

**AGENDA
ORDINARY COUNCIL MEETING**

24 MAY 2016

COMMENCING AT 7:30 PM

**COUNCIL CHAMBERS
THE TOWN OF NARROGIN
89 EARL STREET
NARROGIN WA 6312**

Meaning of and CAUTION concerning Council's "In Principle" support:

When Council uses this expression it means that: (a) Council is generally in favour of the proposal BUT is not yet willing to give its consent; and (b) Importantly, Council reserves the right to (and may well) either decide against the proposal or to formally support it but with restrictive conditions or modifications.

Therefore, whilst you can take some comfort from Council's "support" you are clearly at risk if you act upon it before Council makes its actual (and binding) decision and communicates that to you in writing.

Disclaimer:

"Warning - Verbal Information & Advice: Given the inherent unreliability and uncertainty that surrounds verbal communication, the Town strongly recommends that, if a matter is of importance to you, then you should NOT act upon or otherwise rely upon any VERBAL information or advice you receive from the Town unless it is first confirmed in writing."

**ORDINARY COUNCIL MEETING AGENDA
24 MAY 2016**

- 1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS**

- 2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**

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

- 4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

- 5. PUBLIC QUESTION TIME**

- 6. APPLICATIONS FOR LEAVE OF ABSENCE**

- 7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

OFFICER'S RECOMMENDATION

That Council:

Accept the minutes of the Ordinary Council Meeting held 10 May 2016 and be confirmed as an accurate record of proceedings.

- 8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION**

- 9. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

10. MATTERS WHICH REQUIRE DECISIONS

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10.1 DEVELOPMENT AND TECHNICAL SERVICES

10.1.054 PROPOSED SITE FOR RELOCATION OF JESSIE HOUSE – LOT 1721 (RESERVE 49048) HALE ROAD, NARROGIN

File Reference:	A226650
Disclosure of Interest:	Nil
Applicant:	Town of Narrogin
Previous Item Nos:	Nil
Date:	17 May 2016
Author:	Azhar Awang, Executive Manager Development & Regulatory Services

Attachments

- Site Assessments
- Proposed Site

Summary

Council is requested to consider the proposed site for the relocation of Jessie House from its current location.

Background

Jessie House is currently located at Lot 1561 (No 20) Clayton Road, Narrogin which is between the Hockey pitch and the Narrogin Leisure Centre. Jessie House is used for the purpose of Narrogin Homecare which provides services such as Home and Community Care for the Community of the Town of Narrogin and a Dementia Secure Centre Based day care facility.

Given its current location within the precinct of the Narrogin Regional Leisure Centre and the inability to expand, it is recommended that Jessie House be relocated to another site.

A working group of the Administration staff was formed comprising of the Chief Executive Officer, Director Corporate and Community Services, Manager of Home and Community Care, Building Surveyor and the Executive Manager Development & Regulatory Services for the purpose of identifying a suitable site for the relocation of Jessie House.

Three (3) sites were nominated which included:

- Lot 264 Park Street (behind the Council Administration Building);
- Lot 123 Earl Street; and
- Site next to the Community Garden at the corner of Herald and Hale Streets, Reserve 49048 (Lot 1721).

Attachment 1 is the method that was used to identify the most suitable site based on zoning and purpose of the reserve, minimum site area required (4000m²), proximity to community services, topography and availability to services (power, electricity and water).

It was agreed by the working group that the area next to the community garden would be the preferred site based on the site requirements and the needs of the community care residents/clients wanting to be close to nature and the environment.

Comment

Zoning

The preferred site for the Jessie House site is currently zoned "Recreation" under the Town of Narrogin *Town Planning Scheme No 2*. A scheme amendment will be required to rezone the area required to "Community Purpose – Home and Community Care". It is also noted that the land is vested to the Town of Narrogin for the purpose of Recreation and this will need to be amended to change the purpose to "Community Purpose – Home and Community Care".

A request will be required to be made to the Department of Lands for the change of purpose. It is also recommended that the Department of Planning be advised of Council's proposal as it may require the land to be rezoned at a later stage.

Area

The proposed site has a total area over 4,000m² which is required to adequately develop the site for the purpose of Home and Community Care with possible expansions in the future.

Access

The main access on to the property is via Hale Street which is already sealed and fronts onto the predominantly existing residential area.

Site

The proposed site is within close proximity to an existing water course/creek and this will need to be setback at least 30m from the edge of the water course/creek line.

The existing site currently hosts a Community garden and an outside gym for the benefit of the Community. It is proposed to locate the site for the Jessie House next to these facilities.

As the site is an ideal location for the relocation of Jessie House based on the proximity to facilities it is recommended that public advertising be undertaken to surrounding areas of the proposed site for public submissions.

Consultation

- A working group was formed to investigate a new site for the relocation of Jessie House which include the Chief Executive Officer, Director Corporate and Community Services, Executive Manager Development & Regulatory Services, Manager Home and Community Care and the Building Surveyor.
- Public advertising be undertaken to gauge the community response regarding the proposed site for the relocation of Jessie House.

Statutory Environment

Local – *Town of Narrogin Town Planning Scheme No 2*

6.1 Application for Planning Consent

6.1.1 – A person shall not commence or continue development or change the use of any land zoned or reserved under the Scheme without first having applied for and obtained the planning consent of the Council under the Scheme.

Policy Implications

Nil

Financial Implications

No budget allocation has been provided at this point in time as this is still in the planning stage. It is recommended that a budget allocation of \$30,000 be allocated for the 2016/2017 year for design and construction drawings including specifications for works.

Strategic Implications

The Corporate Business Plan 2012-2022

	Strategy	Task Allocation	Timeline
2.2	Continue to support the development of the Aged Care industry, services and support in Narrogin to assist in retaining aged residents within the community.	DCCS	Ongoing

Voting Requirements

Simple Majority.

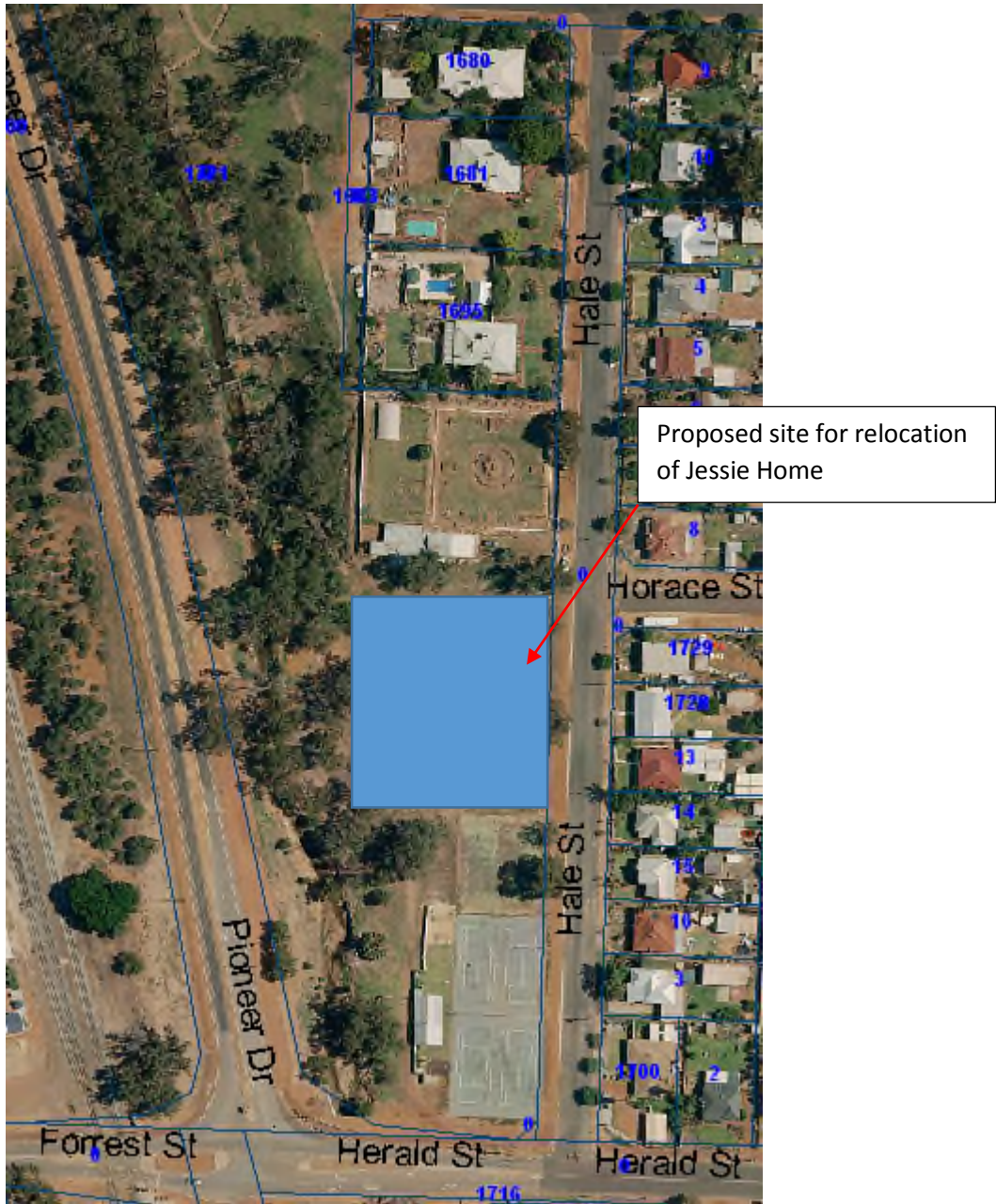
OFFICER'S RECOMMENDATION

That Council:

1. Endorse the relocation of Jessie House on Lot 1721 (Reserve 49048) Hale Road Narrogin.
2. Undertake public advertising to surrounding properties of the proposed relocation of Jessie House on Lot 1721 (Reserve 49048) for the purpose of Home and Community Care for a period of fourteen (14) days. Any submission received will be provided to Council for further considerations.
3. In the event that no objections are received regarding the proposed relocation of Jessie House, undertake the following:
 - a. Write to the Department of Lands requesting for a change of purpose of Reserve 49048 (Lot 1721) Hale Road, Narrogin from "Recreation" to "Community Purpose" to allow for the development of Jessie House for the purpose of Home and Community Care to service the aged population of the Town Community and to include power to lease.
 - b. Obtained the service of a qualified licensed Land Surveyor to prepare a survey diagram for the creation of the new reserve for "Community Purpose – Home and Community Care".

	Lot 264 Park Street	Lot 123 Earl Street	Lot 1721 (Reserve 49048) Next to Community Garden Hale Road
Zoning	Central Business	Single Residential (R12.5)	Recreation
Use Class *Aged Persons Dwelling Unit/Aged Person's Home/Aged Person's Village/Nursing Home/Convalescent Home/ -All these uses are listed as permitted in 'Other Residential' Zone	Use currently not listed. Clause 2.2.6 provides Council the ability to consider the application for a use that is not listed in the development Table subject to the use meeting the objectives of the respective zoning and to undertake public advertising prior to Council's Consideration	Aged Person's Dwelling – PS Use. Special Approval required from Council.	Not permitted, Scheme amendment will be required to rezone the land
Services (Water, Sewer, Power	Yes	Services available, development will require septic system.	Yes
Minimum Area 4000m2	5000m2	27.4 hectares	Greater than 5000m2
Topography	Steep land requiring significant earthworks and retaining wall (cut & fill) \$\$\$	Slight slope of land. Will requiring some levelling of land	Relatively Flat, close to existing Creek/Drain.
Proximity to Community Services – Shopping, Hospital, Library, Other senior facilities	All within less than 100m	At least 800m from existing community services. It is noted that the area is designated as a dog exercise area.	At least 500m from existing community facilities
Proposed Joint TPS 3	Aged Persons Hostel - 'A use' – advertising required prior to Council's consideration	Aged Person's Hostel – D use Council's discretion	Recreation – Not permitted for development.

*Aged Persons Dwelling Unit is defined in the Residential Design Codes as – A person who is aged 55 years or over. None of the other listed use is defined in the TPS 2. The Proposed TPS 3- Defined Aged Person Hostel as premises used for the accommodation of aged persons in independent units and where meals and other facilities are provided.



Attachment 2 - Proposed site

10.1.055 PROPOSED TRANSFER STATION – LOT 1633 (RESERVE 8410) WHITE ROAD, NARROGIN

File Reference: 31.3.4
Disclosure of Interest: Nil
Applicant: Town of Narrogin
Previous Item Nos: Nil
Date: 18 May 2016
Author: Azhar Awang, Executive Manager Development & Regulatory Services.

Attachments

- Aerial photo of landfill site
- Concept Design for Transfer Station
- Typical Cross Sectional Construction Detail
- Landform contour plan

Summary

Council is requested to consider the endorsement of the concept plan for the proposed transfer station at the Narrogin Waste Management Facility.

Background

The current practice at the Narrogin Waste Management Facility is that the public are allowed access onto the tip face which is a concern from an Occupational, Health and Safety aspect and a public liability issue.

The purpose of the transfer station is to stop the general public from entering the tip face and to better manage the overall operation of the landfill site.

The proposed concept plan is to create a collection area where all rubbish collected within the Town is disposed in designated bins for the various rubbish such as recycled waste, green waste, general domestic and commercial and industrial waste. These bins once full are then moved by the landfill site operators to the area of the landfill where they are disposed and covered.

The design of the transfer station is to install rows of prefabricated concrete panels to create a retaining wall which will be backfilled to form the traffic area for vehicles loading zone with safe turning circle for vehicles with trailers to manoeuvre and dispose of the rubbish. It is proposed to have the surface of this area bitumen-sealed to stop dust generated from the vehicular movements. On the other side of the loading zone, which is approximately a drop of 2 metres from the loading zone, a concrete floor will be formed for the placement of rows of skip bins to collect the rubbish which will then be moved to the tip face by the operator once the bin is full.

A handrail and tyre stopper will be put in place as an additional safety feature.

Comment

Zoning

Lot 1633 (Reserve 8410) White Road, Narrogin under the Town of Narrogin *Town Planning Scheme No 2* is currently zoned for “Recreational’ and vested to the Town of Narrogin for the purpose of ‘Rubbish Disposal Site & Sanitary Depot’. The site has a total area of 23.6931 hectares. The proposed Joint Town Planning Scheme No 3 is to designate this site as “Public Purpose – Waste Disposal” which will reflect the current use of the land.

Based on the location of the landfill site to the surrounding area, a minimum buffer of 500m is required. The buffer requirement will be included as part of the Joint Town Planning Scheme No 3 and it is noted that some of the nearby residential areas do encroach the 500m buffer for the landfill site. On this basis the landfill site cannot be extended as this would further encroach into nearby residential developments.

Licensing

The Department of Environmental Regulation (DER) has issued a license for the site under the operating license number L7085/1997/13 under category 61 (Liquid Waste Facility) and category 64 Class II (Putrescible Landfill Site) with a design capacity of 5,000 tonnes per annum for landfill and 1,000 tonnes per annum for liquid.

The recent works for the removal of contaminated soil from the proposed TAFE site and the Agricultural College site would be close to exceeding the annual threshold of 5,000 tonnes per annum.

Furthermore the Town has received interest from the Shire of Cuballing wanting to have its waste disposed of at the Town of Narrogin Landfill site with an annual capacity between 200 -300 tonnes as the Shire of Cuballing is closing down its Waste Disposal Site and will only have a transfer station for the collection of local waste before transferring it to a registered landfill site.

It is therefore recommended that an application be made to the DER to amend the Town’s licence to increase the capacity of the waste from 5000 tonnes per annum to a maximum of 10,000 tonnes per annum. Increasing the capacity does not necessarily mean that the full capacity would be utilised.

It is also recommended that an application be made to DER for a Category 62 – Solid Waste Depot (Transfer station) to reflect the proposal.

Design Capacity of Landfill site

A proposed plan of the final landform of the Narrogin landfill site was prepared by Bowman & Associates Pty Ltd for the Regional Waste Management Group with an ultimate height of 12m above ground level. This would increase the capacity of the landfill to approximately 777,000m³ of air space which would see the landfill site having a lifespan of approximately 70 years. This will require the approval from DER for the filling of land above ground.

The introduction of a transfer station or waste holding area would further improve the lifespan through better management of the site where it is controlled and managed by the site operator.

It is therefore recommended that Council endorse the proposed transfer station/waste holding area and for the appropriate licensing classification to be made to DER.

Consultation

- Aaron Cook – Chief Executive Officer
- Shiralee Langford – Environmental Health Officer

Statutory Environment

State - *Waste Avoidance and Resource Recovery Act 2007, the WARR Regulations 2008 and the WARR Levy Regulations 2008.*

Environmental Protection Act 1986

This Act provides for waste avoidance and resource recovery, the establishment of a waste authority, provision of waste services by local governments, provides for levies on waste and related and consequential matters.

Local – *Town of Narrogin Town Planning Scheme No 2.*

Requirement for a buffer distance from sensitive area to be at a minimum of 500m.

Policy Implications

Nil.

Financial Implications

A budget amount of \$80,000 has been allocated as part of the Regional Tip Site Grants and that this fund needs to be expended by the end of May 2016.

Strategic Implications

The Corporate Business Plan 2012-2022

	Strategy	Task Allocation	Timeline	Score
5.1	Investigate and developing, in partnership with neighbouring Councils, a regional waste facility.	CEO/DTES	2018	4

Voting Requirements

Simple Majority.

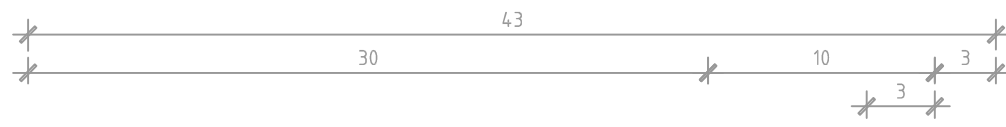
OFFICER'S RECOMMENDATION

That Council:

1. Endorse the attached concept plan of the Transfer Station /Waste Holding Area at Lot 1633 (Reserve 8410) White Road, Narrogin.
2. Submit Works Approval application to the Department of Environmental Regulation for the proposed Transfer Station/Waste Holding Area.
3. Make an application to the Department of Environmental Regulation to increase the Narrogin Landfill capacity of waste from 5,000 tonnes per annum to 10,000 tonnes per annum.
4. Make an application to the Department of Environmental Regulation to include in the Narrogin Landfill site license category as a Transfer Station/Waste Holding Area Category 62 – Solid Waste Depot with a capacity of 500 tonnes.
5. Engage a consultant to prepare and submit documentation for Works Approval and Licence Amendment.



Attachment 1 - Aerial Photo of Landfill Site



ACCESS TO TIP FACE FOR AUTHORISED PERSONAL ONLY

BANK

CONCRETE TILT UP PANEL REFER TO GROUND SLAB RETAINING WALL SECTION AND DETAIL



BIN SET DOWN AREA CONCRETE HARDSTAND

CONCRETE HARDSTAND

ASPHALT/BITUMEN



CONCRETE TILT UP PANEL REFER TO GROUND SLAB RETAINING WALL SECTION AND DETAIL

BOUNDARY

FENCE

TURNING CIRCLE

TURNING CIRCLE

BANK

BOOM GATE

OFFICE

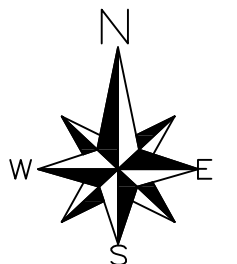
CAR PARK

GATE

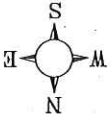
WASTE OIL UNIT

DRUM MUSTER

WHITE ROAD



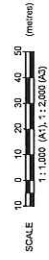




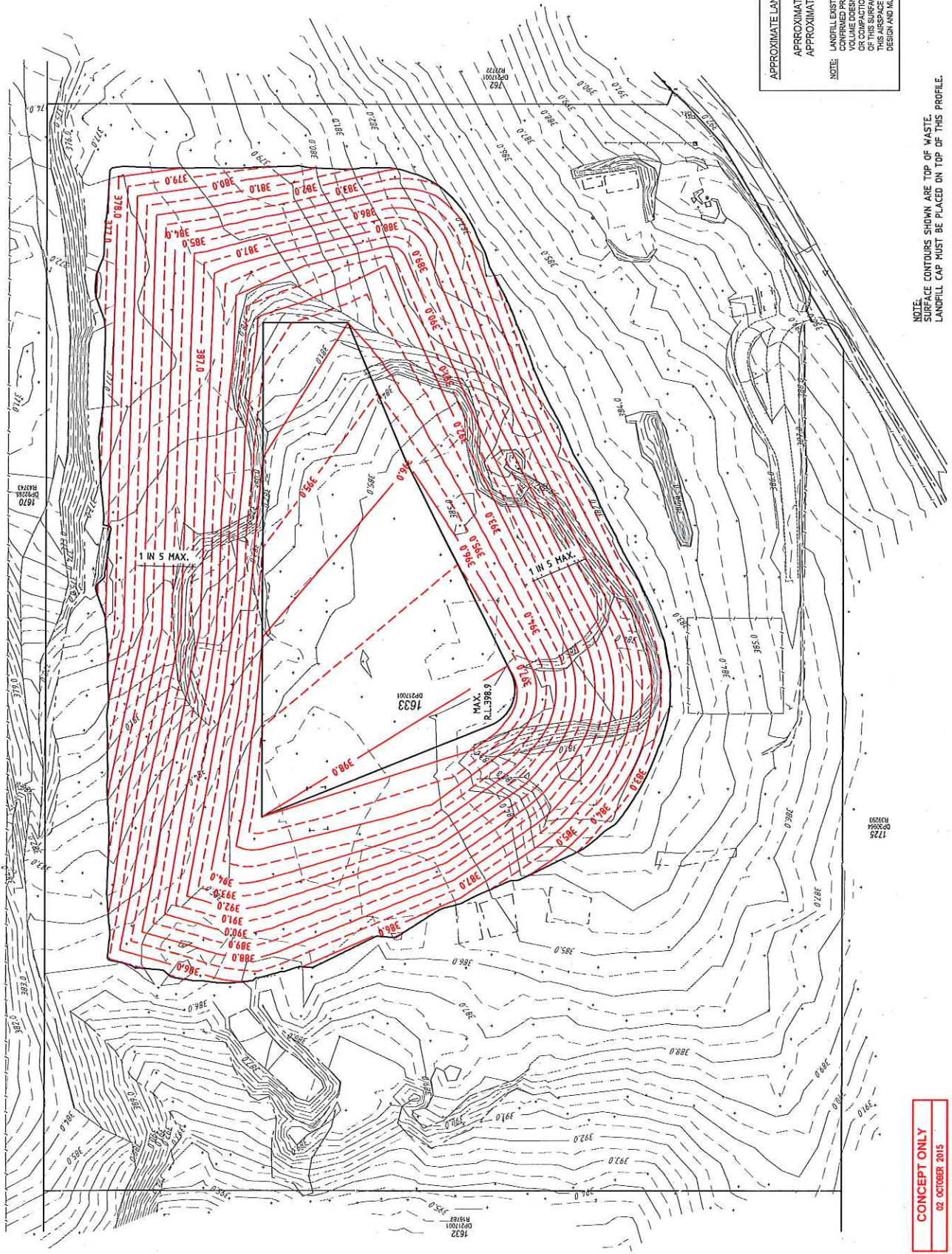
SURVEY DATUM
 HORIZONTAL: MGA ZONE 50
 VERTICAL: A.H.D.

APPROXIMATE LANDFILL AIRSPACE VOLUME
 APPROXIMATE AREA 103,800m²
 APPROXIMATE AIRSPACE 770,000m³

NOTE: LANDFILL EXISTING WASTE IN AREA IS UNKNOWN AND NEEDS TO BE CONFIRMED PRIOR TO ANY FILLING COMMENCING. POSITIONING OF EXISTING SURFACE OR COMPACTOR BUILDING FACTORS, LANDFILL CAP TO BE PLACED ON TOP OF THIS SURFACE. STORMWATER DRAINAGE IS YET TO BE CONSIDERED. THIS AIRSPACE VOLUME IS INDICATIVE ONLY AND SUBJECT TO DETAILED DESIGN AND MUST BE USED FOR PLANNING PURPOSES ONLY.



NOTE: SURFACE CONTOURS SHOWN ARE TOP OF WASTE. LANDFILL CAP MUST BE PLACED ON TOP OF THIS PROFILE.



CONCEPT ONLY
 02 OCTOBER 2015

Bowman & Associates Pty Ltd ABN: 22 112 209 514 Mail: PO Box 2626, Northshore WA 6146 Office: 8/620 Beilar Drive, Success WA 6154 Phone: (08) 94 14 9870 Web: www.bowmanassociates.com.au	Client: Town of Narrogin	Location: Lot 1633 DP 217001, White Road, Narrogin (Landfill Site)	Drawing Title: Concept - Top of Waste Surface Layout Plan
	Date: 02/10/15	Scale: 1:1,000	Project: Narrogin Landfill - Final Landform
	Design By: B.W.B.		Revision: A
	Drawn By: S.B.Y.		Drawing Size: A1

10.1.056 PROPOSED LANEWAY CLOSURE – LOT 425 (No.13) FELSPAR STREET NARROGIN

File Reference: 28.7.2
Disclosure of Interest: Nil
Applicant: Nicholas Klaassen
Previous Item Nos: Nil
Date: 17 May 2016
Author: Azhar Awang, Executive Manager Development & Regulatory Services

Attachments

- Aerial Photo

Summary

Council is requested to consider the proposed closure of a laneway located at the rear of Lot 425 (No 13) Felspar Street, Narrogin and extend in a westerly direction to the intersection of Earl Street, Narrogin.

Background

Council has received a request from Mr Nicholas Klaassen of Lot 425 (No 13) Felspar Street, Narrogin seeking Council's permission to close the rear laneway of his property with the option to purchase this piece of laneway.

The area of laneway of interest to Mr Klaassen is approximately 5m wide and 30m in length.

A letter has also been received by Narrogin Toyota who has also expressed an interest in maintaining access onto their property via the laneway as part of their overall development of the dealership.

The laneway currently extends to Earl Street and provides rear access to Narrogin Toyota.

Comment

The laneway is currently of gravel base and backs onto eight (8) properties and all these properties have direct access onto a constructed road to the front of the respective properties. The rear laneway or commonly known as Right of Way (ROW's) provides an alternative access into the individual property. This is particularly the case in the metro area with a medium to high density development where rear access onto the property is encouraged due to the size of the property.

The area to the north of the laneway is predominantly single residential (R12.5), to the east the land use is a mixed of 'Other Commercial' and Residential and to the south is a mixed of 'Other Commercial' and the 'Water Supply Depot'.

The process requires the proposed laneway closure to be advertised for public comment and notifications to adjoining and affected land owners as well as relevant state agencies in accordance with Regulations 6 of the *Land Administration Regulations 1998*.

Consultation

- The Town will be required to advertise the proposed closure of the laneway to affected adjoining landowners and request comments from the relevant service authorities for a minimum period of 30 days. Upon the closure of the submission period, the proposal is tabled to Council for its final consideration.

Statutory Environment

Section 52 of the *Land Administration Act 1997* provides that a local government may request the Minister for Lands to acquire a laneway, subject to compliance with the requirements in Regulation 6 of the *Land Administration Regulations 1998*.

Section 56 of the *Land Administration Act 1997* provides that a local government must indemnify the Minister for Lands against any claim for compensation in connection with the proposed laneway closure.

Policy Implications

Nil.

Financial Implications

Costs associated with the laneway closure includes application fees, advertising costs, costs of meeting requirements of relevant service agencies, survey costs and conveyancing costs of up to \$5,000.

Strategic Implications

The retention of the laneway is recommended in most circumstances to ensure efficient movement of pedestrian and traffic through the Town as part of the overall movement patterns.

Voting Requirements

Simple Majority.

OFFICER'S RECOMMENDATION

That Council:

1. Pursuant to the requirements of the *Transfer of Land Act 1893 and Land Administration Act 1997*, advertise its intent to close the Right of Way between Earl Street and Lot 3 (No 16-162 Federal Street, Narrogin).
2. At the the closing date of submission, the matter is to be reported to Council including all submissions received during the submissions period for Council's further consideration.



ATTACHMENT 1 - PROPOSED LANEWAY CLOSURE

10.2 CORPORATE AND COMMUNITY SERVICES

10.2.057 LIST OF ACCOUNTS FOR ENDORSEMENT – APRIL 2016

File Reference: 12.1.1
Disclosure of Interest: Nil
Applicant: Nil
Previous Item Nos: Nil
Date: 10 May 2016
Author: Tienieke Lester: Finance Officer - Accounts

Attachments

- List of Accounts for Endorsement – April 2016

Summary

Council is requested to endorse the payments as presented in the List of Accounts for Endorsement – April 2016.

Background

Pursuant to *Local Government Act 1995 Section 6.8 (2)(b)*, where expenditure has been incurred by a local government, it is to be reported to the next ordinary meeting of Council.

Comment

The attached “List of Accounts for Endorsement – April 2016” is presented to Council for endorsement. Below is a summary of activity.

Total Creditor Payments April 2016	\$511,519.05
Total Payroll Payments April 2016	\$184,264.58
Total Payments April 2016	\$695,783.63
Percentage paid by EFT April 2016	64%
Percentage paid by Cheque April 2016	10%
Percentage paid by Payroll April 2016	26%
Percentage of Local Suppliers & Wages paid April 2016	55%
Dollar Value spent with Local Suppliers April 2016	\$385,758.60
Percentage of Non-Local Suppliers April 2016	45%

Please note ‘F’ is fully funded, ‘PF’ is partially funded, ‘R’ is reimbursements and ‘I’ is insurance claims

Consultation

Rhona Hawkins, Manager of Finance

Statutory Environment

Local Government Financial Regulations (1996) (as amended) 22, 32, and 34 apply.

Policy Implications

Nil

Financial Implications

All expenditure has been approved via adoption of the 2015/16 Annual Budget, or resulting from a Council Motion for a budget amendment.

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

Endorse the payments as presented in the List of Accounts for Endorsement for the month of April 2016 for the Municipal Fund totalling \$695,783.63

List of Accounts for Endorsement April 2016

	Chq/EFT	Date	Name	Description	Amount	Type	Fund
1	EFT5361	07/04/2016	Easifleet	EMPLOYEE COSTS Novated lease toni Reitmajer	-882.04		R
2	EFT5362	08/04/2016	Best Office Systems	ADMIN PHOTOCOPIER Black and Colour Copies 23/02/16 - 23/03/16	-571.04	L	
3	EFT5363	08/04/2016	Coles Supermarket	COLES ACCOUNT Various Department March 2016	-1433.12	L	PF
4	EFT5364	08/04/2016	Narrogin Packaging	Cleaning Products Various Department 23/03/16	-653.53	L	
5	EFT5365	08/04/2016	Courier Australia	FREIGHT Various Department 18/03/16	-298.20		
6	EFT5366	08/04/2016	Knightline Computers	ADMIN IT Installation New Wired Desktop and RAM	-2920.35	L	
7	EFT5367	08/04/2016	Frank Weston & Co	RAILWAY DAM UPGRADE Repairs Railway Dam Footbridge and outdoor gymn	-20234.67	L	
8	EFT5368	08/04/2016	Landgate	MERGER Town of Narrogin complete Reserve Report No 1052/15-16	-196.35		F

9	EFT5369	08/04/2016	Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust	AGED DISABILITY ACCESS UPGRADE Construction of New Concrete Footpath Fathom Street from Johnson to Glyde Street	-13673.00	L	F
10	EFT5370	08/04/2016	Narrogin Bearing Service	ROAD MAINTENANCE Replacement Toolbox (Insurance Claim)	-1820.50	L	R
11	EFT5371	08/04/2016	Ixom Operations Pty Ltd	NRLC / WWTP FREIGHT CHLORINE 920kg Service Fee 01/03/16 - 31/03/16	-348.50		
12	EFT5372	08/04/2016	Super Civil PTY LTD	PRIVATE WORKS Floreat & Forrest St, Lay Asphalt and Concrete Kerb	-33849.20		R
13	EFT5373	08/04/2016	Octave Holdings Pty Ltd T/as Narrogin Toyota	1NGN Kluger AWD 2015 Repair and Replace Broken LHS window	-739.93	L	
14	EFT5374	08/04/2016	MacDonald Johnston - Bucher Municipal Pty Ltd	1AEK763 Hino Roadsweeper (P24) (WORKS) Seal Kit and Ram for Sweeper	-1597.85		
15	EFT5375	08/04/2016	Shire of Narrogin	WAGES MECHANIC Fix Various Town Equipment 31/12/15 - 12/01/16	-824.76	L	
16	EFT5376	08/04/2016	Narrogin Panel Beating Service	NGN0 Holden Cruse (P4) (MLC) INSURANCE Excess Fee	-750.00	L	
17	EFT5377	08/04/2016	Narrogin Chamber of Commerce	MEMBERS Narrogin Chambers of Commerce Annual Membership 2016/2017	-165.00	L	
18	EFT5378	08/04/2016	Bob Waddell	ADMIN CONSULTANT Assistance with Balancing Trust	-132.00		
19	EFT5379	08/04/2016	Market Creations Pty Ltd	Various Department IT Office 365 Subscription	-612.48		
20	EFT5380	08/04/2016	Marketforce Pty Ltd	MEMBERS ADVERTISING NO 02/03/16 - 03/03/16	-1990.51		
21	EFT5381	08/04/2016	Melchiorre Plumbing & Gas	Various Department Instalment of RPZD Devices at Stand Pipe	-3510.89	L	
22	EFT5382	08/04/2016	WA Library Supplies	LIBRARY FURNITURE Browser Box with Seat Tunnel	-485.00		
23	EFT5383	08/04/2016	Fortune French Hot Bread	TOWNSCAPE CATERING 04/02/16	-85.00	L	
24	EFT5384	08/04/2016	YMCA of Perth Inc.	NRLC YMCA Subsidy for March 2016	-23118.06		
25	EFT5385	08/04/2016	Fegan Building Surveying	BUILDING Contract Building Surveyor Certificate of Design Compliance x 5	-2914.39		
26	EFT5386	08/04/2016	YMCA Perth - Narrogin Leisure Centre	OTHGOV CATERING Age Friendly Community Consultation John Higgins Centre	-330.00	L	F
27	EFT5387	08/04/2016	Allmark	PLAQUES MEMORIAL PARK Restored Guns	-1611.50		
28	EFT5388	08/04/2016	Conway Highbury Pty Ltd	OTHGOV MERGER Consultancy Service and Travel Allowance March 2016	-16937.90		F
29	EFT5389	08/04/2016	Afi Branding Solutions Pty Ltd	TOURISM PROMOTION Banners for Anzac Day	-339.02		
30	EFT5390	19/04/2016	Narrogin Hire & Reticulation	GENERAL MAINTENANCE Various Places 01/03/16	-638.09	L	
31	EFT5391	19/04/2016	Best Office Systems	NHC PHOTOCOPIER Black and Colour Copies 23/2/2016 to 23/3/2016	-239.27	L	F
32	EFT5392	19/04/2016	Great Southern Fuels	Monthly Fuel Account Various Department March 2016	-5417.37	L	PF
33	EFT5393	19/04/2016	Narrogin Fruit Market	OTHGOV REFRESHMENT Milk March 2016	-28.15	L	
34	EFT5394	19/04/2016	South West Print Group	ADMIN PRINTING Business Cards Torre Evans	-130.00		
35	EFT5395	19/04/2016	Total Undercar	NGN10179 Mercedes Sprinter (P11) (NHC) Van New Tyre	-172.60	L	F

36	EFT5396	19/04/2016	MAKIT Narrogin Hardware	HARDWARE Various Department 22/03/16	-1329.64	L	
37	EFT5397	19/04/2016	Frank Weston & Co	SMALL PLANT REPAIRS (P38) Steel for Trailer	-115.54	L	
38	EFT5398	19/04/2016	Parry's Pty Ltd	ANIMAL UNIFORM PPE Shirt and Jeans	-839.57	L	
39	EFT5399	19/04/2016	Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust	AGED DISABILITY ACCESS UPGRADE Additional Kerb Ramps	-8167.50	L	F
40	EFT5400	19/04/2016	A.K.C Pty Ltd T/as Baileys Fertilisers	CLAYTON ROAD OVAL FERTILISING Soil Testing	-218.90		
41	EFT5401	19/04/2016	WA Country Health Service	NHC MOW February 2016 1 Course x 118, 2 Courses x 243	-6633.58		F
42	EFT5402	19/04/2016	Octave Holdings Pty Ltd T/as Narrogin Toyota	NGN1 1555 Renault Kangoo (P15) (NHC) Carry Out 42,000km Service	-584.78	L	F
43	EFT5403	19/04/2016	CY O'Connor Institute	NHC TRAINING Work Effectively with Culturally Diverse Clients and Co- workers	-98.52	L	F
44	EFT5404	19/04/2016	Farmworks Rural Pty Ltd	AIRSTRIP & GROUND MAINTENANCE Chemical for Airport Spraying	-356.08	L	
45	EFT5405	19/04/2016	T-Quip	NGN677 Toro Zero Turn Ride on Mower (P59) Freight Belts and Rollers	-9.65		
46	EFT5406	19/04/2016	MP & BE Walliss	SMALL PLANT (P38) Fitting Lawn Mower Belt	-93.50	L	
47	EFT5407	19/04/2016	Austral Mercantile Collections Pty Ltd	RATES DEBTS COLLECTION March 2016	-3783.65		R
48	EFT5408	19/04/2016	Covs Parts Pty Ltd	NGN752 Isuzu Tip Truck (P41) (WORKS) Mirror Clamp Assy Britax and Freight	-32.96	L	
49	EFT5409	19/04/2016	AMPAC Debt Recovery Pty Ltd	RATES DEBT COLLECTION Ampac Expenses March 2016	-1109.72		R
50	EFT5410	19/04/2016	Landmark Products Pty Ltd	AGED DISABILITY ACCESS Public Seating in Heritage Green, Manor Red and Freight	-16362.50		F
51	EFT5411	21/04/2016	Department of Human Services	Payroll deductions	-854.16		
52	EFT5412	21/04/2016	Easifleet	EMPLOYEE COSTS Novated Lease Toni Reitmayer	-882.04		R
53	EFT5413	21/04/2016	Ray White Narrogin	EMDRS STAFF HOUSING RENTAL 46 Doney Street 30/03/16 - 26/04/16	-1200.00	L	
54	EFT5414	21/04/2016	Narrogin Packaging	TOWN HALL MAINTENANCE Replenish Cleaning Products and Equipment	-102.25	L	
55	EFT5415	21/04/2016	Australia Post	ADMIN / NHC POSTAGE March 2016	-513.60	L	PF
56	EFT5416	21/04/2016	Knightline Computers	ADMIN IT HP Elite Desk 800 G1 Small Form Factor PC with extra 4Gb RAM each	-7648.95	L	
57	EFT5417	21/04/2016	Cafe 27	COUNCIL REFRESHMENT Meeting 23/02/16	-286.00	L	
58	EFT5418	21/04/2016	Hancocks Home Hardware	TOWN HALL MAINTENANCE Replenish Cleaning Products and Equipment	-55.90	L	
59	EFT5419	21/04/2016	Landgate	PLANNING ENQUIRY A134100 Doney St Easement	-24.60		
60	EFT5420	21/04/2016	Parry's Pty Ltd	REFUSE SITE UNIFORMS Shirts and Pants	-119.00	L	
61	EFT5421	21/04/2016	Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust	CEMETERY GRAVE DIGGING Sand for Graves 10/02/16	-880.00	L	
62	EFT5422	21/04/2016	Westrac Pty Ltd	NO4141 Caterpillar 432E Backhoe Loader (P23) Tiger Teeth for Backhoe	-387.42		

63	EFT5423	21/04/2016	Ballards of Narrogin	ANIMAL POUND Food 20kg	-70.00	L	
64	EFT5424	21/04/2016	Moore Stephens (WA) Pty Ltd	OTHGOV TRAINING Management Reporting Workshop 23-24 May 2016 for DCCS & MF	-3850.00		
65	EFT5425	21/04/2016	Aaron Joseph Cook	REIMBURSEMENT CEO Contractual Expenses Rent April 2016	-3925.42	L	
66	EFT5426	21/04/2016	Narrogin Electrical Services	ADMIN BUILDING SWIPE CARD Access	-4470.40	L	
67	EFT5427	21/04/2016	Thing-A-Me-Bobs	OTHGOV FUNCTION Citizenship Ceremony Gift Bags	-14.95	L	
68	EFT5428	21/04/2016	Narrogin Liquor Store	COUNCIL REFRESHMENT Meeting	-96.98	L	
69	EFT5429	21/04/2016	Narrogin Betta Home Living	TOWN HALL MAINTENANCE Replenish Cleaning Products and Equipment	-75.96	L	
70	EFT5430	21/04/2016	Narrogin and District Senior Citizens Centre	NHC HIRE Senior Citizen Hall 2, 16 & 30 March 2016	-615.00	L	F
71	EFT5431	21/04/2016	Kulker Plumbing Service	TOWN HALL/HARRIS ST PLUMBING Toilets Repairs, Freight & Labour	-465.09	L	
72	EFT5432	21/04/2016	Narrogin Nursery, Café & Gallery	NHC PUMP for Water Fountain and Plants	-120.00	L	F
73	EFT5433	21/04/2016	Allans Bobcat and Truck Hire	DRAINAGE WORKS UPGRADE Construct New Drain at Narrogin Hire	-3234.00	L	
74	EFT5434	21/04/2016	Edwards Motors Pty Ltd	002NGN Holden Malibu (MOF) (PA047B)15,000Km Service	-225.05	L	
75	EFT5435	21/04/2016	Mechanical & Diesel Services	1EUF156 Hino Road Sweeper (P24) (WORKS) Repairs to Broom 28/01/16	-2852.85	L	
76	EFT5436	21/04/2016	Great Southern Waste Disposal	REFUSE COLLECTION March 2016	-43737.60	L	
77	EFT5437	21/04/2016	Public Transport Authority	TRANSWA TICKETS March 2016	-919.13		
78	EFT5438	21/04/2016	Octave Holdings Pty Ltd T/as Narrogin Toyota	ROAD EQUIPMENT New Hedge Trimmer	-450.00	L	
79	EFT5439	21/04/2016	CY O'Connor Narrogin Campus	NHC TRAINING Implementation of Individualised and Support Individual Health & Emotion Wellbeing for Marianne Gill	-221.71	L	F
80	EFT5440	21/04/2016	Country Paint Supplies	LIBRARY GENERAL Plastic Drop Sheets Dust Covers	-98.35	L	
81	EFT5441	21/04/2016	Air Response	NHC MAINTENANCE Carry Out Air conditioners Service	-100.00	L	F
82	EFT5442	21/04/2016	Goodyear Dunlop Tyres Pty Ltd	NGN752 Isuzu Tip Truck (P41) (WORKS) Purchase 2 Truck Tyres	-636.91	L	
83	EFT5443	21/04/2016	Narrogin Gasworx	AUSTRALIA DAY COMMUNITY BREAKFAST Venue Decorations Helium Filled Balloons	-100.00	L	
84	EFT5444	21/04/2016	T-Quip	NGN1 1845 Toro JD GM7210 (P45) (Mower) Pulleys for Mower	-233.55		
85	EFT5445	21/04/2016	New Security Installations Pty Ltd	ADMIN BUILDING Supply & Install Weatherproof Smart Card Reader with Card Keys	-2139.06		PF
86	EFT5446	21/04/2016	Fairway Carriers	ROAD MAINTENANCE FREIGHT for Patching Materials	-590.00	L	
87	EFT5447	21/04/2016	LGIS Workcare	ADMIN INSURANCE Regional Risk Co-ordinator Program 2015/16	-7745.10		
88	EFT5448	21/04/2016	Bob Waddell	OTHGOV MERGER Consulting Assistance with System Configuration	-10989.00		F
89	EFT5449	21/04/2016	Greenway Enterprises	TREES MAINTENANCE Supply 4 Boxes Root Director and Freight	-1227.60		

90	EFT5450	21/04/2016	Cannon Hygiene Australia Pty Ltd	SANITARY YEARLY CHARGES Various Building April 2016	-1722.33		
91	EFT5451	21/04/2016	A & A Corasaniti Building Contractors Pty Ltd	CLAYTON ROAD OVAL ENTRANCE Ticket Station	-5183.00	L	F
92	EFT5452	21/04/2016	Upper Great Southern Hockey	REC OFFICER Contribution to RSA Course 08/04/16	-220.00		F
93	EFT5453	21/04/2016	YMCA of Perth Inc	NRLC SALARIES Leave Payment as per Agreement	-461.43		
94	EFT5454	21/04/2016	Quick Corporate	ADMIN STATIONERY April 2016	-836.68		
95	EFT5455	21/04/2016	Fegan Building Surveying	BUILDING Contract Building Surveyor Certificate of Design Compliance x 3	-973.50		
96	EFT5456	21/04/2016	Mark Broun	Rates refund for assessment A131300 29 Dellar Street NARROGIN WA 6312	-1200.00	L	R
97	EFT5457	21/04/2016	City of Albany	HEALTH TRAINING Mosquito Management	-275.00		
98	EFT5458	21/04/2016	YMCA Perth - Narrogin Leisure Centre	REGIONAL TALENT DEVELOPMENT Centre Hire Fees in February	-2998.41	L	R
99	EFT5459	21/04/2016	Dan Turner	RAILWAY DAM PEDESTRIAN BRIDGE MAINTENANCE Structural Report and Supervision of Repairs	-880.00	L	
100	EFT5460	21/04/2016	David Gray & Co Pty Ltd	SUNDRY DRY PARK 2 x Steel Bins	-1728.80		
101	EFT5461	21/04/2016	P & C Electrical Contracting Pty Ltd	TOWN HALL ELECTRICAL Repair GPO in Art Storage Room and Check Error Code on Samsung A/C	-104.00	L	
102	EFT5462	21/04/2016	Advanced Nursery	TREES MAINTENANCE Plants and Freight	-3767.00		
103	EFT5463	21/04/2016	Talis Consulting's Pty Ltd Atf Talis Unit Trust	OTHGOV MERGER Data Capture and 15 Year Works Program Town & Shire Data Base Merge	-7260.00		F
104	EFT5464	21/04/2016	Bird's Silos & Shelters	OTHGOV MERGER Supply 10 Mini Silos	-4400.00		F
105	EFT5465	21/04/2016	Afi Branding Solutions Pty Ltd	TOURISM PROMOTION BANNERS 2 x Teardrop Flags National Youth Week Event	-630.63		
106	EFT5466	21/04/2016	Conveyor Belt Recycling	NRLC MAINTENANCE Supply Conveyor belt for In ground Pool	-1100.00		
107	EFT5467	21/04/2016	RJ'S Car Wash	002NGN Holden Malibu (P47) (MF) Car Detailing	-100.00	L	
108	EFT5469	29/04/2016	Narrogin Hire & Reticulation	ROAD MAINTENANCE Retic Valve Locator	-3386.80	L	
109	EFT5470	29/04/2016	Best Office Systems	HERITAGE IT Avison Flatbed Scanner	-3535.00	L	
110	EFT5471	29/04/2016	Ray White Narrogin	EMDRS STAFF HOUSING RENTAL 46 Doney Street 27/04/16 - 24/05/16	-1200.00	L	
111	EFT5472	29/04/2016	Courier Australia	FREIGHT ADMIN/LIBRARY 04/03/16	-381.53		
112	EFT5473	29/04/2016	Narrogin Retravisation	NHC LG Stereo for Cottage	-299.00	L	F
113	EFT5474	29/04/2016	Knightline Computers	ADMIN IT Upgrade PC's Software, Install Additional RAM & IT Support	-2799.85	L	
114	EFT5475	29/04/2016	Susan Farrell	COUNCIL LAUNDRY Linen 26/04/16	-40.00	L	
115	EFT5476	29/04/2016	Road Signs Australia - Bibby Financial Services Australia Pty Ltd	WWT MAINTENANCE Signs for TWIS Plant	-150.70		
116	EFT5477	29/04/2016	Narrogin Meals On Wheels	NHC MOW x 326 March 2016	-567.24	L	F
117	EFT5478	29/04/2016	Colin John Bastow	REIMBURSEMENT DCCS ELECTRICITY Jan - Mar 2016	-203.70	L	

118	EFT5479	29/04/2016	Narrogin Electrical Services	FAIRWAY DEPOT ELECTRICAL Install Lights, Power GPO and Labour	-1139.61	L	
119	EFT5480	29/04/2016	Thing-A-Me-Bobs	OTHGOV FUNCTIONS Citizenship Ceremony Gifts	-14.50	L	
120	EFT5481	29/04/2016	Narrogin Liquor Store	OTHGOV REFRESHMENTS Council Meeting	-115.97	L	
121	EFT5482	29/04/2016	Mechanical & Diesel Services	1EUF156 Hino Road Sweeper (P24) (WORKS) Repair Gear Box, Brooms and Clean Out Air Control Valve	-7620.80	L	
122	EFT5483	29/04/2016	RJ Smith Engineering	LIBRARY WATER 15lt x 5 Bottles	-85.00	L	
123	EFT5484	29/04/2016	P & F Kulker Building Contractors	TREES PLANTING Excavator Hire	-250.00	L	
124	EFT5485	29/04/2016	Octave Holdings Pty Ltd T/as Narrogin Toyota	SMALL PLANT Bar and Chains for Chainsaw	-342.93	L	
125	EFT5486	29/04/2016	MacDonald Johnston - Bucher Municipal Pty Ltd	1EUF156 Hino Road Sweeper (P24) (WORKS) Toggle Switch	-238.82		
126	EFT5487	29/04/2016	Wormald	NRLC FIRE EQUIPMENT 6 Monthly Service April 2016	-2384.80		
127	EFT5488	29/04/2016	Ikes Home Improvement & Glass Centre	MACKIE PARK/LIBRARY MAINTENANCE Repair Broken Windows	-487.85		
128	EFT5489	29/04/2016	Bob Waddell	OTHGOV MERGER Consulting Assistant with System Configuration	-132.00		F
129	EFT5490	29/04/2016	G & M Detergents	NCP CLEANING Hygiene Sanitary Bins Annual Agreement	-660.00		
130	EFT5491	29/04/2016	Department of Environment and Conservation	REFUSE SITE LICENCE Waste Management Facilities Annual Fee 2016-2017	-1025.89		
131	EFT5492	29/04/2016	T Yuen Construction	NRLC MAINTENANCE Repair Roof leaks	-643.50	L	
132	EFT5493	29/04/2016	The Perth Mint	OTHGOV Citizenship Ceremony Coins Gifts for 2016	-117.21		
133	EFT5494	29/04/2016	Food with Flair	OTHCUL PROJECT LAUNCH Remembering Them Catering	-300.00		
134	EFT5495	29/04/2016	Josiah Samuel Farrell	REIMBURSEMENT BUILDING TRAINING Allowance for J.Farrell	-172.55	L	
135	EFT5496	29/04/2016	The Sound Man	OTHCUL EVENT Youthweek Stage and Sound Technician Hire	-1500.00	L	
136	EFT5497	29/04/2016	P & C Electrical Contracting Pty Ltd	MUSEUM BUILDING MAINTENANCE Replace Broken Fluro Tubes	-304.80	L	
137	EFT5498	29/04/2016	Australian Safety Engineers	WWTP MAINTENANCE Service SCBA Gear	-1073.71		
138	EFT5499	29/04/2016	Go Books	LIBRARY Book Purchases 02/12/15	-116.28		
139	EFT5500	29/04/2016	Azhar Awang	REIMBURSEMENT EMDRS ELECTRICITY Feb - Apr 2016	-110.50	L	
140	EFT5501	29/04/2016	Coates Artisan	PLAQUES MEMORIAL PARK Plinths for Mounting	-1100.00		
141	EFT5502	29/04/2016	Urban Youth Effect	OTHCUL YOUTHWEEK Music Performances and Workshops	-2700.00		
142	DD1415.1	01/04/2016	Telstra	TELEPHONE Mobiles Various Feb - March 2016	-40.86		PF
143	DD1442.1	22/04/2016	Water Corporation	WATER CORPORATION Various Department March 2016	-6863.59		
144	DD1442.2	22/04/2016	Synergy	ELECTRICITY Various Premises Jan - Mar 2016	-5742.90		
145	DD1461.1	29/04/2016	Telstra	TELEPHONE Landline Various April 2016	-2218.50		PF

146	DD1461.2	29/04/2016	Synergy	ELECTRICITY Various Department Feb - Apr 2016	-5283.20		
147	DD1470.1	29/04/2016	Origin Energy Retail Limited	NRLC LPG Bulk 23/03/16	-20823.55		
148	DD1470.2	29/04/2016	Synergy	NRLC ELECTRICITY Mar - Apr 2016	-20143.45		
149	DD1470.3	29/04/2016	Water Corporation	WATER CORPORATION Various Department Mar -Apr 2016	-18563.61		
150	DD1472.1	29/04/2016	Origin Energy Retail Limited	NRLC LPG Bulk Supply 25/04/16	-11732.25		
151	DD1474.1	29/04/2016	Origin Energy Retail Limited	NCP LPG Bulk Supply 02/02/16	-92.45		
152	45338	08/04/2016	Sandra May McQueen	REIMBURSEMENT Private Works Over Payment of Invoice 5287	-200.00		R
153	45339	08/04/2016	Joanne Gail McWilliams	Rates refund for assessment A133400 43 Doney Street NARROGIN WA 6312	-382.35	L	R
154	45340	08/04/2016	Irene Caroline Tilbrook	Rates refund for assessment A209900 13 JERSEY STREET NARROGIN WA 6312	-753.08		R
155	45341	14/04/2016	Town of Narrogin - Petty Cash-Admin	REIMBURSEMENT Petty Cash CATS, 1/03/16 TO 31/03/16	-180.00		R
156	45342	19/04/2016	Narrogin Homecare - Petty Cash	NHC PETTY CASH March 2016	-140.05	L	F
157	45343	21/04/2016	Town Of Narrogin	TRANSWA COMMISSION March 2016	-174.07		R
158	45344	21/04/2016	Western Australian Planning Commission (Department of Planning)	PLAN - CONSULTANT Subdivision Application Fee Lot 25 Federal St	-3044.94		
159	45345	21/04/2016	Jan Russell Shepherd	Rates refund for assessment A179910 15 Florence Avenue NARROGIN WA 6312	-268.73	L	R
160	45347	26/04/2016	Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust	AGED DISABILITY ACCESS UPGRADE Federal Street Footpath	-13530.00	L	F
161	45348	28/04/2016	Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust	AGED DISABILITY ACCESS UPGRADE Motorcycle Parking Bay at Council Car Park	-2409.00	L	F
162	45349	28/04/2016	Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust	AGED DISABILITY ACCESS UPGRADE Smith Street Footpath	-1771.00	L	F
163	45350	28/04/2016	Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust	AGED DISABILITY ACCESS UPGRADE Earl Street Footpath	-9464.40	L	F
164	210416	21/04/2016	Australian Taxation Office	BAS March 2016	-37111.76		
165	DD1443.1	06/04/2016	AustralianSuper	Superannuation contributions	-411.70		
166	DD1443.2	06/04/2016	BT Super For Life	Superannuation contributions	-230.79		
167	DD1443.3	06/04/2016	Onepath Custodians Pty Ltd	Superannuation contributions	-158.91		
168	DD1443.4	06/04/2016	Sunsuper	Superannuation contributions	-242.98		
169	DD1443.5	06/04/2016	MLC MasterKey	Superannuation contributions	-173.56		
170	DD1443.6	06/04/2016	Care Super	Superannuation contributions	-128.90		
171	DD1443.7	06/04/2016	Colonial First State	Superannuation contributions	-183.71		
172	DD1443.8	06/04/2016	Media Super	Superannuation contributions	-166.25		
173	DD1443.9	06/04/2016	Host Plus	Superannuation contributions	-145.47		
174	DD1444.1	20/04/2016	AustralianSuper	Superannuation contributions	-335.69		
175	DD1444.2	20/04/2016	BT Super For Life	Superannuation contributions	-2168.78		
176	DD1444.3	20/04/2016	MLC Nominees	Payroll deductions	-271.00		
177	DD1444.4	20/04/2016	Onepath Custodians Pty Ltd	Superannuation contributions	-158.91		
178	DD1444.5	20/04/2016	Sunsuper	Superannuation contributions	-242.98		
179	DD1444.6	20/04/2016	MLC MasterKey	Superannuation contributions	-173.56		

180	DD1444.7	20/04/2016	ANZ Australian Staff Superannuation Scheme	Superannuation contributions	-212.34		
181	DD1444.8	20/04/2016	BT Business Super	Superannuation contributions	-48.89		
182	DD1444.9	20/04/2016	ANZ Super Advantage	Superannuation contributions	-45.72		
183	DD1443.10	06/04/2016	Qsuper	Superannuation contributions	-94.05		
184	DD1443.11	06/04/2016	WA Local Government Super Plan	Payroll deductions	-9632.76		
185	DD1443.12	06/04/2016	Australian Ethical Superannuation	Superannuation contributions	-1312.10		
186	DD1443.13	06/04/2016	MLC Nominees	Superannuation contributions	-287.03		
187	DD1443.14	06/04/2016	St Andrews Retirement Plan	Superannuation contributions	-69.09		
188	DD1443.15	06/04/2016	Rearden Campbell Superannuation Fund	Superannuation contributions	-184.11		
189	DD1443.16	06/04/2016	Concept One Superannuation Plan	Superannuation contributions	-196.52		
190	DD1443.17	06/04/2016	Hesta Superannuation	Superannuation contributions	-103.13		
191	DD1443.18	06/04/2016	Commonwealth Bank	Superannuation contributions	-286.83		
192	DD1444.10	20/04/2016	Colonial First State	Superannuation contributions	-183.71		
193	DD1444.11	20/04/2016	Media Super	Superannuation contributions	-166.25		
194	DD1444.12	20/04/2016	WA Local Government Super Plan	Payroll deductions	-9976.49		
195	DD1444.13	20/04/2016	Rest Superannuation	Superannuation contributions	-64.14		
196	DD1444.14	20/04/2016	Qsuper	Superannuation contributions	-139.65		
197	DD1444.15	20/04/2016	St Andrews Retirement Plan	Superannuation contributions	-62.99		
198	DD1444.16	20/04/2016	Rearden Campbell Superannuation Fund	Superannuation contributions	-184.11		
199	DD1444.17	20/04/2016	Colonial First State Investments	Superannuation contributions	-87.63		
200	DD1444.18	20/04/2016	Host Plus	Superannuation contributions	-179.61		
201	DD1444.19	20/04/2016	Concept One Superannuation Plan	Superannuation contributions	-196.52		
202	DD1444.20	20/04/2016	Hesta Superannuation	Superannuation contributions	-109.73		
203	DD1444.21	20/04/2016	Commonwealth Bank	Superannuation contributions	-286.83		
					-511519.05		

Pay date	Nett Paid			
		Cheque Total	\$69,429.38	10%
6/04/2016	\$90,323.77	EFT Total	\$442,089.67	64%
20/04/2016	\$93,940.81	Payroll Total	\$184,264.58	26%
		Total	\$695,783.63	
total	<u>\$184,264.58</u>			
F	Funded	Local Suppliers	\$201,494.02	29%
PF	Partially Funded	Employees	\$184,264.58	26%
R	Reimbursement			
I	Insurance			
PRB	Partially Reimbursement			
L	Local Supplier			

10.2.058 MONTHLY FINANCIAL REPORTS – APRIL 2016

File Reference: 12.8.1
Disclosure of Interest: Nil
Applicant: Nil
Previous Item Nos: Nil
Date: 19 May 2016
Author: Rhona Hawkins – Manager Finance

Attachments

- Monthly Financial Report for the period ended April 2016

Background

Council is requested to review the April 2016 Monthly Financial Reports.

Summary

In accordance with the *Local Government Financial Management Regulations (1996), Regulation 34*, the Town is to prepare a monthly Statement of Financial Activity for approval by Council.

Comment

The April 2016 Monthly Financial Reports are presented for review and it is noted that capital expenditure is lower than anticipated but works are expected to be completed by year end.

Consultation

Colin Bastow, Director of Corporate and Community Services

Statutory Environment

Local Government Financial Regulations (1996) (as amended) 22, 32, and 34 apply.

Policy Implications

Nil

Financial Implications

All expenditure has been approved via adoption of the 2015/16 Annual Budget, or resulting from a Council Motion for a budget amendment.

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

Receive the April 2016 Monthly Financial Reports as presented.



MONTHLY FINANCIAL REPORT

FOR THE PERIOD ENDED 30 APRIL 2016

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Statement of Financial Activity by Nature and Type

Statement of Financial Activity by Statutory Reporting Program

Note 1	Significant Accounting Policies
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Note 6	Budget Amendments
Note 7	Receivables
Note 8	Rating Information
Note 9	Grants
Note 10	Cash Backed Reserves
Note 11	Capital Disposals and Acquisitions
Note 12	Trust
Note 13	Information on Borrowings

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TOWN OF NARROGIN
STATEMENT OF FINANCIAL ACTIVITY
(Nature or Type)
FOR THE PERIOD ENDED 30 APRIL 2016

	Note	Adopted Annual Budget	Revised Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 300%	
Operating Revenues		\$	\$	\$	\$	\$	%	
Grants, Subsidies and Contributions	9	2,314,125	2,314,125	1,868,159	2,189,405	321,246	15%	▲
Profit on Asset Disposal	11	4,130	4,130	3,430	1,214	(2,216)	(183%)	▼
Fees and Charges		1,404,129	1,404,129	1,275,616	1,382,714	107,098	8%	
Interest Earnings		131,800	131,800	112,060	189,309	77,249	41%	▲
Other Revenue		155,000	155,000	129,160	117,074	(12,086)	(10%)	▼
Total (Excluding Rates)		4,009,184	4,009,184	3,388,425	3,879,715	491,290		
Operating Expense								
Employee Costs		(3,930,336)	(3,930,336)	(3,289,200)	(2,934,669)	354,531	12%	▼
Materials and Contracts		(3,724,392)	(3,724,392)	(3,110,359)	(3,437,292)	(326,933)	(10%)	▼
Utilities Charges		(669,822)	(669,822)	(574,566)	(530,375)	44,191	8%	
Depreciation (Non-Current Assets)		(1,324,892)	(1,324,892)	(1,104,010)	(1,059,007)	45,003	4%	
Interest Expenses		(44,846)	(44,846)	(37,360)	(29,636)	7,724	26%	
Insurance Expenses		(187,334)	(187,334)	(186,475)	(192,862)	(6,387)	(3%)	▼
Loss on Asset Disposal	11	(63,735)	(63,735)	(53,080)	(60,861)	(7,781)	(13%)	▼
Other Expenditure		(215,034)	(215,034)	(205,364)	(159,548)	45,816	29%	▼
Total		(10,160,390)	(10,160,390)	(8,560,414)	(8,404,250)	156,164		
Funding Balance Adjustment								
Add Back Depreciation		1,324,892	1,324,892	1,104,010	1,059,007	(45,003)	(4%)	▼
Adjust (Profit)/Loss on Asset Disposal	11	59,605	59,605	49,650	59,647	9,997	17%	
Movement in Leave Reserve (Added Back)		0	0	0	5,908	5,908	100%	
Net Operating (Ex. Rates)		(4,766,709)	(4,766,709)	(4,018,329)	(3,399,972)	618,356		
Capital Revenues								
Grants, Subsidies and Contributions	9	869,088	869,088	724,220	5,936,314	5,212,094	88%	▲
Proceeds from Disposal of Assets	11	247,000	247,000	227,000	199,932	(27,068)	(14%)	▼
Proceeds from New Debentures	13	450,000	450,000	450,000	0	(450,000)	(100%)	▼
Proceeds from Sale of Investments		0	0	0	0	0		
Proceeds from Advances		0	0	0	0	0		
Self-Supporting Loan Principal		0	0	0	0	0		
Transfer from Reserves	10	2,906,885	2,906,885	0	0	0		
Total		4,472,973	4,472,973	1,401,220	6,136,246	4,735,026		
Capital Expenses								
Land and Buildings	11	(1,247,879)	(1,247,879)	(365,000)	(120,721)	244,279	202%	▼
Plant and Equipment	11	(589,848)	(589,848)	(469,848)	(533,190)	(63,342)	(12%)	▲
Furniture and Equipment	11	(63,000)	(63,000)	(55,000)	(22,663)	32,337	143%	▼
Infrastructure Assets - Roads	11	(459,252)	(459,252)	(459,252)	(261,713)	197,539	75%	▼
Infrastructure Assets - Footpaths	11	(50,000)	(50,000)	(50,000)	0	50,000	100%	▼
Infrastructure Assets - Drainage	11	(50,000)	(50,000)	(50,000)	(18,688)	31,312	168%	▼
Infrastructure Assets - Other	11	(1,308,472)	(1,308,472)	(363,472)	(444,465)	(80,993)	(18%)	▲
Repayment of Debentures	13	(144,809)	(144,809)	(86,115)	(86,955)	(840)	(1%)	▼
Transfer to Reserves	10	(733,990)	(733,990)	(725,650)	(75,745)	649,905	858%	▼
Total		(4,647,250)	(4,647,250)	(2,624,337)	(1,564,140)	1,060,197		
Net Capital		(174,277)	(174,277)	(1,223,117)	4,572,106	5,795,223		
Total Net Operating + Capital		(4,940,986)	(4,940,986)	(5,241,446)	1,172,133	6,413,579		
Rate Revenue		3,293,160	3,293,160	3,293,030	3,238,759	(54,271)	(2%)	▼
Opening Funding Surplus(Deficit)		1,647,827	1,650,598	1,650,598	1,650,598	0	0%	
Closing Funding Surplus(Deficit)	3	1	2,772	(297,818)	6,061,491	6,359,308		

TOWN OF NARROGIN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
FOR THE PERIOD ENDED 30 APRIL 2016

	Adopted Annual Budget	Revised Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 300%	Var
Operating Revenues	\$	\$	\$	\$	\$	%	
Governance	5,100	5,100	80	462,589	462,509	100%	▲
General Purpose Funding	783,915	783,915	606,144	708,011	101,867	14%	▲
Law, Order and Public Safety	31,500	31,500	28,210	39,584	11,374	29%	
Health	7,500	7,500	6,830	4,788	(2,042)	(43%)	▼
Education and Welfare	1,402,564	1,402,564	1,169,775	6,551,170	5,381,395	82%	▲
Housing	7,800	7,800	6,500	6,600	100	2%	
Community Amenities	974,121	974,121	910,381	916,524	6,143	1%	
Recreation and Culture	922,139	922,139	765,065	356,815	(408,250)	(114%)	▼
Transport	459,156	459,156	382,610	427,789	45,179	11%	▲
Economic Services	231,401	231,401	192,830	230,871	38,041	16%	▲
Other Property and Services	53,076	53,076	44,220	111,288	67,068	60%	▲
Total (Excluding Rates)	4,878,272	4,878,272	4,112,645	9,816,029	5,703,384		
Operating Expense							
Governance	(1,658,132)	(1,658,132)	(1,419,451)	(1,134,537)	284,914	25%	▼
General Purpose Funding	(166,081)	(166,081)	(139,228)	(164,729)	(25,501)	(15%)	▲
Law, Order and Public Safety	(261,860)	(261,860)	(220,222)	(190,081)	30,141	16%	▼
Health	(125,838)	(125,838)	(105,572)	(83,469)	22,103	26%	
Education and Welfare	(1,503,469)	(1,503,469)	(1,258,062)	(2,254,755)	(996,693)	(44%)	▲
Housing	0	0	(354)	0	354	100%	▼
Community Amenities	(1,261,878)	(1,261,878)	(1,053,424)	(913,431)	139,993	15%	▼
Recreation and Culture	(2,567,973)	(2,567,973)	(2,170,629)	(2,101,528)	69,101	3%	
Transport	(1,517,366)	(1,517,366)	(1,265,737)	(1,136,539)	129,198	11%	▼
Economic Services	(1,017,699)	(1,017,699)	(848,027)	(525,852)	322,175	61%	▼
Other Property and Services	(80,093)	(80,093)	(79,708)	100,671	180,379	(179%)	
Total	(10,160,390)	(10,160,390)	(8,560,414)	(8,404,249)	156,164		
Funding Balance Adjustment							
Add back Depreciation	1,324,892	1,324,892	1,104,010	1,059,007	(45,003)	(4%)	
Adjust (Profit)/Loss on Asset Disposal	59,605	59,605	49,650	59,647	9,997	17%	
Movement in Leave Reserve (Added Back)	0	0	0	5,908	5,908	100%	
Net Operating (Ex. Rates)	(3,897,621)	(3,897,621)	(3,294,109)	2,536,343	5,830,452		
Capital Revenues							
Proceeds from Disposal of Assets	247,000	247,000	227,000	199,932	(27,068)	(14%)	▼
Proceeds from New Debentures	450,000	450,000	450,000	0	(450,000)	(100%)	▼
Proceeds from Sale of Investments	0	0	0	0	0		
Proceeds from Advances	0	0	0	0	0		
Self-Supporting Loan Principal	0	0	0	0	0		
Transfer from Reserves	2,906,885	2,906,885	0	0	0		
Total	3,603,885	3,603,885	677,000	199,932	(477,068)		
Capital Expenses							
Land and Buildings	(1,247,879)	(1,247,879)	(365,000)	(120,721)	244,279	202%	▼
Plant and Equipment	(589,848)	(589,848)	(469,848)	(533,190)	(63,342)	(12%)	▲
Furniture and Equipment	(63,000)	(63,000)	(55,000)	(22,663)	32,337	143%	▼
Infrastructure Assets - Roads	(459,252)	(459,252)	(459,252)	(261,713)	197,539	75%	▼
Infrastructure Assets - Footpaths	(50,000)	(50,000)	(50,000)	0	50,000	100%	▼
Infrastructure Assets - Drainage	(50,000)	(50,000)	(50,000)	(18,688)	31,312	168%	▼
Infrastructure Assets - Other	(1,308,472)	(1,308,472)	(363,472)	(444,465)	(80,993)	(18%)	▲
Repayment of Debentures	(144,809)	(144,809)	(86,115)	(86,955)	(840)	(1%)	
Transfer to Reserves	(733,990)	(733,990)	(725,650)	(75,745)	649,905	858%	▼
Total	(4,647,250)	(4,647,250)	(2,624,337)	(1,564,140)	1,060,197		
Net Capital	(1,043,365)	(1,043,365)	(1,947,337)	(1,364,208)	583,129		
Total Net Operating + Capital	(4,940,986)	(4,940,986)	(5,241,446)	1,172,135	6,413,580		
Rate Revenue	3,293,160	3,293,160	3,293,030	3,238,759	(54,271)	(2%)	
Opening Funding Surplus(Deficit)	1,647,827	1,650,598	1,650,598	1,650,598	0	0%	
Closing Funding Surplus(Deficit)	1	2,772	(297,818)	6,061,492	6,359,310		

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2016

1. SIGNIFICANT ACCOUNTING POLICIES

financial activity are:

(a) Basis of Accounting

This statement is a special purpose financial report, prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

(c) Rounding Off Figures

All figures shown in this statement are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

(f) Cash and Cash Equivalents

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

(g) Trade and Other Receivables

Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectability of trade receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(h) Inventories

General

Inventories are valued at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs of necessary to make the sale.

Inventories held from trading are classified as current even if not expected to be realised in the next 12 months.

**TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2016**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Land Held for Resale

Land purchased for development and/or resale is valued at the lower of the cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Buildings	50 to 100 years
Furniture and Equipment	10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets clearing and earthworks construction/road base original surfacing and major re-surfacing	not depreciated 50 years
- bituminous seals	20 years
Gravel roads clearing and earthworks construction/road base gravel sheet	not depreciated 50 years 12 years
Formed roads (unsealed) clearing and earthworks construction/road base	not depreciated 50 years
Footpaths - slab	40 years

Capitalisation Threshold

Plant, Property and Equipment (excluding Buildings) items to \$5,000 or greater, and Building and Infrastructure items to \$10,000 or greater.

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Trade and Other Payables

provided to the local government prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

(l) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave,

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

(n) Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable capitalised as part of the cost of the particular asset.

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(o) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

(p) Nature or Type Classifications

Rates

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

Operating Grants, Subsidies and Contributions

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications (Continued)

Non-Operating Grants, Subsidies and Contributions

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

Profit on Asset Disposal

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

Service Charges

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these are television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Interest Earnings

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Other Revenue / Income

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

Employee Costs

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

Materials and Contracts

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

Utilities (Gas, Electricity, Water, etc.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

Insurance

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications (Continued)

Interest expenses

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

(q) Statement of Objectives

In order to discharge its responsibilities to the community, the Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

GOVERNANCE

Members of Council, Civic Functions, Executive Support, Human Resources & Payroll, Security Services, Administration Support, Records Management, Information Technology and Financial Control.

GENERAL PURPOSE FUNDING

All Rate Revenue and Penalties, General Purpose Grant, Pensioners Deferred Rates Grant and Interest Revenue.

LAW, ORDER, PUBLIC SAFETY

Fire Prevention, Animal Control, General Ranger Services, Emergency Services.

HEALTH

Maternal and Infant Health, Preventative Services (Immunisation), Inspections, Pest Control.

HOUSING

The Town does not have any staff or other residential housing.

COMMUNITY AMENITIES

Sanitation Household Refuse, Refuse Site, Sewerage, Protection of the Environment, Town Planning, Cemeteries, Bus Shelters.

RECREATION AND CULTURE

Public Halls and Civic Centres, Aquatic Centre, Beaches, Recreation Grounds (Active and Passive), Arts, Leisure Development, Libraries, Museum, Arts Centre.

TRANSPORT

Road Maintenance, Footpaths, Bridges, Street Trees, Street Lighting, Cycle ways, Vehicle Crossovers, Depots, Parking.

ECONOMIC SERVICES

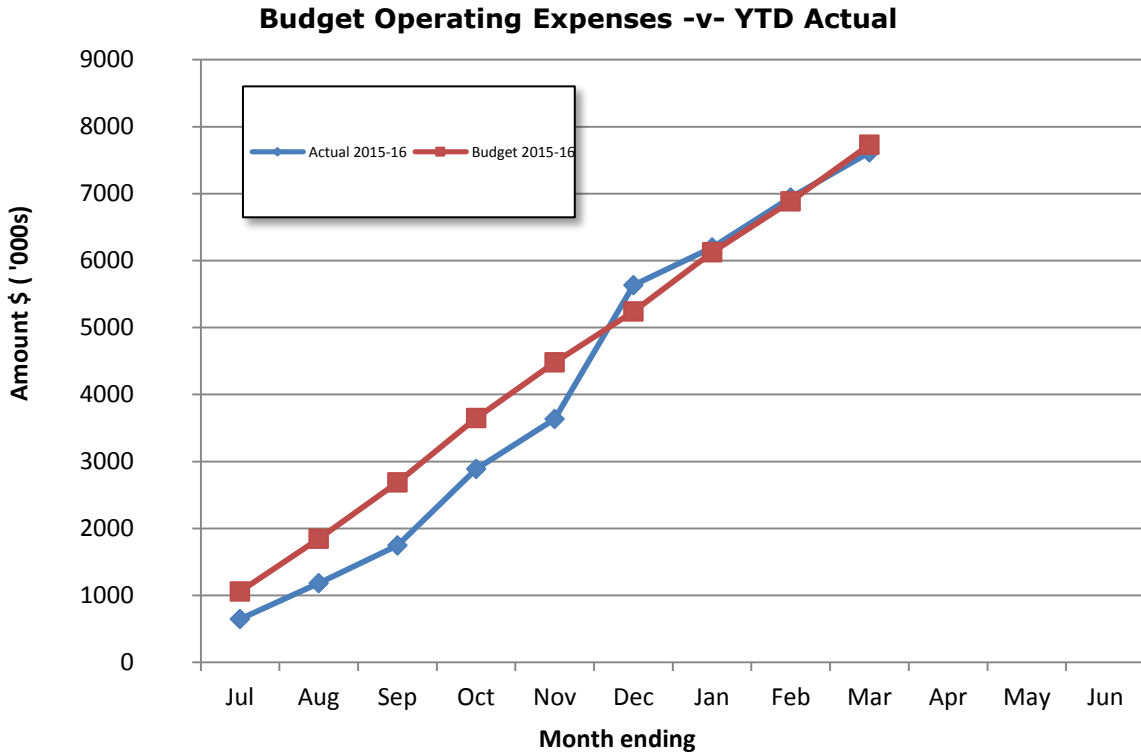
Rural Services, Tourism, Building Control, Economic Development.

OTHER PROPERTY & SERVICES

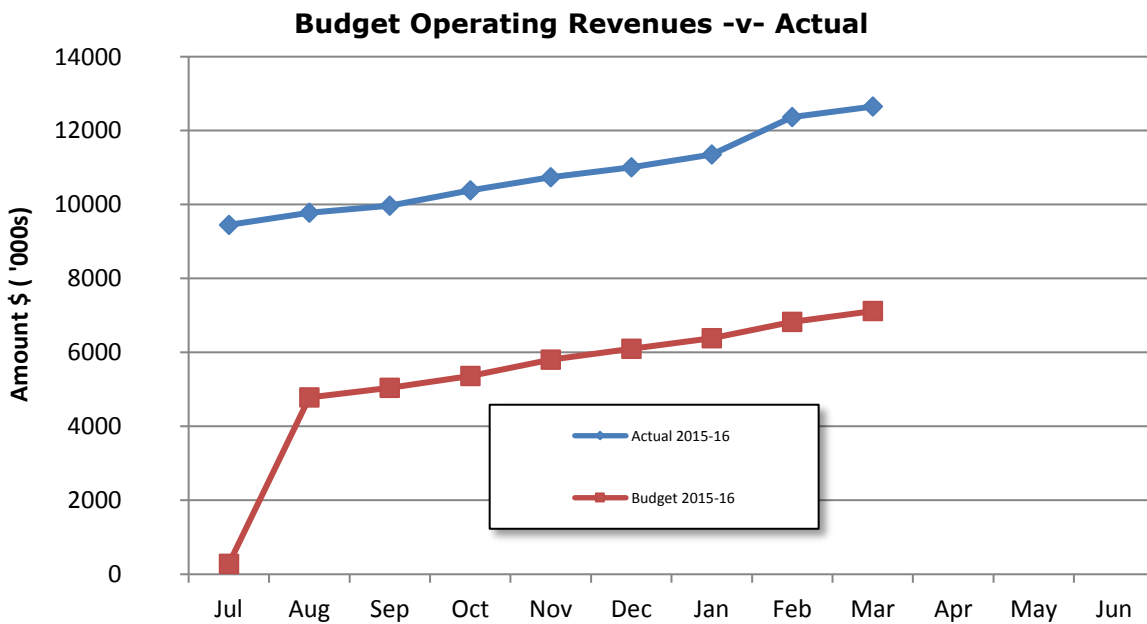
Private Works, Stocks and Miscellaneous Items.

**TOWN OF NARROGIN
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD ENDED 30 APRIL 2016**

Note 2 - Graphical Representation - Source Statement of Financial Activity



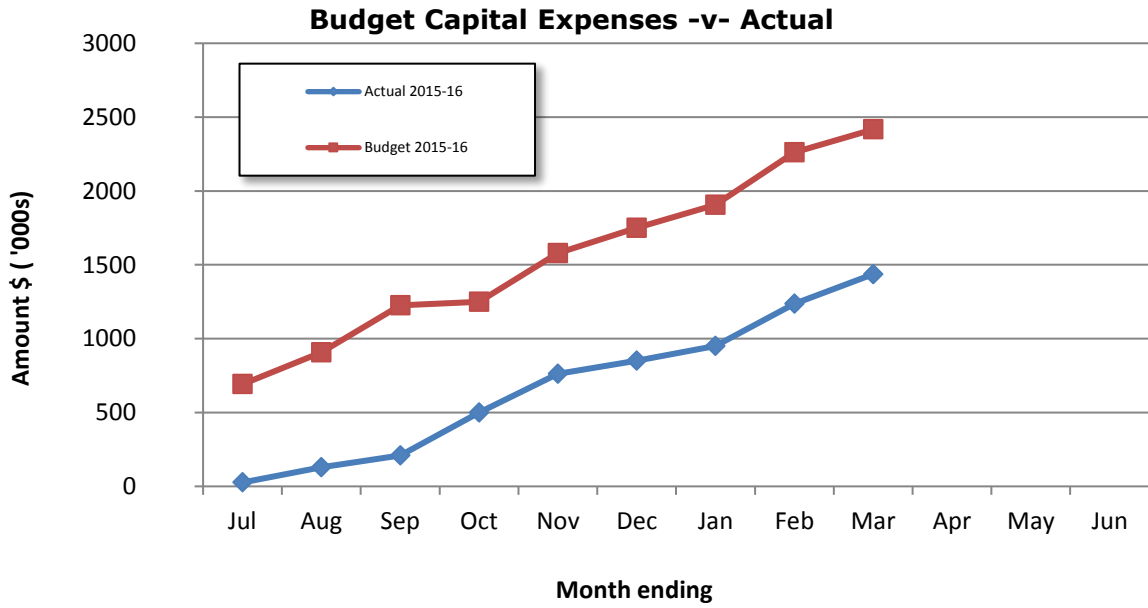
Comments/Notes - Operating Expenses



Comments/Notes - Operating Revenues

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2016

Note 2 - Graphical Representation - Source Statement of Financial Activity

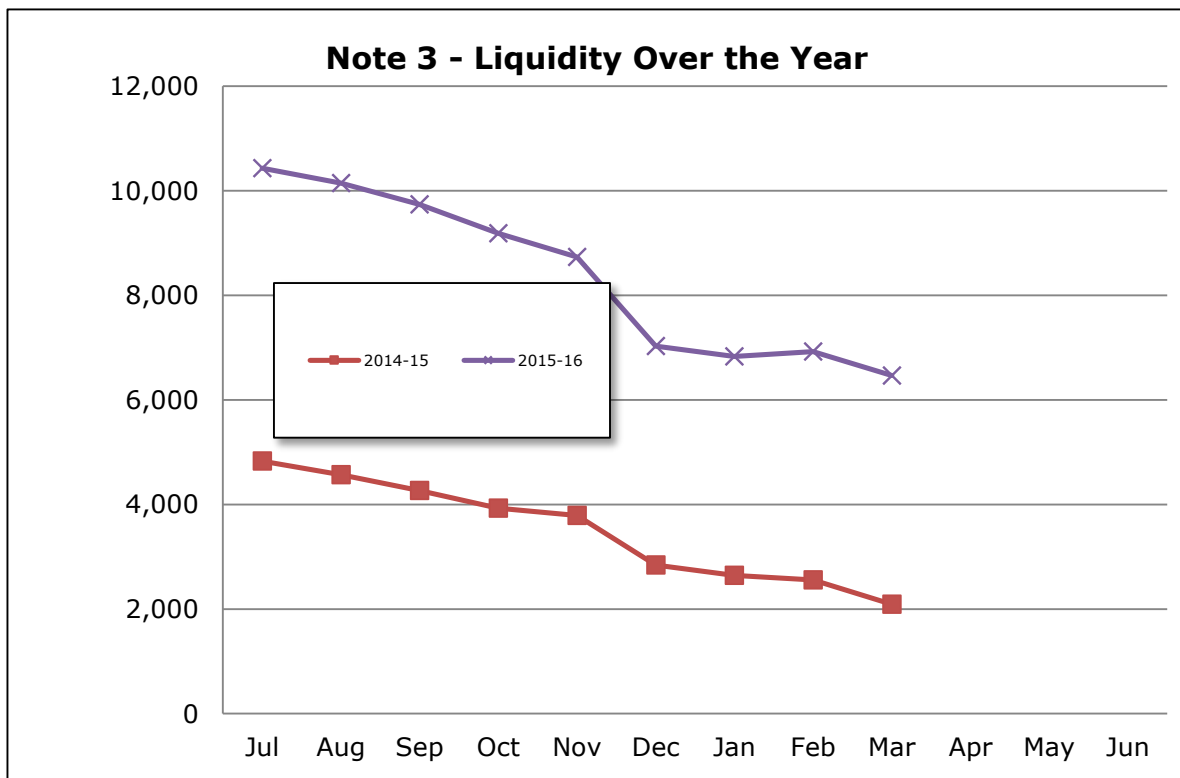


Comments/Notes - Capital Expenses

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2016

Note 3: SURPLUS/(DEFICIT) POSITION

		Positive=Surplus (Negative=Deficit)		
		30/04/2016	31/03/2016	30/04/2015
Note		This Period	Last Period	Same Period Last Year
		\$	\$	\$
Current Assets				
4	Cash Unrestricted	5,917,289	6,202,664	1,827,367
4	Cash Restricted	4,243,545	4,167,800	2,596,408
7	Receivables - Rates and Rubbish, ESL, Excess Rates	316,671	358,944	268,750
7	Receivables -Other	251,107	356,416	355,881
		10,728,611	11,085,824	5,048,406
Less: Current Liabilities				
	Payables	(307,576)	(330,434)	(261,932)
	Loan Liability	(57,855)	(61,341)	(56,873)
	Provisions	(448,020)	(448,020)	(425,541)
		(813,451)	(839,795)	(744,346)
Net Current Asset Position		9,915,160	10,246,029	4,304,060
	Less: Cash Restricted	(4,243,545)	(4,167,800)	(2,596,408)
	Add Back: Component of Leave Liability not Required to be funded	332,021	326,113	214,342
	Add Back: Current Loan Liability	57,855	61,341	56,873
	Adjustment for Trust Transactions Within Muni	0	0	0
Net Current Funding Position		6,061,492	6,465,684	1,978,868



Comments - Net Current Funding Position

The Net Current Funding Position above includes Karinya Grant funds of \$3,975,741. The adjusted position is therefore \$2,085,751.

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2016

Note 4: CASH AND INVESTMENTS

	Interest	Unrestricted	Restricted	Trust	Total	Institution	Maturity
	Rate	\$	\$	\$	Amount \$		Date
(a) Cash Deposits							
Municipal Account	1.75%	1,938,807			1,938,807	NAB	On-Call
Cash Floats - Admin		1,200			1,200		
Library		150			150		
Homecare		100			100		
NRLC - Till 1		0			0		
Refuse Site		100			100		
Caravan Park		100			100		
Petty Cash - Admin		300			300		
Library		200			200		
Homecare		350			350		
CATS		240			240		
Reserve Account					0	NAB	
Trust Account	1.75%			99,389	99,389	NAB	On-Call
(b) Term Deposits							
Karinya Grant - Restricted		3,975,741			3,975,741		
Reserve Term Deposit	2.84%		4,243,545		4,243,545	NAB	27/05/2016
					0		
					0		
(c) Investments							
Total		5,917,289	4,243,545	99,389	10,260,222		

Comments/Notes - Investments

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2016

Note 5: MAJOR VARIANCES

Comments/Reason for Variance

5.1 OPERATING REVENUE (EXCLUDING RATES) - PROGRAM

5.1.1 GOVERNANCE

Permanent - Reimbursement income higher than anticipated due to Shire of Cuballing reimbursement for LG Dinner and CEO purchase of mobile phone.

Permanent - Insurance rebates for Advertising \$703, Wages Adjustment \$6,302, Claims Experience \$1,920, Valuation Costs \$20,500, and 2014/15 Surplus \$21,409

Permanent - Grant received for Amalgamation/Merger \$400,000

5.1.2 GENERAL PURPOSE FUNDING

Permanent - Reimbursement of debt collection is higher than anticipated.

5.1.3 LAW, ORDER AND PUBLIC SAFETY

Permanent - Fire prevention fines and penalties higher than expected.

Permanent - State Emergency Management Committee Grant \$10,000.

5.1.4 HEALTH

Permanent - Regulatory Fees and Charges and Penalties are lower than anticipated for this time of year.

5.1.5 EDUCATION AND WELFARE

Permanent - Grant Funding for the Dementia Wing at Narrogin Cottage Homes \$5,137,000

5.1.6 HOUSING

Nil

5.1.7 COMMUNITY AMENITIES

Nil

5.1.8 RECREATION AND CULTURE

Timing - Budget for grant income for Skate Park and Hockey Upgrade, not received as per budget.

5.1.9 TRANSPORT

Permanent - Roads to Recovery funds higher than anticipated \$67,120

5.1.10 ECONOMIC SERVICES

Permanent - Building Licence fees are higher than expected.

Permanent - Contribution from Caravan Park caretakers for rent \$10,000

Permanent - Fees and charges from Caravan Park higher due to more patronage.

5.1.11 OTHER PROPERTY AND SERVICES

Permanent - More private works has been carried out.

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2016

Note 5: MAJOR VARIANCES

Comments/Reason for Variance

5.2 OPERATING EXPENSES - PROGRAM

5.2.1 GOVERNANCE

Timing - Expenditure on Structural Reform (Merger) lower than anticipated.

5.2.2 GENERAL PURPOSE FUNDING

Permanent - Annual and Long Service Leave payout for previous Finance Officer - Rates.

Permanent - Debt collection expenses are higher than anticipated but offset by income reimbursement.

5.2.3 LAW, ORDER AND PUBLIC SAFETY

Timing - ESL payable on Town Buildings has not be paid as yet.

Timing - Fire Prevention salaries and wages is lower than expected.

Timing - Maintenance at the Animal Pound has occurred earlier than expected.

5.2.4 HEALTH

Timing - Health Salaries and Wages lower than budgetted.

5.2.5 EDUCATION AND WELFARE

Timing - Expenditure under the Home and Community Care Program is lower than anticipated.

Timing - Expenditure under the Home Care Packages is lower than anticipated.

Permanent - Partial funds paid to Karinya \$1,200,000

5.2.6 HOUSING

Nil

5.2.7 COMMUNITY AMENITIES

Timing - Waste disposal expenditure is lower than expected due to not receiving the Contractors invoices prior to closing off for the month.

Timing - Townscape expenditure has not occurred as per budget.

5.2.8 RECREATION AND CULTURE

Permanent - Salaries and wages paid to Leisure centre staff.

Timing - Expenditure on Utilities at the Leisure centre are lower than expected.

5.2.9 TRANSPORT

Timing - Maintenance expenditure on Roads is lower than anticipated.

5.2.10 ECONOMIC SERVICES

Timing - Caravan Park maintenance is lower than expected.

Timing - TAFE Project expenditure is lower than expected.

5.2.11 OTHER PROPERTY AND SERVICES

Timing - due to Public Works Overheads and Plant Operation Costs this will be rectified.

**TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2016**

Note 5: MAJOR VARIANCES

Comments/Reason for Variance

5.3 CAPITAL REVENUE

5.3.1 PROCEEDS FROM DISPOSAL OF ASSETS

Nil

5.3.2 PROCEEDS FROM NEW DEBENTURES

Nil

5.3.3 PROCEEDS FROM SALE OF INVESTMENT

Nil

5.3.4 PROCEEDS FROM ADVANCES

Nil

5.3.5 SELF-SUPPORTING LOAN PRINCIPAL

Nil

5.3.6 TRANSFER FROM RESERVES (RESTRICTED ASSETS)

Timing - Reserve transfers will be completed as part of the end of year processes.

**TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2016**

Note 5: MAJOR VARIANCES

Comments/Reason for Variance

5.4 CAPITAL EXPENSES

5.4.1 LAND HELD FOR RESALE

Nil

5.4.2 LAND AND BUILDINGS

Nil

5.4.3 PLANT AND EQUIPMENT

Nil

5.4.4 TOOLS

Nil

5.4.5 FURNITURE AND EQUIPMENT

Nil

5.4.6 INFRASTRUCTURE ASSETS - ROADS

Nil

5.4.7 INFRASTRUCTURE ASSETS - FOOTPATHS

Nil

5.4.9 INFRASTRUCTURE ASSETS - DRAINAGE

Nil

5.4.10 INFRASTRUCTURE ASSETS - PARKS AND OVALS

Nil

5.4.11 INFRASTRUCTURE ASSETS - OTHER

Nil

5.4.12 PURCHASES OF INVESTMENT

Nil

5.4.13 REPAYMENT OF DEBENTURES

Nil

5.4.14 ADVANCES TO COMMUNITY GROUPS

Nil

5.4.15 TRANSFER TO RESERVES (RESTRICTED ASSETS)

Timing - Reserve transfers will be completed as part of the end of year processes.

5.5 OTHER ITEMS

Nil

5.5.1 RATE REVENUE

Nil

5.5.2 OPENING FUNDING SURPLUS(DEFICIT)

Nil

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2016

Note 6: BUDGET AMENDMENTS/VARIATION TO SURPLUS/(DEFICIT)

Amendments to original budget since budget adoption. Surplus/(Deficit)

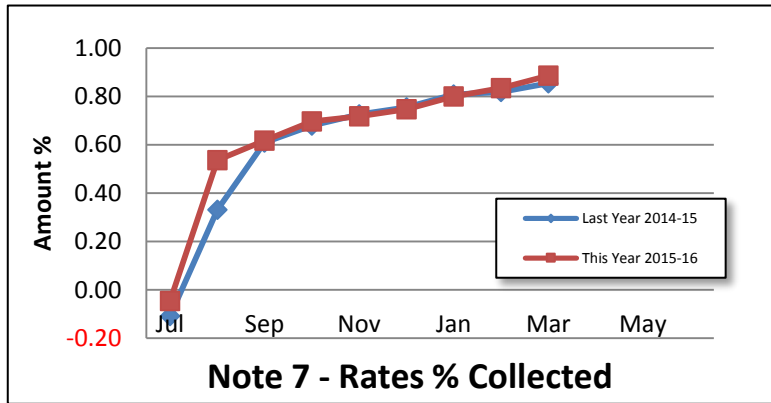
	Description	Council Resolution	Classification	No Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget Adoption		Opening Surplus(Deficit)	\$	\$	\$	\$
	Variation between adopted budget opening position and actual		Opening Surplus(Deficit)		2,771		1
			Opening Surplus(Deficit)				2,772
	Closing Funding Surplus (Deficit)			0	2,771	0	2,772

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2016

Note 7: RECEIVABLES

Receivables - Rates and Rubbish

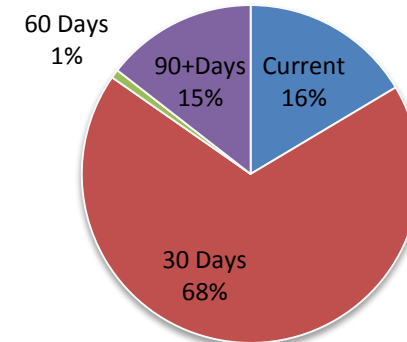
	Current 30/04/16	
	\$	
Previous Year	330,637	
Rates Levied this year (YTD)	3,292,120	(Note 8)
Movement in Excess Rates	(53,361)	
Domestic Refuse Collection Charges	388,848	
Domestic Services (Additional)	3,377	
Commercial Collection Charge	41,280	
Commercial Collection Charge (Additional)	44,604	
Total Rates and Rubbish (YTD)	3,716,868	
<u>Less Collections to date</u>	<u>(3,624,668)</u>	
Equals Outstanding	422,837	
Net Rates Collectable		
% Collected	89.55%	
Pensioner Deferred Rates	(101,595)	
Pensioner Deferred ESL	(4,570)	
	<u>(106,166)</u>	
Total Rates and Rubbish, ESL, Excess Rates	<u>316,671</u>	(Note 3)



Receivables - Sundry Debtors

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
	40,121	166,564	2,034	35,348
Total Outstanding				<u>244,067</u>
Amounts shown above include GST (where applicable)				
Rates Pensioner Rebate Claims				4,515
GST Input				42,524
Provision For Doubtful Debts				<u>(40,000)</u>
Total Receivables - Other (Note 3)				<u>251,106</u>

**Note 7 - Accounts Receivable
(non-rates)**



Comments/Notes - Receivables Rates and Rubbish

Comments/Notes - Receivables General

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

Note 8: RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
General Rate											
GRV	0.10057	1,943	28,275,680	2,843,685	2,777	0	2,846,462	2,843,685	2,362	0	2,846,047
UV - Mining Tenement	0.77937	1	1,328	1,035	(1,035)	0	0	1,035	0	0	1,035
Sub-Totals		1,944	28,277,008	2,844,720	1,742	0	2,846,462	2,844,720	2,362	0	2,847,082
Minimum Payment \$											
GRV	1,006	443	3,264,542	445,658	0	0	445,658	445,658	420	0	446,078
UV - Mining Tenement	1,006	0	0	0	0	0	0	0	0	0	0
Sub-Totals		443	3,264,542	445,658	0	0	445,658	445,658	420	0	446,078
Total Rates Levied (Note 7)							3,292,120				3,293,160
Discounts							0				0
Rates Adjustments							0				0
Movement in Excess Rates							(53,361)				0
Amount from General Rates							3,238,759				3,293,160
Ex Gratia Rates							0				350
Specified Area Rates							0				0
Totals							3,238,759				3,293,510

Comments - Rating Information

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2016

Note 9: GRANTS AND CONTRIBUTIONS

Program/Details	Provider	Approval	2015-16 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status	
						Received	Not Received
		(Yes/No)	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING							
RATES - Reimbursement of Debt Collection Costs (Inc GST)		Yes	0	(80)	(80)	392	(472)
RATES - Reimbursement of Debt Collection Costs (Exc GST)		Yes	(10,000)	(28,587)	(38,587)	(36,539)	(2,048)
GENGRANT - Financial Assistance Grant - General	Grants Commission (Untied)	Yes	(549,320)		(549,320)	(405,964)	(143,356)
GENGRANT - Financial Assistance Grant - Roads	Grants Commission (Roads)	Yes	(70,595)		(70,595)	(52,934)	(17,661)
MEMBERS							
MEMBERS - Reimbursements	Reimbursements	Yes	0	(1,123)	(1,123)	(1,123)	(0)
OTHER GOVERNANCE							
OTHGOV - Reimbursements	Reimbursements	Yes	(5,000)	(48,967)	(53,967)	(54,201)	234
OTHGOV - Grant Funding - Council		Yes	0		0	0	0
OTHGOV - Grant Funding - Council		Yes	0	(400,000)	(400,000)	(400,000)	0
LAW, ORDER, PUBLIC SAFETY							
FIRE - Reimbursements	FESA (SES)	Yes	0		0	0	0
ESL - SES Subsidy (Operating) Grant	FESA (SES Subsidy)	Yes	(6,000)		(6,000)	(5,400)	(600)
OLOPS - LEMC Contribution		Yes	(5,000)		(5,000)	(5,000)	0
OLOPS - State Emergency Management Grants		Yes	0	(10,000)	(10,000)	(10,000)	0
EDUCATION & WELFARE							
HACC - Recurrent Grant Funding	Dept. of Heath & Ageing	Yes	(828,371)		(828,371)	(840,797)	12,426
HACC - Contributions & Donations	Dept. of Heath & Ageing	Yes	0	(3,636)	(3,636)	(3,636)	0
HACC - Other Grants	Dept. of Heath & Ageing	Yes	0	(697)	(697)	(697)	(0)
CHCP - Recurrent Grant Funding	Dept. of Heath & Ageing	Yes	(203,000)		(203,000)	(134,773)	(68,227)
CHCP - Reimbursements	Dept. of Heath & Ageing	Yes		(967)	(967)	(967)	(0)
CHSP - Recurrent Grant Funding	Bethanie Care	Yes	(80,000)	(39,875)	(119,875)	(170,301)	50,426
AGEDSNRS - Reimbursements	Reimbursements	Yes	(2,075)		(2,075)	(436)	(1,639)
AGEDOTHER - Baptist Care Contributions	Neurodegenerative Conditions Co-ordinating Care Program	Yes	(9,000)		(9,000)	0	(9,000)
AGEDOTHER - PATS Voucher Income	Neurodegenerative Conditions Co-ordinating Care Program	Yes	(2,000)		(2,000)	(1,371)	(629)

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2016

Note 9: GRANTS AND CONTRIBUTIONS

Program/Details	Provider	Approval	2015-16 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status	
						Received	Not Received
		(Yes/No)	\$	\$	\$	\$	\$
AGEDOTHER - CATS Contributions & Donations (inc GST)	Dept. of Veterans Affairs/CATS	Yes	(4,000)		(4,000)	(2,000)	(2,000)
	Travel Rebate						
AGEDOTHER - CATS Contributions & Donations (inc GST)	Donations	Yes	0	(2,500)	(2,500)	(2,500)	0
AGEOTHER - CATS Contributions & Donations (Ex GST)	Fees	Yes	0	(100)	(100)	(200)	100
AGEOTHER - Commonwealth Carers Respite Fees & Charges	Fees	Yes	(2,827)		(2,827)	0	(2,827)
AGEOTHER - Juniper Community Income	Juniper Community Income	Yes	(32,000)		(32,000)	(19,538)	(12,462)
AGEDOTHER - Grant Funding	Juniper Community Income	Yes	0	(6,337,000)	(6,337,000)	(5,175,741)	(1,161,259)
AGEDOTHER - Aged Friendly Communities Regional Grant	Juniper Community Income	Yes	(16,666)	(10,000)	(26,666)	(26,667)	1
WELFARE - Contributions & Donations	Donations	Yes	(550)		(550)	0	(550)
WELFARE - Grants	Donations	Yes	(110,000)		(110,000)	(455)	(109,545)
WELFARE - Grants	Donations	Yes	0	(42,000)	(42,000)	(42,000)	0
COMMUNITY AMENITIES							
SAN - Contributions & Donations	Shire of Narrogin	Yes	(12,000)		(12,000)	(9,000)	(3,000)
SAN - Reimbursements	Shire of Narrogin	Yes	0	(3,692)	(3,692)	(3,692)	(0)
COM AMEN - Contributions & Donations	Shire of Narrogin (incl Toilets)	Yes	(8,700)	(5,927)	(14,627)	(14,627)	(0)
COM AMEN - Grants	Shire of Narrogin (incl Toilets)	Yes	(27,771)		(27,771)	(27,772)	1
RECREATION AND CULTURE							
HALLS - Reimbursements	Reimbursements	Yes	(230)	(210)	(440)	(440)	0
HALLS - Contributions & Donations	Shire of Narrogin	Yes	(15,200)		(15,200)	(11,400)	(3,800)
NRRC - Pool Subsidy	Dept Sport and Recreation	Yes	0	(32,000)	(32,000)	(32,000)	0
NRRC - Reimbursements	Reimbursements	Yes	0	(10,208)	(10,208)	(9,506)	(702)
NRRC - Contributions & Donations	Shire of Narrogin	Yes	(39,500)		(39,500)	(29,625)	(9,875)
REC - Grants - Kids Sports	Dept Sport and Recreation	Yes	(35,000)		(35,000)	(35,000)	0
REC - Grants - Regional Talent Program	Dept Sport and Recreation	Yes	(29,000)		(29,000)	(25,000)	(4,000)
REC - Reimbursements - Other Recreation	Reimbursements	Yes	(61,980)		(61,980)	(58,858)	(3,122)
REC - Grants - Other Recreation	Dept Sport and Recreation	Yes	(20,000)	(3,056)	(23,056)	(23,056)	(0)
REC - Grants - Other Recreation	Dept Sport and Recreation	Yes	(200,000)		(200,000)	0	(200,000)
REC - Contributions & Donations	Shire Contribution	Yes	(38,600)		(38,600)	(29,950)	(8,650)
REC - Contributions & Donations	Shire Contribution	Yes	(400,000)		(400,000)	0	(400,000)

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2016

Note 9: GRANTS AND CONTRIBUTIONS

Program/Details	Provider	Approval	2015-16 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status	
						Received	Not Received
		(Yes/No)	\$	\$	\$	\$	\$
LIB - Reimbursements Lost Books	Reimbursements	Yes	(500)		(500)	0	(500)
LIB - Contributions & Donations	Reimbursements	Yes	(37,000)		(37,000)	(24,000)	(13,000)
LIB - Contributions & Donations	Reimbursements	Yes	0	(16)	(16)	(36)	20
LIB - Grant - Regional Library Services	State Government	Yes	(5,000)		(5,000)	5,061	(10,061)
LIB - Other Grants		Yes	0	(4,300)	(4,300)	(4,300)	0
HERITAGE - Contributions & Donations		Yes	(4,000)		(4,000)	(3,000)	(1,000)
OTHCUL - Contributions & Donations - Other Culture	Shire of Narrogin	Yes	(4,000)		(4,000)	(3,000)	(1,000)
OTHCUL - Grants - Other Culture		Yes	0		0	(1,000)	1,000
OTHCUL - Grants - Other Culture	Arts Storage Grant	Yes	0	(38,058)	(38,058)	(38,058)	0
OTHCUL - Grant Narrogin Litter Twitter Project		Yes	0		0	0	0
TRANSPORT							
ROADC - Regional Road Group Grants (MRWA)	Main Roads WA (RRG)	Yes	(123,088)		(123,088)	(64,895)	(58,193)
ROADC - Roads to Recovery Grant	Roads to Recovery	Yes	(146,000)	(67,120)	(213,120)	(213,120)	0
ROADM - Direct Road Grant (MRWA)	Main Roads WA (Direct/Lights)	Yes	(31,500)	(2,700)	(34,200)	(34,200)	0
ROADM - Street Lighting Subsidy	Main Roads WA (Direct/Lights)	Yes	(5,000)		(5,000)	0	(5,000)
ROADM - Reimbursements	Main Roads WA (Direct/Lights)	Yes	0		0	(1,414)	1,414
ECONOMIC SERVICES							
TOUR - Reimbursements (Exc GST)	Reimbursements	Yes	0	(10,000)	(10,000)	(11,000)	1,000
ECONOM - Reimbursements	Reimbursements	Yes	(2,740)		(2,740)	310	(3,050)
OTHER PROPERTY AND SERVICES							
PWO - Other Reimbursements	Reimbursements	Yes	0	(2,418)	(2,418)	(1,284)	(1,134)
ADMIN - Reimbursements	Reimbursements	Yes	0	(1,981)	(1,981)	(1,980)	(0)
SAL - Reimbursement - Workers Compensation	Reimbursements	Yes	0	(27,032)	(27,032)	(27,032)	0
TOTALS			(3,183,213)	(7,134,250)	(10,317,463)	(8,125,719)	(2,191,744)

Comments - Grants and Contributions

**TOWN OF NARROGIN
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD ENDED 30 APRIL 2016**

Note 9: GRANTS AND CONTRIBUTIONS

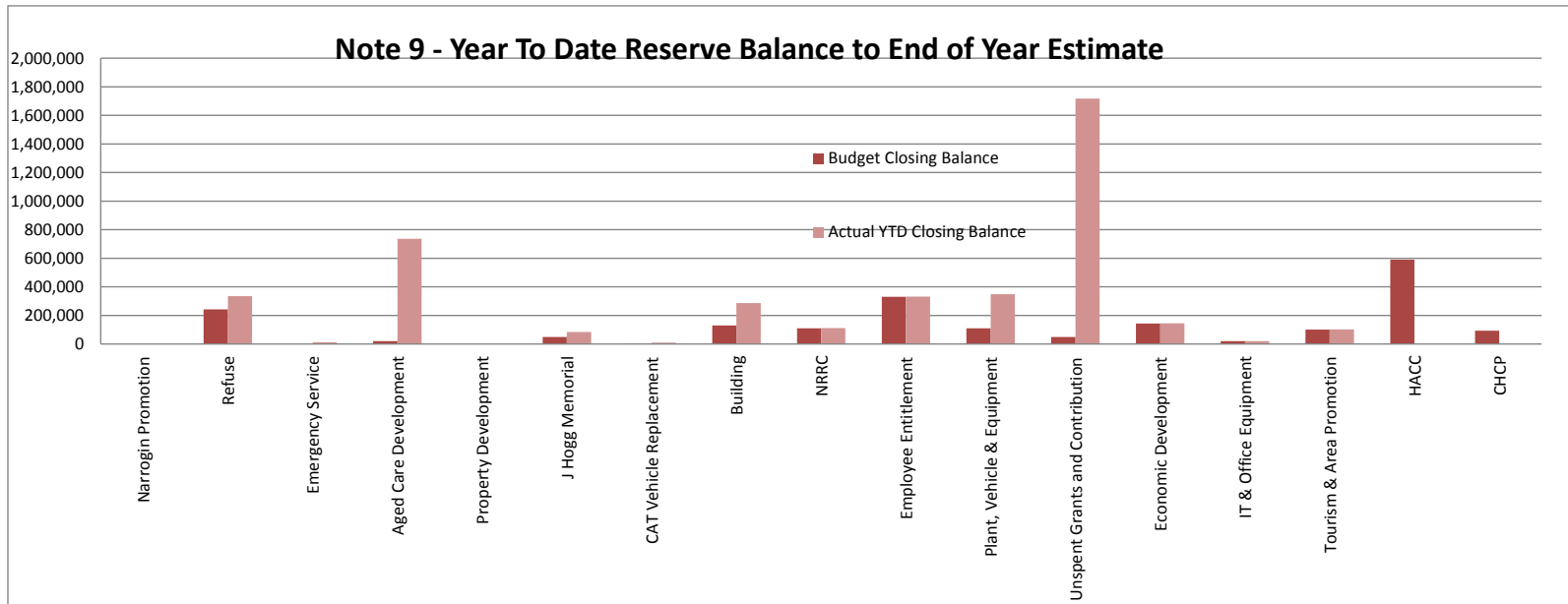
Program/Details	Provider	Approval	2015-16 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status	
						Received	Not Received
		(Yes/No)	\$	\$	\$	\$	\$

The above table of grants and contributions is not exhaustive but does contain that activity deemed important enough for inclusion in this table.

**TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2016**

Note 10: Cash Backed Reserve

Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Budget Closing Balance	Actual YTD Closing Balance
		\$	\$	\$	\$	\$	\$		\$	\$
Narrogin Promotion	0	0	0	0	0	0	0		0	0
Refuse	329,707	3,852	5,984	0	0	91,000	0		242,559	335,691
Emergency Service	12,945	151	227	0	0	13,096	0		0	13,172
Aged Care Development	723,880	9,765	13,180	0	0	712,990	0		20,655	737,060
Property Development	0	0	0	0	0	0	0		0	0
J Hogg Memorial	82,787	967	1,515	0	0	35,000	0		48,754	84,302
CAT Vehicle Replacement	8,842	103	151	0	0	6,000	0		2,945	8,993
Building	281,792	3,292	5,151	0	0	155,000	0		130,084	286,943
NRRC	109,410	1,278	1,969	0	0	0	0		110,688	111,379
Employee Entitlement	326,113	3,810	5,908	0	0	0	0		329,923	332,021
Plant, Vehicle & Equipment	342,821	4,005	6,211	0	0	236,752	0		110,074	349,032
Unspent Grants and Contribution	1,687,047	19,711	30,677	0	0	1,657,047	0		49,711	1,717,724
Economic Development	142,454	1,664	2,575	0	0	0	0		144,118	145,029
IT & Office Equipment	20,000	234	379	0	0	0	0		20,234	20,379
Tourism & Area Promotion	100,000	1,168	1,818	0	0	0	0		101,168	101,818
HACC	0	0	0	590,812	0	0	0		590,812	0
CHCP	0	0	0	93,178	0	0	0		93,178	0
	4,167,798	50,000	75,745	683,990	0	2,906,885	0		1,994,903	4,243,543



TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2016

Note 11: CAPITAL DISPOSALS AND ACQUISITIONS

Actual				Disposals	Current Budget					
Cost	Accum Depr	Proceeds	Profit (Loss)		This Year					
					Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$	\$	\$	\$	\$	\$		
				OTHGOV - Proceeds on Disposal of Assets						
48,784	4,063	35,455	(9,266)	Proceeds on Disposal - CEO Vehicle	40,000	40,000	40,000	35,454.55	(4,545)	▼
35,684	3,568	24,628	(7,487)	Proceeds on Disposal - DCCS Vehicle	27,000	27,000	27,000	24,628.41	(2,372)	▼
				ANIMAL - Proceeds on Disposal of Assets						
29,655	2,470	16,818	(10,367)	Proceeds on Disposal - Ranger Vehicle	20,000	20,000	20,000	16,818.18	(3,182)	▼
				HACC - Proceeds on Disposal of Assets						
18,750	4,866	12,273	(1,611)	Proceeds on Disposal - Toyota Camry Altise	10,000	10,000	10,000	12,272.73	2,273	▲
				AGEDOTHER - Proceeds on Disposal of Assets						
23,909	2,188	13,636	(8,085)	Proceeds on Disposal CAT (1) Vehicle	14,000	14,000	14,000	13,636.36	(364)	▼
				PLANT - Proceeds on Disposal of Assets						
31,116	3,896	22,349	(4,870)	Proceeds on Disposal - DTES Vehicle	27,500	27,500	27,500	22,349.45	(5,151)	▼
		0	0	Proceeds on Disposal - Sweeper Truck	20,000	20,000	0	0.00	0	↑↑↑
0	1,214	0	1,214	Proceeds on Disposal - Road Sweeper Upgrade	0	0	0	0.00	0	↑↑↑
32,995	6,992	20,000	(6,003)	Proceeds on Disposal - Multi-Terrain Bobcat	18,000	18,000	18,000	20,000.00	2,000	▲
25,455	5,307	16,364	(3,784)	Proceeds on Disposal - Mitsubishi Triton (Works Foreman)	20,000	20,000	20,000	16,363.64	(3,636)	▼
19,913	4,315	11,364	(4,234)	Proceeds on Disposal - Mitsubishi Triton (Leading Hand)	20,000	20,000	20,000	11,363.64	(8,636)	▼
				BUILD - Proceeds on Disposal of Assets						
			0		0	0	0	0.00	0	↑↑↑
				ADMIN - Proceeds on Disposal of Assets						
21,588	1,975	14,744	(4,869)	Proceeds on Disposal of Manager of Finance Vehicle	16,500	16,500	16,500	14,743.64	(1,756)	▼
				COMMUNITY - Proceeds on Disposal of Assets						
17,000	4,414	12,301	(285)	Proceeds on Disposal - MLC Vehicle NGNO	14,000	14,000	14,000	12,301.27	(1,699)	▼
304,847	45,268	199,932	(59,647)	Totals	247,000	247,000	227,000	199,931.87	(27,068)	

Comments - Capital Disposal

Contributions Information				Summary Acquisitions	Current Budget This Year					
Grants	Reserves	Borrowing	Total		Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$		\$	\$		\$	\$	
0	0	0	0	Inventories						
0	0	0	0	Land for Resale	0	0	0	0	0	↑↑↑
0	0	0	0	Land and Buildings	1,247,879	1,247,879	365,000	120,721	(244,279)	▼
0	0	0	0	Property, Plant & Equipment						
0	0	0	0	Plant & Equipment	589,848	589,848	469,848	533,190	63,342	▲
0	0	0	0	Furniture & Equipment	63,000	63,000	55,000	22,663	(32,337)	▼
0	0	0	0	Infrastructure						
0	0	0	0	Roads	459,252	459,252	459,252	261,713	(197,539)	▼
0	0	0	0	Footpaths	50,000	50,000	50,000	0	(50,000)	▼
0	0	0	0	Drainage	50,000	50,000	50,000	18,688	(31,312)	▼
0	0	0	0	Parks & Ovals	0	0	0	0	0	↑↑↑
0	0	0	0	Townscape	0	0	0	0	0	↑↑↑
0	0	0	0	Other Infrastructure	1,308,472	1,308,472	363,472	444,465	80,993	▲
0	0	0	0	Totals	3,768,451	3,768,451	1,812,572	1,401,441	(411,131)	

Comments - Capital Acquisitions

Contributions				Land & Buildings	Current Budget					
Grants	Reserves	Borrowing	Total		This Year					
					Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
				OTHGOV - Capital Administration Building						
			0	Administration Building (Capital)	450,000	450,000	250,000	0	(250,000)	▼
			0	Building Renovation Administration	300,000	300,000	100,000	50,268	(49,732)	▼
			0	Records Storage Shed	20,000	20,000	0	0	0	↑↑↑
				ANIMAL - Building (Capital)						
			0	Animal Pound Building (Capital)	15,000	15,000	15,000	19,565	4,565	▲
				WELFARE - Building (Capital)						
			0	Disability Toilet - Changing Places	140,000	140,000	0	0	0	↑↑↑
				SAN - Building (Capital)						
			0	Regional Tip Site	80,000	80,000	0	0	0	↑↑↑
				COM AMEN - Building (Capital) - Other Community Amenities						
			0		0	0	0	0	0	↑↑↑
				HALLS - Building (Capital)						
			0	Town Hall (Federal St) Building Capital	20,500	20,500	0	17,467	17,467	▲
				NRRC - Building (Capital)						
			0		0	0	0	0	0	↑↑↑
				REC - Other Rec Facilities Building (Capital)						
			0	Clayton Road Oval Buildings Capital	20,000	20,000	0	21,987	21,987	▲
			0	Bannister Street Oval Buildings Capital	7,000	7,000	0	2,326	2,326	▲
				LIB - Building (Capital)						
			0	Library Building (Capital)	50,379	50,379	0	7,314	7,314	▲
				AERO - Building (Capital)						
			0	Fairway Depot Building (Capital)	70,000	70,000	0	0	0	↑↑↑
				AERO - Building (Capital)						
			0		0	0	0	0	0	↑↑↑
				TOUR - Building (Capital)						
			0	Caravan Park Renovations	75,000	75,000	0	1,793	1,793	▲
0	0	0	0	Totals	1,247,879	1,247,879	365,000	120,721	(244,279)	

Contributions				Plant & Equipment	Current Budget					
Grants	Reserves	Borrowing	Total		This Year					
					Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$		\$	\$	\$	\$	\$	
			0	OTHGOV - Capital Plant & Equipment						
			0	1NGN CEO Vehicle	49,000	49,000	49,000	46,358	(2,642)	▼
			0	ONGN DCCS Vehicle	37,500	37,500	37,500	33,719	(3,781)	▼
			0	ANIMAL - Plant & Equipment (Capital)						
			0	NGN417 RO Vehicle 2015	35,000	35,000	35,000	32,300	(2,700)	▼
			0	OLOPS - Plant & Equipment (Capital) - OLOPS						
			0	Emergency Generator	13,096	13,096	13,096	14,776	1,680	▲
			0	HACC - Plant & Equipment (Capital)						
			0	Trailer Enclosed (HACC)	5,000	5,000	5,000	0	(5,000)	▼
			0	NGN839 2015 Nissan Altima ST (CHCP)	24,000	24,000	24,000	22,545	(1,455)	▼
			0	AGEDOTHER - Plant & Equipment (Capital)						
			0	NGN219 CATS Vehicle	24,000	24,000	24,000	22,380	(1,620)	▼
			0	PLANT - Plant & Equipment (Capital)						
			0	NGN00 DTES Vehicle	37,500	37,500	37,500	33,002	(4,498)	▼
			0	Mower Zero Turn Toro Ride On	34,580	34,580	34,580	26,225	(8,355)	▼
			0	Bobcat CAT Skid Steer Loader	65,000	65,000	65,000	65,544	544	▲
			0	Bobcat Cold Planer	30,172	30,172	30,172	30,172	0	↑↑↑
			0	Sweeper Truck 2015	120,000	120,000	0	110,000	110,000	▲
			0	Works Foreman Vehicle 2015	35,000	35,000	35,000	33,182	(1,818)	▼
			0	Leading Hand Vehicle 2015	30,000	30,000	30,000	20,455	(9,545)	▼
			0	ADMIN - Plant and Equipment (Capital)						
			0	002 NGN MF Vehicle	25,000	25,000	25,000	22,959	(2,041)	▼
			0	COMMUNITY - Plant & Equipment (Capital)						
			0	NGN 0 MLC Vehicle	25,000	25,000	25,000	19,574	(5,426)	▼
0	0	0	0	Totals	589,848	589,848	469,848	533,190	63,342	

Contributions				Furniture & Equipment	Current Budget					
Grants	Reserves	Borrowing	Total		This Year					
					Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$		\$	\$	\$	\$	\$	
			0	OTHGOV - Capital Furniture & Equipment						
			0	Corporate Additional Server	25,000	25,000	25,000	3,024	(21,976)	▼
			0	CHCP - Furniture & Equipment (Capital)						
			0	Mobile Works Solution (HACC)	10,000	10,000	10,000	0	(10,000)	▼
			0	LIB - Building (Capital)						
			0	Library Front Counter	8,000	8,000	0	0	0	↑↑↑
			0	Library Solar Power & Heating	20,000	20,000	20,000	19,639	(361)	▼
0	0	0	0	Totals	63,000	63,000	55,000	22,663	(32,337)	

Contributions				Roads	Current Budget					
Grants	Reserves	Borrowing	Total		This Year				Variance (Under)Over	
					Original Budget	Revised Budget	YTD Budget	Actual		
\$	\$	\$	\$	\$	\$	\$	\$	\$		
				ROADC - Roads (Capital) - Council Funded						
0			0	Earl Street - Renewal (Local)	11,600	11,600	11,600	0	(11,600)	▼
0			0	Daglish Road - Renewal (Local)	30,740	30,740	30,740	0	(30,740)	▼
0			0	Falcon Street - Renewal (Local)	15,600	15,600	15,600	0	(15,600)	▼
0			0	Jersey Street - Renewal (Local)	19,600	19,600	19,600	0	(19,600)	▼
0			0	Fathom Street - Renewal (Local)	18,700	18,700	18,700	0	(18,700)	▼
0			0	Francis Street - Renewal (Local)	12,800	12,800	12,800	0	(12,800)	▼
0			0	Dellar Street	14,400	14,400	14,400	0	(14,400)	▼
0			0	Argus Street	0	0	0	47,220	47,220	▲
0			0		0	0	0	0	0	↑↑↑
				ROADC - Roads (Capital) - Roads to Recovery						
0			0	Gray Street - Renewal (R2R)	35,380	35,380	35,380	29,067	(6,313)	▼
0			0	Havelock Street - Renewal (R2R)	60,900	60,900	60,900	46,493	(14,407)	▼
0			0	Johnson Street - Renewal (R2R)	26,680	26,680	26,680	28,127	1,447	▲
0			0	Sydney Hall Way - Renewal (R2R)	28,220	28,220	28,220	23,271	(4,949)	▼
0			0	Fortune Street - Renewal (R2R)	0	0	0	16,745	16,745	▲
0			0	Daglish Street - Renewal (R2R)	0	0	0	21,333	21,333	▲
0			0	Falcon Street - Renewal (R2R)	0	0	0	13,487	13,487	▲
0			0	Jersey Street - Renewal (R2R)	0	0	0	14,656	14,656	▲
0			0	Francis Street - Renewal (R2R)	0	0	0	5,148	5,148	▲
0			0	Dellar Street - Renewal (R2R)	0	0	0	10,265	10,265	▲
0			0		0	0	0	0	0	↑↑↑
				ROADC - Roads (Capital) - Regional Road Group						
0			0	Forrest Street (Renewal) - RRG	184,632	184,632	184,632	5,902	(178,730)	▼
				ROADC - Roads (Capital) - Black Spot						
0			0		0	0	0	0	0	↑↑↑
				ROADC - Roads (Capital) - Flood Damage						
0			0		0	0	0	0	0	↑↑↑
0	0	0	0	Totals	459,252	459,252	459,252	261,713	(197,539)	

Contributions				Footpaths	Current Budget					
					This Year					
Grants	Reserves	Borrowing	Total		Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$		\$	\$	\$	\$	\$	
			0	ROADC - Footpaths (Capital)						
				Footpaths (Capital) - (SPARE)	50,000	50,000	50,000	0	(50,000)	▼
0	0	0	0	Totals	50,000	50,000	50,000	0	(50,000)	

Contributions				Drainage	Current Budget					
					This Year					
Grants	Reserves	Borrowing	Total		Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$		\$	\$	\$	\$	\$	
			0	ROADC - Drainage (Capital)						
			0	Drainage Works	50,000	50,000	50,000	16,427	(33,573)	▼
			0	Drainage - Mokine Road	0	0	0	2,262	2,262	▲
0	0	0	0	Totals	50,000	50,000	50,000	18,688	(31,312)	

Contributions				Other Infrastructure	Current Budget					
					This Year					
Grants	Reserves	Borrowing	Total		Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$		\$	\$	\$	\$	\$	
			0	AGEDOTHER - Infrastructure Other (Capital)						
				Aged Disability Access Upgrade	108,872	108,872	108,872	115,779	6,907	▲
			0	SAN - Infrastructure Other (Capital)						
				White Road Refuse Site Upgrade	11,000	11,000	11,000	4,039	(6,961)	▼
			0	Refuse Site Transfer Station	50,000	50,000	0	0	0	↑↑↑
			0	SEW - Infrastructure Other (Capital)						
				TWIS Distribution Pipes Replacement	0	0	0	2,307	2,307	▲
			0	Waste Water Treatment Facility	50,000	50,000	0	2,514	2,514	▲
			0	COM AMEN - Infrastructure Other (Capital) - Other Community Amenities						
				Gnarojin Park Toilets Improved Access	8,600	8,600	8,600	0	(8,600)	▼
			0	Cemetery Toilets and Niche Wall	6,500	6,500	6,500	5,549	(951)	▼
			0	HALLS - Infrastructure Other (Capital)						
				Town Hall Outdoor Furniture	20,000	20,000	20,000	10,000	(10,000)	▼
			0	NRRC - Infrastructure Other (Capital)						
				NRRC Infrastructure Other (Capital)	400,000	400,000	0	0	0	↑↑↑
			0	REC - Plant & Equipment (Capital)						
				Playground Equipment	0	0	0	0	0	↑↑↑
			0	Fox Lair	10,000	10,000	10,000	9,921	(79)	▼
			0	Clayton Road Oval Entrance	30,000	30,000	0	24,969	24,969	▲
			0	Heritage Trail	11,000	11,000	11,000	0	(11,000)	▼
			0	Bowling Club Replace Fence and Footpath	25,000	25,000	25,000	36,545	11,545	▲
			0	Playground Equipment	60,000	60,000	60,000	66,218	6,218	▲
			0	Outdoor Gym Roof	7,500	7,500	7,500	7,500	(0)	▼
			0	REC - Infrastructure Other (Capital)						
				Town Clock	35,000	35,000	0	0	0	↑↑↑
			0	Railway Dam	10,000	10,000	0	11,650	11,650	▲
			0	Skate Park Design and Plan	16,000	16,000	0	6,973	6,973	▲
			0	Skate Park Construction	334,000	334,000	0	0	0	↑↑↑
			0	Thomas Hogg Oval Electrical Upgrade	35,000	35,000	35,000	86,454	51,454	▲
			0	ROADC - Infrastructure Other (Capital)						
				Street Lighting	10,000	10,000	0	4,558	4,558	▲
			0	Carpark	40,000	40,000	40,000	37,556	(2,444)	▼
			0	TOUR - Infrastructure Other (Capital)						
				Banner Poles	20,000	20,000	20,000	5,135	(14,866)	▼
			0	NCP Fence	10,000	10,000	0	6,798	6,798	▲
0	0	0	0	Totals	1,308,472	1,308,472	363,472	444,465	80,993	

**TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2016**

Note 12: TRUST FUND

Not included in this statement are as follows:

Trust Items	Opening Balance 1-Jul-15	Amount Received	Amount Paid	Closing Balance 30-Apr-16
	\$	\$	\$	\$
DoT Licensing	0	0	0	0
TransWA	0	0	0	0
Councillor Nomination Fees	0	320	(320)	0
Cultural Development	4,820	0	0	4,820
Public Open Space Bonds	49,560	23,039	0	72,599
Trust Other	250	250	0	500
Crossover/Footpath	8,150	7,150	(50)	15,250
Town Hall Facility Bonds	3,175	2,425	(2,150)	3,450
Musical Society	300	0	0	300
Narrogin Abbatoir Committee	480	0	0	480
Meat Inspection	1,990	0	0	1,990
	68,725	33,184	(2,520)	99,389

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2016

Note 13: INFORMATION ON BORROWINGS

Debenture Repayments	Principal 1-Jul-15	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2015-16 Budget \$	2015-16 Actual \$	2015-16 Budget \$	2015-16 Actual \$	2015-16 Budget \$	2015-16 Actual \$	2015-16 Budget \$	2015-16 Actual \$
Governance									
Loan 125 - Corporate Software & Server Upgrade	136,333	0	0	43,952	21,795	92,381	114,538	4,177	2,339
Loan 128 - Administration Building Upgrade	0	450,000	0	0	0	450,000	0	0	0
Recreation & Culture									
Loan 121B - Narrogin Regional Recreation Complex	398,598	0	0	41,157	34,136	357,441	364,462	21,314	18,168
Loan 126 - Town Hall Renovations	233,370	0	0	25,420	14,119	207,950	219,251	8,765	2,977
Economic Services									
Loan 124 - Commercial Property	65,323	0	0	24,983	12,308	40,340	53,015	3,532	2,137
Loan 127 - Industrial Land Purchase	159,841	0	0	9,297	4,597	150,544	155,244	7,058	4,015
	993,465	450,000	0	144,809	86,955	1,298,656	906,510	44,846	29,636

(SS) Self supporting loan financed by payments from third parties.

(SAR) Self Supporting Loan where financed by combination of Specified Area Rate and payment from third parties.

All other loan repayments are to be financed by general purpose revenue.

10.2.059 WRITE OFF OUTSTANDING DEBTS

File Reference: 12.7.1
Disclosure of Interest: Nil
Applicant: Nil
Previous Item Nos: Nil
Date: 19 May 2016
Author: Rhona Hawkins, Manager Finance

Attachments

Nil

Summary

That Council authorise the write-off of the following Narrogin Home Care outstanding invoices totalling \$1,999.00.

Invoice No	Amount (\$)	Last Service Date	Age of Debt	Comment
1,041/50,308	680.00	19/12/2013	883	No longer resides in Narrogin, unable to locate.
593/50,298	69.50	01/04//2014	780	Numerous contact but no remittance.
447/50,296	146.00	14/05/2013	1102	Numerous contact but no remittance.
525/50,300	42.00	2/09/2014	626	Unable to locate.
1,031/50,312	356.00	3/12/2013	899	No longer resides in Narrogin. Lives in Narrogin but not responding to numerous contact.
674/50,282	332.50	14/01/2015	492	Numerous contact but no remittance.
1,049/50,313	199.00	7/01/2014	864	Unable to locate.
383/50,304	174.00	Unknown	Unknown	Deceased

\$1,999.00

Background

The Town has recently carried out a review of all outstanding Home Care debts. Those debts that have been identified as uncollectable due to their size or their inability to locate the debtor have been recommended to Council for write off.

Comment

The outstanding debts are small in nature and a considerable amount of staff hours have been spent following up on the debts to no avail. There is very little supportive documentation on file therefore it may be difficult to substantiate the debt in a court of law.

A thorough review of outstanding debts has now been completed and procedures have been put in place to ensure follow up with clients is carried out on a regular basis.

Consultation

- Colin Bastow, Director of Corporate Services
- Lynne Yorke, Manager Community Care
- Cheryl King, Administration Coordinator, Home Care

Statutory Environment

Local Government Act 1995 Section 6.12 (1) (c) states that “a local government may write off any amount of money, which is owed to the local government.”

Policy Implications

Nil

Financial Implications

There will be minimal impact on the Town’s financial position as the debts are small in nature and deemed to be uncollectable.

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER’S RECOMMENDATION

That Council:

Authorise the write-off of the following outstanding invoices totalling \$1,999.00.

Invoice No	Amount	Last Service Date	Age of Debt	Comment
1,041/50,308	680.00	19/12/2013	883	No longer resides in Narrogin, unable to locate.
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1,031/50,312	356.00	3/12/2013	899	No longer resides in Narrogin. Lives in Narrogin but not responding to numerous contact.
674/50,282	332.50	14/01/2015	492	Numerous contact but no remittance.
1,049/50,313	199.00	7/01/2014	864	Unable to locate.
383/50,304	174.00	Unknown	Unknown	Deceased
	<u>1,999.00</u>			

10.2.060 TENDER FOR THE SALE OF LOTS 106,107,108 FAIRWAY ST NARROGIN

File Reference: Tender 15/16-03
Disclosure of Interest: Nil
Applicant: Chief Executive Officer
Previous Item Nos: 9 February 2016
Date: 19 May 2016
Author: Mr Aaron Cook – Chief Executive Officer.

Attachments

- Tenderers offer page of the Tender document.

Summary

It is presented to Council to accept or reject the tender received for Lots 106,107,108 Fairway St (Fairway St).

Background

The tender for the sale of the Fairway Street property was approved by Council in late 2015 with the last agenda item being presented in February 2016 which has been advertised in the West Australian and the Narrogin Observer.

Comment

The Town only received one tender from Landmark Operations Limited. The tender provided a purchase price of the land of \$350,000 inclusive of GST if the contamination approval is reduced and a lesser amount of \$270,000 would apply if this was refused by the Department.

This tendered price is below the expected value of the land and, as such, this places Council in a situation of needing to make a decision to sell at a perceived discounted sale price to ensure that a large development is progressed that will benefit Narrogin, or reject the tender.

As is stated in the Financial Implications, once the property is sold the new owner will be obligated to pay rates on the property which Council is currently not receiving and this will continue into the long term future.

If the tender is to be rejected it is proposed that Council endorse the Mayor and the CEO to meet with representatives from Landmark to negotiate a higher sale price and the outcome of these negotiations will be presented to Council for further consideration.

Consultation

Nil

Statutory Environment

Local Government Act 1995 Section 3.58 Disposing of property.

Policy Implications

Nil

Financial Implications

The sale of the property will provide Council with a cash injection of \$350,000 including GST; however, this amount is less than the expected sale amount and could be seen as a loss to the Town. It should be noted that if the property is sold Council will receive a stream of rates into the long term future.

Strategic Implications

The potential sale of the land assists in Council developing a section of the Town site that otherwise is drab and needs attention and the development will create a larger rating income from the area and potentially provide additional employment.

However, the sale of the property for an amount that is less than an honest expected value is under capitalising on a valuable asset and this property could be sold in the future to another interested party for a higher amount but this time frame for sale could be considerable.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

- 1) Advise Landmark Operations Limited that the tender for the sale of lots 106,107 and 108 Fairway Street be deferred, and
- 2) Endorse the Mayor and Chief Executive Officer to meet with the representatives of Landmark Operations Limited to negotiate a more suitable financial return for the sale of Lots 106,107 and 108 Fairway St Narrogin and the outcome of the negotiation be reported to Council for its approval.

3.5 TENDER SUBMISSION FORM

All Tenderers are required to provide the following information:

Tenderers offer / Purchase price for the Land if approved to be reclassified for contamination to "remediated for restricted use". Inclusive of GST.	\$ 350,000 INCLUSIVE OF GST
Tenderers offer / Purchase price for the Land if not approved to be reclassified and remains with the current contamination memorial. Inclusive of GST.	\$ 270,000 INCLUSIVE OF GST
Outline the proposed use / business operated from the land once purchased?	LANDMARK BRANCH OFFICE
Outline what will occur with the existing buildings and infrastructure located on site?	THIS HAS YET TO BE DETERMINED, HOWEVER IT IS INTENDED TO UTILISE SOME STRUCTURES IF VIABLE TO DO SO.
Preferred date for settlement to be completed?	31/01/17.
Date of finalized construction of the proposed buildings if applicable?	30/09/17.

Date of proposed opening of the new business?	<u>1/10/17</u>
Please estimate the potential development costs on the land once purchased?	\$ 750,000.
Will there be any new employment created due to the purchase and use of this land?	THIS IS NOT ANTICIPATED.
Outline any community benefits from your entity purchasing and conducting business on this land?	RELOCATION OF OUR EXISTING OPERATIONS FROM THE CENTRE OF TOWN TO AN INDUSTRIAL LOCATION.

10.2.061 MERGER – FIREBREAKS & FIRE HAZARD REDUCTION NOTICE

File Reference: 15.4.38
Disclosure of Interest: Nil
Applicant: Nil
Previous Item Nos: Nil
Date: 19 May 2016
Author: Niel Mitchell, Project Manager Merger.

Attachments

- Draft Firebreaks and Fire Hazard Reduction Notice

Summary

The purpose of this report is to seek the endorsement of Council for the proposed Firebreaks and Fire Hazard Reduction Notice to be issued under the Bush Fires Act 1954.

Background

With the merger of the Shire and Town of Narrogin it is appropriate that firebreaks and fire hazard reduction measures be considered for consistency.

Comment

Currently there are a range of differences between the Shire and Town of Narrogin Firebreaks Notices, and the proposed draft aligns these into a single Notice.

There are some inconsistencies in the current Notices, including –

- Reference to both metric and imperial areas – although tiny, there is a difference. All reference to imperial measurements should be deleted;
- The Town in some areas currently require 4 metre firebreaks, whereas the Shire has a standard of 2.5 metres for boundary breaks or 6 metres around structures;
- Shire Notice states a maximum penalty of \$1,000, whereas the Act provides for up to \$5,000, and \$10,000 in some instances.

In very large part, the proposed Notice reflects the existing Firebreaks Notice for the Shire with some generally minor changes –

- all definitions placed at the beginning of the Notice,
- removal of all Imperial measurements, as they are not the same as metric,
- cl.2.5(a) – harvest and movement of vehicles ban to be applied to Christmas Day, Boxing Day and New Year's Day,
- cl.3(a) – area for residential type lots reduced from 4,050 to 4,000m² and height of grass to be maintained to 10 cm rather than 7.5 cm
- cl.4 –open air fires not permitted whatsoever during the prohibited period
- c.5 – where a property has an approved Fire Management Plan, they may be exempted from the requirements of the Notice.

The Act requires that notice be given by post to each landowner or occupier, or by notice in the Government Gazette and advertising. The simplest way to notify is by publication in the

Gazette and the Narrogin Observer, rather than individual notice to every landowner and occupier.

The required detail in the Notice and additional information should not be mixed. Several factors should be borne in mind –

- the Notice should only include matters that will remain in force and unaltered for multiple years;
- as a statutory and enforceable notice, the wording circulated needs to be the same as that published;
- exclude any variables, such as years (2016, 2017 etc) and names of persons, phone numbers etc.
- any change to Notice requirements will require to be re-published in the Gazette and locally;
- changes to additional information can be made at any time.

Dates are subject to the Burning Periods resolution and have to be Gazetted and local public notice given.

Currently –

- Shire – 31 October to 15 May inclusive
- Town – 1 November to 31 May inclusive

The current end dates for both appears late, going beyond the currently Gazetted prohibited burning and restricted period close dates. It is suggested that the start of the firebreaks period be aligned with commencement of the prohibited period (ie by 1 November) and cease with end of restricted burning period (until 1 May).

The Ranger has advised that the proposed dates are workable, but has expressed concern regarding the firebreaks width of 2.5 metres in the urban areas and on rural residential properties, many of which exceed 4,000m². At the moment, the Town requires 4 metre firebreaks throughout their area, whereas the current Shire has stipulated 2.5 metre firebreaks.

The concerns expressed could be addressed by –

- 1) removing Rural Residential zoning from clause 2, and inserting a new clause in the Notice dealing with land zoned rural residential only, and which has the effect of –

LAND ZONED RURAL RESIDENTIAL

3.1 Firebreaks are to be at least 4 metres wide.

3.2 Where the area of land is 4,000m² in area or less – all flammable material on the land shall be reduced to a height of less than 10 centimetres

3.3 All other provisions of clause 2 apply.

Following clauses would then be renumbered, with the width of firebreaks required in clause 3(b)(ii) being increased to 4 meters as well.

- 2) amending clause 3 so that –
 - remove Rural Resident from clause 2 and include in clause 3
 - cl.3(b)(ii) – width required is increased to 4 metres
 - increase the size of properties the clause is applicable to.

Option 2 does not address outlying buildings that may be on Rural Residential property.

The Shire has generally circulated a Notice with the rates, and while the Town has not been doing so, relying on advertising in the Narrogin Observer, it is suggested that this be considered for the coming season.

A draft Notice for publication is attached. The draft Information Sheet attached is not to be Gazetted nor published with the Notice, but is simply general information that is updated each year and made available to the community.

Arrangements are underway with Telstra to transfer the existing Fire Information Hotline to Earl Street Offices, with a request to retain the existing number of 9881 4988.

Please note that the dates highlighted are subject to final determination after resolution of the restricted and prohibited burning period dates.

In order for Firebreaks and Fuel Hazard Reduction Notice, public notice etc to be completed in good time for commencement of the restricted period and firebreaks Notice, the Town Council as the continuing entity will need to initiate the process before the end of June.

At the Shire Council meeting on 19 May 2016, a number of changes were made to the draft submitted to them –

- clause 2.5(a) – automatic ban to include Boxing Day, as well as Christmas Day and New Year's Day
- clause 3(b)(ii) – retain firebreaks widths as 2.5 metres throughout the whole district.

The suggestion to retain 4 metre firebreaks in the urban area and extend to rural residential was firmly opposed.

The dates agreed by the Shire Council at their meeting, and now recommended by them to the Town are –

- All firebreaks – 1 November to 1 May inclusive

The attached draft Firebreaks and Fire Hazard Reduction Notice has been amended to include the Shire Council's recommendations for public holiday bans and firebreak width. There is no date specific impact of burning periods on the Notice.

Consultation

- Aaron Cook, CEO, Shire and Town of Narrogin
- Guy Maley, Ranger
- Transition Working Group meeting of 10 May 2016
- Shire of Narrogin Council meeting of 19 May 2016

Statutory Environment

Bush Fires Act 1954 s.33(1) – Local government may give notice of measures to be taken to prevent the spread of fire

Policy Implications

Nil

Financial Implications

Cost of publication in the Government Gazette and local public notice.

Strategic Implications

Assist with merger transition arrangements

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. approve the Firebreaks and Fire Hazard Reduction period from 1 November to 1 May inclusive;
2. approve the attached Firebreaks and Fire Hazard Reduction Notice; and
3. authorise publication in the Government Gazette and giving of local public notice so as to apply to the merged Shire of Narrogin.

Bushfires Act 1954
FIREBREAK AND FUEL HAZARD REDUCTION NOTICE
SHIRE OF NARROGIN

Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954, you are hereby required to install firebreaks clear of all flammable material or take alternative approved measures, and to undertake fuel hazard reduction measures before 1 November and thereafter maintain the firebreaks and measures up to and including 1 May the following year, in accordance with the following –

1. DEFINITIONS

ban on the movement of all vehicles includes machinery and the operation of internal combustion engines within the Shire or a part of the Shire and during a time as specified in a Notice or broadcast with the exception of the movement of vehicles and machinery on constructed gazetted roads, internal vehicle access and yards;

firebreak means a strip of land cleared to the specified width by ploughing, cultivating, scarifying, burning or otherwise clearing;

flammable material includes bush (as defined in the Bushfires Act), timber, boxes, cartons, paper and like flammable materials, rubbish and also any combustible matter, but does not include green standing trees, or growing bushes and plants in gardens, or lawns;

harvest ban applies on the operation of all grain harvesting machines including swathing, baling or slashing machines within the Shire or part of the Shire and during a time, as specified in a notice or broadcast;

harvesting includes grain harvesting, swathing, baling or slashing of stubble or hay in any crop;

internal vehicle access is defined as a trafficable surface, free of all flammable material, a minimum of width of four metres, and with overhanging vegetation pruned back so as not to come into contact with parts of a vehicle;

mobile fire fighting unit is defined as having a minimum water carrying capacity of four hundred (400) litres, fitted with a hose and pump capable of delivering water through an adjustable nozzle in the spray and jet configurations; and

yard is defined as an area, greater than four metres wide, with a constructed, trafficable surface, free of all flammable material save live standing trees.

2. LAND ZONED GENERAL AGRICULTURE, RURAL SMALLHOLDING & RURAL RESIDENTIAL

2.1 Firebreaks –

- (a) at least 2.5 metres wide shall be maintained inside and within 20 metres of the boundary of all land; and surrounding such other positions as is necessary to divide land in excess of 400 hectares into area not exceeding 400 hectares, each completely surrounded by a firebreak.
- (b) at least 6 metres wide shall completely encircle all buildings and haystacks.
- (c) fuel tanks, whether containing fuel or not, shall have the ground surface cleared to a distance of 6 metres from and encircling the tank/s of all flammable material.

2.2 Fire Fighting Equipment –

Where the land owners total land holding is 100 hectares or greater a readily mobile operational fire fighting unit containing a minimum of 400 litres of water on standby and available for inspection is required during the period 1 November and 1 May, inclusive.

2.3 Harvesting –

A person shall not undertake or allow harvesting during the prohibited burning times unless –

- (a) one hand held water filled fire extinguisher with a minimum capacity of 7.5 litres is filled in a readily accessible position on the machine.
- (b) a readily mobile fire fighting unit of a minimum of 400 litre capacity powered by an engine driven pump is in attendance in or adjacent to the entrance of the paddock being harvested.

2.4 Harvest bans and other bans – permitted activities –

- (a) Loading and offloading of grain, fertiliser and feed is only permitted on sites, which are clear of all flammable material save live standing trees to a radius of at least 50 metres with an internal vehicle access. A mobile fire fighting unit shall be in attendance at all times.

- (b) Water carting for stock and domestic purposes provided it is accompanied by a mobile fire fighting unit, or alternatively, the water carting vehicle acts as the mobile fire fighting unit and meets minimum specifications.
- (c) All necessary travel to and from and within piggeries, sheep or cattle feed lots, provided this is undertaken with a mobile fire fighting unit in attendance.
- (d) All necessary carting of livestock, provided that such a vehicle is accompanied by a mobile fire fighting unit.
- (e) Activities which received specific exemptions from Council or the Chief Bush Fire Control Officer.

2.5 Public Holidays

- (a) A harvest ban and a ban on the movement of all vehicles and machinery and the operation of internal combustion engines is imposed on Christmas Day, Boxing Day and New Year's Day each year.
- (b) All other activities or operations may only be undertaken during a ban on the movement of all vehicles and machinery and a ban on the operation of internal combustion engines after approval has been granted by Council. Approval has to be sought on an individual basis, and is subject to specified conditions. It should be noted that approval may not be granted.

3. ALL OTHER LAND, including Residential, Rural Townsite, Service Commercial, and Industrial

- (a) Where the area of land is 4,000m² in area or less – all flammable material on the land shall be reduced to a height of less than 10 centimetres.
- (b) Where the area of land exceeds 4,000m² in area –
 - (i) firebreaks at least 2.5 metres wide immediately inside all external boundaries of the land and surrounding all buildings situated on the land, and
 - (ii) flammable material on the remainder of the land shall be reduced to a height of less than 10 centimetres.
- (c) A special control zone or other land not elsewhere specified in this Notice, shall comply with the higher level measures required by adjoining land unless varied under clause 6.2.

4. OPEN AIR FIRES

- (a) Open air fires are permitted during the Restricted Burning period, subject to compliance with the provisions relating to Restricted Burning periods and Shire of Narrogin Local Laws.
- (b) Open air fires are not permitted at all during the Prohibited Burning period (including garden refuse).
- (c) No open air fires in the open air are permitted on any day when the fire danger rating is "Very High" or above.

5. PROPERTIES WITH FIRE MANAGEMENT PLANS

All properties with approved fire management plans shall comply with the plan and or this notice whichever is the greater.

6. GENERAL

- 6.1. If the requirements of this Notice are carried out by burning, such burning must be in accordance with the relevant provisions of the Bush Fires Act. A permit to burn is required during the restricted periods from an authorised officer.
- 6.2. If it is considered to be impracticable for any reason to clear firebreaks or to remove flammable material from the land or any other provisions required by this notice you may apply to the Council or its duly authorised person not later than 1 October, for permission to provide firebreaks in alternative positions or to take alternative action to manage fire hazards on the land. If permission is not granted by the Council or a duly authorised person, you shall comply with the requirements of this notice.
- 6.3. Penalties apply to persons who fail to comply with the requirements of this Notice.
- 6.4. A person who fails to comply with the notice is also liable, whether prosecuted or not to pay the cost of performing the work directed in this notice if it is not carried out by the owner or occupier by the date required by this notice.

BY ORDER OF THE COUNCIL

Aaron Cook
Chief Executive Officer

10.2.062 MERGER – COMMITTEE MEMBERS AND EXTERNAL REPRESENTATIVES

File Reference: 15.4.38
Disclosure of Interest: Nil
Applicant: Nil
Previous Item Nos: Nil
Date: 19 May 2016
Author: Niel Mitchell, Project Manager Merger.

Attachments

- Listing of proposed Committee membership and representatives to external organisations to be recommended to the Commissioners.

Summary

The purpose of this report is consider a recommendation to the Commissioners for membership of Council Committees and representatives to external organisations.

Background

There is a legislative requirement for the Audit and Local Emergency Management Committee, and for representatives to the Development Assessment Panel.

In addition, there are several local government based external organisations and many community organisations that should have continuity of representation.

Comment

For the purposes of Committees and external representation, Commissioners are considered elected members for the duration of their appointment.

It should be noted that –

- there are legislative requirements that are mandatory for any Committee established by Council, regardless of membership composition. External organisations are those that Council has no responsibility for establishment, management or oversight. Accordingly, a clear division between the two needs to be maintained
- an appointment by name is specific to that person, whereas an appointment by position means the incumbent or a person relieving to that position may substitute

The Act permits a deputy to be appointed for a committee member, however, it is mandatory that the deputy have the same origin as the appointed member, for instance a former councillor cannot be a deputy to a Commissioner, nor Commissioner for a community member. This restriction does not apply to representatives to external organisations.

The attached listing is a proposal for the period 1 July 2016 until Committees are established by the new Council in October 2016, and representatives to external organisations appointed.

This matter was considered by the Transition Working Group Meeting on 10 May 2016 and by the Shire of Narrogin on 19 May 2016.

Consultation

- Aaron Cook, CEO, Shire and Town of Narrogin
- Transition Working Group, 10 May 2016
- Shire of Narrogin, Council meeting 19 May 2016

Statutory Environment

Local Government Act 1995 –

- *s.5.8 – establishment of committees, must have a minimum of 3 members in total, stipulate quorum, terms of reference etc.*
- *s.5.9 – types of committees (composition)*
- *s.5.10(1) – requirement for the members of a committee to be appointed by Council*
- *s.5.11A*
 - *(1) – Council may appoint a deputy to a committee member*
 - *Deputies appointed must be like for like*
- *s.5.11 – tenure of committee established may be limited*

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Assist with merger transition arrangements

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

Recommend to the Commissioners that for the period 1 July 2016 until Council determination in October 2016 –

1. the attached listing for Committee Members and External Representative, subject to each person's consent; and
2. current community members of each committee continue.

COMMITTEE MEMBERS and EXTERNAL REPRESENTATIVES
For period 1 July 2016 until Council determination in October 2016
 As revised by Transition Working Group on 1 May 2016

as at 11 May 2016



Note – Status of all Committees need to be regularised to be compliant

SHIRE – Member/s	SHIRE – Alternate/s	TOWN – Member/s	TOWN – Alternate/s	COMMISSION – Nominee/s	COMMISSION – Alternate/s
AUDIT COMMITTEE					
Shire President	None	Mayor Ballard	None	Commissioner Ron Yuyevich	
Cr Borthwick		Cr Paternoster		Commissioner Leigh Ballard	
Cr Hardie		Cr Schutz		Commissioner Geoff Ballard	
Cr Ballard		Cr Bartron		Barry Hardie	
		Cr Fisher		Paul Schutz	
LOCAL EMERGENCY MANAGEMENT COMMITTEE					
Cr Chadwick	n/s	Mayor Ballard	Cr Kain Cr Ward	Commissioner Leigh Ballard	
Works Manager		Cr Bartron		Commissioner Geoff Ballard	
		Cr Fisher		Manager Operations	
AUSTRALIA DAY COMMITTEE					
		Cr Paternoster		Arthur Paternoster	
		Cr McKenzie		Jan McKenzie	
		Cr Ward		Colin Ward	
				Janice Sieber	
TOWNSCAPE ADVISORY COMMITTEE					
		Cr McKenzie		Jan McKenzie	
		Cr Bartron		Clive Bartron	

NARROGIN SAFE TOWN / ROADWISE COMMITTEE					
		Mayor Ballard		Commissioner Leigh Ballard	
		Cr Paternoster		Arthur Paternoster	
		Cr Kain		Michael Kain	
DISABILITY ACCESS ADVISORY COMMITTEE					
		Cr Bartron		Clive Bartron	
		Cr Russell		David Russell	
CEO PERFORMANCE REVIEW AND ADVISORY COMMITTEE					
		Mayor Ballard	None	Discontinue	
		Cr Paternoster		Incorporate into Audit Committee Term of Reference/Functions	
		Cr Schutz			
		Cr Bartron			
		Cr Fisher			
NARROGIN AIRPORT COMMITTEE					
Cr Chadwick	None	Mayor Ballard	None	Commissioner Leigh Ballard	
Cr Quartermaine		Cr Paternoster		Richard Chadwick	
Cr Hardie		Cr Bartron		Arthur Paternoster	
CEO? – or observer?		CEO? – or observer?		Keiran Quartermaine	
				Clive Bartron	
				Barry Hardie	
				CEO as observer	
NARROGIN LEISURE CENTRE COMMITTEE – NRLC Strategic Review Committee?					
Cr Ballard		Mayor Ballard		Defer / Discontinue	
		Cr Paternoster			
		Cr Kain			

Committees Established by External Organisations – Council representatives

External organisations are those where Council does not exercise control (establishment, dissolution etc), and may be established by a variety of arrangements.

DEVELOPMENT ADVISORY PANEL – must be elected member					
		Mayor Ballard	Cr Schutz	Commissioner Leigh Ballard	None
		Cr Paternoster	Cr Ward	Commissioner Geoff Ballard	
CENTRAL COUNTRY ZONE OF WALGA – must be elected member					
Cr Chadwick		Mayor Ballard	Cr Paternoster	Commissioner Ron Yuryevich	Commissioner Geoff Ballard
Cr Borthwick		Cr Ward		Commissioner Leigh Ballard	CEO
WHEATBELT SOUTH REGIONAL ROADS GROUP – and Narrogin Sub-Group – must be elected member					
n/s		Mayor Ballard	Cr Paternoster	Commissioner Leigh Ballard	
		Cr Ward		Commissioner Geoff Ballard	
CATS ADVISORY GROUP – Community Assisted Transport Service					
Cr Borthwick		Cr Bartron	Cr Schutz	Clive Bartron	Paul Schutz
				Andrew Borthwick	
NARROGIN AGRICULTURAL COLLEGE ADVISORY COMMITTEE					
Cr Ballard				Geoff Ballard	
NARROGIN CHAMBER OF COMMERCE					
		Mayor Ballard	Cr Kain	Commissioner Leigh Ballard	Michael Kain
		Cr Schutz	Cr Fisher	Commissioner Geoff Ballard	Murray Fisher
				Paul Schutz	
CEO		CEO	Colin Bastow, Brian Robinson	CEO	DCCS
DRYANDRA COUNTRY VISITORS CENTRE					
		Cr Paternoster	Cr Fisher	Janice Seiber	Murray Fisher
				Arthur Paternoster	

NARROGIN COTTAGE HOMES COMMITTEE					
Cr Wiese		Cr Russell	Mayor Ballard	David Russell	Commissioner Leigh Ballard
				Tim Wiese	
REGIONAL WASTE MANAGEMENT GROUP					
Cr Quartermaine			None	Commissioner Leigh Ballard	Commissioner Geoff Ballard
NARROGIN LAND CONSERVATION DISTRICT COMMITTEE – Subject to formal re-establishment by Dept of Agriculture					
Cr Ballard				Andrew Borthwick	
RURAL CLINICAL SCHOOL ADVISORY GROUP					
Cr Chadwick		Cr Schutz	Cr Bartron	Defer	
NARROGIN COMMUNITY YOUTH SUPPORT COMMITTEE					
		Cr Kain	None	Defer	
REGIONAL CHILDCARE					
		Cr Schutz		Defer	
DRYANDRA VOLUNTARY REGIONAL ORGANISATION OF COUNCILS					
Cr Chadwick		Cr Schutz	Cr Bartron	Defer	
Cr Borthwick					
INTENSIVE AGRICULTURE COMMITTEE					
Cr Chadwick				Defer	
Cr Borthwick					
TOURISM AND AREA PROMOTIONS					
Cr Seiber				Defer	
MUSEUM MANAGEMENT COMMITTEE – Status needs to be confirmed – Town or External?					
		Cr McKenzie	None	Defer	
		Loriann Bell			

10.2.063 MERGER – FIRE CONTROL BURNING PERIODS

File Reference:	15.4.38
Disclosure of Interest:	Nil
Applicant:	Nil
Previous Item Nos:	Nil
Date:	19 May 2016
Author:	Niel Mitchell, Project Manager Merger.

Attachments

- Burning periods summary

Summary

The purpose of this report is to seek the endorsement of Council for alteration of the Restricted and Prohibited Burning periods under the Bush Fires Act 1954.

Background

With the merger of the Shire and Town of Narrogin it is appropriate that alignment of the restricted and prohibited burning periods be considered.

Comment

At the Transition Working Group Meeting of 12 April 2016 in the review of the Status Report, it was agreed that –

- *Whole of merged Shire to be a single fire zone*
- *Burning periods for the merged Shire to be –*
 - *Prohibited period – 1 November to 1 March following, inclusive*
 - *Restricted period – 15 October to 19 April following, inclusive*

On 10 May 2016, the Transition Working Group was requested to further consider the burning periods, especially of the close of the restricted period as this is considered to be too early for the urban area. Despite the weather conditions this year, generally weather conditions appear to be drying out earlier and rains coming later. It is recognised that there will be some inconvenience to Fire Control Officers in having to write out additional permits, and some to farmers having to seek permit for a longer period, however, it is considered that the risk in the urban area outweighs the inconvenience to rural area.

In considering burning periods, it is a common error to consider that there are two separate restricted periods each summer, and is often incorrectly advertised as such. The Bush Fires Act and Regulations do NOT make this provision – there is only one continuous restricted period. The prohibited period is a time within the restricted that additional provisions apply. If there were two restricted periods, variation of dates would create an inconsistency, whereas legislation is clear that any variation is an automatic change to the other affected period.

The current fire periods as published in the Government Gazette of 3 February 2012 are –

- Restricted burning times
 - 15 October-19 April **Shire of Narrogin**
 - 19 September-31 May **Town of Narrogin**
- Prohibited burning times
 - 1 November-1 March **Shire of Narrogin**
 - 1 November-14 February **Town of Narrogin**

The Town's advertised 2015/2016 dates were –

- Restricted burning times
 - 21 September 2015 to 31 October 2015
 - no concluding transition period stated – but would default to Gazetted date of 31 May
- Prohibited burning times
 - 1 November 2015 to 1 May 2016

The Burning Period Summary attached shows the current arrangements as a bar graph.

In accordance with the *Bush Fires Act 1954 s.17(1) and s.18(2)* the prohibited and restricted periods are required to be –

- approved by Minister (delegated to DFES Commissioner), and
- published in Government Gazette and locally

The Ranger referred the dates to the local DFES Officer who was of the opinion that an alteration to the date had been Gazetted in the past 2-3 years for the Town. Unfortunately, a search of the Government Gazette and information from Paul Simpson, Manager Legislation and Regulation, DFES Perth, has not been able to confirm that this occurred. Regardless of whether they were Gazetted or not, there is a need to review and align now as a result of the merger.

There is no requirement for the whole of a local government to have the same opening and closing dates for the two periods and many have different zones, but for simplicity it is suggested that they are. However, circumstances may dictate that two Zones are necessary, particularly if the conditions in different areas are not able to be satisfactorily aligned.

Surrounding local governments –

Williams P – 1 November-14 February R – 23 September-29 March	Cuballing P – 1 November-1 March R – 1 October-19 April	Wickepin P – 14 November-7 February R – 1 October-14 April
	Narrogin	

West Arthur	Wagin	
P – 5 November-21 February	P – 1 November-14 February	
R –30 September-15 May	R – 19 September-30 April	

The commencement of the current Shire’s restricted period does appear to be late, and out of step with surrounding local governments. Similarly, the Town’s Gazetted end of restricted period appears quite late.

The Ranger has advised that he feels the dates recommended to the TWG meeting of 10 May 2016 are workable, although he has a degree of concern that they are still too early, especially for the more densely populated areas.

Once there is consensus regarding the preferred dates for prohibited and restricted burning times, the Town will need to resolve their agreement of the dates, and application is required to be made to the Minister for Emergency Services. Once approved, the amendments must then be published in the Government Gazette.

After the burning period dates are finalised, the Firebreaks and Fuel Hazard Reduction Notice for the merged Shire can also be finalised, adopted by Council, published in the Government Gazette and notified to owners and occupiers, local public notice given and listed on the website.

In order for Gazettal of change of date and Firebreaks Notice, public notice etc to be completed in time, the Town Council as the continuing entity will need to initiate the process in the near future.

Following the TWG meeting of 10 May 2016, the burning periods were referred to the Shire Council meeting of 19 May 2016. The Shire has accepted the recommendation made to them with one change, which was to bring the proposed close of the prohibited burning period forward from 1 April to 1 March annually.

The Shire Council noted that many farmers will need to commence burning earlier than 1 April in order to start seeding at the appropriate time. Accordingly, it was felt that the later close of prohibited period was overly restrictive. It was noted that the Bush Fires Act has provisions to move the prohibited period close date if seasonal conditions require, and that in the townsite, permits are required in the restricted period, but do not have to be issued if conditions are not suitable.

The dates agreed by the Shire Council at their meeting, and now recommended by them to the Town are –

- Restricted Burning Period – 1 October to 1 May inclusive; and
- Prohibited Burning Period – 1 November to 1 March

Consultation

- Aaron Cook, CEO, Shire and Town of Narrogin
- Guy Maley, Ranger
- Transition Working Group, 12 April and 10 May 2016
- Shire of Narrogin, Council meeting 19 May 2016

Statutory Environment

Bush Fires Act 1954 –

- *s.17(1) – Minister to publish prohibited burning period dates in Government Gazette*
- *s.17(7) – depending on seasonal conditions, local government may vary dates by not more than 14 days at a time*
- *s.17(8) – 2 days notice of variation to be given*
- *s.18(2) – FES Commissioner to publish restricted burning period dates in Government Gazette*
- *s.18(5) – depending on seasonal conditions, local government may vary dates by not more than 14 days at a time*

Policy Implications

Nil

Financial Implications

Cost of publication of notice in the Government Gazette

Strategic Implications

Assist with merger transition arrangements

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. approve the following dates –
 - Restricted Burning Period – 1 October to 1 May inclusive; and
 - Prohibited Burning Period – 1 November to 1 March inclusive
2. seek approval from the Minister for Emergency Services and Commissioner for Emergency Services for the agreed dates.
3. authorise publication in the Government Gazette so as to apply to the merged Shire of Narrogin.

Burning and Firebreaks periods – Summary

19 May 2016

Currently –

Shire –

Restricted – Shire Gazetted	15 Oct		19 Apr
Prohibited – Shire Gazetted		1 Nov	1 Mar
Firebreaks – Shire	31 Oct		15 May

Town –

Restricted – Town - Gazetted	19 Sep			31 May
Restricted – Town advertised	21 Sep – 31 Oct	1 Nov	None – not compliant	
Prohibited Town Gazetted		1 Nov	14 Feb	
Prohibited – Town advertised		1 Nov		1 May – not compliant
Firebreaks – Town		1 Nov		31 May

Agreed by Transition Working Group, 12 April 2016 –

Restricted	15 Oct		19 Apr
Prohibited		1 Nov	1 Mar

Recommended by Shire Council, 19 May 2016 –

Restricted	1 Oct		1 May
Prohibited		1 Nov	1 Mar
Firebreaks		1 Nov	1 May

Changes timeline

10 May 2016	Decision by Transition Working Group <ul style="list-style-type: none"> - Burning periods - Firebreaks Notice if able
24 May	Submission to Town Council meeting
by 3 June	Request to Minister for Emergency Services <ul style="list-style-type: none"> - Burning periods only
by 28 June	Submission to Town Council meeting <ul style="list-style-type: none"> - Firebreaks notice at the latest
on/after 1 July	Sign off by Minister / DFES Commissioner as delegate under the name of <i>Shire of Narrogin</i> <ul style="list-style-type: none"> - Burning periods only
by 8 July	Publication in Government Gazette <ul style="list-style-type: none"> - Burning periods - Firebreaks Notice if able
by 15 July	Publication in Government Gazette <ul style="list-style-type: none"> - Firebreaks Notice
end July	Burning Period details and Firebreaks Notice sent to all property owners with rates notices

- 11. ELECTED MEMBER'S MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

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

- 13. CLOSURE OF MEETING**