



## AGENDA

### SPECIAL COUNCIL MEETING

8 February 2023

#### NOTICE OF SPECIAL MEETING OF COUNCIL

Dear Elected Member & Community Members

A Special Meeting of the Shire of Narrogin will be held on 8 February 2023 in the Shire of Narrogin Council Chambers, 89 Earl Street, Narrogin, commencing at 5:00 pm for the purpose of the acceptance of the 2021/22 Annual Report.

A handwritten signature in black ink, appearing to read 'Dale Stewart'.

Dale Stewart  
Chief Executive Officer

### **Acknowledgement of Noongar People**

The Shire of Narrogin acknowledges the Noongar people as traditional custodians of this land and their continuing connection to land and community. We pay our respect to them, to their culture and to their Elders past and present.

Naatj ngiyan Birdiya Gnarojin kep unna nidja Noongar Moort ngaala maya nidja boodjera baarlap djoowak karlerl koolark. Ngalak niny ngullang karnan balang Bibolman baalap borong koora wer boorda.

**Electronic copies of minutes and agendas are available  
for download from the Shire of Narrogin website [www.narrogin.wa.gov.au](http://www.narrogin.wa.gov.au)**

**Alternative formats are also available upon request, including large print,  
electronic format (disk or emailed), audio or Braille**



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**Narrogin**  
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# STRATEGIC COMMUNITY

SNAPSHOT

PLAN  
2017-27

## VISION

A leading regional economic driver and a socially interactive and inclusive community.

## MISSION

Provide leadership, direction and opportunities for the community.

## KEY PRINCIPLES

In achieving the Vision and Mission, we will set achievable goals and work with the community to maintain a reputation of openness, honesty and accountability. In doing so we will:

- Respect the points of view of individuals and groups;
- Build on existing community involvement;
- Encourage community leadership;
- Promote self-reliance and initiative;
- Recognise and celebrate achievement;
- Support the principles of social justice; and
- Acknowledge the value of staff and volunteers.

## OUR VALUES

### Care with Trust & Teamwork

**Caring** - We display kindness and concern for one another and our community

**Accountability** - We accept responsibility for our actions and outcomes

**Respect** - We treat everyone how we would like to be treated

**Excellence** - We go the extra mile to deliver outstanding services

**Trust** - We share without fear of consequences

**Team Work** - We work together for a common goal

## ECONOMIC

### Support growth and progress, locally and regionally...

#### Growth in revenue opportunities

- Attract new industry, business, investment and encourage diversity whilst encouraging growth of local business
- Promote Narrogin and the Region
- Promote Narrogin's health and aged services including aged housing

#### Increased Tourism

- Promote, develop tourism and maintain local attractions

#### An effective well maintained transport network

- Maintain and improve road network in line with resource capacity
- Review and implement the Airport Master Plan

#### Agriculture opportunities maintained and developed

- Support development of agricultural services

## SOCIAL

### Provide community facilities and promote social interaction...

#### Provision of youth services

- Develop and implement a youth strategy

#### Build a healthier and safer community

- Support the provision of community security services and facilities
- Advocate for mental health and social support services
- Continue and improve provision of in-home care services

#### Existing strong community spirit and pride is fostered, promoted and encouraged

- Develop and activate Sport and Recreation Master Plan
- Engage and support community groups and volunteers
- Facilitate and support community events
- Provide improved community facilities (eg library/recreation)
- Encourage and support continued development of arts and culture

#### Cultural and heritage diversity is recognised

- Maintain and enhance heritage assets
- Support our Narrogin cultural and indigenous community

#### A broad range of quality education services and facilities servicing the region

- Advocate for increased education facilities for the region
- Advocate for and support increased education services

## ENVIRONMENT

### Conserve, protect and enhance our natural and built environment...

#### A preserved natural environment

- Conserve, enhance, promote and rehabilitate the natural environment

#### Effective waste services

- Support the provision of waste services

#### Efficient use of resources

- Increase resource usage efficiency

#### A well maintained built environment

- Improve and maintain built environment

## CIVIC

### Continually enhance the Shire's organisational capacity to service the needs of a growing community...

#### An efficient and effective organisation

- Continually improve operational efficiencies and provide effective services
- Continue to enhance communication and transparency

#### An employer of choice

- Provide a positive, desirable workplace

## DISCLAIMER

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Please note that meetings may be recorded for minute taking purposes.

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# SPECIAL COUNCIL MEETING 8 FEBRUARY 2023

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## 1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member, President Ballard, declared the meeting open at 5:00 pm.

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

### **Elected Members (Voting)**

Mr L Ballard – Shire President (Presiding Member)

Cr G Broad – Deputy Shire President

Cr R McNab

Cr M Fisher

Cr B Seale

Cr J Pomykala

Cr T Wiese

Cr T Alexander

Cr J Early

### **Staff**

Mr D Stewart – Chief Executive Officer

Mr A Awang – Executive Manager Development & Regulatory Services

Mr T Evans – Executive Manager Technical & Rural Services

Mr M Furr – Executive Manager Corporate & Community Services

Mr A Mulenga – Manager Corporate Services

Ms V Ward – Executive Assistant

### **Leave of Absence**

Nil

### **Apologies**

### **Absent**

### **Visitors**

**3. DECLARATION OF INTEREST BY ELECTED MEMBERS AND COUNCIL EMPLOYEES IN MATTERS INCLUDED IN THE MEETING AGENDA**

Name	Item No	Interest	Nature

**4. PUBLIC QUESTION TIME**

**5. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION**

## 6. MATTERS WHICH REQUIRE DECISIONS

### 6.1.1 ADOPTION OF 2021/2022 ANNUAL REPORT

File Reference	12.2.1, 4.2.6
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	19 January 2023
Author	Mark Furr – Executive Manager Corporate and Community Services
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	<ol style="list-style-type: none"><li>1. Shire of Narrogin 2021/2022 Annual Report (containing Annual Financial Report and Independent Audit Report) – (separate cover)</li><li>2. Auditors Management Letter (Confidential – sent under separate cover)</li></ol>

#### Summary

The Local Government Act 1995 requires that Council accepts the draft Annual Report each financial year, including the Financial and Auditor's Reports, no later than 31 December or within two months of the Auditor's Report becoming available, if that is not received prior to 31 December.

The Auditor's report was received on 21 December 2022. The Audit Advisory Committee will meet with the Auditor on 8 February 2023 (prior to the scheduled Council Meeting) and officers have recommended to the Audit Committee and the Council to accept the Annual Financial Statements and Independent Audit Report.

#### Background

Under Section 5.53 of the Local Government Act 1995, the Shire is required to prepare an Annual Report for each financial year. The report is to contain:

- A report from the Shire President and Chief Executive Officer;
- An overview of the Plan for The Future/Community Strategic Plan;
- The 2021/22 Financial Report;
- The 2021/22 Auditor Report; and
- Any other prescribed information.

Council is also requested to give consideration to determining the date, time and location of the Annual General Meeting. The meeting must be held within 56 days from the date Council accepts the Annual Report and Financial Statements.

If Council accepts the Annual Report at this meeting, the latest possible date for the meeting is Wednesday 5 April 2023.



## Consultation

Consultation occurred with the Auditors and:

- Manager Corporate Services;
- Executive Management Team; and
- Audit Advisory Committee (8 February 2023).

## Statutory Environment

The following statutory implications relate:

- Local Government Act 1995 Section 5.27 – Electors’ general meetings;
- Local Government Act 1995 Section 5.29 – Convening electors’ meetings;
- Local Government Act 1995 Section 5.53 – Annual reports;
- Local Government Act 1995 Section 5.54 – Acceptance of annual reports;
- Local Government Act 1995 Section 5.55 – Notice of annual reports; and
- Local Government Act 1995 Section 5.55A – Publication of annual report.

## Implications

There are no known policy implications on this matter.

## Financial Implications

Given the Audited Financial Report has a carried forward (30 June 2022) actual surplus only \$11,000 (approximately) less than to the current Adopted Budget’s brought forward (1 July 2022) surplus, there are no significant financial implications to consider. This will be addressed as part of the major Budget Review, scheduled for Council consideration at the Council meeting of 22 February 2023.

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective	4.	Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1	An efficient and effective organisation
Strategy:	4.1.1	Continually improve operational efficiencies and provide effective services
Strategy:	4.1.2	Continue to enhance communication and transparency

## Comment/Conclusion

It is recommended that the Annual Report be considered by the electors of the Shire at the Annual Electors’ Meeting to be held on Wednesday 22 March 2023 (which would coincide with the March 2023 Ordinary Meeting of Council), commencing at 6:00 pm, which is within the 56-day period from the date of Council accepting the draft Annual Report.

## Voting Requirements

An Absolute Majority decision (of the Council) to accept the Annual Report is required.

## **OFFICERS' RECOMMENDATION**

That with respect to the 2021/2022 Annual Report, Council:

1. Accept the Annual Report including the Annual Financial Report and Audit Report for the 2021/22 year, noting that it is 'unqualified' and there are no matters of significance raised by the Auditors;
2. Convene the Annual Electors' Meeting on 22 March 2023, in the Council Chambers, commencing at 6.00 pm; and
3. Publish the Annual Report, Audit Report, Notice of Meeting and give public notice(s) to the above effect, pursuant to the Local Government Act 1995, sections, 5.29, 5.55, 5.55A, in the Narrogin Observer, on the Shire's Website, official Notice Boards and Facebook site.

**7. ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**8. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING**

**9. CLOSURE OF MEETING**

There being no further business to discuss, the Presiding Member declared the meeting closed at \_\_\_ pm and pursuant to resolution 261022.009 of 26 October 2022, reminded Councillors of the next Ordinary Meeting of the Council, scheduled for 7.00 pm on Wednesday 22 February 2023, at this same venue.



Shire of  
**Narrogin**

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89 Earl Street, Narrogin

**Correspondence to:**

PO Box 1145, Narrogin WA 6312

**T** (08) 9890 0900

**E** [enquiries@narrogin.wa.gov.au](mailto:enquiries@narrogin.wa.gov.au)

**W** [www.narrogin.wa.gov.au](http://www.narrogin.wa.gov.au)