



# Shire of Nungarin

## Annual Report

**2019/20**





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## PREAMBLE

The Shire of Nungarin is located approximately 300km east of the state capital of Perth in the Wheatbelt Region and is one of the smallest in the nation with a population of 257. The Shire covers an area of 1,164 square kilometres.

The Shires Community Strategic Plan established the Shire's Vision and Values for ten years to 2023. The plan not only establishes a vision for the Shire's future, but drives the development of other plans in the integrated Planning Framework.

**Our Vision:** A great place to live with a well-connected, strong, healthy and friendly community.

**Our Values:** We will conduct our business with:

### Respect

- ✦ Value people and places and the contribution they make to the Shire.
- ✦ Develop an environment of respect for different cultures.
- ✦ Be appreciative of the aspirations of the community and what it does for itself.

### Inclusiveness

- ✦ Be receptive, proactive and responsive as an organisation.
- ✦ Exist to help a community that has the capacity for self-help.
- ✦ Demonstrate leadership by promoting Council and community teamwork.

### Fairness and equity

- ✦ Maintain a 'whole of Shire' outlook, but recognise that each community is unique and likely to have variations on their needs.
- ✦ Provide services for a variety of ages and needs.
- ✦ Respond to the community in a fair and equal way depending on need.

### Communication

- ✦ Create opportunities for consultation with the broad community.
- ✦ Demonstrate leadership by promoting Council and community teamwork.





# SHIRE PRESIDENT'S REPORT





## CHIEF EXECUTIVE OFFICER'S REPORT

As Mr. Adam Majid was Chief Executive Officer at 30 June 2019, I present this Chief Executive Officer's report generally on his behalf.

The 2019/20 financial year was a year which no one expected or could have predicted the challenges our community would face. The Covid – 19 pandemic literally brought the Shire to a sudden halt overnight and has forever changed the way things will be done in future. Things were constantly changing with the Shire Staff and community having to adapt and readapt at every stage. However, with the dedication of the staff and cooperation of the community the Shire managed to steer its way through the challenges of the pandemic to come out a stronger and more resilient community on the other side.

In October 2019, we saw the election of Cr William Lee and Cr Raymond Mizia onto Council with Cr Pippa de Lacy being voted in as Shire President and Cr Gary Coumbe re-elected as Deputy Shire President. The Shire continued to place an emphasis on improving our town amenity and ensure our transport network meets the requirements of our community.

As an administration and in conjunction with Council, we understand the importance of our recreational spaces and continued to work hard to deliver spaces which ensure our local clubs are competitive in their respective leagues. A major improvement in this space is the effective communication all clubs can enjoy with the Shire to ensure needs can be met.

The Works and Services section continues to maintain our public buildings and open spaces in a useable state. Additionally, maintenance of our seniors housing remains a high priority to ensure these premises are useable and can adapt with changes as time moves on.

The Shire has continued to support the issue of aged housing regionally by continuing its membership and contribution to CEACA, with the first two dwelling units completed during the 2019/20 financial year.

Internally, work continues to ensure the Shire meets its legislative compliance. A major improvement in this space is the financial reporting now undertaken and presented to Council accordingly. The method of reporting is now clear and accurate on a monthly basis and has been well received by the Office of the Auditor General.

Our staff continue to work hard to ensure the Shire is a safe and appealing place to be. I would like to thank the efforts of all our staff for another successful year in delivering essential services to enable the Shire to continue to prosper in what can only be described as challenging times.

Finally, I would like to thank the staff and community for the warm welcome since I commenced in the role in November 2020, and a special thank you to all the Councillors and particularly the Shire President Cr Pippa de Lacy, who have placed their confidence in me. I look forward to working with the Councillors, staff and community for many years to come.

Leonard Long  
Chief Executive Officer





## ABOUT THE ANNUAL REPORT

The Annual Report is the final component of the Shire's Integrated Planning & Reporting Framework, and is a mechanism of communicating with the community and key stakeholders in a transparent and accountable way.

## INTEGRATED PLANNING & REPORTING FRAMEWORK

Strategic Community Plan: Community vision, strategic direction, long and medium term priorities and resourcing implications with a horizon of 10 years.

Corporate Business Plan: Four-year delivery program, aligned to the Strategic Community Plan and accompanied by four-year financial projections.

Annual Budget: Financial plan for current year.

## INFORMING STRATEGIES

Long Term Financial Plan: 10-year financial plan.

Asset Management Plan: Approach to managing assets to deliver chosen service levels.

Workforce Plan: Shaping the workforce to deliver organisational objectives now and in the future.

## BACKGROUND

The *Local Government Act 1995*, Part 5, Division 5, Section 5.56 requires all local governments to plan for the future of the district. The Corporate Business Plan together with the Strategic Community Plan, Long Term Financial Plan, Workforce Plan, Asset Management Plan and Informing Strategies forms the Shire's plan for the future.

## ROLES & RESPONSIBILITIES

### Council

In fulfilling its role, Council sets the Shire of Nungarin's strategic direction, oversees the Shire's finance and resources, determines its policies, and ensures that the Council's statutory and community responsibilities are performed effectively and efficiently.

The Nungarin Shire Council meets on the third Wednesday of each month in the Council Chambers, with all meetings open to the public. All meetings of Council and its committees are conducted in accordance with the Local Government Act. Meeting times and dates are published on Council's website.

### President

The Local Government Act 1995 states that the role of the President is to:





- ✦ Preside at meetings in accordance with the Act.
- ✦ Provide leadership and guidance to the community in the district.
- ✦ Carry out civic and ceremonial duties on behalf of the local government.
- ✦ Speak on behalf of the local government.
- ✦ Perform such other functions as are given to the Mayor or President by the Act or any other written law; and
- ✦ Liaise with the CEO on the local government's affairs and the performance of its functions.

## Councillors

The Local Government Act 1995 states that the role of a Councillor is to:

- ✦ Represent the interest of electors, ratepayers and residents of the district.
- ✦ Provide leadership and guidance to the community in the district.
- ✦ Facilitate communication between the community and the Council.
- ✦ Participate in the local government's decision making processes at Council and Committee meetings; and
- ✦ Perform such other functions as are given to a Councillor by the Local Government Act or any other written law.

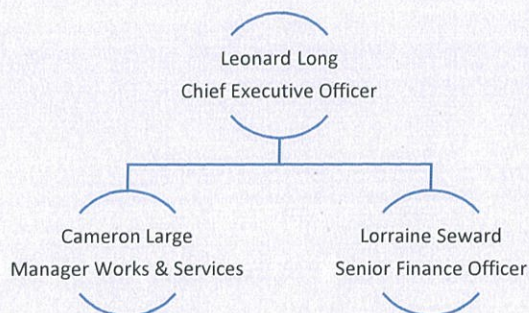
## Representatives

- ✦ Cr Pippa de Lacy (President) : NEWROC  
: Great Eastern Country Zone  
: Nungarin Community Resource Centre
- ✦ Cr Gary Coumbe (Deputy President) : Rural Water Council  
: Wheatbelt AgCare  
: Great Eastern Country Zone  
: Eastern Wheatbelt Biosecurity Group
- ✦ Cr Eileen O'Connell : Rural Water Council  
: Nungarin Community Development Group  
: Local Health Advisory Group  
: Sub Regional Road Group  
: CEACA
- ✦ Cr Kerry Dayman : Nungarin Sporting Club  
: Tidy Towns
- ✦ Cr Jason Davis : Wheatbelt NRM
- ✦ Cr William Lee : Nungarin Heritage Machinery and Army  
Museum
- ✦ Cr Ray Mizia : NEWTravel  
: Pioneers Pathway





## Our Staff



## INTEGRATED PLANNING & REPORTING FRAMEWORK

The framework, introduced by the State Government in 2012, requires each local government to have a Strategic Community Plan, a Corporate Business Plan and other informing strategies in place to ensure the future provision of services is sustainable.

The Strategic Community Plan expresses the long-term community aspirations that have been developed with extensive consultation. It is an overarching document that covers a period of 10 years. Informing strategies are used to ensure adequate resourcing of the plans and include the Long Term Financial Plan, Workforce Plan, Asset Management Plans and other informing strategies.

The Corporate Business Plan is an integral part of this framework, activating the objectives of the Strategic Community Plan and informing the annual budget process to ensure the priorities of the community are achievable.

### Integrated Planning & Reporting Review Cycle

✚ Strategic Community Plan	: Minor Review - Annually : Major Review - Every 4 years
✚ Corporate Business Plan	: Minor Review - Annually : Major review - Every 4 years
✚ Long Term Financial Plan	: Minor Review - Annually : Major Review - Every 4 years
✚ Workforce Plan	: Minor Review - Annually : Major Review - Every 4 years
✚ Asset Management Plans	: Minor Review - Every 5 years : Major Review - Every 10 years
✚ Informing Strategies	: Minor Review - 6 months : Major Review - Annually
✚ Annual Report	: Major Review – Annually





## GENERAL INFORMATION

### Administration Office

Office Hours: Monday to Thursday 8:00am to 4:30pm  
Friday 8:00am to 4:00pm

Office Address: 66 Railway Avenue  
NUNGARIN WA 6490

Postal Address  
PO Box 8  
NUNGARIN WA 6490

Telephone: (08) 9046 5006  
Fax: (08) 9046 5007

### Economy

The Nungarin economy is based on broad acre farming producing various crops including wheat, barley, canola and other coarse grains and the breeding of sheep.

### Local Events and Attractions

- ✚ Australia Day Celebrations
- ✚ Wheatbelt Country Markets
- ✚ ANZAC Day
- ✚ Seniors Week Luncheon
- ✚ Remembrance Day Local Attractions
- ✚ Nungarin Heritage Machinery and Army Museum
- ✚ Nungarin Heritage Machinery and Army Museum Vintage Rally
- ✚ Mangowine Homestead
- ✚ Mangowine Concert
- ✚ Eaglestone Rock
- ✚ Talgomine Rock
- ✚ Danberrin Rock
- ✚ Lake Brown
- ✚ Lake Champion
- ✚ Chandler Townsite
- ✚ Heritage Walks

### COUNCIL

The Shire of Nungarin is an elected body of seven (7) Councillors. The role of Council is to provide oversight and govern the affairs of the Shire including the allocation of resources and determine policy positions.

Council is committed to providing open and accountable government that meets the needs of the community and protects and improves the Shire's assets and resources.





The Chief Executive Officer has the responsibility for ensuring all decisions of Council comply with the Local Government Act, other relevant legislation and local laws. The Chief Executive Officer and staff undertake the tasks necessary to implement the decisions of the Council.

Elections for Councillors are conducted in October every second year with the term of office being four years.

**President**

Cr Pippa de Lacy

**Deputy President**

Cr Gary Coumbe

**Elected Members**

Cr William Lee  
Cr Kerry Dayman  
Cr Jason Davis  
Cr Eileen O'Connell  
Cr Raymond Mizia

**FREEDOM OF INFORMATION STATEMENT**

The Shire of Nungarin will provide people with all necessary information held by the Council; however if we are unable to supply this information by less formal means, a Freedom of Information request can be made.

**EMPLOYEE REMUNERATION**

The number of Shire employees entitled to an annual salary of \$100,000 or more is set out in the following table in bands of \$10,000. The publishing of this information is in accordance with the Local Government (Administration) Regulations 1996.

Salary Range	Number of Employees
\$130,000 - \$140,000	1

**COMPLAINTS REGISTER**

In accordance with the *Local Government Act 1995*, local governments are required to maintain a register recording complaints and action taken in relation to complaints made to the Local Government Standards Panel about Council members breaching the rules of conduct or contravention of a local law under the Act.

No entries appear in the complaints register during the year ending June 2020.

**NATIONAL COMPETITION POLICY**

National Competition Policy is designed to enhance the efficiency and effectiveness of public sector agencies and lead to more efficient use of all economic reserves. There are a number





of specific requirements for local governments in the areas of competition, neutrality, legislation review and structural reform. The Shire has no local laws or policies that contain anti-competitive provision and has had no complaints during this reporting period. The Shire has not acquired any new entities in this reporting period that have required competitive neutrality testing.

## **DISABILITY ACCESS INCLUSION PLAN**

In accordance with the Disability Services Act 1993, local governments are required to develop and implement a Disability Access and Inclusion Plan to ensure people with disabilities have equal access to Council facilities and services.

## **FINANCIAL REPORT**

Note: the Auditor General's report will be attached.

