voting Requirements

- Simple Majority Absolute Majority

Officer's Recommendation / Council Resolution – 8.3

That the minutes of the Audit and Risk Meeting held on Tuesday 21 May 2024, as presented, be received.

MIN 7786/24 **MOTION** - Moved Cr. Bald Seconded Cr. Currie

CARRIED 7 / 0

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

9. Recommendations from Committee Meetings for Council Consideration

**9.1 Plant and Works Committee Meeting – Plant Program
Attachment 9.1A**

Voting Requirements

- Simple Majority Absolute Majority

Officer's Recommendation / Council Resolution – 9.1

That Council consider the Plant Replacement Program for inclusion in the 2024/25 budget.

MIN 7787/24 **MOTION** - Moved Cr. Cole Seconded Cr. Hardham

CARRIED 7 / 0

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

**9.2 Plant and Works Committee Meeting – Road Program
Attachment 9.2A**

Voting Requirements

- Simple Majority Absolute Majority

Officer's Recommendation / Council Resolution – 9.2

That Council consider the Road Program for inclusion in the 2024/25 budget.

MIN 7788/24 **MOTION** - Moved Cr. Currie Seconded Cr. Bray

CARRIED 7 / 0

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

**9.3 Audit and Risk Committee Meeting - Financial Management Review and Regulation 17
Review
Attachment 9.3A
Attachment 9.3B**

Voting Requirements

- Simple Majority Absolute Majority

Officer's Recommendation / Council Resolution – 9.3

That Council endorse the 2024 Financial Management Report and Regulation 17 Report.

MIN7789/24 **MOTION** - Moved Cr. Currie Seconded Cr. Hardham

CARRIED 7 / 0

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

10. Announcements by Presiding Member without Discussion

Nil

11.	Officers Reports - Office of the Chief Executive Officer
11.1	Delegations Register Review 2024

Date:	22 April 2024
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	AMD022
Previous Meeting Reference	Not applicable
Disclosure of Interest:	Nil
Attachments:	11.1A Delegations Register 2024

Purpose of Report

- Executive Decision Legislative Requirement

Summary

Council to review and endorse the 2024 Delegations Register.

Background

Delegations are intended to improve the efficiency of administrative processes. They achieve this by devolving authority and accountability to appropriate staff or council committees.

Delegations made under the *Local Government Act 1995* can only be made to the Chief Executive Officer or Committees. Where appropriate, the Chief Executive Officer may sub-delegate to other officers.

Delegations under other legislation are made directly to the officer concerned.

Under legislation, Council is to review delegations on an annual basis and the last review conducted was in April 2023.

The Chief Executive Officer exercises the delegated authority in accordance with the Delegation Register and Council policies.

Comment

A comprehensive review has been undertaken by the Senior Management Team and a significant number of new Delegations have been included in the 2024 Delegation Register.

The thorough review signifies a proactive approach to optimising organisational processes. By expanding the Delegation Register, management aims to enhance efficiency across all departments, minimising delays in decision-making and empowering individuals to act decisively within their delegated authority. This move reflects a commitment to streamlining operations and fostering a culture of accountability and responsiveness within the organisation.

Consultation

Councillors – April 2024 Discussion Forum
Executive Manager Corporate Services
Executive Manager Infrastructure Services

Statutory Implications

Local Government Act 1995, sections 5.42, 5.43, 5.44 & 5.46.

5.42. Delegation of some powers and duties to CEO

- (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —
 - (a) this Act other than those referred to in section 5.43; or
 - (b) the *Planning and Development Act 2005* section 214(2), (3) or (5).

* *Absolute majority required.*

5.43. Limits on delegations to CEO²⁸

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority of the council;
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
- (f) borrowing money on behalf of the local government;
- (g) hearing or determining an objection of a kind referred to in section 9.5;
- (ha) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;
- (h) any power or duty that requires the approval of the Minister or the Governor;
- (i) such other powers or duties as may be prescribed.

5.44. CEO may delegate powers and duties to other employees

- (1) A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.

5.46. Register of, and records relevant to, delegations to CEO and employees

- (1) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.
- (2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.

Policy Implications

Where a policy exists for an activity and/or function that has been delegated, the Chief Executive Officer is to adhere to that policy.

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

There are no financial implications associated with the annual review of delegations, however the exercise of the delegations does incur some administration costs and potential legal costs if any legal action is taken.

Voting Requirements

Simple Majority Absolute Majority

Officers Recommendation / Council Resolution – Item 11.1

That Council receives and approves the 2024 Delegation Register, as attached.

MIN 7790/24

MOTION - Moved Cr. Currie

Seconded Cr. Hardham

CARRIED 7 / 0

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

12	Officers Reports - Development and Regulatory Services
12.1	Proposed Subdivision/ Boundary Realignment Lots 23258 and 23259 Wogarl West Rd, Cramphorne (WAPC Reference 200025)

Date:	26 April 26, 2024
Location:	Lots 23258 and 23259 Wogarl West Rd, Cramphorne
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Liz Bushby, Town Planning Innovations
File Reference	A2781
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	12.1A Application Form 1A

Purpose of Report

- Executive Decision Legislative Requirement

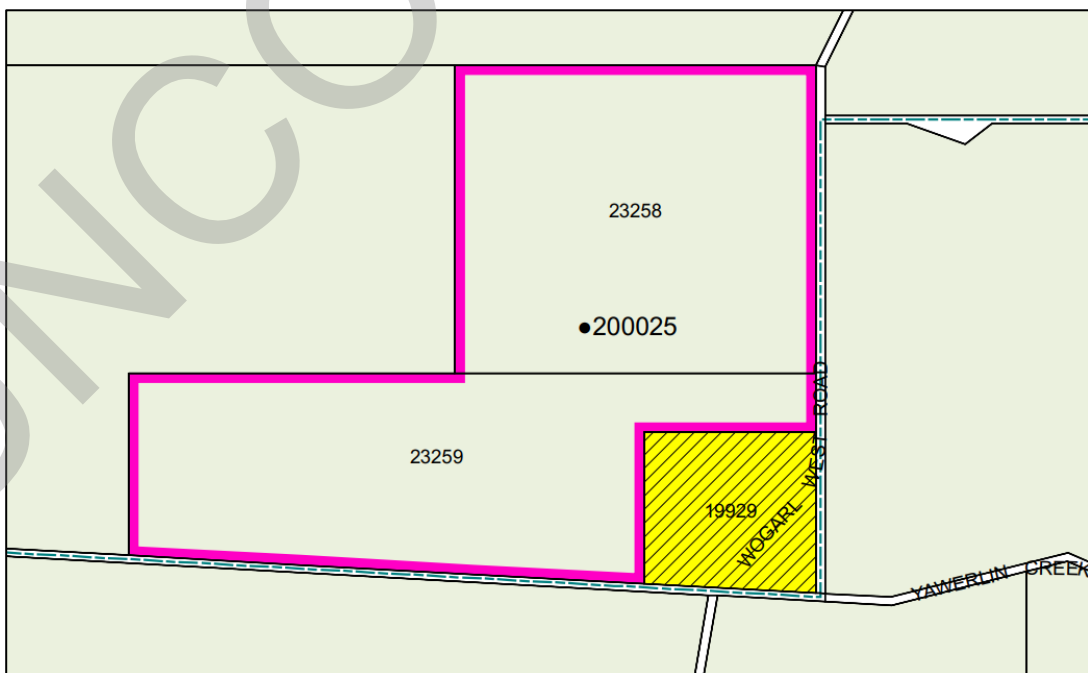
Summary

Council is to consider an application proposing a boundary realignment between two existing lots.

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

Background

Lot 23258 and Lot 23259 have existing areas of 64.7 and 64.7 hectares respectively.



Above: Location Plan

Both lots are zoned 'Farming' under the Shire of Narembeen Town Planning Scheme No 2 ('the Scheme').

There is an existing house and associated outbuildings on Lot 23258 which are proposed to be retained.



Above: Aerial of Lot 23258 showing existing development

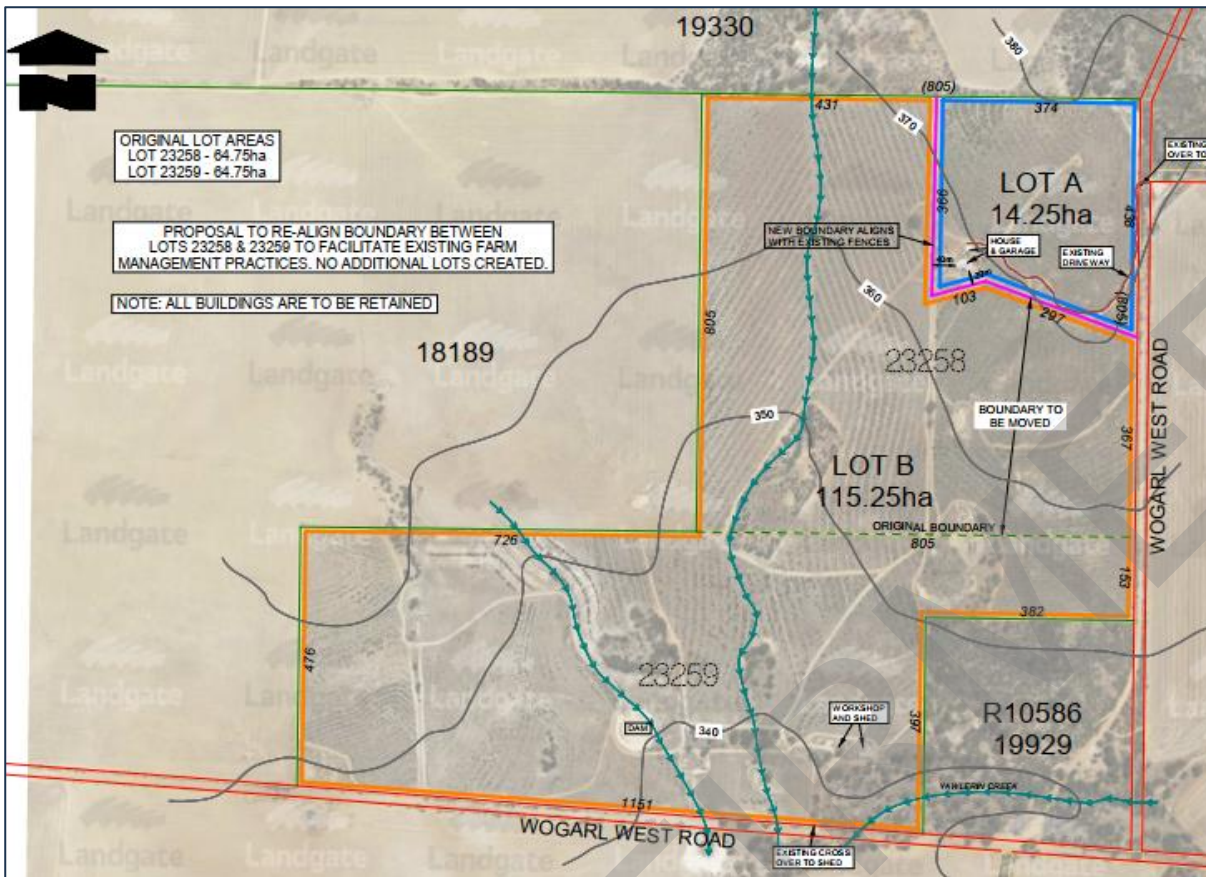
Access to Lot 23258 is via an existing crossover from Wogarl West Road, and access to Lot 23259 is via an existing crossover from Wogarl West Road/ Yawerlin Creek Road.

Comment

Description of Proposed Subdivision

The application proposes to re-align the boundaries between the existing 2 lots. A 50.45 hectare portion of Lot 23258 will be amalgamated into adjacent Lot 23259.

The subdivision plan is included below. The existing house on existing Lot 23258 will be contained on a smaller proposed Lot A with an area of 14.25 hectares.



WAPC Development Control Policy 3.4

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

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

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

The application complies with Clause 6.3 of the WAPC Policy as summarised below:

WAPC DC3.4 Policy requirement	Officer Comment
Many rural properties comprise multiple titles and landowners may wish to subdivide to achieve better land management. Subdivision may also present opportunities to create access to landlocked lots. Multiple lots in one ownership may be rationalised provided that:	
(a) there is no increase in the number of lots;	Complies. No increase in the number of lots is proposed.
(b) the new boundaries achieve improved environmental and land management practices and minimise adverse impacts on rural land use	Complies. The proposed lot boundary realignment is logical.

(c) no new roads are created, unless supported by the local government;	Complies. No new roads are proposed.
(d) new vehicle access points on State roads are minimised; and	Complies. No new road access to any state road is proposed.
(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	The existing house on proposed Lot A will be 20 metres from the new shared lot boundary. A condition can be placed on the title of proposed Lot A to ensure any future prospective purchaser is aware they may be impacted upon by normal farming activities.

Consultation

The Western Australian Planning Commission (WAPC) has referred the application to the Department of Biodiversity, Conservation and Attractions, the Water Corporation, Western Power, and the Shire.

Responses have been requested by the 20 May 2024. TPI has advised the WAPC that the Shires response will be late due to the timing of the May Council meeting.

Statutory Implications

District and encourage where appropriate the retention and expansion of agricultural activities.

- b) to consider non-rural uses where they can be shown to be of benefit to the District and not detrimental to the natural resources or the environment.
- c) to allow for facilities for tourists and travellers, and for recreation uses.

Clause 4.17.4 of the Scheme outlines circumstances where Council will consider subdivision in the Farming zone, including for farm adjustment where dwellings are restricted.

The subdivision is only a boundary realignment, will not result in any increased dwelling entitlements or any increase in lot yield.

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

The Regulations include 'Deemed Provisions' that automatically apply and override parts of the Shire of Narembeen Town Planning Scheme No 2.

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

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	Use of qualified town planner
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Nil

Voting Requirements

Simple Majority Absolute Majority

Officers Recommendation / Council Resolution – Item 12.1

That Council recommend that the Western Australian Planning Commission approve the application (No 200025) to re-align the boundaries between Lots 23258 & 23259 Wogarl West Road, Cramphorne subject to the following condition:

1. A notification, pursuant to Section 70A of the Transfer of Land Act 1893 is to be placed on the certificate of title of proposed Lot A. Notice of this notification is to be included on the diagram or plan of survey (deposited plan).

The notification is to state as follows: *“The use of this lot may be affected by the operation of machinery, spraying and generation of other noise, dust and odours arising from primary production operations being carried out on surrounding land holdings.”*

MIN 7791/24 **MOTION** - Moved Cr. Hardham Seconded Cr. Bald

CARRIED 7 / 0

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

13	Officers Reports - Corporate Services
13.1	Commercial Lease Agreement

Date:	10 May 2024
Location:	Unit 2, 10-12 Doreen Street, Narembeen
Responsible Officer:	Ben Forbes, Executive Manager Corporate Services
Author:	Ben Forbes, Executive Manager Corporate Services
File Reference	ADM095
Previous Meeting Reference	Not applicable
Disclosure of Interest:	Nil
Attachments:	13.1A Lease Agreement – Unit 2 10-12 Doreen Street, Narembeen (CONFIDENTIAL ATTACHMENT)

Purpose of Report

- Executive Decision Legislative Requirement

Summary

Following the last tenant vacating the Shire’s commercial unit located at 2/10-12 Doreen Street, Narembeen, Shire staff received an enquiry for a short-term lease.

The enquiry came from a Shire employee, for the lease to be via a private company that they own. Advertisements were done in accordance with statutory requirements for the disposal (lease) of the land, which noted that the offer was made by a Shire employee. No formal submissions were received, though an enquiry was received querying the rate of rent and the term of the lease.

Background

Council owns and maintains its commercial units for local businesses to operate out of at an affordable rate of rent. As there has been no interest in the unit by a local business, it would be prudent to get some return on the property instead of leaving it vacant.

The proposed term is very short, with any optional extensions to be at the absolute discretion of the Shire. Should any interest be received from a local business, Council has sufficient flexibility to instal a new tenant in a relatively short timeframe.

Comment

The terms and conditions of the lease are substantially similar to those agreed to with the last tenant and which are currently in force with the tenant of Unit 1.

Consultation

Chief Executive Officer

Statutory Implications

3.58. Disposing of property

(1) In this section —

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;

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

(2) Except as stated in this section, a local government can only dispose of property to —

- (a) the highest bidder at public auction; or
- (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —

- (a) it gives local public notice of the proposed disposition —
 - (i) describing the property concerned; and
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

And

(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

(4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —

- (a) the names of all other parties concerned; and
- (b) the consideration to be received by the local government for the disposition; and
- (c) the market value of the disposition —
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
 - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.

Policy Implications

Nil

Strategic Implications

Strategic Community Plan

Nil

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	Asset disposal procedures
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Acceptance of the lease agreement will bring in additional rent revenues, which were accounted for in the 2024 budget.

Voting Requirements

- Simple Majority Absolute Majority

Officers Recommendation / Council Resolution – Item 13.1

That Council receive and endorse the attached lease agreement and authorise the Chief Executive Officer to execute the lease agreement.

MIN 7792/24 **MOTION** - Moved Cr. Bald Seconded Cr. Cole

CARRIED 7 / 0

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

13.2 Commercial Lease Agreement

Date:	10 May 2024
Location:	Wadderin Reserve and Sanctuary 20022
Responsible Officer:	Ben Forbes, Executive Manager Corporate Services
Author:	Ben Forbes, Executive Manager Corporate Services
File Reference	ADM583
Previous Meeting Reference	Not applicable
Disclosure of Interest:	Nil
Attachments:	<p style="text-align: center;">(CONFIDENTIAL ATTACHMENTS)</p> 13.2A Lease Agreement – Wadderin Reserve 13.2B Wadderin Reserve, Asbestos Site Management Plan 13.2C Wadderin Reserve, Conservation Site Management Plan 13.2D Wadderin Reserve, Management Order

Purpose of Report

- Executive Decision Legislative Requirement

Summary

The attached lease agreement has been prepared to formalise the arrangement with the Wadderin Wildlife Sanctuary (Inc) (the Committee) for the preservation and tourism work conducted by the committee on the Wadderin Reserve.

Background

'Wadderin Reserve' (Reserve 20022) is a reserve situated on Crown Land which has been vested in the Shire of Narembeen, as per the attached management order dated 14 December 2023, for "Water and Conservation".

Wadderin Reserve is home to several rare and reintroduced species, which are actively being studied by Dr Jeff Short of Murdoch University. The preservation of these species is the primary focus of the Committee, which provides a small revenue stream to the Committee in the form of tourism. This revenue stream is not enough to fund the work done to maintain the reserve nor the Committee's insurance premiums, which has historically relied on the volunteering efforts of members.

The reserve has previously had issues with asbestos contamination, which has since been mostly resolved, with any contamination brought within acceptable parameters as determined by the Department of Water and Environment Regulation. As a result of the past contamination the old dam and all associated infrastructure remains contaminated and may not be leased. Accordingly, the dam (noted in Item 5 of Schedule 1 of the attached lease) is expressly excluded from this agreement. The Shire has previously engaged a consultant to develop a management plan to deal with the asbestos contamination which essentially revolves around the management of the water levels within the old dam. This work can be done by anyone and has historically been done by the committee members. As such, the lease includes provisions regarding the monitoring and reporting of the dam and associated infrastructure.

The lease includes further provisions for Council to provide financial support to the committee by means of reimbursing the Committee for its insurance premiums, as listed in clause 8.3.

Comment

Supporting the Committee in the preservation of the Wadderin Reserve is specifically included in Council's strategic plans and is also in strong alignment with Council's principles.

Consultation

Chief Executive Officer

Statutory Implications

3.58. Disposing of property

(1) In this section —

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property but does not include money.

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

(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
(a) it gives local public notice of the proposed disposition —
(i) describing the property concerned; and
(ii) giving details of the proposed disposition; and
(iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

And

(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

(4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
(a) the names of all other parties concerned; and
(b) the consideration to be received by the local government for the disposition; and
(c) the market value of the disposition —
(i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
(ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.

Policy Implications

Nil

Strategic Implications

Strategic Community Plan

Strategic Priority: 3. Environment
Objective: Care and protection of the environment
Strategy: 3.2 Conservation of our natural environment

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	Asset disposal procedures
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Acceptance of the lease agreement will formally commit Council to future expenses in the form of insurance premium reimbursements to the Committee.

Voting Requirements

Simple Majority Absolute Majority

Officers Recommendation / Council Resolution – Item 13.2

That Council receive and endorse the attached lease agreement and authorise the Shire President and Chief Executive Officer to execute the lease agreement.

MIN 7793/24 **MOTION** - Moved Cr. Hardham Seconded Cr. Cole

CARRIED 7 / 0

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

13.3 Monthly financial statements for the month ended 31 March 2024

Date:	24 April 2024
Location:	Not applicable
Responsible Officer:	Ben Forbes, Executive Manager Corporate Services
Author:	Ben Forbes, Executive Manager Corporate Services
File Reference	Not applicable
Previous Meeting Reference	Not applicable
Disclosure of Interest:	Nil
Attachments:	13.3A Shire of Narembeen - Financial statements for month ended 31 March 2024

Purpose of Report

- Executive Decision Legislative Requirement

Summary

For Council to accept the financial statements for the month ended 31 March 2024.

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 as at 31 March 2024 is \$2,668,084, with cash on hand of \$7,542,281 including \$4,734,814 of restricted reserves.

Consultation

Chief Executive Officer

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 13.3

That Council receive the monthly financial statements for the month ended 31 March 2024.

MIN 7794/24 **MOTION** - Moved Cr. Currie Seconded Cr. Bald

CARRIED 7 / 0

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

13.4 Schedule of Accounts Paid for Month Ended 31 March 2024

Date:	11 May 2024
Location:	Not applicable
Responsible Officer:	Ben Forbes, Executive Manager Corporate Services
Author:	Ben Forbes, Executive Manager Corporate Services
File Reference	ADM018
Previous Meeting Reference	Not applicable
Disclosure of Interest:	Nil
Attachments:	13.4A Schedule of Accounts paid for the month ended 31 March 2024 13.4B Credit Card payment list – March 2024

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 31 March 2024.

Background

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

Comment

As per the attached schedule, total payments from Municipal funds for the month ended 31 March 2024 total \$968,573.25, including \$8,142.12 of expenditure on Council credit cards.

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.

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 13.4

That Council receive the schedule of accounts paid for the month ended 31 March 2024, as attached.

MIN 7795/24

MOTION - Moved Cr. Currie

Seconded Cr. Bald

CARRIED 7 / 0

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

13.5 Monthly Financial Statements for the Month Ended 30 April 2024

Date:	24 April 2024
Location:	Not applicable
Responsible Officer:	Ben Forbes, Executive Manager Corporate Services
Author:	Ben Forbes, Executive Manager Corporate Services
File Reference	Not applicable
Previous Meeting Reference	Not applicable
Disclosure of Interest:	Nil
Attachments:	13.5A Shire of Narembeen - Financial statements for month ended 30 April 2024

Purpose of Report

- Executive Decision Legislative Requirement

Summary

For Council to accept the financial statements for the month ended 30 April 2024.

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 as at 30 April 2024 is \$2,739,521, with cash on hand of \$7,761,631 including \$4,734,814 of restricted reserves.

Consultation

Chief Executive Officer

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 13.5

That Council receive the monthly financial statements for the month ended 30 April 2024.

MIN 7796/24 **MOTION** - Moved Cr. Hardham Seconded Cr. Currie

CARRIED 7 / 0

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

13.6 Schedule of Accounts Paid for Month Ended 30 April 2024

Date:	11 May 2024
Location:	Not applicable
Responsible Officer:	Ben Forbes, Executive Manager Corporate Services
Author:	Ben Forbes, Executive Manager Corporate Services
File Reference	ADM018
Previous Meeting Reference	Not applicable
Disclosure of Interest:	Nil
Attachments:	13.6A Schedule of Accounts paid for the month ended 30 April 2024 13.6B Credit Card payment list – April 2024

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 30 April 2024.

Background

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

Comment

As per the attached schedule, total payments from Municipal funds for the month ended 30 April 2024 total \$670,408.19, including \$6,355.35 of expenditure on Council credit cards.

Consultation

Nil

Statutory Implications

Local Government (Financial Management) Regulations 1996

Reg. 13 List of Accounts

2. 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.

4. 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 13.6

That Council receive the schedule of accounts paid for the month ended 30 April 2024, as attached.

MIN 7797/24

MOTION - Moved Cr. Cole

Seconded Cr. Bray

CARRIED 7 / 0

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

14	Officers Reports - Officer's Reports – Community Services
Nil	
15.	Officers Reports - Infrastructure Services
Nil	
16.	Elected Member Motions of which Previous Notice has been Given
Nil	
17.	Elected Member Motions Without Notice
Nil	
18.	New Business of an Urgent Nature Approved by the Presiding Person or Decision

UNCONFIRMED

19. Matters for which the Meeting may be Closed

19.1 Close the meeting to the Public.

Voting Requirements

- Simple Majority Absolute Majority

Officers Recommendation / Council Resolution – Item 19.1

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

MIN 7798/24 MOTION - Moved Cr. Bald Seconded Cr. Currie

CARRIED 7 / 0

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

19.2 Proposed Disposal of Lot 65 (41) Cheetham Way, Naremben

Date:	13 May 2024
Location:	Lot 65 (41) Cheetham Way, Naremben
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	ADM143
Previous Meeting Reference	7776/24 16 April 2024
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report

- Executive Decision Legislative Requirement

Summary

Council to consider an offer for sale of Shire owned land, Lot 65 Cheetham Way, Naremben.

Officers Recommendation / Council Resolution – 19.2

That Council:

1. accepts the offer of \$35,000 (EX GST) from [REDACTED] to purchase Lot 65 (41) Cheetham Way.
2. authorises the President and Chief Executive Officer to sign the contract of sale and transfer of land for purchase Lot 65 (41) Cheetham Way, Narembeen.

MIN 7799/24

MOTION - Moved Cr. Cole

Seconded Cr. Hardham

CARRIED 7 / 0

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

19.3 Open the meeting to the Public.

Voting Requirements

Simple Majority

Absolute Majority

Officers Recommendation / Council Resolution – Item 19.3

That Council re-open the meeting to public.

MIN 7800/24

MOTION - Moved Cr. Bray

Seconded Cr. Currie

CARRIED 7 / 0

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

20. Closure of Meeting

The next meeting will be held on Tuesday 18 June 2024 commencing at 5.00pm

There being no further business, the chair declared the meeting closed at 5.35pm