

Date: 10 February 2023

To: Shire President  
Deputy Shire President  
Councillors



## NOTICE AND AGENDA - ORDINARY COUNCIL MEETING

An Ordinary Council Meeting of the Shire of Nungarin will be held in the Council Chambers on 15 February 2023 at 4:30pm to consider and resolve the matters set out in the attached agenda.

A handwritten signature in cursive script, appearing to read 'Leonard Long'.

Leonard Long  
Chief Executive Officer

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### **DISCLAIMER**

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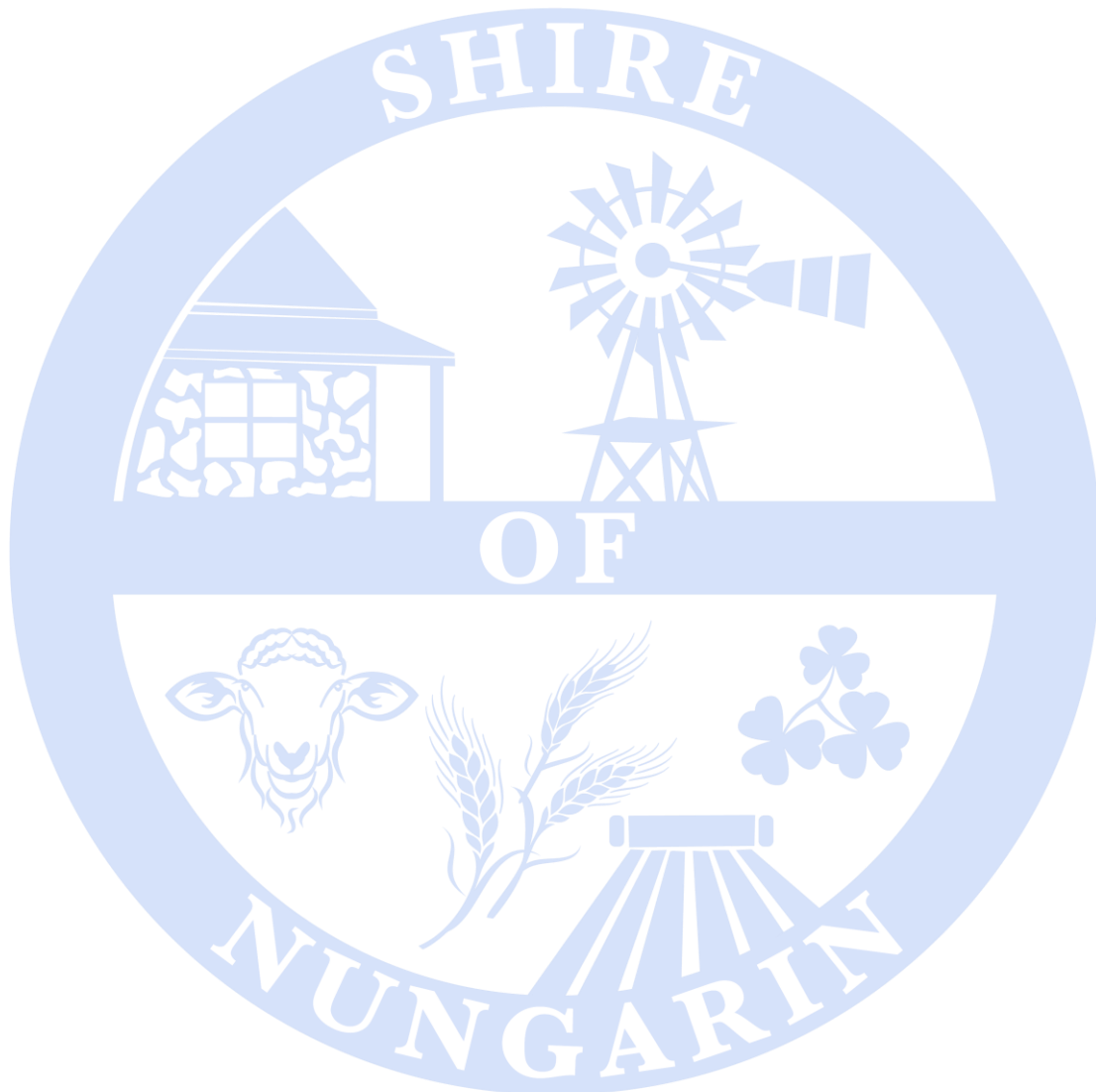
*Any statement, comment or decision made at a Council or Forum meetings regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.*

*Any person or entity who has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Forum meetings.*

*Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request.*

**PUBLIC QUESTION TIME**

1. The order of business allows for a Public Question time at the beginning of the meeting.
2. If you wish to ask a question about an agenda item before it is considered then it is recommended to be made at the Public Question Time item on the agenda in accordance with Council's Procedures and Guidelines for Public Question Time.
3. The visual or vocal recording of Council meeting proceedings is expressly prohibited, unless the prior approval of the Council has been given.



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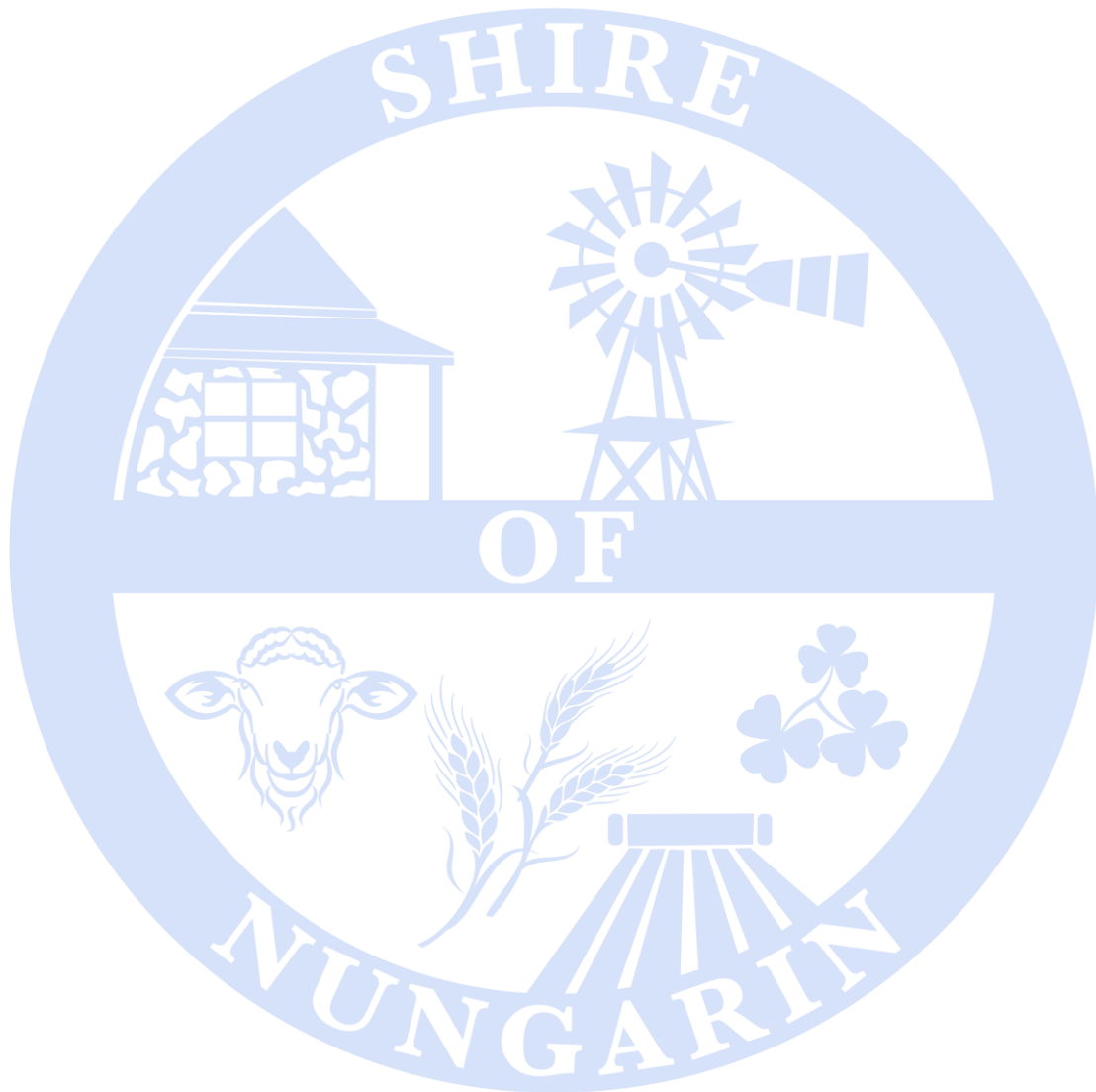
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## AGENDA

### 1. DECLARATION OF OPENING

The Presiding Member declared the meeting open at \_\_\_pm.

#### **Affirmation of Civic Duty and Responsibility as Read**

***I make this Affirmation in good faith on behalf of Councillors and Officers of the Shire of Nungarin. We collectively declare we will duly, faithfully, honestly and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgment and ability.***

#### Acknowledgement of Traditional Custodians

We wish to acknowledge the Traditional Custodians of the land we are meeting on, the Njaki Njaki Nyoongar people, and recognise the contribution of Elders past, present and future.

### 2. ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

#### 2.1 ATTENDANCE

##### **Councillors**

Shire President	Cr P de Lacy
Deputy Shire President	Cr G Coumbe
Elected Member	Cr RE O’Connell
Elected Member	Cr K Dayman
Elected Member	Cr W Lee

##### **Council Officers**

Chief Executive Officer	Mr L Long
Manager Works & Services	Mr D Nayda

##### **Observers / Visitors**

#### 2.2 APOLOGIES

Elected Member	Cr M Caughey
Elected Member	Cr J Davis

#### 2.3 REQUEST FOR LEAVE OF ABSENCE

### 3. DEPUTATIONS AND PETITIONS

#### 3.1 DEPUTATIONS

**3.2 PETITIONS**

**4. PUBLIC QUESTION TIME**

- a. Public Question Time provides the public with an opportunity to put questions to the Council. Questions should only relate to the business of the Council and should not be a statement or personal opinion.
- b. During the Council meeting, after Public Question Time no member of the public may interrupt the meeting’s proceedings or enter into conversation.
- c. Whenever possible, questions should be submitted in writing at least 48 hours prior to the start of the meeting.
- d. All questions should be directed to the President and only questions relating to matters affecting Council may be answered at an Ordinary Council Meeting, and at a Special Council Meeting only questions that relate to the purpose of the meeting may be answered. Questions may be taken on notice and responded to after the meeting, at the discretion of the Presiding Member.
- e. The Presiding member will control Question Time and ensure each person wishing to ask a question states their name and address before asking the question. If the question relates to an item on the agenda, the item number should also be stated. In general, persons seeking to ask questions will be given two (2) minutes within which to address their question to Council. The Presiding Member may shorten or lengthen this time at their discretion.

**4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

**4.2 PUBLIC QUESTION TIME**

**5. DECLARATIONS OF INTEREST**

**5.1 FINANCIAL AND PROXIMITY INTEREST**

**5.2 DISCLOSURES OF INTEREST THAT MAY CAUSE A CONFLICT**

**6. ANNOUNCEMENT BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)**

**7. PREVIOUS COUNCIL MEETING MINUTES / OUT OF SESSION CONFIRMATION**

**7.1 ORDINARY COUNCIL MEETING – 7 December 2023**

**OFFICER RECOMMENDATION 1/02/23**

**That the Minutes of the Ordinary Council Meeting held on 7 December 2023 be confirmed as being a true and accurate record.**

**Moved:** .....

**Seconded:** .....

.....

**8. OFFICER REPORTS**

<b>8.1 LISTING OF PAYMENTS FOR THE MONTH OF DECEMBER 2022 (1/12/22 – 31/12/22)</b>	
<b>File Ref:</b>	10.13
<b>Previous Items:</b>	Nil
<b>Applicant:</b>	Nil
<b>Author and Title:</b>	Leonard Long, Chief Executive Officer
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Attachment Number</b>	8.1A – December Payment List

**OFFICER RECOMMENDATION 2/02/23**

**That Council Resolves to:**

- Receive the following payments made throughout the month of December 2022 (1/12/22 – 31/12/22):**

<b>Municipal</b>	<b>Cheque</b>	<b>\$ 8,269.74</b>
	<b>EFT</b>	<b>\$211,319.49</b>
	<b>Direct Debit</b>	<b><u>\$ 12,360.68</u></b>
		<b>\$231,949.91</b>
<b>Trust</b>	<b>Cheque –</b>	<b>Nil</b>
	<b>Grand Total</b>	<b>\$231,949.91</b>

**Moved:** .....  
**Seconded:** .....

.....

**IN BRIEF**

The purpose of this report is to present the listing of payments made from the Shire’s Municipal and Trust funds throughout the month of December 2022 (1/12/22 – 31/12/22).

**BACKGROUND**

The attached appendix lists the payments from Council Municipal and Trust funds for the month applicable as per requirements of the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

As per Regulation 13 of the *Local Government (Financial Management) Regulations 1996* the following information is required to be presented to Council;

- The Payee’s name;
- The amount of the payment;
- The date of the Payment; and
- Sufficient information to identify the transaction

### **REPORT DETAIL**

As Council has delegated authority to the Chief Executive Officer to execute payments from the municipal fund and the trust fund a list of accounts paid are required to be submitted to Council showing the prescribe information.

### **SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 – 2033**

<b>Focus Area</b>	Our Organisation
<b>Community Priority</b>	Effective forward planning, and engagement with our community
<b>Success Measurement</b>	We deliver sound financial and asset management

### **OTHER STRATEGIC LINKS**

Nil

### **STATUTORY ENVIRONMENT**

As per Regulation 13 of the *Local Government (Financial Management) Regulations 1996* the following is required;

- (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 payment; and
  - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing
  - (a) for each account which requires council authorisation in that month
    - (i) the payee’s name;
    - (ii) the amount of the payment; and
    - (iii) sufficient information to identify the transaction.
  - (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under sub regulation (1) or (2) is to be —
  - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
  - (b) recorded in the minutes of that meeting.

### **SUSTAINABILITY AND RISK CONSIDERATIONS**

**Economic – (Impact on the Economy of the Shire and Region)**

Nil



**Social – (Quality of life to community and / or affected land owners)**

Nil

**Policy Implications**

Nil

**Risk Management Implications**

Risk Level	Comment
Medium	If the required information is not presented to Council in accordance with the Local Government (Financial Management) Regulation 1996 it may result in a qualified audit report and an unclean compliance return submitted to the Department of Local Government, Sport & Cultural Industries.

**CONSULTATION**

Nil

**RESOURCE IMPLICATIONS**

**Financial**

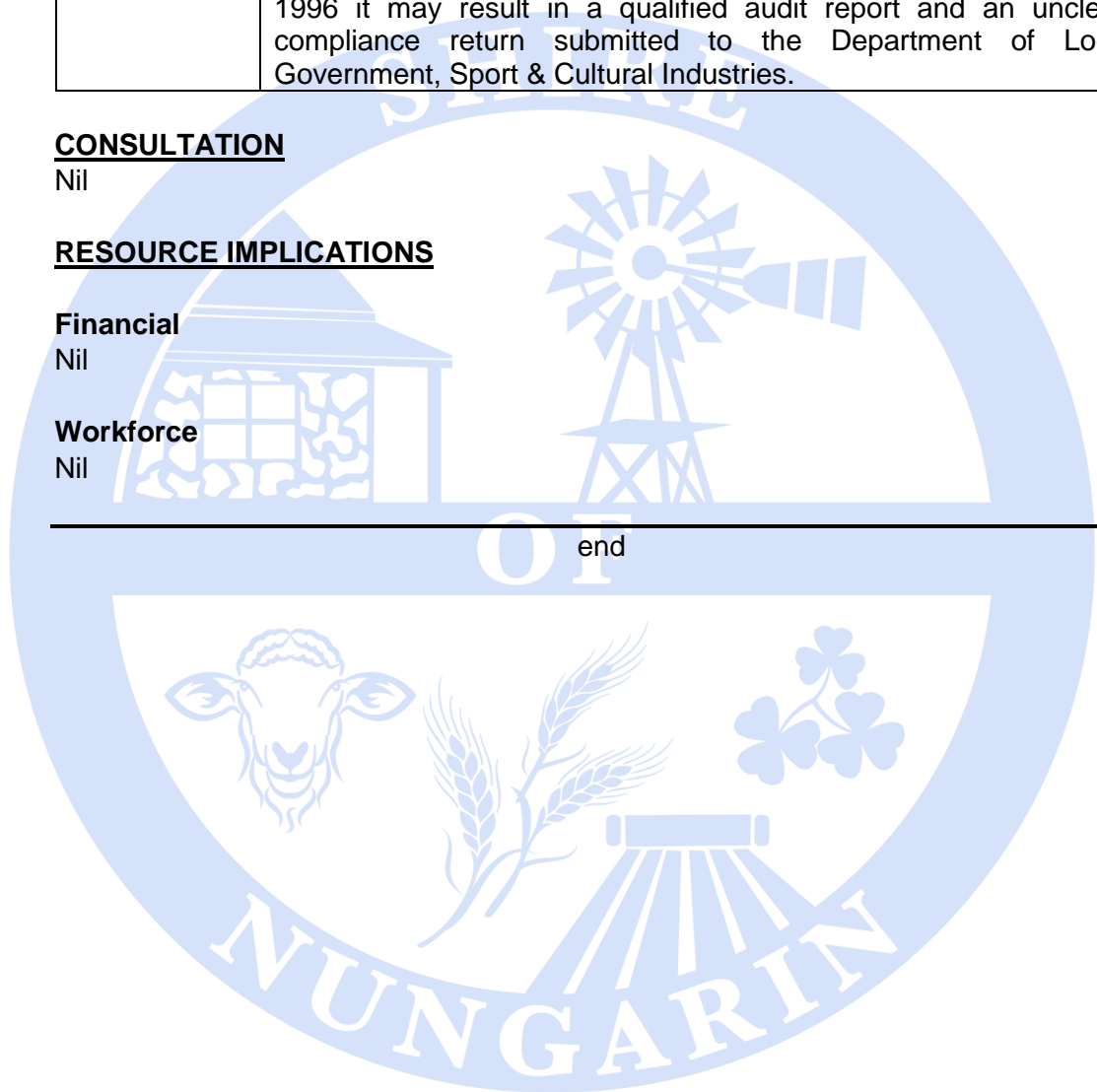
Nil

**Workforce**

Nil

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end



<b>8.2 LISTING OF PAYMENTS FOR THE MONTH OF JANUARY 2023 (1/01/23 – 31/01/23)</b>	
<b>File Ref:</b>	10.13
<b>Previous Items:</b>	Nil
<b>Applicant:</b>	Nil
<b>Author and Title:</b>	Leonard Long, Chief Executive Officer
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Attachment Number</b>	8.2A – January Payment List

**OFFICER RECOMMENDATION 3/02/23**

**That Council Resolves to:**

- Receive the following payments made throughout the month of January 2023 (1/01/23 – 31/01/23):**

<b>Municipal</b>	<b>Cheque</b>	<b>\$ 9,686.50</b>
	<b>EFT</b>	<b>\$ 72,493.00</b>
	<b>Direct Debit</b>	<b><u>\$ 10,610.26</u></b>
		<b>\$ 92,789.76</b>

<b>Trust</b>	<b>Cheque –</b>	<b>Nil</b>
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	<b>Grand Total</b>	<b>\$92,789.76</b>
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**Moved:** .....

**Seconded:** .....

.....

**IN BRIEF**

The purpose of this report is to present the listing of payments made from the Shire’s Municipal and Trust funds throughout the month of January 2023 (1/01/23 – 31/01/23).

**BACKGROUND**

The attached appendix lists the payments from Council Municipal and Trust funds for the month applicable as per requirements of the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

As per Regulation 13 of the *Local Government (Financial Management) Regulations 1996* the following information is required to be presented to Council;

- The Payee’s name;
- The amount of the payment;
- The date of the Payment; and
- Sufficient information to identify the transaction

**REPORT DETAIL**

As Council has delegated authority to the Chief Executive Officer to execute payments from the municipal fund and the trust fund a list of accounts paid are required to be submitted to Council showing the prescribe information.

**SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 – 2033**

<b>Focus Area</b>	Our Organisation
<b>Community Priority</b>	Effective forward planning, and engagement with our community
<b>Success Measurement</b>	We deliver sound financial and asset management

**OTHER STRATEGIC LINKS**

Nil

**STATUTORY ENVIRONMENT**

As per Regulation 13 of the *Local Government (Financial Management) Regulations 1996* the following is required;

- (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 payment; and
  - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing
  - (a) for each account which requires council authorisation in that month
    - (i) the payee's name;
    - (ii) the amount of the payment; and
    - (iii) sufficient information to identify the transaction.
  - (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under sub regulation (1) or (2) is to be —
  - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
  - (b) recorded in the minutes of that meeting.

**SUSTAINABILITY AND RISK CONSIDERATIONS****Economic – (Impact on the Economy of the Shire and Region)**

Nil

**Social – (Quality of life to community and / or affected land owners)**

Nil

**Policy Implications**

Nil

**Risk Management Implications**

Risk Level	Comment
Medium	If the required information is not presented to Council in accordance with the Local Government (Financial Management) Regulation 1996 it may result in a qualified audit report and an unclear compliance return submitted to the Department of Local Government, Sport & Cultural Industries.

**CONSULTATION**

Nil

**RESOURCE IMPLICATIONS**

**Financial**

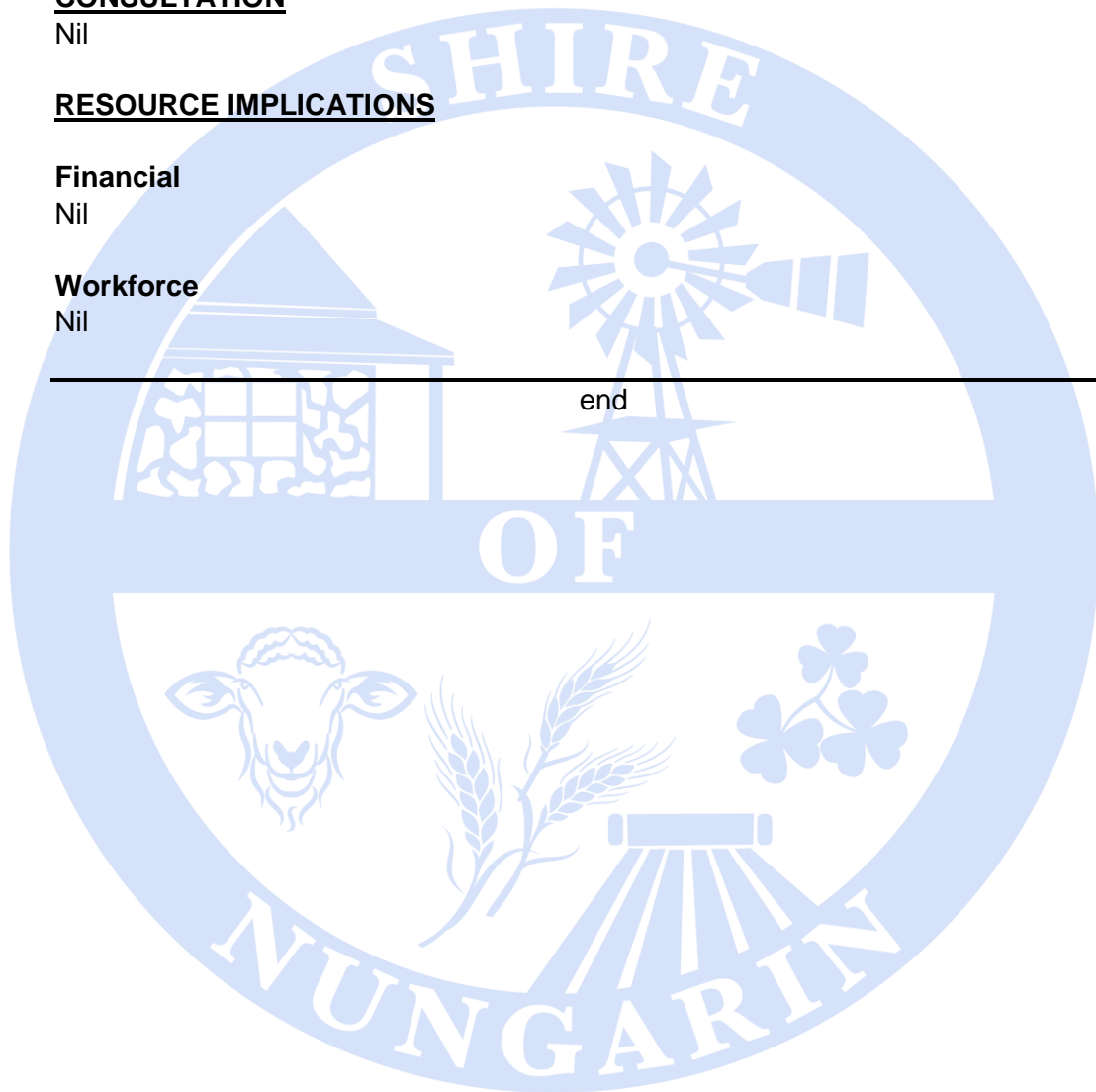
Nil

**Workforce**

Nil

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end



<b>8.3 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDING 31 DECEMBER 2022</b>	
<b>File Ref:</b>	10.2.2
<b>Previous Item Ref:</b>	Nil
<b>Applicant:</b>	Nil
<b>Author and Title:</b>	Leonard Long, Chief Executive Officer Darren Long, Financial Consultant
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements</b>	Simple Majority
<b>Attachment Number:</b>	8.3A – Monthly Statement

**OFFICER RECOMMENDATION 4/02/23**

**That Council Resolves to:**

- Receives the monthly financial activity statement for the period ending 31 December 2022.**

**Moved:** .....

**Seconded:** .....

.....

**IN BRIEF**

The purpose of this report is to present the financial position of Council as at the reporting date as per requirements of the *Local Government Act 1995* and the *Local Government (Financial Management) Regulation 1996*.

**BACKGROUND**

The *Local Government Act 1995* in conjunction with regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* requires a monthly Statement of Financial Activity to be presented to Council detailing the prescribed information within 2 months after the end of the month to which the statement relates.

**REPORT DETAIL**

The Shire prepares the monthly financial statements in the statutory format along with other supplementary financial reports consisting of:

- (a) Statement of Comprehensive Income by Function/Program;
- (b) Statement of Comprehensive Income by Nature/Type;
- (c) Statement of Financial Activity;
- (d) Summary of Net Current Asset Position;
- (e) Statement of Explanation of Material Variances;
- (f) Statement of Financial Position;
- (g) Statement of Cash Flows;
- (h) Detailed Operating and Non-Operating Schedules;
- (i) Statement of Cash Back Reserves;
- (j) Loan Borrowings Statement; and
- (k) Trust Statement.

## **MATERIAL VARIANCE COMMENTARY ON YEAR TO DATE**

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* require local governments to prepare annual budget estimates and month by month budget estimates so that comparatives can be made to Year to Date (YTD) Actual amounts of expenditure, revenue and income. Attached to this report is a copy of the month by month cumulative budget estimates, set out in the Statement of Financial Activity format.

The Statement of Financial Activity as at 31 December 2022 shows a closing surplus of \$1,314,650.

## **SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 – 2033**

<b>Focus Area</b>	Our Organisation
<b>Community Priority</b>	Effective forward planning, and engagement with our community
<b>Success Measurement</b>	We deliver sound financial and asset management

## **OTHER STRATEGIC LINKS**

Shire of Nungarin 2022/23 Annual Budget

## **STATUTORY ENVIRONMENT**

Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Finance) Regulations 1996*.

*Local Government (Financial Management) Regulations 1996*:  
Regulation 34 states:

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d) for that month in the following detail:
  - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
  - (b) budget estimates to the end of month to which the statement relates;
  - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
  - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c);
  - (e) the net current assets at the end of the month to which the statement relates.

Sub regulations 2, 3, 4, 5, and 6 prescribe further details of information to be included in the monthly statement of financial activity.

## **SUSTAINABILITY AND RISK CONSIDERATIONS**

**Economic – (Impact on the Economy of the Shire and Region)**

Nil

**Social – (Quality of life to community and / or affected land owners)**

Nil

**Policy Implications**

Nil

**Risk Management Implications**

<b>Risk Level</b>	<b>Comment</b>
Medium	Inadequate financial performance monitoring could lead to over/under budget expenditure which could affect council's financial position and/or financial ratios.

**CONSULTATION**

Shires Financial Consultant

**RESOURCE IMPLICATIONS**

**Financial**

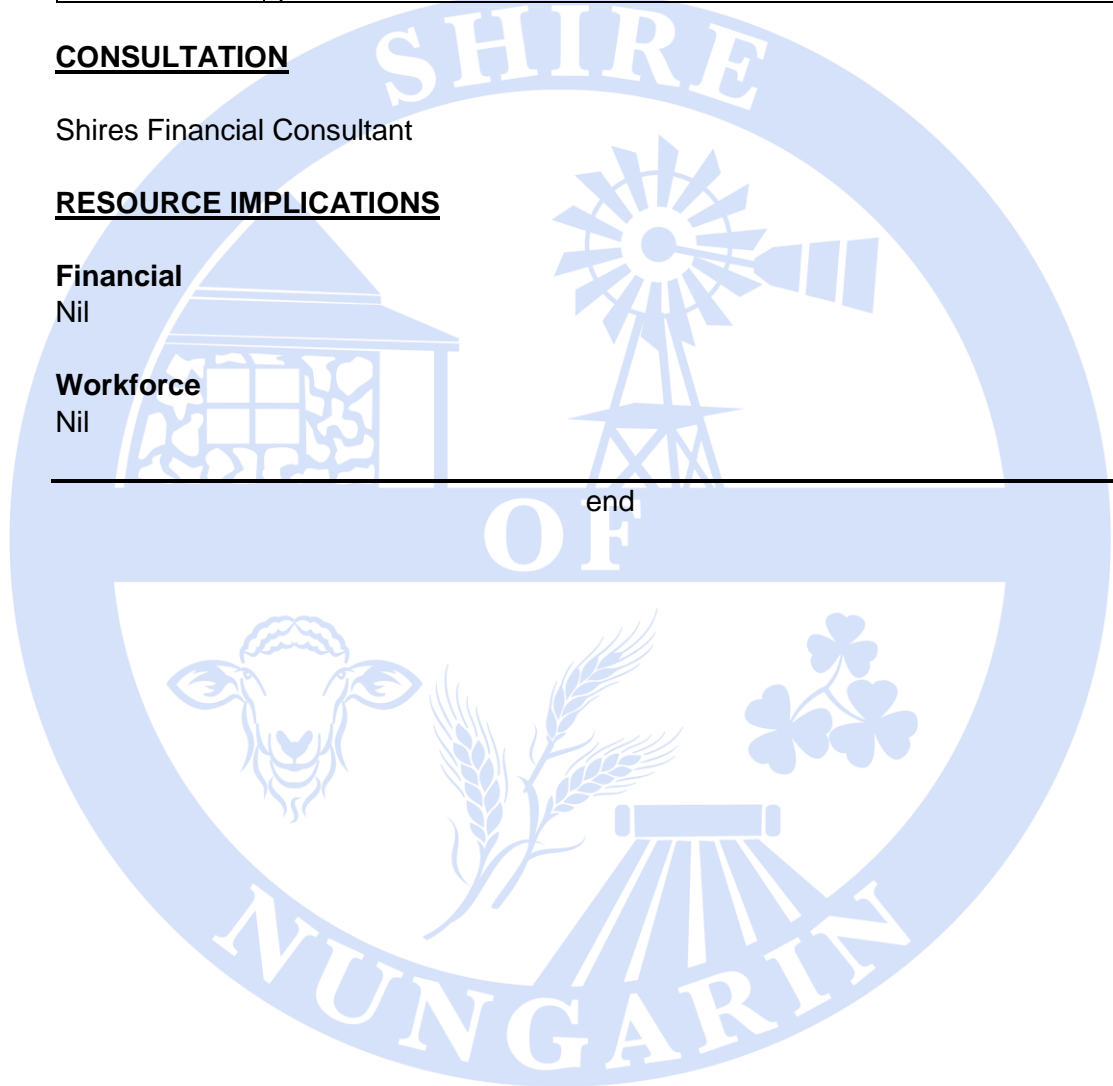
Nil

**Workforce**

Nil

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end



<b>8.4 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDING 31 JANUARY 2023</b>	
<b>File Ref:</b>	10.2.2
<b>Previous Item Ref:</b>	Nil
<b>Applicant:</b>	Nil
<b>Author and Title:</b>	Leonard Long, Chief Executive Officer Darren Long, Financial Consultant
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements</b>	Simple Majority
<b>Attachment Number:</b>	8.4A – Monthly Statement

**OFFICER RECOMMENDATION 5/02/23**

**That Council Resolves to:**

- Receives the monthly financial activity statement for the period ending 31 January 2023.**

**Moved:** .....

**Seconded:** .....

.....

**IN BRIEF**

The purpose of this report is to present the financial position of Council as at the reporting date as per requirements of the *Local Government Act 1995* and the *Local Government (Financial Management) Regulation 1996*.

**BACKGROUND**

The *Local Government Act 1995* in conjunction with regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* requires a monthly Statement of Financial Activity to be presented to Council detailing the prescribed information within 2 months after the end of the month to which the statement relates.

**REPORT DETAIL**

The Shire prepares the monthly financial statements in the statutory format along with other supplementary financial reports consisting of:

- (l) Statement of Comprehensive Income by Function/Program;
- (m) Statement of Comprehensive Income by Nature/Type;
- (n) Statement of Financial Activity;
- (o) Summary of Net Current Asset Position;
- (p) Statement of Explanation of Material Variances;
- (q) Statement of Financial Position;
- (r) Statement of Cash Flows;
- (s) Detailed Operating and Non-Operating Schedules;
- (t) Statement of Cash Back Reserves;
- (u) Loan Borrowings Statement; and
- (v) Trust Statement.



## **MATERIAL VARIANCE COMMENTARY ON YEAR TO DATE**

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* require local governments to prepare annual budget estimates and month by month budget estimates so that comparatives can be made to Year to Date (YTD) Actual amounts of expenditure, revenue and income. Attached to this report is a copy of the month by month cumulative budget estimates, set out in the Statement of Financial Activity format.

The Statement of Financial Activity as at 31 January 2023 shows a closing surplus of \$1,195,334

## **SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 – 2033**

<b>Focus Area</b>	Our Organisation
<b>Community Priority</b>	Effective forward planning, and engagement with our community
<b>Success Measurement</b>	We deliver sound financial and asset management

## **OTHER STRATEGIC LINKS**

Shire of Nungarin 2022/23 Annual Budget

## **STATUTORY ENVIRONMENT**

Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Finance) Regulations 1996*.

*Local Government (Financial Management) Regulations 1996*:  
Regulation 34 states:

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d) for that month in the following detail:
  - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
  - (b) budget estimates to the end of month to which the statement relates;
  - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
  - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c);
  - (e) the net current assets at the end of the month to which the statement relates.

Sub regulations 2, 3, 4, 5, and 6 prescribe further details of information to be included in the monthly statement of financial activity.

## **SUSTAINABILITY AND RISK CONSIDERATIONS**

**Economic – (Impact on the Economy of the Shire and Region)**

Nil

**Social – (Quality of life to community and / or affected land owners)**

Nil

**Policy Implications**

Nil

**Risk Management Implications**

<b>Risk Level</b>	<b>Comment</b>
Medium	Inadequate financial performance monitoring could lead to over/under budget expenditure which could affect council's financial position and/or financial ratios.

**CONSULTATION**

Shires Financial Consultant

**RESOURCE IMPLICATIONS**

**Financial**

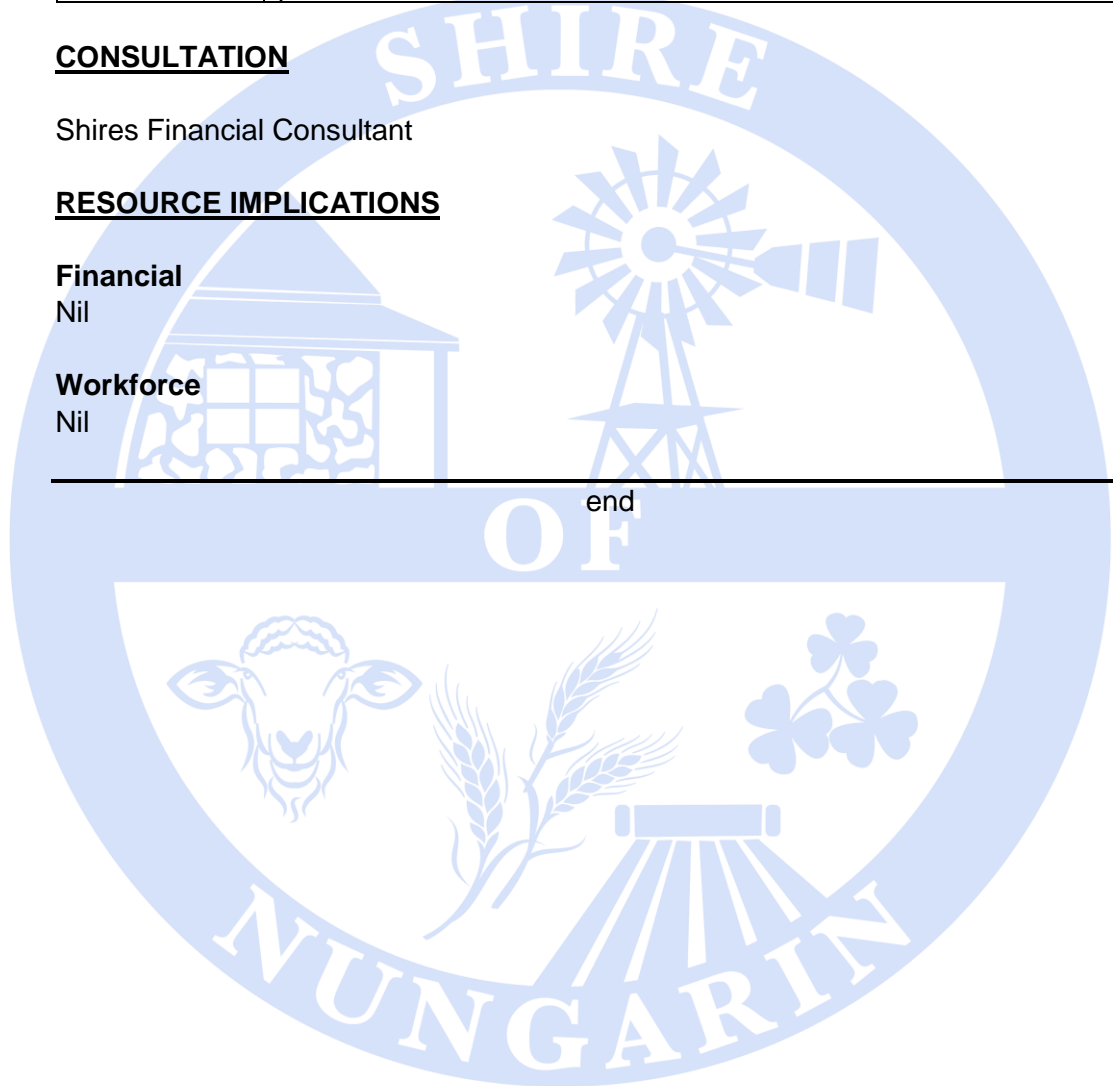
Nil

**Workforce**

Nil

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end



<b>8.5 TENDER 2022/23 – 01 FOR THE PROPOSED ADDITIONS TO THE COMMUNITY RESOURCE CENTRE</b>	
<b>File Ref:</b>	13.10.3.3
<b>Previous Item Ref:</b>	Nil
<b>Applicant:</b>	Nil
<b>Author and Title:</b>	Leonard Long, Chief Executive Officer
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements</b>	Simple Majority
<b>Attachment Number:</b>	8.5A – <b>CONFIDENTIAL</b> Vidal Pricing Schedule 8.5B – <b>CONFIDENTIAL</b> Schlager Pricing Schedule

**OFFICER RECOMMENDATION 6/02/23**

**That Council Resolves to:**

- 1. Awards Tender 2022/23 – 01 for the construction of the additions proposed at the Nungarin Community Resource Centre to Vidal Construction Pty Ltd.**
- 2. Authorise the Chief Executive Officer to sign all documents between the Shire of Nungarin and Vidal Construction Pty Ltd for the construction of the proposed additions at the Nungarin Community Resource Centre.**
- 3. Request the Chief Executive Officer prepare an invoice to the Nungarin Community Resource Centre for the amount of \$77,000 (incl GST) to be deposited in GL 310508.**

**Moved:** .....

**Seconded:** .....

.....

**IN BRIEF**

Council is requested to consider the recommendation to engage Vidal Construction Pty Ltd to undertake the construction of the additions to the Nungarin Community Resource Centre.

**BACKGROUND**

Lange Consulting and Software were engaged to manage the tender process for the construction of the additions at the Nungarin Community Resource Centre. The tender was advertised in the West Australian on 23 November 2022. The closing date for tender submissions was 3 February 2023.

**REPORT DETAIL**

Tender submissions were received from the following construction companies:

- Schlager Group.
- Vidal Construction.

The submissions have been assessed and scored in using the following criteria:

- Relevant Experience (50%)
- Methodology (30%)
- Resources (20%)

Having followed the above criteria, it is evident both building companies are well equipped and experienced to undertake construction of the proposed additions at the Nungarin Community Resource Centre. As such the recommendation to Council is based on the “Price Schedule” **ATTACHMENT 8.5A**, submitted by the two companies.

**SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 – 2033**

<b>Focus Area</b>	Our Infrastructure and Natural Environment
<b>Community Priority</b>	Safe, and well-maintained shire owned facilities
<b>Success Measurement</b>	Upgrades and improvements are delivered on time on budget.

**OTHER STRATEGIC LINKS**

Nil

**STATUTORY ENVIRONMENT**

- *Local Government Act 1995*

**SUSTAINABILITY AND RISK CONSIDERATIONS**

**Economic – (Impact on the Economy of the Shire and Region)**

Nil

**Social – (Quality of life to community and / or affected land owners)**

The proposed additions will provide facilities currently not available to the community resulting in an improved quality of life.

**Policy Implications**

- Policy CM 9 - Purchasing

**Risk Management Implications**

<b>Risk Level</b>	<b>Comment</b>
High	In order to achieve the required completion dates, Council must award the tender as soon as possible. Failure to award the tender could have financial implication with regard to grants obtained to undertake the works.

**CONSULTATION**

Nil

**RESOURCE IMPLICATIONS**

**Financial**

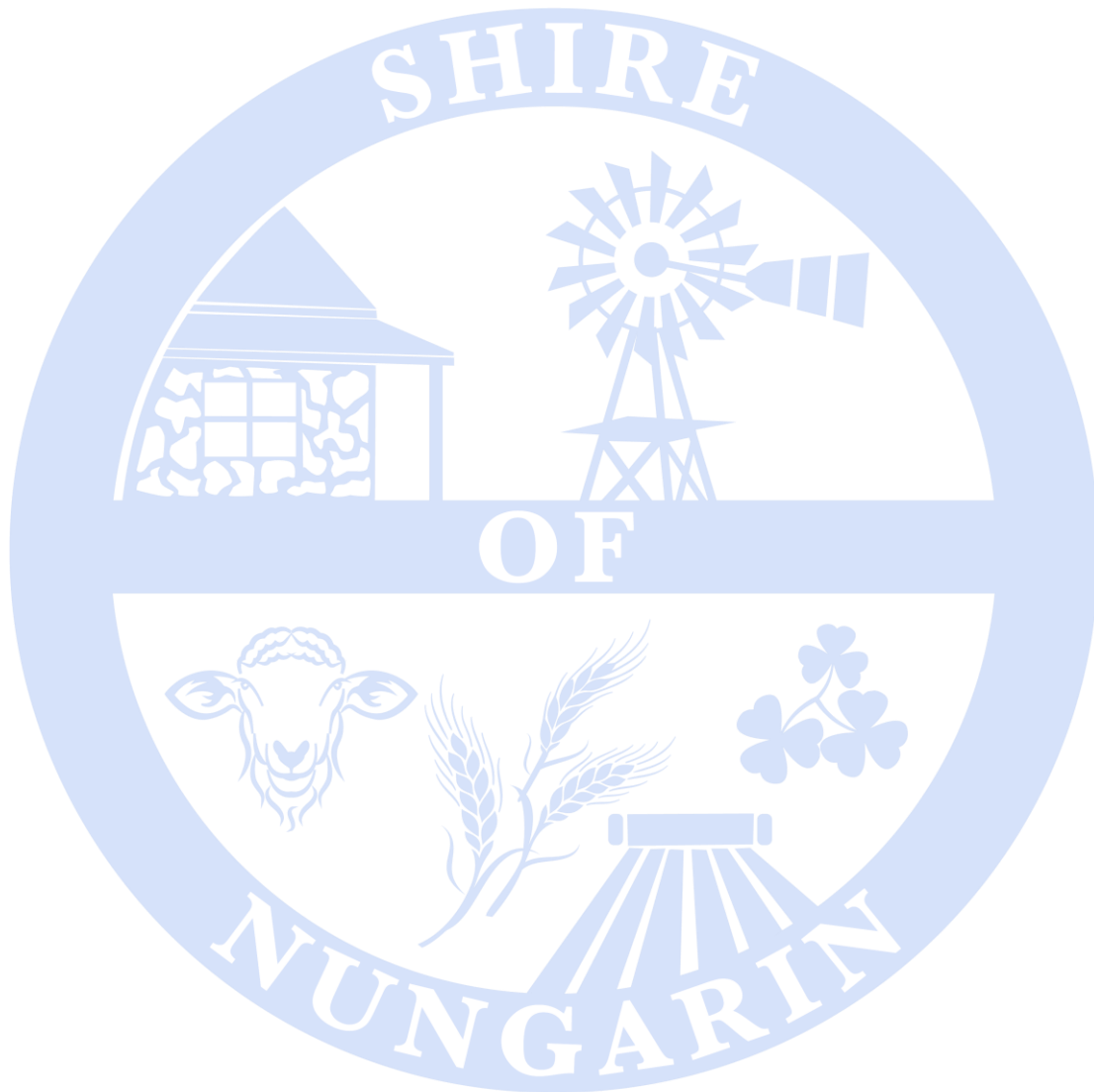
The proposed additions are fully funded through a grant from the Local Roads and Community Infrastructure Phase 3, Lotterywest and a contribution from the Nungarin Community Resource Centre.

**Workforce**

Nil

---

End



<b>8.6 2023 NUNGARIN VINTAGE RALLY – FEE WAIVER REQUEST</b>	
<b>File Ref:</b>	24.2.1.2
<b>Previous Item Ref:</b>	Nil
<b>Applicant:</b>	Nil
<b>Author and Title:</b>	Leonard Long, Chief Executive Officer
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements</b>	Simple Majority
<b>Attachment Number:</b>	Nil

**OFFICER RECOMMENDATION 7/02/23**

**That Council Resolves to:**

1. **Waive the hire fee and bond for the three (single and double) Shire portable ablutions subject to:**
  - a. **Any damage to the ablutions being for the cost of the Nungarin Heritage Machine and Army Museum;**
  - b. **The ablutions are to be returned no later than close of business 7 March 2023.**
  - c. **Prior to returning the portable ablutions, the Nungarin Heritage Machine and Army Museum are to ensure they have been emptied and cleaned.**

**Moved:** .....

**Seconded:** .....

.....

**IN BRIEF**

Council is requested to consider waiving the hire fees for the use of the portable ablutions for the Nungarin Heritage Rally to be held on 4 March at the Nungarin Heritage Machinery and Army Museum.

**BACKGROUND**

The Nungarin Vintage Rally is an annual event attracting large numbers of visitors to the town and region.

**REPORT DETAIL**

The event organiser, the Nungarin Heritage Machinery and Army Museum have approached the shire to use the three portable ablutions (one single and one double). Being a non-for-profit organisation, any surplus funds obtained through the event is put back into the museum and / or other community events.

**SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 – 2033**

<b>Focus Area</b>	Our Organisation
<b>Community Priority</b>	Effective forward planning, and engagement with our community
<b>Success Measurement</b>	We deliver sound financial and asset management

**OTHER STRATEGIC LINKS**

Nil

**STATUTORY ENVIRONMENT**

- *Local Government Act 1995*

**SUSTAINABILITY AND RISK CONSIDERATIONS**

**Economic – (Impact on the Economy of the Shire and Region)**

An event as what is planned will have a positive impact on the economy of the Shire and Region as a result of the influx of visitors from outside the region.

**Social – (Quality of life to community and / or affected land owners)**

The event will provide another option for the local community to attend and will not have any impact on the surrounding land owners.

**Policy Implications**

Nil

**Risk Management Implications**

<b>Risk Level</b>	<b>Comment</b>
Low	The only risk associated with the request is the possibility of damage to the ablutions. As such the use of the ablutions will be subject to the organisers being responsible for repairing any damage.

**CONSULTATION**

Nil

**RESOURCE IMPLICATIONS**

**Financial**

Should Council resolve not to waive the hire fee, the cost to hire the three portable ablutions will be \$216.

**Workforce**

Nil

<b>8.7 PROPOSED SALE OF LOT 5 (50) RAILWAY AVENUE NUNGARIN</b>	
<b>File Ref:</b>	A1031
<b>Previous Item Ref:</b>	Nil
<b>Applicant:</b>	Nil
<b>Author and Title:</b>	Leonard Long, Chief Executive Officer
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements</b>	Absolute Majority
<b>Attachment Number:</b>	8.7A – Offer to purchase

**OFFICER RECOMMENDATION 8/02/23**

**That Council Resolves to:**

1. Acknowledge the “Offer to Purchase” for the amount of \$6,500 (not subject to GST) by Jacob Tayler for Lot 5 (50) Railway Avenue, Nungarin.
2. Advertise the potential sale of Lot 5 (50) Railway Avenue, Nungarin in accordance with s3.58(3) of the *Local Government Act 1995*.
3. In addition to the required advertising in (2.) above further advertise the proposed sale of the property by letter drop to the community, the Shire Website and Facebook Page.
4. Following compliance with (2.) and (3.) above formally consider the “Offer to Purchase” Lot 5 (50) Railway Avenue, Nungarin, subject to:
  - a. The Purchaser being responsible for the cost of obtaining a valuation in accordance with s3.58 of the *Local Government Act 1995*; and
  - b. The Purchaser being responsible for the cost of placing the advertisement in the West Australian in accordance with s3.58 of the *Local Government Act 1995*.
  - c. The existing transportable building is not part of the sale as is to be removed from the property at the Councils cost prior to transfer of the property being finalised.
5. Allocate proceeds received from the sale of land in (1.) above to the Building Reserve GL 102030.

Moved: .....  
 Seconded: .....

Absolute Majority Required  
 .....

**IN BRIEF**

Council is requested to consider whether it will be willing to consider the “Offer to Purchase”.



## **BACKGROUND**

Council has acquired the subject property through default rates, and is surplus to the Shires needs.

## **REPORT DETAIL**

As indicated the land is surplus to the Shire's needs. The location of the property being along the main street is ideally suited for a business and conditions of sale should be negotiated with the potential purchaser to ensure the best aesthetical outcome is reached.

## **SHIRE OF NUNGARIN COMMUNITY STRATEGIC PLAN 2023**

Focus Area	Economic
Aspiration	A diverse business environment with equitable telecommunications and infrastructure. We are uniquely Nungarin in providing a memorable visitor experience.
Objective	Assist in providing housing affordability and choice

## **OTHER STRATEGIC LINKS**

Nil

## **STATUTORY ENVIRONMENT**

- *Local Government Act 1995*

The statutory requirements for the disposal of local government property is found in s3.58 of the LG Act. Unless the sale is exempt, the Shire can dispose of the land in one (1) of three (3) ways:

- At a public auction;
- Via a public tender process;
- By 'private treaty' (i.e. a sale to an individual privately).

Public Auction - If the sale is conducted by auction, the land must be sold to the highest bidder. The Auction Sales Act 1973 deals with the legalities of a sale by auction.

Tender - If the sale is conducted by public tender, the Shire may determine what is the "most acceptable tender, whether or not it is the highest tender". In the sale of land, generally, the highest tender would be the most acceptable – although there may be cases where the tender is conditional, and the Shire may consider that the terms of the condition(s) mean the tender is not the most acceptable.

Part four of the Local Government (Functions and General) Regulations deals with the requirements for public tenders where the local government calls for tenders for the supply of goods or services under s.3.57 of the Act.

**Private Treaty** - It requires, in summary:

- Ascertaining the market value of the property through a valuation carried out not more than 6 months before the proposed disposition;

- Reaching a conditional agreement with a proposed purchaser (which may or may not reflect the market valuation);
- Giving 2 weeks’ local public notice of the proposed disposition, describing the property concerned and the details of the proposed disposition (which must include the other party’s details, the market valuation and the amount at which the Shire proposes to sell);
- Council then considers any submissions made to it before the date specified in the notice, and then records its decision and the reasons for it in the minutes.

**SUSTAINABILITY AND RISK CONSIDERATIONS**

**Economic – (Impact on the Economy of the Shire and Region)**

The sale of the lot will generate albeit a small rate income for the Council, but more importantly will put Council in a better position to be able to construct a new dwelling in town either for future staff or open market rental.

**Social – (Quality of life to community and / or affected land owners)**

Nil

**Policy Implications**

- Policy CM 10 – Disposal of Property

**Risk Management Implications**

Risk Level	Comment
Medium	Not proceeding with the potential sale would result in continued holding costs for an asset no longer used and costly to maintain / refurbish.

**CONSULTATION**

The proposed disposal of property has been as required by Council Resolution 6898/10/22, in the local Newslink, Shire Facebook Page as well as the Shire Website, providing opportunity to provide comments until 10 November 2022.

No comments were received during the consultation / advertising period.

**RESOURCE IMPLICATIONS**

**Financial**

The conveying costs can be absorbed into the current budget allocation in GL 209321.

The income derived from the sale would be placed in a building reserve to be used for future building projects approved by Council.

**Workforce**

Nil

<b>8.8 BUDGET REVIEW AS AT 31 JANUARY 2023</b>	
<b>File Ref:</b>	10.1.12.3
<b>Previous Item Ref:</b>	Nil
<b>Applicant:</b>	Nil
<b>Author and Title:</b>	Leonard Long, Chief Executive Officer Darren Long, Financial Consultant
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements</b>	Absolute Majority
<b>Attachment Number:</b>	8.8A – Budget Review Report

### **FINANCE AND AUDIT COMMITTEE RECOMMENDATION 9/2/23**

That Council Resolves to:

1. Adopt the 2022/23 Annual Budget Review, as presented in Attachment 8.8A, and note that the estimate closing funds are based on current revenue and expenditure trends; and
2. Approve the following budget amendments as authorised expenditure:

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
504203	Proceeds on Plant Asset Disposals – Increase of proceeds due to higher sale price anticipated for some plant items	(\$100,000)	(\$107,181)	(\$7,181)	
514502	Proceeds on Sale of Building Assets – Proceeds for sale of house not anticipated in budget.	\$0	(\$25,000)	(\$25,000)	
303115	Rates Written Off – Increase in write off of rates on properties acquired.	\$0	\$7,311		\$7,311
303210	Grants Commission General – Increase in General Purpose grant allocation for 2022/2023	(\$232,483)	(\$353,965)	(\$121,482)	
303235	Interest – Municipal Investments – Increase in interest earned on Municipal Funds invested.	(\$400)	(\$17,500)	(\$17,100)	
204108	Members Insurance Expenses – Increase in insurance premiums.	\$20,181	\$25,600		\$5,419
204113	Australia Day Function Expenses – Increase in function expenses – offset by grant received – see GL # 304102	\$500	\$15,540		\$15,040
204199	Members – Administration costs allocated – Increase in non-cash allocations due to higher reallocation of administration expenses.	\$401,156	\$467,473		\$66,317

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
304102	Government Grants – Grant for Australia Day function not anticipated	(\$0)	(\$15,909)	(\$15,909)	
204206	Admin Building Maintenance – Increase in wages and overheads allocations	\$24,528	\$33,273		\$8,745
204220	NEWROC Executive Expenses – Payment of Data Centre Access Fees to NEWROC Members – offset by reimbursement by wireless internet company	\$13,000	\$65,000		\$52,000
204225	Admin Legal expenses – Increase in legal expenses for disposal of properties.	\$20,000	\$30,000		\$10,000
204245	Civic Functions & Receptions Expenses – Increase in Christmas function expenses.	\$0	\$6,000		\$6,000
204245	Governance Admin Costs Recovered – Increase in non-cash admin expenses reallocated to other programs.	(\$814,531)	(\$880,442)	(\$65,911)	
304209	Governance – Legal costs recovered – Decrease in reimbursed legal expenses.	(\$15,000)	(\$4,500)		\$10,500
304220	NEWROC Reimbursements – Reimbursement of data centre access fees by wireless company	\$0	(\$60,000)	(\$60,000)	
305301	Emergency Serv ESL Grant Operating - Increase in funding for bushfire brigade.	(\$12,120)	(\$23,466)	(\$11,346)	
207102	PREV SRVCS - Contract Health Services – Trends indicate lower contract expenses.	\$20,000	\$15,000	(\$5,000)	
209301	Other Housing – Building Maintenance Lot 51 – Increase in materials costs for replacement leach drain and air conditioner.	\$12,110	\$24,631		\$12,521
309305	Other Housing Lot 61 First Avenue Rent – Decrease in rental income due to vacancy.	(\$5,356)	\$0		\$5,356
210102	Refuse Site Maintenance – Decrease in wages and overheads allocations.	\$36,500	\$278,100	(\$9,400)	
310101	Sanitation – Refuse Removal Charges – Increase in rubbish collection fees raised.	(\$12,650)	(\$18,450)	(\$5,800)	
310508	Community Amenities – Contribution Income – Contribution from CRC for building upgrades not anticipated in Budget – offset	(\$0)	(\$70,000)	(\$70,000)	

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
	by increase in capital expenditure.				
310509	Community Amenities – Non Operating Grants – Contribution from Lotterywest for CRC building upgrades not anticipated in budget.	(\$0)	(\$250,000)	(\$250,000)	
211302	Oval Maintenance – Decrease in wages and overheads allocations.	\$29,400	\$23,107	(\$6,293)	
211303	Tennis Court Maintenance – Decrease in contractor expenses for electrical repairs.	\$52,050	\$35,450	(\$16,600)	
211306	Parks, Gardens & Reserves – Increase in wages, overheads and plant allocations.	\$8,850	\$15,000		\$6,150
211316	Building Maintenance Lot 188 Danberrin – Decrease in all expense areas due to property being sold.	\$12,060	\$885	(\$11,175)	
211604	Other Culture McCorry's Hotel – Decrease in wages and overheads allocations	\$26,951	\$19,296	(\$7,655)	
211605	Other Culture – Mangowine Homestead – Increase in wages and overheads allocations, and insurance premiums.	\$12,904	\$20,881		\$7,977
312102	Local Road Grant Income – increase in local road grant allocation.	(\$44,652)	(\$68,958)	(\$24,306)	
212201	Road Maintenance Expenses – Decrease in overheads and plant operation expenses. Increase in wages and road material expenses.	\$400,423	\$344,097	(\$56,326)	
312230	Main Roads Maintenance Grant - Increase in road maintenance grant allocation.	(\$80,373)	(\$89,727)	(\$9,354)	
213101	Noxious Weeds/Pest Plants – Decrease in expenses due to LAG project handed over to new local government to administer.	\$40,540	\$7,265	(\$33,275)	
313103	Government Grants LAG – Decrease in grant funding due to handing project over to new local government to administer.	(\$40,540)	(\$0)		\$40,540
313102	Skeleton Weed Vehicle Hire – Decrease in hire fees for vehicle.	(\$16,000)	(\$4,000)		\$12,000
214201	Works Manager Salaries – Decrease in salary allocations.	\$96,143	\$87,500	(\$8,643)	
214204	Public Works – Superannuation – Decrease in superannuation expenses	\$70,155	\$62,000	(\$8,155)	

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
214205	Public Works – Sick/Holiday Pay – Increase in annual leave taken by staff.	\$46,505	\$61,244		\$14,739
214206	Public Works – Insurance on Works – Decrease in insurance premiums	\$29,659	\$24,061	(\$5,598)	
214210	Public Works – Allowances – Decrease in adverse allowances paid.	\$38,722	\$24,001	(\$14,721)	
214299	Less Allocation of Public Works Overheads - Decrease in overheads allocated to jobs	(\$335,880)	(\$317,089)		\$18,791
214305	Fuels and Oils Expenses – Increase in fuel purchases	\$67,000	\$75,000		\$8,000
214399	Less Plant costs allocated to works – increase in plant expenses allocated to jobs	(\$200,472)	\$211,816)	(\$11,344)	
214401	Gross Salaries and Wages – Increase in total salaries and wages paid for year	\$863,000	\$931,932		\$68,932
214402	Less Salaries and Wages Allocation – Increase in salaries and wages allocated to jobs	(\$863,000)	(\$931,932)	(\$68,932)	
214405	Workers Compensation Expenses – Increase in workers compensation expenses paid	\$0	\$17,438		\$17,438
314401	Reimbursement – Workers Compensation – Increase in workers compensation reimbursements	\$0	(\$9,200)	(\$9,200)	
404101	Council Chambers Furniture – Decrease in furniture expenses	\$15,000	\$4,400	(\$10,600)	
405103	Bushfire Brigade – Final construction costs for building not invoiced in 2021-2022	\$14,671	\$100,637		\$85,966
410510	Post Office CRC Capital Expenditure – Increase in CRC upgrade project scope due to additional grant funds available.	\$100,000	\$420,000		\$320,000
413202	Caravan Park New Ablutions – Reallocation of budget from GL # 413206 to better reflect asset capitalisation type.	\$0	\$250,000		\$250,000
404201	CEO Vehicle Purchase – Acquisition cost under budget	\$72,000	\$63,911	(\$8,089)	
411336	Parks & Gardens Plant & Equipment – Increase in expenses due to replacement of reticulation pump.	\$9,000	\$21,823		\$12,823
412327	Traffic Counter Purchase – Increase for purchase of new traffic counters.	\$0	\$10,514		\$10,514
412326	Wheeled Loader Capital Expense – Decrease in purchase cost of loader	\$225,000	\$214,137	(\$10,863)	

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
412103	Road to Recovery – Creagh Rd Capital Expense – Increase in wages, overheads, plant and contractor expenses to complete project.	\$112,446	\$219,081		\$106,635
411205	Swimming Pool Filter Refurbishment – Increase in contractor cost to refurbish filter.	\$12,000	\$17,500		\$5,500
413206	Caravan Park Other Infrastructure – Reallocate budget allocation to GL # 413202 to better reflect asset capitalisation type.	\$250,000	\$0	(\$250,000)	
	Other Minor variations below the \$5,000 threshold			(\$56,911)	\$60,460
<b>TOTAL</b>				<b>(\$1,292,169)</b>	<b>\$1,245,674</b>
<b>Net Adjustment to 2022/23 Budget</b>				<b>(\$46,495)</b>	

Moved: .....

Seconded: .....

Absolute Majority Required

.....

**IN BRIEF**

The purpose of this report is for Council to consider and adopt the Budget Review Report, with any amendments, for the period 1 July 2022 to 31 January 2023.

**BACKGROUND**

The review of an annual budget for a financial year must –

1. Consider the local government’s financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year;
2. Consider the local government’s financial position as at the date of the review; and
3. Review the outcomes for the end of that financial year that are forecast in the budget. Within 30 days after a council has decided, a copy of the review and council’s determination is to be submitted to the Department.

A detailed analysis at account level incorporating year to date actual results and budget projections to 30 June 2023, for the period ending 31 January 2023, is presented for consideration.

A Statement of Financial Activity at program level has been prepared to provide a summarisation of the budget review results, as well as a Statement of Closing Funds detailing the projected surplus as at 30 June 2023.

**REPORT DETAIL**

The budget review has been prepared to include the information required by the Local Government Act 1995, the Local Government (Financial Management) Regulations 1996, and the Australian Accounting Standards. Council adopted a 10% or \$5,000 threshold minimum for the reporting of material variances to be used in the Statement of Financial Activity and the annual Budget Review Report.

Based on current trends, it is anticipated that a budget surplus of \$46,495 can be achieved as at 30 June 2023.

The following table details the proposed budget amendments:

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
504203	Proceeds on Plant Asset Disposals – Increase of proceeds due to higher sale price anticipated for some plant items.	(\$100,000)	(\$107,181)	(\$7,181)	
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303115	Rates Written Off – Increase in write off of rates on properties acquired.	\$0	\$7,311		\$7,311
303210	Grants Commission General – Increase in General Purpose grant allocation for 2022/2023	(\$232,483)	(\$353,965)	(\$121,482)	
303235	Interest – Municipal Investments – Increase in interest earned on Municipal Funds invested.	(\$400)	(\$17,500)	(\$17,100)	
204108	Members Insurance Expenses – Increase in insurance premiums.	\$20,181	\$25,600		\$5,419
204113	Australia Day Function Expenses – Increase in function expenses – offset by grant received – see GL # 304102	\$500	\$15,540		\$15,040
204199	Members – Administration costs allocated – Increase in non-cash allocations due to higher reallocation of administration expenses.	\$401,156	\$467,473		\$66,317
304102	Government Grants – Grant for Australia Day function not anticipated	(\$0)	(\$15,909)	(\$15,909)	
204206	Admin Building Maintenance – Increase in wages and overheads allocations	\$24,528	\$33,273		\$8,745
204220	NEWROC Executive Expenses – Payment of Data Centre Access Fees to NEWROC Members – offset by reimbursement by wireless internet company	\$13,000	\$65,000		\$52,000
204225	Admin Legal expenses – Increase in legal expenses for disposal of properties.	\$20,000	\$30,000		\$10,000



ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
204245	Civic Functions & Receptions Expenses – Increase in Christmas function expenses.	\$0	\$6,000		\$6,000
204245	Governance Admin Costs Recovered – Increase in non-cash admin expenses reallocated to other programs.	(\$814,531)	(\$880,442)	(\$65,911)	
304209	Governance – Legal costs recovered – Decrease in reimbursed legal expenses.	(\$15,000)	(\$4,500)		\$10,500
304220	NEWROC Reimbursements – Reimbursement of data centre access fees by wireless company	\$0	(\$60,000)	(\$60,000)	
305301	Emergency Serv ESL Grant Operating - Increase in funding for bushfire brigade.	(\$12,120)	(\$23,466)	(\$11,346)	
207102	PREV SRVCS - Contract Health Services – Trends indicate lower contract expenses.	\$20,000	\$15,000	(\$5,000)	
209301	Other Housing – Building Maintenance Lot 51 – Increase in materials costs for replacement leach drain and air conditioner.	\$12,110	\$24,631		\$12,521
309305	Other Housing Lot 61 First Avenue Rent – Decrease in rental income due to vacancy.	(\$5,356)	\$0		\$5,356
210102	Refuse Site Maintenance – Decrease in wages and overheads allocations.	\$36,500	\$278,100	(\$9,400)	
310101	Sanitation – Refuse Removal Charges – Increase in rubbish collection fees raised.	(\$12,650)	(\$18,450)	(\$5,800)	
310508	Community Amenities – Contribution Income – Contribution from CRC for building upgrades not anticipated in Budget – offset by increase in capital expenditure.	(\$0)	(\$70,000)	(\$70,000)	
310509	Community Amenities – Non Operating Grants – Contribution from Lotterywest for CRC building upgrades not anticipated in budget.	(\$0)	(\$250,000)	(\$250,000)	
211302	Oval Maintenance – Decrease in wages and overheads allocations.	\$29,400	\$23,107	(\$6,293)	
211303	Tennis Court Maintenance – Decrease in contractor expenses for electrical repairs.	\$52,050	\$35,450	(\$16,600)	
211306	Parks, Gardens & Reserves – Increase in wages, overheads and plant allocations.	\$8,850	\$15,000		\$6,150
211316	Building Maintenance Lot 188 Danberrin – Decrease in all expense areas due to property being sold.	\$12,060	\$885	(\$11,175)	

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
211604	Other Culture McCorry's Hotel – Decrease in wages and overheads allocations	\$26,951	\$19,296	(\$7,655)	
211605	Other Culture – Mangowine Homestead – Increase in wages and overheads allocations, and insurance premiums.	\$12,904	\$20,881		\$7,977
312102	Local Road Grant Income – increase in local road grant allocation.	(\$44,652)	(\$68,958)	(\$24,306)	
212201	Road Maintenance Expenses – Decrease in overheads and plant operation expenses. Increase in wages and road material expenses.	\$400,423	\$344,097	(\$56,326)	
312230	Main Roads Maintenance Grant - Increase in road maintenance grant allocation.	(\$80,373)	(\$89,727)	(\$9,354)	
213101	Noxious Weeds/Pest Plants – Decrease in expenses due to LAG project handed over to new local government to administer.	\$40,540	\$7,265	(\$33,275)	
313103	Government Grants LAG – Decrease in grant funding due to handing project over to new local government to administer.	(\$40,540)	(\$0)		\$40,540
313102	Skeleton Weed Vehicle Hire – Decrease in hire fees for vehicle.	(\$16,000)	(\$4,000)		\$12,000
214201	Works Manager Salaries – Decrease in salary allocations.	\$96,143	\$87,500	(\$8,643)	
214204	Public Works – Superannuation – Decrease in superannuation expenses	\$70,155	\$62,000	(\$8,155)	
214205	Public Works – Sick/Holiday Pay – Increase in annual leave taken by staff.	\$46,505	\$61,244		\$14,739
214206	Public Works – Insurance on Works – Decrease in insurance premiums	\$29,659	\$24,061	(\$5,598)	
214210	Public Works – Allowances – Decrease in adverse allowances paid.	\$38,722	\$24,001	(\$14,721)	
214299	Less Allocation of Public Works Overheads - Decrease in overheads allocated to jobs	(\$335,880)	(\$317,089)		\$18,791
214305	Fuels and Oils Expenses – Increase in fuel purchases	\$67,000	\$75,000		\$8,000
214399	Less Plant costs allocated to works – increase in plant expenses allocated to jobs	(\$200,472)	\$211,816)	(\$11,344)	
214401	Gross Salaries and Wages – Increase in total salaries and wages paid for year	\$863,000	\$931,932		\$68,932
214402	Less Salaries and Wages Allocation – Increase in salaries and wages allocated to jobs	(\$863,000)	(\$931,932)	(\$68,932)	

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
214405	Workers Compensation Expenses – Increase in workers compensation expenses paid	\$0	\$17,438		\$17,438
314401	Reimbursement – Workers Compensation – Increase in workers compensation reimbursements	\$0	(\$9,200)	(\$9,200)	
404101	Council Chambers Furniture – Decrease in furniture expenses	\$15,000	\$4,400	(\$10,600)	
405103	Bushfire Brigade – Final construction costs for building not invoiced in 2021-2022	\$14,671	\$100,637		\$85,966
410510	Post Office CRC Capital Expenditure – Increase in CRC upgrade project scope due to additional grant funds available.	\$100,000	\$420,000		\$320,000
413202	Caravan Park New Ablutions – Reallocation of budget from GL # 413206 to better reflect asset capitalisation type.	\$0	\$250,000		\$250,000
404201	CEO Vehicle Purchase – Acquisition cost under budget	\$72,000	\$63,911	(\$8,089)	
411336	Parks & Gardens Plant & Equipment – Increase in expenses due to replacement of reticulation pump.	\$9,000	\$21,823		\$12,823
412327	Traffic Counter Purchase – Increase for purchase of new traffic counters.	\$0	\$10,514		\$10,514
412326	Wheeled Loader Capital Expense – Decrease in purchase cost of loader	\$225,000	\$214,137	(\$10,863)	
412103	Road to Recovery – Creagh Rd Capital Expense – Increase in wages, overheads, plant and contractor expenses to complete project.	\$112,446	\$219,081		\$106,635
411205	Swimming Pool Filter Refurbishment – Increase in contractor cost to refurbish filter.	\$12,000	\$17,500		\$5,500
413206	Caravan Park Other Infrastructure – Reallocate budget allocation to GL # 413202 to better reflect asset capitalisation type.	\$250,000	\$0	(\$250,000)	
	Other Minor variations below the \$5,000 threshold			(\$56,911)	\$60,460
<b>TOTAL</b>				<b>(\$1,292,169)</b>	<b>\$1,245,674</b>
<b>Net Adjustment to 2022/23 Budget</b>				<b>(\$46,495)</b>	

Estimated closing funds in 2022-23 Adopted Budget	\$ 0
Plus net savings as detailed in table above	\$ 46,495
<b>Net Estimated Closing Funds</b>	<b>\$ 46,495</b>

**SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 – 2033**

<b>Focus Area</b>	Our Organisation
<b>Community Priority</b>	Effective forward planning, and engagement with our community
<b>Success Measurement</b>	We deliver sound financial and asset management

**OTHER STRATEGIC LINKS**

Nil

**STATUTORY ENVIRONMENT**

The Local Government Act provides for local governments, including regional local governments, to prepare an annual budget.

*6.2. Local government to prepare annual budget*

- (1) *During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt\*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.*

***\*Absolute majority required.***

The Local Government (Financial Management) Regulations 1996 require local governments to undertake a review of the Annual Budget.

*33A. Review of Budget*

- (1) *Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.*
- (2A) *The review of an annual budget for a financial year must —*
  - (a) *consider the local government’s financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
  - (b) *consider the local government’s financial position as at the date of the review; and*
  - (c) *review the outcomes for the end of that financial year that are forecast in the budget.*
- (2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*
- (3) *A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

***\*Absolute majority required.***

- (4) *Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.*

**SUSTAINABILITY AND RISK CONSIDERATIONS**

**Economic – (Impact on the Economy of the Shire and Region)**

An Integrated Strategic Plan is a fundamental document which informs the preparation of the annual budget.

**Social – (Quality of life to community and / or affected land owners)**

The Integrated Strategic Plan, reflects what the community envisages for the future development within the Shire, and what is considered will improve the quality of life for the community.

**Policy Implications**

Nil

**Risk Management Implications**

<b>Risk Level</b>	<b>Comment</b>
High	Failure to manage the Councils ongoing expenditure and income against budget estimates would increase the risk of a negative impact on the end of year financial position, and would not comply with the relevant legislation.

**CONSULTATION**

Nil

**RESOURCE IMPLICATIONS**

**Financial**

The financial implications of this report are detailed in the commentary section. Based on current trends, the budget review analysis predicts:

1. an overall increase in operating revenue of \$192,618;
2. an overall decrease in operating expenditure of \$11,502;
3. an overall increase in capital expenditure of \$515,942;
4. an overall increase in non-operating revenue of \$320,001;
5. an overall decrease in Proceeds on Sale of Assets of \$32,181 and
6. an increase in the opening surplus of \$4,973

**Workforce**

Nil

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end

<b>8.9 REQUEST FROM THE NUNGARIN VOLUNTEER BUSHFIRE BRIGADE TO PAY THE FIRST YEARS COST OF A COMMUNICATIONS APP.</b>	
<b>File Ref:</b>	8.3
<b>Previous Item Ref:</b>	Nil
<b>Applicant:</b>	Nil
<b>Author and Title:</b>	Leonard Long, Chief Executive Officer
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements</b>	Simple Majority
<b>Attachment Number:</b>	8.9A – Shire Letter & Invoices

**OFFICER RECOMMENDATION 10/02/23**

**That Council Resolves to:**

1. **Approve the request from the Nungarin Volunteer Bushfire Brigade to pay \$360, being the first years cost of a communications app subject to:**
  - a. **The invoice made out to the Shire of Nungarin from the communications app company.**
2. **Authorises the Chief Executive Officer to pay the amount in (1.) above from GL 204115.**

**Moved:** .....

**Seconded:** .....

.....

**IN BRIEF**

Council is requested to consider assisting the Nungarin Volunteer Bushfire Brigade with a once off payment for a communications app used to notify active members of a fire emergency.

**BACKGROUND**

The Nungarin Vintage Rally is an annual event attracting large numbers of visitors to the town and region.

**REPORT DETAIL**

Over the past several months the brigade has undergone changes with the construction of the new fire shed and the recruitment of volunteers.

The brigade now has 12 active members who can be contacted in the event of a fire emergency either within the Shire of Nungarin or surrounding shires, and has been trialling a new communications app recommended by DFES, which has proven to assist in the turn out times.

Whilst the app is recommended by DFES, DFES does not contribute to the cost leaving it up to each volunteer brigade to fund. The Nungarin brigade is in the process of

creating a constitution and opening a bank account, and plans to undertake a number of fund-raising efforts to assist in being able to fund items needed but not funded by DFES.

**SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 – 2033**

<b>Focus Area</b>	Our Organisation
<b>Community Priority</b>	Effective forward planning, and engagement with our community
<b>Success Measurement</b>	We deliver sound financial and asset management

**OTHER STRATEGIC LINKS**

Nil

**STATUTORY ENVIRONMENT**

- *Local Government Act 1995*

**SUSTAINABILITY AND RISK CONSIDERATIONS**

**Economic – (Impact on the Economy of the Shire and Region)**

Nil

**Social – (Quality of life to community and / or affected land owners)**

Nil

**Policy Implications**

Nil

**Risk Management Implications**

<b>Risk Level</b>	<b>Comment</b>
Low	The risk to Council is minimal, should Council resolve to not fund the first year of the communications app. However, not approving the request could result in slower turn out times by the brigade.

**CONSULTATION**

Nil

**RESOURCE IMPLICATIONS**

**Financial**

Sufficient funds are available in the current approved budget.

**Workforce**

Nil

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end

**9. DELEGATES REPORTS, MINUTES OF COMMITTEES AND FORUMS**

9.1 Delegates Reports  
(Elected member who are delegates to other Forums may present a verbal or written report).

9.2 Minutes of Committees and Forums  
(Minutes are provided to Elected members for information purposes only, and do not need to be voted upon).

9.2.1 Great Eastern Country Zone – 28 November 2022 (**ATTACHMENT 9.2.1A**)

9.2.2 Kununoppin Medical Practice – 31 January 2023 (**ATTACHMENT 9.2.2A**)

9.2.3 Sub-Regional Road Group – 20 September 2022 (**ATTACHMENT 9.2.3A**)

**10. NEW BUSINESS OF AN URGENT NATURE**  
(New business of an urgent nature approved by the Presiding Member)

**11. CONFIDENTIAL ITEMS OF BUSINESS**

**12. CLOSURE**

The being no further business the meeting closed at .....

\_\_\_\_\_  
Presiding Member

\_\_\_\_\_  
Date

