



## MINUTES

### ORDINARY COUNCIL MEETING

18 December 2019

The Chief Executive Officer recommends the endorsement of these minutes at the next Ordinary Meeting of Council.

Signed: .....

A handwritten signature in black ink, appearing to be "J. Murray", is written over the signature line.

Date     **19 December 2019**

These minutes were confirmed at the Ordinary Council Meeting held on (date of next meeting)

Signed: .....

(Presiding Person at the meeting at which minutes were confirmed)

### **Acknowledgement of Noongar People**

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

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

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





Shire of  
**Narrogin**

*Love the life*

# STRATEGIC COMMUNITY PLAN

**SNAPSHOT**

2017-27

## VISION

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

## MISSION

Provide leadership, direction and opportunities for the community.

## KEY PRINCIPLES

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

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

## OUR VALUES

### Care with Trust & Teamwork

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

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

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

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

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

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

## ECONOMIC

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

#### Growth in revenue opportunities

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

#### Increased Tourism

- Promote, develop tourism and maintain local attractions

#### An effective well maintained transport network

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

#### Agriculture opportunities maintained and developed

- Support development of agricultural services

## SOCIAL

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

#### Provision of youth services

- Develop and implement a youth strategy

#### Build a healthier and safer community

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

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

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

#### Cultural and heritage diversity is recognised

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

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

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

## ENVIRONMENT

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

#### A preserved natural environment

- Conserve, enhance, promote and rehabilitate the natural environment

#### Effective waste services

- Support the provision of waste services

#### Efficient use of resources

- Increase resource usage efficiency

#### A well maintained built environment

- Improve and maintain built environment

## CIVIC

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

#### An efficient and effective organisation

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

#### An employer of choice

- Provide a positive, desirable workplace

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

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# ORDINARY COUNCIL MEETING

## 18 DECEMBER 2019

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### 1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member, President Ballard, declared the meeting open at 7:06 pm.

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

#### Elected Members (Voting)

Mr L Ballard – Shire President (Presiding Member)

Cr T Wiese – Deputy Shire President

Cr S Lushey

Cr G Broad

Cr C Bartron

Cr J Early

Cr G Ballard

#### Staff

Mr D Stewart – Chief Executive Officer

Mr A Awang – Executive Manager Development & Regulatory Services

Mr T Evans – Executive Manager Technical & Rural Services

Mr F Ludovico – Executive Manager Corporate & Community Services

Ms C Thompson – Executive Assistant

#### Leave of Absence

Cr B Seale

#### Apologies

Cr M Fisher

#### Absent

Visitors - 6

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

Name	Item No	Interest	Nature
Cr Broad	10.4.3	Impartiality	Wife, Mrs D Broad is a nominee for Townscape Committee
Pres. Ballard	10.1.1	Financial	Owns land that has zoning changes proposed

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

Nil

**5. PUBLIC QUESTION TIME**

Nil

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 1219.001**

Moved: Cr Wiese                      Seconded: Cr Broad

That the minutes of the Ordinary Council Meeting held on 27 November 2019 be confirmed as an accurate record of the proceedings.

**CARRIED 7/0**

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

Thank you to Cr Lushey for judging the annual Christmas Lights competition in Narrogin and Highbury. The judges drove around the streets of Narrogin and Highbury between the hours of 7 and 9 pm between 14-18 December checking out the colourful and creative displays, and at the end of the judging period, deliberated on which displays they considered to be the best for this year.

The winners receive Narrogin Chamber of Commerce vouchers, which are donated by the Shire, and redeemable for any goods or services at Chamber Member businesses. This year's winning households are:

1st Prize – (Value \$250) – won by 100 Bannister Street

2nd Prize – (Value \$200) – won by 71 Furnival Street

3rd Prize – (Value \$150) – won by 71 Clayton Road

Congratulations to the winners.

**9. PETITIONS, DEPUTATIONS, PRESENTATIONS OR SUBMISSIONS**

Nil

## 10. MATTERS WHICH REQUIRE DECISIONS

### 10.1 DEVELOPMENT AND REGULATORY SERVICES

7.10 pm – The Shire President declared a Financial Interest in the following item and left the meeting after asking questions of the Executive for discussion in his absence. The Deputy President took the Chair.

#### 10.1.1 FINAL ADOPTION – SHIRE OF NARROGIN LOCAL PLANNING STRATEGY

File Reference	IPA1917204, 18.4.5
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Item 10.2.538, October 2008 Item 10.1.745, 24 July 2012 Item 10.1.172, 15 December 2015 Resolution 1215.213
Date	4 December 2019
Author	Azhar Awang – Executive Manager Development and Regulatory Services
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	1. Shire of Narrogin Draft Local Planning Strategy 2. Schedule of Modifications as per WAPC letter dated 16 February 2017 3. Schedule of Submissions during public submissions period 4. Letter from Shire to WAPC

#### Summary

Council's consideration is requested in regards to the final adoption of the Shire of Narrogin Local Planning Strategy on the closure of the formal advertising period for public comments.

#### Background

The matter was previously considered by the former Town of Narrogin at its meeting held on 15 December 2015. Council at that meeting resolved as follows:

*"That Council:*

- 1. Adopt for the purpose of Advertising Draft Joint Town Planning Scheme No. 3 and the associated Planning Strategy as advertised subject to the following modifications:*
  - a. Those modifications identified within the Officer's report previously presented to Council at its Ordinary meeting held in July 2012;*

- b. *The Town Planning Scheme and Strategy Maps being modified to reflect the newly preferred alignment of the Northern section of the Narrogin Link Road;*
  - c. *Inclusion of the land on Greta Southern Highway between the railway line and the new connection to the Narrogin Link Road within the “Service Commercial Zone” as opposed to the Industry Zone as previously advertised.*
  - d. *Removal of all established non-conforming uses from the Additional Use Zone, recognising that all such uses will have the right to continue under the new scheme under a Non-Conforming use right.*
2. *Seek permission from the Western Australian Planning Commission to readvertise the Draft Joint Town Planning Scheme and Strategy for the purposes of public comment in accordance with the Planning and Development Act 2005 and associated regulations.”*

On 22 March 2017, the Shire submitted the modifications to the document as requested by the Western Australian Planning Commission (WAPC) for both the Local Planning Scheme No. 3 and the Local Planning Strategy.

On 22 August 2017, the Shire received correspondence from the WAPC requesting that the Draft Local Planning Strategy be modified in accordance with Schedule of Modifications, attached to the letter.

One of the modifications requested was item 1.14 which states:

*“Review the amount of land proposed to be rezoned to ‘Rural Residential’ with the aim to achieve a reduction in the total amount of land proposed to be rezoned commensurate with growth forecasts, in keeping with the attached map. Refer to very long term proposals in the text only. Strategy maps to only show those areas that are proposed for development in the next 10-15 years and which comply with the ‘Rural Living’ provisions of SPP2.5 – Rural Planning.”*

On 8 October 2018, the Shire, through the Chief Executive Officer, provided a letter to the WAPC outlining the Shire’s concern in the removal of some of the land that had been identified for future ‘Rural Living’ (Attachment 4) and justification as to why the land should be retained.

On 13 December 2018, the Shire received correspondence from the WAPC stating that as there has been no evidence provided to indicate a shortage of land for rural residential use, based on factors such as lot demand, subdivision activity, servicing costs, amenity and settlement planning, the WAPC made a deliberate decision to substantially reduce the amount of land set aside for rural residential purposes.

In its letter to the Shire, the WAPC also stated that if lot activity and demand alters in coming years, there is scope to amend the Strategy to meet demand.

In moving forward, the WAPC requested that the modifications as per its letter be undertaken prior to proceeding to public advertising.

In view of the letter from the WAPC, a workshop was conducted with Elected Members on 6 February 2019, outlining the status of the Local Planning Strategy. The Workshop supported the modifications as requested by the WAPC for public advertising.

On 12 April 2019, a letter was received from the WAPC, certifying that the Shire of Narrogin’s draft Local Planning Strategy complies with Regulation 11(2) of the Planning and Development (Local



Planning Schemes) Regulations 2015 and was authorised to advertise the draft Local Planning Strategy in accordance with Regulation 13 of the Regulations 2015.

Public advertising was undertaken for a period of 90 days and closed on 2 September 2019. The public advertising included, advertising through the Narrogin Observer, the Shire's website and Facebook. A hard copy of the Draft Local Planning Strategy document was also provided at the front counter of the Shire's Administration Building and the RW (Bob) Farr Memorial Library.

Referral letters were also sent to the following Agencies:

- Department of Planning, Lands and Heritage;
- Department of Education;
- Department of Water, Environments and Regulation;
- Department of Fire and Emergency Services;
- Environmental Protection Authority;
- Main Roads WA;
- Department of Primary Industries and Regional Development;
- Department of Biodiversity, Conservation and Attractions;
- Public Transport Authority;
- Tourism WA;
- Department of Health;
- Western Power;
- Water Corporation;
- Shire of Cuballing;
- Shire of Williams;
- Shire of Wagin;
- Shire of Wickepin;
- Shire of West Arthur.

Letters were also sent to property owners, that were affected by the removal of 'Rural Living' zoning (28 affected properties) as well as flyers on Frequently Ask Questions (FAQ's) to all property owners included in the annual rates mail out.

At the conclusion of the advertising period, 22 submissions were received and these submissions have been included in the Schedule of Submissions attached to this report (Attachment 3).

## Comment

### Submissions

The submissions received can be summarised as follows:

- Names of Agencies to reflect recent changes (Department of Industries and Regional Development, Department of Biodiversity, Conservation and Attractions, Department of Mines, Industry Regulation and Safety, Department of Water and Environmental Regulation, Department of Primary Industries and Regional Development).
- Rural Living – Five of the property owners wanting to retain the proposed zoning for Rural Living.
- Water Corporation has recommended that a 500m odour buffer be implemented adjacent to boundaries of wastewater treatment plant.
- A plan to include the Sewer District Catchment boundary.
- Potable water system for development outside of the Water Zone.

- Requirement for industrial area to be connected to existing water supply.
- Clarification of Tourism Transport Services to include tour operations such as Farm Gate sales and Aboriginal Interpretive tours.
- The intensification of land use for Industrial and Rural Living adjacent to the Great Southern Highway has the potential to generate significant traffic and adversely affect the safety and efficiency of the State's road network.
- Main Roads is unlikely to support future connection to the Main Roads network where secondary network has been constructed.
- A requirement imposed where a rezoning, structure planning and subdivision impacting on a primary distributor road will require a Traffic Statement of Assessment report to be provided.
- Major threats facing the agricultural industry due to increasing soil salinity, surface and sub-surface soil acidity, erosion, water logging and soil compaction.
- Promote the use of fit-for-purpose water supply in the context across all areas of the Shire.
- Support the use of wastewater and harvested stormwater in public open spaces.
- Require management plans for waterways and remnant vegetation to be developed aligning with the Bushfire Management Plan.
- Visual landscape protection and buffer areas.
- Contaminated sites are remediated prior to any development.
- Referencing the most current data available.
- Land use conflict between residential and commercial/industrial activity.
- Any proposed development to connect to scheme water in accordance with the draft Country Sewerage Policy.
- Where reticulated sewerage is not available, provision should be made for on-site effluent disposal supported with a site and soil evaluation report.
- The Department of Health does not support development within the 500m buffer to proclaimed water catchment areas.
- Support the creation of environments that encourage healthy active living.
- Requirement for separation buffer between industrial and sensitive land uses.
- Ensure bushfire hazard and measures to comply with the bushfire protection criteria are connected spatially within the Development Investigation Areas.
- Ensure future structure plan, subdivision and development application protect transmission line corridor and associated assets from encroachment, mitigating public safety and network risks and that are an impediment to routine and emergency land access to the network.
- Development of a Wellness Retreat for Australian Services Community men and women, including their families.

A copy of the detailed submissions are attached to this report with the Officer's recommendations.

In general, the submissions received from the relevant State agencies were accepted and the changes recommended to be included in the Local Planning Strategy. The changes recommended for support were mainly due to the name change of the various departments, changes to the most current legislations and documents and therefore are considered minor as they will not change the intent of the Local Planning Strategy.

As per the previous submissions when the Local Planning Strategy was first advertised to the public, a number of the public submissions (submissions 4, 5, 6, 8 and 18) support for their land to be included

in the 'Rural Living' Zone, however this has not been supported by the WAPC and has since removed the 'Rural Living' zoning for some of the land.

The reason for not supporting the rezoning of the land was based on lot demand, subdivision activity, servicing costs, amenity and settlement planning. Furthermore there is already available existing 'Rural Living' earmarked for future development and sufficient for the current and future needs. To support the further supply of Rural Living would create an oversupply of Rural Living land and would not be economically viable.

Should lot demand alter and there be a significant uptake of the existing Rural Living land, there is scope in the future to amend the Local Planning Strategy, to meet the demand.

This is the second time the Local Planning Strategy has been advertised due to the significant changes requested during the public advertising, when it was first advertised in 2012.

On this basis it is recommended that Council support the officer's recommendations for modifications as listed in the attached Schedule of Submissions (Attachment 3).

It should also be noted that the Shire had received a late submission from the Department of Health regarding its proposal for the helicopter flight path. It is recommended that Council deals with this proposal as a separate application as this would require a Scheme amendment to the current Local Planning Scheme.

## Consultation

The Public advertising is undertaken in accordance with Regulation 13 of the Planning and Development (Local Planning Schemes) Regulations 2015.

### *"13. Advertising and notifying local planning strategy*

*(1) A local government must, as soon as reasonably practicable after being provided with certification that a local planning strategy complies with regulation 11(2), advertise the strategy as follows —*

*(a) publish a notice of the local planning strategy in a newspaper circulating in the area to which the strategy relates, giving details of —*

*(i) where the strategy may be inspected; and*

*(ii) to whom, in what form and during what period submissions may be made;*

*(b) display a copy of the notice in the offices of the local government for the period for making submissions set out in the notice;*

*(c) give a copy of the notice to each public authority that the local government considers is likely to be affected by the strategy;*

*(d) publish a copy of the notice and the strategy on the website of the local government;*

*(e) advertise the strategy as directed by the Commission and in any other way the local government considers appropriate."*

Public advertising was undertaken for a period of 90 days.

## Statutory Environment

- Former Town of Narrogin Town Planning Scheme No. 2
- Planning and Development (Local Planning Schemes) Regulations 2015 Regulation 13 – Advertising and notifying local planning strategy Regulations 11(2) set out that:

*“A local planning strategy must –*

*(a) set out the long-term planning directions for the local government; and*

*(b) apply any State and regional planning policy that is relevant to the strategy; and*

*(c) provide the rationale for any zoning or classification of land under the local planning scheme.”*

## Policy Implications

The Council's Community Engagement Policy has been adhered to as outlined in Regulation 13 of the Planning and Development (Local Planning Scheme) Regulations 2015.

## Financial Implications

An allocation was included in the 2018/2019 Budget for the amount of \$26,000, of which \$16,000, including GST, has been expended for the project and the remaining funds carried forward to the 2019/2020 Budget.

The estimated costs of undertaking the proposed modifications together with gazettal of the strategy should be able to be undertaken with the remaining funds.

## Strategic Implications

The Local Planning Strategy sets out the framework for planning and development at a local scale over the next 10 to 15 years. It sets out the long term planning directions for the local government, application of State and regional planning policy that is relevant to the strategy and provide the rationale for any zoning or classification of land under the local planning scheme.

## Voting Requirements

Simple Majority

### **OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 1219.002**

Moved: Cr Lushey                      Seconded: Cr Early

That, with respect to the Shire of Narrogin Local Planning Strategy, Council adopt the document subject to:

1. Amending the Local Planning Strategy with the proposed modifications to address issues raised in the submissions in accordance with the attached officer's recommendations in the Schedule of Submissions (Attachment 3);

2. The Local Planning Strategy document to be forwarded to the Western Australian Planning Commission, seeking the Minister's final approval subject to the modifications as outlined in Attachment 3;
3. The Chief Executive Officer and the Shire President be authorised to affix the Common Seal for the execution of the endorse document once approved by the WAPC;
4. The Chief Executive Officer be authorised to progress matters with the Department of Planning, Lands and Heritage and to make minor procedural or administrative modifications to the Local Planning Strategy and if directed to by the Western Australian Planning Commission; and
5. Advising the submitters of the above and thank them for their input into the process.

**CARRIED 6/0**

In moving the above motion, it was noted by the Council that minor administrative amendments were to be corrected including the following:

- Page 36 of the document – deleting reference to 'Boundain Road North' and 'Normans Lake Siding Road';
- Page 37 of the document – deleting reference to 'Strategies cont.' where it appears;
- Page 38 of the document – moving the location of heading 'Actions cont.' to the top of the page;
- Page 43 of the document – deleting reference to an outdoor swimming pool and adding reference to Operating Theatre and In-Patient Ward and changing the tense of the paragraph in relation to the works on the Hospital to 'past tense' given the works at the Hospital have now concluded;
- Page 56 of the document – deleting reference to an outdoor swimming pool; and
- Page 72 of the document – changing the word 'existing' to read 'former' in reference to the equestrian facility on lot 123.

**DRAFT SHIRE OF NARROGIN  
LOCAL PLANNING STRATEGY**



**PREPARED BY:**



**MARCH 2019**

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## **1.0 INTRODUCTION**

### **1.1 REQUIREMENT FOR A LOCAL PLANNING STRATEGY**

This Local Planning Strategy for the Town and Shire of Narrogin has been prepared jointly by the two local governments pursuant to the requirements of Part 3 of the *Planning and Development (Local Planning Schemes) Regulations (2015)* (the Regulations) under the provisions of the *Planning and Development Act 2005*. It has been prepared in response to the requirement for a new local planning scheme for the Town and the Shire to help guide and control the future development and use of land within their respective municipal districts for the benefit of current and future generations.

On 1 July 2016, the Shire and Town of Narrogin were formally gazetted as one entity under the new Shire of Narrogin.

### **1.2 ROLE & PURPOSE OF A LOCAL PLANNING STRATEGY**

A Local Planning Strategy, in accordance with the Regulations, must set out the long-term planning directions for the local government; apply any State or regional planning policy that is relevant to the strategy; and provide the rationale for any zoning or classification of land under the local planning scheme.

The Town of Narrogin's current Town Planning Scheme No.2 was gazetted in June 1994. The Shire of Narrogin's current Town Planning Scheme No.2 was gazetted in October 1997. An examination of both schemes in 2002 identified a number of shortcomings in terms of their scope and effectiveness and recommended the preparation and adoption of a new joint local planning scheme for all land within the Town and Shire's municipal districts. On the basis of the findings of this examination each local government resolved in 2003 to prepare a new local planning scheme to be named Joint Local Planning Scheme No.3.

This Local Planning Strategy provides a strategic basis for the (consolidated) Local Planning Scheme No.3 and should be read in conjunction with that Scheme. The Strategy does not however form part of the Scheme and may therefore be amended in accordance with Part 3 r.17 of the Regulations.

Whereas a local planning scheme has a five (5) year time scale, a local planning strategy looks ten (10) to fifteen (15) years into the future and establishes a local government's strategic focus for land use and development in this longer period.

The purpose of the Shire of Narrogin Local Planning Strategy is to:

- Apply the State Planning Strategy and interpret the framework of State and regional policies and plans for the local area;
- Establish the aims for the Shire and the strategies, policies and general proposals to achieve these aims;
- Provide the rationale for the statutory provisions of Local Planning Scheme No.3 to assist Council in making decisions under the Scheme;
- Explaining the local government's broad strategy for the area in a way which is understandable to the public;
- Provide a basis for coordinating public and private development; and

- Promote the Shire's identity within the Wheatbelt Region.

Future determinations by the Shire of Narrogin under Local Planning Scheme No.3 in respect of any proposal for land use and/or development in the Shire are required to be consistent with this Local Planning Strategy. Where there is any inconsistency between the Scheme and the Strategy the provisions of the Scheme shall prevail.

The success of implementation of the Strategy lies in its acceptance by the local community and a commitment from each local government to implement the guidance provided. As such preparation of the Strategy has been guided by the outcomes of community consultation over an extended period.

### **1.3 STUDY AREA**

The study area for this Local Planning Strategy comprises all land within the consolidated Shire of Narrogin. The Shire is located in the Central South Region of the Western Australian Wheatbelt approximately 190 kilometres south-east of Perth and cover a total area of approximately 1,630 square kilometres. The study area is bounded by the Shires of Cuballing, Wickepin, Wagin, West Arthur and Williams and contains two (2) main established settlements being Narrogin and Highbury.

### **1.4 STATE & REGIONAL PLANNING CONTEXT**

Local Planning Strategies are required to be prepared within the framework set by State and regional policies. They interpret State and regional policies in terms appropriate to the local government area and explain how decision making at the local level will interact with established planning frameworks and objectives.

There are a number of State and regional planning policies that are relevant to the Shire of Narrogin. Details of these policies including an explanation of the implications of these policies for future planning and development within the Shire are provided below.

#### **1.4.1 STATE PLANNING STRATEGY 2050**

The State Planning Strategy 2050 is a land use planning strategy prepared by the Western Australian Planning Commission. Released in 2014, it provides the overall vision for future development of the State to 2050. It offers an integrated whole-of-government view of the strategic planning needed to respond to challenges and opportunities facing land use planning and development of Western Australia. It is an overarching strategic document that provides direction for all State, regional and local planning strategies, policies and approvals.

The State Planning Strategy's vision for Western Australia by 2050 is a vision of sustained growth and prosperity in a future where Western Australia enjoys a high standard of living, improved public health and an excellent quality of life for present and future generations.

The State Planning Strategy sets out the key principles which should guide the way in which future planning decisions are made at all levels of government. It also provides a range of strategic goals and State strategic directions which support these principles.

The following five key principles are at the core of the State Planning Strategy:

- **Environment** - conserving the State's natural assets through sustainable development.
- **Community** - enabling diverse, affordable, accessible and safe communities.
- **Economy** - facilitating trade, investment, innovation, employment and community betterment.
- **Infrastructure** - ensuring infrastructure supports development.
- **Regional Development** - building the competitive and collaborative advantages of the regions.
- **Governance** – building community confidence in development processes and practices

The Shire of Narrogin, which is located within the Wheatbelt Region of Western Australia will play an important role in implementing the vision and principles of the State Planning Strategy through the preparation, amendment and administration of the Local Planning Strategy and Local Planning Scheme No.3. The Shire will incorporate the principles of the State Planning Strategy in the Local Planning Strategy and Local Planning Scheme and will adapt the strategic goals and directions to suit local circumstances. In making decisions under the Scheme the Shire will seek to apply these principles, goals and directions to the management of land use change and growth within its municipal district. These decisions will help to achieve the State Planning Strategy's vision and provide for a consistent approach to future planning and development in the region.

The State strategic directions, as defined within the State Planning Strategy that apply to the Shire of Narrogin, are as follows:

- Facilitate coordinated and sustainable economic development;
- To maintain and grow Western Australia as the destination of choice for responsible exploration and development of resources;
- Western Australia becomes globally competitive as a creative, innovative and knowledge-based economy;
- To access and enhance a range of tourism experiences unique to the State;
- To enable the State's food supply chains to meet the projected demands the domestic and global food markets;
- To maintain economic and community development through improved connectivity, services and cultural support;
- To ensure the sustainable supply, use and development of land;
- To coordinate physical infrastructure with development for community betterment;
- To manage the movement of people, goods and services through an integrated network connected locally, regionally, nationally and globally;
- To support Western Australia's growth and development by managing the availability and quality of water sustainably;
- To enable secure, reliable, competitive and clean energy that meets the State's growing demand;
- To ensure Western Australia's waste streams are managed as a resource;
- To ensure those responsible for telecommunications take into account Western Australia's planning and development priorities and requirements;
- To enable liveable, inclusive and diverse communities;
- Creating spaces and places that foster culture, liveability, enterprise and identity;

- Affordable living through housing diversity and compact settlements;
- To encourage active lifestyles, community interaction and betterment; and
- To conserve biodiversity, achieve resilient ecosystems, protect significant landscapes and manage the State's natural resources in a sustainable manner.

## **1.4.2 STATE PLANNING FRAMEWORK**

State Planning Policy No. 1 (State Planning Framework Policy) brings together existing State and regional policies and plans which apply to land use and development in Western Australia into a State Planning Framework.

The Framework outlines the primary aim of land use planning in Western Australia and requires that planning take account of and give effect to the five key principles of the State Planning Strategy to provide for integrated decision making at all levels of government. It also lists the State and regional policies, strategies and guidelines which decision makers are required to consider.

The State Planning Framework is a document which local governments are required to consider in making decisions on planning matters to ensure consistency with State and regional planning policies and objectives. The policies, strategies and guidelines included in the Framework to be considered in the preparation, amendment and administration of the Shire of Narrogin Local Planning Strategy and Local Planning Scheme No.3 are set out below.

### **• State Planning Policies (SPP)**

State Planning Policies are prepared and adopted by the Western Australian Planning Commission under the statutory procedures set out in Part 3 of the *Planning and Development Act 2005* and are directed primarily towards broad general planning and facilitating the co-ordination of planning throughout the State by all local governments. These policies are concerned with broad planning controls and can be made for matters which may be the subject of a local government Local Planning Scheme or which relate to a specific region or area of the State.

The following State Planning Policies are of particular relevance to the Shire of Narrogin and will be given due regard by each local government in preparing Local Planning Scheme No.3 and making decisions on all planning related matters:

#### **SPP No. 2 - Environment and Natural Resources Policy (2003)**

This policy sets out the principles and considerations that will be applied by the Shire of Narrogin to integrate environment and natural resource management with broader land use planning and decision making, protect, conserve and enhance the natural environment and promote and assist in the sustainable use and management of natural resources.

#### **SPP No. 2.4 – Basic Raw Materials (2000)**

This policy sets out the principles and considerations that will be applied by the Shire of Narrogin when considering zoning, subdivision and development applications for the extraction of basic raw materials (i.e. extractive industries) and zoning, subdivision and development applications in the vicinity of identified basic raw material resource areas.

#### **SPP No. 2.5 - Rural Planning (2016)**

The policy is the basis for planning and decision-making for rural and rural living land across Western Australia.

This policy sets out the principles and considerations that will be applied by the Shire of Narrogin to protect and preserve rural land assets due to the importance of their economic, natural resource, food production, environmental and landscape values. Ensuring broad compatibility between land uses is essential to delivering this outcome.

**SPP No. 2.7 - Public Drinking Water Source Policy (2003)**

This policy sets out the principles and considerations that will be applied by the Shire of Narrogin to protect and manage public drinking water source areas from incompatible land uses and pollution to maintain the quality of drinking water.

**SPP No. 2.9 - Water Resources (2006)**

This policy sets out the principles and considerations that will be applied by the Shire of Narrogin to protect, conserve and enhance water resources that are identified as having significant economic, social, cultural and/or environmental values, to assist in ensuring the availability of suitable water resources to maintain essential requirements for human and all other biological life with attention to maintaining or improving the quality and quantity of water resources and to promote and assist in the management and sustainable use of water resources.

**SPP No. 3 - Urban Growth and Settlement (2006)**

This policy sets out the principles and considerations that will be applied to planning for urban growth and settlements in the Shire of Narrogin to ensure that such growth is sustainable, well planned and reflective of the community's aspirations, needs and values.

**SPP No. 3.1 - Residential Design Codes - (2015)**

This policy sets out the principles and considerations that will be applied by the Shire of Narrogin to control residential development.

**SPP No. 3.4 – Natural Hazards and Disasters (2006)**

This policy sets out the principles and considerations that will be applied by the Shire of Narrogin to minimise the adverse impacts of natural disasters on local communities, the economy and the environment.

**SPP No. 3.5 – Historic Heritage Conservation (2007)**

This policy sets out the principles of sound and responsible planning that will be applied by the Shire of Narrogin to provide for the conservation and protection of places and areas of historic heritage significance.

**SPP No. 3.6 – Development Contributions for Infrastructure (2009)**

This policy sets out the principles and considerations that will be applied by the Shire of Narrogin when requesting development contributions for the provision of infrastructure in new and established urban areas, and the form, content and process to be followed.

**SPP No. 3.7 – Planning in Bushfire Prone Areas (2015)**

This policy sets out the principles and considerations that will be applied by the Shire of Narrogin in order to implement effective, risk-based land use planning and development to preserve life and reduce the impact of bushfire on property and infrastructure. SPP3.7 directs how land use should address bushfire risk management in Western Australia. It applies to all land which has been designated as bushfire prone by the Fire and Emergency Services (FES) Commissioner as highlighted on the Map of Bush Fire Prone Areas.

**SPP No. 4.1 - State Industrial Buffer Policy (1997)**

This policy sets out the principles and considerations that will be applied by the Shire of Narrogin to provide for the protection and long-term security of industrial zones, transport terminals, other utilities and special uses and to provide for the safety and amenity of surrounding land uses.

#### **SPP No. 5.2 – Telecommunications Infrastructure (2015)**

This policy aims to balance the need for effective telecommunications services and effective roll-out of networks, with the community interest in protecting the visual character of local areas. Using a set of land use planning policy measures, the policy intends to provide clear guidance pertaining to the siting, location and design of telecommunications infrastructure.

#### **SPP No. 5.4 – Road and Rail Transport Noise and Freight Considerations in Land Use Planning (2009)**

This policy aims to promote a system in which sustainable land use and transport are mutually compatible. It seeks to minimise the adverse impact of transport noise, without placing unreasonable restrictions on noise-sensitive residential development, or adding unduly to the cost of transport infrastructure. It aims to provide a standardised and consistent triple bottom line framework for the consideration and management of the impacts of transport noise and freight operations.

#### **Draft Government Sewerage Policy (2016)**

The policy establishes the Western Australian Government's position on the provision of reticulated sewerage in the State for the rezoning, structure planning, subdivision and development of land.

Whilst there have been improvements in technology associated with on-site sewage treatment systems, reticulated sewerage remains the most reliable, efficient and environmentally acceptable means of sewage disposal. In recognition of the risks associated with their installation, operation and maintenance, on-site sewage disposal systems servicing individual lots are not considered as an appropriate alternative to reticulated sewerage for most subdivision and development.

- **Regional Strategies**

#### **Wheatbelt Regional Planning and Infrastructure Framework (2015)**

The main social, economic and environmental planning issues facing the region are considered in the Wheatbelt Regional Planning and Infrastructure Framework. The Framework provides a basis for ongoing planning and development that will deliver a diverse and innovative Wheatbelt region that continues to contribute strongly to the State's prosperity.

The Framework comprises a vision for the Wheatbelt, objectives and planning approaches for the three chapters of liveable communities, vibrant economy and valued natural amenity. The Framework further notes a list of initiatives, being tasks that agencies would typically progress as well as a list of committed regional infrastructure projects.

Any planning decisions by the Shire of Narrogin are required to be consistent with the principles and considerations contained in the Wheatbelt Regional Planning and Infrastructure Framework.

- **Regional & Sub-regional Structure Plans**

There are no regional or sub-regional structure plans which currently apply to the Shire of Narrogin.

- **Operational Policies**

Draft Liveable Neighbourhoods (2015)

### **General**

- DC 1.1 Subdivision of Land – General Principles (2004)
- DC 1.2 Development Control – General Principles (2004)
- DC 1.3 Strata Titles (2009)
- DC 1.4 Functional Road Classification for Planning (1998)
- DC 1.5 Bicycle Planning (1998)
- DC 1.7 General Road Planning (1998)

Guidelines – Holiday Homes (2009)

Guidelines – Tourism Planning Guidelines (2014)

Guidelines – Better Urban Water Management (2008)

### **Residential**

- DC 2.2 Residential Subdivision (2017)
- DC 2.3 Public Open Space in Residential Areas (2002)
- DC 2.4 School Sites (1998)
- DC 2.5 Special Residential Zones (1998)
- DC 2.6 Residential Road Planning (1998)

Guidelines – The Design and Geometric Layout of Residential Roads (1998)

Guidelines – The Preparation of Local Structure Plans for Urban Release Areas (1992)

### **Rural**

- DC 3.4 Subdivision of Rural Land (2016)
- Guidelines – Rural Planning Guidelines (2016)

### **Industrial & Commercial**

- DC 4.1 Industrial Subdivision (1988)
- DC 4.2 Planning for Hazards and Safety (1991)

## **1.4.3 Other Relevant Regional Schemes, Strategies, Structure Plans & Policies**

Given the limited land use pressures within the Central South Region of the Wheatbelt, no regional planning schemes or structure plans have been prepared which affect the Shire of Narrogin. Notwithstanding this fact, there are a number of recently published strategies which the Shire of Narrogin will have due regard for in the preparation and/or implementation of the Local Planning Strategy and Local Planning Scheme No.3. These are set out below:

- Wheatbelt Development Commission Blueprint (2015)
- Roads 2030 Regional Strategies for Significant Local Government Roads: Wheatbelt South (2013)
- State of the Environment Report: Western Australia (2007)
- Wheatbelt Regional Transport Strategy (1998)
- Wheatbelt Regional Plan 2013-2018 (Regional Development Australia)
- Draft Government Sewerage Policy (2016)
- The Environmental Protection of Native Vegetation in Western Australia – Environmental Protection Authority Position Statement No.2 (1999)
- State Salinity Strategy (2000)
- Hope for the Future: The Western Australian State Sustainability Strategy (2003)
- State of the Environment (WA) Report (2007)
- Central South Action Plan (2003)

- Avon Natural Resource Management Strategy (2005)
- Avon River Basin 2050 (2004)
- EPA Guidance Statement No.3 – Separation Distances between Industrial and Sensitive Land Uses (2005)
- EPA Draft Guidance Statement No.33 – Environmental Guidance for Planning and Development (2005)

## 1.5 LOCAL PLANNING CONTEXT

### 1.5.1 Strategic Plan / Mission Statement

The Shire of Narrogin Strategic Plan 2017 – 2027 outlines the Shire's vision, mission statement and key guiding principles for future development and growth within its municipal boundary, the specific details of which are summarised as follows:

- **Vision:** *To be a leading regional economic driver and a socially interactive and inclusive community*
- **Mission:** *Provide leadership, direction and opportunities for the community.*
- **Key Principles:** *In achieving the Vision and Mission we will set achievable goals and work with the community to maintain a reputation of openness, honesty and accountability. In doing so, we will:*
  - *Respect the points of view of individuals and groups;*
  - *build on existing community involvement;*
  - *encourage community leadership;*
  - *promote self-reliance and initiative;*
  - *recognise and celebrate achievement;*
  - *support the principles of social justice; and*
  - *acknowledge the value of staff and volunteers.*
- **Objectives:** *The Shire of Narrogin has set out four key objectives within the Strategic Plan (2017), these include:*
  - *Support growth and progress, locally and regionally;*
  - *To provide community facilities and promote social interaction;*
  - *Conserve, protect and enhance our natural and built environment; and*
  - *Continually enhance the Shire's organisational capacity to service the needs of a growing community.*

Delivery of the Shire of Narrogin's strategic plan is based upon the following corporate objectives and their associated outcomes, many of which have significant implications for future land use planning and development in the Town:

#### **Economic**

The Economic objective is to: *support growth and progress locally and regionally.* The following are the desired (economic) outcomes working towards this strategic objective:

- *Growth in revenue opportunities*
- *Increased tourism*
- *An effective well maintained transport network*
- *Agriculture opportunities maintained and developed*

#### **Social**

The Social objective is: *to provide community facilities and promote social interaction.* The following are the desired (economic) outcomes working towards this strategic objective:

- *Provision of youth services*
- *Build a healthier and safer community*
- *Existing strong community spirit and pride is fostered, promoted and encouraged*
- *Cultural and heritage diversity is recognised*
- *A broad range of quality education services and facilities servicing the region*



## **Environment**

The Environment objective is to: *conserve, protect and enhance our natural and built environment*. The following are desired (environment) outcomes working towards this strategic objective:

- *A preserved natural environment*
- *Effective waste services*
- *Efficient use of resources*
- *A well maintained built environment*

## **Civic Leadership**

The Civic Leadership objective is to: *continually enhance the Shire's organisational capacity to service the needs of a growing community*. The following are desired (civic leadership) outcomes working towards this strategic objective:

- *An efficient and effective organisation*
- *An employer of choice*

The Shire of Narrogin's corporate objectives / outcomes which have implications for future land use planning and development in the Shire are summarised as follows:

- *Attract new industry, business, investment and encourage diversity whilst encouraging growth of local business.*
- *Promote Narrogin's health and aged services including aged housing.*
- *Promote, develop tourism and maintain local attractions.*
- *Review and implement the Airport Master Plan.*
- *Support development of agricultural services.*
- *Develop and activate Sport and Recreation Master Plan.*
- *Provide improved community facilities (eg library/recreation).*
- *Maintain and enhance heritage assets.*
- *Advocate for increased education facilities for the region.*
- *Conserve, enhance, promote and rehabilitate the natural environment.*
- *Support the provision of waste services.*
- *Increase resource usage efficiency.*
- *Improve and maintain built environment.*

## **1.5.2 Significant Local Government Legislation, Policies & Strategies**

Significant local government legislation, policies and strategies that currently influence land use planning and development in the Shire of Narrogin are listed below. The local government will consider these documents in the preparation and/or implementation of the Local Planning Strategy and Local Planning Scheme No.3.

- Town of Narrogin Town Planning Scheme No.2 (1994)
- Town of Narrogin Development Services Policy Manual (2008)
- Town of Narrogin Municipal Inventory of Heritage Places ( 2011)
- Town of Narrogin Strategic Plan 2010 – 2012 (2010)
- Narrogin Townscape Study Review (2016)
- Shire of Narrogin Town Planning Scheme No.2 (1997)
- Shire of Narrogin Policy Manual (2008)
- Shire of Narrogin Municipal Inventory of Heritage Places (1995)
- Shire of Narrogin Principal Activities Plan 2005 to 2009 (2007)

## 2.0 POPULATION & HOUSING STRATEGY

### 2.1 POPULATION

<b>Profile</b>	<ul style="list-style-type: none"> <li>The total (consolidated) population of the Shire of Narrogin at the 2016 Census was 5,255, up 3.16% since the 2011 Census.</li> <li>The total population of the (former) Town of Narrogin at the 2016 Census was 4,274 persons (a 1.3% increase from 2011) which represents 81.3% of the combined total population for the (former) Town and Shire.</li> <li>Past Census figures show that the Town's population had steadily decreased from 4,950 persons in 1976, 4,238 persons in 2006, to 4,219 persons in 2011 which represents a decrease of 731 persons or 14.7 % of the total population during this period.</li> <li>The total population of the (former) Shire of Narrogin (excluding the Town of Narrogin) at the 2016 Census was 981 persons which represents 18.6% of the total population.</li> <li>Census figures show that the Shire's population (excluding the Town of Narrogin) has increased slightly from 829 persons in 2006 to 875 in 2011, to 981 in 2016, representing an increase of 15.5% of the total population during this period.</li> <li>In the 5 years since 2011 the total population of the Shire has grown at a rate of 0.26% per year.</li> <li>Analysis of Census statistics for the whole Shire between 1991 and 2016 reveals that:             <ol style="list-style-type: none"> <li>There has been a steady decline in the number of persons in the 0 to 14 and 25 to 39 age categories;</li> <li>There has been a marked increase in the number of persons in the 40 to 59 and 60+ age categories;</li> <li>The median age of people in the Town and Shire has increased from 26 years in 1991 to 40 years in 2016; and</li> <li>The indigenous population decreased slightly as a proportion of the Shire's total population between 2006 and 2016 (9% to 6.8% of the total population).</li> </ol> </li> <li>The Wheatbelt Development Commission predicts that population growth in the Town and Shire will be driven by their relatively close proximity to the metropolitan region, the availability of affordable housing and business premises, the continuing 'tree change' phenomenon (i.e. lifestyle choice), stronger marketing and strategic planning in the Wheatbelt region generally, greater investment in diversification of the economic base through the development and growth of emerging industries and improved access to health services, transport services and educational opportunities.</li> <li>Population projections by the Western Australian Planning Commission and Wheatbelt Development Commission also suggest that between 2011 and 2026 there will be a continued decline in the proportion of the population aged less than 19 years and growth in the proportion of the population aged more than 60 years, reflecting an ageing population.</li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>Need to encourage, plan for and accommodate continued sustainable population growth.</li> <li>Need for up-to-date long term population projections for the Shire.</li> <li>Need to plan for and accommodate the needs of a growing aged population including an anticipated increase in demand for community and health services.</li> <li>Need to recognise and plan for the needs of a growing indigenous population and the associated cultural and societal diversity.</li> </ul>
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>Promote and accommodate population growth having regard to the principles of ecologically sustainable development and provide for the needs of all sectors of the community including the elderly and indigenous.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>Stimulate population growth by:             <ol style="list-style-type: none"> <li>Actively promoting and marketing the opportunities and lifestyle benefits to attract new businesses and residents to the Shire;</li> <li>Investing in a wide range of community services, facilities and infrastructure that are easily accessible and reflect the community's needs and aspirations; and</li> </ol> </li> </ul>

<b>Strategies cont.</b>	<p>iii) Supporting the development of downstream processing of primary produce, diversified industries and further tourism opportunities including farm stay accommodation and ecotourism.</p> <ul style="list-style-type: none"> <li>• Ensure that there is an appropriate supply of suitable zoned land available to support the future population of the Shire of Narrogin.</li> <li>• Seek to ensure that all future population growth is environmentally, socially and economically sustainable.</li> <li>• Provide a wide range of services and facilities that are easily accessible and benefit the development and growth of the whole community.</li> </ul>
<b>Actions</b>	<ul style="list-style-type: none"> <li>• Engage in discussions with government, business and community stakeholders to establish a range of ongoing programs that actively promote and market the opportunities and lifestyle benefits in the Shire. <b>(ONGOING)</b></li> <li>• Monitor social change to ensure that the range and type of services and facilities provided in the Shire satisfies the needs of the whole community including the elderly and indigenous. <b>(ONGOING)</b></li> <li>• Ensure that Local Planning Scheme No.3 is sufficiently flexible and applied accordingly to support diversification of the local economy by accommodating the development of downstream processing of primary produce, diversified industries and further tourism opportunities. <b>(IMMEDIATE &amp; ONGOING)</b></li> <li>• Create opportunities through education, social &amp; industrial investment to encourage young people to stay / return to the Shire. <b>(ONGOING)</b></li> <li>• Ensure that Local Planning Scheme No.3 is sufficiently flexible and applied accordingly to enable the multiple use of buildings and places used to provide the services and facilities required by all sectors of the community. <b>(IMMEDIATE &amp; ONGOING)</b></li> </ul>

## 2.2 HOUSING

<b>Profile</b>	<ul style="list-style-type: none"> <li>The existing housing stock within the (consolidated) Shire of Narrogin varies considerably in terms of its age, style, construction materials and quality. It is noted that over the past 10 years there has been an increase in the supply and demand for higher density dwellings within the Narrogin townsite.</li> <li>Traditionally, housing in the townsite has been single storey detached dwellings on lots ranging in size from 700m<sup>2</sup> to 2,000m<sup>2</sup> however in recent times there has been a notable increase in the number of grouped dwellings on larger lots in established residential areas.</li> <li>In the 2016 Census there were 1,939 dwellings in the Town of which 89.1% were separate houses, 6.2% were semi-detached, row or terrace or townhouses, 1.1% were flats, units or apartments and 3.6 were other dwellings. This compares with 1,704 dwellings in 1991, 1,779 dwellings in 1996, 1,827 dwellings in 2001, 1,822 dwellings in 2006 and 1,949 dwellings in 2011, which represents a dwelling growth rate of approximately 13% over the twenty five year period (0.52% per year).</li> <li>The 2016 Census figures show that 61.3% of dwellings in the Town are owned or being purchased and 33.2% are rented.</li> <li>Census figures also show that the average household size in the Town has gradually declined over the last fifteen years from 2.7 persons per dwelling in 1991, 2.4 persons per dwelling in 2011 to 2.3 persons per dwelling in 2016.</li> <li>It is estimated, based on the number of dwellings and average household size, that the current housing stock within the Town could support a population of 4,459 people.</li> <li>Current supplies of suitably zoned and serviced vacant residential land in Narrogin are considered sufficient to meet short to medium term demand, however there is a need to ensure an adequate supply of appropriately zoned and serviced land in the long term future to provide opportunity for the development of a variety of lot sizes and housing types.</li> <li>Traditionally housing in the Shire has been single storey detached dwellings on large agricultural landholdings and some smaller rural living-type lots close to the Narrogin townsite ranging in size from 2 to 10 hectares.</li> <li>In the 2016 Census there were 358 dwellings in the (former) Shire of Narrogin (excluding the Narrogin townsite), all of which were separate houses. This compares with 272 dwellings in 1991, 270 dwellings in 1996, 314 dwellings in 2001, and 324 dwellings in 2006 and 2011, which represents a dwelling growth rate of approximately 31% over the last twenty five years.</li> <li>It is estimated, based on the number of dwellings and average household size, that the current housing stock within the Shire (excluding Narrogin townsite) could support a population of 953 people. WA Tomorrow (2015) statistics note that the medium growth scenario has Narrogin Shire potentially having a population of 1070 by 2026 (an increase of 20% from the 2016 population of 888).</li> <li>Currently there is approximately 630ha of land zoned for a rural living purpose (15ha zoned for Rural Residential and 613ha as 'Special Rural'). Current supplies of suitably zoned and serviced vacant 'Special Rural' type lots are considered sufficient to meet demand in the short to medium term for larger 'Rural Smallholdings' type lots. However there may be a shortage of 'Rural Residential' type lots within close proximity to the Narrogin townsite.</li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>Need to consider future housing needs having regard for anticipated population growth, declining household sizes and an ageing population.</li> <li>Need to plan for and accommodate the anticipated increase in demand for the development of new housing in the Shire, particularly in those areas within and in close proximity to the Narrogin and Highbury townsites.</li> <li>Need to plan for and accommodate the continued demand for higher density housing in the Narrogin townsite including opportunities for housing in mixed use developments in appropriate locations.</li> <li>Strong demand for but limited supply of high quality, low maintenance rental accommodation in the Shire.</li> <li>Maintaining the current high levels of land and housing affordability in the face of significantly increased land development and housing construction costs.</li> <li>Need to consider innovative solutions for the more rapid development of affordable, high quality and sustainable housing to provide a greater pool of housing for the local community.</li> </ul>

<b>Key Issues cont.</b>	<ul style="list-style-type: none"> <li>• Need for significant improvements to the standard and quality of existing public housing stock in the Shire.</li> <li>• There is a need to assess and maintain an adequate supply of appropriately located and zoned land to ensure the timely release of suitable zoned and serviced land for residential and rural living purposes.</li> <li>• Need for more coordinated action involving a range of government, business and community stakeholders to ensure that future demands for housing can be met in an efficient and timely manner.</li> <li>• Need to ensure that future rezoning, subdivision and development is consistent with State and local government policy.</li> </ul>
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>• To ensure a sufficient supply of suitably zoned and serviced residential land in established settlements to accommodate future housing growth and to provide for housing choice and variety in neighbourhoods with a community identity and high levels of affordability, accessibility, safety, sustainability and visual amenity.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>• Direct the majority of new housing development to the Narrogin and Highbury townsites.</li> <li>• Ensure sufficient amounts of suitably zoned and serviced residential land in the Narrogin and Highbury townsites which provide a wide choice of lot sizes and housing types to suit the needs of all sectors of the community including that required to accommodate the elderly in convenient and central locations.</li> <li>• Encourage and support higher density residential development in close proximity to the town centre area of the Narrogin townsite to help accommodate future anticipated population growth.</li> <li>• Continue to support the development of quality public housing.</li> <li>• Continue to ensure that all future rezoning, subdivisions and development is consistent with State and local government policy.</li> <li>• Consistently apply the provisions of the Residential Design Codes of Western Australia to all future housing development to create neighbourhoods with a community identity and high levels of affordability, accessibility, safety, sustainability and visual amenity.</li> <li>• Formulate and apply local planning scheme provisions and policies that support and provide incentives for achieving the Shire's stated objectives regarding community identity and high levels of affordability, accessibility, safety, sustainability and visual amenity.</li> <li>• Promote energy efficiency and water conservation in the design and development of new urban areas and housing in the Shire.</li> </ul>
<b>Actions</b>	<ul style="list-style-type: none"> <li>• Have due regard for all relevant Western Australian Planning Commission Strategies, State Planning Policies and Operational Policies when considering proposals for future housing development. <b>(ONGOING)</b></li> <li>• Identify the preferred location for future residential development in the Shire's established settlements having regard for land capability and servicing requirements, illustrate these areas on the Local Planning Strategy Maps and apply suitable zoning and residential density code classifications to these areas in Local Planning Scheme No.3. <b>(IMMEDIATELY)</b></li> <li>• Identify the preferred location for future rural living type development in the Shire having regards to environmental constraints, land capability and servicing requirements and illustrate these areas on the Local Planning Strategy Maps. <b>(IMMEDIATELY)</b></li> <li>• Engage in discussions with government, business and community stakeholders to ensure a coordinated approach to the delivery of housing so that future demands for housing can be met in an efficient and timely manner. <b>(ONGOING)</b></li> <li>• Encourage and support the development of innovative, affordable and sustainable housing options including the development of new housing within mixed use and rural living type estates in appropriate locations. <b>(SHORT TERM &amp; ONGOING)</b></li> <li>• Partner with key stakeholders and developers to provide examples of new innovative, affordable and sustainable housing options to encourage similar development throughout the Shire. <b>(SHORT TERM &amp; ONGOING)</b></li> <li>• Work with the Department of Housing to plan and provide for the refurbishment and/or redevelopment of existing public housing stock in the Shire's established settlements. <b>(SHORT TERM &amp; ONGOING)</b></li> <li>• Incorporate model provisions and the deemed provisions in Local Planning Scheme No.3 that enable application of the provisions of the Residential Design Codes of Western Australia including suitable variations there to suit local circumstances and conditions. <b>(IMMEDIATELY)</b></li> </ul>

**Actions  
cont.**

- Prepare, adopt and regularly review local planning policies to support the objective of creating neighbourhoods with a community identity and high levels of affordability, accessibility, safety, sustainability and visual amenity. **(SHORT TERM & ONGOING)**

## 2.3 LAND SUPPLY

<b>Profile</b>	<ul style="list-style-type: none"> <li>A broad assessment has been undertaken for 'residential' (including 'single residential' and 'other residential'), 'rural living (including 'rural residential' and 'rural smallholdings'), 'Commercial' (including 'Central Business', 'Other Commercial' and 'Shops and Offices') and 'industrial' (including 'General Industry', 'Industrial' and 'Light Industry') zoned land within the Shire.</li> <li>The areas and future lot yields given are approximations at this point in time. Future planning and approvals, as well as constraints such as environmental and infrastructure provision could result in modifications to the amount of land available for future development.</li> <li>The 'residential' land use category is intended for residential land uses in the urban setting Within the Shire of Narrogin there are 'single residential' and 'other residential' zones.</li> <li>There is approximately 261ha of 'residential land' within the Shire, found concentrated around the Narrogin townsite. There is currently 206ha of land considered to be developed and 54ha (20%) considered to be undeveloped or unrated.</li> <li>Rural living in the context of this Strategy includes land zoned as 'Rural Residential' and 'Special Rural' within the Shire of Narrogin's local planning scheme.</li> <li>There is approximately 15ha of 'Rural Residential' zoned land and 613ha of land zoned as 'Special Rural' within the Shire, mostly located in proximity to the Narrogin townsite. Of these figures, the majority (90%) of the Rural Residential land is considered to be developed, whilst only 260ha of the 'Special Rural' land is developed, leaving approximately 350ha (57%) as undeveloped or unrated.</li> <li>There is approximately 41ha of 'General Industry', 12.57ha of 'Industrial' and 8.55ha of 'Light Industrial' zoned land. These zones are concentrated to the north and south of the Narrogin Townsite. Of these zones approximately 18.62ha (45%) of 'General Industry', 8.35ha (66%) of 'Industrial' and 3.61ha (42%) of 'Light Industry' are undeveloped or unrated.</li> <li>There is approximately 9.3ha of land zoned as 'Central Business', 11.3ha of 'Other Commercial' and 1.88ha of land zoned as 'Shops and Office'. These zones are concentrated around the Narrogin Townsite. Of these zones 'Central Business' has 1.74ha (18%) undeveloped or unrated, 'Other Commercial' has 1.66ha (12%) undeveloped or unrated and 'Shops and Offices' has 0.69ha (36%) undeveloped or unrated.</li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>Taking the existing number of lots for land zoned as 'Single Residential' into account (1,767), 4,240 people (1 dwelling per lot, 2.4 people per dwelling) could potentially be accommodated.</li> <li>It is also noted that there are currently 3 'Single Residential' lots over 2ha in size, totalling an area of 42ha. Using an average lot area of 1,000m<sup>2</sup>, these three lots could potentially produce and additional 420 'Single Residential' lots. As this is only taking into account land zoned as 'Single Residential' and does not consider the potential for increased densities which this Strategy proposes, there is considered to be an appropriate supply of residential land in the short to medium term within the Shire.</li> <li>Maintaining diversity in the supply of zoned land is important, and as noted above land zoned for 'Rural Residential' does seem to only have a small supply of undeveloped land.</li> <li>It is expected that limited demand for rural lifestyle lots will continue and there will be limited demand for a further supply of lots between 4 and 40 ha to accommodate rural smallholdings. There is also likely to be continued demand for smaller lots between 2 and 4ha for Rural Residential development.</li> </ul>
<b>Key Issues cont.</b>	<ul style="list-style-type: none"> <li>Within the recently released SPP2.5 Rural Planning, the Western Australian Planning Commission recognises there is a market for rural living development and that it provides for a range of housing and lifestyle opportunities. However rural living estates must be carefully planned, as they can be an inefficient means of accommodating people.</li> <li>Once rezoned, rural living estates can consume and sterilise what was rural land and may have unintended or adverse social, environmental, servicing and management impacts.</li> <li>Generally is enough land zoned for commercial purposes for the short to medium term as commercial land is generally contained on smaller lot sizes.</li> <li>Generally in the short to medium term there will be an appropriate amount of 'General Industry', 'Industrial' and 'Light Industrial' zoned land, as all zones have &gt;50% of their area capable of further development. There will however be the need to identify further industrial areas for the longer term supply for the Shire of Narrogin.</li> </ul>

<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>To ensure a sufficient supply of suitably zoned and serviced land to meet the short, medium and long term needs of the Shire of Narrogin.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>Ensure sufficient zoned land for Residential, Rural Residential, Rural Smallholdings, Commercial and Mixed Use is available to accommodate long term demand.</li> <li>Ensure that the majority of rezoning occurs in and around the Narrogin townsite;</li> <li>Ensure that the demand for each zone is monitored.</li> <li>Encourage and support development of the existing residential zoned land in and around the townsite of Narrogin;</li> <li>Encourage appropriately located and planned higher densities within the town centre of Narrogin.</li> <li>Ensure that any future rural living proposals are consistent with local and State government policy and are based upon an adequate demand and supply analysis.</li> </ul>
<b>Actions</b>	<ul style="list-style-type: none"> <li>Have due regard for all relevant Western Australian Planning Commission Strategies, State Planning Policies and Operational Policies when considering proposals for future rezoning of land within the Shire;</li> <li>Monitor demand for Residential, Rural Residential, Rural Smallholdings, Commercial and Mixed Use to ensure sufficient supply for the long term.</li> <li>Promote consolidation of higher density residential development close to the Narrogin town centre, in proximity to facilities and services.</li> <li>Identify additional areas for rural residential development; however limit the expansion of larger rural living lots (rural smallholdings).</li> <li>Investigation into appropriately justified, located and planned commercial/mixed use areas</li> <li>Identify limited additional areas, in appropriate locations for industrial zonings.</li> </ul>



## 3.0 ECONOMIC DEVELOPMENT STRATEGY

### 3.1 AGRICULTURE

<b>Profile</b>	<ul style="list-style-type: none"> <li>Agriculture is an important land use and industry sector in the Shire of Narrogin and is expected to remain a significant contributor to local economic activity in the future.</li> <li>Broadacre farming of wheat and sheep has been the major agricultural activity for many years although there are a number of other activities including cereal, oilseed and legume cropping and the raising of livestock for slaughter, including feedlots.</li> <li>In 2016, the Department of Primary Industries and Regional Development stated that there were approximately 223 agricultural farms within the Shire with an average area of 614 hectares resulting in a total combined area of approximately 140,000 hectares.</li> <li>In 2017, based on advice from the Department of Primary Industries and Regional Development, the gross value of agricultural production in the Shire was approximately \$70 million.</li> <li>The agricultural industry is the largest employer in the Shire employing approximately 16% of the total workforce.</li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>State Planning Policy 2.5 – Rural Planning seeks to protect and preserve the Shire's rural land assets due to the importance of their economic, natural resources, food production, environmental and landscape values. Ensuring broad compatibility between land uses is essential to delivering this outcome.</li> <li>A growing economy and population will increase the pressure on rural land to be used for a wide variety of purposes including urban settlement, economic development, infrastructure and utilities, essential services such as water supply, areas for conservation, cultural and recreational purposes, and food production.</li> <li>Rural land accommodates significant environmental assets and natural landscape values, and areas with mineral, petroleum, geothermal energy and basic raw materials resources, which need to be factored into planning for rural areas.</li> <li>The impacts of climate change, the global conversion of food crops to fuel crops and increased demand for rural living type lots is likely to make productive agricultural land in the Shire an increasingly scarce resource.</li> <li>The other major threats facing the agricultural industry in the Shire are increasing soil salinity, surface and sub-surface soil acidification, erosion, water logging and soil compaction.</li> <li>Need to identify and protect priority agricultural land and agricultural processors from ad-hoc subdivision, incompatible development and land degradation due to its significance to the local, regional and State economies.</li> <li>Need to comprehensively plan for the introduction of sensitive land uses that may compromise existing, future and potential primary production on rural land.</li> <li>Prevent the creation of new or smaller rural lots on an unplanned or ad-hoc basis, particularly for intensive or emerging primary production land uses. The large and increasing number of small 'rural' landholdings throughout the Shire raise issues in terms of biosecurity, absentee land owners, resource management, fire control and the potential impact upon the continued farming practices on larger rural landholdings.</li> <li>Need to diversify employment in the agricultural industry by supporting the development of value-adding industries that process agricultural produce.</li> <li>Need to recognise that the development of more than one house on any agricultural lot within the Shire has potential to cause conflict with the existing or potential agricultural use of individual and adjoining properties and undermine their productive capacity.</li> </ul>
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>To protect and achieve ecologically sustainable use of all productive agricultural land in the Shire whilst providing diverse and compatible development opportunities in agricultural areas which promote the local economy.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>Protect rural assets due to the importance of their economic, natural resource, food production, Environmental and landscape values. Ensuring broad compatibility between land uses.</li> <li>Support existing, expanded and future primary production through the protection of rural land, particularly priority agricultural land and land required for animal premises and/or the</li> </ul>

production of food.

- Encourage the continued use of the Shire's agricultural areas for predominately grazing and cropping.
- Ensure that Local Planning Scheme No. 3 is sufficiently flexible and applied accordingly so that it effectively contributes to the diversification of the Shire's economy by providing opportunity for the timely establishment of new commerce, industry and agricultural uses in appropriate locations. (**ONGOING**)
- Identify and protect productive agricultural land and agricultural processors from ad hoc subdivision, incompatible development and land degradation.
- Minimise the potential for land use conflict in agricultural areas.
- Promote the diversification of the Shire's economy by encouraging the development of intensive agriculture, downstream processing of primary produce, diversified industries and further tourism opportunities including farm stay accommodation and ecotourism subject to adequate buffers being maintained between such uses and surrounding broadacre agricultural activities in order to minimise potential land use conflicts.
- Support the creation of homestead lots in the Shire subject to the following criteria:
  - The land is in the DC3.4 Homestead lot policy area;
  - The homestead lot has an area between one and four hectares, or up to 20 hectares to respond to the landform and include features such as existing outbuildings, services and water sources;
  - There is an adequate water supply for domestic, land management and fire management purposes;
  - The dwelling is connected to a reticulated electricity supply or an acceptable alternative is demonstrated;
  - The homestead lot has access to a constructed public road;
  - The homestead lot contains an existing residence that can achieve an appropriate buffer from adjoining rural land uses;
  - A homestead lot has not been excised from the farm in the past;
  - The balance lot is suitable for the continuation of the rural land use, and generally consistent with prevailing lot sizes, where it can be shown that this is consistent with the current farming practices on the property; and
  - The dwelling on a homestead lot must be of a habitable standard and may be required to be certified as habitable by the local government.
- Support survey-strata cluster subdivision development in rural areas of the Shire as an alternative to conventional subdivision development under the following circumstances:
  - where a Structure Plan has been formulated for the land proposed to be subdivided, adopted by the local government and endorsed by the Commission;
  - where the purpose is to accommodate residential and/or tourism development only on clustered, survey-strata lots; and
  - where the number of lots produced does not exceed the number of lots which could have been approved by conventional subdivision, plus a bonus of one additional survey-strata cluster lot for every five lots which could have been produced by conventional subdivision.
- Support the development of more than one (1) single house on rural land under the following circumstances:

*In the Rural zone, the local government may, at its discretion, approve the erection of one (1) additional dwelling on a rural lot provided that:*

  - (a) *the total number of dwellings on the lot will not exceed three (3) dwellings;*
  - (b) *the additional dwelling(s) complies with the setback requirements not less than those specified for the Residential Design Code 'R2';*
  - (c) *the lot has an area of not less than 40 hectares;*
  - (d) *it can be demonstrated that the additional dwelling(s) is for workers or family members employed for agricultural activities on that lot;*
  - (e) *adequate provision of potable water for and disposal of sewage from the additional dwelling(s) can be demonstrated;*
  - (f) *the additional dwelling(s) will not adversely detract from the rural character and amenity of the area or conflict with agricultural production on the subject lot or adjoining land;*
  - (g) *access to the existing road network is to be provided for any additional*

	<p><i>dwelling(s) and shared with any existing dwelling(s) where practicable;</i></p> <p><i>(h) the existence of more than one dwelling on a lot in the Rural zone shall not be considered by itself to be sufficient grounds for subdivision.</i></p>
<b>Actions</b>	<ul style="list-style-type: none"> <li>Have due regard for all relevant Western Australian Planning Commission Strategies, State Planning Policies and Operational Policies when considering proposals for the development and use of agricultural land in the Shire. <b>(ONGOING)</b></li> <li>Identify and protect priority agricultural land within the Shire. <b>(SHORT TERM)</b>.</li> <li>Identify and classify all existing agricultural lots in the Shire as 'Rural' zone in Local Planning Scheme No.3. <b>(IMMEDIATELY)</b></li> <li>Identify and classify all existing agricultural industries and identify the recommended land use buffers on the Strategy Map as recommended by the <i>Environmental Protection Authority Guidance Note No3 - Separation Distance between Industrial and Sensitive Land Uses</i>. <b>(IMMEDIATELY)</b></li> <li>Land use change from rural to all other uses is to only be approved where it is provided for within this strategy or the Shire's Local Planning Scheme No. 3, and is consistent with SPP2.5.</li> <li>Ensure that the permissibility of land usage in the 'Rural' zone as prescribed in the Zoning Table of Local Planning Scheme No.3 is sufficiently flexible and applied accordingly to facilitate diversification of the Shire's economy by providing opportunity for the establishment of new commerce, industry and agricultural uses within these zones. <b>(IMMEDIATELY &amp; ONGOING)</b></li> <li>Prepare, adopt and regularly review local planning policies to help guide and control the development and use of all agricultural land in the Shire and minimise the potential for land use conflict. <b>(SHORT TERM &amp; ONGOING)</b></li> <li>Creation of new rural lots will only occur if in accordance with the circumstances under which rural subdivisions is intended in <i>Development Control Policy 3.4: Subdivision of rural land</i>. <b>(ONGOING)</b></li> <li>Only support the subdivision of agricultural land for <b>rural residential</b> purposes (i.e. lots ranging in size from 1 to 4 hectares) where the land has been appropriately zoned in accordance with the following criteria: <ul style="list-style-type: none"> <li>i) Rural living proposals shall not be supported where they conflict with the objectives of SPP2.5 or do not meet the criteria of SPP2.5 section 5.3 (b) &amp; (c);</li> <li>ii) The proposal will not conflict with the primary production of nearby land, or reduce its potential;</li> <li>iii) The extent of proposed settlement is guided by existing land supply and take-up, dwelling commencements and population projections;</li> <li>iv) Where it avoids areas required for the future logical urban expansion of the Narrogin and Highbury townsites;</li> <li>v) Where it is not located on land identified by the Department of Agriculture and Food as having significant agricultural potential;</li> <li>vi) Where a reticulated water supply of sufficient capacity is available in the locality, the proposed precinct will be required to be serviced with reticulated potable water by a licensed service provider. Should an alternative to a licensed supply be proposed it must be demonstrated that a licensed supply is not available. The WAPC may consider a fit for purpose domestic potable water supply, which includes water for fire fighting. The supply must be demonstrated, sustainable and consistent with the standards for water and health. The development cannot proceed if an acceptable supply of potable water cannot be demonstrated;</li> <li>vii) Where an energy network is available the precinct is to be serviced with electricity by a licensed service provider. Where an energy network is not available the precinct is to be serviced by electricity from renewable energy source/s by a licensed service provider;</li> <li>viii) The precinct has reasonable access to community facilities particularly education, health and recreation;</li> <li>ix) The land is predominantly cleared of remnant vegetation, or the loss of remnant vegetation through clearing for building envelopes, bushfire protection and fencing is minimal and environmental values are not compromised;</li> <li>x) The proposal demonstrates and will achieve improved environmental and landscape outcomes and a reduction in nutrient export in the context of the soil and total water management cycle, which may include rehabilitation as appropriate;</li> </ul> </li> </ul>

**Actions  
cont.**

- xii) The land is capable of supporting the development of dwellings and associated infrastructure (including wastewater disposal and keeping of stock) and is not located in a floodway or an area prone to seasonal inundation;
  - xiii) The land is not subject to a separation distance or buffer from an adjoining land use, or if it is, that no sensitive land uses be permitted in the area of impact;
  - xiv) The lots can be serviced by constructed road/s capable of providing access during all weather conditions, including access and egress for emergency purposes;
  - xv) Bushfire risk and natural hazards can be minimised and managed in accordance with State policy, without adversely affecting the natural environment. Proposals in areas of extreme bushfire risk will not be supported;
  - xvi) Where natural primary resources including prospective areas for mineralisation and basic raw materials, water catchments and areas of environmental significance are protected;
  - xvii) Where a detailed site analysis and assessment has been undertaken which demonstrates that the land is of fair to very high capability of sustaining the proposed development and use.(ONGOING)
- Only consider the subdivision of agricultural land for **rural smallholding** purposes (i.e. lots ranging in size from 4 to 40 hectares) where the land has been appropriately zoned in accordance with the following criteria:
    - i) Rural living proposals shall not be supported where they conflict with the objectives of SPP2.5 or do not meet the criteria of SPP2.5 section 5.3 (b) and (c);
    - ii) The proposal will not conflict with the primary production of nearby land, or reduce its potential;
    - iii) The extent of proposed settlement is guided by existing land supply and take-up, dwelling commencements and population projections;
    - iv) Where it avoids areas required for the future logical urban expansion of the Narrogin and Highbury townsites;
    - v) Where it is not located on land identified by the Department of Agriculture and Food as having significant agricultural potential;
    - vi) Where a reticulated supply is demonstrated to not be available, or the individual lots are greater than four hectares, the WAPC may consider a fit-for-purpose domestic potable water supply, which includes water for fire fighting. The supply must be demonstrated, sustainable and consistent with the standards for water and health. The development cannot proceed if an acceptable supply of potable water cannot be demonstrated.
    - vii) Where an energy network is available the precinct is to be serviced with electricity by a licensed service provider. Where an energy network is not available the precinct is to be serviced by electricity from renewable energy source/s by a licensed service provider;
    - viii) The precinct has reasonable access to community facilities particularly education, health and recreation;
    - ix) The land is predominantly cleared of remnant vegetation, or the loss of remnant vegetation through clearing for building envelopes, bushfire protection and fencing is minimal and environmental values are not compromised;
    - x) The proposal has demonstrated and will achieve improved environmental and landscape outcomes and a reduction in nutrient export in the context of the soil and total water management cycle, which may include rehabilitation as appropriate;
    - xi) The land is capable of supporting the development of dwellings and associated infrastructure (including wastewater disposal and keeping of stock) and is not located in a floodway or an area subject to seasonal inundation;
    - xii) The land is not subject to a separation distance or buffer from an adjoining land use, or if it is, that no sensitive land uses be permitted in that area of impact;
    - xiii) The lots can be serviced by constructed road/s capable of providing access during all weather conditions, including access and egress for emergency purposes; and
    - xiv) Bushfire risk and natural hazards can be minimised and managed in accordance with State policy, without adversely affecting the natural environment. Proposals in areas of extreme bushfire risk will not be supported.
    - xv) Where natural primary resources including prospective areas for mineralisation and basic raw materials, water catchments and areas of environmental significance are protected;

	<p>xvi) Where a detailed site analysis and assessment has been undertaken which demonstrates that the land is of fair to very high capability of sustaining the proposed development and use. <b>(ONGOING)</b></p> <ul style="list-style-type: none"> <li>• Only support the development of value-adding industries in the 'Rural' zone where they comply with all relevant legislation, policies, guidelines and codes of practice applicable at the time and any impacts of such usage are, in-so-far as possible, contained on-site. <b>(ONGOING)</b></li> <li>• Only support the development of tourist activities in the 'Rural' zone in accordance with SPP2.5 and where they are complementary to the agricultural use of land and any impacts arising from these activities are contained on-site so as to not compromise agricultural productive capacity. <b>(ONGOING)</b></li> <li>• Only support the creation of homestead lots that are consistent with State and local government policy. <b>(IMMEDIATELY)</b></li> <li>• Prepare, adopt and regularly review a local planning policy which clearly outlines the local governments' position regarding the development of more than one (1) single house per lot in the 'Rural' zone including the circumstances where such development may be permitted. <b>(IMMEDIATELY &amp; ONGOING)</b></li> </ul>
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## 3.2 COMMERCE & INDUSTRY

<b>Profile</b>	<ul style="list-style-type: none"> <li>The Shire of Narrogin is an administrative and commercial hub and serves the broader region as an important manufacturing and service centre.</li> <li>There are a wide variety of commercial enterprises and industrial activities in the Shire, most of which have been developed to serve the agricultural sector.</li> <li>Commercial activities in the Town site area include a variety of retail outlets, financial, administrative and health services, agricultural, building and home maintenance supplies, vehicle and machinery sales and repairs, fuel sales and distribution, agricultural service industries and hospitality and accommodation services and facilities.</li> <li>The majority of industrial development has taken place to the north and south of the Narrogin townsite.</li> <li>According to the 2011 Census, the retail trade sector is the second largest employer in the Shire employing approximately 12.6% of the total workforce followed by agriculture, forestry and fishing (11.6%) and education and training (11%).</li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>Need to expand the local economy by supporting the development diversified commerce and industry opportunities, including within the agricultural sector.</li> <li>Roughly half of the available industrial zoned land within the Shire is considered to be developed, whilst approximately 80% of the available commercial land is considered developed.</li> <li>Need to ensure the provision of appropriate economic and social infrastructure, adequate supplies of suitably zoned and serviced land and flexibility in terms of the ability to attract, accommodate and retain new commercial and industrial activities.</li> <li>Need to consolidate the current wide range of zoning classifications applicable to commercial and industrial land within the Shire having due regard for the location and nature of established land uses and apply more suitable, model zoning classifications.</li> <li>Need to ensure that all future commercial and industrial development (including agricultural Industry) is undertaken in appropriate locations with due regard for existing patterns of development and land use and the <i>EPA Guidance Note No 3 – Separation Distances between Industrial and Sensitive Land Uses</i>.</li> <li>Need to encourage and support mixed use development in the Narrogin's townsite's town centre area to capitalise on existing opportunities for development of this type.</li> <li>Need to resolve the potential for future land use conflicts likely to be caused by existing established industrial land uses on land generally bounded by Earl Street, Clayton Road and Federal Street, Narrogin which is located in close proximity to future proposed low density residential development.</li> <li>Need to consolidate and expand on Narrogin's role of a sub-regional centre offering higher level services and infrastructure</li> </ul>
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>Development of a diversified range of commerce and industry in appropriate locations which provides significant employment opportunities, reduces the local economy's dependency upon the agricultural sector and minimises the potential for future land use conflicts.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>Promote diversification of the Shire's economy and the creation of new employment opportunities by encouraging the development of a wide range of new commercial and industrial uses in appropriate locations.</li> <li>Continue to promote the Narrogin townsite as a sub-regional centre, being an administrative and commercial hub.</li> <li>Direct the majority of new commercial and light industrial development to designated areas within the Narrogin townsite to build upon existing infrastructure and maximise efficiencies of operation and economies of scale.</li> <li>Facilitate and support additions and upgrades to existing economic and social infrastructure throughout the Shire as may be required to accommodate future economic development and growth.</li> <li>Ensure that sufficient amounts of suitably zoned and serviced commercial and industrial land are provided in appropriate locations within or adjacent to the Narrogin and Highbury townsites to accommodate new commercial and industrial activities.</li> <li>Encourage and support the development of new agricultural industries that will assist in</li> </ul>

<b>Strategies cont.</b>	<p>diversifying the economic base of the Shire.</p> <ul style="list-style-type: none"> <li>• Encourage and support a diversity of land uses such as commercial and mixed use in the Narrogin townsite's town centre area up to a maximum density of R50 having regard for the efficiency and safety of vehicle and pedestrian movement systems, car parking requirements and protection of existing townscape character, visual amenity and buildings and places of cultural heritage significance.</li> <li>• Seek to resolve future potential land use conflicts arising from existing established industrial uses on land generally bounded by Earl Street, Clayton Road and Federal Street, Narrogin by identifying suitable buffer areas around these uses and applying a more suitable zoning classification to all lots within this area subject to respecting and maintaining all affected landowners current use rights.</li> <li>• Need to ensure that future major retail development and activity (including and future Shopping Centre) is appropriately located within the Town Centre area so as to complement existing retail services.</li> </ul>
<b>Actions</b>	<ul style="list-style-type: none"> <li>• Have due regard for all relevant Western Australian Planning Commission Strategies, State Planning Policies and Operational Policies when considering proposals for the development and use of land for commercial and industrial purposes in the Shire .</li> <li>• Identify the preferred location for all future commercial, mixed use, general industry and light and service industry development in the Shire having regard for the nature and location of existing commercial and industrial uses, land capability and servicing requirements. <b>(IMMEDIATELY)</b></li> <li>• Consolidate the current wide range of zoning classifications applicable to commercial and industrial land within the Town having due regard for the location and nature of existing established land uses and reclassify. <b>(IMMEDIATELY)</b></li> <li>• Ensure that the permissibility of land usage in Local Planning Scheme No.3 is sufficiently flexible and applied accordingly to facilitate diversification of the Shire's economy. <b>(IMMEDIATELY &amp; ONGOING)</b></li> <li>• Incorporate suitable provisions in Local Planning Scheme No.3 to ensure that all future development in all commercial and industrial zones proceeds in a proper and orderly manner and in accordance with standards that are easily understood and sufficiently flexible. <b>(IMMEDIATELY)</b></li> <li>• Support the location of a new shopping centre on that land generally described as being between Earl Street and Federal Street, Clayton and Ensign Street, reflecting this area as preferred shopping centre location on Map 2 of the Local Planning Strategy. <b>(IMMEDIATELY)</b></li> <li>• Prepare, adopt and regularly review local planning policies to ensure that all future commercial and industrial development proceeds in a proper and orderly manner and does not have any detrimental impacts. <b>(SHORT TERM &amp; ONGOING)</b></li> <li>• Provide for higher density residential and mixed use areas within the Narrogin town centre within the new Local Planning Scheme No. 3, up to a maximum of R50. <b>(SHORT TERM &amp; ONGOING)</b></li> <li>• Identify suitable buffer areas around existing established industrial uses on land generally bounded by Earl Street, Clayton Road and Federal Street, Narrogin having regard for the EPA's Guidance Statement No.3 entitled '<i>Separation Distances between Industrial and Sensitive Land Uses</i>' and reclassify this land as 'Service Commercial' zone in Local Planning Scheme No.3 to encourage the development of a more suitable range of uses with limited impact upon future proposed low density residential development immediately west of Earl Street. <b>(IMMEDIATELY)</b></li> <li>• Apply an 'Additional Use' classification to Lots 5, 6 &amp; 806 Earl Street &amp; Lot 1 Myers Place, Hillside in Local Planning Scheme No.3 to maintain the landowner's current rights to use the land for the purposes of Industry – General, Transport Depot, Storage Yard &amp; Concrete Batching. <b>(IMMEDIATELY)</b></li> <li>• Apply an 'Additional Use' classification to Lot 50 Earl Street &amp; Lots 6, 4 &amp; portion of Lot 3 Hillside Road, Hillside in Local Planning Scheme No.3 to maintain the landowner's current rights to use the land for the purposes of Stockyards (i.e. the holding, transfer and sale of livestock). <b>(IMMEDIATELY)</b></li> <li>• Apply an 'Additional Use' classification to Lot 13 Earl Street, Hillside in Local Planning Scheme No.3 to maintain the landowner's current rights to use the land for the purposes of an Animal Establishment including dog kennels. <b>(IMMEDIATELY)</b></li> <li>• Identify the nature and extent of existing economic and social infrastructure within the Town and Shire to help determine what additions and upgrades may be required to</li> </ul>

**Actions  
cont.**

accommodate future economic development and growth. **(IMMEDIATELY)**

- Facilitate and support the development of additional commercial, service commercial and industrial land in appropriate locations by helping to secure infrastructure funding grants offered by the State and Federal governments. **(ONGOING)**



### 3.3 TOURISM

<b>Profile</b>	<ul style="list-style-type: none"> <li>Tourism is a growing industry in the Shire which has significant growth potential that could help reduce reliance on agriculture as a major source of employment in the Shire.</li> <li>The Shire have a diversity of tourist attractions including: <ul style="list-style-type: none"> <li>- Dryandra Woodland</li> <li>- Dryandra Country Visitor Centre</li> <li>- Barna Mia Animal Sanctuary</li> <li>- Gnarojin Park</li> <li>- Narrogin Old Courthouse Museum</li> <li>- Yilliminning Rock</li> <li>- Foxes Lair Nature Reserve</li> <li>- Lions Park</li> <li>- Highbury Community Federation Sundial Monument &amp; Pioneer Walk</li> <li>- Narrogin Agricultural Show</li> <li>- Narrogin Spring Festival</li> <li>- Narrogin Rev Heads Day</li> </ul> </li> <li>There are a significant number of tourist accommodation facilities available in the Shire including hotels, motels, caravan parks, bed and breakfast accommodation and farm stays.</li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>Overcoming limitations to further investment in tourism development such as providing infrastructure, and uncertainty around investment and financial feasibility.</li> <li>Need to encourage careful planning of nature-based tourism activities (i.e. ecotourism) to ensure that development and infrastructure is provided in a way that enhances the natural experience without detracting from the natural environment.</li> <li>Need to control the establishment of tourist-type uses in the Shire's agricultural areas to ensure that such uses are complementary to the agricultural use of the land and any impacts are contained on-site so as to not compromise the productive capacity of agricultural land.</li> <li>Need to address the relevant requirements of State Planning Policy and acknowledge the guidance provided within Planning Bulletin 83 – Planning for Tourism.</li> </ul>
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>Develop the Shire's tourism potential to establish the Shire of Narrogin as a popular tourism destination, provide opportunity for local employment, complement established land uses and protect and enhance the natural environment.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>Promote further development and diversification of tourism in the Shire by supporting and encouraging further investment in tourism infrastructure and services including transport and telecommunication facilities, tourist accommodation, food and beverage outlets and various local cultural, historical and natural attractions.</li> <li>Make investment in tourism an attractive and simple proposition by recognising tourism as a legitimate land use compatible with a range of existing land uses.</li> <li>Provide tourism opportunities in the Shire's agricultural areas by supporting the development of farm stay accommodation where it is complementary to the agricultural use of the land and impacts are contained on-site so as to not compromise the productive capacity of agricultural land.</li> <li>Ensure that due consideration is given to protecting the natural environment in planning for tourism development.</li> </ul>
<b>Actions</b>	<ul style="list-style-type: none"> <li>Have due regard for all relevant Western Australian Planning Commission Strategies, State Planning Policies and Operational Policies when considering proposals for the development and use of land for tourism purposes in the Shire .</li> <li>Develop a comprehensive inventory of all existing tourism products in the Shire and undertake market research to identify tourism opportunities not currently offered. <b>(SHORT TERM)</b></li> <li>Investigate opportunities for the establishment of tourist related activities at the Narrogin Airport including but not limited to sky diving, gliding, hot air ballooning and scenic flights. <b>(SHORT TERM)</b></li> <li>Work with local tourism committees to actively promote the development and marketing of tourism opportunities in the Shire. <b>(ONGOING)</b></li> <li>Undertake a comprehensive review of all existing tourism infrastructure and services in the</li> </ul>

<b>Actions cont.</b>	<p>Shire to determine its suitability and adequacy and identify any additional infrastructure and services required to support further development and diversification of the tourism industry in the Shire. <b>(SHORT TERM)</b></p> <ul style="list-style-type: none"> <li>• Work with the Department responsible for Environment and Conservation to identify and develop nature-based recreation and tourism opportunities on DEC managed land including the preparation of appropriate management plans to protect the natural environment. <b>(SHORT TERM)</b></li> <li>• Identify tourism precincts (localities of tourism value or amenity), tourism sites (zoned for a tourism purpose) as well as the infrastructure and planning requirements to appropriately develop these areas.</li> <li>• Introduce a new 'Tourism' zoning classification into Local Planning Scheme No.3 and apply this zoning to the major tourist uses (i.e. caravan park &amp; motels) that have been established along Williams Road in the Narrogin townsite. <b>(IMMEDIATELY)</b></li> <li>• Ensure that Local Planning Scheme No.3 is sufficiently flexible in terms of the permissibility of tourist-type uses in areas where compatibility of land usage is achievable and desirable. <b>(ONGOING)</b></li> <li>• Only grant planning approval to tourism development projects that do not compromise the natural environment and/or the productive capacity of agricultural land. <b>(ONGOING)</b></li> </ul>
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### 3.4 MINERAL RESOURCES & BASIC RAW MATERIALS

<b>Profile</b>	<ul style="list-style-type: none"> <li>The Shire is almost entirely underlain by Archaean (&gt;2,500 million years old) granite with an extensive cover of shallow weathered granite, duricrust (ferruginous, siliceous &amp; calcareous), and colluvium and alluvial deposits associated with the major drainage systems.</li> <li>Numerous Proterozoic (2,400 million years old) dykes have intruded the granite outcropping across the Shire as a north-east-trending suite of dolerite and gabbro rocks (i.e. the Widgiemooltha Dyke Suite).</li> <li>There is limited mining activity in the Shire as mineral exploration undertaken to-date has had little success defining economic mineral deposits. Mineral resources and basic raw materials are however considered to be of strategic importance to the Shire's future economic development and growth.</li> <li>With changes in technology the extraction of mineral resources has potential to become a significant industry in the Shire to complement agriculture.</li> <li>Information sourced from the Department of Mines and Petroleum indicates that: <ul style="list-style-type: none"> <li>The extraction of mineral resources within the Shire has been confined to industrial construction materials, especially kaolin (clay) for bricks and lateritic gravel for road construction;</li> <li>There are currently 11 live and 2 pending mining tenement applications either wholly or partly within the Shire.</li> <li>An area a few kilometres east of Narrogin is under tenure and being actively investigated for its kaolinitic clay potential;</li> <li>Lateritic gravel for road construction and maintenance is abundant throughout the Shire;</li> <li>Areas east of Highbury appear to have potential for construction industry sand and clays;</li> <li>The playa lakes in the eastern extremities of the Shire have potential for gypsum; and</li> <li>Exploration licenses focusing on possible gold and nickel deposits have been issued over land near the eastern and south-eastern borders of the Shire, whilst the Western part of the Shire is a target for bauxite exploration.</li> </ul> </li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>Need to identify the location and extent of mineral resources and basic raw materials within the Shire and secure their long term protection.</li> <li>Need to provide for the proper and orderly planning and development of extractive industries to maximise economic benefits and minimise environmental and social impacts.</li> <li>Identification of mineral resources and basic raw material sites does not presume that extraction would be environmentally acceptable, or that subsequent approval for extraction would be guaranteed.</li> </ul>
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>Ensure significant mineral deposits and basic raw materials within the Shire are identified, protected and managed in accordance with SPP 2.5 Rural Planning and compatibly with environmental and community objectives.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>Identify and protect important mineral and basic raw material resources within the Shire to provide opportunity for their exploration and extraction in accordance with acceptable environmental standards.</li> <li>Ensure that the use and development of land for the extraction of minerals or basic raw materials does not adversely affect the environment or amenity in the locality of the operation during or after excavation and that due consideration is given to the rehabilitation and sequential use of extraction areas early in the planning process.</li> <li>Ensure that the development of extractive industries in the Shire complies with all relevant legislation, policies, guidelines and codes of practice applicable at the time including any Extractive Industries Local Law.</li> <li>Sequential land use planning is encouraged whereby extraction and appropriate rehabilitation can take place on a programmed basis in advance of longer-term use and development.</li> </ul>
<b>Actions</b>	<ul style="list-style-type: none"> <li>Have due regard for all relevant Western Australian Planning Commission Strategies, State Planning Policies and Operational Policies when considering proposals for the development and use of land for the extraction of minerals and basic raw materials in the Shire,.</li> <li>Consult the Department of Mines and Petroleum to identify the location and extent of all</li> </ul>

**Actions  
cont.**

significant mineral resources and basic raw materials in the Shire and identify these on the Local Planning Strategy Maps. **(IMMEDIATELY & ONGOING)**

- Incorporate provisions in Local Planning Scheme No.3 that specify the circumstances under which local government will support the development of extractive industries including application requirements and possible conditions of development approval. **(IMMEDIATELY)**
- Prepare, adopt and regularly review local planning policies to ensure that all future extractive industry development in the Shire proceeds in a proper and orderly manner and provides for the progressive rehabilitation and sequential use of extraction areas. **(SHORT TERM & ONGOING)**
- Monitor the activities of all existing extractive industries operating in the Shire and check for compliance with all relevant legislation, policies, guidelines and codes of practice. **(SHORT TERM)**

## 4.0 INFRASTRUCTURE & COMMUNITY SERVICES STRATEGY

### 4.1 WATER SUPPLY

<b>Profile</b>	<ul style="list-style-type: none"> <li>• Potable water in the Shire of Narrogin is supplied from the Harris and Bottle Creek Dams through the Great Southern Towns Water Supply Scheme which is administered by the Water Corporation.</li> <li>• Narrogin town gets its water from a storage tank at Lefroy St located to the west of the townsite. The existing tank has a capacity of 2.2ML. Water Corporation's long-term plan is to build a second, larger 5ML tank at this site as needed when demands increase sufficiently to justify the additional reserve storage (notionally &gt;2025).</li> <li>• The Shire of Narrogin is within the Great Southern Towns Water Supply Scheme. Water is pumped from Harris Dam to a series of tanks and pump stations through to the Narrogin district. The Water Corporation notes with Water Forever (2012) that population growth within the Wheatbelt is anticipated to be incremental, so new demand for water services is predictable and can be planned for in advance.</li> <li>• The Great Southern Towns Water Supply Scheme is considered climate resilient as it is supported, when needed by water from the Integrated Water Supply Scheme and sources including seawater desalination.</li> <li>• Advice from the Department of Water confirms that there are no existing or future proposed public drinking water source areas proclaimed under the <i>Country Areas Water Supply Act 1947</i> located within the Shire.</li> <li>• Water supplies in those parts of the Shire not served by scheme water are generally provided by on-site storage tanks and farm dams and associated catchments. Water for rural properties is also carted from numerous scheme water standpipes and Agriculture Area (AA) dams currently vested with the Water Corporation.</li> <li>• Due to the salinity of groundwater resources in the Shire there are only a limited number of bores available to supplement existing water supply sources with expensive treatment required to enable its use. Information regarding the location of suitable groundwater sources is currently limited and requires further investigation in consultation with the Department of Water and the local community.</li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>• Need to encourage the conservation and efficient use of existing water resources, identify future potential water resources and provide for their long term protection.</li> <li>• Need to ensure that drinking water supplies for any future development in areas where scheme water is not available is provided to the standards specified in the <i>Australian Drinking Water Guidelines 2011</i> and the Western Australian Planning Commission's prevailing State Planning and Development Control Policies as these apply to land use planning in rural areas of the State.</li> <li>• The suitability of rainfall as an alternative supply within the Shire may be limited. It is noted that under Appendix 1 – Guidance for rainfall catchment areas, of the Rural Planning Guidelines (2016), the required catchment area will be in the 650m<sup>2</sup>-700m<sup>2</sup> range.</li> </ul>
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>• To ensure the provision of an adequate, high quality and reliable water supply to all areas of the Town and Shire and encourage its efficient use and protection.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>• Ensure the long term protection of existing water supply infrastructure in the Shire, including notional buffer areas, by controlling land use and development within these areas through application of various provisions contained in Local Planning Scheme No.3 and any other relevant regulations and policies.</li> <li>• Facilitate additions and upgrades to existing water supply infrastructure throughout the Shire as may be required to accommodate future development and growth and to guard against the impacts of drought.</li> <li>• Support the use of treated wastewater on public spaces to reduce reliance upon water supplied from the Great Southern Towns Water Supply Scheme.</li> <li>• Identify the location of all public water supply dams, catchments and tanks sites in Crown ownership throughout the Shire that are of strategic importance and provide for their long term protection to help guard against the impacts of drought.</li> <li>• Ensure, where scheme water is not available, that drinking water supplies are provided to</li> </ul>

	<p>the standards specified in the <i>Australian Drinking Water Guidelines 1996</i> and the Western Australian Planning Commission's prevailing State Planning and Development Control Policies, especially State Planning Policy 2.5 - Rural Planning and Development Control Policy 3.4 – Subdivision of Rural Land.</p> <ul style="list-style-type: none"> <li>• Ensure higher density development only occurs where scheme/reticulated water is available.</li> <li>• Provide information and advice to the community to support the efficient use of water.</li> </ul>
<b>Actions</b>	<ul style="list-style-type: none"> <li>• Have due regard for all relevant Western Australian Planning Commission Strategies, State Planning Policies and Operational Policies when considering proposals for the development and use of land that requires the provision of a suitable water supply in the Shire. <b>(ONGOING)</b></li> <li>• Identify the location and extent of all existing water supply infrastructure in the Shire, including notional buffer areas, on the Local Planning Strategy Maps and facilitate their long term protection by having due regard for the potential impacts of conflicting land uses when considering scheme amendment proposals or applications for planning approval within these areas. <b>(IMMEDIATELY &amp; ONGOING)</b></li> <li>• Only consider supporting scheme amendment / rezoning proposals where evidence of an adequate drinking water supply is provided which is consistent with legislation, State policy and local government policy.</li> <li>• Undertake negotiations with the Water Corporation to facilitate additions and upgrades to existing water supply infrastructure in the Shire as required. <b>(ONGOING)</b></li> <li>• Promote community involvement in the identification, augmentation, upgrade and protection of water supply resources in the Shire. <b>(ONGOING)</b></li> <li>• Identify the location of all public water supply dams, catchments and tanks sites in Crown ownership in the Shire that are of strategic importance and facilitate the protection of these areas by classifying them Public Purpose reserve (Infrastructure Services) in Local Planning Scheme No.3. <b>(IMMEDIATELY &amp; ONGOING)</b></li> <li>• Ensure that State Planning Policy 2.5 – Rural Planning is included within Local Planning Scheme No.3 to be read as part of the Scheme, under S.29 of the model provisions 'Other State planning policies to be read as part of the Scheme'. <b>(IMMEDIATELY &amp; ONGOING)</b></li> <li>• Incorporate provisions in Local Planning Scheme No.3 which require that drinking water supplies be provided to the standards specified in the <i>Australian Drinking Water Guidelines 2011</i> and the Western Australian Planning Commission's prevailing State Planning and Development Control Policies where scheme water is not available. <b>(IMMEDIATELY)</b></li> <li>• Request the Department of Agriculture and Food, Water Corporation and Department of Water to provide information and advice to the Shire on options available to maximise the efficient use of water. <b>(ONGOING)</b></li> </ul>

## 4.2 EFFLUENT DISPOSAL

<b>Profile</b>	<ul style="list-style-type: none"> <li>Effluent disposal in the built up area of Shire is predominantly via a reticulated sewerage disposal scheme owned and operated by the Water Corporation. In unsewered areas of the Shire effluent disposal is generally via conventional septic tanks and leach drains.</li> <li>The network of sewers in the built up area discharge to a wastewater treatment plant located in the south eastern part of the townsite. In consultation with Water Corporation, it is understood that the system is capable of supporting long term growth within the Shire.</li> <li>The Water Corporation has recommended a 500 metre odour buffer adjacent to the boundaries of the wastewater treatment plant in the town site area to ensure that the impacts associated with its operations do not adversely affect adjoining land uses.</li> <li>There is no reticulated sewerage disposal scheme outside of the Narrogin townsite . As such most effluent disposal within the Shire is via conventional septic tanks and leach drains or alternative on-site disposal systems.</li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>Need to ensure that all future subdivision and development in the Shire complies with the specific requirements of the <i>Draft 2016 Government Sewerage Policy</i> or its successor policy as this applies specifically to effluent disposal.</li> <li>Need to identify the location and extent of the recommended 500 metre odour buffer for the existing wastewater treatment plant in the townsite and ensure the compatibility of all future land usage in this area to minimise potential land use conflicts.</li> <li>Need to alert all existing landowners whose properties are located within the recommended 500 metre odour buffer for the existing wastewater treatment plant in the townsite of the potential for nuisance and likely limitations and restrictions on future development.</li> </ul>
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>To ensure that all development in the Shire that generates effluent is served by adequate, high quality and reliable effluent disposal facilities and that disposal of all effluent is effectively managed so as to not adversely affect community health, the amenity of adjoining land uses or the Shire's natural resources.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>Provide for effluent disposal in accordance with the objectives and requirements of the <i>Draft 2016 Government Sewerage Policy</i> or its successor policy .</li> <li>Ensure that all future use and development of land within the odour buffer areas of existing or proposed wastewater treatment plants in the Shire is compatible with the long term operation of these facilities.</li> <li>Ensure that higher density development only occurs where it can be serviced via scheme water and reticulated sewerage in accordance with the <i>Draft 2016 Government Sewerage Policy</i>.</li> </ul>
<b>Actions</b>	<ul style="list-style-type: none"> <li>Have due regard for all relevant Western Australian Planning Commission Strategies, State Planning Policies and Operational Policies when considering proposals for the development and use of land that generates effluent in the Shire. <b>(ONGOING)</b></li> <li>Incorporate general provisions in Local Planning Scheme No.3 pertaining to effluent disposal in the Shire which directly reflect the requirements of the <i>Draft 2016 Government Sewerage Policy</i>. <b>(IMMEDIATELY)</b></li> <li>Ensure that rezoning or development of land in the Shire where reticulated sewerage is not available is consistent with the provisions and requirements of the <i>Draft 2016 Government Sewerage Policy</i> and relevant State policies and guidelines. <b>(ONGOING)</b></li> <li>Identify the location and extent of the recommended 500 metre odour buffer for the existing wastewater treatment plant in the townsite on the Local Planning Strategy Maps and facilitate its long term protection by having due regard for the potential impacts of conflicting land uses when considering applications for planning approval within this area. <b>(IMMEDIATELY &amp; ONGOING)</b></li> <li>Work with the Water Corporation to ensure that all existing and future landowners whose properties are located within the defined odour buffers for the existing wastewater treatment plant in the townsite are aware of the potential for nuisance and likely limitations and restrictions on future land use and development and consider the option of imposing conditions on any future planning or subdivision approvals requiring the preparation and registration of a Section 70A notification on the Certificate of Title of all affected properties as the opportunity arises. <b>(SHORT TERM &amp; ONGOING)</b></li> </ul>

## 4.3 DRAINAGE

<b>Profile</b>	<ul style="list-style-type: none"> <li>The Shire falls within the upper reaches of the Blackwood River and Peel-Harvey Catchments.</li> <li>The major surface water feature in the town site area of Narrogin is Narrogin Brook located within the upper reaches of the Narrogin Brook Catchment.</li> <li>The major surface water features in the Shire are the Arthur River, Yilliminning River, Hortham River, Narrakine Gully, Narrogin Brook, Minning Brook, Geeralying Brook, Manaring Brook, Marramucking Creek, Tarrblin Lake, Normans Lake, Ibis Lake, Billy Lake and White Lake.</li> <li>Due to the landforms and soils in the Shire, there are numerous small drainage lines and creeks that are seasonal and flow directly into the major surface water features. Many of the natural drainage lines and major river systems in the Shire are significantly altered and degraded and liable to inundation and flooding, particularly during extreme storm events. Flood study research indicates a 9 to 11 year frequency of flooding in these areas.</li> <li>Stormwater drainage in the Shire is currently managed by a combination of pipes, culverts and open drains. Most streets within the established settlements (i.e. Narrogin &amp; Highbury townsites) are kerbed and drained with inlet pits and piped drainage systems. Rural areas of the Shire are served predominantly by open drains, culverts and dams. In most cases stormwater collected in this infrastructure is discharged directly into natural drainage systems with little regard for potential off-site and environmental impacts which may include: <ul style="list-style-type: none"> <li>land degradation in the form of erosion from poorly constructed drains, increased risk of salinity and water logging downstream, sedimentation of natural watercourses;</li> <li>increased water discharges and reduced water quality leading to the loss of native plants and animals; and</li> <li>erosion, flooding and damage to roads and other infrastructure through inadequate culverts.</li> </ul> </li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>Increased salinity, nutrient input and sedimentation are the primary water quality issues for the major surface water features in the Shire that require proper management.</li> <li>Stormwater drainage issues in the Shire include: <ul style="list-style-type: none"> <li>movement of sediment into and along watercourses;</li> <li>scouring and erosion of watercourse bed and banks at the disposal point; and</li> <li>export of pollutants, nutrients and turbid stormwater into watercourses.</li> </ul> </li> <li>Current drainage infrastructure and management practices in many areas are below the standards required to ensure adequate protection of the Shire's built environment and natural resources.</li> <li>Need to consider the impacts of new developments on local drainage conditions and avoid off-site environmental impacts, particularly in and adjacent to the Narrogin townsite where pressure for new development is likely to be greatest.</li> <li>Rising groundwater and increasing salinity caused by extensive clearing of native vegetation are also significant drainage related issues in the Shire that require proper management.</li> <li>Need to ensure a coordinated approach to drainage and pumping schemes which are recognised as one option for controlling salinity and waterlogging in rural areas of the Shire.</li> <li>Given the current limited information regarding the location and extent of areas within the Shire liable to inundation and flooding, consultation with the Department of Environment Regulation and Department of Water is required to ensure appropriate management of these areas in the future.</li> </ul>
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>To ensure that all development in the Shire is served by adequate, high quality and reliable stormwater drainage infrastructure that improves the quality of stormwater runoff and avoids salinity encroachment, flood risk and negative impacts on local drainage conditions and natural resources.</li> <li>Promote a coordinated approach to agricultural drainage in the Shire.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>Provide for effective and efficient stormwater drainage throughout the Shire.</li> <li>Improve the quality of stormwater runoff from urban areas by incorporating the best management practices of water sensitive urban design.</li> <li>Guard against rising groundwater and salinity encroachment, particularly in the Narrogin</li> </ul>



<b>Strategies cont.</b>	<p>and Highbury townsites.</p> <ul style="list-style-type: none"> <li>• Avoid development in areas identified as liable to flooding and inundation.</li> <li>• Protect existing vegetation corridors along waterways and encourage revegetation along waterways where clearing has taken place.</li> <li>• Encourage the State Government to ensure future decisions relating to drainage works on agricultural land are considered within a strategic framework.</li> </ul>
<b>Actions</b>	<ul style="list-style-type: none"> <li>• Have due regard for all relevant Western Australian Planning Commission Strategies, State Planning Policies and Operational Policies when considering proposals for the development and use of land that generates stormwater runoff in the Shire. <b>(ONGOING)</b></li> <li>• Only grant planning approval under Local Planning Scheme No.3 for the development and/or use of land in the Shire where the applicant submits satisfactory evidence that the drainage conditions are consistent with State policy and the Better Urban Water Management Guidelines and will not be impaired or contribute to rising groundwater or increased salinity as a result of the implementation of the development proposal. <b>(ONGOING)</b></li> <li>• When issuing planning approval under Local Planning Scheme No.3 for the development and/or use of land in the Shire, consider the need for preparation of conditions requiring the preparation of a suitable drainage management plan, tree planting and/or the carrying of appropriate site works to the satisfaction of the local government to ensure effective and efficient stormwater drainage. <b>(ONGOING)</b></li> <li>• When issuing planning approval under Local Planning Scheme No.3 for the development and/or use of land within or immediately adjacent to the Narrogin and Highbury townsites, consider the need for conditions requiring the incorporation of measures based on water sensitive urban design principles to improve the quality of stormwater runoff to and from urban areas. <b>(ONGOING)</b></li> <li>• Support the preparation and implementation of a comprehensive drainage and salinity management strategy for the Narrogin and Highbury townsites to help guard against salinity encroachment. <b>(MEDIUM TERM)</b></li> <li>• Work with the Department responsible for environment regulation and Department responsible for water to prepare a map showing the location and extent of all land within the Shire identified as being liable to flooding or inundation to help guide future decision making. <b>(SHORT TERM)</b></li> <li>• Work with the department responsible for environment regulation and the department responsible for water to investigate the scope, feasibility and cost of preparing a District Water Management Strategy for all land in the Shire to help coordinate all surface and sub-surface water management and provide for the long term protection of significant water resources. <b>(MEDIUM TERM)</b></li> </ul>

## 4.4 POWER & ENERGY

<b>Profile</b>	<ul style="list-style-type: none"> <li>Electricity in the Shire of Narrogin is provided by Western Power from the south-west interconnected grid via the Narrogin zone substation.</li> <li>Electricity in the Shire is supplied via a 220kV main distribution line from the Narrogin zone substation from which 12.7kV single phase spurs tee off to supply the rural areas. The distribution feeders supplying these areas are mainly radial with limited load capacity and interconnectivity making them less usable and reliable than urban distribution systems.</li> <li>Western Power's Network Capacity Mapping Tool (2017) notes that there should be sufficient remaining capacity in the network until at least 2036.</li> <li>The supply of electricity to individual developments in the Shire is subject to agreements between the developers and Western Power concerning location, extent and scheduling. The cost of providing electricity services to new developments has proven to be a significant proportion of total development costs and is expected to remain so in the future.</li> <li>There is currently no gas reticulation in place in the Shire. Gas is therefore supplied using cylinders. There are no plans to introduce reticulated natural gas into the Shire in the short term future.</li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>The current power supply network in the Shire has sufficient capacity to accommodate future development and growth until at least 2036 according to Western Power's Network Capacity Tool (2017).</li> <li>Ongoing maintenance and upgrading of the network is considered vital to ensure reliability of supply and minimise potential bushfire risks.</li> <li>Capacity upgrades may be required in the medium to long term to cater for an expected increase in demand for power arising from the development and release of new residential, industrial and rural living lots.</li> <li>The high cost of providing electricity is proving to be a significant constraint to new development in the Shire.</li> <li>There is a need to encourage and continue to support the development of alternative energy production in the Shire such as, micro-grids, solar and wind which have significant potential and environmental benefits.</li> <li>There is a need to consider energy conservation in the design of urban areas and housing. The concepts of environmental design, solar orientation and energy efficient housing have significant benefits for consumers in the face of large increases in the price of grid power and should be promoted by each local government when administering Local Planning Scheme No.3.</li> </ul>
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>To ensure that all future development in the Shire is energy efficient and served by a reliable, affordable and sustainable power supply.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>Facilitate and support any necessary upgrades to existing power supply infrastructure in the Shire to enable the provision of sufficient supplies of power to satisfy current and future anticipated demand and minimise potential bushfire risks.</li> <li>Encourage the conversion of overhead power lines to underground distribution lines in the Shire's established settlements, urban gateways, scenic routes and tourism/heritage precincts.</li> <li>Encourage and support in-so-far as possible the development of alternative power supply schemes such as solar/battery micro-grids, to try to ensure that power supplies in the Shire are sustainable and affordable.</li> <li>Promote energy conservation in the design and development of new urban areas and housing throughout the Shire.</li> </ul>
<b>Actions</b>	<ul style="list-style-type: none"> <li>Have due regard for all relevant Western Australian Planning Commission Strategies, State Planning Policies and Operational Policies when considering proposals for the development and use of land that requires the provision of power in the Shire. <b>(ONGOING)</b></li> <li>Identify current and future demand for power in the Shire and progress discussions with Western Power regarding upgrades to existing supplies and the provision of new sustainable power supply schemes. <b>(SHORT TERM)</b></li> <li>Lobby the relevant authorities to ensure the rapid replacement of old power supply infrastructure which poses a potential bushfire risk. <b>(SHORT TERM &amp; ONGOING)</b></li> </ul>

**Actions  
cont.**

- Lobby the relevant authorities to ensure power is provided at affordable prices and does not constrain opportunities for future development and growth. **(ONGOING)**
- Investigate the potential for alternative energy supplies within the Shire, including micro-grids. **(ONGOING)**
- Monitor all external sources of infrastructure funding assistance and prepare funding applications for infrastructure subsidies as and when required. **(ONGOING)**
- Work with the Office of Energy and Western Power to secure funding assistance under the State Underground Power Program for the conversion of existing overhead power to underground distribution lines in the Narrogin and Highbury townsites, urban gateways, scenic routes and tourism/heritage precincts. **(SHORT TERM & ONGOING)**
- Apply the provisions of Local Planning Scheme No.3 and the Residential Design Codes of Western Australia to encourage and promote energy conservation in the design and development of new urban areas and housing throughout the Shire. **(ONGOING)**
- Ensure that structure plans for future urban release areas in the Narrogin and Highbury townsites incorporate the principles of energy efficient design. **(ONGOING)**
- Prepare, adopt and regularly review local planning policies to ensure that all future development in the Shire is energy efficient and served by a reliable, affordable and sustainable power supply. **(SHORT TERM & ONGOING)**
- Liaise with the relevant State Government authorities to make provision for the introduction of reticulated natural gas to the Narrogin and Highbury townsites. **(SHORT TERM & ONGOING)**

## 4.5 TRANSPORT

<b>Profile</b>	<ul style="list-style-type: none"> <li>• The existing transport network in the Shire of Narrogin comprises road, rail and air infrastructure and services.</li> <li>• The Shire's existing road network comprises 812 kilometres of roads of varying standards. Approximately 28% of the total road network (i.e. 231 kilometres) is sealed with road widths ranging from 3.7 metres to 7.0 metres. Most roads in the Shire are controlled by the local governments. The only exceptions to this are Great Southern Highway and Williams - Kondinin Road which are State Roads controlled by Main Roads WA and managed in consultation with the local government.</li> <li>• Significant local government roads in the Shire include:             <ul style="list-style-type: none"> <li>– Williams Road</li> <li>– Clayton Road</li> <li>– Narrakine Road</li> <li>– Kipling Street</li> <li>– Federal Street</li> <li>– Herald Street</li> <li>– Lefroy Street</li> <li>– White Road</li> <li>– Wandering – Narrogin Road</li> <li>– Yilliminning Road</li> <li>– Boundain Road North</li> <li>– Dumberning Road</li> <li>– Read Road</li> <li>– Portion of Wickepin – Harrismith Road Congelin – Narrogin Road</li> <li>– Tarwonga Road</li> <li>– Piesseville – Tarwonga Road</li> <li>– Cooraminning Road</li> <li>– Wanerie Road</li> <li>– Nomans Lake Siding Road</li> </ul> </li> <li>• Roads within the Shire carry significant volumes of heavy vehicles which haul a variety of products including grain and livestock, fuel, fertiliser, general freight, farm and mining machinery, basic raw materials and minerals. They also cater for a substantial amount of light through traffic that has neither its origins nor destinations within the Shire.</li> <li>• The largest road freight task in the Shire is the annual grain harvest which averages around 150,000 tonnes per annum. Most of the grain is moved from farms to local receival points located in the Narrogin and Nomans Lake townsites but a small proportion of the harvest is hauled direct from farms to port by road.</li> <li>• Several road projects have been recently completed in the Shire including the Narrogin Link South (completed in 2016) and Narrogin Link North (completed in 2017). These projects were undertaken by Main Roads WA and the local governments in accordance with established road development programs including the <i>Roads 2025 Regional Road Development Strategy – Wheatbelt South 2007</i> and each local government's <i>Strategic Plan</i>.</li> <li>• The Narrogin Link project will help to improve the amenity of the CBD and residential areas, improve road safety for traffic and pedestrians, provide for freight vehicles up to 36.5m long and improve freight efficiency due to shorter travel times.</li> <li>• Brookfield Rail is responsible for access management, signalling and communication systems, train control and construction and maintenance of the narrow gauge rail network in the Shire which is currently used for the transportation of freight (i.e. grain). The rail network traverses the Shire in a north-south and east-west direction. Rail freight services are organised on a continuous basis to move grain from railheads to grain terminals in Perth with up to six train trips through Narrogin per day. There are no plans to extend or upgrade the Shire's existing rail network.</li> <li>• The Network and Infrastructure division of the Public Transport Authority is responsible for managing and protecting the long-term viability of the Shire's railway corridors and infrastructure.</li> <li>• The Public Transport Authority operates a road coach service that travels through the Shire</li> </ul>
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<b>Profile cont.</b>	<p>on a daily basis (TransWA). A small number of tour bus and tourist coach operators also travel through the Shire on a regular basis.</p> <ul style="list-style-type: none"> <li>The Public Transport Authority also contract-manages the delivery of local school bus services in the Shire using contracted school bus operators.</li> <li>There are currently no commercial air transport services to the Shire however an airport has been developed in the Shire which caters for irregular light aircraft movements. The airport, which is owned by the Shire, is considered an important part of the Shire's transport network, particularly in terms of emergency services, and has been identified as having significant potential to be developed to accommodate a flying school for international pilots, a number of tourist related activities including but not limited to sky diving, gliding, hot air ballooning and scenic flights and an aviation theme residential estate.</li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>Need to recognise transport's vital role in the future development of the Shire's economy and identify and protect existing and future proposed transport infrastructure.</li> <li>Increasing backlog of demand for maintenance, rehabilitation and upgrading of many roads within the Shire which are at or near the end of their economic lives.</li> <li>Anticipated increases in the level of road transport arising from continuing growth in interstate freight, rising agricultural production levels and other initiatives are expected to put additional pressure on the Shire's local road network resulting in deterioration of infrastructure and increased maintenance costs.</li> <li>Continued producer and freight industry pressure for larger capacity trucks for grain and other commodity haulage. This causes increasing community concern about the number and size of heavy haulage vehicles on the Shire's local road network.</li> <li>General desire to see rail better utilised as an alternative freight carrier.</li> <li>Need to quantify likely increases in future traffic on the local road network as an input to consideration of future road needs and funding requirements</li> <li>Need to plan for required improvements and upgrades to the Shire's existing road and rail network to help improve the efficiency of the State's grain freight network.</li> <li>Need to address the current lack of local public transport in the Shire to help improve the community's mobility, particularly low income earners and the elderly.</li> <li>Need to review the implementation of the revised Narrogin Airport Masterplan (2013).</li> </ul>
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>To provide a comprehensive, well planned and integrated transport network that is safe, efficient, environmentally sensitive and meets the needs of all users.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>Identify on the Strategy Maps and provide for the long term protection of significant transport infrastructure throughout the Town and Shire.</li> <li>Improve the efficiency, safety and quality of the Shire's transport network for the benefit of all users having regard for economic, environmental, social values and transportation needs.</li> <li>Plan for the provision and delivery of transport services and infrastructure in the Shire in close consultation with the State and Federal governments and the local community having due regard for the strategies included in <i>Roads 2030 Strategies for Significant Local Government Roads – Wheatbelt South</i> and each local government's <i>Plan for the Future</i>.</li> </ul>
<b>Strategies cont.</b>	<ul style="list-style-type: none"> <li>Support and encourage an increase in air traffic volumes at the Narrogin Airport by increasing the services offered, improving utilisation of the existing facilities and creating opportunities for the establishment of complementary land uses subject to due consideration of potential impacts associated with the airport's continued operation to reduce any potential land use conflicts.</li> </ul>
<b>Actions</b>	<ul style="list-style-type: none"> <li>Have due regard for all relevant Western Australian Planning Commission Strategies, State Planning Policies and Operational Policies when considering proposals for the development and use of land that requires access or upgrades to the transport network in the Shire. <b>(ONGOING)</b></li> <li>Identify the location and extent of all existing and proposed transport infrastructure in the Shire on the Local Planning Strategy map including State roads, significant local government roads, railway corridors and the Narrogin Airport. <b>(IMMEDIATELY)</b></li> <li>Identify the location of all grain receipt and storage facilities within or immediately adjacent to the Shire on the Local Planning Strategy map. <b>(IMMEDIATELY)</b></li> <li>Classify all existing and proposed roads of State significance as 'Major Regional Road' in the Local Planning Strategy and 'Primary Distributor Road' Reserve in Local Planning Scheme No.3. <b>(IMMEDIATELY)</b></li> </ul>

<p><b>Actions cont.</b></p>	<ul style="list-style-type: none"> <li>• Classify all existing and proposed significant local government roads as 'Secondary Roads' in the Local Planning Strategy and 'District Distributor Road' or 'Local Distributor Road' within Local Planning Scheme No. 3. <b>(IMMEDIATELY)</b></li> <li>• Classify all existing operational railway corridors in the Shire as 'Railways' Reserve in Local Planning Scheme No.3. <b>(IMMEDIATELY)</b></li> <li>• Classify all land comprising the Narrogin Airport as 'Public Purpose' reserve with the in Local Planning Scheme No.3 and continue to support the development of the airport in accordance with an approved masterplan with funding assistance from available sources. <b>(IMMEDIATELY &amp; ONGOING)</b></li> <li>• Incorporate provisions in Local Planning Scheme No.3 to guide and control the development of land immediately adjacent to roads classified 'Primary Distributor Road' in the Local Planning Strategy and Local Planning Scheme No.3. <b>(IMMEDIATELY)</b></li> <li>• Prepare, adopt and regularly review local planning policies to establish a hierarchy for local roads to accommodate special transport needs and ensure that all future development improves the efficiency, safety and quality of the Shire's transport network for the benefit of all users. <b>(SHORT TERM &amp; ONGOING)</b></li> <li>• Work with the State and Federal governments, Main Roads WA and the local community to implement the road strategy recommendations contained in the <i>Roads 2030 Strategies for Significant Local Government Roads – Wheatbelt South</i>. <b>(ONGOING)</b></li> <li>• Continue to pursue the Shire's road infrastructure management program as provided for in the <i>Strategic Community Plan 2017-2027</i>. <b>(ONGOING)</b></li> <li>• Work with the State and Federal governments, Main Roads WA and the local community to formulate and implement strategies aimed at minimising conflicts between heavy haulage vehicles and light local and tourist traffic <b>(SHORT TERM)</b></li> <li>• Support and encourage the proposed upgrading and increased use of rail infrastructure in the Shire to improve the efficiency of the State's grain freight network for bulk haulage. <b>(ONGOING)</b></li> <li>• Investigate options to provide an efficient, affordable and sustainable local public transport service in the Shire <b>(SHORT TO MEDIUM TERM)</b></li> <li>• Implement and monitor the <i>Narrogin Airport Masterplan 2013</i> to guide the future proposed development of this facility in consultation with the Narrogin Flying Club and local community and continue to support the development of the airport in with funding assistance from available sources. <b>(SHORT TERM &amp; ONGOING)</b></li> <li>• Support and encourage the increased and efficient usage of the Narrogin Airport and create opportunities for the establishment of complementary land uses within and adjacent to the airport including, but not limited to, a flying school for international pilots, tourist related activities such as sky diving, gliding, hot air ballooning and scenic flights and an aviation theme residential estate. <b>(SHORT TERM &amp; ONGOING)</b></li> <li>• Review local and regional transport strategies on a regular basis in consultation with the local community taking into account changing economic, environmental, social values and transportation needs within the Shire and the region generally. <b>(ONGOING)</b></li> </ul>
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## 4.6 TELECOMMUNICATIONS

<b>Profile</b>	<ul style="list-style-type: none"> <li>The Shire is serviced by a wide range of telecommunication services including fixed line phones, internet access (including fixed line and fixed wireless NBN), television and radio. Services are concentrated in Narrogin (fixed line NBN is available within the Narrogin townsite) and Highbury where demand is greatest. Facilities outside towns are limited, with fixed line phone services available to most rural properties.</li> <li>The Shire has access to the national phone network via a system of arterial optical fibre cables and digital exchanges. The Shire is also covered by digital mobile and satellite phone services.</li> <li>Two-way radio is the most common form of communication in remote areas of the Shire. The Shire has a directory of two-way radio users and an emergency channel with a repeater station to provide emergency coverage throughout its municipal area.</li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>Need to recognise that communications technology is increasing connectivity and efficiency whilst changing the way communities do business.</li> <li>Need to embrace the uptake of technology within the Shire as the evolving economy is becoming increasingly dependent on reliable and fast internet services.</li> <li>Need to ensure that telecommunications infrastructure is designed and installed in a manner that facilitates the protection of local environments and does not have negative impacts on local character and amenity.</li> <li>Need to ensure that the Shire planning framework facilitates the effective and efficient development of new telecommunications infrastructure and is sufficiently flexible to accommodate the development of new home based business activities.</li> </ul>
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>To provide affordable, state of the art and equitable telecommunication services to the Town and Shire in a timely manner that are sensitive to economic, social, environmental and technical conditions and help to maximise opportunities for economic growth and development.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>Encourage and facilitate the timely and effective provision of state of the art telecommunications infrastructure that is available to the whole community on a cost-competitive basis.</li> <li>Ensure that telecommunications infrastructure is located, sited and designed so as to minimise negative impacts on the character and amenity of local environments.</li> <li>Maximise opportunities for the development of new businesses in the Shire that utilise modern communications technology, including home based businesses, subject to maintaining the character and amenity of local environments.</li> </ul>
<b>Actions</b>	<ul style="list-style-type: none"> <li>Have due regard for all relevant Western Australian Planning Commission Strategies, State Planning Policies and Operational Policies when considering proposals for the development of telecommunications infrastructure in the Shire. <b>(ONGOING)</b></li> <li>Continue to liaise and work with telecommunications service providers to facilitate the timely and effective provision of affordable, state of the art telecommunications technology in the Shire. <b>(ONGOING)</b></li> <li>Include 'Telecommunications Infrastructure' as a use class in the Zoning Table of Local Planning Scheme No.3 and classify it as a discretionary use in all zones to enable assessment of the suitability of a given site for such use and ensure that that siting and design of infrastructure are acceptable. <b>(IMMEDIATELY)</b></li> <li>Prepare, adopt and regularly review a local planning policy which clarifies the local government's planning application and assessment procedures for the development of telecommunications infrastructure and establishes the local government's principles and guidelines for the location, siting and design of telecommunication infrastructure in the Town and Shire. <b>(SHORT TERM)</b></li> <li>Include 'Home Business', 'Home Occupation' and 'Home Office' as individual use classes in the Zoning Table of Local Planning Scheme No.3 and classify them as either permitted or discretionary uses in all zones except the 'Service Commercial', 'Industrial' and 'Tourism' zones where such usage shall not be permitted. <b>(IMMEDIATELY)</b></li> <li>Prepare, adopt and regularly review a local planning policy to ensure that all future development of home based businesses (i.e. 'Home Business', 'Home Occupation' &amp; 'Home Office') proceeds in a proper and orderly manner and does not give rise to any land use conflicts or have any detrimental impacts upon the character and amenity of</li> </ul>

**Actions  
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local neighbourhoods. (SHORT TERM & ONGOING)



## 4.7 WASTE MANAGEMENT

<b>Profile</b>	<ul style="list-style-type: none"> <li>The Shire operates an approved and licensed Class II &amp; III putrescible landfill site developed on Crown land in the north-western part of the Narrogin townsite with direct frontage to and access from White Road. This facility receives all solid and putrescible waste generated in the Shire for the collection and processing of recyclable materials. It is estimated to have a lifespan of approximately 70 years.</li> <li>The Shire has previously operated a solid waste disposal site in Highbury which is no longer used for waste disposal purposes and is in the post-closure management stage.</li> <li>In the rural parts of the Shire on-site disposal of waste is common and has been undertaken for many years.</li> <li>The Shire is currently participating in a study to determine the feasibility of developing a regional recycling scheme involving the collection and processing of recyclable materials from a number of local government authorities in the Central South Region.</li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>Need to assess the current capacity of the waste facility to the north west of the Narrogin Townsite, and if needed identify an appropriate site for a future facility.</li> <li>Need to improve the management of waste products in the Shire and encourage the local community to generate less waste and recycle more in order to help reduce demand for any further development of waste disposal sites in the Shire.</li> <li>Need to consider the potential impact of waste disposal sites on land use and development on adjoining landholdings including the need to provide suitable buffer areas and establish suitable land use controls within these buffer areas.</li> <li>Need to formulate and implement suitable management plans for all closed waste disposal sites to ensure that contamination is identified and appropriately managed and that adjoining properties are not detrimentally affected during the remediation process.</li> <li>Need to take account of land capability, natural resources and existing or proposed adjoining land uses when planning for the expansion of existing waste disposal and recycling sites in the Shire or the development of any new sites in order to minimise negative environmental impacts and avoid land use conflicts.</li> </ul>
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>To minimise the amount of solid and putrescible waste produced in the Shire and to provide for the safe and effective management of all waste generated so as to not adversely affect community health, the amenity of adjoining land uses or the Shire's natural resources.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>Minimise the amount of waste produced in the Shire and the need for further expanded development of waste disposal sites.</li> <li>Provide for the safe, effective and environmentally sensitive management of all solid waste produced in the Shire.</li> <li>Ensure that all future use and development of land within the buffer areas of existing or proposed waste disposal sites in the Shire is compatible with the long term operation of these facilities.</li> <li>Ensure that all existing closed waste disposal sites are managed and remediated in accordance with the specific requirements of the Department of Environment Regulation and all relevant legislation.</li> <li>Prohibit further development of all closed waste disposal sites pending completion of detailed structural and environmental health assessments and site remediation to acceptable standards.</li> <li>Participate in the planning and development of a proposed new, appropriately located regional waste disposal and recycling facility to service the needs of the local community.</li> </ul>
<b>Actions</b>	<ul style="list-style-type: none"> <li>Have due regard for all relevant Western Australian Planning Commission Strategies, State Planning Policies and Operational Policies when considering proposals for the development and use of land that generates waste in the Shire. <b>(ONGOING)</b></li> <li>Embark on a campaign to encourage recycling and waste minimisation throughout the Shire. <b>(ONGOING)</b></li> <li>Prepare a waste management strategy for the Shire including performance monitoring of existing waste disposal sites. <b>(SHORT TERM)</b></li> <li>Identify on the Local Planning Strategy map the location of all approved and licensed solid waste disposal sites in the Shire including the location and extent of the Department of</li> </ul>

**Actions  
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Environment Regulation recommended odour buffers. **(IMMEDIATELY)**

- Identify the location of all approved and licensed solid waste disposal sites in the Shire and classify them 'Public Purpose' Reserve in Local Planning Scheme No.3. **(IMMEDIATELY)**
- Prepare and implement suitable post-closure management plans for all closed solid waste disposal sites in the Shire. **(SHORT TERM)**
- Investigate and identify a suitable location for the development of a new regional waste disposal and recycling facility in close consultation with other nearby local government authorities, the local community and the Department responsible for environment regulation. **(SHORT TERM)**

## 4.8 COMMUNITY SERVICES & FACILITIES

<b>Profile</b>	<ul style="list-style-type: none"> <li>A wide range of community services and facilities are provided in the Shire by both public sector and non-government organisations. Most are located in the Narrogin townsite and include education, health, emergency, cultural and recreation services and facilities.</li> <li>Community uses in Narrogin include a regional hospital, medical centre, aged care services and accommodation, senior high school, agricultural college and hostel, TAFE college, 3 primary schools, kindergarten, child health centre, caravan park, Shire administration centre and works depot, various State government district offices and depots, post office, fire station, St Johns ambulance depot, police station, courthouse, community halls, churches, museum, railway station, regional library, playgrounds, showgrounds, playing fields, outdoor courts, equestrian facilities, recreation complex including indoor and outdoor swimming pools, bowling club and cemetery.</li> <li>The Narrogin hospital is undergoing a major redevelopment as part of the half a billion dollar South Inland Health Initiative. Construction commenced at the end of 2016 and is due to be completed by early 2019. Improvements will include a new outpatients centre, new dental clinic, an expanded pathology building, new sub-acute rehabilitation units and added cancer services.</li> <li>Due to its small resident population, community uses in Highbury are limited to a postal agency, general store, tavern, community hall and tourist parking and information.</li> <li>There are also a significant number of community uses outside the two main settlements including various passive recreation areas, golf course, airfield, speedway and tourist parking and information areas.</li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>The increase in the percentage of people in the older age groups has implications for the supply of various services and facilities, especially those related to housing and health. As such there is a need to ensure that the provision of affordable aged accommodation, health and care services and facilities is given a high priority to help guard against population decline.</li> <li>Need to monitor changes in demand for community services and infrastructure in the Shire to facilitate the efficient provision and maintenance of an adequate range of services and facilities and provide improved coordination between public and private sector service providers.</li> <li>Need to promote community involvement in the planning and delivery of community services to secure the continuation of those services that may be threatened with rationalisation due to reduced funding or falling demand.</li> <li>Need to provide and maintain access to a range of education and training services and facilities to reduce population decline in younger age groups.</li> <li>The dispersed nature of settlement in the Shire creates problems for servicing the community. Significant investment is required to provide and maintain an equitable range and level of services for the local community. There is a need to ensure consolidation of existing settlements to minimise servicing costs and avoid any unnecessary duplication of services and facilities.</li> <li>Need to establish a clear framework to ensure the efficient and effective provision of community services and facilities to meet the demand arising from new growth and development in the Shire which includes provision for the levying of developer contributions for community infrastructure.</li> </ul>
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>To facilitate the development of a vibrant community that has access to a wide range of services and facilities for all age groups which help to foster a strong sense of community and attract people to live in the Strategy area.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>Facilitate the provision and long term protection of a wide range of well-planned and appropriately located community services and facilities that satisfy the needs and demands of the local community.</li> <li>Promote coordination between different service providers and encourage the joint use and co-location of services and facilities.</li> <li>Encourage community involvement in the planning and delivery of community services and facilities to help guard against the loss of services through rationalisation.</li> <li>Provide and maintain access to a wide range of education and training services and facilities that benefit the growth of the whole community.</li> </ul>

<b>Strategies cont.</b>	<ul style="list-style-type: none"> <li>Facilitate the provision of a wide range of appropriately located and serviced aged accommodation, health and care services and facilities to cater for the needs of the elderly.</li> <li>Plan for the consolidation of community services and facilities within Narrogin townsite to minimise servicing costs and avoid unnecessary duplication.</li> </ul>
<b>Actions</b>	<ul style="list-style-type: none"> <li>Have due regard for all relevant Western Australian Planning Commission Strategies, State Planning Policies and Operational Policies when planning for the provision of community services and facilities in the Shire. <b>(ONGOING)</b></li> <li>Prepare social infrastructure inventories for Narrogin and Highbury and monitor demand to identify the social infrastructure needs of the local communities. <b>(ONGOING)</b></li> <li>Identify the location of all significant existing and future proposed community use sites in the Shire on the Local Planning Strategy maps and classify these areas as 'Public Purpose' reserve with appropriate notations in Local Planning Scheme No.3 to facilitate their long term protection and use. <b>(IMMEDIATELY)</b></li> <li>Identify the location of all active and passive recreation areas within the Shire on the Local Planning Strategy maps and classify these areas as 'Public Open Space' reserve in Local Planning Scheme No.3 to facilitate their long term protection and use. <b>(IMMEDIATELY)</b></li> <li>Ensure that Local Planning Scheme No.3 is sufficiently flexible and applied accordingly to enable the joint use, co-location and redevelopment of community facilities to accommodate the community's changing needs over time. <b>(ONGOING)</b></li> <li>Provide opportunities for community participation in the planning, delivery and ongoing management of community services and facilities. <b>(ONGOING)</b></li> <li>Promote the clustered development of aged accommodation, health and care facilities in central locations in the Narrogin townsite. <b>(ONGOING)</b></li> <li>Facilitate the joint development of community services and facilities by both the public and private sectors and coordinate their planning and timely provision by ensuring a sufficient supply of suitably zoned and serviced land in the two main settlements. <b>(ONGOING)</b></li> </ul>

## 5.0 ENVIRONMENTAL PROTECTION & CONSERVATION STRATEGY

### 5.1 ENVIRONMENT & NATURAL RESOURCES

<b>Profile</b>	<ul style="list-style-type: none"> <li>• The Shire cover a total combined area of approximately 1,630 square kilometres and are located in the Mediterranean climatic region which is characterised by cool, wet winters and warm to hot, dry summers.</li> <li>• The average maximum temperature in the Shire during the hottest months (i.e. January &amp; February) is 30.9°C while the average minimum temperature during the coldest months (i.e. July &amp; August) is 5.7°C.</li> <li>• The Shire receives an average of 492mm of rainfall each year of which approximately 394mm falls between May and November.</li> <li>• The topography within the Shire can generally be described as irregular and gently to moderately undulating with levels ranging from 280 to 450 metres AHD.</li> <li>• Geologically the Shire is situated on the Yilgarn Block and comprises two distinct physiographic zones (i.e. Zone of Rejuvenated Drainage &amp; Zone of Ancient Drainage). As such, much of the Shire is underlain by ancient granite rock covered by lateritic soils usually no more than a few metres thick comprising sand, loam and clay with areas of lateritic gravel and occasional granite outcrops at the surface.</li> <li>• Soils vary with location but can generally be described as having good drainage characteristics, good workability, poor to low nutrient levels, limited water availability and susceptibility to compaction, wind and water erosion, waterlogging and salinity.</li> <li>• The Shire falls within the upper reaches of the Blackwood River and Peel-Harvey Catchments and are located predominantly within the South West Natural Resource Management Region managed by the South West Catchments Council (SWCC).</li> <li>• Natural drainage throughout the Shire can generally be described as good with gently undulating rises to low hills that feed into continuous stream channels which flow in most years. The Shire contains numerous wetlands on public and private land, many of which have been progressively reclaimed and/or reconstructed as stormwater drains.</li> <li>• Groundwater in the Shire is brackish to saline and contained in a variety of aquifer types at depths ranging from 1.5 to 5 metres. Groundwater flow systems are broadly described as discontinuous and compartmentalised by geological structures and bedrock rises.</li> <li>• The Narrogin townsite lies in the upper portion of the Narrogin Brook Catchment and straddles Narrogin Brook just below the confluence of its three tributaries. The townsite covers 14.6% (i.e. 355 hectares) of the total catchment area of 2430 hectares. A groundwater study of the Narrogin townsite was carried out in April 2002 by the Department of Agriculture and Food with the aim of providing the technical information required to help develop a salinity management strategy to guard against the impacts of groundwater salinity. Areas within the townsite identified as being at greatest risk of shallow groundwater and associated problems are mainly in the valley floor and lower slope positions however shallow perched groundwater causes seasonal water logging on mid and lower slopes.</li> <li>• The Shire is located within the South-West Botanical Province characterised by native vegetation from the Narrogin Vegetation System which comprises Eucalypt woodlands with some heath vegetation dominated by <i>Dryandra</i> species.</li> <li>• With the advent of European settlement a significant proportion of native vegetation in the Shire has been cleared for broadacre agricultural production. It is now estimated that less than 12% of the Shire's total land area remains covered by original native vegetation, some of which is known to comprise a number of Declared Rare and Priority Flora species.</li> <li>• Common fauna species found in the Shire includes the Western Grey Kangaroo, Common Brush-tail Possum, Bobtail Lizard and Common Bronzewing. The Shire also contains populations of endangered fauna species such as the Red-tailed Phascogale, Quenda, Western Brush Wallaby and Carpet Python.</li> <li>• There are a number of nature reserves and two State Forest areas in the Shire, the most significant of which is the <i>Dryandra</i> Woodland located in the western half of the Shire. These reserves are vested in the Conservation Commission of Western Australia for the purpose of protection of flora and fauna and are managed by the Department responsible for environment regulation. The department responsible for environment</li> </ul>
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<b>Profile cont.</b>	<p>regulation has management strategies that are aimed at protecting the conservation values of these reserves and promoting biodiversity. Activities that are likely to have a detrimental impact on these values are not permitted.</p> <ul style="list-style-type: none"> <li>• Current conservation work being undertaken in the Shire by the South West Catchments Council (SWCC) is supported by a number of separate catchment groups. These groups were formed as a direct result of community concern regarding the impacts of land degradation and the desire to pursue sustainable land management practices. Land management projects currently being undertaken in the Shire include revegetation programs, fencing of remnant vegetation, conservation earthworks such as 'W' drains and contour banks, wetland rehabilitation, salt land pasture and grazing research, native vegetation seed collection, fox and rabbit baiting and water table monitoring. The Shire also helps fund the employment of a Natural Resource Management Officer based in Williams to assist the implementation of various land management projects.</li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>• Need to consider and guard against the impacts of climate change / variability.</li> <li>• Need to consider seismic risk in the Shire given its location in the South West Seismic Zone.</li> <li>• Need to identify existing assets, including ecosystems, vegetation communities, flora and fauna and protect/conservate these assets.</li> <li>• Need to prevent any further large scale clearing of native vegetation in the Shire and provide for the remediation of existing degraded areas and avoidance of any further land degradation problems including rising groundwater, increased soil salinity and acidity, loss of biodiversity, wind and water erosion, soil compaction, sedimentation and waterlogging by implementing land management measures aimed at protecting and rehabilitating the Shire's environment.</li> <li>• Need to consider the impacts of groundwater salinity in the upper portion of the Narrogin Brook Catchment within which the Narrogin townsite is located. Groundwater salinity has been identified as a major concern requiring management to prevent serious problems within the townsite such as increased risk of flooding, rising damp in buildings, corroding pipes, the undermining of roads, increasing building maintenance costs, threats to local water supplies and destruction of trees, parks and recreation areas in the short to medium term future (5 to 20 years).</li> <li>• Need to control land use and development within the area of influence of all waterways and wetlands in the Shire to ensure the protection and rehabilitation of these areas in the longer term.</li> <li>• Need to encourage and support the effective management of natural resources on Crown land within the Shire in consultation with the vested authorities to facilitate their sustainable use and protection in the long term.</li> <li>• Need to incorporate suitable provisions in the local planning framework that require proponents of development to demonstrate the environmental suitability of their proposals on the basis of land capability and suitability.</li> <li>• Need to encourage and support the community's initiatives with respect to land management to help ameliorate the impacts of land degradation.</li> </ul>
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>• Identify, protect, conserve and enhance the environmental values and natural resources of the Shire for the benefit of current and future generations while providing appropriate development opportunities to promote the local economy.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>• Support the development of a climate change adaptation strategy and action plan to respond to the issue and potential impacts of climate change in the Shire.</li> <li>• Promote the identification, planning, protection, management and sustainable use of the Shire's natural resources.</li> <li>• Identify areas affected by or at risk of land degradation (which includes salinity, waterlogging, water erosion, wind erosion, soil acidification).</li> <li>• Support the development of a salinity management strategy for the upper portion of the Narrogin Brook Catchment within which the Narrogin townsite is located to help guard against the impacts of groundwater salinity.</li> <li>• Ensure that land and soil is safeguarded and degradation does not occur.</li> <li>• Provide for the rehabilitation and revegetation of degraded land.</li> <li>• Facilitate the long term protection of areas of local and regional conservation significance in Crown ownership throughout the Shire.</li> <li>• Support land use change and development that demonstrates positive environmental outcomes or reduces the degree of negative impact on the environment.</li> </ul>

<b>Strategies cont.</b>	<ul style="list-style-type: none"> <li>Promote and support community involvement in environmental groups and rehabilitation of the natural environment.</li> <li>Facilitate a strategic approach for the long term protection of natural areas.</li> <li>Use natural resource management as a tool to: <ul style="list-style-type: none"> <li>assist in the protection, management and enhancement of the natural environment of the Shire;</li> <li>guide the Shire and assist the Council in making decisions that contribute to sustainable outcomes; and</li> <li>encourage community participation and interaction.</li> </ul> </li> <li>Support and encourage community organisations that promote natural resource management such as catchment groups and land management associations.</li> </ul>
<b>Actions</b>	<ul style="list-style-type: none"> <li>Have due regard for all relevant Western Australian Planning Commission Strategies, State Planning Policies and Operational Policies when considering proposals for the development and use of land in the Shire that may have significant environmental impacts. <b>(ONGOING)</b></li> <li>Investigate options for the development and implementation of a climate change adaptation strategy and action plan. <b>(SHORT TERM &amp; ONGOING)</b></li> <li>Ensure that all future development in the Shire has regard for earthquake hazard risk and is planned and constructed to minimise the potential for personal injury and damage to buildings and infrastructure. <b>(ONGOING)</b></li> <li>Only consider supporting scheme amendment / rezoning proposals in environmentally sensitive areas which are supported by flora and/or fauna studies undertaken by suitably qualified consultants in accordance with the relevant environment regulation / EPA guidelines and make suitable provisions for minimising and/or managing any negative environmental impacts.</li> <li>Ensure that changes of land use and new development do not increase run-off, soil degradation, salinity levels or nutrient discharges to watercourses and wetlands by imposing suitable conditions on subdivision or development approvals. <b>(ONGOING)</b></li> <li>Continue working with the department responsible for agriculture and food to assist the development and implementation of a salinity management strategy for the upper portion of the Narrogin Brook Catchment within which the Narrogin townsite is located to help guard against the impacts of groundwater salinity. <b>(SHORT TERM)</b></li> <li>Identify areas of local and regional conservation significance in Crown ownership throughout the Shire and classify them as 'Environmental Conservation' reserve in Local Planning Scheme No.3. <b>(IMMEDIATELY)</b></li> <li>Support the preparation and implementation of management plans for public and privately owned land identified as being of high conservation value. <b>(ONGOING)</b></li> <li>Prepare, adopt and regularly review local planning policies to control development affecting: <ul style="list-style-type: none"> <li>i) native remnant vegetation;</li> <li>ii) land liable to flooding or inundation;</li> <li>iii) wetlands identified as being of international, national or state significance; and</li> <li>iv) areas affected by land degradation. <b>(SHORT TERM)</b></li> </ul> </li> <li>Incorporate provisions into Local Planning Scheme No.3 that identify the need for appropriate clearing permits under the provisions of the Environmental Protection (Clearing of Native Vegetation) Regulations 2004. <b>(IMMEDIATELY)</b></li> <li>Incorporate provisions in Local Planning Scheme No.3 that can be applied both generally and specifically to facilitate the protection, management and sustainable use of the Shire's natural resources. <b>(IMMEDIATELY)</b></li> <li>Incorporate provisions in Local Planning Scheme No.3 that may require, as a condition of subdivision or development approval, the rehabilitation of degraded land, the fencing of remnant vegetation and the revegetation of areas considered to be deficient in tree cover. <b>(SHORT TERM)</b></li> <li>Ensure that any future development and use of land adjacent to river systems is appropriately located, preserves their ecological values and landscape qualities and does not adversely affect their capacity to convey floodwaters or give rise to any further land degradation, the could be achieved by a Special Control Area or other provisions within the Local Planning Scheme No.3. <b>(SHORT TERM)</b></li> </ul>

**Actions  
cont.**

- Promote and support integrated catchment management being undertaken by local catchment groups by applying the environmental provisions of Local Planning Scheme No.3 in consultation with these organisations. **(ONGOING)**
- Request the Department of Agriculture and Food and the South West Catchments Council to provide:
  - a) the Shire with information and mapping suitable for identifying those areas affected by or at risk of land degradation; and
  - b) guidance on best practice remedial options for addressing land degradation, with the above information and mapping to be made available to local catchment groups to facilitate use by farmers in farm management planning activities. **(SHORT TERM)**
- Request the Department responsible for agriculture and food to advise and discuss with the Shire the implications for the Shire of the *Biosecurity Act 2015*. **(SHORT TERM)**
- Consult with the Western Australian Local Government Association (WALGA) to request the South West Catchments Council to give consideration to providing resources to prepare a local biodiversity strategy consistent with WALGA's Local Government Biodiversity Planning Guidelines, to facilitate the protection and management of natural areas. The request should give consideration to pursuing a regional approach to the preparation of a local biodiversity strategy given the large scale clearing of native vegetation that has occurred in the Central South Region in the past. **(SHORT TERM)**
- Identify opportunities to seek the support of and funding for natural resource management activities from the South West Catchments Council where these are complimentary to the provision of services by the Shire. **(ONGOING)**



## 5.2 BUSHFIRE

<b>Profile</b>	<ul style="list-style-type: none"> <li>Large areas of the Shire are designated as bushfire prone on the Map of Bush Fire Prone Areas (DFES, 2017).</li> <li>Designated bushfire prone areas have been identified by the Fire and Emergency Services Commissioner as being subject, or likely to be subject, to bushfire attack. Being designated as bushfire prone acts as a mechanism for initiating further assessment in the planning and building processes.</li> <li>Bushfire prone areas are identified by the presence of and proximity to bushfire prone vegetation. Research into past bush fire events indicates that approximately 85 per cent of destroyed houses were within 100 metres of bushland, with ember attack being a significant cause of property ignition. As such 100 metres has been added to the periphery of the bush fire prone vegetation to create bushfire prone areas within the Map of Bush Fire Prone Areas (DFES, 2017).</li> <li>The Narrogin townsite is largely surrounded by bushfire prone areas, further the majority of rural living and rural areas are designated as bushfire prone.</li> <li>Designated areas as shown on the Map of Bush Fire Prone Areas are referenced in the deemed provisions relating to bushfire risk management.</li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>Bushfires are an inherent part of the Western Australian environment. In many parts of Western Australia, the bushfire threat is increasing due to hotter, drier weather conditions associated with long-term climatic changes and development expansion where urban, rural and natural areas interface.</li> <li>Reducing vulnerability to bushfire is the collective responsibility of State and local government, landowners, industry and the community. It requires ongoing commitment and diligence to a range of management measures such as the appropriate location and design of development, managing potential fuel loads, implementing bushfire management plans, providing emergency services, increasing awareness of the potential risk through education; and ensuring emergency evacuation plans are in place. Such measures, in conjunction with planning policy and building controls, have the effect of increasing community resilience to bushfire.</li> <li>The State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7) was adopted on 7 December 2015. The primary objective of SPP3.7 is to assist in reducing the risk of bushfire to people, property and infrastructure by encouraging a conservative approach to strategic planning, subdivision, development and other planning decisions proposed in bushfire-prone areas.</li> <li>In accordance with SPP3.7, all strategic planning proposals, subdivisions and development applications within a designated bushfire prone area will need to be accompanied by either a Bushfire Hazard Level assessment, a BAL Contour Map and/or a BAL assessment.</li> <li>Under the Planning and Development (Local Planning Schemes) Regulations 2015, if a single house or ancillary dwelling on a lot or lots of 1,100m<sup>2</sup> or greater is proposed in a designated bushfire prone area, a BAL assessment is required. This also applies to any other habitable or specified buildings, regardless of lot size, in a designated bushfire prone area. In each case, where a BAL Contour Map has been prepared for previous subdivision approval in relation to the subject site, this may be used in place of a site specific BAL assessment.</li> <li>If a BAL Contour Map or BAL assessment indicate a rating of BAL-40 or BAL-FZ, development approval is required before applying for a building permit, despite any exemption that would normally exist.</li> </ul>
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>Implement effective, risk based land use planning and development to preserve life and reduce the impact of bushfire on property and infrastructure.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>Ensure that all planning and development proposals are consistent with, and address the requirements of State Planning Policy 3.7 Planning in Bushfire Prone Areas.</li> </ul>
<b>Actions</b>	<ul style="list-style-type: none"> <li>Ensure that State Planning Policy 3.7 – Planning in Bushfire Prone Areas is included within Local Planning Scheme No.3 to be read as part of the Scheme, under S.29 of the model provisions 'Other State planning policies to be read as part of the Scheme'.</li> <li>Undertake BHL assessment for the whole Shire to further inform the local planning strategy, and future re-zonings.</li> </ul>

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|  | <ul style="list-style-type: none"><li>• Require all strategic planning proposals, subdivisions and development applications within a designated bushfire prone area to be accompanied by either a Bushfire Hazard Level assessment, a BAL Contour Map and/or a BAL assessment consistent with the requirements of SPP 3.7.</li><li>• Undertake annual review of bushfire prone area mapping in consultation with the Department of Fire and Emergency Services (DFES).</li></ul> |
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## 5.3 VISUAL LANDSCAPE PROTECTION

<b>Profile</b>	<ul style="list-style-type: none"> <li>The Shire falls within the 'Wheatbelt Plateau' landscape character type and 'Dryandra Uplands' and 'Merredin Plateau' subtypes. The differences in topography, landform and vegetation across the Shire are marked and contribute to a diverse visual landscape. Areas of highest scenic quality include: <ul style="list-style-type: none"> <li>major rock outcrops;</li> <li>vegetation with a diversity of species, height, colour and density;</li> <li>strong form, colour and texture contrasts with surrounding landscape (e.g. clumped remnant vegetation); and</li> <li>distinctive stands of vegetation with strongly defined growth habits, texture and colour.</li> </ul> </li> <li>The visual landscape within the Town site is characterised by its attractive setting amongst a number of gently sloping, vegetated hills surrounded by an agricultural hinterland and numerous heritage buildings in its central parts which have a coherent architectural style.</li> <li>The visual landscape within the rural area is dominated by expanses of cereal crops and open views over wide, shallow, undulating valleys of ancient drainage channels and expansive salt lakes in its eastern parts. Lines of remnant vegetation may sometimes be seen along roadsides, creek lines or property entrances. Isolated hills and granite outcrops are a distinct visual feature surrounded by the local topography.</li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>The landscape qualities of the Shire contribute greatly to its sense of place and distinct local identity. There is a need to recognise the Shire's high landscape values and scenic qualities and the potential for these resources to attract residents and visitors.</li> <li>Historically the rural areas of the Shire have been somewhat under-valued for their inherent visual and aesthetic character with landscape qualities often being overlooked by the local planning framework.</li> <li>Community attitudes towards local rural landscapes are changing with a greater priority being placed on action to address landscape values and changes to rural character.</li> <li>Increased pressure for land use change within the Shire in the future from more intensive agriculture, mining, commercial, industrial, tourism and rural living development has significant potential to have a negative impact upon local landscape character and quality.</li> <li>Given the nature of the local landscape it has limited capacity to absorb new activities that are inconsistent with its current visual character and qualities. As such there is a need to control the siting of new uses to ensure that those areas identified by the local community as having important landscape value are suitably protected.</li> </ul>
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>Protect, conserve and enhance landscapes in the Shire with high scenic qualities for the benefit of current and future generations and encourage development which is sensitive to local landscape character and quality.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>Identify and protect landscapes with high natural resource values and encourage the restoration of degraded landscapes.</li> <li>Consider the capacity of landscapes to absorb development and the need for careful planning, siting and design of new development in a way which is sensitive to local landscape character.</li> <li>Consider the need for a landscape or visual impact assessment for development proposals that may impact upon sensitive local landscapes.</li> <li>Avoid development in areas that may result in unacceptable environmental damage or negative impacts upon the visual character and qualities of the local landscape.</li> </ul>
<b>Actions</b>	<ul style="list-style-type: none"> <li>Have due regard for all relevant Western Australian Planning Commission Strategies, State Planning Policies and Operational Policies when considering proposals for the development and use of land in the Shire that may have significant visual impacts. <b>(ONGOING)</b></li> <li>Assess and map the visual resource values of the Shire in close consultation with the local community as time and resources permit. <b>(SHORT TERM)</b></li> <li>Incorporate visual landscape planning into the local planning framework by including suitable provisions in Local Planning Scheme No.3 that can be applied both generally and specifically to facilitate the protection and enhancement of local landscape character and values. <b>(IMMEDIATELY)</b></li> </ul>

**Actions  
cont.**

- Prepare, adopt and regularly review a local planning policy to ensure that landscape or visual impact assessments for scheme amendment and/or development proposals that may impact upon sensitive local landscapes are undertaken in accordance with the methodology contained in the *Visual Landscape Evaluation Manual* published by the Western Australian Planning Commission. **(SHORT TERM & ONGOING)**

## 5.4 CONTAMINATED SITES

<b>Profile</b>	<ul style="list-style-type: none"> <li>Land contamination is a serious environmental problem that has gained increased recognition in recent years. Contaminated land is broadly defined as land where hazardous substances occur at concentrations that pose an immediate or long term hazard to human health or the environment.</li> <li>Detailed information is lacking on the location, extent and severity of contaminated land in the Shire.</li> <li>A recent search of the Department of Water and Environmental Regulation's Contaminated Sites database confirms there are 3 main contaminated sites within the Narrogin townsite, namely in the vicinities of 88 Doney St, 37 Federal Street and 2 Myers Place.</li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>Given the potential impacts associated with the use of contaminated land, there is an urgent need to identify all land within the Shire that is or may be contaminated to minimise the risks to human health and the environment and to provide opportunity for its remediation.</li> </ul>
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>To ensure that any further land contamination in the Shire is prevented and that all existing contaminated sites are identified, managed and remediated so as to avoid any negative impacts on human health or the natural environment.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>Control land uses that have potential to cause land contamination.</li> <li>Identify all areas in the Shire affected by contamination and establish a process to facilitate their rehabilitation for appropriate future land use.</li> </ul>
<b>Actions</b>	<ul style="list-style-type: none"> <li>Have due regard for all relevant Western Australian Planning Commission Strategies, State Planning Policies and Operational Policies when considering proposals for the development and use of land in the Shire that is contaminated or may give rise to contamination. <b>(ONGOING)</b></li> <li>Ensure that land uses that may result in soil contamination such as storage of chemicals, waste or liquid fuel are not permitted unless it can be demonstrated that the proposed activities will not result in contamination of land or adverse effects on future land use. <b>(ONGOING)</b></li> <li>Identify the location of all contaminated sites within the Shire and prepare a map and register of these sites to provide for their future management in accordance with all relevant legislation. <b>(SHORT TERM)</b></li> </ul>

## 5.5 BUFFER AREAS

<b>Profile</b>	<ul style="list-style-type: none"> <li>• Industry, infrastructure and special uses often generate a range of emissions of pollutants which have potential to cause adverse environmental impacts and land use conflict at or beyond their site boundaries. The determination and establishment of suitable buffer areas to provide for the separation of industrial and sensitive land uses is therefore required at an early stage in the planning process to ensure that amenity (i.e. environmental quality, health and safety standards) is maintained at acceptable levels.</li> <li>• Existing industry, infrastructure and special uses in the Shire which have potential to cause adverse environmental impacts and/or land use conflicts include: <ul style="list-style-type: none"> <li>– Abattoirs;</li> <li>– Brickworks;</li> <li>– Metal Fabrication;</li> <li>– Concrete Batching;</li> <li>– Extractive Industry;</li> <li>– Rural Industry;</li> <li>– Cattle Feedlots;</li> <li>– Piggeries;</li> <li>– Stock Saleyards;</li> <li>– Animal Establishments &amp; Kennels;</li> <li>– Fuel Storage Facilities;</li> <li>– Grain Receival &amp; Storage Facilities;</li> <li>– Railway;</li> <li>– Power &amp; Water Supply Infrastructure;</li> <li>– Wastewater Treatment Plant;</li> <li>– Telecommunications;</li> <li>– Rubbish Disposal Sites;</li> <li>– Narrogin Airport;</li> <li>– Vintage Motorcycle Track;</li> <li>– Veterinary Hospital;</li> <li>– Narrogin Speedway.</li> </ul> </li> <li>• Land uses in the Shire considered to be potentially sensitive to emissions from industry, infrastructure and special uses include housing, hospitals, hotels, motels, hostels, offices, training centres, retail outlets, caravan parks, schools, nursing homes, child care facilities, shopping centres, playgrounds, public buildings and some types of storage and manufacturing facilities.</li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>• The location and extent of buffer areas to existing industry, infrastructure and special uses in the Shire is not well defined or documented in the current local planning framework.</li> <li>• The current local planning framework has not always been effective in providing adequate separation of industrial and sensitive land uses and thereby avoiding adverse environmental impacts and land use conflicts.</li> <li>• There is a demonstrated need for more appropriate management and monitoring of local industries to ensure that emissions do not exceed acceptable levels at the outer boundary of their defined buffer areas.</li> <li>• Identification of the location and extent of recommended buffer areas and improved land use, management and monitoring controls are required to ensure the compatibility of future land usage in these areas and to minimise potential adverse environmental impacts and land use conflicts.</li> </ul>
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>• To ensure that all buffer areas in the Shire are clearly defined, secured and managed to protect industry, infrastructure and special uses from the encroachment of incompatible land uses and provide for the safety and amenity of land uses surrounding industry, infrastructure and special uses.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>• Protect sensitive land uses from industrial emissions by identifying and securing suitable buffer areas at an early stage in the planning process through the application of one or more appropriate legal, economic and/or town planning mechanisms.</li> <li>• Ensure that only compatible land uses are permitted to be developed within defined buffer areas.</li> <li>• Encourage and support the appropriate management and monitoring of industries to ensure that emissions do not exceed acceptable levels at the outer boundary of their</li> </ul>

	<p>defined buffer areas.</p> <ul style="list-style-type: none"> <li>Only support variations to previously defined or recommended buffer area boundaries where it is justified in a scientifically based site specific study and associated report.</li> </ul>
<b>Actions</b>	<ul style="list-style-type: none"> <li>Have due regard for all relevant Western Australian Planning Commission Strategies, State Planning Policies and Operational Policies when considering proposals for the development and use of land in the Shire that may require or be affected by one or more designated buffer areas. <b>(ONGOING)</b></li> <li>Identify the location and extent of buffer areas for all significant industry, infrastructure and special uses in the Shire on the Local Planning Strategy Maps having regard for the Environmental Protection Authority's Guidance Statement No.3, any scientifically based site specific studies and the outcomes from consultation with affected landowners and the relevant authorities. <b>(IMMEDIATELY &amp; ONGOING)</b></li> <li>Identify suitable buffer areas around existing established industrial uses on land generally bounded by Earl Street, Clayton Road and Federal Street, Narrogin having regard for the EPA's Guidance Statement No.3 entitled '<i>Separation Distances between Industrial and Sensitive Land Uses</i>' and reclassify this land as 'Service Commercial' zone in Local Planning Scheme No.3 to encourage the development of a more suitable range of uses with limited impact upon future proposed low density residential development immediately west of Earl Street. <b>(IMMEDIATELY)</b></li> <li>Consider the use of Special Control Areas within Local Planning Scheme No.3 to guide Council and proponents on appropriate land use within buffer areas for all existing and proposed industry, infrastructure and special uses in the Shire and ensure that only compatible land uses are permitted to be developed within these areas. <b>(IMMEDIATELY)</b></li> <li>Where emissions within defined buffer areas for any industry, infrastructure or special use are deemed to exceed acceptable levels, work closely with the operator, the Environmental Protection Authority and local community to help establish monitoring regimes and best practice approaches to emissions management. <b>(ONGOING)</b></li> </ul>

## 6.0 SETTLEMENT STRATEGY

### 6.1 URBAN DEVELOPMENT

<p><b>Profile</b></p>	<ul style="list-style-type: none"> <li>There are four (4) gazetted townsites in the Strategy Area. These are: <ul style="list-style-type: none"> <li>Narrogin;</li> <li>Highbury;</li> <li>Yilliminning; and</li> <li>Nomans Lake.</li> </ul> </li> </ul> <p>Of these Narrogin and Highbury are the only ones that have been substantially established (Narrogin decidedly more-so) with most development having occurred in the last fifty (50) years. The Yilliminning and Nomans Lake townsites have not been developed to any great extent and will not be permitted to be developed any further in the future.</p> <ul style="list-style-type: none"> <li><b>Narrogin</b> is located in the north-western segment of the Strategy Area and is much larger than the average Wheatbelt town due to its location at an important road and rail junction. It is a traditional, legible railway settlement that was officially declared a town in June 1897. It has a resident population of approximately 4,274 people and comprises a total of 1,939 dwellings (ABS, 2016). The town is the administrative centre of the Strategy Area and is designated as a sub-regional centre within the Wheatbelt Regional Planning and Infrastructure Framework, providing services and facilities for local residents and surrounding local government areas.</li> </ul> <p>Other notable features and characteristics of the town include:</p> <ul style="list-style-type: none"> <li>An extensive green belt around the edges of the town comprising significant stands of native vegetation which combined with the varying natural topography create a visually attractive natural setting for the town. This also presents a bushfire risk;</li> <li>A narrow gauge railway line contained within an expansive reserve which runs north - south through the centre of the town creating a physical barrier between its eastern and western parts;</li> <li>Grid pattern subdivision layout centred on the town's main commercial precinct along Federal Street;</li> <li>Ribbon-type commercial development along the town's main street (i.e. Federal Street) with a distinct and recognisable town centre area;</li> <li>A well-established civic precinct located immediately west of the town centre area;</li> <li>A wide variety of buildings and styles reflecting distinct phases of development over the last 100 years including a significant number of heritage buildings, many of which are located in the town's main commercial precinct;</li> <li>Residential development in the eastern, central and western parts of the town on lots having an average area of approximately 1,100m<sup>2</sup> and a density coding of R12.5 (i.e. permitted minimum lot size of 700m<sup>2</sup> at an average of 800m<sup>2</sup>);</li> <li>Light industrial development north and south of the town's main commercial precinct flanking the western side of the railway line;</li> <li>General industrial development in a designated and partially developed industrial estate located within and immediately adjacent to the town's southern boundary;</li> <li>A wastewater treatment plant and brickworks immediately adjacent to one another in the south-eastern extremities of the town;</li> <li>A Class II &amp; III putrescible landfill site in the north-western part of the town with direct frontage to and access from White Road;</li> <li>A large grain handling and storage facility on the northern boundary of the town between the railway line and Great Southern Highway;</li> <li>A well-established recreation precinct in the northern part of the townsite immediately adjacent to the town's existing built up area comprising showgrounds, playing fields, outdoor courts, bowling club, equestrian facilities and recreation complex including indoor and outdoor swimming pools;</li> <li>Numerous recreation and public purpose type uses throughout the town, particularly its western, central and eastern parts;</li> <li>Portion of an extensive water supply catchment area in the south-western extremities of the town which feeds directly into the nearby Bottlecreek Reservoir;</li> <li>A small number of rural smallholdings in the town's north-western and south-eastern</li> </ul>
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<p><b>Profile cont.</b></p>	<p>extremities which are used for rural living, rural pursuits and rural industry purposes; and</p> <ul style="list-style-type: none"> <li>– Broadacre agricultural land of varying productive capacity immediately adjacent to the town's boundaries.</li> </ul> <ul style="list-style-type: none"> <li>• <b>Highbury</b> is a small railway settlement that was officially declared a town in 1905. It is currently zoned 'Rural Townsite'. It is located centrally in the southern part of the Strategy Area approximately sixteen (16) kilometres south of the Narrogin townsite. It has a resident population of approximately 75 people and comprises approximately 30 dwellings. The town functions as a Local Service Centre providing for the daily needs of the residents of the town and surrounding agricultural areas.</li> </ul> <p>Other notable features and characteristics of the town include:</p> <ul style="list-style-type: none"> <li>– Significant stands of native vegetation throughout most of its area which not only present conservation values, but also bushfire risk;</li> <li>– Great Southern Highway and a narrow gauge railway line which run parallel to one another in a north – south direction through the centre of the town creating a physical barrier between its eastern and western parts;</li> <li>– Limited development east of Great Southern Highway and the narrow gauge railway line;</li> <li>– Grid pattern subdivision layout on the western side of Great Southern Highway in the town's central and southern parts;</li> <li>– A distinct and relatively compact town centre area comprising a small number of commercial and civic uses with direct frontage and access to the western side of Great Southern Highway;</li> <li>– Residential development on the western side of Great Southern Highway on lots having an average area of approximately 2,000m<sup>2</sup> and a density coding of R5 (i.e. permitted minimum lot size of 2,000m<sup>2</sup>);</li> <li>– Light industrial development on the western side of Great Southern Highway on lots having an average area of approximately 4,000m<sup>2</sup>;</li> <li>– A variety of buildings and styles reflecting distinct phases of development over the last 100 years including a small number of heritage buildings;</li> <li>– Expansive areas of Crown land throughout the town set aside for recreation and public purpose type uses;</li> <li>– Broadacre agricultural land of varying productive capacity immediately adjacent to the town's boundaries.</li> </ul>
<p><b>Key Issues</b></p>	<p><b><u>General</u></b></p> <ul style="list-style-type: none"> <li>• Further urban development in the Yilliminning and Nomans Lake townsites will not be supported by the Shire of Narrogin in the future given the significant costs associated with providing essential and non-essential infrastructure and services.</li> <li>• The current local planning framework used to guide and control land use and development in the Shire's two main settlements has generally been effective in providing for the separation of conflicting land uses and ensuring some level of consistency in terms of development outcomes. Notwithstanding this fact there is a need to review, consolidate and update various elements of the current framework as this applies to existing and proposed urban areas having regard for community aspirations and contemporary town planning and environmental principles, standards and policies.</li> <li>• Need to ensure that the local planning framework is sufficiently flexible and capable of accommodating a wide variety of land uses in urban areas subject to the preservation of local amenity, character, safety and heritage.</li> <li>• Need to ensure an adequate supply of suitably zoned, serviced and affordable land in the Shire's two main settlements, with a significant focus on the Narrogin townsite, to provide the competitive advantage needed to attract new investment and maximise opportunities for economic development and growth in the future.</li> <li>• Need to provide for the coordinated planning, development and release of urban land in Narrogin in accordance with approved Structure Plans, whilst maintaining Highbury's function as a local service centre.</li> <li>• Need to ensure the efficient and effective provision of public infrastructure and facilities to meet the demands arising from new development in new and established urban areas in the Shire's two main settlements.</li> <li>• Need to develop a consistent and transparent framework for securing development contributions for the provision of public infrastructure and facilities in new and established</li> </ul>

**Key Issues  
cont.**

urban areas in the Shire's two main settlements.

- Need to find ways of either reducing or subsidising the cost of providing essential service infrastructure in the Shire's two main settlements in the future to encourage investment and help maintain the affordability of vacant urban land.
- Need to identify those portions of the railway reserve within the Shire's two main settlements which are surplus to future operational requirements and provide opportunity for the development of these areas for the benefit of the local community and the travelling public.
- Need to encourage and provide incentives for the development of affordable, high quality and sustainable housing.
- Need to address a number of townscape and visual amenity issues in the Shire's two main settlements.

**Narrogin**

- Need to maintain and reinforce the Narrogin townsite's function and role as a sub-regional centre with a distinct and recognisable town centre area.
- Need to encourage and provide opportunity for the development of a wide range of compatible land uses in the town centre area, including mixed use development, having regard for the efficiency and safety of vehicle and pedestrian movement systems, car parking requirements and protection of existing townscape character, visual amenity and buildings and places of cultural heritage significance.
- As noted in section 2.3, current supplies of suitably zoned and serviced residential land in Narrogin are sufficient to meet the short to medium term demand. However there is a need to ensure an adequate supply of appropriately zoned and serviced land in the medium to long term future to provide opportunity for the development of a variety of lot sizes and housing types.
- Given the high costs associated with developing residential land there is a need to encourage consolidated residential development in close proximity to the town centre area and mixed use development in the town centre where significant opportunities for higher density residential development exist, particularly to accommodate the housing requirements of a growing aged population. The current town planning scheme provisions applicable to these areas are considered too restrictive and confusing when considering options for higher density residential development.
- In parts of the townsite higher density development is considered to be appropriate due to location and infrastructure provisions and nearby availability of services. However in other parts amenity, landowner, environmental and infrastructure considerations have resulted in a lower coding.
- The loamy clay soils, which are prevalent in the townsite, makes on-site drainage of stormwater problematic. Stormwater is therefore generally required to be discharged into the Shire's main stormwater drainage system.
- The current 'Other Commercial' and 'Light Industry' zoning classifications applicable to land located north and south of the town's main commercial precinct comprise a mix of uses that don't reflect their current zoning and could be more effectively controlled and managed under a single zoning classification (e.g. 'Service Commercial' zone).
- Current supplies of suitably zoned and serviced land in the general industrial estate located within and immediately adjacent to the town's southern boundary are sufficient to meet short term demand. There is however a need to plan for the expansion of this area in the medium to long term future in accordance with an approved structure plan to guide future subdivision and provide opportunity for the development of a wide variety of general industrial type uses.
- Protect long term potential for future expanded urban development in the most suitable areas immediately adjacent to the town's northern and eastern boundaries, by retaining the current rural uses and not supporting any form of development which serves to undermine or constrain its urban potential.
- Need to ensure that the final alignment of the proposed new east-west and north-south heavy vehicle bypass around the Narrogin townsite as an alternative heavy haulage route does not constrain opportunities for future urban development and provides clearly defined, safe and easily accessible entry points to the townsite.
- Need to determine the significance and identify the precise location and extent of the water supply catchment area in the south-western extremities of the town which feeds directly into the nearby Bottle Creek Reservoir to ensure the long term protection of this water supply resource.

<b>Key Issues cont.</b>	<ul style="list-style-type: none"> <li>• Need to address current land degradation issues in the town previously identified in the Department of Agriculture and Food's <i>Narrogin Townsite Groundwater Study 2004</i> including increased salinity in Narrogin Brook, rising water tables, water logging along drainage lines, hillside seeps, pavement failures, occasional localised flooding and the emergence of salt tolerant vegetation.</li> </ul> <p><b><u>Highbury</u></b></p> <ul style="list-style-type: none"> <li>• Need to maintain and reinforce the Highbury townsite's function and role as a Local Service Centre with a distinct and recognisable town centre area.</li> <li>• Need to ensure that all future subdivision and development in the town proceeds in accordance with an approved Structure Plan.</li> <li>• Need to ensure that all future urban development in the town has regard for the constraints imposed by the current lack of reticulated sewerage disposal infrastructure and is undertaken in accordance with the specific requirements of the <i>Draft Government Sewerage Policy 2016</i>.</li> <li>• Future development will need to address bushfire management requirements consistent with SPP3.7; due to the significant amount of native vegetation surrounding the townsite.</li> <li>• Need to ensure the conservation and protection of the significant stands of native vegetation on land within the townsite not required for future urban development.</li> </ul>
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>• To facilitate the development of attractive, functional, safe and sustainable urban areas in the Narrogin and Highbury townsites that are well planned, comprehensively serviced and provide significant opportunities for the establishment of a wide variety of suitable land uses in an efficient, cost effective and timely manner.</li> </ul>
<b>Strategies</b>	<p><b><u>General</u></b></p> <ul style="list-style-type: none"> <li>• Prohibit any further urban development in the Yilliminning and Nomans Lake townsites in the future.</li> <li>• Ensure that the majority of development within the Shire is focused in and around the Narrogin townsite.</li> <li>• Ensure that the local planning framework is sufficiently flexible and capable of accommodating a wide variety of land uses in urban areas subject to the preservation of the environment, addressing bush fire risk, local amenity, character, safety and heritage.</li> <li>• Ensure adequate supplies of suitably zoned, serviced and affordable urban land in appropriate locations in the Narrogin townsite, and to a lesser extent Highbury, to accommodate opportunities for future development and growth.</li> <li>• Provide for the coordinated planning, development and release of urban land in the Shire's two main settlements in accordance with approved Structure Plans.</li> <li>• Ensure the efficient and effective provision of public infrastructure and facilities to meet the demands arising from new development in new and established urban areas in the Shire's two main settlements.</li> <li>• Provide opportunity for the development of those portions of the railway reserve within the Shire's two main settlements identified as being surplus to future operational requirements for the benefit of the local community and the travelling public.</li> <li>• Ensure that all future urban development makes a positive contribution to the general appearance, character and amenity of the Shire's two main settlements.</li> </ul> <p><b><u>Narrogin</u></b></p> <ul style="list-style-type: none"> <li>• Maintain and reinforce the Narrogin townsite's function and role as a sub-regional centre with a distinct and recognisable town centre area.</li> <li>• Encourage and provide opportunity for the development of a wide range of compatible land uses in the town centre area, including appropriately located mixed uses at a density of R50, having regard for the efficiency and safety of vehicle and pedestrian movement systems, car parking requirements and protection of existing townscape character, visual amenity and buildings and places of cultural heritage significance.</li> <li>• Encourage consolidated residential development in close proximity to the town centre area at a density of R30, as indicated on the Strategy Maps.</li> <li>• Except where identified on the Scheme maps, support residential development outside the town centre area at a maximum density of R12.5.</li> <li>• Encourage and provide opportunity for the consolidation and development of a variety of service commercial/mixed business type uses on land located north and south of the town's main commercial precinct.</li> <li>• Direct all future general industrial development to the existing general industrial estate</li> </ul>

<b>Strategies cont.</b>	<p>located within and immediately adjacent to the town's southern boundary and plan for the expansion of this area in the medium to long term future in accordance with an approved Structure Plan.</p> <ul style="list-style-type: none"> <li>• Protect the long term urban development potential of land located immediately adjacent to the town's northern and eastern boundaries by retaining the current rural uses and protecting against any form of development which serves to undermine this potential.</li> <li>• Ensure that the final alignment of the proposed new east-west and north-south heavy vehicle bypass around the Narrogin townsite as an alternative heavy haulage route is determined in close consultation with Main Roads WA and the local community, does not constrain opportunities for future urban development and provides clearly defined, safe and easily accessible entry points to the townsite.</li> <li>• Ensure the long term protection the water supply catchment area in the south-western extremities of the town which feeds directly into the nearby Bottle Creek Reservoir.</li> <li>• Ensure that all future development and growth in the Narrogin townsite has due regard for the recommendations contained in the Department of Agriculture and Food's <i>Narrogin Townsite Groundwater Study 2004</i> to help address current land degradation issues and is undertaken in accordance with the best management practices of Better Urban Water Management and the associated guidelines.</li> <li>• Ensure all future development addresses environmental issues and bushfire risk to an acceptable level which meets requirements of the relevant State and local government policies.</li> </ul> <p><b><u>Highbury</u></b></p> <ul style="list-style-type: none"> <li>• Maintain and reinforce the Highbury townsite's function and role as a Local Service Centre with a distinct and recognisable town centre area zoned 'Rural Townsite'.</li> <li>• Ensure that all future subdivision and development in Highbury proceeds in accordance with an approved Structure Plan.</li> <li>• Ensure that all future urban development in Highbury has regard for the constraints imposed by the current lack of reticulated sewerage disposal infrastructure and is undertaken in accordance with the specific requirements of the <i>Draft Government Sewerage Policy</i>.</li> <li>• Provide for the long term conservation and protection of significant native vegetation on land within the townsite not required for future urban development.</li> </ul>
<b>Actions</b>	<p><b><u>General</u></b></p> <ul style="list-style-type: none"> <li>• Have due regard for all relevant Western Australian Planning Commission Strategies, State Planning Policies and Operational Policies when considering proposals for the development and use of land in the Narrogin and Highbury townsites. <b>(ONGOING)</b></li> <li>• Classify all land within the designated boundaries of the Yilliminning and Nomans Lake townsites as 'Environmental Conservation' reserve in Local Planning Scheme No.3. <b>(IMMEDIATELY)</b></li> <li>• Prepare, adopt and regularly review a local planning policy to restrict any further development in the Yilliminning and Nomans Lake townsites, as well as the Boundain locality, in the future except where development is required to facilitate the provision of essential services or for environmental or heritage conservation purposes. <b>(SHORT TERM)</b></li> <li>• Identify all new urban release areas in Local Planning Scheme No. 3 requiring structure planning as per the deemed provisions in order to coordinate the planning, development and release of urban land in the Shire's two main settlements. <b>(IMMEDIATELY)</b></li> <li>• Identify the public infrastructure and facilities required in the Shire's two main settlements over the next 5 to 10 years and the cost and revenue sources for their provision. <b>(SHORT TERM)</b></li> <li>• Liaise with the Public Transport Authority to identify those portions of the railway reserve within the Shire's two main settlements considered surplus to future operational requirements and apply a suitable zoning classification/s to this land in Local Planning Scheme No.3 to enable these areas to be developed for the benefit of the local community and the travelling public. <b>(SHORT TERM)</b></li> <li>• Incorporate suitable provisions in Local Planning Scheme No.3 which seek to protect and enhance the amenity, character and safety of the Shire's two main settlements by providing clear guidance regarding the appearance, finish and maintenance of buildings, the use of second hand materials, screening of open storage areas, size and finish of outbuildings in residential areas, location of domestic telecommunications infrastructure, development of caretakers dwellings, use of sea containers, landscaping, car parking and</li> </ul>

**Actions  
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vehicle access standards, and the use of relocated second hand and transportable buildings. **(IMMEDIATELY)**

- Advertise and finalise draft Narrogin Townscape Plan and draft Highbury Townscape Plan (both prepared by H+H Architects) which will guide the implementation of a comprehensive townscape improvement program for the Shire's two main settlements. The plans will include townscape improvement plans to complement the provisions of Local Planning Scheme No.3 and provide clear guidance in terms of townscape development and management. **(SHORT TERM)**
- Prepare, adopt and regularly review local planning policies that support the local government's stated aims and objectives regarding the protection and enhancement of the amenity, character, safety and heritage values of the Shire's two main settlements. **(SHORT TERM)**

**Narrogin**

- Identify all new urban release areas in Local Planning Scheme No. 3 requiring structure planning as per the deemed provisions in order to coordinate the planning, development and release of urban land in the Shire's two main settlements. **(IMMEDIATELY & ONGOING)**
- Classify all land in the area identified as being the town's main commercial precinct as 'Commercial' zone in Local Planning Scheme No.3 with a residential density coding of R50 and ensure that the permissibility of land usage in this zone is sufficiently flexible to enable the development of a wide range of compatible land uses, including mixed uses at a maximum density of R50, subject to addressing the relevant requirements and the provision of essential services. **(IMMEDIATELY)**
- Incorporate suitable provisions in Local Planning Scheme No.3 applicable to all land classified 'Commercial' zone which ensure that all future development in this zone has regard for the efficiency and safety of vehicle and pedestrian movement systems, car parking requirements and protection of existing townscape character, visual amenity and buildings and places of cultural heritage significance. **(IMMEDIATELY)**
- Assign a residential density coding of R40 to all existing residential zoned lots on Clayton Road between Daglish Street and Earl Street. **(IMMEDIATELY)**
- Assign a residential density coding of R30 to all existing residential zoned lots bounded by Kipling Street, Garfield Street, Doney Street, Havelock Street, Homer Street and the railway reserve immediately east of the town centre area. **(IMMEDIATELY)**
- Assign a residential density coding of R12.5 to all existing residential zoned lots located in the remaining balance areas of the townsite, except those properties that currently have a density coding of R10 and R30 which are to be retained and those properties bounded by Fleay Road, Narrakine Road, Dellar Street & May Street which are to be assigned a residential density coding of R5. **(IMMEDIATELY)**
- Direct all future residential subdivision development to areas within the northern and western segments of the Narrogin townsite in accordance with the details applicable to DA1, DA2, DA3 & DA4 in Table 1 in Section 8 of the Strategy Text and the Strategic Land Use Plan for the Narrogin townsite and classify these areas as 'Residential' zone and 'Urban Development' in Local Planning Scheme No.3. **(IMMEDIATELY & ONGOING)**
- Classify all land located north and south of the town's main commercial precinct currently classified 'Other Commercial' and 'Light Industry' zone in Town Planning Scheme No.2 as 'Service Commercial' zone in Local Planning Scheme No.3. **(IMMEDIATELY)**
- Classify all land in the existing general industrial estate located within and immediately adjacent to the town's southern boundary as 'Industry' zone in Local Planning Scheme No.3 and ensure that all future subdivision development proceeds in accordance with the details applicable to DA11 in Table 1 in Section 8 of the Strategy Text and the Strategic Land Use Plan for the Narrogin townsite. **(IMMEDIATELY)**
- Direct all future general industrial development to areas adjacent to the existing general industrial estate located within and immediately adjacent to the town's southern boundary in accordance with the details applicable to DA11 in Table 1 in Section 8 of the Strategy Text and the Strategic Land Use Plan for the Narrogin townsite and classify all land within DA11 as 'Industry' zone, except for the 'various landholdings bounded by Graham Road, Mokine Road, Gibson Street and Great Southern Highway Narrogin' which will be 'Industrial Development' in Local Planning Scheme No.3. **(IMMEDIATELY & ONGOING)**
- Protect 'Rural' zoned land in Local Planning Scheme No. 3 immediately adjacent to the northern and eastern boundaries of the Narrogin townsite from further development. Only support the rezoning of these areas for urban development following the development of all existing urban areas and completion of all necessary investigations and reports by the relevant proponents. **(IMMEDIATELY)**

**Actions  
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- Undertake all necessary investigations, including liaison with Main Roads WA and the local community, to determine the suitability of the current indicative alignment for the proposed new east-west and north-south heavy vehicle bypass around the Narrogin townsite as an alternative heavy haulage route as shown on the Strategic Land Use Plan for the Narrogin townsite prior to progressing a suitable amendment to Local Planning Scheme No.3 to classify the final agreed road alignment as 'Highway' reserve. **(SHORT – MEDIUM TERM)**
- Undertake all necessary investigations, including liaison with the Department of Water and the Water Corporation, to determine the significance and identify the precise location and extent of the water supply catchment area in the south-western extremities of the town which feeds directly into the nearby Bottle Creek Reservoir and determine the most suitable method for ensuring its long term protection through the incorporation of suitable provisions in Local Planning Scheme No.3. **(SHORT TERM)**
- Investigate the feasibility and cost of preparing a comprehensive stormwater drainage management strategy for the Narrogin townsite to help guide future development and growth in accordance with the best management practices of water sensitive urban design. **(SHORT TERM)**

**Highbury**

- Retain and apply the current 'Rural Townsite' zoning classification to all existing and future proposed urban areas in Highbury in Local Planning Scheme No.3. **(IMMEDIATELY)**
- Incorporate a suitable provision in Local Planning Scheme No.3 which requires that all future subdivision and development in Highbury proceeds in accordance with an approved Structure Plan. **(IMMEDIATELY)**
- Reclassify all Crown land currently classified 'Public Purposes' reserve in the eastern, southern and western extremities of Highbury comprising significant stands of native vegetation as 'Environmental Conservation' reserve in Local Planning Scheme No.3. **(IMMEDIATELY)**
- Reclassify those portions of the railway reserve in Highbury developed for various community and public purposes as 'Public Purposes' reserve in Local Planning Scheme No.3. **(IMMEDIATELY)**

## 6.2 RURAL LIVING DEVELOPMENT

<b>Profile</b>	<ul style="list-style-type: none"> <li>As noted within section 2.3 Land Supply, there is approximately 15ha of 'Rural Residential' zoned land and 613ha of land zoned as 'Special Rural' within the Shire, mostly located in proximity to the Narrogin townsite. Of these figures, the majority (90%) of the Rural Residential land is considered to be developed, whilst only 260ha of the 'Special Rural' land is developed, leaving approximately 350ha (57%) as undeveloped or unrated.</li> <li>In terms of demand, subdivision of new rural living lots in the ten years to 2018 has been relatively limited, with a total of two (2) subdivision applications lodged with the Western Australian Planning Commission in this time, with one proceeding to final approval and Certificates of Title issued for two (2) new lots in 2015.</li> <li>Similarly, construction of dwellings on rural living zoned land has been modest, with figures indicating a total of 16 new dwellings were constructed on rural living land in the Shire during the period between 2000 and 2010, and a further eight (8) new dwellings constructed between 2011 and 2018.</li> <li>Information from the Landgate valuation database (Valuer General's Office) indicates there is currently one (1) remaining vacant Rural Residential lot and five (5) vacant Special Rural lots within the Shire. This would suggest the Shire may experience some renewed interest in subdivision of land for rural living purposes in the short to medium term.</li> <li>However, based on the preceding rates of demand, dwelling commencements and growth forecasts for the Shire, there remains a significant supply of existing zoned land for rural living purposes and sufficient land to accommodate the expected demand and take-up over the lifetime of the Strategy.</li> <li>The Shire also recognises the importance of rural living development to the Narrogin community, and its role in providing for a range of housing and lifestyle choices appropriate to the local context. As such, the Strategy identifies a number of areas around the Narrogin townsite, in addition to the already zoned land, which may have future potential for rural living purposes. This provides direction for future growth areas beyond the already zoned land, whilst allowing a degree of flexibility in determining the best locations for future rural living development as and when required.</li> <li>These areas have been identified adjacent to existing rural living development and generally seek to extend or consolidate these areas, but importantly will be subject to further analysis and assessment to determine if rezoning to rural living purposes is possible and/or appropriate.</li> <li>Prior to any future rezoning of these areas, further analysis will need to demonstrate consistency with the objectives of State Planning Policy 2.5 – Rural Planning, including demonstrated demand through existing land supply and take-up figures, provision of adequate services (particularly a reticulated water supply), as well as access and bushfire planning requirements in accordance with State Planning Policy 3.7.</li> <li>Refer to Plan 2 - Strategic Land Use Plan (Narrogin Town and Surrounds) for existing rural living zoned land and areas identified for future analysis.</li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>The current guidance for future rural living subdivision and development in the Narrogin townsite is provided by the planning controls contained in the Town of Narrogin's Town Planning Scheme No.2 which are limited, outdated and in need of review in the context of the Western Australian Planning Commission's current strategies, policies (including SPP2.5) and guidelines.</li> <li>The current guidance for future rural living subdivision and development in the Shire is provided by the planning controls contained in the Shire of Narrogin's Town Planning Scheme No.2 and Non-Statutory Policy Plan dated November 1994 which are also outdated and in need of review in the context of the Western Australian Planning Commission's current strategies, policies (including SPP2.5) and guidelines.</li> <li>The Town and Shire's current town planning schemes make no distinction between 'Rural Residential' and 'Rural Smallholding' type lots, both of which are different forms of rural living development. Clause 5.3 of SPP2.5 establishes criteria for the planning and establishment of rural living estates. Further the model provisions of the <i>Planning and Development (Local Planning Schemes) 2015</i> generally note that: <ul style="list-style-type: none"> <li>The 'Rural Residential' zone : Provides for lots ranging in size from 1 to 4 hectares; and</li> <li>The 'Rural Smallholding' zone: Provides for lots ranging in size from 4 to 40 hectares lots.</li> </ul> A clear distinction between these two 'rural living' type lots is important in terms of future </li> </ul>

	<p>zoning allocations, land usage, development controls and essential servicing requirements.</p> <ul style="list-style-type: none"> <li>• Whilst the supply of existing zoned land for rural living purposes in proximity to Narrogin townsite remains relatively high, the need for rezoning proposals and additional land will be difficult to justify. The Shire is however, cognisant that rural living development forms an important component of the local community and of the need to provide direction and guidance for future rural living growth areas. This will need to have due regard to its potential impacts on productive agricultural land, the natural environment, fire safety and essential servicing requirements in accordance with relevant State and local policies.</li> <li>• Given the size of the Strategy Area and the difficulties faced by the Shire in providing services and facilities outside the Shire's two main settlements, there is a need to ensure that any future rural living subdivision development is located in close proximity to the Narrogin townsite and is undertaken in accordance with approved Structure Plans. Further, State Planning Policy 2.5 – Rural Planning notes that rural living precincts are to be adjacent to, adjoining or close to existing urban areas with access to services, facilities and amenities.</li> <li>• Likewise, there is a need to ensure the efficient and effective provision of public infrastructure and facilities to meet the demands arising from new rural living subdivision and development.</li> </ul>
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>• To provide a variety and choice of high quality rural living opportunities in the Shire where it is economically, socially and environmentally sustainable.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>• Only support the subdivision of agricultural land for rural residential purposes (i.e. lots ranging in size from 1 to 4 hectares) where the land has been appropriately zoned in accordance with the following criteria: <ul style="list-style-type: none"> <li>(i) Rural living proposals shall not be supported where they conflict with the objectives of SPP2.5 or do not meet the criteria of SPP2.5 section 5.3 (b) &amp; (c);</li> <li>(ii) The proposal will not conflict with the primary production of nearby land, or reduce its potential;</li> <li>(iii) The extent of proposed settlement is guided by existing land supply and take-up, dwelling commencements and population projections;</li> <li>(iv) Where it avoids areas required for the future logical urban expansion of the Narrogin and Highbury townsites;</li> <li>(v) Where it is not located on land identified by the Department of Agriculture and Food as having significant agricultural potential;</li> <li>(vi) Where a reticulated water supply of sufficient capacity is available in the locality, the proposed precinct will be required to be serviced with reticulated potable water by a licensed service provider. Should an alternative to a licensed supply be proposed it must be demonstrated that a licensed supply is not available. The WAPC may consider a fit for purpose domestic potable water supply, which includes water for fire fighting. The supply must be demonstrated, sustainable and consistent with the standards for water and health. The development cannot proceed if an acceptable supply of potable water cannot be demonstrated;</li> <li>(vii) Where an energy network is available the precinct is to be serviced with electricity by a licensed service provider. Where an energy network is not available the precinct is to be serviced by electricity from renewable energy source/s by a licensed service provider;</li> <li>(viii) The precinct has reasonable access to community facilities particularly education, health and recreation;</li> <li>(ix) The land is predominantly cleared of remnant vegetation, or the loss of remnant vegetation through clearing for building envelopes, bushfire protection and fencing is minimal and environmental values are not compromised;</li> <li>(x) The proposal demonstrates and will achieve improved environmental and landscape outcomes and a reduction in nutrient export in the context of the soil and total water management cycle, which may include rehabilitation as appropriate;</li> <li>(xi) The land is capable of supporting the development of dwellings and associated infrastructure (including wastewater disposal and keeping of stock) and is not located in a floodway or an area prone to seasonal inundation;</li> </ul> </li> </ul>



**Strategies  
cont.**

- (xii) The land is not subject to a separation distance or buffer from an adjoining land use, or if it is, that no sensitive land uses be permitted in the area of impact;
  - (xiii) The lots can be serviced by constructed road/s capable of providing access during all weather conditions, including access and egress for emergency purposes;
  - (xiv) Bushfire risk and natural hazards can be minimised and managed in accordance with State policy, without adversely affecting the natural environment. Proposals in areas of extreme bushfire risk will not be supported;
  - (xv) Where natural primary resources including prospective areas for mineralisation and basic raw materials, water catchments and areas of environmental significance are protected;
  - (xvi) Where a detailed site analysis and assessment has been undertaken which demonstrates that the land is of fair to very high capability of sustaining the proposed development and use.
- Only support the subdivision of agricultural land for **rural smallholding** purposes (i.e. lots ranging in size from 4 to 40 hectares) where the land has been appropriately zoned in accordance with the following criteria:
    - i) Rural living proposals shall not be supported where they conflict with the objectives of SPP2.5 or do not meet the criteria of SPP2.5 section 5.3 (b) and (c);
    - ii) The proposal will not conflict with the primary production of nearby land, or reduce its potential;
    - iii) The extent of proposed settlement is guided by existing land supply and take-up, dwelling commencements and population projections;
    - iv) Where it avoids areas required for the future logical urban expansion of the Narrogin and Highbury townsites;
    - v) Where it is not located on land identified by the Department of Agriculture and Food as having significant agricultural potential;
    - vi) Where a reticulated supply is demonstrated to not be available, or the individual lots are greater than four hectares, the WAPC may consider a fit-for-purpose domestic potable water supply, which includes water for firefighting. The supply must be demonstrated, sustainable and consistent with the standards for water and health. The development cannot proceed if an acceptable supply of potable water cannot be demonstrated.
    - vii) Where an energy network is available the precinct is to be serviced with electricity by a licensed service provider. Where an energy network is not available the precinct is to be serviced by electricity from renewable energy source/s by a licensed service provider;
    - viii) The precinct has reasonable access to community facilities particularly education, health and recreation;
    - ix) The land is predominantly cleared of remnant vegetation, or the loss of remnant vegetation through clearing for building envelopes, bushfire protection and fencing is minimal and environmental values are not compromised;
    - x) The proposal has demonstrated and will achieve improved environmental and landscape outcomes and a reduction in nutrient export in the context of the soil and total water management cycle, which may include rehabilitation as appropriate;
    - xi) The land is capable of supporting the development of dwellings and associated infrastructure (including wastewater disposal and keeping of stock) and is not located in a floodway or an area subject to seasonal inundation;
    - xii) The land is not subject to a separation distance or buffer from an adjoining land use, or if it is, that no sensitive land uses be permitted in that area of impact;
    - xiii) The lots can be serviced by constructed road/s capable of providing access during all weather conditions, including access and egress for emergency purposes; and
    - xiv) Bushfire risk and natural hazards can be minimised and managed in accordance with State policy, without adversely affecting the natural environment. Proposals in areas of extreme bushfire risk will not be supported.
    - xv) Where natural primary resources including prospective areas for mineralisation and basic raw materials, water catchments and areas of environmental

	<p>significance are protected;</p> <p>xvi) Where a detailed site analysis and assessment has been undertaken which demonstrates that the land is of fair to very high capability of sustaining the proposed development and use.</p> <ul style="list-style-type: none"> <li>• Ensure that all future rural living subdivision development in the Shire is undertaken in accordance with an approved Structure Plan, Fire Management Plan, Local Water Management Strategy and Environmental Management Plan and is served by a potable water supply, and that these plans and strategies are consistent with the requirements of the relevant policies and guidelines.</li> </ul>
<b>Actions</b>	<ul style="list-style-type: none"> <li>• Have due regard for all relevant Western Australian Planning Commission Strategies, State Planning Policies and Operational Policies when considering proposals for the development and use of land in the Shire for rural living purposes. <b>(ONGOING)</b></li> <li>• Apply the 'Rural Residential' zoning classification to all existing 'Special Rural' zoned lots in the Shire. <b>(IMMEDIATELY)</b></li> <li>• Incorporate suitable provisions in Local Planning Scheme No. 3 specific to the 'Rural Residential' and 'Rural Smallholding' zones which outline the local governments' standards and requirements to guide and control all future land use and development in these zones. <b>(IMMEDIATELY)</b></li> <li>• Request the Department responsible for agriculture and food to identify and map land considered to have significant agricultural potential to help guide planning for future rural living rezoning, subdivision and development proposals. <b>(SHORT TERM)</b></li> <li>• Only support further rural residential and rural smallholding rezoning, subdivision and development in the Shire where it is consistent with the criteria of State Planning Policy 2.5 – Rural Planning and Development Control Policy 3.4 – Subdivision of Rural Land. <b>(ONGOING)</b></li> </ul>

## 7.0 CULTURAL HERITAGE STRATEGY

### 7.1 ABORIGINAL HERITAGE

<b>Profile</b>	<ul style="list-style-type: none"> <li>In Western Australia all Aboriginal sites are protected by the <i>Aboriginal Heritage Act 1972</i>. As such consideration of Aboriginal heritage sites is required in proposals for development or change of land use affecting these areas to ensure legal protection from damage, destruction or alteration.</li> <li>Records from the department responsible for Aboriginal affairs indicate that there are five (5) Aboriginal sites in the within the Shire that are broadly categorized as either ethnographic or archaeological sites. It is significant to note that the Shire has not been subject to a full Aboriginal heritage study and many more sites may exist that have not yet been documented.</li> <li>Aboriginal heritage, culture and rights to land are also recognised and protected by the <i>Native Title Act 1993</i>. This legislation allows Aboriginals and Torres Strait Islanders to make native title claims on vacant Crown land, State Forests, National Parks and water systems that are not privately owned and public reserves. Previous or current freehold ownership of land extinguishes all native title rights.</li> <li>The National Native Title Tribunal database indicates that there are currently six (6) native title claims registered on vacant Crown land in the Shire. As such negotiations with claimants over the future use of these areas will be required where any development or change of land use affecting these areas is proposed.</li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>The location of Aboriginal sites in the Shire is not completely and widely known. As such there is potential for these sites to be damaged, destroyed or altered as a result of further development and land use change in the future. In order to ensure compliance with the requirements of the <i>Aboriginal Heritage Act 1972</i> there is a need to identify the location of these sites to ensure their consideration and protection as part of the planning process.</li> <li>Native title has proven to be a significant constraint to future development on vacant Crown land in the Wheatbelt Region generally. A number of development opportunities have been identified by local governments however there has been a great deal of uncertainty regarding the timing of resolution of native title claims and the ultimate release of land. This uncertainty and the delays experienced in attempting to address and resolve native title issues has stymied opportunities for development and growth on vacant Crown land in the Wheatbelt.</li> </ul>
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>To understand, appreciate and protect all areas of Aboriginal heritage significance in the Shire and ensure the timely resolution of native title issues to maximize opportunities for future development and growth.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>Ensure that all areas of Aboriginal heritage significance in the Shire are identified and afforded the necessary protection in considering proposals for development and land use change.</li> <li>Facilitate the timely resolution of native title issues on vacant Crown land identified as being required to accommodate future development and growth within the Shire.</li> </ul>
<b>Actions</b>	<ul style="list-style-type: none"> <li>Have due regard for all relevant Western Australian Planning Commission Strategies, State Planning Policies and Operational Policies when considering proposals for the development and use of land in the Shire that may impact upon areas of Aboriginal heritage significance. <b>(ONGOING)</b></li> <li>Identify the location of all known sites of Aboriginal heritage significance in the Shire through consultation with the Department of Indigenous Affairs and record these areas on the Local Planning Strategy Maps. <b>(IMMEDIATELY)</b></li> <li>Ensure that the future use and development of land identified as being of Aboriginal heritage significance is subject to archaeological and ethnographic surveys as required. <b>(ONGOING)</b></li> <li>Establish an inventory identifying where native title may exist or has been extinguished in relation to all land or waters owned, controlled or held in trust by the local government. <b>(IMMEDIATELY)</b></li> <li>Monitor the progress of native title claims in the Shire and be a party to negotiations with</li> </ul>

**Actions  
cont.**

native title claimants in the management, planning and development of land which may be subject to native title. (**ONGOING**)

## 7.2 EUROPEAN HERITAGE

<b>Profile</b>	<ul style="list-style-type: none"> <li>European history of the Shire dates back to the 1860's however settlement in the district did not commence until the 1880's. There are numerous buildings and places within the Shire of cultural heritage value that have been identified by the Shire as being of significance to the local community. In recognition of this fact and the requirements of Section 45 of the <i>Heritage of Western Australia Act 1990</i> each the Shire has compiled a Municipal Inventory of Heritage Places. A total of 88 places and structures are listed in the Town's Municipal Heritage Inventory (1994) compared to 49 places and structures in the Shire's Municipal Heritage Inventory (1995).</li> <li>In order to facilitate the legal protection of places and structures considered to be of cultural heritage significance, these places are listed in a Local Planning Scheme. The Town's current Town Planning Scheme No.2 contains a policy statement, development standards and list of twenty two (22) heritage places, all of which have been included in the Town's Municipal Heritage Inventory.</li> <li>The Shire's current Town Planning Scheme No.2 contains a number of provisions which seek to facilitate the conservation of places of heritage value and ensure that, insofar as possible, development occurs with due regard for heritage values. The Scheme provides for the establishment and maintenance of a heritage list drawn from the Shire's Municipal Heritage Inventory, the designation of heritage precincts where special planning controls are needed and the processes for making application for planning approval including variations to the development standards of the Scheme.</li> <li>The Heritage Council of Western Australia database identifies 24 places in the Shire that are included in the State Register of Heritage Places. These are listed as follows: <ul style="list-style-type: none"> <li>Butter Factory and Manger's Residence</li> <li>Commonwealth Bank</li> <li>Cottage BN382, Dryandra (Manager's House)</li> <li>Courthouse Museum</li> <li>Manager's Residence (172 Federal Street)</li> <li>Mardoc Building</li> <li>Main Roads Migrant Camp</li> <li>Narrogin Government Hospital Site</li> <li>Narrogin Memorial Park &amp; War Memorial Pavilion</li> <li>Narrogin Post Office</li> <li>Narrogin Railway Station</li> <li>Narrogin Regional Hospital</li> <li>Narrogin Town Hall Complex</li> <li>National Bank</li> <li>Railway Footbridge</li> <li>Railway Goods Shed</li> <li>Railway Houses (2 - 6 Hale Street)</li> <li>Railway Institute Site</li> <li>Railway Loco Sheds</li> <li>Railway Signal Cabin</li> </ul> </li> <li>Under the terms of the <i>Heritage of Western Australia Act 1990</i> any development proposal affecting a place listed in the State Register, including those listed above, must be referred to the Heritage Council for advice prior to the issuance of planning approval by the relevant local government.</li> </ul>
<b>Key Issues</b>	<ul style="list-style-type: none"> <li>Section 45 of the <i>Heritage of Western Australia Act 1990</i> requires all local governments to undertake a review of their respective Municipal Heritage Inventory's every four (4) years to ensure that the document remains relevant and useful. It is understood that the Town's current Municipal Heritage Inventory is currently being reviewed for the first time since it was originally compiled in 1995 and that the Shire's Municipal Heritage Inventory has never been the subject of any formal review. The relevance of the Town and Shire's current Municipal Heritage Inventory's is therefore questionable.</li> <li>Despite the provisions contained in Part 5 of the Shire's current Town Planning Scheme No.2, it is understood that the Shire has not established and maintained a Heritage List. As such there is considerable scope for the historical integrity of heritage buildings and places</li> </ul>

	in the Shire to be compromised by uncontrolled development and land use change due to a lack of planning control. Given this situation there is a need for the Shire to prepare and adopt a Heritage List in accordance with the provisions of its Local Planning Scheme to provide the legal powers required to ensure the protection and preservation of heritage buildings and places for the benefit of current and future generations.
<b>Vision / Objectives</b>	<ul style="list-style-type: none"> <li>To ensure the long term protection and preservation of all buildings and places within the Town and Shire identified by the local community as being of cultural heritage significance.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>To ensure that all areas of cultural heritage significance in the Shire are identified and insofar as reasonably possible protected when considering proposals for land use change and development.</li> </ul>
<b>Actions</b>	<ul style="list-style-type: none"> <li>Have due regard for all relevant Western Australian Planning Commission Strategies, State Planning Policies and Operational Policies when considering proposals for the development and use of land in the Shire that may impact upon areas of European heritage significance. <b>(ONGOING)</b></li> <li>Incorporate the latest heritage provisions from the model provisions and deemed provisions into Local Planning Scheme No.3 and apply the provisions accordingly to facilitate the long term protection and preservation of all buildings and places in the Shire identified as being of cultural heritage significance. <b>(IMMEDIATELY &amp; ONGOING)</b></li> <li>Undertake a comprehensive review of the Shire's current Municipal Inventory of Heritage Places in accordance with the specific requirements of the <i>Heritage of Western Australia Act 1990</i>. <b>(IMMEDIATELY)</b></li> <li>Establish and maintain a Heritage List in support of Local Planning Scheme No.3 having regard to those places listed in the Town's current Town Planning Scheme No.2, the Shire's updated Municipal Heritage Inventories and the State Register of Heritage Places. <b>(IMMEDIATELY)</b></li> <li>Review the Heritage List to be prepared in support of Local Planning Scheme No.3 when undertaking the major review of the Scheme every five years pursuant to the requirements of the <i>Planning and Development Act 2005</i>. <b>(SHORT TERM &amp; ONGOING)</b></li> </ul>

## **8.0 STRATEGY PLANS**

### **8.1 INTRODUCTION**

This section presents the Strategic Land Use Plans for the Shire of Narrogin which comprise the following:

- Strategic Land Use Plan (Whole Shire);
- Strategic Land Use Plan (Narrogin Town & Surrounds); and
- Environmental Considerations.

The Strategic Land Use Plans have been prepared to guide the use, development and management of all land in the Shire over the next ten (10) to fifteen (15) years. The plans build upon the objectives and strategies outlined in Sections 2 to 7 of the Strategy text to describe an overall land use plan for the Shire. The planning guidance provided in the Strategic Land Use Plans should be read in conjunction with the various strategies outlined in Sections 2 to 7 of this document.

The Strategic Land Use Plans, which are presented as appendices to this document, illustrate the proposed allocation of land uses throughout the Shire including the main settlements. The information presented in each of the plans provides the basis for the delineation of the various zones and reserves to be incorporated in the Shire of Narrogin Local Planning Scheme No.3. The plans also provide an indication of the location and extent of subsequent rezoning amendments that may be required to Local Planning Scheme No.3 in the future to reflect implementation of various provisions contained in the Strategy.

### **8.2 STRATEGIC LAND USE PLAN (WHOLE SHIRE)**

The Strategic Land Use Plan for the Shire broadly illustrates the location and extent of the following land use categories and administrative details:

- |                              |  |
|------------------------------|--|
| • Rural Townsite             | • Primary Distributor Roads                |
| • Residential                | • District Distributor Roads               |
| • Rural Residential          | • Alternative Heavy Haulage Vehicle Routes |
| • Rural Smallholdings        | • Railway                                  |
| • Industrial                 | • Buffer Areas                             |
| • Special Use                | • Aerial Landing Grounds                   |
| • Rural                      | • Bulk Grain Receiving and Storage Sites   |
| • Public Open Space          | • Aboriginal Heritage Sites                |
| • Environmental Conservation | • Major Tourist Routes                     |
| • Public Purposes            | • Strategy Area Boundary                   |
| • Water Supply               | • Other Local Government Boundaries        |

### **8.3 STRATEGIC LAND USE PLAN (NARROGIN TOWN & SURROUNDS)**

The Strategic Land Use Plan for the Narrogin townsite reflects the existing configuration of land use within and immediately adjacent to the town and the future proposed pattern of land use as provided for in the strategies and actions outlined in Sections 2 to 7 of this document.

More specific details of the major zoning and/or development proposals for the Narrogin townsite and its immediate surrounds are provided in Table 1 below including relevant justifications and future planning requirements for each proposal.

In considering these proposals it should be noted that they have been formulated on the basis of preliminary investigation by and consultation between the Shire as part of the town planning scheme review and local planning strategy formulation processes. Implementation of the proposals will require further detailed town planning, environmental, heritage and/or engineering investigation and reporting by the relevant landowners and/or their agents in order to secure all necessary approvals.

**TABLE 1 - NEW ZONING & /or DEVELOPMENT PROPOSALS - NARROGIN TOWNSITE & SURROUNDS**

DEVELOPMENT AREA (DA)	LAND DESCRIPTION	TENURE & OWNERSHIP DETAILS	AREA	CURRENT ZONING	PROPOSED ZONING IN LPS NO.3	JUSTIFICATIONS & FUTURE PLANNING CONSIDERATIONS
DA1	Lot 123 Golf Course Parade, Narrogin	Privately owned freehold land.	34ha	Single Residential R12.5 & Recreation	Residential R12.5 & Public Open Space	<ul style="list-style-type: none"> <li>Logical extension to existing and future proposed areas of residential development within the town.</li> <li>No significant remnant vegetation (i.e. land extensively cleared and now only comprises a few large trees and re-growth vegetation that are not considered regionally significant).</li> <li>Most essential services readily available via minor extensions except reticulated sewerage which is currently being planned for.</li> <li>Good geotechnical conditions for building construction.</li> <li>Future planning required to guide future subdivision development which has due regard for buffers from existing industrial uses on Earl Street, existing water courses, significant trees, essential service requirements, existing unallocated Crown land located parallel to the northern boundary of the Golf Course Parade road reserve area and the local community's future aspirations for the existing equestrian use &amp; facilities.</li> </ul>
DA2	Various landholdings generally bounded by, Fleay Road, May Street, Quigley Street & Narrakine Road, Narrogin.	Privately owned freehold land & Crown Reserve No.28791.	12ha	Single Residential R12.5 & Recreation	Residential R5 / R12.5  In the area coded R5 / R12.5, the R5 code shall apply unless: (a) a connection to a reticulated sewer network is available or otherwise in accordance with the provisions of any relevant Government Sewerage Policy; (b) the proposed development satisfies the design requirements of the local government for development at the higher code.	<ul style="list-style-type: none"> <li>Logical extension to existing areas of residential development within the town.</li> <li>No significant remnant vegetation (i.e. land extensively cleared and now only comprises some re-growth vegetation that is not considered regionally significant).</li> <li>Most essential services readily available via minor extensions. Reticulated sewerage available on Dellar Street.</li> <li>Good geotechnical conditions for building construction.</li> <li>Future planning required to guide future subdivision development which has due regard for existing residential lots in multiple ownership, vehicle access constraints to Narrakine Road, essential service requirements and existing internal roads and Crown reserves.</li> </ul>
DA3	Various landholdings generally bounded by Quigley Street, May Street, Clayton Road & Narrakine Road, Narrogin.	Privately owned freehold land and Crown Reserve No.37072.	15ha	Single Residential R12.5 & Recreation	Residential R5 / R12.5  In the area coded R5 / R12.5, the R5 code shall apply unless: (a) a connection to a reticulated sewer network is available or otherwise in accordance	<ul style="list-style-type: none"> <li>Logical extension to existing areas of residential development within the town.</li> <li>No significant remnant vegetation (i.e. land extensively cleared).</li> <li>All essential services readily available via minor extensions including reticulated sewerage.</li> <li>Good geotechnical conditions for building construction.</li> <li>Future planning required to guide future subdivision development which has due regard for existing residential lots in multiple ownership, vehicle access constraints to Narrakine &amp; Clayton Roads, essential service requirements and existing internal roads and Crown reserves.</li> </ul>



					with the provisions of any relevant Government Sewerage Policy;  (b) the proposed development satisfies the design requirements of the local government for development at the higher code.	
DA4	Various landholdings generally bounded by Lefroy Street, Clayton Road, Wiese Road & George Street, Narrogin.	Privately owned freehold land.	54ha	Rural	Urban Development	<ul style="list-style-type: none"> <li>Logical extension to existing areas of residential development within the town.</li> <li>Opportunity to develop a Special Residential Estate based on an equestrian theme.</li> <li>No significant remnant vegetation (i.e. land extensively cleared).</li> <li>Most essential services readily available via minor extensions except reticulated sewerage.</li> <li>Good geotechnical conditions for building construction.</li> <li>Need to rezone the land having regard for land capability and suitability, existing rural land uses, essential service requirements and the need to prepare and adopt a suitable Structure Plan to guide all future subdivision development.</li> </ul>
DA5	Lot 20 Cooraminning Road & Lot 2 Katta Road, Dumberning	Privately owned freehold land.	35ha	Farming	Lot 20 Cooraminning Road to be zoned Rural Residential immediately.	<ul style="list-style-type: none"> <li>DA5 to be zoned 'Rural' in Local Planning Scheme No. 3, with the exception of Lot 2 which will be zoned Rural Residential.</li> <li>The balance lots are to be identified for longer-term consideration as 'Rural Residential' subject to further detailed planning and once the Rural Residential land resulting from Lot 2 is subdivided and substantially developed.</li> <li>Logical extension to existing rural residential development located immediately east.</li> <li>No significant remnant vegetation (i.e. land extensively cleared previously and now partially covered by regrowth vegetation).</li> <li>Most essential services readily available via minor extensions except reticulated sewerage.</li> <li>Good geotechnical conditions for building construction.</li> <li>Need to rezone Lot 20 having regard for land capability and suitability, existing rural and public purpose uses, essential service requirements and the need to prepare and adopt a Structure Plan to guide all future subdivision development.</li> <li>Rural Residential zoning of Lot 2 is supported immediately based on the findings of a comprehensive land capability assessment dated October 2006.</li> </ul>
DA6	Various landholdings generally bounded by Graham Road, Narrakine Road South, Piggery Buffer & Mokine Road, Dumberning.	Privately owned freehold land.	180ha	Special Rural & Farming	Lots 68 & 69 Narrakine Road South to be zoned Rural Residential immediately.	<ul style="list-style-type: none"> <li>Lots 68 and 69 Narrakine Road to be rezoned to Rural Residential. The balance of DA6 to be zoned 'Rural' in Local Planning Scheme No. 3, and will only be considered for 'Rural Residential' in the longer-term subject to further detailed planning and once the Rural Residential land resulting from Lots 68 and 69 Narrakine Road South is subdivided and substantially developed.</li> <li>Location is generally consistent with the Shire of Narrogin's current Non-Statutory Policy Plan for Rural Residential development within the Shire.</li> <li>Logical extension to existing rural residential development located immediately east and prevailing lot sizes on the northern side of Graham Road.</li> <li>No significant remnant vegetation (i.e. land extensively cleared previously and now partially covered by regrowth vegetation).</li> <li>Most essential services readily available via minor extensions except reticulated sewerage.</li> <li>Good geotechnical conditions for building construction.</li> <li>Need to rezone all lots (except Lots 68 &amp; 69 Narrakine Road South) having regard for land capability and suitability, existing rural land uses, essential service requirements, the Piggery Buffer and the need to prepare and adopt a Structure Plan to</li> </ul>

						<p>guide future subdivision development.</p> <ul style="list-style-type: none"> <li>Rural Residential zoning of Lots 68 &amp; 69 Narrakine Road South is supported immediately given the land's current Special Rural zoning classification.</li> </ul>
DA7	Lot 205 Mokine Road, Dumberning	Privately owned freehold land.	47ha	Special Rural	Industrial Development	<ul style="list-style-type: none"> <li>The land comprising Lot 205 Mokine Road is identified for the potential southern expansion of the Narrogin Light Industrial Area- whilst the land is identified as Future Industry, a Structure Plan (will be required prior to subdivision development).</li> </ul>
DA8	Lot 2949 Booth Street, Lot 50 Narrogin Valley Road, Lot 1311 & 2731 McDougalls Road and portion of Lot 1282 Condon Road, Narrogin Valley.	Privately owned freehold land.	188ha	Special Rural & Farming	Rural Residential	<ul style="list-style-type: none"> <li>Lot 9000 Condon Road to be zoned 'Rural' in Local Planning Scheme No. 3, and will only be considered for 'Rural Residential' in the longer-term subject to further detailed planning and once the Rural Residential land resulting from the rest of DA8 is subdivided and substantially developed.</li> <li>Rural Residential zoning of all land except the eastern portion of Lot 1282 Condon Road is supported immediately given the land's current Special Rural zoning classification. A Structure Plan prepared in accordance with clause 5.32 of LPS No.3 will however be required prior to subdivision development.</li> <li>Need to rezone the eastern portion of Lot 1282 Condon Road having regard for land capability and suitability, existing rural land uses, essential service requirements and the need to undertake further detailed planning.</li> </ul>
DA9	Lots 153, 804 & portion of Lot 805 Great Southern Highway, Hillside	Privately owned freehold land.	109ha	Farming	Rural	<ul style="list-style-type: none"> <li>DA9 to be zoned 'Rural' in Local Planning Scheme No. 3, and will only be considered for 'Rural Residential' in the longer-term subject to further detailed planning and once the Rural Residential land resulting from Location 1437 is subdivided and substantially developed.</li> <li>Logical extension to existing rural residential development located centrally along Callan Way.</li> <li>No significant remnant vegetation (i.e. land extensively cleared except watercourses).</li> <li>Most essential services readily available via minor extensions except reticulated sewerage.</li> <li>Good geotechnical conditions for building construction.</li> <li>Need to rezone land classified Farming having regard for land capability and suitability, saleyard buffer, existing water courses, land requirements for the future proposed alignment of Great Southern Highway, existing rural land uses, essential service requirements and the need for further planning.</li> </ul>
DA10	Western most portion of Lot 805 Great Southern Highway, Hillside	Privately owned freehold land.	7ha	Farming	Industry & Public Open Space Reserve	<ul style="list-style-type: none"> <li>Logical extension to existing industrial development (i.e. CBH grain handling &amp; storage facility) and visual landscape buffer located on adjoining Lot 8, Lot 1593 &amp; Reserve 21637 Pioneer Drive.</li> <li>No significant remnant vegetation (i.e. land extensively cleared except watercourses).</li> <li>Most essential services readily available via minor extensions except reticulated sewerage.</li> <li>Geotechnical investigation required to confirm suitability for building construction.</li> <li>Need to rezone all land having regard for land capability and suitability, existing water courses, land requirements for the future proposed alignment of Great Southern Highway, heavy vehicle access arrangements, future proposed rural residential development on adjoining land, essential service requirements and the need to prepare and adopt a suitable Structure Plan to guide future subdivision development.</li> </ul>
DA11	Reserve 10658 (Lot 1652) Great Southern Highway, Narrogin.  Various landholdings bounded by the railway reserve, Booth Street & Graham Road, Narrogin.	Crown land under lease.  Privately owned freehold land.	8ha  3.5 ha	Public Utilities, Recreation & Arterial Road,  Light Industry	General Industry  General Industry	<ul style="list-style-type: none"> <li>Reserve 10658 is no longer used for railway purposes (i.e. railway workshops), is confirmed as being surplus to future operational requirements and has been extensively developed and is currently leased and lawfully used for general industrial purposes. The current Arterial Road zoning classification affecting the land is also no longer relevant as the future proposed alignment of the link between Great Southern Highway and Federal Street has been substantially modified by Main Roads WA.</li> <li>Industrial zoning of all land bounded by the railway reserve, Booth Street &amp; Graham Road is supported immediately given the land's current light industrial zoning classification, industrial usage and the limited impact that a broader range of industrial uses is likely to have on the amenity, character and safety of the immediate locality.</li> </ul>

	Various landholdings bounded by Graham Road, Mokine Road, Gibson Street & Great Southern Highway, Narrogin.	Privately owned freehold land.	18 ha	Rural	Industrial Development	<ul style="list-style-type: none"> <li>The various landholdings generally bounded by Graham Road, Mokine Road, Gibson Street &amp; Great Southern Highway are situated immediately north of the existing general industrial estate in the Narrogin townsite and are a logical area for the future expansion of the industrial estate. The land has been extensively cleared, is only partially developed, is located in close proximity to essential services and has suitable geotechnical conditions for building construction. A Structure Plan will however be required prior to subdivision and development.</li> </ul>
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## **8.4 ENVIRONMENTAL CONSIDERATIONS (SHIRE OF NARROGIN)**

The Environmental Considerations plans for the Shire broadly illustrate the location and extent of the following environmental features which require due consideration when implementing the Strategy and Local Planning Scheme No.3:

- Areas of Significant Native Vegetation
- Significant Waterways
- Major Surface Water Catchment Area Boundaries
- Salinity Affected Areas

The Environmental Considerations plans aim to provide a broad overview of relevant environmental features and issues and should not be used as a basis for site specific planning where suitable investigations and reports by qualified personnel will be required in support of any future planning and/or development proposals.

## 9.0 IMPLEMENTATION, MONITORING & REVIEW

The Shire of Narrogin will guide the implementation of the Local Planning Strategy including setting of priorities, generating and allocating resources and ongoing monitoring and review. The Shire will regularly monitor the performance of the Local Planning Strategy and undertake a comprehensive review of the Strategy within five (5) years of gazettal of Local Planning Scheme No.3. The review will precede the major review of Local Planning Scheme No.3 which is required to be undertaken every five (5) years pursuant to the requirements of the *Planning and Development Act 2005*.

The review of the Local Planning Strategy will audit the success of the Strategy in achieving the vision and planning directions for the Shire and will seek to reflect changed circumstances and/or changed community aspirations and needs. This provision for regular review will ensure that the Local Planning Strategy remains relevant and continues to effectively shape development within the Shire over the next ten (10) to fifteen (15) years.

It should also be noted that the Local Planning Strategy may also be reviewed within the proposed five (5) year review periods at the discretion of the local governments should this be required to respond to any major changes or other unforeseen circumstances or needs. All modifications to the Strategy will be undertaken jointly and on a consultative basis between the two local governments in accordance with the procedures and processes prescribed by the *Planning and Development (Local Planning Schemes) Regulations 2015*.


## 10.0 ENDORSEMENT

### SHIRE OF NARROGIN

### LOCAL PLANNING STRATEGY

### CERTIFICATION FOR ADVERTISING

Certified for advertising by the Western Australian Planning Commission on 12 April 2019.



*an officer of the Commission duly authorised by the Commission  
(pursuant to the Planning and Development Act 2005)*

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### COUNCIL RECOMMENDED / SUBMITTED FOR APPROVAL

Supported for submission to the Western Australian Planning Commission for endorsement by resolution of the Shire of Narrogin at the Ordinary Meeting of the Council held on the \_\_\_\_\_ 2019.

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
CHIEF EXECUTIVE OFFICER

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### ENDORSEMENT OF LOCAL PLANNING STRATEGY

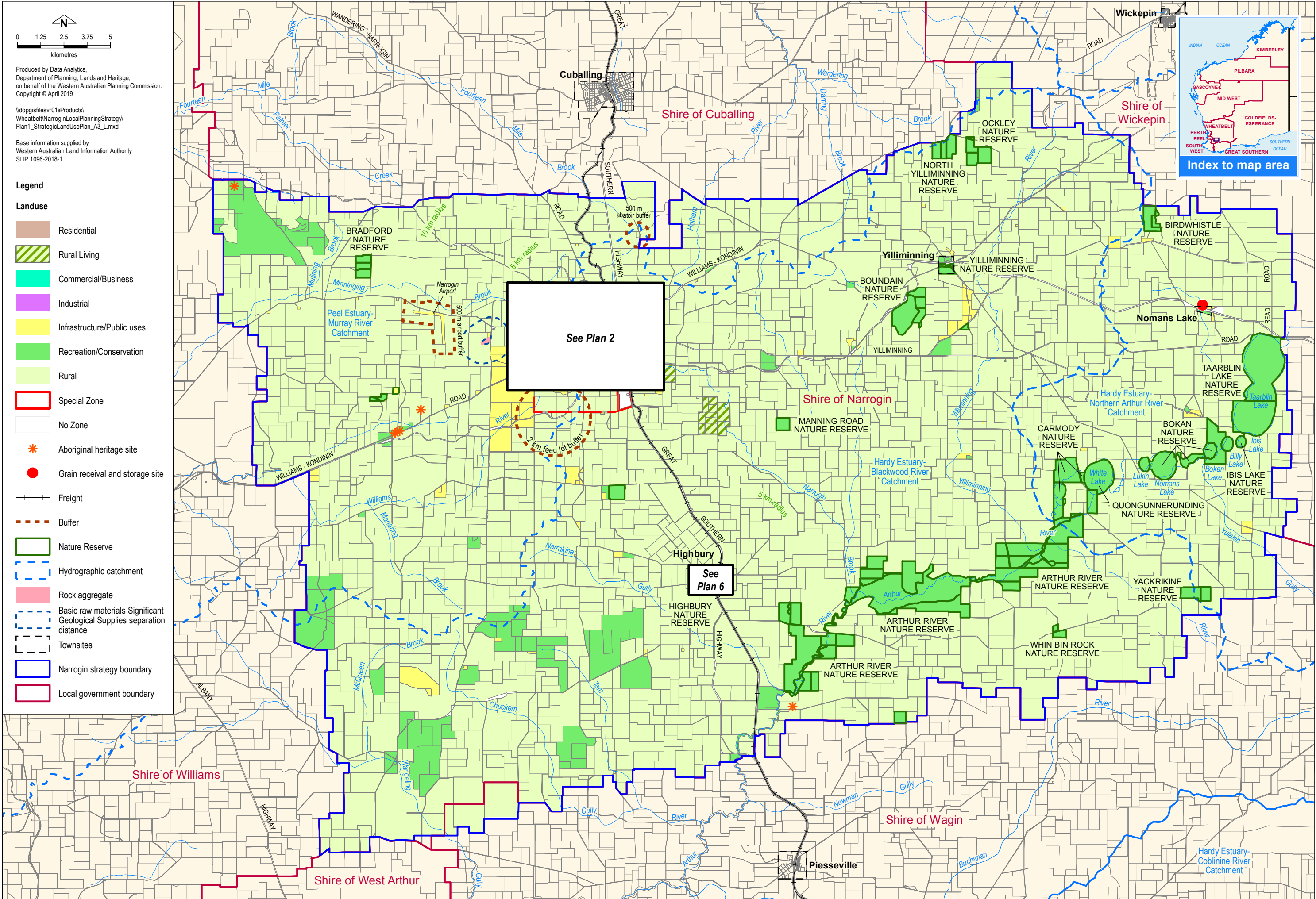
Endorsed by the Western Australian Planning Commission on \_\_\_\_\_ 2019.

\_\_\_\_\_  
*an officer of the Commission duly authorised by the Commission  
(pursuant to the Planning and Development Act 2005)*

# **APPENDIX 1**

## **STRATEGIC LAND USE PLAN (WHOLE SHIRE)**

# Shire of Narrogin Local Planning Strategy

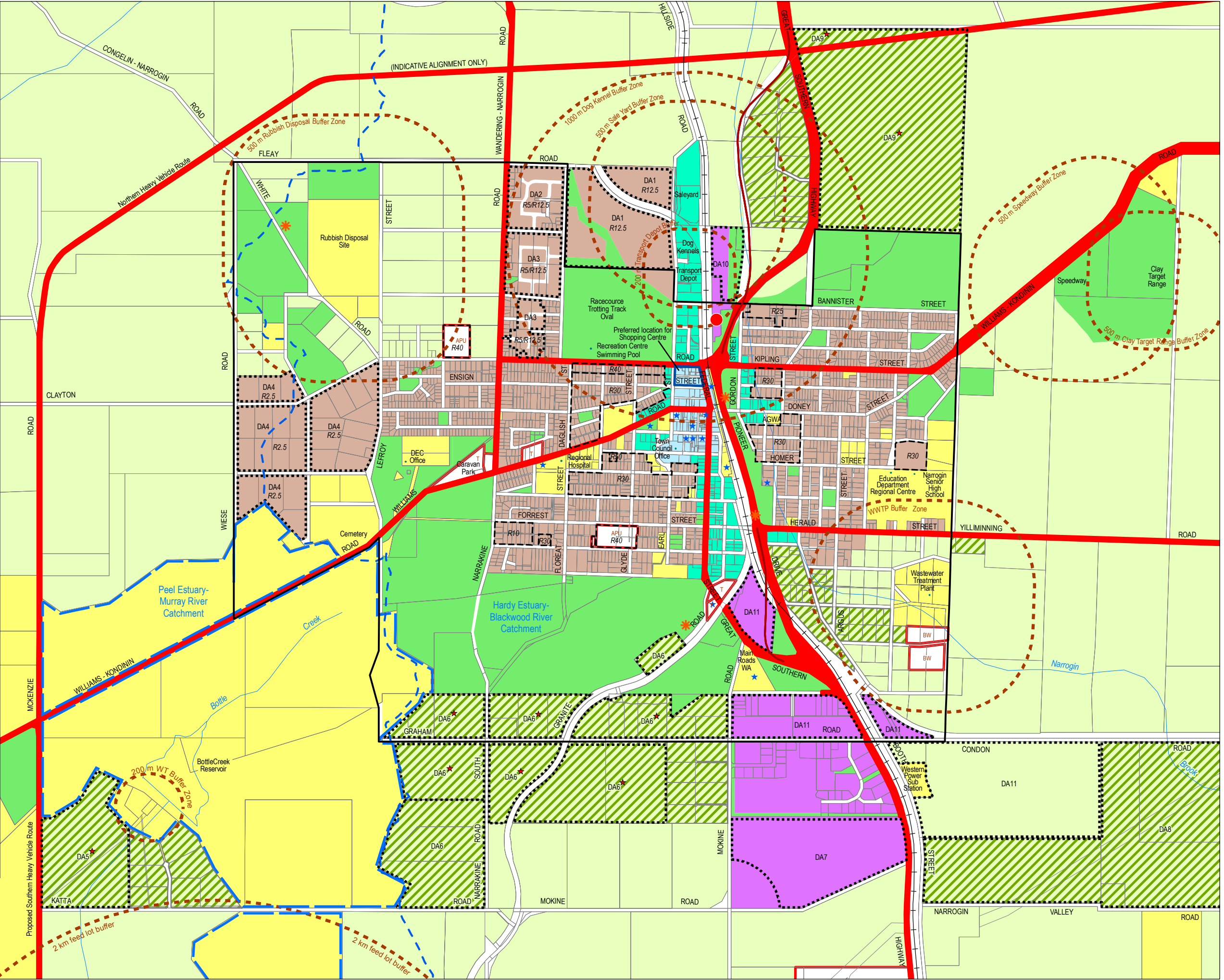


# Plan 1 - Strategic Land Use Plan



## **APPENDIX 2**

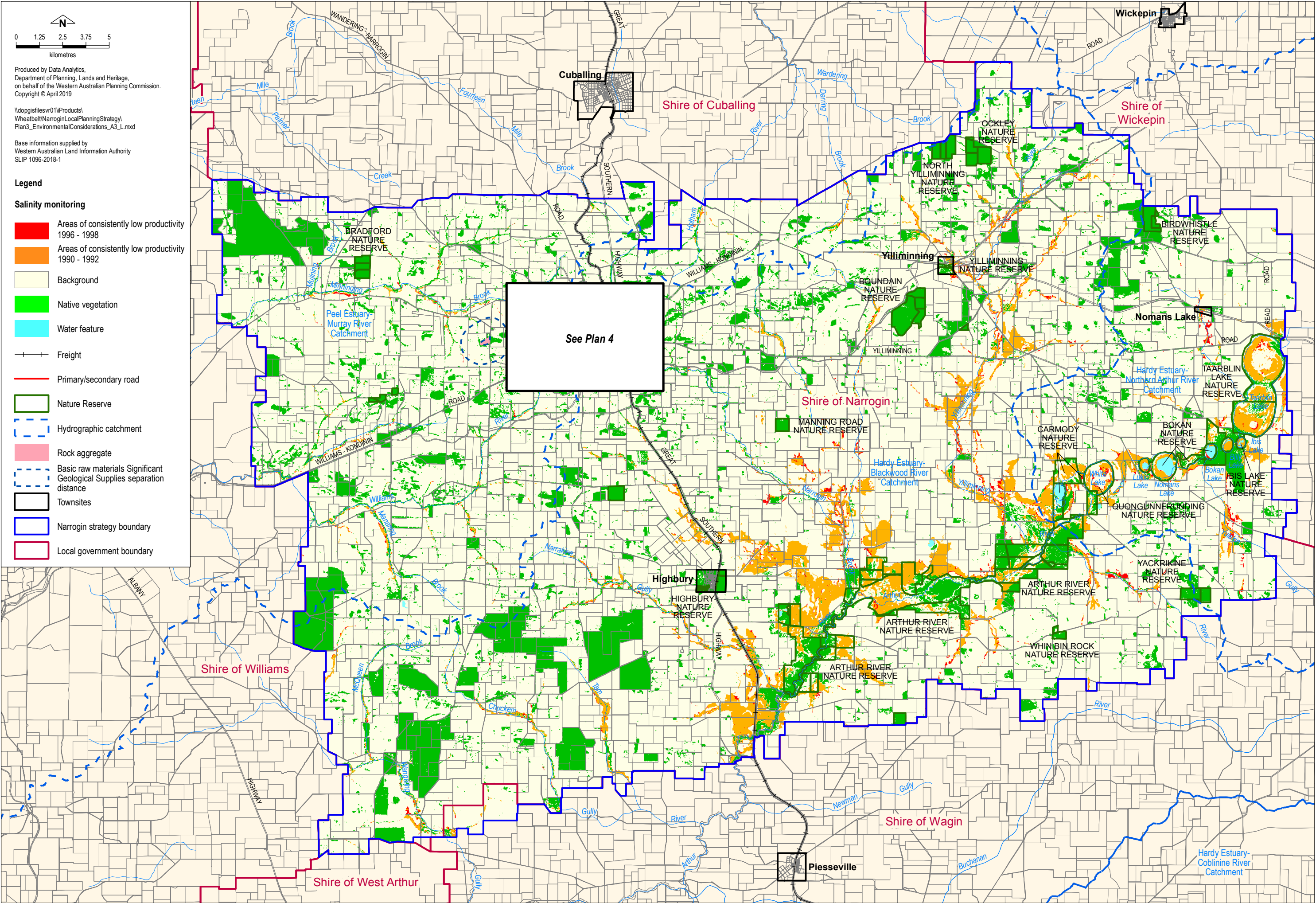
### **STRATEGIC LAND USE PLAN (NARROGIN TOWN & SURROUNDS)**



## **APPENDIX 3**

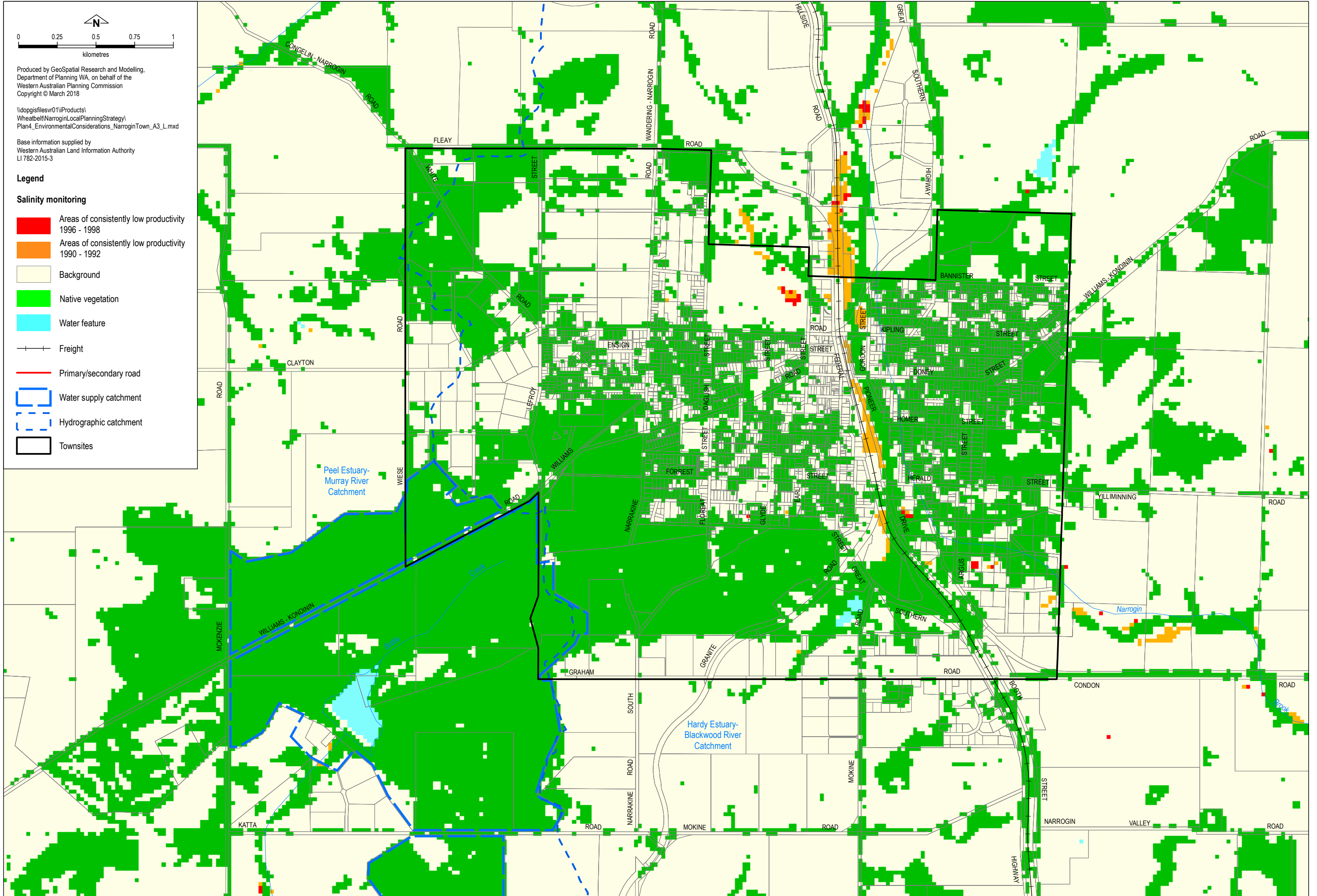
### **ENVIRONMENTAL CONSIDERATIONS (SHIRE OF NARROGIN)**





## **APPENDIX 4**

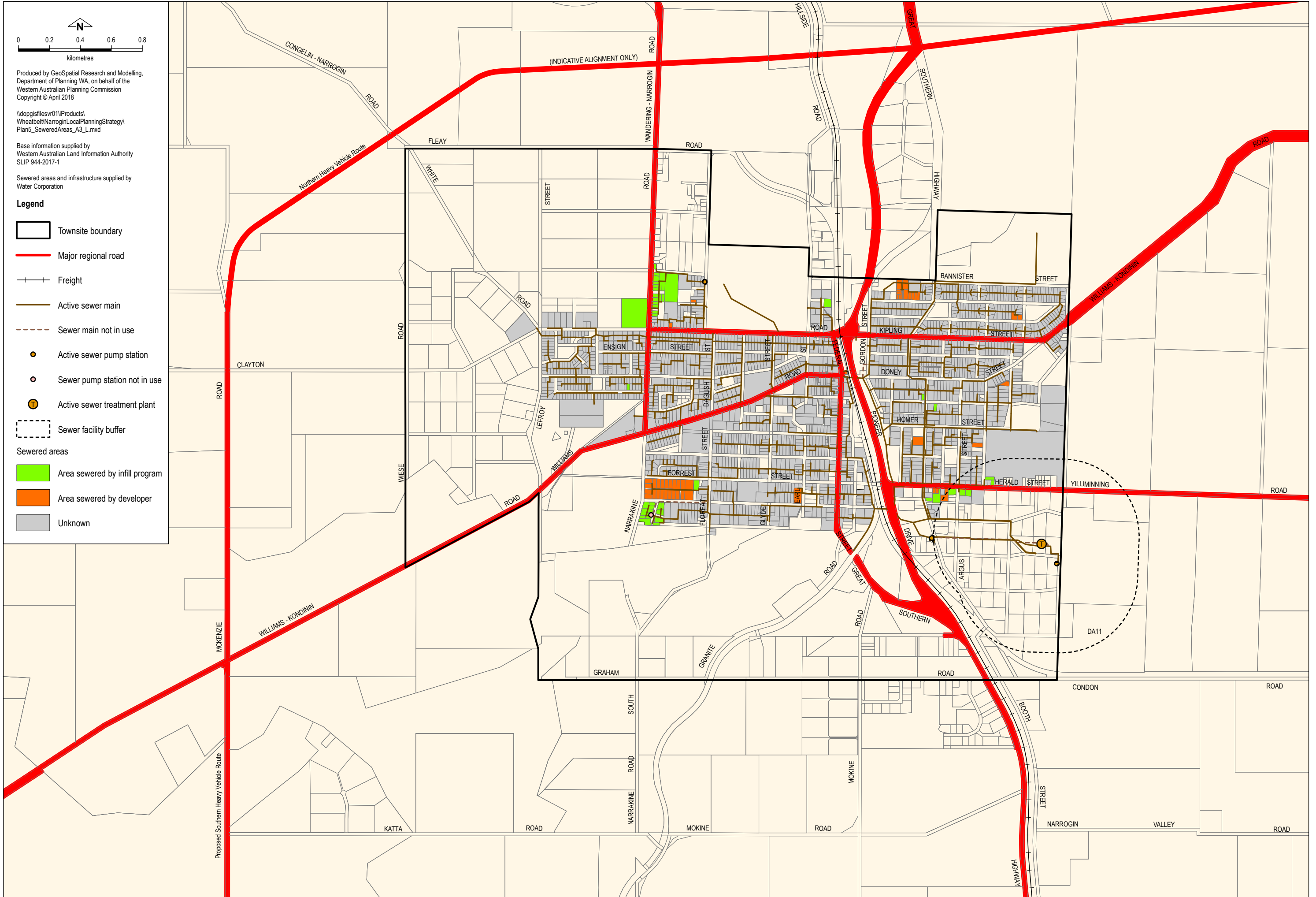
### **ENVIRONMENTAL CONSIDERATIONS (NARROGIN TOWN & SURRONS)**





## **APPENDIX 5**

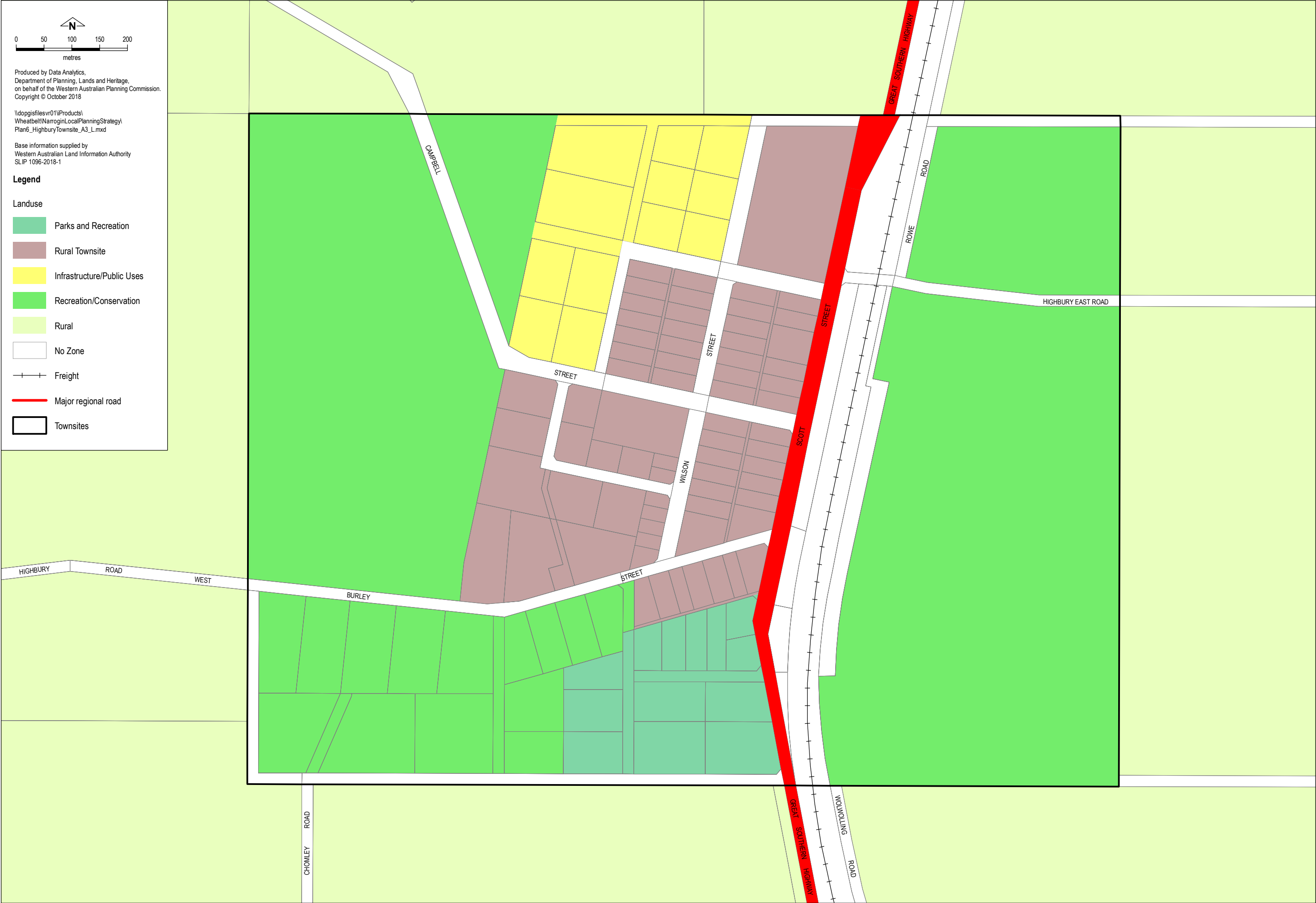
### **SEWERED AREAS (NARROGIN TOWN & SURROUNDS)**





## **APPENDIX 6**

### **STRATEGIC LAND USE PLAN (Highbury Townsite)**



Plan 6 - Strategic Land Use Plan (Highbury Townsite)



<b>Shire of Narrogin RECEIVED</b>	
Directed to	<u>Azhar</u>
<b>22 AUG 2017</b>	
Ref No	<u>10R1711651</u>
Property File	
Subject File	<u>18.6.7</u>
Ref	

Your ref: F16/126/D16/21273  
 Our ref: DP/16/00465  
 Enquiries: Johan Gildenhuys (6551 9562)

Chief Executive Officer  
 Shire of Narrogin  
 PO Box 1145  
 Narrogin WA 6312

Transmission via electronic mail to: [emdrs@narrogin.wa.gov.au](mailto:emdrs@narrogin.wa.gov.au)

Attention: Mr Azhar Awang, Executive Manager

Dear Azhar,

## LOCAL PLANNING STRATEGY

Pursuant to regulation 15 of the *Planning and Development (Local Planning Schemes) Regulations 2015* the Western Australian Planning Commission advises the Shire of Narrogin that the draft local planning strategy received on 28 March 2017 is to be modified as per Attachment 4.

Subject to the above modifications being satisfactorily undertaken, certify that the draft Shire of Narrogin Local Planning Strategy Review is consistent with Regulations 11(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* and should be advertised for a period of not less than 21 days.

The Western Australian Planning Commission authorises Department of Planning Officers to sign off on the draft local planning strategy prior to advertising once the modifications are undertaken.

Please email a modified text of the strategy, in word version, to [schemes@planning.wa.gov.au](mailto:schemes@planning.wa.gov.au).

Please forward all correspondence directly to our Perth Office to alleviate any delays in the processing of the amendment.

Yours sincerely

Kerrine Blenkinsop  
 Secretary  
 Western Australian Planning Commission  
 16 February 2017



[wa.gov.au](http://wa.gov.au)

Postal address: Locked Bag 2506 Perth WA Street address: 140 William Street Perth WA 6000  
 Tel: (08) 655 19000 Fax: (08) 655 19001 [corporate@planning.wa.gov.au](mailto:corporate@planning.wa.gov.au) [www.planning.wa.gov.au](http://www.planning.wa.gov.au)  
 ABN 35 482 341 493

### Schedule of Modifications Shire of Narrogin Local Planning Strategy

- 1 Modify the draft Local Planning Strategy in accordance with the attached document which reflects tracked changes and specific comments for the Shire to address. In general these modifications include:
  - 1.1 Update all references to zones, reserves and land uses to be consistent with the zones, reserves and land uses provided within the model provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, these include:
    - 'General Agriculture' to 'Rural'
    - 'Conservation' to 'Environmental Conservation'
    - 'Tourist' to 'Tourism'
    - 'Recreation' to 'Public Open Space';
    - 'Primary Roads' to 'Primary Distributor Roads'; and
    - 'Secondary Roads' to 'District Distributor Roads'.
  - 1.2 Update the document to reflect the amalgamation of the Town and the Shire.
  - 1.3 Update agency names and references to legislation and regulations as required.
  - 1.4 Update all references to, and usage of, publications, policies and strategic documents to ensure current information is referred to within the Strategy.
  - 1.5 Update the Strategy to ensure consistency with State planning policy, including new and revised policies such as State Planning Policy 3.7 – Planning in Bushfire Prone Areas and State Planning Policy 2.5 Rural Planning.
  - 1.6 Ensure all profile, key issues and visions/objectives sections are representative of the current status of planning in the Shire and capture current planning issues.
  - 1.7 Update all statistics within the document to reflect current census (2016) data, industry sectors data, and land supply data to ensure the Strategy is contemporary document.
  - 1.8 Delete strategies and actions that are no longer relevant to the future planning of the Shire.
  - 1.9 Retain the current zonings and coding within DA2 and DA3 as 'Residential 12.5' and refer to the need to plan for the extension of the sewer to these areas and DA1.
  - 1.10 Change the proposed zoning for DA4 within Table 1 to 'Urban Development' to allow for structure planning under deemed provisions 15.
  - 1.11 Change the proposed zoning in DA9 within Table 1 to 'Industrial Development' to allow for structure planning under deemed provision 15.

- 1.12 Include new 'development areas' within Table 1 to address proposed 'Service Commercial' zones north and south of Narrogin Townsite, and the Simmons Road estate rezoning to 'Rural Residential'.
- 1.13 Delete DA16 as this is no longer relevant and renumber remaining development areas and update strategy mapping to reflect current development areas.
- 1.14 Review the amount of land proposed to be rezoned to 'Rural Residential' with the aim to achieve a reduction in the total amount of land proposed to be rezoned commensurate with growth forecasts, in keeping with the attached map. Refer to very long term proposals in the text only. Strategy maps to only show those areas that are proposed for development in the next 10-15 years and which comply with the 'Rural Living' provisions of SPP2.5 – Rural Planning.
- 1.15 Update Strategy maps to reflect any changes as a result of text and development area changes within the Strategy text.
- 1.16 Update strategy mapping to reflect the current status of road planning in the Shire.
- 1.17 Update strategy mapping to remove radii from around the townsites of Narrogin and Highbury.
- 1.18 Update Plans 3 and 4 to incorporate updated basic raw material and significant geological supplies data.
- 1.19 Review and update paragraph and page numbers throughout the document.

Submissions	Comment	Officer Comment	Recommendation
<b>1. Shire of Cuballing</b>	<p>Council considered the Shire of Narrogin Draft Local Planning Strategy at their July 2019 Ordinary Meeting and resolved to:</p> <ol style="list-style-type: none"> <li>1. thank the Shire of Narrogin for the opportunity to comment on the draft Local Planning Strategy;</li> <li>2. advise the Shire of Narrogin that it supports the draft Local Planning Strategy and looks forward to working collaboratively on cross-boundary and regional initiatives; and</li> <li>3. in particular supports the northern heavy vehicle bypass route because this will improve regional freight movements through the town of Narrogin.</li> </ol>	<p>Noted.</p> <p>Noted.</p> <p>The northern heavy vehicle road as illustrated in Plan 2 of the LPS is an indicative plan and will require further investigation and detail design in collaboration with Main Roads WA.</p>	No change.
<b>2. Department of Biodiversity, Conservation and Attractions</b>	<p>The attached PDF file contains 39 comments:</p> <ul style="list-style-type: none"> <li>•The majority of these relate to obsolete or incorrect names of State agencies and departments.</li> <li>•Four comments concern changes to the text to better align the LPS with changes in legislation. The Wildlife Conservation Act (1950) has been replaced by the Biodiversity Conservation Act (2016), which has altered some of the terminology (ie “Declared Rare Flora” has been replaced by “Threatened flora”). The new Act also has specific provisions for the protection of threatened ecological communities, threatened flora and threatened fauna, including the habitat of these biodiversity assets. The suggested additional text provides additional information on these assets and advises of the implications they have for future land use planning.</li> <li>•A few corrections relate to typographical errors.</li> </ul> <p>Replace reference to the ‘Department of Agriculture and Food’ with ‘<i>Department of Primary Industries and Regional Development</i>’.</p> <p>Replace reference to the ‘Department of Environment and Conservation’ with the ‘<i>Department of Biodiversity, Conservation and Attractions</i>’.</p> <p>Replace reference to the ‘Department of Mines and Petroleum’ with the ‘<i>Department of Mines, Industry Regulation and Safety</i>’.</p> <p>Replace reference to the ‘Department of Water’ with the ‘<i>Department of Water and Environmental Regulation</i>’.</p> <p>Page 45, section 5.1 Environment &amp; Natural Resources, dot point 11 to add additional text to read:</p>	<p>Noted. Amendments required to reflect new names to respective agencies as the Local Planning Strategy was developed in 2012.</p>	Changes accepted and to amend LPS incorporating the changes.

SCHEDULE OF SUBMISSIONS – SHIRE OF NARROGIN LOCAL PLANNING STRATEGY

Submissions	Comment	Officer Comment	Recommendation
	<p><i>"Eucalypt woodlands of the Western Australian Wheatbelt have been listed by the Federal Department of the Environment and Energy as a critically endangered Threatened Ecological Community under the Federal Environmental and Biodiversity Conservation Act. There are numerous occurrences within the Shire of Narrogin which have significant implications for land use planning."</i></p> <p>Page 45, section 5.1 Environment &amp; Natural Resources, dot point 12 to add additional text to replace the sentence "some of which is known to comprise a number of Declared Rare and Priority Flora species" with <i>"Areas within the Shire are currently known to support populations of five Threatened flora species and nine Priority flora species. Such occurrences have significant implications for land use planning."</i></p> <p>Page 45, section 5.1 Environment &amp; Natural Resources, dot point 13 to add additional text: <i>"Areas of remnant vegetation within the shire also provide feeding, roosting and breeding habitat for the endangered Carnaby's Cockatoo. This can have significant implications for land use planning. "</i></p> <p>Page 45, section 5.1 Environment &amp; Natural Resources, dot point 14 replace 'Conservation Commission of Western Australian' with <i>'Conservation and Parks Commission'</i>.</p> <p>Page 47, under Action, dot point 7 amend 'reserve' to <i>'reserves'</i>.</p> <p>Page 49, under Key Issues, dot point 4, third line should read <i>'a BAL Contour Map'</i>.</p> <p>Page 60, under Actions, dot point 2 amend 'reserve' to <i>'reserves'</i>.</p> <p>Page 67, section 7.1 Aboriginal Heritage, dot point 2, replace 'Department of Aboriginal Affairs' with the <i>'Department of Planning, Lands and Heritage'</i>.</p> <p>Page 67, section 7.1 Aboriginal Heritage, under Actions dot point 2, replace 'Department of Indigenous Affairs' with the <i>'Department of Planning, Lands and Heritage'</i>.</p>		
<b>3. Water Corporation</b>	<p>1. Effluent / Wastewater system</p> <p>1.1 In relation to 4.2 Effluent Disposal we recommend the following wording:</p> <ul style="list-style-type: none"> <li>• In Profile, modify dot point 3 to read <i>"In accordance with State Planning Policy 4.1 State Industrial Buffers, the Water Corporation has recommended a 500 metre odour buffer adjacent to the boundaries of the wastewater treatment plant in the town site to ensure that there is no additional build up of odour sensitive land uses, such as residential, so as to avoid potential land use conflict."</i></li> </ul> <p>1.2 In reference to Plan 5 – Sewered Areas (Narrogin Town and Surrounds), the following are noted:</p> <p>a. The Plan should also include the Sewer District Catchment boundary as this determines the hydraulic limits or capabilities of the planned system. This is outlined in Attachment 1 and may be accessed through the Water Corporation's EsiNet spatial system.</p>	<p>Noted. Changes accepted.</p> <p>Agreed. Plan to be modified to include District catchment for sewer and Treated waste water reuse mains.</p>	<p>Accept Changes.</p> <p>Modify Plan 5 to reflect modifications.</p>

SCHEDULE OF SUBMISSIONS – SHIRE OF NARROGIN LOCAL PLANNING STRATEGY

Submissions	Comment	Officer Comment	Recommendation
	<p>b. There are a number of sewer mains referred to in Plan 5 as Active, which are in fact mains from the wastewater treatment plant which contain treated wastewater for reuse. These are marked on Attachment 1.</p> <p>2. Potable Water system</p> <p>2.1 The Local Planning Strategy and Table 1 identifies a number of New Zoning and Development Proposals. It is acknowledged that zoning many of these areas are subject to detailed feasibility studies and that alternative water supplies, other than connection to the Water Corporation may also be an option. In any case the following comments are provided:</p> <p>a. Areas proposed for Rural Residential development and falling outside the Water Zones for Narrogin (Attachment 2) are usually provided with farmland services. There is no capacity for additional connections on the farmlands main. In order to service any proposed rural residential area and include it into the Water Zone the development would need to be supplied by a new water main. This may be constructed from the Narrogin Lefroy St tank a new main constructed from the Narrogin town reticulation located inside the Water Zone.</p> <p>b.DA7 – Industrial Area: this industrial area will need to be connected to a DN150 water main, as per Water Corporation standards for supplying water to industrial areas. It is possible to connect the area to the Narrogin water zone, and supply adequate pressure, however some pipe upgrades will be required to meet the standard.</p>	<p>Noted. New development will require essential services to be provided. Developers will need to demonstrate as to how the services are to be made available. This can be addressed at the subdivision stage.</p> <p>Noted. Landholders/developers need to demonstrate how water services will be made available for future industrial development in the area.</p>	<p>Recommendation for Water Zone boundary as per Attachment 2 from Water Corporation to be included in Plan 6 of the LPS and the following plan number be renumbered.</p> <p>No Changes. The requirement for a structure Plan has been included in the LPS for DA7</p>
<b>4. Public</b>	<p>Request for Southern boundary zoning of Rural Living extended south to include our property Lot 11 and the other properties bounded by Mokine Road. (Lots 12, 13 and 14 Mokine Road). Note: Our Lot 11 is bounded by a disused railway line and the Mokine Road shortly after passing our lot changes name to Narrakine Road South.</p> <p>Our interests are affected as private citizens.</p> <p>We sincerely request that the zoning placed on our land and the adjacent land of the other properties bounded by Mokine Road be changed in the Local Planning Strategy to Rural Living.</p> <p>All the adjacent neighbours are in favour of a Rural Living Zoning and this would allow for small land holdings in the future having a rural lifestyle within a short distance from Narrogin Town Site.</p> <p>These properties have a lot in their favour, including bitumen road frontages and grid power. This land is already occupied by five residential homes and we can't understand why they have been excluded in preference to other sites. Particularly when all the land to the North of these titles is to be changed to Rural Living.</p>	<p>Although Council previously supported the rezoning of Lots 11, 12, 13 and 14 Mokine Road, to Rural Living, the WAPC has rejected this request and removed the proposed Rural Living zoning which was previously identified as DA8. The decision for the Commission rejecting the additional Rural Living area was based on factors such as lot</p>	<p>Not supported by the WAPC. No changes.</p>



SCHEDULE OF SUBMISSIONS – SHIRE OF NARROGIN LOCAL PLANNING STRATEGY

Submissions	Comment	Officer Comment	Recommendation
	<p>If I give my reasons for my choice of where to build it may go some way to making the point. I lived for many years on the Narrogin Agricultural College Campus and I really liked the quietness and the lack of traffic noise. Also, I felt I would like to try my hand at farming. Another one of my hobbies is amateur radio with its associated towers and antennae. I also like restoring old motor vehicles and this calls for sheds of considerable size.</p> <p>Narrogin is a lovely little country town and has a good hospital, a very good sporting complex with a heated pool and good retirement facilities.</p> <p>Many people in the future will want to escape from the traffic congestion and crowding that occurs in the city. It is no coincidence that two TV Programmes are focussed on "Escape from the City" with people being shown properties in the country.</p> <p>It only needs one real estate firm to plug Narrogin and rural living to get things going with a possible building in the sales team.</p>	<p>demand, subdivision activity, servicing costs, amenity and settlement planning and to reduce the amount of land set aside for rural residential purposes. The Commission's decision was also based on there being no evidence to indicate a shortage of land for rural residential. The Commission further stated that if the demand alters in coming years, there is scope to amend the Strategy to meet demand.</p>	
<b>5. Public Submissions (4 property owners)</b>	<p>Request for southern boundary zoning of Rural Living extended south to include our properties bounded by Mokine Road. (Lots 11, 12, 13 and 14 Mokine Road).</p> <p>We sincerely request that the zoning placed on our land and the adjacent land of the other properties bounded by Mokine Road be changed in the Local Planning Strategy to Rural Living.</p> <p>We are all in favour of Rural Living Zoning and this would allow for small land holdings in the future having a rural lifestyle within a short distance from Narrogin Townsite.</p> <p>These properties have bitumen road frontages, town scheme water and grid power connected. They also have a reliable NBN wireless network coverage due to the proximity of the tower and are also on high ground. The land is already occupied by five residential homes and we can't understand why they have been excluded in preference to other sites. Particularly when all the land to the North of these titles is to be changed to Rural Living.</p> <p>Preferences has been given to land with none or limited access to the above. One area which has been included as Rural Living has 66,000/220,000-volt Western Power transmission poles and towers located on it.</p> <p>Allowing for small holdings next to a rural country town enhances the character and the quality of life for more people to take the opportunity for having space and privacy near a regional centre.</p> <p>Many people in the future will want to escape from the traffic congestion and the complexities that living in Perth will bring as the population soars in years to come. The</p>	<p>Refer to comments in Submission 4.</p>	<p>Not supported by the WAPC. No changes.</p>

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	<p>coastal towns are also becoming large and overpopulated. Narrogin, if marketed and planned well, could attract retirees who are seeking a quiet alternative to spend their retirement. Small land holdings are perfect for tree changers who could bring money and interest to Narrogin.</p> <p>Mokine Road is ideally situated for tree changers, close to Fox's lair and Railway Dam for walking and horse riding and perfect for a tranquil life.</p> <p>The breeze that locals call the Albany Doctor comes from the south and therefore it is essential to protect the fresh air that is important for cooling the town residents of Narrogin. Allowing Rural Living zoning to the immediate south of town gives protection for the residents of the town from any offensive odours caused by intensive farming or rural agricultural industries.</p>		
<b>6. Public</b>	<p>I hope that you look favourably on my request. It is not logical to have the boundary of the land designated for Rural Living where it is. It is much more logical to have the boundary as Mokine Road.</p> <p>Request for southern boundary zoning of Rural Living extended south to include my property and the other properties bounded by Mokine Road. (Lots 11, 12, 13 and 14 Mokine Road).</p> <p>I sincerely request that the zoning placed on my land and the adjacent land of the other properties bounded by Mokine Road be changed in the Local Planning Strategy to Rural Living.</p> <p>All the adjacent neighbours are in favour of Rural Living Zoning and this would allow for small land holdings in the future having a rural lifestyle within a short distance from Narrogin Townsite.</p> <p>These properties have bitumen road frontages, town scheme water and grid power connected. They also have a reliable NBN wireless network coverage due to the proximity of the tower and are also on high ground. The land is already occupied by five residential homes and we can't understand why they have been excluded in preference to other sites. Particularly when all the land to the North of these titles is to be changed to Rural Living. Preferences has been given to land with none or limited access to the above. One area which has been included as Rural Living has 66,000/220,000-volt Western Power transmission poles and towers located on it.</p> <p>Allowing for small holdings next to a rural country town enhances the character and the quality of life for more people to take the opportunity for having space and privacy near a regional centre.</p> <p>Many people in the future will want to escape from the traffic congestion and the complexities that living in Perth will bring as the population soars in years to come. The coastal towns are also becoming large and overpopulated. Narrogin, if marketed and planned well, could attract retirees who are seeking a quiet alternative to spend their</p>	Refer to comments in Submission 4.	Not supported by the WAPC. No changes.

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	<p>retirement. Small land holdings are perfect for tree changers who could bring money and interest to Narrogin.</p> <p>Mokine Road is ideally situated for tree changers, close to Fox's lair and Railway Dam for walking and horse riding and perfect for a tranquil life.</p> <p>The breeze that locals call the Albany Doctor comes from the south and therefore it is essential to protect the fresh air that is important for cooling the town residents of Narrogin. Allowing Rural Living zoning to the immediate south of town gives protection for the residents of the town from any offensive odours caused by intensive farming or rural agricultural industries.</p>		
<b>7. Public</b>	<p>Lots DA1, DA2, DA3, DA4 should not be zoned residential. These lots are the Old Golf Course and provide a space unique to Narrogin for community use now and in the future. Unique in that the area was originally cleared for golf course use, but is now available as a peaceful and safe open area with some native vegetation, for passive, and potentially organised, community use. These lots should be zoned as Recreation/Conservation to protect this space for community use now and in the future.</p>	<p>Areas DA1, DA2, DA3 and DA4 are already zoned as 'Single Residential' under the former Town of Narrogin Town Planning Scheme No. 2. Future planning is required for the future subdivision of the area, taking into consideration the buffer requirement from existing industrial areas, existing water courses and essential services. The justification and future considerations have already been highlighted in Table 1 of the LPS, which include: Logical extension to existing and future proposed areas of residential development within the Town and geotechnical conditions for building constructions. Most essential services are readily available via</p>	No changes.

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		minor extensions to existing services. No significant remnant vegetation as land had been previously cleared and only comprises a few large trees and regrowth vegetation that are not considered regionally significant.	
<b>8. Public</b>	Request for Southern boundary zoning of Rural Living extended south to Include the properties lots 11. 12. 13. 14. On Mokine Rd. My property rear (northern) boundary is adjacent to the rural living boundary and it would be logical to include my property and lots 11.12.13.and 14. As Rural Living. Being only 1.85klm from Great Southern Hwy we are close to town. With Bitumen roads, water, power, rubbish collection and the added bonus of School bus pick and drop off points, rural living becomes very attractive.	Refer to comments in Submission 4.	Not supported by the WAPC. No changes.
<b>9. Public</b>	I wish to make the following comment on the draft local planning strategy  Appendix 6 – Strategic Land Use Plan (Highbury Townsite) A small area outlined in red in the image below is a pristine area with exceptional wildflowers that are not present in the Highbury East reserve (on the east side of the railway line). It is a wildflower attraction for tourists and locals that is presently advertised as a stop in the Highbury biodiversity guide tourist bulletin. It would be a great pity if this was lost. Is it possible to zone this as recreation conservation in exchange for an equivalent area on the south side of Burley Road that is much degraded bush and suitable for rural townsite use?	The land in question is currently owned by the Department of Planning, Lands and Heritage. Similarly the land that is proposed to be swapped to the south is also owned by the Department of Planning, Lands and Heritage. Consent will be required from the Department of Planning, Lands and Heritage for the zoning change from Rural Townsite to Recreation/Conservation. As there are a significant number of undeveloped rural town site lots, it will be some time before the	No Changes. Recommends that the Shire writes to the Department of Planning, Lands and Heritage of their intent for the land north of Highbury and consider that the land be reserved for Recreation and Conservation given the presence of wildflowers in the area.

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		lots are fully developed. On this basis it is proposed to leave the current zoning as is and revisit the area once the other undeveloped Townsite areas have been developed.	
<b>10. Department of Primary Industries and Regional Development</b>	<p>The Department of Primary Industries and Regional Development (DPIRD) offers the following comments for consideration.</p> <ul style="list-style-type: none"> <li>Page 19 Actions v), Page 20 Actions cont. v), Page 30 (last dot point), Page 48 (second dot point), Page 64 Strategies (v) and Page 65 Strategies cont. v) replace “Department of Agriculture and Food” with “the Department responsible for agriculture and food”.</li> <li>Page 18 creation of homestead lots: Consider as an alternative to subdivision, when possible, the realignment of existing lot boundaries (DC Policy 3.4, section 6.3 Property rationalisation to improve land management).</li> </ul> <p>DPIRD supports the Key Issues identified in Section 2.3 Land Supply “Once rezoned, rural living estates can consume and sterilise what was rural land and may have unintended or adverse social, environmental, servicing and management impacts.” (p15) and Section 3.1 Agriculture “Prevent the creation of new or smaller rural lots on an unplanned or ad-hoc basis, particularly for intensive or emerging primary production land uses. The large and increasing number of small ‘rural’ landholdings throughout the Shire raise issues in terms of biosecurity, absentee land owners, resource management, fire control and the potential impact upon the continued farming practices on larger rural landholdings.” (p 17) Subdivision and the location of rural living estates do need to be carefully planned as DPIRD is aware of these having unintended and adverse impacts on commercial agriculture.</p>	<p>It terms of maintaining consistency in the report it is recommended that the correct agency be referred, in this case the Department of Primary Industries and Regional Development.</p> <p>Section 6.3 of DC 3.4 is in reference to property rationalisation and not for the creation of Homestead lot as referred to in section 6.6.</p> <p>Noted.</p>	<p>Amend reference from ‘Department of Food and Agriculture’ to the ‘Department of Primary Industries and Regional Development’.</p> <p>Dismiss.</p> <p>No Changes.</p>

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	<p>DPIRD supports the Action in Section 5.4 Contaminated Sites to “Identify the location of all contaminated sites within the Shire and prepare a map and register of these sites to provide for their future management in accordance with all relevant legislation.” The identification of all farmer based landfill sites within the shire could assist with the protection of the agricultural industry in the event of land ownership changes and loss of corporate memory of these locations.</p> <p>DPIRD supports the Action in Section 5.5 Buffer Areas to “Identify the location and extent of buffer areas for all significant industry, infrastructure and special uses in the Shire on the Local Planning Strategy Maps”. This should ensure compatible future land usage in these areas and to minimise potential adverse environmental impacts and land use conflicts.</p> <p>I note that the planning strategy refers to DPIRD, in the future, assisting the shire to:</p> <ul style="list-style-type: none"> <li>a) Develop a salinity management strategy</li> <li>b) Provide assistance with identifying the areas affected by or at risk of land degradation, and</li> <li>c) Help identify and map land considered to have significant agricultural potential to help guide planning for future rural living rezoning, subdivision and development proposals.</li> <li>d) Provide a briefing on the implementations of the Biosecurity and Agricultural Management Act 2007.</li> </ul> <p>DPIRD should be able to assist the shire with all of the above in relation to its responsibilities under the Soil and Land Conservation Act 1945 and the Biosecurity and Agricultural Management Act 2007.</p> <p>In regard to the development of a drainage management plan and strategy, as drainage has the potential for off-site and environmental impacts (i.e. land degradation), the shire should be guided by the state government’s 2012 Policy Framework for Inland Drainage and GHD’s review of inland drainage research for the Department of Water.</p> <p>The inland drainage policy framework can be accessed online at:  <a href="https://www.water.wa.gov.au/_data/assets/pdf_file/0015/1824/104329.pdf">https://www.water.wa.gov.au/_data/assets/pdf_file/0015/1824/104329.pdf</a></p> <p>The inland drainage research review is available online at  <a href="http://www.water.wa.gov.au/_data/assets/pdf_file/0019/9523/111788.pdf">http://www.water.wa.gov.au/_data/assets/pdf_file/0019/9523/111788.pdf</a></p>	<p>Subdivision application will be assessed on its merit in accordance with the Local Planning Scheme and State Planning Policy.</p> <p>Noted.</p> <p>Noted.</p> <p>Noted.</p> <p>Noted.</p> <p>Noted.</p>	
<b>11. Tourism WA</b>	<p>Tourism Western Australia (Tourism WA) wishes to thank the Shire of Narrogin for the opportunity to respond to the Draft Local Planning Strategy (LPS). We were very interested to read the Shires Tourism ideas in part 3.3 of the report (page 25-26).</p> <p>Under the heading Strategies tourism WA would like to make the following comments and possible additions to the report.</p> <p>Point 1 -The clarification of Tourism Transport services should include, tour operations.</p> <p>This is recommended as most visitor attractions are located outside of the township and</p>	<p>Noted.</p> <p>Agreed. Amend section to include reference to</p>	<p>Amend section 3.3 under Strategies dot</p>

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	<p>interpretation of these attractions is limited. The location of a tour operator in Narrogin may be of benefit to the development of tourism in the area.</p> <p>Point 3 – The provision of tourism opportunities in agriculture areas could also include, the provision of 'Farm Gate sales' in appropriate locations on major access routes, providing visitors to the area with an opportunity to meet suitable agriculture producers.</p> <p>The inclusion and encouragement of Aboriginal interpretive tours etc. is also highly recommended, as cultural interpretation is becoming sought after by visitors, yet still difficult to locate in regional locations such as Narrogin.</p>	<p>Tourism Transport Services (tour operators).</p> <p>Agreed. Amend section to include reference to Farm Gate Sales and Aboriginal Interpretive tours.</p>	<p>point 1 to include reference to Tourism Transport Services (tour operators). Amend section 3.3 under strategies dot point 3 to include reference to Farm Gate Sales and Aboriginal Interpretive tours.</p>
<b>12. Department of Planning, Lands and Heritage</b>	<p>Thank you for your correspondence received 25 June 2019 on Draft Local Planning Strategy No.3 which was referred to the Heritage Council under the provisions of Section 79 of the Planning and Development Act 2005. The proposed Strategy has been considered for its potential impact on heritage places within the Scheme area and the following advice is given:</p> <ol style="list-style-type: none"> <li>1. It is encouraging to see a strong consideration of heritage within the proposed strategy, and the references to State Planning Policy 3.5, Historic Heritage Conservation.</li> <li>2. Please note that Heritage Act 2018 will come into effect 1 July 2019, and as such, all references to Heritage Act 1990 should be updated to reflect this change.</li> </ol>	<p>Noted.</p> <p>Agreed. Change of name to New Act. It is also recommended that section 7.2 – European Heritage be amended to reflect the new Heritage Act 2018 and the current review of the former Shire and Town of Narrogin Local Heritage Survey 2018.</p>	<p>Amend reference to Heritage Act in document to new Heritage Act 2018. Amend section 7.2 to include current review of the former Shire and Town of Narrogin Local Heritage Survey 2019.</p>
<b>13. Main Roads WA</b>	<p>I refer to your correspondence requesting comment on the Shire of Narrogin Draft Local Planning Strategy dated 20 June 2019. Main Roads WA (MRWA) generally supports the draft strategy as presented, however would like to note the following;</p> <ul style="list-style-type: none"> <li>• The intensification of land use proposed for Industrial (DA7 and DA11) and Rural Living (DA9) adjacent to the Great Southern Highway (Northam Cranbrook Road) has the potential to generate significant traffic and adversely affect the safety and efficiency of the State's road network.</li> </ul>	<p>The process will require a structure plan to be prepared prior to subdivision development. This will address aspects on traffic access and will require comments from relevant agencies and</p>	<p>No Changes. Already included in LPS requiring a structure plan to be developed prior to subdivision.</p>

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	<ul style="list-style-type: none"> <li>Any development adjacent to a primary distributor (MRWA) road will need to be referred to MRWA for approval to access the network. This is to maintain the efficient and safe operation of the State's road network, ensure that access requirements are managed and promote secondary networks that join with primary distributor roads at appropriate locations. Main Roads suggests including information in the Local Planning Strategy to inform future development of the requirement.</li> <li>Where secondary networks constructed within a development can provide access to the Main Roads Network via local roads or an existing crossover, Main Roads is unlikely to support future connections. Main Roads suggests including information in the Local Planning Strategy to inform future development of local network access requirements.</li> <li>The Local Planning Strategy to include the requirement that where rezoning, structure planning, subdivision or development of land could have an impact on a primary distributor (MRWA) road, all applications are submitted together with a Traffic Statement or Assessment (as appropriate), produced in accordance with the WAPC's Transport Assessment Guidelines For Developments.</li> </ul> <p>The Local Planning Strategy to include reference to the MRWA external website for Policy and Guidance documentation on access and advertising approval.</p>	<p>stakeholders prior to approval.</p> <p>Agreed. Include comments in Table 1 under DA7, DA9 and DA11 regarding access to local road network stating that no new access onto the Great Southern Highway will be permitted by Main Roads WA and access will only be permitted via existing access Roads.</p>	<p>Amend Table 1 for DA7, DA9 and DA11 to include the following:</p> <p><i>Any development adjacent to a primary distributor (MRWA) road will need to be referred to MRWA for approval to access the network.</i></p> <p><i>Where secondary networks constructed within a development can provide access to the Main Roads Network via local roads or an existing crossover, Main Roads is unlikely to support future connections.</i></p> <p><i>Where rezoning, structure planning, subdivision or development of land could have an impact on a primary distributor (MRWA) road, all applications are submitted together with a Traffic Statement or Assessment (as appropriate), produced in</i></p>



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			<i>accordance with the WAPC's Transport Assessment Guidelines For Developments.</i>
<b>14. Department of Education</b>	<ul style="list-style-type: none"> <li>It is noted that the Draft Strategy contemplates on residential development growth particularly in the Narrogin Town and surrounds with such development supported by essential infrastructure and amenities including the provision of a wide range of education services and facilities to serve the growth of the community in the medium to long term.</li> <li>Notwithstanding this, there is limited commentary in the Draft Strategy on the recognition/assessment of the education (public school) needs considering that there may be an increase in student population as a result of the potential residential growth.</li> <li>Based on the Department's current information on student enrolment projections, the existing public schools within the Shire of Narrogin have adequate capacity to accommodate the future student population within the region in the near to medium term.</li> <li>The Department understands that the Draft Strategy requires all new urban release are in Shire of Narrogin's (Shire) Local Planning Scheme No. 3 to be accompanied by structure planning as per the deemed provisions so as to coordinate the planning, development and release of urban land in the Shire's settlements.</li> <li>The Department fully support this requirement in order to ensure compliance with the Western Australian Planning Commission's Development Control Policy 2.4 – School Sites and Liveable Neighbourhoods.</li> <li>In view of the above, the Department has no objection to the Draft Strategy.</li> <li>The Department welcomes the opportunity to liaise with the Shire and/or developers at the initial design stages of any future structure planning in the region. This will assist the Department in analysing the potential student yield and assessing the student accommodation demand on the public schools within the locality.</li> </ul>	<p>Noted.</p> <p>There are currently three (3) established primary schools and a High School in the Shire of Narrogin. In addition the Shire also hosts the WA College of Agriculture. There is sufficient capacity in the existing educational establishment to accommodate and expand existing buildings on the likely increase in population.</p> <p>Noted.</p> <p>Noted. Any potential rezoning or future expansion of the built up area will require referral through the relevant agencies</p>	No Changes.

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		including the Department of Education.	
<b>15. Department of Water and Environmental Regulation</b>	<p><b>p.7, s.1.4.3 - Consideration of the Environmental Protection Authority's (EPA) 'Position Statement No. 2 (1999)'. The document was repealed in 2016 and any references to it should be removed from the LP Strategy. The Shire should consider the EPA's 'Environmental Factor Guideline: Flora and Vegetation, and the EPA's Environmental Factor Guideline: Terrestrial Fauna' for future planning and development, particularly in areas with the potential to impact native vegetation and fauna habitat.</b></p> <p>p.17, s.31- Agriculture 'Key Issues'. Major threats facing the agricultural industry in the Shire are increasing soil salinity, surface and sub-surface soil acidification, erosion, water logging and soil compaction, however there are no actions proposed to investigate and/or manage this.</p> <p>p.17, s.3.1 - Agriculture does not appear to have a water sustainability vision (see also 4.1 Water Supply). Include as Vision/Objectives: To drought proof the Shire... etc</p> <p>p.18, s.3.1 - Agriculture 'Strategies' context soil conservation and water. The 'Soil and Land Conservation Act 1945' relates to the conservation of soil and land resources, and to the mitigation of the effects of erosion, salinity and flooding. Include as an Action: Apply the principals of the 'Soil and Land Conservation Act 1945' in addressing conservation of soil and land resources, and to the mitigation of the effects of erosion, salinity and flooding.</p> <p>p.17-21, s.3.1, p.22-24, s.3.2 - Agriculture and Commerce &amp; Industry. Agricultural and industrial activities should be undertaken with consideration of land use impacts including those impacts which may change the chemical, physical, biological and aesthetic characteristics of soils. Development should be undertaken to maintain the quality of land and soils so that environmental values are protected. Include as a Strategy: Apply the EPA's 'Environmental Factor Guideline: Terrestrial Environmental Quality' for future planning and development, (in Agriculture add... "particularly for areas prone to salinity and erosion").</p>	<p>Agreed.</p> <p>Noted. Include an additional dot point under Actions on applying the principles of the 'Soil and Land Conservation Act 1945'.</p> <p>This can be addressed at the subdivision/structure plan/ development application stage. Concerns raised during these stages can be addressed using conditions in development approvals.</p>	<p>Accept changes and replace dot point 7 in section 1.4.3 with the following: - Consideration of the Environmental Protection Authority's (EPA) 'Environmental Factor Guideline: Flora and Vegetation, and the EPA's Environmental Factor Guideline: Terrestrial Fauna' (2016).</p> <p>Amend to include the following under Actions – Apply the principals of the 'Soil and Land Conservation Act 1945' in addressing conservation of soil and land resources, and to the mitigation of the effects of erosion, salinity and flooding.</p> <p>Amend to include the following in section 3.1 under strategies -</p>

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	<p>p.27, s.3.4 - Mineral Resources &amp; Basic Raw Materials (2 x occasions). Name: Department of Mines and Petroleum is redundant. Department of Mines and Petroleum becomes Department of Mines, Industry Regulation and Safety.</p> <p>p.28, s.3.4 - Mineral Resources &amp; Basic Raw Materials 'Actions'. Key issue is the rehabilitation of land post mining, the action being to rehabilitate land in accordance with 'Guidelines for Preparing Mine Closure Plans, (DMIRS)' and 'A framework for developing mine-site completion criteria in Western Australia (DMIRS). Include as an Action: Prepare rehabilitation guidelines in accordance with 'A framework for developing mine-site completion criteria in Western Australia (DMIRS)'</p> <p>p.29, s.4.1 - WATER SUPPLY. This table refer largely to potable water. There does not appear to be reference to fit-for-purpose water supply in context of Rural Water Planning. Does this section need to be reviewed to include all water supply? Should rural water planning be included in a separate section 'Non-potable or non-reticulated water supply'? Develop a separate table for Non-potable Water Supply, In terms of rural water planning, Strategies:</p> <ul style="list-style-type: none"> <li>• Support the development of a water management plan to include water budgets, projected water needs, options for non-potable supplies to replace scheme water for irrigation, options to harvest stormwater, e.g. off large catchment areas such as shire depot rooves, CBH facilities, car parks, or the like.</li> <li>• Facilitate the development of a strategy towards drought proofing the shire, including building resilience into the rural community and self-management of water needs.</li> <li>• Develop strategies to plan for adequate firefighting water and off farm emergency livestock water supplies.</li> </ul>	<p>Agreed.</p> <p>Agreed.</p> <p>It is recommended that the statement for non-potable water be included under section 4.1 – Water supply. Agreed with proposed strategies.</p>	<p>Apply Environmental Protection Authority's (EPA) <i>'Environmental Factor Guideline: Terrestrial Environmental Quality'</i> for future planning and development, in particularly for areas prone to salinity and erosion. Amend to reflect Department of Mines, Industry, Regulation and Safety. Amend to include in section 3.4 under Actions – Prepare rehabilitation guidelines for Extractive Industry sites in accordance with <i>'A framework for developing mine-site completion criteria in Western Australia (DMIRS)'</i>.</p> <p>Amend section 4.1 to include under Strategies additional comments: <i>Support the development of a</i></p>

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	<p>Promote a strategy to replace scheme water for irrigation with fit for purpose water.</p> <p>p.29, s.4.1 - Water supply 'Profile'. The 'Rights in Water and Irrigation Act 1914', which applies in the north western portion of the Shire, is not referenced. Include in the Profile: "The Department of Water and Environmental Regulation advises that the north and north western portion of the Shire is proclaimed under the 'Rights in Water and Irrigation Act 1914'.</p> <p>p.29, s.4.1 - Water Supply 'Vision/Objective'. Does not include 'fit for purpose water' – high quality is subjective, need to consider lower quality for non-potable needs. Include a Vision/Objective: "Promote the use of fit-for-purpose water supplies across all areas of the Town and Shire".</p> <p>p.29, s.4.1 - Dot point three refers to use of treated wastewater but not the harvesting and use of stormwater. Dot point three to read: Support the use of wastewater <i>and harvested stormwater</i> on public spaces..."</p> <p>p.29-30, s.4.1 - Water supply - Incorrect departmental (3 x occasions). Name: Department of Water is redundant. Department of Water becomes Department of Water and Environmental Regulation.</p>	<p>Agreed.</p> <p>Agreed. Include under Vision/Objectives.</p> <p>Agreed. Insert additional wording after 'wastewater' '<i>and harvested stormwater</i>'.</p> <p>Agreed. Change name to reflect new name.</p>	<p><i>water management plan to include water budgets, projected water needs, options for non-potable supplies to replace scheme water for irrigation, options to harvest stormwater. Facilitate the development of a strategy towards drought proofing the Shire, including building resilience into the rural community and self-management of water needs. Develop strategies to plan for adequate firefighting water and farm emergency livestock water supplies. Amend section 4.1 to include under Profile an additional dot point the following statement: The Department of Water and Environmental Regulation advises that the North and North Western portion of the Shire is proclaimed under the</i></p>

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	<p>p.30, s.4.1 - Water Supply 'Actions'. Rural water planning may need to be included in a separate section 'Non-potable Water Supply'? If not, consider how the wider aspirations for water management in the Shire can be integrated under Water Supply. Include as Actions:</p> <ul style="list-style-type: none"> <li>• Develop a Water Management Plan</li> <li>• Cooperate in the provision of emergency off farm livestock water</li> <li>• Identify sources that could provide adequate firefighting water.</li> <li>• Identify options to upgrade Shire's agriculture dams (there are five in Narrogin - developed during early settlement while agriculture was being developed).</li> </ul> <p>Identify appropriate stormwater harvesting opportunities, prioritise, costings (N.B. Rural water planning Community Water Supply program provides funding to assist max per project \$100,000).</p>	<p>There are nine standpipes that have been made available throughout the Shire for farm livestock water and firefighting. Agree to include the Actions listed.</p>	<p><i>'Rights in Water and Irrigation Act 1914'</i> Amend section 4.1 to include an additional dot point under Vision/Objectives – <i>Promote the use of fit-for-purpose water supplies across all areas of the Town and Shire.</i></p>
	<p>p.32 s.4.3 - Drainage 'Vision/Objective. More specific 'overall' Vision/Objective for flood management. Include as a Vision/Objective: Ensure that flood risk is managed to ensure an acceptable level of flood protection for the health and safety of people, damage to property and community infrastructure.</p>	<p>Agreed. Include additional comment under vision on flood protection.</p>	<p>Amend section 4.1 under strategies in dot point three by inserting additional wording after 'wastewater', <i>'and harvested stormwater'</i>.</p> <p>Amend reference to the Department of Water to Department of Water and Environmental Regulation.</p>
	<p>p.32 s.4.3 - Drainage 'Strategies'. Dot point 4 'Avoid development in areas identified as liable to flooding and inundation'. N.B. development is permitted within the flood fringe. Suggest an addition that ensures conditions for development that occurs within the flood fringe are signposted. Include as a Strategy: Ensure that all development works maintain the free passage and if applicable, temporary storage of floodwaters.</p>	<p>The Shire has the budget allocation to appoint a consultant to investigate and prepare a report/plan on drainage catchment and collection areas for stormwater. Agreed.</p>	<p>Amend section 4.1 under Actions to include the following points: <i>Develop a Water Management Plan</i> <i>Provision of emergency off farm livestock water</i></p>

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Submissions	Comment	Officer Comment	Recommendation
	<p>p.32, s.4.3 - Drainage - Incorrect departmental name. Name: Department of Environment Regulation is redundant. Department of Environment Regulation becomes Department of Water and Environmental Regulation.</p>	Agreed.	<p><i>Identify sources that could provide adequate firefighting water.</i></p>
	<p>p.32, s.4.3 - Drainage - Incorrect departmental name. Department of Water becomes Department of Water and Environmental Regulation.</p>	As per above comment.	<p><i>Identify options to upgrade Shire's agriculture dams.</i></p> <p><i>Identify appropriate stormwater harvesting opportunities</i></p>
	<p>p.41, s.4.7 - Incorrect departmental name. Name: Department of Environment Regulation is redundant. Department of Environment Regulation becomes Department of Water and Environmental Regulation.</p>	Agreed.	<p>Amend section 4.3 under Vision/Objectives to include the following</p>
	<p>p.46-47, s.5.1 - Environment &amp; Natural Resources 'Strategies'. (Also context Section 2) - Flora &amp; Vegetation and Terrestrial Fauna - DWER notes its preference for new development in the Shire to occur in previously cleared areas. Future development that intersects native vegetation may require environmental assessment under Part IV and/or Part V of the 'Environmental Protection Act 1986' (EP Act). Include as a Strategy: Support flora and vegetation, fauna and fauna habitat surveys to assess and identify the values of existing vegetation and fauna habitat, in order to determine where retention of vegetation should occur.</p>		<p>-</p> <p><i>Ensure that flood risk is managed to ensure an acceptable level of flood protection for the health and safety of people, damage to property and community infrastructure.</i></p>
	<p>p.49, s.5.2- Bushfire 'Actions' context Waterways and bushland management plans. Waterways, wetland and bushland reserve management plans should be developed to consider bushfire management. Insert as an Action: "Require management plans for waterways and remnant vegetation to be developed concurrently to support and align with the Bushfire Management Plan"</p>	Agreed.	<p>No Change.</p>
			<p>Amend reference to the Department of Environment</p>

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Submissions	Comment	Officer Comment	Recommendation
	<p>p.51-52, s.5.3, p.54-55, s5.5 - Visual Landscape Protection and Buffer Areas. Social Surroundings - DWER supports the location of future industry land uses away from existing or proposed urban land uses; not in close proximity, noting the importance of developing and maintaining appropriate buffer areas to avoid potential impacts caused by noise, dust and odour. Future residential areas earmarked for development within the LP Strategy, particularly DA 1, DA 2, DA 3, DA 4 and DA 9, appear to fall within buffer areas for a rubbish disposal site, dog kennel, sale yard and a transport depot. Include as a Strategy:</p> <ul style="list-style-type: none"> <li>Identify whether residential development within these areas is likely to be compatible with existing land uses, including potential impacts to human health, wellbeing, local amenity and aesthetic enjoyment.</li> <li>(If the Shire chooses to proceed with development in these areas) Investigate whether environmental assessment is required under Part IV of the EP Act.</li> </ul> <p>Consider the 'EPA's <i>Environmental Factor Guideline: Social Surroundings</i>'.</p> <p>p.53, s.5.4 - Contaminated Sites. DWER supports the Shires strategy (Section 5.4) to identify areas affected by contamination and the establishment of a process to remediate contaminated land. Insert as a Strategy: Ensure the provisions of the 'Contaminated Sites Act 2003' are met, prior to the development or remediation of any known and/or suspected contaminated sites within Shire boundaries.</p>	<p>The concerns raised in terms of incompatible land uses are addressed as part of the development application process and issues raised are managed using conditions on development approval. Agreed. Include additional strategy.</p> <p>Agreed.</p>	<p>Regulation to Department of Water and Environmental Regulation.</p> <p>Amend reference to the Department of Water to Department of Water and Environmental Regulation.</p> <p>As per above comment.</p> <p>Amend section 5.1 under Strategies to include the following –</p> <p><i>Support flora and vegetation, fauna and fauna habitat surveys to assess and identify the values of existing vegetation and fauna habitat, in order to determine where retention of vegetation should occur.</i></p> <p>Amend section 5.2 under Actions to include the following –</p>

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	<p>p.62, s.6.1 - Incorrect departmental name. Name: Department of Water is redundant. Department of Water becomes Department of Water and Environmental Regulation.</p> <p>p.67, s.7.1 - Aboriginal Heritage 'Action. Guidance statement to be included. Action: EPA's Guidance Statement No. 41: 'Assessment of Aboriginal Heritage' for future planning and development, particularly in areas with the potential to impact aesthetic, cultural and/or social values.</p> <ul style="list-style-type: none"> <li>General comment - The words "fit-for-purpose domestic potable water supply" needs to be reconsidered, as fit-for-purpose implies water that may not be suitable for domestic or potable use.</li> <li>Future planning and land development should consider the impacts on the environment and an assessment of environmental factors consistent with EPA guidance <a href="http://www.epa.wa.gov.au/guidelines-and-procedures">http://www.epa.wa.gov.au/guidelines-and-procedures</a></li> <li>There is the potential for future land uses to have a significant impact on the environment and the Shire should consider referral of future significant proposals to the EPA pursuant to Part IV of the EP Act, where impacts are likely to be significant.</li> </ul>	<p>Agreed.</p> <p>Agreed.</p> <p>The process for development applications, including subdivision and scheme amendments, requires an environmental impact assessment to be submitted of potentially harmful developments.</p> <p>As per above comment.</p>	<p><i>Require management plans for waterways and remnant vegetation to be developed concurrently to support and align with the Bushfire Management Plan. Amend section 5.5 under Strategies to include the following –</i></p> <p><i>Identify whether residential development within these buffer areas is likely to be compatible with existing land uses, including potential impacts to human health, wellbeing, local amenity and aesthetic enjoyment. Any potential impact may require an environmental assessment to be undertaken in accordance with part IV of the Environmental Protection Act in particular the 'EPA's Environmental Factor Guideline:</i></p>



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Submissions	Comment	Officer Comment	Recommendation
			<p><i>Social Surroundings’.</i></p> <p>Amend section 5.4 under Strategies to include the following –</p> <p><i>Ensure the provisions of the ‘Contaminated Sites Act 2003’ are met, prior to the development or remediation of any known and/or suspected contaminated sites within Shire boundaries.</i></p> <p>Amend reference to the Department of Water to Department of Water and Environmental Regulation.</p> <p>Amend section 7.1 under Actions to include the following –</p> <p><i>Ensure that future planning and development, particularly in areas with the potential to impact aesthetic, cultural and/or social values. are assessed</i></p>

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			<p><i>in accordance with EPA's Guidance Statement No. 41: 'Assessment of Aboriginal Heritage'.</i></p> <p>No Change as this is covered under current development approval process.</p> <p>As per above comment.</p>
<b>16. Public</b>	<p>Page 1</p> <p><i>A Local Planning Strategy, in accordance with the Regulations, must set out the long term planning directions for the local government; apply any State or regional planning policy that is relevant to the strategy; and provide the rationale for any zoning or classification of land under the local planning scheme.</i></p> <p><i>And</i></p> <p><i>The purpose of the Shire of Narrogin Local Planning Strategy is to:</i></p> <p><b><i>Apply the State Planning Strategy and interpret the framework of State and regional policies and plans for the local area;</i></b></p> <p>In interpreting the framework of the State Planning Strategy, I urge the Shire to become acquainted with relevant policies which could be viewed as significantly more progressive than current State policies.</p>	<p>Noted.</p> <p>Noted. The Drafting and preparation of Local Planning Strategy can only rely on current and existing state policies. The Department of Planning, Lands and Heritage is currently reviewing its existing policies and will be applied through the implementation of Local Planning Schemes once a new state policies are adopted.</p>	<p>No Change.</p> <p>No Change.</p>

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	<p>With climate change and the urgent need for the adoption of sustainable practises by State government, the State's policies appear to indicate a lamentable complacency in keeping abreast of contemporary research and global trends in this area. The State's Planning Policies would surely be considered less than progressive when their respective publication dates are taken into account. So for instance:</p> <p>SPP No. 2 - Environment and Natural Resources Policy (2003). This policy is 16 years old and yet "sets out the principles and considerations that will be applied by the Shire of Narrogin to integrate environment and natural resource management with broader land use planning and decision making, protect, conserve and enhance the natural environment and promote and assist in the sustainable use and management of natural resources". This should be considered by the Shire as an outdated State policy in urgent need of review. This is perhaps even of more urgency when the LPS includes as a Strategy under the heading " Environmental and Natural Resources " the strategy:</p> <p><i>Support the development of a climate change adaptation strategy and action plan to respond to the issue and potential impacts of climate change in the Shire. See p. 46.</i></p> <p><b>SPP No. 3.1 - Residential Design Codes - (2015)</b> This policy sets out the principles and considerations that will be applied by the Shire of Narrogin to control residential development. In terms of sustainable design, it could be expected a four year old policy is out of date or at least in need of an update.</p> <p><b>SPP No. 3 - Urban Growth and Settlement (2006)</b> This policy is 13 years old and yet sets out the principles and considerations that will be applied to planning for urban growth and settlements in the Shire of Narrogin to ensure that such growth is sustainable, well planned and reflective of the community's aspirations, needs and values.</p>	<p>This has been recognised by the Department of Planning, Lands and Heritage and WALGA who are currently preparing and reviewing the State Policies on Climate Change. Once adopted the changes and requirement for the implementation of that Climate Change will be considered for inclusion in future review of the Local Planning Strategy and Scheme amendments. Agree that the existing policy needs reviewing, however the principles are still applicable.</p> <p>The Residential Codes are reviewed every 4-5 years.</p>	<p>No Change.</p> <p>No Change.</p> <p>No Change.</p> <p>No Change.</p>

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	<p>Other examples go to Operational Policies which would appear in need of review, such as Bicycle Planning (1998) and Public Open Space in Residential Areas (2002).</p> <p>Page 1:  <i>The purpose of the Shire of Narrogin Local Planning Strategy is to:</i>  <i>Establish the aims for the Shire and the strategies, policies and general proposals to achieve these aims;</i>                      Could the reference to “aims” be clarified i.e. aims with respect to what specifically??</p> <p>Page 1  <i>Explaining the local government's broad strategy for the area in a way which is understandable to the public;</i></p> <p>Within the body of the LPS (p.13) there appears a statement such as this:                      Currently there is approximately 630ha of land zoned for a rural living purpose (15ha zoned for Rural Residential and 613ha as ‘Special Rural’). Current supplies of suitably zoned and serviced vacant ‘Special Rural’ type lots are considered sufficient to meet demand in the short to medium term for larger ‘Rural Smallholdings’ type lots. However there may be a shortage of ‘Rural Residential’ type lots within close proximity to the Narrogin town site.</p> <p>The sentence should read “explain the local government’s..”</p> <p>Could definitions of the zones and their designated use, be provided to the public within the LPS to assist with understanding this Strategy?</p>	<p>Noted.</p> <p>Noted.</p> <p>Agree. Need to review to reflect the intent and objective of the LPS.</p> <p>Noted.</p> <p>Special Rural Zoned is currently listed in the former Shire of Narrogin Town Planning Scheme and will be classified as ‘Rural Residential’, consistent with the definition under State Planning Policy 2.5 – Rural Planning. The definition is further detailed under section 6.2 of the Local Planning Strategy which differentiates ‘Rural Residential’ (1 to 4</p>	<p>No Change.</p> <p>Amend section 1.2 under the purpose of the strategy, dot point two to read –                      To provide a strategic plan for the Shire that is consistent with the state and regional policies, strategies and strategic development initiatives</p> <p>No Changes. Already included in 6.2 of the Strategy.</p> <p>Amend dot point four replacing the word ‘Explaining’ to ‘Explain’.                      No change.</p>

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	<p>hectares) and 'Rural Smallholding' (4 to 40 hectares) based on the lot size.</p> <p>Page 2  <i>The success of implementation of the Strategy lies in its acceptance by the local community and a commitment from each local government to implement the guidance provided. As such preparation of the Strategy has been guided by the outcomes of community consultation over an extended period.</i>                      Could the past community consultations and their respective nature/type be listed please and the extended period be defined, - e.g. 2003 to 2017 or 2004 – 2016.</p> <p>Page 9.                      the Town of Narrogin Strategic Plan 2010 – 2012 (2010) is listed as a significant Strategy. The most recent Strategic Plan should be listed.</p> <p>Page 25                      There is reference to the Narrogin Spring Festival                      This Festival no longer exists.</p> <p>Page 25                      There is reference to the Dryandra Country Visitor Centre as a tourist attraction. The Visitor Centre is just that – a visitor centre not specifically a tourist attraction.</p> <p>Page 17                      The agricultural industry is the <b>largest employer in the Shire employing approximately 16% of the total workforce</b>. There is no date reference for this data however it is preceded by the following statement: "In 2017, based on advice from the Department of Primary Industries and Regional Development, the gross value of agricultural production in the Shire was approximately \$70 million" and the reader could assume the data applies to the year 2017.</p>	<p>Agreed. Suggest that we include additional wording to the last paragraph - 'since 2002 - 2015.'</p> <p>Agreed.</p> <p>Agreed.</p> <p>Noted. The centre attracts a number of visitor to the centre annually.</p> <p>Noted.</p>	<p>Amend paragraph to include 'since 2002 - 2015' after the word 'extended period.'</p> <p>Amend to include and additional dot point – <i>Shire of Narrogin Strategic Community Plan – 2017-2027.</i></p> <p>Amend reference to Narrogin Spring Festival as it is no longer active.</p> <p>No change.</p> <p>Amend data to reflect the most current figure.</p>

Submissions	Comment	Officer Comment	Recommendation
	<p>Then at page 22: According to the <b>2011 Census</b>, the retail trade sector is the second largest employer in the Shire employing approximately 12.6% of the total workforce <b>followed by agriculture, forestry and fishing (11.6%)</b> ...</p> <p>This data on p. 17 and p. 22 re the proportion of the workforce in agriculture needs reconciling, particularly when the LPS makes many references to the need to protect /preserve agricultural land. It is common knowledge that employment in agriculture is declining due to the corporatisation of this sector.</p> <p>Page 61: There is reference to advertising and finalising the draft Narrogin Townscape Plan and Draft Highbury Townscape Plan (both prepared by H+H Architects). These comments are outdated as these Plans have been endorsed by Council.</p>	<p>Need to check data reference and amend to reflect most current figure</p> <p>Noted.</p> <p>Agreed.</p>	<p>Amend second last dot point in section 6.1 under Actions and replace the word 'Advertise and finalise draft Narrogin Townscape plan and draft Highbury Townscape Plan ...' with 'Implement the Narrogin and Highbury Townscape Plan to guide the townscape improvement program for the Shire's two main settlements.</p>
<b>17. Public</b>	<p>4.8 COMMUNITY SERVICES &amp; FACILITIES</p> <ul style="list-style-type: none"> <li>Within the profile of local community facilities the NEXIS (Narrogin Exhibition Space) is not included. This is an important community facility owned by the Shire of Narrogin which needs to be included.</li> </ul> <p>6.1 URBAN DEVELOPMENT</p> <ul style="list-style-type: none"> <li>Mention is made in several sections of the draft strategy of the shortage of space within the Narrogin townsite for future residential development including ensuring all commercial and industrial development is consistent with local zoning regulations.</li> </ul> <p>From the APPENDIX 2 STRATEGIC LAND USE PLAN (NARROGIN TOWN &amp; SURROUNDS) I note that the north side of Clayton Rd between Narrakine Rd and May St is zoned residential. My concern is regarding the industrial trucking business currently operating from the location.</p>	<p>Agreed. Include reference to NEXIS (Narrogin Arts Exhibition Space).</p> <p>Noted.</p> <p>The former Shire of Narrogin Local Planning Scheme No. 2 provide the ability for property owners to make application for the parking of Commercial</p>	<p>Amend section 4.8 under profile dot point 2, last line after 'bowling club' include 'NEXIS (Narrogin Arts Exhibition Space)'.</p> <p>No change.</p>

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	<ul style="list-style-type: none"> <li>• I do not regard this business to be suitable for a residential area as there is 24hr noise disturbance occurring 7 days a week. With trucks arriving and leaving at all hours including for instance 1.30am and 4.30am Sunday mornings, 11pm weeknights consistently. There are weekly occurrences of gear changing and engine noise that can be heard from the cemetery to where I live opposite this industrial site.</li> <li>• In summer the dust generated from the clay surface of the yard deposits a daily cloud of thick dust over the whole residential block.</li> <li>• Is it possible ensure that the strategic plan enables action to be taken to ensure businesses such as these can be required to operate from a suitably zoned location, not in a residential area. Due to noise and air pollution, safety concerns and for compliance with the visual amenity of the streetscape.</li> </ul>	Vehicle subject to Council's consideration and approval. Issues raised as a concern for example noise and dust are conditioned as approval such as Management plan to be developed or prescribed hours. This forms part of a development application and proposed land uses are assessed on what type of land uses are permissible under the different zoning. This process is covered under the Town Planning Scheme which is also subject to a review.	
<b>18. Public</b>	<p>Lot 13 Mokine Road, Dumberning. We sincerely request that the zoning placed on our land bounded by Mokine Road be changed in the Local Planning Strategy to Rural Living. We are in favour of a Rural Living Zoning and this would allow for small land holdings in the future having a rural lifestyle within a short distance from Narrogin Town Site. The property has a bitumen road frontage, town scheme water and grid power connected. It has a reliable NBN wireless network coverage due to the proximity of the tower and is also on high ground. It also has a school bus service on Mokine Road.</p> <p>Preference has been given to land with none or limited access to the above. One area which has been included as Rural Living has 66,000/220,000-volt Western Power transmission poles and towers located on it. Also, our property is smaller than some of the properties included in the Rural Living.</p>	Refer to comments in Submission 4.	Not supported by the WAPC. No changes.

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	Allowing for small holdings next to a rural country town enhances the character and the quality of life for more people to take the opportunity for having space and privacy near a regional centre.		
<b>19. Department of Health</b>	<p><b>Water Supply and Wastewater Disposal</b></p> <p>The Local Planning Strategy should highlight the need for any proposed development to connect to scheme water and be in accordance with the draft Country Sewerage Policy.</p> <p>Where reticulated sewerage is not available, the Strategy should provide guidance for on-site effluent disposal. To assess if on-site wastewater disposal systems are to be effective, a winter 'site-and-soil evaluation' (SSE) in accordance with Australian New Zealand Standard 1547 is required and should be referenced in the document.</p> <p>For more details please refer to the enclosed factsheet 'Guidance on Site-and-soil evaluation for Onsite Sewage Management which also provides information on the stages in the planning process and scale of development, and determines the timing and the level of detail of investigation and reporting.</p>	<p>Scheme water is only accessible within the Townsite area and therefore cannot be applied to any development that does not have connection to scheme water. Reference is made in the Strategy in section 4.1 and 4.2, for higher density development only occurs where it can be serviced via scheme water and reticulated sewerage in accordance with the Draft Country Sewerage Policy.</p> <p>Agreed. Recommended that reference to Site and Soil Evaluation report in accordance with AS/NZS 1547 - On-site domestic wastewater management be included under section 4.2 Effluent Disposal.</p>	<p>No Changes.</p> <p>Amend section 4.2 under Strategies to include an additional do point - Where reticulated sewerage is not available, a Site and Soil Evaluation report in accordance with AS/NZS 1547 - <i>On-site Domestic Wastewater</i></p>



Submissions	Comment	Officer Comment	Recommendation
	<p>Where scheme water may not be available, developments are to have access to a sufficient supply of potable water that is of the quality specified under the Australian Drinking Water Quality Guidelines 2004.</p> <p><b>Development Prohibited in Proclaimed Water Catchment Areas</b></p> <p>The DOH does not support development within a proclaimed water catchment area and developments should not encroach within a 500 metre distance to proclaimed water catchments areas. Your approval conditions are to reflect this requirement.</p> <p>Public Health Impacts</p> <p>The DOH document 'Evidence supporting the creation of environments that encourage healthy active living' is enclosed which may assist you with planning elements related to this planning strategy: <a href="https://ww2.health.wa.gov.au/Articles/F_I/Health-risk-assessment">https://ww2.health.wa.gov.au/Articles/F_I/Health-risk-assessment</a></p> <p>Further design elements that should be considered include:</p> <ul style="list-style-type: none"> <li>• a range of quality public open spaces should be provided to contribute towards the recreation, physical activity, health and social needs of the community;</li> </ul>	<p>Amend section 4.1 under Strategies dot point 5 to reflect the year of publish of the most up to date guidelines.</p> <p>Noted. This will be implemented as part of the Development application as a condition of approval for development within close proximity to the proclaimed water catchment area.</p> <p>Noted. The Shire is also developing a Public Health Plan for Council's consideration. Any subdivision will require a POS contribution which will fulfil the statutory obligation. It should also be noted that there is also the option of cash in lieu contribution which will assist the Shire to</p>	<p><i>Management</i> is to be provided.</p> <p>Amend Section 4.1 under Strategies replace reference to Australian Drinking Water Guidelines with '<i>Australian Drinking Water Quality Guidelines 2004</i>'.</p> <p>No Change.</p> <p>No Change.</p>

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	<ul style="list-style-type: none"> <li>• parks and open spaces should be located within walking distance of most residents along well-lit connected routes and be co-located with other community facilities to encourage access by walking or cycling; and</li> <li>• the design of parks and open space and the infrastructure provided within them should cater for a variety of users to undertake a mix of activities that increase physical activity, provide access to healthy nutritious foods (though community gardens) and prevent injury.</li> </ul> <p>'Heatwave Guide to Cities'</p> <p>It is extremely important for towns to undertake heat-related risk analyses and to devise plans for reducing and managing risks. The planning strategy provides an opportunity to incorporate heat mitigation initiatives.</p> <p>The above guide is intended to be a basic introduction to this topic and a resource for cities to start planning for extreme heat. It is available for download from: <a href="https://www.climatecentre.org/downloads/files/IFRCGeneva/RCCC%20Heatwave%20Guide%202019%20A4%20RR%2000NLN%20copy.pdf">https://www.climatecentre.org/downloads/files/IFRCGeneva/RCCC%20Heatwave%20Guide%202019%20A4%20RR%2000NLN%20copy.pdf</a>.</p> <p>Industrial Estates and Precincts</p> <p>Enclosed is a DOH scoping tool that highlights public health issues that should be addressed and incorporated into the proposed industrial estate/precinct</p> <p>The Strategy is to acknowledge and incorporate appropriate separation distances in accordance with the Environmental Protection Authority Environmental Assessment Guideline 3 'Guidance for the Assessment of Environmental Factors No. 3 - Separation Distances between Industrial and Sensitive Land Uses'. Available for download from: <a href="http://epa.wa.gov.au/sites/default/files/Policies_and_Guidance/GS3-Separation-distances-270605-pdf">http://epa.wa.gov.au/sites/default/files/Policies_and_Guidance/GS3-Separation-distances-270605-pdf</a></p>	<p>implement the physical element of the infrastructure for the POS that are within the vicinity of the subdivision. The implementation of the Gnarogin Park Master Plan will provide the mix of activities in the area.</p> <p>The Shire has implemented the 2016 Narrogin Townscape Study Review which addresses the need to create a leafy character in to the town site area by planting more trees and to provide the physical connection in to the town site area.</p> <p>Noted.</p> <p>This will be assessed as part of the development application as to the type of industrial land use proposed and the likely impact to surrounding properties requiring the prescribed buffer as set out in the relevant legislation.</p>	<p>No Change.</p> <p>No Change.</p> <p>No Change.</p>

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Submissions	Comment	Officer Comment	Recommendation
	<p>There may be a concern about existing and potential agricultural activities on surrounding land and the possible resultant spray drift from chemical applications. The DOH document 'Guidelines for Separation of Agricultural and Residential Land Uses' is enclosed and it should be taken into consideration.  <a href="http://ww2.health.wa.gov.au/Articles/FJ/Guidelines-for-separation-of-agricultural-andresidential-land-uses">http://ww2.health.wa.gov.au/Articles/FJ/Guidelines-for-separation-of-agricultural-andresidential-land-uses</a>).</p> <p>Land Use Planning for Natural Hazards</p> <p>The document 'Land Use Planning for Natural Hazards' can also guide the use of land to effectively reduce risk and enhance sustainability for areas prone to hazards such as flooding (including storm surge), fire, landslide, earthquake, strong wind and erosion. Available for download at:  <a href="https://www.ag.gov.au/EmergencyManagement/Tools-andresources/Publications/Documents/Manual-series/manual-7-planning-safercommunities">https://www.ag.gov.au/EmergencyManagement/Tools-andresources/Publications/Documents/Manual-series/manual-7-planning-safercommunities</a>. Pdf.</p>	<p>This will be assessed as part of the development applications requiring the appropriate buffer as per the requirement of the relevant legislation.</p> <p>The Shire has parts of its land designated as Bush Fire Prone Areas and any development that falls in the Bush Fire Prone area will be required to submit a report on BAL assessment as to satisfy the risk has been mitigated and the design requirement of the building.</p>	No Change.
<b>20. DFES</b>	<p>Thank you for the additional information regarding your liaison with the Department of Planning, Lands and Heritage (DPLH) and clarification of their position.</p> <p>Local Planning Strategies (LPS) play a vital role in guiding the planning process including raising expectations regarding future land use and development. They provide the spatial understanding of the LG's future direction when it comes to land use and development control.</p> <p>From a DFES perspective, we want to encourage decision makers to have a strong "spatial" understanding of bushfire issues. This is stated in the Local Planning Strategy factsheet for application of SPP 3.7:</p> <p>"At this stage of the planning process it is important that the work undertaken to determine the bushfire hazard, and the measures required to comply with the bushfire protection criteria are connected spatially within the Development Investigation Areas"</p>	Noted.	No Change.

SCHEDULE OF SUBMISSIONS – SHIRE OF NARROGIN LOCAL PLANNING STRATEGY

Submissions	Comment	Officer Comment	Recommendation
	<p>Such an assessment will ensure the strategic decisions regarding intensification of land use avoid any increase in the threat of bushfire to people, property and infrastructure.</p> <p>Notwithstanding the above, application of SPP 3.7 is at the discretion of the decision maker, in this case the Western Australian Planning Commission.</p> <p>On this basis, we have no further comment to make on the draft Shire of Narrogin LPS.</p>		
<b>21. Western Power</b>	<p>The structure plan, future subdivision and development processes must protect the transmission line corridor and associated assets from encroachment, mitigating public safety and network reliability risks and ensuring there is no impediment to routine and emergency land access to the network.</p> <p>1. Prior to subdivision, Western Power will need to review, assess and provide prior written consent to any proposals below or within the registered easement, in accordance with the easement conditions, including:</p> <ul style="list-style-type: none"> <li>• Landscaping plans (including mature heights and location of species);</li> <li>• Ground level changes;</li> <li>• Permanent structures;</li> <li>• Drainage plans;</li> <li>• Conservation controls.</li> </ul> <p>2. In respect to condition 1, the proponent must submit detailed design plans for the any development or change in land use proposed within the electricity infrastructure corridor to allow determination of its suitability in respect to public safety, routine and emergency land access and future network plans. Regarding public safety assessment, the requirements of the detailed study are summarised below and a required to form part of the servicing strategy:</p> <ul style="list-style-type: none"> <li>• Soil Resistivity Report outlining on-site measurement of the soil resistivity, using the Wenner method.</li> <li>• An Earth Potential Rise study to determine touch, step and transfer potentials, including documentation of all calculations.</li> <li>• A Low Frequency Induction study to investigate the effects of induced voltages from the power line for step, touch and transfer potentials, during both construction and operation of the site.</li> </ul> <p>An Electrostatic Induction study to investigate the potential of hazardous charging of metallic objects in the vicinity of the line, such as fences, gates and other services.</p> <ul style="list-style-type: none"> <li>• An Electromagnetic Field Study to determine the impacts of Electric and Magnetic Fields as per ARPANSA guidelines.</li> </ul>	<p>Noted.</p> <p>Noted.</p> <p>This is part of the formal planning process requiring comments from the relevant agencies. The developer in submitting any development proposal will require the approval from the relevant agencies such as Western Power to ensure the need of the proposed development in terms of voltage capacity and other requirements to adequately operate their proposed development.</p>	<p>No Change</p> <p>No Change</p> <p>No Change</p>

SCHEDULE OF SUBMISSIONS – SHIRE OF NARROGIN LOCAL PLANNING STRATEGY

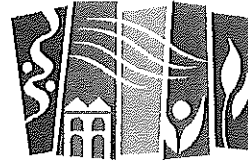
Submissions	Comment	Officer Comment	Recommendation
	<p>The studies should identify any mitigation required and be submitted to Western Power for review, record-keeping and to confirm the appropriateness of the proposal prior to subdivision.</p> <p>Please be advised that Western Power can provide data to assist in the preparation of the report, which will attract a fee. Costs will be estimated and funds must be received prior to assessment commencing. Generally assessments will take between three to five weeks, from receipt of funds.</p> <p>3. Western Power requires the following additional provisions to be included on the Structure Plan for consideration at the subdivision and development stages:</p> <ul style="list-style-type: none"> <li>• Provision of Section 70A Notifications on all proposed lots adjoining the existing Western Power registered easement prior to subdivision clearance advising prospective purchasers that they are in close proximity to power infrastructure which will be maintained, upgraded and expanded on a regular basis.</li> <li>• All development shall be designed and constructed to protect Western Power infrastructure and interests from potential land use conflict.</li> <li>• No development (including fill, fencing, storage or parking) will be permitted within Western Power registered easements without the prior written approval of Western Power or the relevant power line operator.</li> </ul> <p>Note: The above advice should not be construed as Western Power's support or otherwise of the land use or development proposed in the existing electricity corridors and associated registered easements. Further detailed studies will be required to determine the suitability of subdivision and development within the easement corridors.</p>	<p>This can be dealt with by Western Power at subdivision and development stage during the referral process and should form part of their standard response.</p>	No Change
22.	<p>Proposal to develop a Wellness Retreat for Australian Services Community men and women including their family at 121 Graham Road, Narrogin. The retreat will incorporate facilities such as gymnasium for exercise, a pool for relaxation and activities such as yoga, conference facilities, restaurant cafe, organic farming, organic food retail outlet, cooking classes and workshops.</p> <p>The aim is to create and develop an affordable Wellness Retreat in an environment where there is an ambience of tranquillity, a place where they can recharge and have a renewed zest for life which will become a model for other carers' retreats in Australia.</p> <p>Accommodation</p> <p>The optimum number of rooms from an operational aspect is around 100 plus rooms, but this may be too capital intensive for a first Wellness Retreat of its kind. It is proposed that the project should be developed in two phases and according to demand. Furthermore, the rooms will have the following aspects:</p> <ul style="list-style-type: none"> <li>• Room sizes – 30 to 50 square meters with dual key for flexible room arrangements</li> </ul>	<p>The LPS proposed to zone the subject property (DA6) 'Rural Living', which would not be a suitable zone for a development such as the proposed Wellness Retreat.</p> <p>The applicant will need to make a separate scheme amendment to Council seeking to rezone the subject properties, and/or undertake other modifications to the new</p>	No Change.

SCHEDULE OF SUBMISSIONS – SHIRE OF NARROGIN LOCAL PLANNING STRATEGY

Submissions	Comment	Officer Comment	Recommendation
	<ul style="list-style-type: none"> <li>• Serviced villa style layout</li> </ul> <p>Permanent accommodation for professionals There will be provision for onsite professional help such as psychiatrists and nurses including management staff, the selected site contains three existing homes where these professionals can be accommodated.</p> <p>Facilities</p> <ul style="list-style-type: none"> <li>• Restaurant and café: both serviced from one kitchen.</li> <li>• Conference facilities: near restaurant or café (phase 2).</li> <li>• Gymnasium: fully equipped with space for joint exercise classes.</li> <li>• Swimming Pool: large enough for recreation and exercise.</li> <li>• Spa, sauna and massage facilities: next to pool or gymnasium</li> <li>• Theatre: enough to cater for 20 people at a time</li> <li>• Library DVD, games and book: next to theatre.</li> <li>• BBQ Picnic Area</li> <li>• Quiet garden close to nature with comfortable chairs</li> <li>• Room for group craft</li> <li>• Organic gardens to supply fresh produce to the kitchen</li> </ul> <p>Activities</p> <ul style="list-style-type: none"> <li>• Meditation and yoga classes</li> <li>• Outdoor activities / games</li> <li>• Dancing lessons or a pamper night</li> <li>• Art &amp; cooking classes</li> </ul> <p><b>MOTIVATION FOR REZONING</b> The current structure plan for Narrogin is currently under review and calls for submission have been open to the public. This document presents a rezoning proposal from Urban Rural to Special Purpose in order to develop and build a Wellness Retreat for Community Service personnel. This proposal provides significant benefits to the town of Narrogin and its community. These include:</p> <p><b>Tourism</b> There are approximately over 150,000 men and women who work or have worked in community services in Western Australia. By having a Wellness Retreat specifically for this sector, it will place Narrogin on the map and an influx of this group plus tourist as well.</p> <p><b>Employment</b> Although the proposed Wellness Retreat will be built in Phases there will be a sizeable building program employing several local trades people and labour. In addition, when the buildings come into operation there will be permanent employment opportunities for management staff, cleaners, kitchen hands, gardeners etc.</p>	<p>LPS 3 (potentially 'Additional Use' provisions), to facilitate development approval of a potential Wellness Retreat on the subject properties. It is recommended that the Rural Living zoning be retained in the Local Planning Strategy.</p>	

SCHEDULE OF SUBMISSIONS – SHIRE OF NARROGIN LOCAL PLANNING STRATEGY

Submissions	Comment	Officer Comment	Recommendation
	<p><b>Economy</b> The estimated cost of the development is in the region of \$37.7 million which will be a significant injection into the local economy during the development and construction stage. When completed, there will be a further economic impact when service personnel and tourist visit Narrogin.</p> <p><b>Development impact</b> Under the current zoning 17 houses can be built on the site. Depending on market demand, these homes could take another 20 years or more before they will be built and occupied. Whereas, the proposed Wellness Retreat could be completed in a period between 3 to 6 years. In addition, the value of these homes will cost much less than the Wellness Retreat therefore making a small economic impact to Narrogin.</p> <p><b>Design impact</b> The design of the proposed Wellness Retreat is based on sustainability and will have a low impact-built form that blends with its rural environment. The buildings will be separate single storey elements spread across the property with well landscaped surroundings. Motor vehicles parking and roadways to the accommodation units will be limited with walkways or golf buggies as the only form of access.</p> <p><b>Limited use</b> The Wellness Retreat is purely for the use by people who have provided a service to our communities. It is a place where they can recuperate or be counselled for mental health. With the significant numbers within these groups and the longevity of their respective organisations and unions, the use will be specific and not for available to the public or other care groups. This will give the Narrogin community confidence that the development will remain as proposed.</p>		



Shire of  
**Narrogin**  
*Love the life*

YOUR REF: DP/16/00465  
OUR REF: OCR185083-14.9.14  
ENQUIRIES: Azhar Awang

89 Earl Street, Narrogin  
Correspondence to:  
PO Box 1145, Narrogin WA 6312  
T (08) 9890 0900  
E [enquiries@narrogin.wa.gov.au](mailto:enquiries@narrogin.wa.gov.au)  
W [www.narrogin.wa.gov.au](http://www.narrogin.wa.gov.au)

8 October 2018

Western Australian Planning Commission  
140 William Street  
PERTH WA 6000

Attention: Ryan Shaw – Senior Planning Officer

Dear Ryan

**SHIRE OF NARROGIN DRAFT LOCAL PLANNING STRATEGY - DEVELOPMENT AREAS  
5, 8, 11 & 12**

We refer to your letter 14 May 2018 via email (and attachments) sent to Mr Azhar Awang (Executive Manager Development and Regulatory Services) at the Shire of Narrogin. We specifically refer to your request for the Shire to review the amount of land identified for rural living development within the Strategy.

As you are aware, Rowe Group is assisting the Shire of Narrogin in progressing its (draft) Local Planning Strategy (Strategy) with a view to obtaining WAPC consent to advertise. Rowe Group and the Shire of Narrogin have (collectively) reviewed the proposed areas identified as 'Rural Living' development areas (DA) and those identified by the Department of Planning, Lands and Heritage (DPLH) as requiring further consideration and/or justification. We provide below our response to 'Rural Living' areas DA 5, DA 8, DA 11 and DA 12 in this regard.

The additional justification has been prepared in response to the content of State Planning Policy No 2.5 – Rural Planning (SPP 2.5).

The content of Table 1 of the Strategy is attached (for ease of reference) given Table 1 outlines the site-specific justifications with respect to Development Areas designated in the Strategy (refer Attachment 1).

**Development Area 5 (DA 5)**

Justification in support of DA 5 being designated as 'Rural Living' has been outlined in the Strategy (refer Table 1). Furthermore, DA 5 meets the rural living requirements with respect to location, environmental, servicing and geotechnical matters.



DA 5 is considered appropriate for 'Rural Living' for the following reasons:

- The land is adjacent to, and within proximity to, the existing Narrogin urban area. DA 5 is a logical extension of the low density residential land (to the east) and provides a buffer between the rural land (to the west) and the Narrogin town site (to the east). The western edge of DA 5 abuts the proposed 'Northern Heavy Vehicle Route' which will provide a logical "edge" to the DA 5 cell;
- The cell can be easily accessed by an existing road network;
- DA 5 is within proximity to hard and soft infrastructure and services due to its abuttal with the existing urban edge of the Narrogin town site;
- The properties that consist DA 5 are not conducive to primary agricultural production given their sizes (i.e. the DA 5 cell is not considered to be priority agricultural land); and
- The geotechnical conditions of this cell are suitable for building construction and associated infrastructure.

### **Development Area 8 (DA 8)**

Justification in support of DA 8 being designated as 'Rural Living' has been outlined in the Strategy (refer Table 1). Furthermore, DA 8 meets the rural living requirements with respect to location, environmental, servicing and geotechnical matters.

DA 8 is considered appropriate for 'Rural Living' for the following reasons:

- The cell is a logical cadastral boundary extension given the northern portions of many of the DA 8 lots are located within DA 7;
- DA 8 is within proximity to hard and soft infrastructure and services due to the cell being located immediately south of the Narrogin urban area (i.e. essential services are readily available via minor extensions). It is acknowledged the DA 8 cell (and its surrounds) is separated from the urban area by 'Recreation/Conservation' reservations, though its abuttal to the industrial development areas and its proximity the Narrogin town site itself is consistent with the locational requirements of SPP 2.5;
- The cell can be easily accessed by an existing road network with multiple direct linkages to the Narrogin town site;
- The properties that consist DA 8 are not conducive to primary agricultural production given their sizes (i.e. the DA 8 cell is not considered to be priority agricultural land) and the existence of some remnant vegetation; and
- The geotechnical conditions of this cell are suitable for building construction and associated infrastructure.

### **Development Area 11 (DA 11) and Development Area 12 (DA 12)**

The Shire of Narrogin acknowledges that DA 11 and DA 12 may be best designated as a 'Rural Small Holdings' precinct with a minimum lot size of 4 hectares (as opposed to a 'Rural Living' precinct). The justification in support of DA 11 and DA 12 being assigned as a 'Rural Small Holdings' precinct is outlined in the Strategy (refer Table 1).

DA 11 and DA 12 are considered appropriate for 'Rural Small Holdings' purposes for the following reasons:

- The precincts are located within proximity to the Narrogin town site, yet are located outside of the 'Speedway Buffer Zone', 'Clay Target Range Buffer Zone' and the 'WWTP Buffer Zone';

- The precincts are a logical eastern boundary to the town site and provide a transition between the urban land to the west and the agricultural (rural) land to the east;
- DA 11 and DA 12 are within proximity to hard and soft infrastructure and services due to the precincts' location on the eastern edge of the Narrogin town site (i.e. essential services are readily available via minor extensions and the cells are within proximity to Narrogin Senior High School);
- The properties that consist of DA 11 and DA 12 are not conducive to primary agricultural production given their sizes (i.e. the cells are not considered to be priority agricultural land); and
- The geotechnical conditions of this cell are suitable for building construction and associated infrastructure.

## Summary

In addition to the site-specific justifications for DA 5, DA 8, DA 11 and DA 12, the following provides generic planning justification in support of the various Development Areas:

- The fragmentation of land is not an issue as future urban development areas have been identified (elsewhere) and is not a prospect for any of the Development Areas outlined above;
- Given residential/urban is not a prospect and the Development Areas are not agriculturally viable, rural living offers a useable and viable land use that will facilitate land maintenance and care;
- The Development Areas will create areas of transition and an urban area boundary;
- There is a local expectation for a broad range of lot products in and around Narrogin. There are a significant number of people that wish to transition from larger agricultural properties (i.e. farms) to smaller lifestyle properties. With a large rural hinterland, the designation of areas for rural living provides people that wish to stay in the broader locality an option to live on a rural living property as opposed to a residential (town site based) property.
- The property in Rural Living provides the opportunity for hobby farming, rural pursuits and provide the different lot sizes throughout the Shire. These would range from Rural Residential (less than 2 Hectares) to Small Rural Holdings (greater than 4 hectares). In recent years there has been increased demand for these type of properties particularly within close proximity to the Town sites areas for those that enjoy the rural living environment.
- Discussion with the local real estate agent in Ray White and given that there is not a lot of available vacant lot of this nature being provided, there has been a significant demand of this type of rural living properties. Lots that are available in the market are quickly sold. It is considered that the proposed rural living that has been proposed would meet the expected demand within the next 5 to 10 years. A rough calculation of DA5 , DA8 , DA11 and DA12 would yield a total of 84 lots with a minimum area of 4 hectares..

The Shire of Narrogin's position regarding the above Development Areas has been presented to the DPLH as part of the preparation of its Strategy. Appropriate justification is contained in Table 1 (of the Strategy) and this has been further reinforced above.

The Shire welcomes further dialogue with the DPLH regarding the various rural living/rural small holdings Development Areas, although it is Council's position that the Strategy should be granted consent to advertise (by the WAPC) with the Development Areas as proposed.

Furthermore, the provision of rural living and rural small holdings will continue to facilitate the trend over recent decade of consolidation into regional services center from outlying districts and provide the opportunity to continue to enjoy the benefit of rural living with regional town based, health, education and government services and facilities. This is consistent with the Wheatbelt Blue Print and Narrogin District Economic Development Strategy.

We look forward to your formal written response/acceptance of our additional justification in relation to this matter and are more than happy to attend the Commission to present our views in the retention of our proposal as compromised.

Should you require any further information or clarification in relation to the above, please contact Paul Cunningham (Rowe Group) on 9221 1991 or Azhar Awang (Shire of Narrogin) on 9890 0907.

Yours sincerely



**Dale Stewart**  
**Chief Executive Officer**

7.25 pm – Shire President Ballard returned to the meeting and the Chair.

#### 10.1.2 APPOINTMENT OF DUAL FIRE CONTROL OFFICERS TO ADJOINING SHIRES

File Reference	9.1.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Shires of Wickepin, Wagin and Williams
Previous Item Numbers	10.1.1, 22 May 2019, Resolution Number 0519.002
Date	4 December 2019
Author	Wendy Russell – Executive Support Officer
Authorising Officer	Azhar Awang – Executive Manager Development and Regulatory Services
<b>Attachments</b> 1. Correspondence from the Shire of Williams 2. Correspondence from the Shire of Wagin 3. Correspondence from the Shire of Wickepin	

#### Summary

This report is to consider the approval of Dual Fire Control Officers nominated by adjoining Local Governments.

#### Background

The Bush Fires Act 1954 permits the appointment of Fire Control Officers (FCO) to be authorised between adjoining Local Governments. The Shire of Williams, Wagin and Wickepin have now nominated their respective Dual Fire Control Officers (Dual FCOs) to the Shire of Narrogin.

#### Comment

The Shire of Narrogin, at its meeting held 22 May 2019, appointed Dual FCOs to the adjoining Shires (Cuballing, Wagin, West Arthur, Wickepin and Williams) and these appointments have been duly accepted by the respective adjoining Shires. As a registered volunteer, they are automatically covered by the provisions of the Act and for insurance in fighting a fire in adjoining Shires. The authority of Dual FCOs is generally restricted to fire/emergency response and do not have the authority to issue burning permits.

Reciprocally, the adjoining Shires have nominated their respective FCOs to be their registered Dual FCOs.

Nomination by an adjoining Shire does not mean automatic right to the role. Appointment becomes effective only on resolution of Council.

The following Shires have provided the following nominations for 2019/2020 as Dual FCOs:

- Shire of Wagin – Ross Goldsmith, Chris Piesse
- Shire of Williams – Nicholas Panizza, Geoff McKeown
- Shire of Wickepin – Trevor Leeson, Nathan Astbury, Philip Russell

It is recommended that Council endorse the nominated Dual FCOs as provided by the respective Shires.

### Consultation

Correspondence from the Shires of Williams, Wagin and Wickepin was received advising of their recommendations for Dual FCOs.

### Statutory Environment

- Bush Fires Act 1954 Section 38, 39, 40 and 56 – Appointment of Bush Fire Control Officers.
- Shire of Narrogin Bush Fire Brigades Local Law 2017.

### Policy Implications

Council Policy 5.2 Bush Fire Brigades - Management relates.

### Financial Implications

Nil

### Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	2. Social Objective (To provide community facilities and promote social interaction)
Outcome:	2.2 Build a healthier and safer community
Strategy:	2.2.1 Support the provision of community security services and facilities
Outcome:	2.3 Existing strong community spirit and pride is fostered, promoted and encouraged
Strategy:	2.3.2 Engage and support community groups and volunteers

### Voting Requirements

Simple Majority

### **OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 1219.003**

Moved: Cr G Ballard

Seconded: Cr Bartron

That Council approve the appointment of the persons listed as Dual Fire Control Officers nominated by the following Shires:

Shire of Williams	–	Nicholas Panizza, Geoff McKeown;
Shire of Wagin	–	Ross Goldsmith, Chris Piesse;
Shire of Wickepin	–	Trevor Leeson, Nathan Astbury, Philip Russell.

**CARRIED 7/0**



# SHIRE OF WILLIAMS

BROOKING STREET, WILLIAMS, WESTERN AUSTRALIA.

OFFICE HOURS: MONDAY TO FRIDAY: 8.30 a.m. to 5.00 p.m.

TELEPHONE (08) 9885 1005 FACSIMILE (08) 9885 1020 EMAIL [shire@williams.wa.gov.au](mailto:shire@williams.wa.gov.au)

All communications to be addressed to the Chief Executive Officer, P.O. Box 96, Williams, W.A. 6391.

Your Ref:

Our Ref: 5.10.1

Mr. Azhar Awang  
Executive Manager Development and Regulatory Services  
Shire of Narrogin  
PO Box 1145  
NARROGIN WA 6312

18 November 2019

<b>Shire of Narrogin RECEIVED</b>	
Directed to	<u>Azhar</u>
25 NOV 2019	
Ref No	<u>ICR1918945</u>
Property File	
Subject File	<u>9.1.1</u>
Ref	

Dear Azhar,

**RE: Dual Registered Fire Control Officers**

The Shire of Williams would like to nominate Nicholas Panizza and Geoff McKeown as dual registered Fire Control Officers for your Shire for the 2019/20 fire season.

I would also like to confirm that Barry Hardie and Brenton Hardie have been accepted as a dual registered Fire Control Officers for this Shire.

I trust that you will agree to this request.

Yours faithfully,

**Geoff McKeown**  
Chief Executive Officer



ADMINISTRATION CENTRE  
2 Arthur Road, WAGIN W.A  
PO Box 200, WAGIN 6315



Telephone: (08) 9861 1177  
Facsimile: (08) 9861 1204  
Website: [www.wagin.wa.gov.au](http://www.wagin.wa.gov.au)  
Email: [shire@wagin.wa.gov.au](mailto:shire@wagin.wa.gov.au)

PRW:KLS ES.VO.1

Mr D Stewart  
Chief Executive Officer  
Shire of Narrogin  
89 Earl Street  
NARROGIN WA 6312

Dear Dale

**RE: - DUAL FIRE CONTROL OFFICERS 2019/20**

The Shire of Wagin would like to have the following Fire Control Officers appointed as Dual officers within your Shire: -

- Narrogin      Mr R Goldsmith  
                     Mr C Piesse

I look forward to being advised the outcome of this request.

Yours faithfully



Peter Webster  
CHIEF EXECUTIVE OFFICER

29<sup>th</sup> November 2019





<b>Shire of Narrogin RECEIVED</b>	
Directed to	<u>Wendy R / Azhar</u>
<b>Q 4 DEC 2019</b>	
Ref No	<u>1CR1919019</u>
Property File	
Subject File	<u>9.1.1</u>
Ref	

77 Wogolin Road, PO Box 19  
WICKEPIN WA 6370  
Phone: 08 9888 1005  
Fax: 08 9888 1074  
[www.wickepin.wa.gov.au](http://www.wickepin.wa.gov.au)

Shire Of Narrogin  
~~43 FEDERAL STREET~~  
NARROGIN WA 6312

Contact  
File No  
Doc ID

Mark Hook  
ES.APN.901  
OES2019632

27/11/2019

Dear Dale

#### APPOINTMENT OF SHIRE OF WICKEPIN DUAL FIRE CONTROL OFFICERS 2019/2020

I wish to advise you that the Shire of Wickepin appointed Trevor Leeson, Nathan Astbury and Phillip Russell at the ordinary meeting of council held on 21 August 2019 as Dual Fire Control Officers for the 2019/2020 fire season, for the Shire of Narrogin.

I trust you will find this satisfactory and I seek your Council's consent to the appointments.

Yours Sincerely

  
Mark Hook  
Chief Executive Officer

# Shire of Wickepin

### 10.1.3 APPLICATION FOR ANNUAL RENEWAL – TEMPORARY MOBILE CONCRETE BATCHING PLANT AT LOT 5 EARL STREET, HILLSIDE

File Reference	A674
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Paul Sims
Previous Item Numbers	Item 10.1.3, 19 December 2018 Resolution. 1218.127 Item 10.1.122, 20 December 2017 Resolution. 1217.139 Item 10.1.151, 20 December 2016 Resolution. 1216.186 Item 10.1.109, 13 September 2016 Resolution. 0817.33
Date	6 December 2019
Author	David Johnston – Planning Officer
Authorising Officer	Azhar Awang – Executive Manager Development and Regulatory Services
<b>Attachments</b> 1. Locality Plan 2. Application for annual renewal	

#### Summary

Council is requested to consider the annual renewal for the temporary mobile concrete batching plant at Lot 5 Earl Street, Hillside, which is now commencing its fourth year of its five year approval.

#### Background

At the Ordinary Council Meeting held 20 December 2016, Council resolved to approve the temporary mobile concrete batching plant at Lot 5 Earl Street, Hillside, subject to complying with the original conditions as follows:

*“Grant Planning Approval for the proposed Temporary Mobile Concrete Batching Plant at Lot 5 Earl Street, Narrogin subject to the following conditions:*

- 1. The approval is for a twelve (12) months period from the date of this approval an annual extension to be considered by Council for up to five (5) years.*
- 2. All buildings and structures on site are to comply with the required boundary setback distances as stipulated in the Shire of Narrogin Town Planning Scheme No. 2 (The front setback shall be not less than 11 metres, the rear shall not be less than 10 metres, and the side setbacks shall not be less than 5 metres on one side).*
- 3. The applicant is to submit a dust management plan prior to commencing any work on site to the satisfaction of the Shires Chief Executive Officer and the Department of Environment and Regulation.*

4. *Parking bays and ground treatment are to be installed to the satisfaction of the Shire of Narrogin Chief Executive Officer within three months of the date of the Planning Approval prior to the commencement of operation.*
5. *All stormwater and drainage runoff is to be contained on site or connected to the Shires stormwater legal point of discharge prior to the commencement of operation.*
6. *The development approved shall be in accordance with the plans and specification submitted with the application and these shall not be altered or modified without the prior written approval of the Shire.*
7. *The premises shall be kept in a neat and tidy condition at all times to the satisfaction of the Shires Chief Executive Officer*
8. *At the conclusion of the approved period, the Concrete Batching Plant is to be removed and the site rehabilitated to the satisfaction of the Shires Chief Executive Officer.*
9. *No onsite work or production of concrete shall commence without the written approval from the Department of Environmental Regulation.*
10. *If any of the conditions are not fulfilled or complied to, Council may revoke its consent or approval.*

#### *Advice to the Applicant*

1. *Compliance with the provisions of the Environmental Protection (Concrete Batching and Cement Product Manufacturing) Regulations 1998 Environmental Protection.*
2. *Compliance with the provisions of the Environmental Protection (Noise) Regulations 1997.*
3. *This is not a building licence for which a separate application is required.*
4. *The applicant be advised of the listing of the property as a potential contaminated site and will be required to comply with all obligations in relation to the declaration."*

This item was subsequently presented to the Ordinary Council Meeting held on 20 December 2017. At that meeting, it was recommended by the Officer that Council approve the annual renewal subject to the original conditions of the resolution of Council of 20 December 2016 and, in the event that no negative complaints were received within the next year, authorise the Chief Executive Officer is delegated to determine the annual renewal for the remaining three (3) year term. Council at the meeting did not support the officer's recommendation and voted instead for Council to review the renewal in 12 months' time.

On 2 November 2018 and 15 November 2018 the Shire of Narrogin advised the applicant that an annual request for renewal was required. On 20 November 2018 the Shire of Narrogin received the required application for annual renewal.

On 19 December 2018, Council considered the matter and supported the renewal for a period of 12 months, subject to the original conditions of the Development Approval issued 23 December 2016. Council also advised the applicant that the Council will not entertain a further extension of the application post 2021.

On 4 October 2019 the Shire of Narrogin advised the applicant that an annual request for renewal was required. On 6 December 2019 the Shire of Narrogin received the required application for annual renewal.

Council is therefore requested to consider the annual renewal of the temporary mobile batching plant as per condition 1 of the approval.

### Comment

The annual renewal has been assessed against the conditions of approval upon which it was granted. A site inspection was undertaken on 6 December 2019 by the Shire's Executive Manager of Development and Regulatory Services, Senior Environmental Health Officer and Planning Officer.

Condition of Approval	Officer's Comments December 2019
1. The approval is for a twelve (12) months period from the date of this approval and an annual extension to be considered by Council. For up to five (5) years.	Condition fulfilled.  The annual extension is currently being presented for Council's consideration, prior to the expiry of the 12 month approval which has been granted. This is the fourth year of the five (5) year approval.
2. All buildings and structures on site are to comply with the required boundary setback distances as stipulated in the Shire of Narrogin Town Planning Scheme No. 2 (The front setback shall be not less than 11 metres, the rear shall not be less than 10 metres, and the side setbacks shall not be less than 5 metres on one side).	Condition fulfilled.  All buildings on site comply with the relevant setback distances.
3. The applicant is to submit a dust management plan prior to commencing any works on site to the satisfaction of the Shire's Chief Executive Officer and the Department of Environment and Regulation.	Condition fulfilled.  The applicant has submitted a dust management plan to the former Department of Environment and Regulation (DER). DER has responded that the dust impacts have the potential to cause minimal impact.
4. Parking bays and ground treatment are to be installed to the satisfaction of the Shire of Narrogin's Chief Executive Officer within three months of the date of the Planning Approval prior to the commencement of operation.	Condition fulfilled.  There is sufficient parking area along the southern boundary of the lot.
5. All storm water and drainage runoff is to be contained on site or connected to the Shire's storm water legal point of discharge prior to the commencement of operation.	Condition fulfilled.  Onsite inspection, there was no evidence of erosion caused by storm water run-off.

<b>Condition of Approval</b>	<b>Officer's Comments December 2019</b>
6. The development approved shall be in accordance with the plans and specification submitted with the application and these shall not be altered or modified without the prior written approval of the Shire.	Condition pending.  The development was built in accordance with the submitted plans.
7. The premises shall be kept in a neat and tidy condition at all times to the satisfaction of the Shire's Chief Executive Officer.	Condition outstanding.  On the site visit undertaken on 6 December 2019, there were small piles of plastic waste and small scattered items such as plastic bags, broken pipes and water bottles spread around the perimeter of the site. The Shire Officer has advised the applicant of this matter and will follow up on this request prior to Council's meeting.
8. At the conclusion of the approved period, the Concrete Batching Plant is to be removed and the site rehabilitated to the satisfaction of the Shires Chief Executive Officer.	Condition pending.  The applicant has requested an annual renewal.
9. No onsite work or production of concrete shall commence without the written approval from the Department of Environmental Regulation.	Condition fulfilled.  DER issued a works approval in April 2017.
10. If any of the conditions are not fulfilled or complied to, Council may revoke its consent or approval.	Condition fulfilled subject to point 7.  No complaints have been lodged to the Shire of Narrogin in the last 12 Months since the matter was last considered by Council.

## Consultation

A site visit was undertaken on 6 December 2019 by:

- Planning Officer;
- Senior Environmental Health Officer;
- Executive Manager Development and Regulatory Services.

## Statutory Environment

Former Shire of Narrogin Town Planning Scheme No. 2

## Policy Implications

Nil

## Financial Implications

Application for Planning Consent Fee to the value of \$147 has been paid to the Shire of Narrogin.

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective:	3. Environment Objective (Conserve, protect and enhance our natural and built environment)
Outcome:	3.4 A well maintained built environment
Strategy:	3.4.1 Improve and maintain built environment

## Voting Requirements

Simple Majority

### **OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 1219.004**

Moved: Cr Bartron                      Seconded: Cr Broad

That, with respect to the Application for Annual Renewal - Temporary Mobile Concrete Batching Plant at Lot 5 Earl Street Hillside, Council approve the renewal for a period of 12 months, subject to:

1. The original conditions of the Development Approval issued on 23 December 2016.

#### Advice Note

The applicant is reminded of the intent of the Council that it will not entertain a further application for this site for this purpose, post 2021.

**CARRIED 7/0**





Locality Plan

# PLANNING CONSENT



89 Earl Street  
PO Box 1145  
Narrogin WA 6312

(08) 9890 0900

www.narrogin.wa.gov.au  
enquiries@narrogin.wa.gov.au

CASHIER HOURS:  
8:30am – 4:30pm  
MONDAY- FRIDAY

## APPLICATION FOR PLANNING CONSENT

TOWN PLANNING SCHEME NO.2  
DISTRICT SCHEME

Name of Applicant	Paul Sims
Correspondence Address	66 Felspar street Narrogin W.A. 6312

I hereby apply for planning consent to:

- Use the land described hereunder for the purpose of Concrete batching plant , storage of materials and equipment
- Erect, alter or carry out development on land described hereunder in accordance with the accompanying plans (3 copies attached)

Existing use of land	Concrete batching plant , storage of materials and equipment
Approximate cost of proposed development	\$
Estimated time of completion	
No of persons to be housed / employed after completion	2

## TITLES OFFICE DESCRIPTION OF LAND

### LOCALITY PLAN

House No		Lot No	5	Location No	
Plan or Diag		Street Name	Earl street		
Certificate of Title	Volume: 2208			Folio: 565	

### LOT DIMENSIONS

Site area	4047 Square metres
Frontage	50.55 Metres
Depth	80.06 metres

### AUTHORITY

Applicant's Signature		Date	2/11/2019
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NOTE: WHERE THE APPLICANT IS NOT THE OWNER, THE OWNER'S SIGNATURE IS REQUIRED.

NOTE: ALL OWNERS OF THE PROPERTY MUST SIGN THIS APPLICATION FORM. WHERE PROPERTY IS OWNED BY A COMPANY, AT LEAST TWO DIRECTORS OF THE COMPANY MUST SIGN THE APPLICATION.

Owner's Signature C A Hill Date 7/11/19

NOTE: THIS FORM IS TO BE SUBMITTED IN DUPLICATE, TOGETHER WITH THREE COPIES OF PLANS, COMPRISING THE INFORMATION SPECIFIED IN THE PARTICULARS REQUIRED WITH THE APPLICATION OUTLINED BELOW.

### **THIS IS NOT AN APPLICATION FOR A BUILDING LICENCE**

#### **PARTICULARS REQUIRED WITH APPLICATION FOR BUILDING CONSENT**

Where an application involves the erection or alteration of a building or a change in levels of a site, the plans accompanying an application for planning consent shall, unless especially exempt by the Shire:

- Indicate the position and describe the existing buildings and improvements on the site and indicate those which are to be removed;
- Indicate the position and describe the buildings and improvements proposed to be constructed, their appearance, height and proposed uses in relation to existing and proposed contours;
- Indicate the position, type and height of all the existing trees on the site and indicate those to be retained and those to be removed;
- Indicate the areas to be landscaped and the location and type of shrubs, trees and other treatment proposed;
- Indicate site contours and details of any proposed alteration to the natural contour of the area;
- Indicate car parking areas, their layout and dimensions and accessways and the position of existing and/or proposed crossovers; and
- Indicate site dimensions and be to metric scale.

#### **OFFICE USE ONLY**

File Reference		Application No	
Date Received		Date of Approval / Refusal	
Date of Notice of Decision		Officer's Signature	

## **10.2 TECHNICAL AND RURAL SERVICES**

There are no reports requiring a Council decision for the current month.

## 10.3 CORPORATE AND COMMUNITY SERVICES

### 10.3.1 SCHEDULE OF ACCOUNTS PAID – NOVEMBER 2019

File Reference	12.1.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	30 November 2019
Author	Agatha Prior – Finance Officer Accounts
Authorising Officer	Frank Ludovico – Executive Manager Corporate & Community Services
Attachments	
1. Schedule of Accounts Paid – November 2019 (separate cover).	

#### Summary

Council is requested to note the payments as presented in the Schedule of Accounts Paid – November 2019.

#### 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 Schedule of Accounts Paid – November 2019 is presented to Council for notation. Below is a summary of activity.

November 2019 Payments		
Payment Type	\$	%
Cheque	660.40	0.05
EFT (incl Payroll)	1,084,251.41	90.01
Direct Debit	111,834.43	9.28
Credit Card	7,534.15	0.63
Trust	320.00	0.03
Total Payments	1,204,600.39	100.00

Local Spending	\$	%
Local Suppliers	242,059.09	20.09
Payroll	389,407.03	32.33
Total	631,466.12	52.42

The payment schedule has been provided to Elected Members separately and is not published on the Shire of Narrogin website owing to potential fraudulent activity that can arise from this practice.

Printed copies will be available on request at the Administration building and the Library.

### Consultation

Manager Finance

### Statutory Environment

Local Government Act 1995, Section 6.8 (2)(b)

### Policy Implications

Nil

### Financial Implications

All expenditure has been approved via adoption of the 2019/2020 Annual Budget, or resulting from a Council resolution for a budget amendment.

### Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	4. Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1 An efficient and effective organisation

### Voting Requirements

Simple Majority

#### **OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 1219.005**

Moved: Cr Wiese                      Seconded: Cr Early

That, with respect to the Schedule of Accounts Paid for November 2019, Council note the Report as presented.

**CARRIED 7/0**

### 10.3.2 MONTHLY FINANCIAL REPORT – NOVEMBER 2019

File Reference	12.8.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	5 December 2019
Author	Karen Oborn – Manager Finance
Authorising Officer	Frank Ludovico – Executive Manager Corporate & Community Services
Attachments 1. Financial Report for the period ended 30 November 2019.	

#### Summary

Council is requested to review the November 2019 Monthly Financial Reports. In accordance with the Local Government Financial Management Regulations (1996), Regulation 34, the Shire is to prepare a monthly Statement of Financial Activity for notation by Council.

#### Background

Council is requested to review the November 2019 Monthly Financial Reports.

#### Comment

The November 2019 Monthly Financial Reports are presented for review.

#### Consultation

Executive Manager Corporate and Community Services.

#### Statutory Environment

Local Government (Financial Management) Regulations 1996, Regulation 34 applies.

#### Policy Implications

Nil

#### Financial Implications

All expenditure has been approved via adoption of the 2019/20 Annual Budget or resulting from a Council Motion for a budget amendment.

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	4. Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1 An efficient and effective organisation

## Voting Requirements

Simple Majority

### **OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 1219.006**

Moved: Cr Lushey                      Seconded: Cr Bartron

That, with respect to the Monthly Financial Reports for November 2019, Council note the Reports as presented.

**CARRIED 7/0**

**MONTHLY FINANCIAL REPORT**  
(Containing the Statement of Financial Activity)  
**FOR THE PERIOD ENDED 30 NOVEMBER 2019**



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

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## MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 30 NOVEMBER 2019

## MONTHLY SUMMARY INFORMATION

### PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 30 November 2019  
Prepared by: Manager Finance  
Reviewed by: Executive Manager Corporate & Community Services

### BASIS OF PREPARATION

#### REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

#### BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not inconsistent with the *Local Government Act 1995* and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

#### 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 1.

### SIGNIFICANT ACCOUNTING POLICES

#### GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

#### CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

#### ROUNDING OFF FIGURES

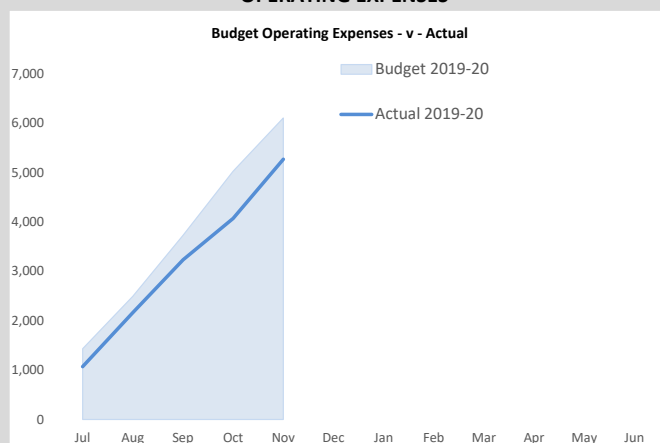
All figures shown in this statement are rounded to the nearest dollar.



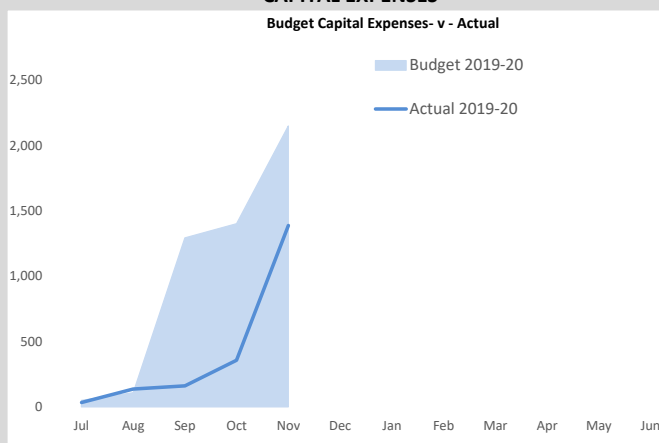
**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 30 NOVEMBER 2019**

**MONTHLY SUMMARY INFORMATION  
GRAPHS**

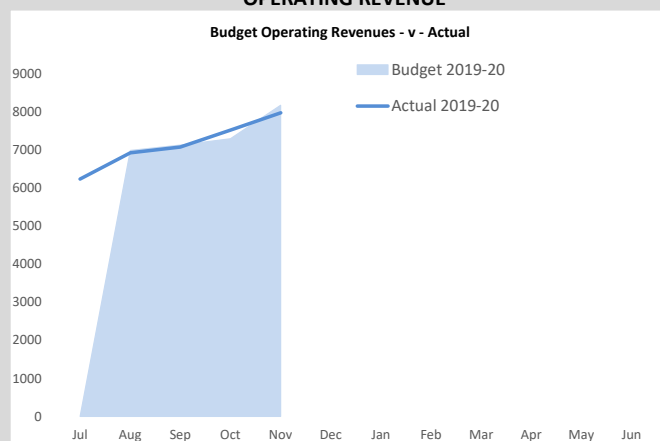
**OPERATING EXPENSES**



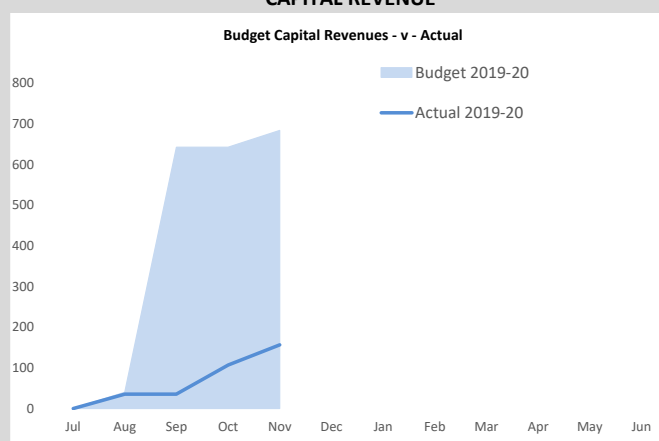
**CAPITAL EXPENSES**



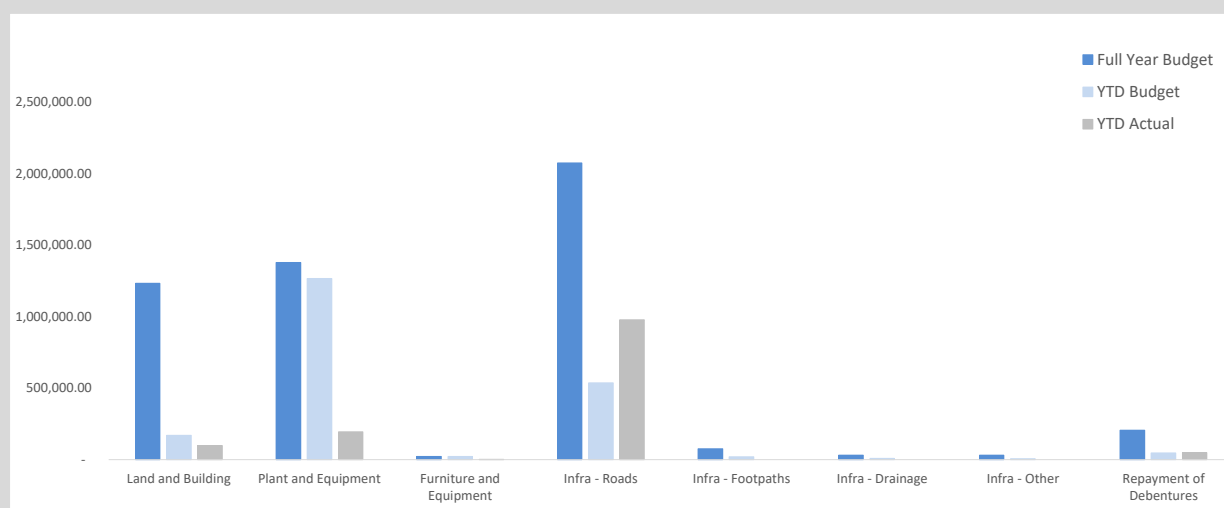
**OPERATING REVENUE**



**CAPITAL REVENUE**



**CAPITAL EXPENSES BY ACTIVITY**



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2019**

**STATUTORY REPORTING PROGRAMS**

	Ref Note	Adopted Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)		4,001,532	3,943,906	3,943,906	(57,625)	(1%)	
<b>Revenue from operating activities</b>							
General Purpose Funding - Rates		4,943,620	4,943,619	4,950,579	6,960	0%	
General Purpose Funding - Other		1,354,841	658,468	665,880	7,412	1%	
Governance		1,850	765	0	(765)	(100%)	
Law, Order and Public Safety		79,900	39,980	27,480	(12,500)	(45%)	
Health		23,500	11,530	9,025	(2,505)	(28%)	
Education and Welfare		1,370,538	668,511	786,276	117,765	15%	▲
Housing		8,240	3,430	3,486	56	2%	
Community Amenities		1,092,366	881,704	974,908	93,204	10%	
Recreation and Culture		75,254	31,340	14,670	(16,670)	(114%)	▼
Transport		408,913	309,091	201,214	(107,876)	(54%)	▼
Economic Services		283,619	118,155	127,228	9,073	7%	
Other Property and Services		110,762	48,771	125,281	76,510	61%	▲
		<b>9,753,404</b>	<b>7,715,363</b>	<b>7,760,061</b>	<b>170,665</b>	<b>1%</b>	
<b>Expenditure from operating activities</b>							
General Purpose Funding		(255,567)	(107,247)	(102,956)	4,291	(4%)	
Governance		(724,720)	(353,043)	(212,953)	140,090	(66%)	
Law, Order and Public Safety		(766,873)	(334,700)	(319,662)	15,038	(5%)	
Health		(280,251)	(126,238)	(119,309)	6,929	(6%)	
Education and Welfare		(1,573,105)	(793,818)	(847,632)	(53,814)	(6%)	
Housing		(34,441)	(16,849)	(11,950)	4,899	41%	
Community Amenities		(1,574,917)	(663,972)	(556,056)	107,916	19%	▲
Recreation and Culture		(3,475,525)	(1,581,867)	(1,390,898)	190,969	14%	▲
Transport		(4,086,406)	(1,720,649)	(1,521,142)	199,507	13%	▲
Economic Services		(812,368)	(352,015)	(294,182)	57,833	20%	▲
Other Property and Services		(38,082)	(54,184)	108,772	162,956	(150%)	
		<b>(13,622,254)</b>	<b>(6,104,582)</b>	<b>(5,267,967)</b>	<b>836,615</b>		
<b>Operating activities excluded from budget</b>							
Add back Depreciation		3,450,264	1,437,560	1,239,226	(198,334)	(16%)	▼
Adjust (Profit)/Loss on Asset Disposal	12	97,004	40,420	19,020	(21,400)	(113%)	▼
Adjust Employee Benefits Provision (Non-Current)		0	0	0	0		
Adjust Deferred Pensioner Rates (Non-Current)		0	0	0	0		
Movement in Leave Reserve (Added Back)		0	0	747	747	100%	
Adjust Rounding		0	0	0	0		
<b>Amount attributable to operating activities</b>		<b>(321,582)</b>	<b>3,088,761</b>	<b>3,751,088</b>	<b>788,293</b>		
<b>Investing Activities</b>							
Non-Operating Grants, Subsidies and Contributions		914,743	449,542	207,302	(242,240)	117%	
Purchase of Investments		0	0	0	0		
Land Held for Resale	11	0	0	0	0		
Land and Buildings	11	(1,230,335)	(169,715)	(98,627)	71,088	72%	▲
Plant and Equipment	11	(1,376,633)	(1,264,957)	(193,817)	1,071,140	553%	▲
Furniture and Equipment	11	(22,500)	(22,500)	(353)	22,148	6283%	▲
Infrastructure Assets - Roads	11	(2,072,295)	(536,001)	(975,921)	(439,919)	(45%)	▼
Infrastructure Assets - Footpaths	11	(76,000)	(19,000)	(57,464)	(38,464)	(67%)	▼
Infrastructure Assets - Road Drainage	11	(32,000)	(8,000)	0	8,000	100%	
Infrastructure Assets - Other	11	(698,942)	(125,870)	(63,547)	62,323	98%	▲
Infrastructure Assets - Parks and Gardens	11	0	0	0	0		
Infrastructure Assets - Bridges	11	(31,040)	(7,760)	0	7,760	100%	
Proceeds from Disposal of Assets	12	667,898	559,973	156,064	(403,909)	(259%)	▼
Proceeds from Sale of Investments		0	0	0	0		
<b>Amount attributable to investing activities</b>		<b>(3,957,104)</b>	<b>(1,144,288)</b>	<b>(1,026,362)</b>	<b>117,926</b>		
<b>Financing Activities</b>							
Proceeds from New Debentures	13	0	0	0	0		
Proceeds from Advances		0	0	0	0		
Repayment of Debentures	13	(166,657)	(36,682)	(36,955)	(272)	(1%)	
Self-Supporting Loan Principal		0	0	0	0		
Transfer from Reserves	10	1,413,724	123,249	0	(123,249)	(100%)	▼
Advances to Community Groups		0	0	0	0		
Transfer to Reserves	10	(969,913)	0	(9,414)	(9,414)	(100%)	
<b>Amount attributable to financing activities</b>		<b>277,154</b>	<b>86,567</b>	<b>(46,369)</b>	<b>(132,936)</b>		
<b>Net Capital</b>		<b>(3,679,950)</b>	<b>(1,057,721)</b>	<b>(1,072,731)</b>	<b>(15,010)</b>		
<b>Total Net Operating + Capital</b>		<b>(4,001,532)</b>	<b>2,031,040</b>	<b>2,678,356</b>	<b>773,283</b>		
<b>Closing Funding Surplus(Deficit)</b>	3	<b>0</b>	<b>5,974,946</b>	<b>6,748,229</b>	<b>715,658</b>		

**NOTE:** The variance between the 'Budgeted Opening Funding Surplus' and the YTD Actual, is due to a change in the provisions and revaluation surplus figures post Budget setting. This will be adjusted by the Budget Review process.

**KEY INFORMATION**

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 2 for an explanation of the reasons for the variance.

The material variance adopted by Council for the current year is \$5,000 or 10% whichever is the greater.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY****NET CURRENT ASSETS****FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 NOVEMBER 2019****SIGNIFICANT ACCOUNTING POLICIES****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.

**EMPLOYEE BENEFITS**

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

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

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the City 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 City 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 present value of expected future payments to be made in respect of services provided by employees up to 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 City does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

**PROVISIONS**

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. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement 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.

**INVENTORIES**

Inventories are measured 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 necessary to make the sale.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 NOVEMBER 2019**

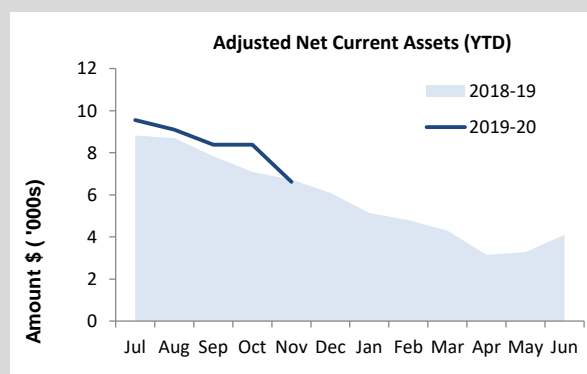
**OPERATING ACTIVITIES  
ADJUSTED NET CURRENT ASSETS**

	Previous Month Actual	Year to Date Actual
<b>Adjusted Net Current Assets</b>	<b>31 Oct 2019</b>	<b>30 Nov 2019</b>
	\$	\$
<b>Current Assets</b>		
Cash Unrestricted	6,625,432	5,222,163
Cash Restricted (Reserves)	4,233,146	5,236,199
Receivables - Rates and Rubbish, ESL, Excess Rates	1,762,983	1,452,575
Receivables - Other	106,409	174,272
Inventories	15,998	22,283
	12,743,967	12,107,491
<b>Less: Current Liabilities</b>		
Payables	(533,370)	(1,028,980)
Loan Liability	(149,816)	(129,703)
Provisions	(549,544)	(549,544)
	(1,232,730)	(1,708,227)
<b>Net Current Asset Position</b>	11,511,237	10,399,265
Less: Cash Restricted	(4,225,921)	(4,238,992)
Add Back: Component of Leave Liability not Required to be funded	335,367	335,609
Add Back: Current Loan Liability	149,816	129,703
Adjustment for Trust Transactions Within Muni	(4,026)	(3,302)
Adjustment for Movemtn of Excess Rates		125,966
<b>Net Current Funding Position</b>	<b>7,766,472</b>	<b>6,748,249</b>

2 - 3

**SIGNIFICANT ACCOUNTING POLICIES**

Please see page 4 for information on significant accounting policies relating to Net Current Assets.



**KEY INFORMATION**

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.

<b>Year YTD Actual</b>
<b>Surplus(Deficit)</b>
<b>\$6.75 M</b>
<b>Last Month Actual</b>
<b>Surplus(Deficit)</b>
<b>\$7.77 M</b>

**NOTE: For the Cash Assets above the following investments have been made as at reporting date:**

<u>Cash Unrestricted</u>	<u>Investment Value \$</u>	<u>Maturity Date</u>	<u>Rate</u>	<u>Institution</u>	<u>Investment %</u>
Municipal Fund	1,000,000	3/02/2020	1.35%	Commonwealth	50%
Municipal Fund	1,000,000	10/02/2020	1.37%	Commonwealth	50%
	2,000,000				100%
<u>Cash Restricted (Reserves)</u>					
Reserve Fund	2,000,000	29/05/2020	1.80%	NAB	50%
Reserve Fund	2,000,000	29/05/2020	2.10%	Westpac	50%
	4,000,000				100%
<u>Total Investment Holdings via Entity</u>					
Commonwealth	2,000,000				33%
NAB	2,000,000				33%
Westpac	2,000,000				33%
	6,000,000				100%

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

## FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 NOVEMBER 2019

EXPLANATION OF  
MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year. The material variance adopted by Council for the current year is an Actual Variance exceeding 10% and a value greater than \$15,000.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
Opening Funding Surplus	(57,625)	1%	▼	Permanent	The variance between the 'Budgeted Opening Funding Surplus' and the YTD Actual, is due to a change in the provisions and revaluation surplus figures post Budget setting. This will be adjusted by the Budget Review process.
Capital Acquisitions	756,315	6994%	▲	Timing	Dependant on timing of when capital expenditure is required for Capex Projects.
Transfer from Reserves	(123,249)	(100%)	▼	Timing	Dependant on timing of when capital expenditure is required for Capex Projects.

## KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

▲ Favourable variance

▼ Unfavourable variance

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

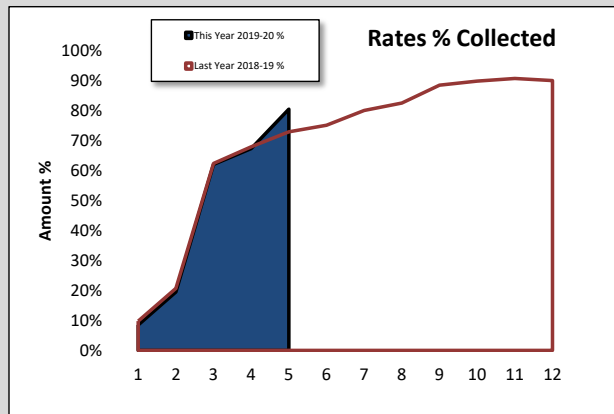
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 NOVEMBER 2019

OPERATING ACTIVITIES  
RECEIVABLES

Rates Receivable	30 Jun 18	30 Nov 19	30 Nov 18	Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$		\$	\$	\$	\$	\$
<b>Opening Arrears Previous Years</b>	<b>586,296</b>	<b>586,296</b>	<b>492,340</b>	Receivables - General	43,974	21,032	6,464	16,147	87,616
Levied this year		3,194,497	4,780,237	Percentage	50%	24%	7%	18%	
Movement in Excess Rates		(125,996)	(90,732)						
Domestic Refuse Collection Charges		472,689	470,984						
Domestic Services (Additional)		3,197	3,390						
Commercial Collection Charge		43,426	44,583	<b>Balance per Trial Balance</b>					
Commercial Collection Charge (Additional)		43,793	45,287	Rates Pensioner Rebate Claims					2,866
Total Rates and Rubbish (YTD)	5,359,227	#REF!	5,263,049	GST Input					124,769
Less Collections to date	(5,359,227)	#REF!	(4,207,447)	Provision For Doubtful Debts					(38,020)
<b>Net Rates Collectable</b>	<b>586,296</b>	<b>1,639,490</b>	<b>1,547,943</b>	<b>Total Receivables General Outstanding</b>					<b>177,231</b>
% Collected	90.14%	#REF!	73.22%	<b>Amounts shown above include GST (where applicable)</b>					
Pensioner Deferred Rates		(178,661)	(153,532)						
Pensioner Deferred ESL		(8,254)	(6,786)						
<b>Total Rates and Rubbish, ESL, Excess Rates</b>		<b>1,452,575</b>	<b>1,387,625</b>						

## KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.



Collected

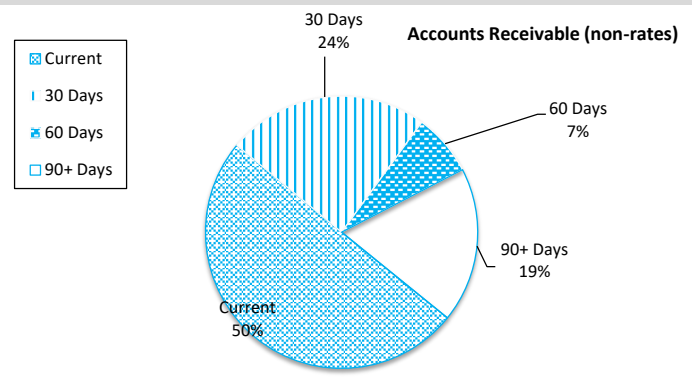
#REF!

Rates Due

\$1,452,575

## SIGNIFICANT ACCOUNTING POLICIES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other 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.



Debtors Due

\$177,231

Over 30 Days

50%

Over 90 Days

18%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 NOVEMBER 2019**

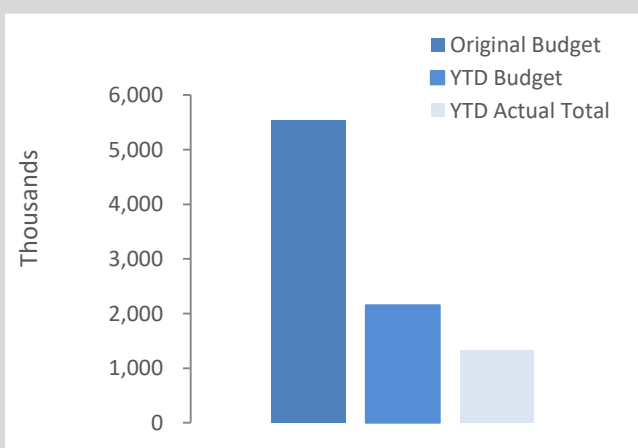
**INVESTING ACTIVITIES**  
**CAPITAL ACQUISITIONS**

Capital Acquisitions	Original Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Land and Buildings	1,230,335	169,715	98,627	71,088
Plant & Equipment	1,376,633	1,264,957	193,817	1,071,140
Furniture & Equipment	22,500	22,500	353	22,148
Roads	2,072,295	536,001	975,921	(439,919)
Footpaths	76,000	19,000	2 - 3	(38,464)
Road Drainage	32,000	8,000	0	8,000
Other Infrastructure	698,942	125,870	63,547	62,323
Parks and Gardens	0	0	0	0
Bridges	31,040	7,760	0	7,760
<b>Capital Expenditure Totals</b>	<b>5,539,745</b>	<b>2,153,803</b>	<b>1,332,264</b>	<b>764,075</b>

**SIGNIFICANT ACCOUNTING POLICIES**

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

**KEY INFORMATION**















































Acquisitions	Annual Budget	YTD Actual	% Spent
	<b>\$5.54 M</b>	<b>\$1.33 M</b>	<b>24%</b>

To be read in conjunction with Strategic Projects Tracker

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 NOVEMBER 2019**

**INVESTING ACTIVITIES**  
**CAPITAL ACQUISITIONS (CONTINUED)**

% of Completion






































	Original Budget	YTD Budget	YTD Actual	Variance Under(Over)
	\$	\$	\$	\$
<b>Capital Expenditure</b>				
<b>Land and Buildings</b>				
 Building Renovation Administration	180,000	120,000	0	120,000
 Kitchen Upgrade	5,986	5,985	3,702	2,283
 Accessibility Access Upgrades	50,000	0	0	0
 Smith St Public Toilets (Coles Carpark) Capital	50,000	0	0	0
 Harris St Public Toilets (Museum) Capital	10,000	0	0	0
 May Street Public Toilet Upgrade	70,000	0	0	0
 Memorial Park Public Toilets Capital	119,719	0	5,606	(5,606)
 Town Hall (Federal St) Building Capital	8,000	5,332	3,874	1,458
 John Higgins Community Complex Building Capital	22,000	0	19,554	(19,554)
 Nomans Lake Hall Building Capital	6,500	0	5,299	(5,299)
 NRRC Building (Capital)	15,000	0	5,871	(5,871)
 NRRC Building Capital 2018-19	20,000	0	0	0
 Croquet Clubrooms Building Capital	11,633	11,633	5,088	6,545
 Library Building (Capital)	7,000	0	0	0
 Library - Stage 2	120,000	0	449	(449)
 Railway Station Building (Capital)	57,015	6,765	6,150	615
 Caravan Park Campers Kitchen Building Capital	20,000	20,000	0	20,000
 Caravan Park Renovations	58,862	0	7,084	(7,084)
 Accommodation Units (NCP)	394,000	0	35,951	(35,951)
 Visitor Information Bay Upgrade (Williams Road)	4,620	0	0	0
	<b>1,230,335</b>	<b>169,715</b>	<b>98,627</b>	<b>71,088</b>
<b>Plant and Equipment</b>				
 Fire Shed (Highbury)	30,000	30,000	0	30,000
 Lifting Ramp - NO05	5,000	5,000	0	5,000
 CCTV Upgrade	30,000	30,000	0	30,000
 009NGN 2019 Toyota Camry Altise	28,000	28,000	0	28,000
 NGN219 CATS Vehicle 2020	27,000	27,000	0	27,000
 NGN00 EMDRS Vehicle 2019(3)	42,317	42,317	37,239	5,078
 NGN00 EMDRS Vehicle 2020(1)	42,317	42,317	37,184	5,133
 NGN00 EMDRS Vehicle 2020(2)	42,317	0	0	0
 NRRC Fire Extinguisher Upgrades	15,248	15,248	0	15,248
 CCTV Installation Old Courthouse Museum	7,687	7,686	6,988	698
 Diesel Locomotive (Railway Yard)	5,000	5,000	0	5,000
 ONO EMTRS Vehicle 2019 (3)	36,498	36,497	36,498	(1)
 ONO EMTRS Vehicle 2019 (4)	36,498	36,497	0	36,497
 ONO EMTRS Vehicle 2020 (1)	36,498	36,497	0	36,497
 ONO EMTRS Vehicle 2020 (2)	36,498	36,497	0	36,497
 N001 MO Vehicle 2019(3)	36,243	36,242	36,722	(480)
 N001 MO Vehicle 2020(1)	36,243	36,242	0	36,242
 N001 MO Vehicle 2020(2)	36,243	36,242	0	36,242
 NO3 2019 UD 6 Wheeler Nissan Diesel Tip Truck	226,000	226,000	0	226,000
 NO237 2019 Caterpillar CW34NN Rubber Tyred Roller	165,000	165,000	0	165,000
 NO1193 2019 JCB 4CX PC Backhoe Loader	195,000	195,000	0	195,000
 NGN93 Mitsubishi Triton Single Cab 2019 (Leading Hand) (PA018B)	26,000	26,000	0	26,000
 Mobile (trailer Mounted) Visual Display Unit	25,000	25,000	21,416	3,584
 NGN2 2019 Holden Trax (BC) (PA006B)	25,000	25,000	17,771	7,229



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 NOVEMBER 2019**

**INVESTING ACTIVITIES  
CAPITAL ACQUISITIONS (CONTINUED)**























% of Completion

	Original Budget	YTD Budget	YTD Actual	Variance Under(Over)
 1NGN CEO Vehicle 2019(4)	56,000	56,000	0	56,000
 ONGN EMCCS Vehicle 2019(2)	34,676	34,675	0	34,675
 ONGN EMCCS Vehicle 2020(1)	34,676	0	0	0
 ONGN EMCCS Vehicle 2020(2)	34,676	0	0	0
 002 NGN MF Vehicle 2020	25,000	25,000	0	25,000
	<b>1,376,633</b>	<b>1,264,957</b>	<b>193,817</b>	<b>1,071,140</b>
<b>Furniture and Equipment</b>				
 Airconditioner Upgrade - DRS	20,000	20,000	0	20,000
 Town Hall Airconditioner	2,500	2,500	353	2,148
	<b>22,500</b>	<b>22,500</b>	<b>353</b>	<b>22,148</b>
<b>Infrastructure - Roads</b>				
 Cooraminning Road - Renewal (Rural)(Grant Funded)	144,651	36,162	0	36,162
 Earl Street - Renewal (Local)	30,000	7,500	1,296	6,204
 Ensign Street - Renewal (Local)	98,158	24,538	683	23,856
 Lock Road - Renewal (Rural)	70,680	17,668	0	17,668
 Whinbin Rock Road - Renewal (Rural)	87,406	21,849	0	21,849
 Dongolocking Road - Upgrade (Rural)	218,500	54,623	0	54,623
 Birdwhistle Road - Renewal (Rural)	108,133	27,031	0	27,031
 Narrogin Valley Road - Renewal (Rural)	99,149	24,785	0	24,785
 Chomley Road - Renewal (Rural)	108,133	27,031	0	27,031
 Lavator Road - Renewal (Rural)	7,938	1,983	0	1,983
 Street Tree Capital	20,000	5,000	21,840	(16,840)
 Northwood Street - Renewal (Local) (R2R)	30,000	7,500	27,954	(20,454)
 Havelock Street - Renewal (Local) (R2R)	24,600	6,150	21,923	(15,773)
 Lock Street - Renewal (Local) (R2R)	19,000	4,750	17,835	(13,085)
 Congelin - Narrogin Road - Renewal (Local) (R2R)	28,000	7,000	27,244	(20,244)
 Tarwonga Road - Renewal (Local) (R2R)	33,021	8,255	31,620	(23,365)
 Highbury West Road - Renewal (Rural) (R2R)	40,000	10,000	38,513	(28,513)
 Piesseville - Tarwonga Road - Renewal (Local) (R2R)	75,000	36,699	145,024	(108,324)
 Wilson Street - Renewal (Local) (R2R)	12,474	3,118	10,830	(7,712)
 Narrogin-Harrismith Road - Renewal (Local) (R2R)	41,202	10,300	34,639	(24,339)
 Clayton Road - Renewal (Local) (RRG)	738,027	184,504	560,919	(376,415)
 Tarwonga Road - Renewal (Rural) (RRG)	38,223	9,555	35,601	(26,046)
	<b>2,072,295</b>	<b>536,001</b>	<b>975,921</b>	<b>(439,919)</b>
<b>Infrastructure - Footpaths</b>				
 Ensign St Footpath Construction	22,000	5,500	18,144	(12,644)
 Argus Street Footpath Construction	35,000	8,750	25,200	(16,450)
 Park Street Footpath Construction	19,000	4,750	14,120	(9,370)
	<b>76,000</b>	<b>19,000</b>	<b>57,464</b>	<b>(38,464)</b>
<b>Infrastructure - Drainage</b>				
 Drainage - Butler Street	32,000	8,000	0	8,000
	<b>32,000</b>	<b>8,000</b>	<b>0</b>	<b>8,000</b>
<b>Infrastructure - Other</b>				
 White Road Refuse Site	6,000	0	3,940	(3,940)
 Bin Surrounds	20,000	0	13,496	(13,496)
 Drainage Engineering consultancy - stormwater diversion	20,000	0	0	0
 Cemetery Upgrade	47,410	0	7,293	(7,293)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 NOVEMBER 2019**

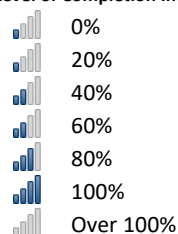
**INVESTING ACTIVITIES**  
**CAPITAL ACQUISITIONS (CONTINUED)**

% of Completion

	Original Budget	YTD Budget	YTD Actual	Variance Under(Over)
 CBD Design - Colour Palette and signage	1,153	1,153	0	1,153
 CBD Design - Heritage Walk Signage (Stage 2)	38,500	0	0	0
 Memorial Park Capital	18,000	0	0	0
 Gnarojin Park Cultural Heritage Management Plan	20,000	0	0	0
 Gnarojin Park Electrical Design Work	30,000	0	0	0
 Gnarojin Park Landscape Design	89,720	0	0	0
 Town Hall Furniture	8,500	8,500	0	8,500
 NRRC Infrastructure Other (Capital)	70,068	46,710	7,088	39,622
 Foxes Lair	4,592	4,591	0	4,591
 McKenzie Park - Playground Equipment	7,000	7,000	11,231	(4,231)
 Highbury Tennis Court	75,000	0	0	0
 Yilliminning Rock Camping Area	18,000	12,000	0	12,000
 Wilbur Park (Highbury) - Gazebo	15,000	0	0	0
 Park Furniture	12,000	0	0	0
 Clayton Road Storm Water Catchment Dam	35,000	0	0	0
 Public Art Strategy - Stage 1	25,000	0	0	0
 Gnarojin Park Hydrology Report	25,000	0	0	0
 Aerodrome Infrastructure Other (Capital)	45,000	11,250	0	11,250
 Banner Poles	10,000	6,666	0	6,666
 Local Tourism Planning Strategy	28,000	28,000	20,500	7,500
 Economic Development Strategy	30,000	0	0	0
	<b>698,942</b>	<b>125,870</b>	<b>63,547</b>	<b>62,323</b>
<b>Infrastructure - Parks &amp; Gardens</b>				
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Infrastructure - Bridges</b>				
 Footbridge Refurbishment	31,040	7,760	0	7,760
	<b>31,040</b>	<b>7,760</b>	<b>0</b>	<b>7,760</b>
<b>Grand Total</b>	<b>5,539,745</b>	<b>2,153,803</b>	<b>1,389,728</b>	<b>764,075</b>

**Capital Expenditure Total**

**Level of Completion Indicators**



Percentage YTD Actual to Revised Budget  
Expenditure over budget highlighted in red.

Variance is calculated on:  
YTD Budget vs YTD Actual

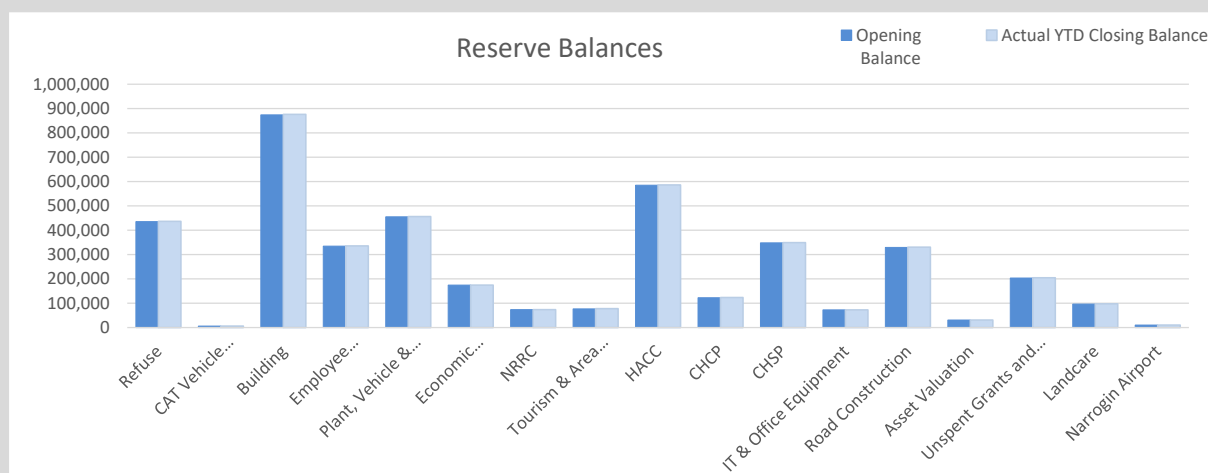
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 NOVEMBER 2019**

**OPERATING ACTIVITIES  
CASH AND INVESTMENTS**

**Cash Backed Reserve**

Reserve Name	Opening Balance	Current Budget Interest Earned	Actual Interest Earned	Forecast Interest Earned	Current Budget Transfers In (+)	Actual Transfers In (+)	Current Budget Transfers Out (-)	Actual Transfers Out (-)	Current Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$		\$	\$	\$	\$	\$	\$
Refuse	435,109	7,385	968	7,385	77,000	0	46,000	0	473,494	436,076
CAT Vehicle Replacement	6,655	116	15	116	6,000	0	12,000	0	771	6,670
Building	873,681	14,828	1,946	14,828	16,685	0	550,000	0	355,194	875,627
Employee Entitlement	334,863	5,683	747	5,683	20,000	0	0	0	360,546	335,609
Plant, Vehicle & Equipment	454,959	7,722	1,013	7,722	425,000	0	557,300	0	330,381	455,972
Economic Development	174,049	2,954	388	2,954	50,000	0	18,000	0	209,003	174,437
NRRC	73,927	1,255	164	1,255	80,000	0	0	0	155,182	74,091
Tourism & Area Promotion	77,202	1,310	172	1,310	2 - 3	0	0	0	122,038	77,374
HACC	584,487	9,463	1,299	9,463	0	0	98,240	0	495,710	585,786
CHCP	122,909	2,594	274	2,594	0	0	83,117	0	42,386	123,182
CHSP	347,664	7,231	772	7,231	205,228	0	0	0	560,123	348,436
IT & Office Equipment	72,563	1,232	162	1,232	5,000	0	0	0	78,795	72,725
Road Construction	329,405	5,591	733	5,591	0	0	0	0	334,996	330,137
Asset Valuation	31,309	0	70	0	0	0	0	0	31,309	31,379
Unspent Grants and Contributions	203,773	819	452	819	0	0	49,067	0	155,525	204,225
Landcare	97,024	1,647	217	1,647	0	0	0	0	98,671	97,240
Narrogin Airport	10,000	170	9	170	15,000	15	0	0	25,170	10,024
	<b>4,229,578</b>	<b>70,000</b>	<b>9,399</b>	<b>70,000</b>	<b>899,913</b>	<b>15</b>	<b>1,413,724</b>	<b>0</b>	<b>3,829,293</b>	<b>4,238,992</b>

**KEY INFORMATION**



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 NOVEMBER 2019**

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





GL Code	Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
					\$	\$	\$	\$
		Opening Funding Surplus		Opening Surplus(Deficit)			(57,625)	(57,625)
		<b>Budget Adoption</b>						0
BC265		SES Training / Meeting Room		Capital Expenses			(62,210)	(119,835)
130502020		ESL - SES Capital Grant GEN		Capital Revenue		62,210		(57,625)
120805900		CHSP - Refund of Unspent Grant Funding GEN		Operating Expenses			(123,249)	(180,874)
150805520		CHSP - Transfers From Reserve GEN		Capital Revenue		123,249		(57,625)
BC177		Thomas Hogg Public Toilet Upgrade		Operating Expenses	2 - 3		(4,761)	(62,386)
131201010		ROADC - Roads to Recovery Grant GEN		Capital Revenue		71,797		9,411
R2R324		Piesseville - Tarwonga Road - Renewal (Local) (R2R)		Capital Expenses			(71,797)	(62,386)
					-	257,256	- 319,642	- 62,386

**KEY INFORMATION**

The variance between the 'Budgeted Opening Funding Surplus' and the YTD Actual, is due to a change in the provisions and revaluation surplus figures post Budget setting. This will be adjusted by the Budget Review process.

## Shire of Narrogin Strategic Projects 2019/20

For the Period Ended 30 September 2019

Project Progress	
Complete	
On Track	
Off Track	
In Trouble	

Value of Original Budget of Completed Projects:	\$560,084.09
Value of Actuals of Completed Projects:	\$281,943.94
\$ Under / (Over) of Completed Projects:	\$278,140.15
Actual v's Budget of Completed Projects %:	50.34%

<b>Total projects:</b>	114
<b>Total complete:</b>	21
<b>% complete:</b>	18.42%

[illegible]


Shire of Narrogin  
Strategic Projects 2019/20

For the Period Ended 30 September 2019

Project Progress	
Complete	<div></div>
On Track	<div></div>
Off Track	<div></div>
In Trouble	<div></div>

Value of Original Budget of Completed Projects:	\$560,084.09
Value of Actuals of Completed Projects:	\$281,943.94
\$ Under / (Over) of Completed Projects:	\$278,140.15
Actual v's Budget of Completed Projects %:	50.34%

Total projects:	114
Total complete:	21
% complete:	18.42%

Item #	Project Description	Outstanding Purchase Orders	30/11/2019	Total Expenditure	Responsible Officer		2019												2020												Comment																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																					
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## For the Period Ended 30 September 2019

Value of Original Budget of Completed Projects:	\$560,084.09
Value of Actuals of Completed Projects:	\$281,943.94
\$ Under / ( <b>Over</b> ) of Completed Projects:	\$278,140.15
Actual v's Budget of Completed Projects %:	50.34%

<b>Total projects:</b>	114
<b>Total complete:</b>	21
<b>% complete:</b>	18.42%

1,363,078.18	Capital Expenditure
97,589.73	Operational Expenditure
<b>\$ 1,460,667.91</b>	<b>Total YTD Actual</b>

## 10.4 OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 10.4.1 NO SCHOOL NO POOL RULE

File Reference	13.5.4
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	No
Date	9 December 2019
Author	Loriann Bell – Administrative Support Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	Nil

#### Summary

Council is requested to consider the adoption of a Property Local Law determination of the principle of not permitting school-aged children that are suspended from, or ‘wagging’ school, from utilising the Narrogin Regional Recreation Centre (NRRC) aquatic centre pool on that school day.

#### Background

On behalf of the Wheatbelt Human Services Managers’ Forum South (Narrogin), Avon Community Services (ACS), recently approached the Shire requesting support to implement a No School No Pool Rule. ACS cited the need to re-engage with an estimated 200 school aged Narrogin children, who are currently not enrolled in, or habitually failing to attend school-based education programs. As a result, these young people are at risk of; engaging in criminal activity; failing to achieve minimum education outcomes; and reduced opportunities for employment.

The Rule seeks to prohibit entry to the pool at the NRRC to school-aged children that should otherwise be at school. The purpose of the Rule is to address absenteeism rates and banning the student from the pool for the whole day that they are suspended, or absent, is preferred as a deterrent, rather than a ban per se, just during school hours.

The Administration notes that the proposed No School No Pool Rule being applied to the whole day, is inconsistent with some local retailers’ rules involving banning school aged children from entering those shops during school hours only.

Council is at liberty to amend the proposed determination (to be advertised) to give effect to the lesser ban of school hours only if the Council is of that same view.

In addition, ACS requested the Shire’s support for an incentive program in which pool passes be given to those students where improved attendance is demonstrated, to reward and encourage attendance rates and promote the No School No Pool Rule.

The proposed No School No Pool Rule will not restrict entry to Department of Education approved activities, home-schooled children, nor children ordinarily resident from other districts.



## Comment

The adoption of a No School No Pool Rule will assist Narrogin's schools, youth and health services providers and law enforcement agencies in their endeavours to re-engage with school-aged children, reduce criminal and anti-social activity by school-aged children during school hours and improve educational outcomes.

The request is in keeping with what the Administration would expect the community's view, in relation to the matter of school-aged children being in school.

Any perceived or actual negatives can be discovered via the compulsory public submission period and those negatives assessed and weighed against the perceived benefits when the time comes to making a determination.

It should be noted that a web review of associated literature on the subject indicates that:

- there was a general widespread support for the principles of a 'no school, no pool' Rule wherever it was adopted and applied;
- anecdotally there appeared to be a corresponding decrease in vandalism and antisocial behaviours during school hours; and
- that there was no real evidence indicating it directly decreased school absenteeism, other than at remote indigenous communities.

## Consultation

ACS is consulting with and seeking support from the Principals of Narrogin's four schools. Furthermore, ACS has consulted with Narrogin Police, Shire of Narrogin CEO, Moorditj Youth Foundation Aboriginal Corporation, KEEDAC and the recently established Wheatbelt Human Services Managers' Forum South (Narrogin).

A key element of the proposal requires the District Education Office providing the Shire, via NRRC Manager, a daily list of all students who are absent from school each day.

Wheatbelt Human Services Managers Forum South (Narrogin) representatives have indicated the support of the four public schools and St Matthew's Primary School would be beneficial.

The proposal includes advertising for a minimum period of 21 days. Given the time of year, advertising is proposed to be placed in two successive editions of the Narrogin Observer and for an extended timeframe of 30 days, commencing the first edition in January 2020.

- Dale Stewart – Chief Executive Officer
- John Bouwman – Officer in Charge Narrogin Police
- Mandy Richardson – Youth Worker Avon Community Services

## Statutory Environment

The Shire's Public Places and Local Government Property Local Law 2016, *Part 2.1 Determinations as to use of local government property* may provide that the Shire may advertise a determination prohibiting a person from undertaking or doing a certain thing.

The advertisement must be undertaken via local public notice providing 21 days minimum for submissions with respect to the proposed determination (cl 2.2).

Resolving a particular determination cannot be delegated [cl 2.2(8)] and, pursuant to clause 2.8 of that Local Law, may specify a certain class of person(s) that the prohibition relates.

Consideration of any submissions received and final adoption of the Determination must be by an absolute majority decision of the Council and therefore cannot be delegated.

### Policy Implications

Other than complying with the intent of the Community Engagement Policy, there are no current Council policy implications, however the Council, if it adopts a Property Local Law Determination, would be effectively creating a new rule with respect to the Aquatic Facility.

### Financial Implications

The adoption of a position on No School, No Pool Rule will have negligible (if any) Budget impacts nor impact the provisions of the Long Term Financial Plan.

### Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective	2.	Social Objective (To provide community facilities and promote social interaction)
Outcome:	2.1	Provision of youth services
Strategy:	2.1.1	Develop and implement a youth strategy

### Voting Requirements

Simple Majority

#### **OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 1219.007**

Moved: Cr Bartron                      Seconded: Cr Wiese

That, in relation to implementing a No School No Pool Rule, Council resolve that it intends to consider making the following Property Local Law determination and seek submissions from the public and the schools of the Shire with respect to the proposal, via Council's website, Facebook and local advertising, closing 30 days after the date of publication in the first Narrogin Observer to be published in 2020:

Determination: Public Places and Local Government Property Local Law 2016 Part 2 Determinations in Respect of Local Government Property Determination No. 1:

No School, No Pool Rule

1. It is a determination of the Shire of Narrogin, that the Centre Manager of the Narrogin Regional Recreation Centre is required to deny entry to the Centre on a relevant day to any student patron, if the following conditions are met on that day:
  - a. The student is, or was absent from school on that day; and

- b. That it is not a school-sponsored activity, excursion or event; and
- c. That they are of primary or high school age; and
- d. They normally attend schools in Narrogin; and
- e. It is a normal school day that is not a pupil free day; and/or
- f. They are temporarily suspended from the school in Narrogin and the above conditions apply.

2. Notwithstanding the above, the Centre Manager has authority to approve entry if the Manager is satisfied that there are extenuating circumstances.

This Determination does not restrict entry to Department of Education-approved 'Home Schooled' children, nor children ordinarily resident from other districts.

**CARRIED 7/0**

#### 10.4.2 DELEGATION 1.1 – DELEGATION OF POWER TO CEO TO APPOINT AUTHORISED PERSONS

File Reference	19.6.4
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	None
Date	2 December 2019
Author	Niel Mitchell – Governance Consultant
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	Nil

#### Summary

To consider delegation of power to the Chief Executive Officer (CEO) to appoint authorised persons under the recently adopted Waste Local Law 2019.

#### Background

The Waste Local Law 2019 provides for the appointment of authorised persons to administer the provisions of the local law.

#### Comment

Delegations under the Local Government Act 1995 may only be made to a Council appointed Committee or to the CEO, and must be resolved by absolute majority.

As the appointment of authorised persons may be delegated to the CEO, it is suggested that Council resolve to amend Delegation 1.1 Appointment of authorised persons, to include the Waste Local Law 2019 in the listing.

Accordingly, the delegation of power to the CEO to appoint authorised persons will include:

#### 2. Local Laws

*The CEO is delegated authority to appoint employees and other persons as appropriate or necessary to be authorised persons for the purposes of performing functions under the following local laws –*

....

*(l) Waste Local Law 2019.*

While delegations are required to be reviewed and resolved annually, appointment as an authorised person need only occur once and continues until resignation or revocation of the appointment of the authorised person, or the conditions of the appointment are no longer valid.

Evidence of appointment as an authorised person is by a certificate signed by the CEO and the person, as well as an identity card.

## Consultation

- Chief Executive Officer

## Statutory Environment

Section 5.42 of the Local Government Act 1995 permits Council to delegate various powers to the CEO by absolute majority.

Clause 1.5(1) of the Waste Local Law 2019 defines an authorised person as meaning a person appointed by the local government under section 9.10 of the LG Act to perform any of the functions of an authorised person under the local law.

## Policy Implications

Amendment to Delegation 1.1 Appointment of authorised persons delegating power to the CEO to appoint authorised person for a range of legislation and local laws.

## Financial Implications

None

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	3. Environment Objective (Conserve, protect and enhance our natural and built environment)
Outcome:	3.2 Effective waste services
Strategy:	3.2.1 Support the provision of waste services

Objective	4. Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1 An efficient and effective organisation
Strategy:	4.1.1 Continually improve operational efficiencies and provide effective services

## Voting Requirements

Absolute majority

**OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 1219.008**

Moved: Cr G Ballard

Seconded: Cr Broad

That, with respect to Delegation 1.1 Appointment of authorised persons, Council amend clause 2 to include:

- (l) Waste Local Law 2019.

**CARRIED 7/0  
BY ABSOLUTE MAJORITY**

Cr G Broad has declared an impartiality interest in the following item and remained in the meeting due to it only being an impartiality.

#### 10.4.3 COMMITTEES OF COUNCIL NOMINATIONS

File Reference	File No's 26.4.3/26.3.8
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	2 December 2019
Author	Loriann Bell – Administrative Support Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments 1. Committees of Council nominations	

#### Summary

Council is requested to consider the nominations received for the positions of Community members on the Australia Day and Honours Advisory Committee (Australia Day Committee) and the Townscape Advisory Committee (Townscape Committee).

#### Background

In accordance with Local Government Act 1995 and pursuant to the Shire's Terms of References and the Standard Conditions for Establishment, the terms of the former Narrogin District Townscape Committee and former Australia Day and Honours Committee expired, and the Committees were dissolved, pending the outcome of the Shire of Narrogin Biennial Local Government Election, which was held on 19 October 2019.

At the Ordinary Council Meeting held on 23 October 2019, Council endorsed the establishment of the Australia Day and Honours Advisory Committee and the Townscape Advisory Committee and adopted the Terms of Reference for both.

The tenure for the members of a Committee (including community members) (Section 5.11 of the Local Government Act 1995) is for a maximum of two years, concluding at each ordinary local government election.

In November 2019, the Shire invited nominations to fill the positions of community members on both the Townscape Committee and the Australia Day Committee with local advertising, direct marketing and through the Shire's website and Facebook. The closing date for submissions was 29 November 2019.

#### Comment

The Townscape Committee recommends to Council proposals relating to the adopted Townscape Plans and the physical infrastructure of the Narrogin and Highbury town sites, with a specific focus on: aesthetic presentation; access and facilities for the elderly and people with disabilities; and designing out crime or anti-social behaviour.

Pursuant to Council resolution, the Shire advertised for four representatives from the community to join representatives from the Highbury District Community Council, Narrogin Chamber of Commerce, Arts Narrogin and two elected members. Two representatives were to demonstrate their focus in Aged & Disability and Indigenous community.

Nominations were received from Ms G Kami, and Mrs V Chadwick who noted her experience in the disability and aged sector.

A late application was received from Ms D Broad on Monday 9 December 2019.

The Australia Day and Honours Advisory Committee recommends to Council proposals relating to: Australia Day WA Citizen of the Year Awards; Shire of Narrogin Australia Day Awards, functions and events; and other Commonwealth, State or local awards or honours.

The Shire sought three representatives from the community to join representatives from Lions, Rotary, Narrogin Residents & Ratepayers Association and two elected members.

Nominations were received from Mrs C Mahony and Mrs M Atkins.

A late application was received from Mr L Riley on Monday 9 December 2019.

### Consultation

- Chief Executive Officer
- Executive Management Team

### Statutory Environment

Local Government Act 1995 –

Sections 5.8, 5.9, 5.10 and 5.11 – establishment and composition of committees

### Policy Implications

Nil

### Financial Implications

There are no relevant financial implications other than administrative.

### Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective	2.	Social Objective (To provide community facilities and promote social interaction)
Outcome:	2.3	Existing strong community spirit and pride is fostered, promoted and encouraged



Strategy:	2.3.2	Engage and support community groups and volunteers
Objective	4.	Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1	An efficient and effective organisation
Strategy:	4.1.1	Continually improve operational efficiencies and provide effective services
Strategy:	4.1.2	Continue to enhance communication and transparency

## Voting Requirements

Absolute Majority

8:13 pm – Cr Lushey left the meeting and returned 8.15 pm

### OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 1219.009

Moved: Cr Bartron                      Seconded: Cr Early

That with respect to the Committee nominations to the Townscape Advisory Committee, and the Australia Day and Honours Advisory Committee, Council note the ongoing vacancy for an Indigenous representative on the Townscape Advisory Committee and appoint the following nominees for a term of two years (expiring October 2021):

1. Townscape Advisory Committee
  - a. Ms G Kami – Community member;
  - b. Mrs V Chadwick – Community member (disability representative); and
  - c. Ms D Broad – Community member
2. Australia Day and Honours Advisory Committee
  - a. Mrs M Atkins – Community member;
  - b. Mrs C Mahony – Community member; and
  - c. Mr L Riley – Community member.

**CARRIED 7/0  
BY ABSOLUTE MAJORITY**

# COMMITTEES OF COUNCIL NOMINATION FORM

(FCEO030)



Shire of  
**Narrogin**  
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89 Earl Street  
PO Box 1145  
Narrogin WA 6312



(08) 9890 0900



www.narrogin.wa.gov.au  
enquiries@narrogin.wa.gov.au

CASHIER HOURS:  
8:30 am – 4:30 pm  
MONDAY- FRIDAY

## MEMBERSHIP NOMINATION

The Shire of Narrogin invites nominations from individuals or nominees of organisations for a position on one of the following Committees of Council:

- ☐ Australia Day and Honours Advisory Committee  
☒ Townscape Advisory Committee

Name of nominee	Geire Kami		
Name of organisation (if applicable)			
Position title (for organisation nominations)			
Street Address			
Postal Address	PO Box 54, Popanyinning 6309		
Telephone No	9881 2064	Mobile No	0457 855 424
Email Address	dryandracountry1@westnet.com.au		
Signature:  Date: 18 November 2019			

Please provide a brief outline of your interest, knowledge, experience and skills in relation to your chosen Committee.

Interest	
I have previously been appointed to the Townscape Committee as a member of the public, however it is with the mantle of Manager of the Dryandra Country Visitor Centre (DCVC) that I feel I contribute. At the DCVC we are very often supplied with the opinions about the quality, uniqueness, aesthetic and authenticity of neighbouring towns from visitors to Narrogin. As such I provide a point of view from a "tourism" perspective. The Shire has identified the value of tourism to the town, and tourism is fundamentally affected by town appearance.	

Knowledge	
I have a degree in psychology during which I studied the interaction between environment and emotions, thoughts and behaviours. I have also studied architectural and civil design, applying psychology to public policy (expected utility theory) and fine art.	
Experience	
Please see previous sections.	
Skills	
As above.	

Further information can be found [here](#), or by contacting the Shire administration office on 9890 0900.

Nominations should be submitted to the Shire by the due date, if applicable.

#### OFFICE USE

Synergy Record #		Records Officer's Signature	
File Location			
Council resolution		Executive Manager Signature	

# COMMITTEES OF COUNCIL NOMINATION FORM

(FCE0030)



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8:30 am – 4:30 pm  
MONDAY- FRIDAY

## MEMBERSHIP NOMINATION

The Shire of Narrogin invites nominations from individuals or nominees of organisations for a position on one of the following Committees of Council:

- ☐ Australia Day and Honours Advisory Committee  
☒ Townscape Advisory Committee

Name of nominee	Vicki Chadwick		
Name of organisation (if applicable)			
Position title (for organisation nominations)			
Street Address	17895 Great Southern Highway NARROGIN WA 6312		
Postal Address	PO Box 164 NARROGIN WA 6312		
Telephone No	9881 2329	Mobile No	0408 951 643
Email Address	vickimchadwick@hotmail.com		
Signature:  Date: 7/11/2019			

Please provide a brief outline of your interest, knowledge, experience and skills in relation to your chosen Committee.

Interest	
The opportunity to be part of the Townscape Advisory Committee in 2019 was a great learning curve.	
As I was a representative for Disabilities in our Shire and I found this was extremely fulfilling and was aware of any improvements now and in the future must include the elderly & disability population of SoN.	
It is great to see the Shire of Narrogin moving forward in improving the aesthetic outlook for the future of the town and the shire facilities for our community and tourists alike.	

Knowledge	
My knowledge to the Townscape has grown by being part of the this committee in the past year	
and will only improve if I can continue on this committee.	
Experience	
This has evolved by being part of the Townscape Committee for 2019.	
Other experience is being part of other community groups in Narrogin and alway willing to learn.	
Skills	
Overall my skills relate to good communication, organisational skills and a very good listener.	
The advantage for myself is having strong local knowledge of our town in general.	

Further information can be found [here](#), or by contacting the Shire administration office on 9890 0900.

Nominations should be submitted to the Shire by the due date, if applicable.

#### OFFICE USE

Synergy Record #		Records Officer's Signature	
File Location			
Council resolution		Executive Manager Signature	

# COMMITTEES OF COUNCIL NOMINATION FORM

(FCEO030)



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MONDAY- FRIDAY

## MEMBERSHIP NOMINATION

The Shire of Narrogin invites nominations from individuals or nominees of organisations for a position on one of the following Committees of Council:

- ☐ Australia Day and Honours Advisory Committee  
☒ Townscape Advisory Committee

Name of nominee	DEBBIE BROAD . (DEBORAH ANNE)		
Name of organisation (if applicable)			
Position title (for organisation nominations)	COMMITTEE .		
Street Address	17 FURNAL STREET , NARROGIN .		
Postal Address	"		
Telephone No		Mobile No	0427 814 748
Email Address	j.d.lifestyle@westnet.com.au .		
Signature: <i>D Broad .</i> Date: 9.12.2019.			

Please provide a brief outline of your interest, knowledge, experience and skills in relation to your chosen Committee.

Interest	LOCAL BUSINESS OWNER, J & D LIFESTYLE .
	SPORTING COMMUNITY .
	PRIDE IN THE APPEARANCE & DIRECTION OF THE LOCAL
	TOWNSCAPE .

Knowledge	—
Experience	—
Skills	
GARDENING .	
INTERIOR DESIGN .	
ART & DESIGN / CRAFT .	

Further information can be found [here](#), or by contacting the Shire administration office on 9890 0900.

Nominations should be submitted to the Shire by the due date, if applicable.

#### OFFICE USE

Synergy Record #		Records Officer's Signature	
File Location			
Council resolution		Executive Manager Signature	

# COMMITTEES OF COUNCIL NOMINATION FORM

(FCEO030)



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CASHIER HOURS:  
8:30 am – 4:30 pm  
MONDAY- FRIDAY

Shire of Narrogin  
**RECEIVED**

14 NOV 2019

26.4.3 / CR1918860.

## MEMBERSHIP NOMINATION

The Shire of Narrogin invites nominations from individuals or nominees of organisations for a position on one of the following Committees of Council:

- ☒ Australia Day and Honours Advisory Committee  
☐ Townscape Advisory Committee

Name of nominee	MAREESA ATKINS		
Name of organisation (if applicable)			
Position title (for organisation nominations)			
Street Address	36 / lot 271 Quigley St Narrogin		
Postal Address	PO Box 1153 Narrogin WA 6312		
Telephone No		Mobile No	0429 813440
Email Address	bontay1@bigpond.com		
Signature: M Atkins Date: 11/11/2019			

Please provide a brief outline of your interest, knowledge, experience and skills in relation to your chosen Committee.

Interest	
I have been involved with the Australia Day committee for a number of years now and keen to continue	




Knowledge	
Experience	
Keen to carry on with committee and association experience. From over the years from schools primary + high, hockey Always keen to help out.	
Skills	
catering / helper	

Further information can be found [here](#), or by contacting the Shire administration office on 9890 0900.

Nominations should be submitted to the Shire by the due date, if applicable.

#### OFFICE USE

Synergy Record #	ICR 1918860	Records Officer's Signature	
File Location	26.4.3		
Council resolution		Executive Manager Signature	

# COMMITTEES OF COUNCIL NOMINATION FORM

(FCEO030)



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Narrogin WA 6312

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enquiries@narrogin.wa.gov.au

CASHIER HOURS:  
8:30 am – 4:30 pm  
MONDAY- FRIDAY

Shire of Narrogin  
**RECEIVED**

27 NOV 2019

26-4-3/ICR1918972

## MEMBERSHIP NOMINATION

The Shire of Narrogin invites nominations from individuals or nominees of organisations for a position on one of the following Committees of Council:

- ☒ Australia Day and Honours Advisory Committee  
☐ Townscape Advisory Committee

Name of nominee	CORAL MAHONY		
Name of organisation (if applicable)			
Position title (for organisation nominations)			
Street Address	4 Callan Way NARROGIN		
Postal Address	Box 568 NARROGIN 6312		
Telephone No		Mobile No	0888 988160
Email Address			
Signature:	Coral Mahony		Date: 26/11/19

Please provide a brief outline of your interest, knowledge, experience and skills in relation to your chosen Committee.

Interest	Keen to encourage people to nominate for awards; as offered by Shire of Narrogin. Able to work with other Committee members.

Knowledge	Various committees - 2019
	① DCVC - Volunteers Co-ordinator
	② C.A.T.S - cases for patients
	③ Financial Counselling - Committee Member
	④ Ngn Poultry Soc - Treasurer
	⑤ Probus - Social & Outings Officer
Experience	
	① Citizen Award, Shire of Ngn 1988
	Life Member - Ngn Netball Club
②	✓ - Flames Netball Club
	✓ - N.D.N. Assn
	✓ - W.A. Netball
Skills	③ - Australian Sports Award
	① Admin ~ Agendas, Reports, Liaison between members
	② Volunteers - Recruiting, Retaining, Retraining, Reviewing, Rewarding
	③ Completed Sport Rec VIP
	④ able to delegate where necessary

Further information can be found [here](#), or by contacting the Shire administration office on 9890 0900.

Nominations should be submitted to the Shire by the due date, if applicable.

#### OFFICE USE

Synergy Record #		Records Officer's Signature	
File Location			
Council resolution		Executive Manager Signature	

# COMMITTEES OF COUNCIL NOMINATION FORM

(FCEO030)



Shire of  
**Narrogin**  
*Love the life*

89 Earl Street  
PO Box 1145  
Narrogin WA 6312

(08) 9890 0900

[www.narrogin.wa.gov.au](http://www.narrogin.wa.gov.au)  
[enquiries@narrogin.wa.gov.au](mailto:enquiries@narrogin.wa.gov.au)

CASHIER HOURS:  
8:30 am – 4:30 pm  
MONDAY- FRIDAY

## MEMBERSHIP NOMINATION

The Shire of Narrogin invites nominations from individuals or nominees of organisations for a position on one of the following Committees of Council:

- ☒ Australia Day and Honours Advisory Committee  
☐ Townscape Advisory Committee

Name of nominee	Laurence Riley		
Name of organisation (if applicable)			
Position title (for organisation nominations)			
Street Address	14 Foster Rd Kelmscott W.A. 6111		
Postal Address	P.O. Box 56 Kelmscott W.A. 6111		
Telephone No		Mobile No	0419 449983
Email Address	lriley83@yahoo.com.au		
Signature:	Date: 9/12/2019		

Please provide a brief outline of your interest, knowledge, experience and skills in relation to your chosen Committee.

Interest	I have worked in Government for many years and have contributed my time in areas of health education, Justice and Indigenous Affairs. Previously employed by Department of the Prime Minister and Cabinet and as a local boy from origins and family ties to Narrogin.
----------	--

Knowledge	Diploma of Nursing, Diploma of Government Diploma of Business, Diploma of Management, Aged Care and Disability Carer and Teachers Assistant by Trade. I Have local Knowledge of State and Narrogin.
Experience	Contract Management, Assessment, Leadership Management, Community Development, Aboriginal Affairs and Much More in C.V.
Skills	Skills can be articulated in my CV attached.

Further information can be found [here](#), or by contacting the Shire administration office on 9890 0900.

Nominations should be submitted to the Shire by the due date, if applicable.

#### OFFICE USE

Synergy Record #		Records Officer's Signature	
File Location			
Council resolution		Executive Manager Signature	

#### 10.4.4 ORDINARY COUNCIL MEETING SCHEDULE 2020

File Reference	13.3.8
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	2 December 2019
Author	Dale Stewart – Chief Executive Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	Nil

#### Summary

Council is presented with the proposed Ordinary Council meeting dates for the 2020 calendar year as per the requirements of the Local Government (Administration) Regulations 1996.

#### Background

Each year, as per the requirements of the Regulations, Council is presented with the proposed meeting dates for the following calendar year so that advertising can occur to inform the residents and allow Councillors and staff to plan for the meetings.

Council currently meets on the fourth Wednesday of the month with the Ordinary Council meeting commencing at 7:00 pm.

#### Comment

It is proposed that Council retain the Council meetings on the fourth Wednesday of the month commencing at 7:00 pm except for the month of January where no meeting is generally required or facilitated and December, where the meeting is held on the third Wednesday due to its proximity to Christmas.

It is also proposed that Council continue with the Briefing Session meetings facilitated on the second Wednesday of the month at 6:00 pm except for the month of January where no meeting is planned.

#### Consultation

The matters have been discussed with:

- The Shire President

A local government is to give local public notice of any change to the date, time or place of scheduled Council Meetings pursuant to regulation.

## Policy Implications

There are no policy implications that related.

## Financial Implications

There are no financial implications, other than advertising expenses contained in the Council's Budget.

## Statutory Implications

- Local Government Act 1995, Local Government Act 1995, Section 5.25 (1)(g)
- Local Government (Administration) Regulations 1996, Regulation 12.

## Strategic Implications

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

## Voting Requirements

Simple Majority

### OFFICERS' RECOMMENDATION

That, with respect to the 2020 Ordinary Council Meeting Schedule, Council:

1. Endorse the following Ordinary Council meeting dates for the 2020 calendar year being the fourth Wednesday of each month, commencing at 7:00 pm, other than January where no meeting is held and December, where one meeting is held on the third Wednesday, due to the impact of Christmas.

January (Nil)	22 July
26 February	26 August
25 March	23 September
22 April	28 October
27 May	25 November
24 June	16 December

2. Advertise the schedule of dates in the Narrogin Observer, on the Shire of Narrogin website and on social media.



## **COUNCIL RESOLUTION 1219.010**

Moved: Cr Wiese

Seconded: Cr Lushey

That, with respect to the 2020 Ordinary Council Meeting Schedule, Council:

1. Endorse the following Ordinary Council meeting dates for the 2020 calendar year being the fourth Tuesday of each month, commencing at 7:00 pm, other than January where no meeting is held and December, where one meeting is held on the third Tuesday, due to the impact of Christmas.

January (Nil)	28 July
25 February	25 August
24 March	22 September
28 April	27 October
26 May	24 November
23 June	15 December

2. Advertise the schedule of dates in the Narrogin Observer, on the Shire of Narrogin website and on social media.

**CARRIED 7/0**

Reason for Change: Council resolved to change Council meeting days to Tuesdays.



#### 10.4.5 LEASE OF MOTOR CROSS COMPLEX KNOWN AS ‘DANDALOO PARK’ - PORTION OF RESERVE 25963

File Reference	A340058
Disclosure of Interest	The Author has no any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	2 December 2019
Author	Dale Stewart – Chief Executive Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
<b>Attachments</b> 1. Submission Vintage Motocross Club of WA Inc 2. Presentation Vintage Motocross Club of WA Inc 3. Submission Narrogin Dirt Bike Association 4. Presentation Narrogin Dirt Bike Association 5. Current Lease 6. Standard Proforma Lease	

#### Summary

The Administration recommends authorising the Chief Executive Officer to negotiate with a preferred applicant, following closure of submissions (two) and resultant presentation by the submitters to Elected Members relating to initiating a new lease with respect to the property known as ‘Dandaloo Park’.

Dandaloo Park is a portion of Reserve 25963, vested in the Shire of Narrogin for the purposes of Recreation, with power to lease (subject to consent from the Minister for Lands).

#### Background

Council at its meeting of 26 June 2019 resolved as follows:

*“That, with respect to the request of the Vintage Motocross Club of WA Inc. to enter into a new lease of portion of Reserve 25963, known as Dandaloo Park, on the Williams Kondinin Road, Council:*

*1. Thank the Club for their submission and continuing stewardship of the land since 2000; and 2. Advertise the property for expression of interest from interested incorporated (not for profit) community groups, including the current lessee, for a period of 60 days and consider those submissions on their merits, inclusive of the guiding criteria contained within the officer’s report.”*

The property, being portion of Reserve 25963 and comprising approximately 15.1071 ha, is leased to the Vintage Motocross Club of WA Inc., (VMX Club). The VMX Club has leased the land since 8 July 2000 and exercised its right of renewal (10 years) in 2010. The lease therefore concludes on 30 June 2020. Vintage is determined as pre 1975.

In recent years the Narrogin Dirt Bike Association Inc has indicated with meetings with the current and former Shire Chief Executive Officer of their desire to compete for the lease of the land, once it comes time for consideration or leasing.

The administration is on the understanding that the Dandaloo Park Track has been in existence with its current clubroom and ablutions since at least the 1970s in one form or another.

At the conclusion of the advertising period, the Shire received two submissions as follows:

1. Submission Vintage Motocross Club of WA Inc (Attachment 1); and
2. Submission Narrogin Dirt Bike Association (Attachment 3).

### Comment

The guiding criteria that the Council advertised that needed to be explored from any competing interests to lease the land for the next period, included:

- The demonstrated financial capacity and sustainability of the proposed lessee;
- The intended usage of the site including frequency and type and number of events and participants per annum;
- The ability to best address the Shire's Economic, Environmental and Societal Objectives in the Strategic Community Plan;
- The desired length of lease inclusive of any renewal options (maximum term 21 years);
- The intended lease fee payable by the lessee per annum (currently \$1pa);
- The ability of the lessee to meet outgoings;
- The operating environment of the facility and how club vs member or non-member activities will be managed;
- Ongoing stewardship and security of the site;
- Ability to obtain appropriate insurances for the Club and its members and public liability (\$10m minimum) and other activities;
- Whether the Association or Club intends to comply with accreditation / affiliation / officials for proposed events;
- Whether the Club is incorporated;
- How many members the Club has or is predicted to have;
- Whether the Club can accommodate (allow) users or members or riders from different eras (eg modern vs vintage) and what conditions, if any, might relate to that usage;
- What improvements to and or indeed removal of the facilities or track are proposed during the proposed length of lease and how that is to be financed and maintained;
- Other matters the submitter wishes to put forward in support of their expression of interest.

The two submissions and subsequent presentations (attached) addressed the responses to these questions.

On balance, the Administration is of the view that the land is best served by being leased to the newly formed Narrogin Dirt Bike Association, who have demonstrated that they intend to operate the facility in a professional and diligent manner with greater degree of activation of the site than has occurred over the last few years. In addition, the activation will predominately serve local constituents and local participants, as opposed to riders from other districts, with little perceived local activation / involvement.

Both proponents have demonstrated financial capacity and diligence with respect to insurance and liability. Both groups have indicated their desire to have dialogue with the other entity, in the event that they are successful, to permit the other group access. This should be stipulated in the lease as a requirement.

Both groups seek long term leases. The Dirt Bike Association - 5 plus 5 years and the VMX -10 plus 10 years, and both state that \$1pa is their preferred (and offered) lease fee.

Both groups have demonstrated willingness to comply with accreditation / affiliation standards and are incorporated.

Both groups have indicated that they do not require financial support of the local government to operate and maintain their facilities, other than via low rent and no rates being payable.

It should be noted that a recent external site inspection has confirmed the absence of a suitable fence on the eastern perimeter of the leased property and this is of some concern with respect to liability. Regardless of who is the lessee, a recommendation has been included to adequately demarcate the tracks border from potential persons, with or without motorbikes, who might inadvertently access the site and be injured from motorbike activities. Stock type fencing and warning signage in certain areas that show existing access points should be installed and this could be erected by volunteers of the lessee at little overall cost to them.

## Consultation

Consultation has included advertising the property to the general public via the Shire website, advertisement in the Narrogin Observer and direct email to the two specific interest groups, to which the Shire received two submissions.

Additionally, in November 2019, Elected Members and the Executive of the Shire received a presentation by representatives of both organisations on their proposals.

## Statutory Environment

Section 3.58 of the Local Government Act 1995 requires the local government to dispose of property (inclusive of leasing interests) in accordance with this section. There is no requirement to seek a valuation nor advertise proposals, where the proposed lease is to community groups (whether incorporated or not), pursuant to section 3.58(5)(d) of the Act and Regulation 30 of the Local Government (Functions and General) Regulations 1996.

This notwithstanding, the Shire advertised the availability of the property (the track and land) to the community to ensure transparency and opportunity for competing interests to be known and to enable the Council to be fully informed of options and alternatives that might bring about the best overall result for the community as a whole.

Two community groups made submissions as detailed above and attached.

Prior to entry into a lease with respect to this property, the local government is required to seek consent from the Minister of Lands as to the content of the proposed lease.

### Financial Implications

The current lease includes an annual lease payment of \$1pa with the lessee required to meet all outgoings (power, gas and water). The current practice is that this property, as with almost all sporting clubs leasing land from the Shire, pays no Local Government Rates.

A commercial valuation for the lease of the property has not been obtained, however a management order (Reserve) is vested in the Shire for the purposes of 'recreation', which would limit the market uses of the property, to effectively just community groups, which inherently have little capacity to pay.

There are various in-situ metal buildings on the land (ablutions, shed, clubrooms and marshals platform) that are not easily removable and are the property of the landlord (notwithstanding the improvements to those facilities by the current lessee). The condition of these facilities is considered fair to good, although the Shire's Environmental Health Building Surveyors have not inspected the premise for public building and food premise requirements for some years.

There appears to be one 'sea container' on site that could be readily relocated and might not be considered part of the buildings.

More recent additions have apparently been funded through predominantly Royalties for Regions grants, funded by the State Government, and, no doubt with some cash and or in-kind contribution by the existing lessee. This includes a large water tank on the site and, it appears, improvements to the ablutions.

Given the Administration is recommending a cessation of the current lessees term and offering the property to another organisation, the question of ownership of the assets affixed to the land, may become an issue. The existing lease notes in several clauses that the lessee is to keep the assets in good repair and that they are not to remove any assets erected or affixed to the land, from the land without lessor approval. This, together with general property insurances clauses in the lease, infers that all built assets are the property of the landlord (lessor). This is further supported by the general principles espoused in section 9.47 of the Local Government Act 1995 (Things may be alleged to be property of local government).

The administration has recommended that the proposed lessee and the former lessee come together either prior to commencement of the new lease (preferably), or during the term of the new lease, to come to amicable arrangements regarding use of building improvements performed to the leased premises and or motor vehicle asset at the track used to maintain the track, such that they can be put to good use for the continuing benefit of both entities.

It may well be for example, that the arrangement that is agreed between both parties, is that the former lessee gift the vehicles, plant and equipment (presumably all of an age that has little value or use being 'relocated' or sold), to the new lessee and that as an equitable show of good faith, the new lessee agree to allow the former lessee, access to track meets and activities for up to, say 10 times per annum, free of charge, on agreed dates.

The agreement would need to address such things as who would pay for and / or arrange for the track to be in an acceptable condition for VMX (vintage motorbikes). From officers' understanding of discussions, acceptable track conditions for vintage bikes would generally only mean flat blading and making good any rough or uneven ruts or surfaces of the track. The administration's understanding, is that motocross MX (modern bikes) can utilise a track following a VMX activity without any real track 'improvements'. In other words, MX riders prefer a softer, more loose and wet track. It is only if the MX Club changes the track to steeper / higher banks or jumps, that makes the track, less suitable (from its current style) for the slower, less powered and lesser suspension bikes. Such changes, if required or desired by the MX Club, will probably be some years off, due to the extra capital and labour intensity of that work required.

### Policy Implications

There are no current Policies that relate nor any that are proposed with respect to the recommendation, however the officer has recommended that the lease conclude on the same date as other leases on the reserve to enable a wholistic view of the reserve and or broader recreational uses, in particular motor sports and / or shooting as a precinct, at that time.

### Strategic Implications

In future, there exists some opportunity for consolidation of the various motorsports activities within the Shire at this large Recreation Reserve, not far from the townsite, but near enough distance that it doesn't cause too much consternation from residents with respect to noise, dust or emissions.

The town boasts three motorsports clubs and activities in effectively two separate locations. Revheads at the former Narrogin Eagles Football Grounds (Thomas Hogg Oval), and VMX and Narrogin Speedway adjoining each other at this Reserve. Regardless of the lessee however, the opportunity to consolidate activities, such as ablutions, viewing, car parking, etc, would require significant financial outlay probably beyond the current financial capacities of the various clubs involved.

Similar existing and indeed nearby leases include:

- portion of the same reserve to Narrogin Speedway Club - lease expiring 31/12/24;
- portion of the same reserve to Narrogin Clay Target Club - lease expiring 31/12/24;
- Lot 15801 Clontine Road, to Narrogin Sporting Shooters - lease expiring 31/12/24.

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	1. Economic Objective (Support growth and progress, locally and regionally)
Outcome:	1.1 Growth in revenue opportunities
Strategy:	1.1.2 Promote Narrogin and the Region
Outcome:	1.2 Increased Tourism
Strategy:	1.2.1 Promote, develop tourism and maintain local attractions

Objective	2. Social Objective (To provide community facilities and promote social interaction)
Outcome:	2.1 Provision of youth services

Outcome:	2.2 Build a healthier and safer community
Strategy:	2.2.1 Support the provision of community security services and facilities
Outcome:	2.3 Existing strong community spirit and pride is fostered, promoted and encouraged
Strategy:	2.3.1 Develop and activate Sport and Recreation Master Plan
Strategy:	2.3.2 Engage and support community groups and volunteers
Strategy:	2.3.3 Facilitate and support community events
Strategy:	2.3.4 Provide improved community facilities (eg library/recreation)

Objective	3. Environment Objective (Conserve, protect and enhance our natural and built environment)
Outcome:	3.4 A well maintained built environment
Strategy:	3.4.1 Improve and maintain built environment

### Voting Requirements

Simple majority

#### **OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 1219.011**

Moved: Cr G Ballard

Seconded: Cr Lushey

That, with respect to the submissions for the proposed lease of portion of Reserve 25963, known as Dandaloo Park, on the Williams Kondinin Road, Council:

1. Thank the Vintage Motocross Club of Western Australia Inc. for their submission and continuing stewardship of the land since 2000; and
2. Subject to approval of the Minister for Lands, authorise the Chief Executive Officer to enter into a lease with the Narrogin Dirt Bike Association in accordance with the principles of the Shire's standard proforma community group lease, based on the following additional parameters:
  - a. The purpose being for a motocross track and associated facilities in keeping with their objects of association;
  - b. Annual lease rental being \$1 per annum on demand;
  - c. The lease term commencing from 1 July 2020 and being for an initial term expiring on 31 December 2024 (to coincide with the dates of other leases on the reserve), with a 5 year option at the lessor's discretion;
  - d. The fixed building assets on the property being insured by the Shire of Narrogin and the lessee being required to reimburse the Shire for that expense;

- e. The lessee paying all outgoings including but not limited to all rates and refuse charges, emergency service levies and utilities on the property;
  - f. Notwithstanding clause (e) above, the lease including a clause noting that the Council will consider waiving the local government's rates each year, pursuant to section 6.47 of the Local Government Act 1995;
  - g. The lessee obtaining and maintaining during the duration of the lease, public liability insurance in its name with respect to the land and the lease of at least \$10m;
  - h. The lessee obtaining and maintaining during the duration of the lease public liability insurance in its name or through affiliation with an appropriately recognised organisation, such as Motorcycling Western Australia, with respect to any motocross event or activity of at least \$10m; and
  - i. The lessee being required to ensure that the site is adequately demarcated or fenced and signed at appropriate distances and maintained during the duration of the lease, to warn the public of the dangers of accessing the track, to the satisfaction of the Chief Executive Officer, within a period of 12 months from commencement of the lease.
  - j. A clause being included in the lease that requires the Narrogin Dirt Bike Association to use its best endeavors to permit the Vintage Motocross Club of Western Australia Inc. or indeed other Motorcycling Western Australia affiliated Clubs or organisations, to utilise the track from time to time for meets and events when the track and facilities are not required by the lessee, for its meets and events. Such permissions may include reasonable terms and conditions, including fees and/or trade off of use of labour, plant and equipment, and are to be consistent with the following principles:
    - i) The land being a reserve for community use and recreation;
    - ii) The economic development and positive promotion of the district; and
    - iii) Supporting and promoting the sport of motorcycling.
3. Subject to Part 2 above and the Chief Executive Officer being satisfied with negotiations, that officer and the Shire President being authorised to affix the common seal to the lease.

**CARRIED 7/0**

In moving the above motion, it was noted by the Council that the Chief Executive Officer would not enforce the optional clause 31 in the contract regarding 'Right to terminate' for any reason and to be practical in negotiations in relation to consumption of alcohol and repainting clauses, where able and subject to compliance with the law.





**VINTAGE MOTOCROSS CLUB**

**of WESTERN AUSTRALIA Inc.**

Postal address: 4 McKenzie Way, Embleton, 6062 W.A

[vmxwa.info@gmail.com](mailto:vmxwa.info@gmail.com)

Shire of Narrogin  
PO Box 1145,  
Narrogin, WA, 6312.  
7/9/2019

Dale Stewart.  
Chief Executive Officer.

**Expression of Interest - Lease Dandaloo Park**

Dear Dale,

The Vintage Motocross Club of Western Australia Incorporated (VMXWA) would like to submit our expression of interest (EOI) to lease the area known as Dandaloo Park, contained in Reserve 25963.

As the current Lessee of the abovementioned property, VMXWA have enjoyed a long and productive relationship with the Shire of Narrogin over the past 20 years and would like to continue this relationship into the future.

We are a blue chip, low maintenance tenant, who maintains and enhances the property. Dandaloo Park is the regional centre for Pre 1975 Vintage Motocross in Western Australia, catering to a membership spread throughout the South West, from Perth in the north to Albany in the south.

Dandaloo Park is one of the only original motocross tracks remaining from the 50's – 60's 70's era and is steeped in history, not just of the past 20 years while VMXWA have been custodians, with many of our membership having competed at Dandaloo when the track was first opened in 1966.

VMXWA would like to address the guiding criteria as follows:

**The demonstrated financial capacity and sustainability of the proposed lessee;**

- VMXWA maintains, with Westpac, both a working fund and sinking fund accounts. We have the capacity to meet the regular outgoings of the proposed lease, maintain the property, meet the future needs of the club and invest in works to enhance the property. An example of this is the toilet and shower facilities which the club co financed with a contribution from the Government of Western Australia's Department



of Primary Industries and Regional Development programme “Royalties for Regions”.

VMXWA’s income is generated from membership fees and entry fees to events, as well as some grant sponsorships VMXWA applies for and receives to run specialty events. An example of this being, a recent grant from Motorcycling WA of \$1,000 which was used to include underrepresented groups in motorcycle sport, this being participants aged over 60.

Current financial position is attached.

**The intended usage of the site including frequency and type and number of events and participants per annum;**

- VMXWA plan to run approximately 10 events in the 2020 calendar year. Events are generally scheduled to run every three weeks, from the month of March until November.  
Each event incorporates both Saturday and Sunday activities, Saturdays involve preparation and social events while the Sunday is for recreational ride or race days. The 2020 proposed calendar will see 300 participants competing for the year, along with their family and friends, this totals approximately 1,500 people using the venue per year.

**The ability to best address the Shire’s Economic, Environmental and Societal Objectives in the Strategic Community Plan;**

- Being a venue that caters to members from outside the immediate Narrogin area we regularly bring visitors to the town to experience what Narrogin has to offer. VMXWA proudly support local businesses by purchasing goods and services from them wherever possible when events are scheduled at Dandallo Park.

Narrogin Country Fresh Meats and Fortune Fresh Hot Bread Bakery are our preferred providers of supplies for sausage sizzles and BBQs, \$600 has been spent at these two businesses this year. Additional services sourced from Narrogin businesses has included Heavy machinery and operator, St Johns Ambulance, portable toilet hire, supplies and maintenance, totalling \$4,400 in 2019.

The VMXWA membership also supports local businesses such as, The Duke of York Hotel for meals, drinks and accommodation, The Albert Facey Motel and The Narrogin Motel for accommodation, BP, Caltex and Shell service stations for fuel and other local businesses such as Coles and Narrogin Fresh for items such as groceries, take away foods and coffee.

We estimate, based on 10 events to be held at Narrogin in 2020, our members will provided \$8,000 in economic benefit to Narrogin.

VMXWA estimates our participation in the local Narrogin economy has generated \$13,000 for businesses in the last year. For the first term of the proposed lease, this equates to \$130,000 generated for local businesses in the Shire of Narrogin.

In previous years VMXWA have also promoted and run events the calibre of the Motorcycling Australia sanctioned “Australian Classic Motocross Championships” and The Dandaloo Classic, attracting participants from Australia wide, with the presentation nights being held at the Narrogin Eagles Football club at a cost of \$3,000 per event.

This supports objective 1. Economic Objective (Support growth and progress, locally and regionally) of the Shire of Narrogin Strategic Community Plan 2017-2027

- By conserving, protecting and enhancing the natural and built environment and by providing a venue for motorcycling activities, the incidences of the natural environment being degraded due to unscrupulous and illegal use of motorcycles will be minimised.

The first two events each year are dedicated to “Busy Bee” activities, these include tidying shrubs and wild grass to reduce the risk of fire and to maintain the street appeal of the property.

Our current Club Captain has a Horticulture background and advises on the safe removal of overhanging dead tree branches to meet safety requirements and recommends ideal native plantings to enhance Dandaloo Park and create sound barriers. The club is looking at doing some revegetation work around the circuit during the winter 2020 of approximately 400 tube stock and then this will be reviewed in winter 2021

This supports Objective 3. Environment Objective (Conserve, protect and enhance our natural and built environment) of the Shire of Narrogin Strategic Community Plan 2017-2027.

- VMXWA provide opportunities for local community groups to fundraise at our events, topping up their earnings with donations from the Club, these charities have included the Volunteer fire brigade, Narrogin Primary School and the Widows and orphans. This year we have supported the new Palliative Care Unit at the Narrogin hospital by selling lunches to our members at selected events. We have raised \$1,000 for this cause.

Going forward we intended to continue our contributions and involvement with local charities and community groups.

This supports Objective 2. Social Objective (To provide community facilities and promote social interaction) of the Shire of Narrogin Strategic Community Plan 2017-2027.

**The desired length of lease inclusive of any renewal options (maximum term 21 years);**

- VMXWA would like to sign an initial lease of ten (10) years, with a further option of ten (10) years.

**The intended lease fee payable by the lessee per annum (currently \$1pa);**

- As is the normal practice, we would like a per annum lessee fee of \$1.

**The ability of the lessee to meet outgoings;**

- Demonstrated over the last 20 years, we have met the obligations for outgoings associated with the property.

**The operating environment of the facility and how club vs member or non-member activities will be managed; and whether VMXWA can accommodate (allow) users or members or riders from different eras (eg modern vs vintage) and what conditions, if any, Motorcycling Western Australia (MWA) may specify in relation to that usage;**

- VMXWA wish to be the lease holder for the property and will support the use of the property for Shire of Narrogin residents. VMXWA will work collaboratively with other interested parties from the Shire of Narrogin and surrounds to advise on the requirements for safe use of the property as a motorsport venue and to facilitate co-use of the property and plan event calendars to maximise use.

Motorcycle riding and racing is dangerous to participants and spectators, MWA sanctioned and permitted events provide the highest safety requirements possible and incorporates insurance coverage for participants and includes public liability insurance.

Uncontrolled use of this venue will pose a significant risk to the Shire of Narrogin, as has occurred in the past and was one of the determining factors in the lease originally being assigned to VMXWA.

In order to protect VMXWA and its representatives from litigation we would request the following conditions be implemented:

- Membership and affiliation with MWA is required and the responsibility of clubs wishing to utilise the property
- Any activity of recreational riding or racing is a permitted event with MWA and meets the requirements of the type of event being conducted, practice days, recreational days or race days.
- Club members participating are to hold the correct license for the event being conducted.
- Track licensing via MWA is the responsibility of clubs wishing to utilise the facility.
- The Dandaloo track consist of hard packed dirt that requires regular maintenance to remain usable for vintage motocross bikes. Pre 1975 bikes have limited suspension travel and as such the track preparation includes slashing and grading to remove bumps “Whoops”.  
Modern motocross bikes generate deeper and more bumps due to their increased suspension travel and more power and this has a significant impact on the track and requires more maintenance.  
VMXWA has basic machinery to prepare the track for use , however with additional use, and the impact of modern bikes, this equipment will not be sufficient.

In order to maintain the track in a usable state we would request the following:

- The Shire of Narrogin commit to assist with track maintenance by ensuring it is slashed and graded to remove bumps and whoops prior to each VMXWA proposed event. This preparation should occur the week prior to a scheduled event and the track should remain closed to use between preparation and the VMXWA event.
- VMXWA has committed significant expenditure with regard to equipment, facilities and the outgoings associated with the property. We would request the following in regard to equipment and costs:
  - Any use of the property will have limited access to facilities, toilets/showers and rubbish bins will be available and access to the water tank to water the track. All other buildings house property and vehicles owned by VMXWA and will not be available for use.
  - Water costs will be divided according to use.
  - Rubbish removal is the responsibility of the using club and should be conducted following each event.
  - Location of any additional buildings is to be agreed to by VMXWA in writing.

**Ongoing stewardship and security of the site;**

- The site is fenced and gated to prevent unauthorised vehicle access. The VMXWA Vice President is a Narrogin resident and has been our caretaker of the property for many years.

**Ability to obtain appropriate insurances for the Club and its members and public liability (\$10m minimum) and other activities;**

- Through our affiliation with MWA participants and volunteers are covered by insurance, this includes \$10M public liability coverage. Certificate of currency attached.

**Whether the Association or Club intends to comply with accreditation / affiliation / officials for proposed events;**

- As outlined above VMXWA is fully affiliated with the governing body Motorcycling WA.

**Whether the Club is incorporated;**

- VMXWA is incorporated

**How many members the Club has or is predicted to have;**

- Based on our membership numbers over the last five years, we anticipate the membership in 2020 to be approximately 330 members. This includes riding, associate and family memberships.  
VMXWA is intending to boost membership in the future by introducing a new system of membership fees and levies, and more inclusive family memberships, to encourage increased participation.

**What improvements to and or indeed removal of the facilities or track are proposed during the proposed length of lease and how that is to be financed and maintained;**

- Any improvements to the property are to enhance the enjoyment of the participants in our events. Future planned undertakings are:  
Install shade sails from the clubrooms for the enjoyment of spectators.  
Reticulation to water the sections of the track that are inaccessible to the water truck to reduce dust and provide safer riding.  
Revegetation work around the circuit of approximately 400 tube stock.  
These projects will be financed and maintained by VMXWA.

This expression of interest has been prepared by the committee representing the membership of VMXWA.

VMXWA understand and appreciate the desire for the Shire of Narrogin to utilise this recreational space to contribute to their Strategic Community Plan. As such, our proposal illustrates that VMXWA can contribute to the Shire of Narrogin and the resident, moving into the future, as VMXWA have done being the lessee of the venue for the last 20 years.

VMXWA contacted the Shire of Narrogin administration and requested a deputation attend the appropriate Council meeting to outline our expression of interest and be available to answer any questions that may arise.

Kind regards,



Michael Gordon  
VMXWA President  
[mike.gordon45@yahoo.com](mailto:mike.gordon45@yahoo.com)  
[vmxwa.info@gmail.com](mailto:vmxwa.info@gmail.com)

### VMX WA Revenue Statement August 2019

		Chq No	Debit	Credit	Total
	B/F				7,879.97
10/07/2019	synergy	300932	162.60		7,717.37
1/07/2019	pay pal			0.02	7,717.39
14/08/2019	St Johns - Dandaloo Classic	300933	273.63		7,443.76
14/08/2019	sausage sizzle - M gordon	300934	50.35		7,393.41
17/08/2019	G Johnson - steel & trailer - works at Payes Find	300935	491.50		6,901.91
17/08/2019	A irving - Prizes Wandering event	300936	281.00		6,620.91
23/08/2019	D latham - deposit container fittings & tanks - Paynes find equipment	300937	878.32		5,742.59
23/08/2019	U move Australia - container purchase (\$3080 - \$500 deposit) - Paynes find for equipment	300938	2580.00		3,162.59
10/08/2019	Telstra - internet		20.00		3,142.59
27/08/2019	water corp - Narrogin	300939	68.42		3,074.17
27/08/2019	MWA inv 00048836 - events 14/7 & 11/8	300940	395.00		2,679.17
	<b>Total</b>				<b>2,679.17</b>
	<b>Sinking fund</b>				
	B/F				3,480.00
	<b>Total</b>				<b>3,480.00</b>
	<i>Sinking fund &amp; main a/c</i>				6,159.17
	<b>Term deposit - 3mths 2.0% (inclusive of \$5500 sinking fund matures 13/07/19)</b>				15,618.37
13/07/2019	int earned			77.88	15,696.25
	<b>Total Term Deposit (inclusive of \$5500 sinking fund deposit)</b>				<b>15,696.25</b>
	<b>Total sinking fund &amp; General Account &amp; term deposit (including \$5500 sinking fund funds in T/D).</b>				<b>21,855.42</b>
	<b>Petty cash</b>				
	B/F				155.00
23/08/2019	to D latham - residual funds owed		20.00		135.00
	<b>Total Petty Cash on Hand</b>				<b>135.00</b>



Statement Period  
17 July 2019 - 16 August 2019

**Westpac Community Solutions One**

Account Name  
**THE VINTAGE MOTO-CROSS CLUB OF  
WESTERN AUSTRALIA INC**

Customer ID  
**6504 2171 THE VINTAGE  
MOTO-CROSS CLUB ..**

BSB  
**036-069** Account Number  
**243 603**

Opening Balance	+ \$11,359.99
Total Credits	+ \$1,001.04
Total Debits	- \$182.60
Closing Balance	+ \$12,178.43

**TRANSACTIONS**

Please check all entries on this statement and promptly inform Westpac of any possible error or unauthorised transaction

DATE	TRANSACTION DESCRIPTION	DEBIT	CREDIT	BALANCE
17/07/19	STATEMENT OPENING BALANCE			11,359.99
31/07/19	Interest Paid		1.04	11,361.03
31/07/19	Payment By Authority To Telstra Ddebit 2000657304182	20.00		11,341.03
08/08/19	Withdrawal/Cheque 300932	162.60		11,178.43
15/08/19	Deposit Motorcycling Aus Ttp Grant		1,000.00	12,178.43
16/08/19	CLOSING BALANCE			12,178.43

**CONVENIENCE AT YOUR FINGERTIPS**

Use Online, Mobile or Tablet Banking to pay bills, transfer funds, check your account balances and much more





## Term Deposit Renewal Advice



THE TREASURER  
THE VINTAGE MOTO-CROSS CLUB OF WE  
29 WILLIAMSON ST  
BAYSWATER WA 6053

Branch Name and Address  
**MURRAY ST**  
**267 MURRAY ST**  
**PERTH WA 6000**

22 July 2019

BSB and Account number  
**036-001 63-1474**

Deposit name  
**THE VINTAGE MOTO-CROSS CLUB OF WESTERN AUSTRALIA INC**

Customer ID  
**6504 2171 THE VINTAGE MOTO-CROSS CLUB OF WESTERN AUSTRA..**

Westpac is pleased to confirm renewal of your Term Deposit on 13 July 2019 on the following terms:

<b>Amount</b>	\$15,696.25	<b>Interest Rate</b>	2.00 %
<b>Renewal Date</b>	13 July 2019	<b>Interest Frequency</b>	At Maturity
<b>Maturity Date</b>	13 October 2019	<b>Term</b>	3 Months

### Other Information

At maturity, the principal of \$15,696.25 and the interest from this deposit will be reinvested for 3 month(s) at the standard interest rate applicable on the day of maturity.

### Details of Previous Term

<b>Amount</b>	\$15,618.37	<b>Term</b>	3 Months
<b>Renewal/Lodgement Date</b>	13 April 2019	<b>Gross Interest</b>	+ \$77.88
<b>Maturity Date</b>	13 July 2019	<b>Withholding Tax</b>	- \$0.00
<b>Interest Rate</b>	2.00 %	<b>After Withholding Tax</b>	+ \$77.88
<b>Interest Frequency</b>	At Maturity		

### Other Information

The principal of \$15,618.37 and interest of \$77.88 from this deposit was reinvested.

### Manage your Term Deposit online.

Did you know you can now provide instructions for your Term Deposit once it matures via online banking?

Simply sign into Westpac Live and go to Services & preferences > Services > Manage Term Deposits

If you are a business customer, your Administrator can give you access to manage your term deposits on behalf of your business.

Your notice continues on the next page ...



**Current details for ABN: 57 240 181 853****ABN details**

<b>Entity name:</b>	VINTAGE MOTOCROSS CLUB OF WESTERN AUSTRALIA INC.
<b>ABN status:</b>	Active from 01 Nov 1999
<b>Entity type:</b>	Other Incorporated Entity
<b>Goods &amp; Services Tax (GST):</b>	Not currently registered for GST
<b>Main business location:</b>	WA 6106

**Deductible gift recipient status**

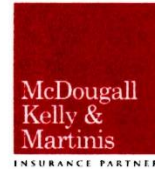
Not entitled to receive tax deductible gifts

**Disclaimer**

The Registrar of the ABR monitors the quality of the information available on this website and updates the information regularly. However, neither the Registrar of the ABR nor the Commonwealth guarantee that the information available through this service (including search results) is accurate, up to date, complete or accept any liability arising from the use of or reliance upon this site.

**ABN last updated:** 28 Jul 2000

**Record extracted:** 02 Oct 2014



### Certificate of Currency

In our capacity as Insurance Brokers to, we hereby certify that the under mentioned insurance policy is current.

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policy detailed below, or assume continuity of the policy.

**Policy Type:** General Liability Insurance

**Policy Number:** BXLC-MPI-2016-005484

**Insured:** Gwyneth Graham

**Nature of Business Covered:** Human Resource Consultancy

**Period of Insurance:** From: 4.00 pm on 15<sup>th</sup> January 2019 Local Standard Time  
To: 4.00 pm on 15<sup>th</sup> January 2020 Local Standard Time

**Limit of Liability:** **Section A – Public Liability:** \$10,000,000 any one Occurrence or series of Occurrences from one originating cause  
**Section B – Products Liability:** \$10,000,000 any one Occurrence or series of Occurrences from one originating cause and in the annual aggregate  
**Section C – Pollution Liability:** \$10,000,000 any one Occurrence or series of Occurrences from one originating cause and in the annual aggregate

**Excess:** \$500

**Insurer:** Catlin Australia Pty Ltd, t/as Brooklyn Underwriting on behalf of certain Underwriters at Lloyds of London - 100%

Subject to the Terms and Conditions of this Policy.

Yours faithfully,

A handwritten signature in black ink, appearing to read "John Kelly".

John Kelly  
Senior Partner

---

Consult Insurance Solutions Pty Ltd (ABN 86 136 911 638 AFSL 339045) t/a McDougall Kelly & Martinis  
Suite 5, 400 High Street Kew Vic 3101

## ATTACHMENT 2



## Vintage Motocross Club of WA

DANDALOO PARK LEASE EOI

### Exploding some myths

"Just a bunch of blow ins from Perth"

**VMXWA members include residents of Narrogin, Pingelly, Wandering, Collie, Bunbury and Mandurah.**

"The golden oldies pack sandwiches and camp up there for free, you'll be unlikely to see a pub lunch or new helmet sold from the status quo"

**VMXWA supports local business – VMXWA estimates our participation in the local Narrogin economy has generated \$13,000 for businesses in the last year, plus a \$1,000 donation to the Palliative care unit at the Narrogin hospital.**

"The council prepares the track for outsiders use".

**Dandaloo Park amenities and maintenance is funded by VMXWA. Track preparation is completed with our own machinery and volunteers.**

### 20 years of History

VMXWA approached the Shire of Narrogin after viewing Dandaloo Park, which had remained unused for several years and had fallen into disrepair.

The Shire originally were not sold on the idea until an incident occurred at Dandaloo Park, where a recreational rider was injured.

VMXWA again approached the Narrogin Council and after realising their exposure to litigation, Council agreed to lease the property so it would be managed appropriately and safely.

Blue chip, low maintenance tenants.

Enhanced and maintained the property to a high standard.

International and National events including, The Australian Classic Motocross Championship, Anniversary scrambles and the Dandaloo Classic.

### Economic Objectives

VMXWA proudly support local businesses by purchasing goods and services from them wherever possible when events are scheduled at Dandaloo Park.

VMXWA estimates our participation in the local Narrogin economy has generated \$13,000 for businesses in the last year.

For the first term of the proposed lease, this equates to \$130,000 generated for local businesses in the Shire of Narrogin.

### Social Objectives

VMXWA provide opportunities for local community groups to fundraise at our events, topping up their earnings with donations from the Club, these charities have included:

The Volunteer fire brigade.

Narrogin Primary School.

The Widows and orphans.

This year we have supported the new Palliative Care Unit at the Narrogin hospital by selling lunches to our members at selected events. We have raised \$1,000 for this cause.

### Environmental Objectives

Every year VMXWA undertakes activities to maintain and enhance the natural environment, these include:

Tidying shrubs and wild grass to reduce the risk of fire and to maintain the street appeal of the property.

The safe removal of overhanging dead tree branches to meet safety requirements.

Plans for revegetation work around the circuit during the winter 2020 of approximately 400 tube stock.

## Lease Proposal

VMXWA wish to be the lease holder for the property and will support the use of the property for Shire of Narrogin residents by arranging a sub lease or licensing arrangement with other Clubs from the Shire of Narrogin.

We are happy to advise on the requirements for safe use of the property as a motorsport venue and to facilitate co-use of the property and plan event calendars to maximise use.

Uncontrolled use of this venue will pose a significant risk to the Shire of Narrogin, as has occurred in the past and was one of the determining factors in the lease originally being assigned to VMXWA.

## Clubs affiliation to Motorcycling WA

In order to protect the Shire of Narrogin, VMXWA and its representatives from litigation, we would request the following conditions be implemented:

Membership and affiliation with MWA is required and the responsibility of clubs wishing to utilise the property

Any activity of recreational riding or racing is a permitted event with MWA and meets the requirements of the type of event being conducted, practice days, recreational days or race days.

Club members participating are to hold the correct license for the event being conducted.

Track licensing via MWA is the responsibility of clubs wishing to utilise the facility.

## Track Preparation

The Dandaloo track consist of hard packed dirt that requires regular maintenance to remain usable for any recreational motorcycle use, an unmaintained track increases the chance of accident and risk of litigation.

Currently VMXWA prepares the track for use.

Modern motocross bikes generate deeper and more bumps due to their increased suspension travel and more power, this will have a significant impact on the track and requires more maintenance.

VMXWA has basic machinery to prepare the track for use , however with additional use, and the impact of modern bikes, this equipment will not be sufficient.

## Track Preparation

In order to maintain the track in a usable state VMXWA request the following:

The Shire of Narrogin commit to assist with track maintenance by ensuring it is slashed and graded to remove bumps and whoops prior to each VMXWA event.

This preparation should occur the week prior to a scheduled VMXWA event and the track should remain closed to use between preparation and the VMXWA event.

Consistent maintenance results in a safe environment for all users to enjoy.

## Property and Facilities

VMXWA has committed significant expenditure with regard to equipment, facilities and the outgoings associated with the property.

Under a co-use arrangement VMXWA would request the following in regard to equipment and costs:

Clubs will have access to toilets/showers, rubbish bins and access to the water tank to water the track. All other buildings housing property and vehicles owned by VMXWA and will not be available for use.

Water and electricity costs will be divided according to use.

Rubbish removal is the responsibility of the club using Dandaloo and should be conducted following each event.

Location of any additional buildings or changes to the track is to be agreed to by VMXWA.

## Meeting Obligations

VMXWA is fully affiliated with the State's governing body Motorcycling WA.

Through our affiliation with MWA, participants and volunteers are covered by insurance, this includes \$10M public liability coverage.

VMXWA is an incorporated Club with an operating Constitution.

VMXWA maintains, with Westpac, both a working fund and a sinking fund account.

VMXWA has the capacity to meet the regular outgoings of the proposed lease, maintain the property, meet the future needs of the club and invest in works to enhance the property.

## 2020 Membership

---

Based on our membership numbers over the last five years, we anticipate the membership in 2020 to be approximately 330 members. This includes riding, associate and family memberships.

## Future Improvements

---

Future planned undertakings are:

Install shade sails from the clubrooms for the enjoyment of spectators.

Reticulation to water the sections of the track that are inaccessible to the water truck to reduce dust and provide safer riding.

Revegetation work around the circuit of approximately 400 tube stock to increase appeal and provide a sound barrier.

## Summary

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VMXWA understand and appreciate the desire for the Shire of Narrogin to utilise this recreational space to contribute to their Strategic Community Plan.

By proposing a sub lease arrangement through VMXWA, we offer a safe and inclusive approach to managing Dandaloo Park.

Our proposal illustrates that VMXWA can contribute to the Shire of Narrogin moving into the future, as we have shown over the last 20 years.

1/9/2019

Dear

Dale Stewart

Chief Executive Officer

Shire of Narrogin

Po Box 1145 Narrogin WA 6312

<b>Shire of Narrogin RECEIVED</b>	
Directed to	<u>Dale</u>
<b>1.3 SEP 2019</b>	
Ref No	<u>1021918398</u>
Property File	<u>A340058</u>
Subject File	<u></u>
Ref	<u>00196873</u>

The Narrogin Dirt Bike Association wish to formally express our interest on the lease of "Dandaloo Park".

We have addressed the required criteria and have attached it to this letter.

We have been in contact with Motorcycling Western Australia, the state controlling body for all motorcycle racing. They cover all insurance for tracks and riders. They are in full support of our club.

We now have over 200 financial members and at a recent meeting over 60 people attended.

We look forward to the future, working with the Shire for the benefit of the local community.

Thanks and kind regards

Narrogin Dirt Bike Association

Ngnmx2020@gmail.com

The demonstrated financial capacity and sustainability of the proposed lessee;

**The Narrogin Dirt Bike Association is financial & current bank balance can cover all outgoings for the first 12 months.**

The intended usage of the site including frequency and type and number of events and participants per annum;

**The Narrogin Dirt Bike Association intends to run;**

**1 Open event. 100-200 riders + Crew, officials & spectators. Up to 400 people**

**1 Interclub event. Visiting clubs include; Collie, Albany, Cranbrook, Manjimup, Busselton & Bunbury. 80-160 Riders + Crew, officials & spectators. Up to 300 people.**

**4 -6 Ride park days. 40-100 riders.**

**Organised track practice days. 10-40 riders.**

**Vintage Motocross race days to be negotiated**

The ability to best address the Shire's Economic, Environmental and Societal Objectives in the Strategic Community Plan;

**The Narrogin Dirt Bike Association believes that our lease proposal will meet the Shires Strategic plan in the following points;**

**Attract new industry, business, investment & encourage diversity whilst encouraging growth of local business.**

**Promote Narrogin & the Region.**

**Promote, develop tourism and maintain local attractions.**

**Develop & implement a youth strategy.**

**Develop and activate Sport & Recreation Master Plan.**

**Encourage & support community groups & volunteers.**

**Facilitate & support community events**

**Provide improved community facilities (eg library/recreation)**

The desired length of lease inclusive of any renewal options (maximum term 21 years);

**5 years + first option for next 5.**

The intended lease fee payable by the lessee per annum (currently \$1pa);

**The Narrogin Dirt Bike Association is a local community group & we expect the lease fee to be in line with speedway/gun club etc.**

The ability of the lessee to meet outgoings;

**The Narrogin Dirt Bike Association is financial & current bank balance can cover all outgoings for the first 12 months.**

The operating environment of the facility and how club vs member or non-member activities will be managed;

**The Narrogin Dirt Bike Association will operate under Motorcycling Western Australian guidelines so all riders will be covered by insurance. Riders without a competition license can ride on a "Ride Park Day"& will be covered by MWA.**

Ongoing stewardship and security of the site;

**The Narrogin Dirt Bike Association will keep the gate locked when not in use. Having local club members, security will be increased.**



Ability to obtain appropriate insurances for the Club and its members and public liability (\$10m minimum) and other activities;

**The Narrogin Dirt Bike Association will be affiliated with Motorcycling Western Australia & will be fully covered by its insurance.**

Whether the Association or Club intends to comply with accreditation / affiliation / officials for proposed events;

**The Narrogin Dirt Bike Association will be affiliated with Motorcycling Western Australia for all events & already has members with necessary accreditation to run a full race event, including; Race Secretary, Clerk of Course & Race Steward.**

Whether the Club is incorporated;

**The Narrogin Dirt Bike Association is an incorporated club.**

How many members the Club has or is predicted to have;

**The Narrogin Dirt Bike Association already has 200+ riding and social members with many more to join once we have a track to use.**

Whether the Club can accommodate (allow) users or members or riders from different eras (eg modern vs vintage) and what conditions, if any, might relate to that usage;

**The Narrogin Dirt Bike Association will accommodate other clubs including the existing lease holder to run events at Dandaloo Park, in the same way as other clubs do now including Collie Motorcyle Club, Beverly Districts Motorcyle Club, Hillman Farm Motocross Track & many others.**

What improvements to and or indeed removal of the facilities or track are proposed during the proposed length of lease and how that is to be financed and maintained;

**The Narrogin Dirt Bike Association anticipates minor changes to the track for MWA licensing, no removal of improvements or facilities are expected. Club members have already indicated sponsoring with time & machinery for track maintenance etc.**

Other matters the submitter wishes to put forward in support of their expression of interest.

**Points to consider**

**The impact to locals & local business if Narrogin Dirt Bike Association were not successful with the lease application, Vs the impact to the VMX club if they don't get the lease.**

**The existing lease holder have other tracks to use ; Collie, Darkan, Boddington, Bridgetown & Northam.**

**The Narrogin Dirt Bike Association has a membership of 200+ and currently has no facility.**

**Potential for Growth. A club that allows only 45 year old bikes & older has a low potential for growth, with diminishing parts supply & bikes getting too valuable to use, they get left in sheds or collections & struggle to get numbers on the race track.**

**A club that allows all bikes has a huge potential for growth, with new models released each year in every brand.**

**Clubs that allow all bikes have vibrant junior classes which foster the great family friendly atmosphere. Juniors progress through the classes & are the future of the clubs & the sport.**

**Most of the improvements at Dandaloo Park were there 20 years ago except the new ablutions block and water tank, most of which was funded with royalties for regions grants.**

**If Narrogin Dirt Bike Association is the successful lease applicant, it will give local kids a safe place to ride instead of riding in Foxes Lair or railway lines etc.**

**With repeated attempts to joint use the facility over the past 12 years, the VMX club have given no thought to the growth of motocross in WA, and certainly this district. With the Narrogin Dirt Bike Association as the successful applicant, all disciplines of motocross new and old will benefit.**

**It is a great shame that local riders haven't been able to use our local track for 20 years, with many local families traveling many kilometres each weekend to pursue the sport they love.**

**It is our hope that the Shire of Narrogin & the counsellors will make a decision in the best interests of the rate payers and surrounding communities.**



29 July 2019

Mr Dale Stewart  
Chief Executive Officer  
Shire of Narrogin  
PO Box 1145  
NARROGIN WA 6312

Dear Dale,

**Narrogin Dandaloo Motorcycle Track – Letter of Support**

We have been contacted the by the Narrogin Dirt Bike Association regarding their application for the lease of the Narrogin Dandaloo Motorcycle Track.

The Shire of Cranbrook would like to advise that we are in full support of the application as we believe that it will only strengthen the club and the exposure of not only Motocross in Narrogin, but also Narrogin itself as a Shire.

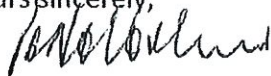
Last year the Shire of Cranbrook opened the new Sukey Hill Motocross Track with the Cranbrook Motocross Club here in Cranbrook with the club hosting some local Great Southern rounds not long after with an average of 100 riders per round. On Saturday 6 and Sunday 7 July 2019 the Cranbrook Motocross Club hosted their first State Round with over 300 riders attending to participate in the event.

This was the first time in 20 years that a State Round has been held in the Lower Great Southern and it was incredibly well received. The Shire was inundated with riders, families, support crew and on lookers over the weekend with nearly 1,300 people attending the event. It was a huge success for the Club with the Shire receiving a significant amount of exceptional publicity.

The Cranbrook Motocross Club and Sukey Hill Motocross Track are nothing but assets to our Shire and local community and we believe that if you were to allow the Narrogin Dirt Bike Association to lease the Dandaloo Motorcycle Track that your Shire and community would benefit enormously too.

If you would like any further information please do not hesitate to contact me on 9826 2209.

Yours sincerely,



**Peter Northover**  
**CHIEF EXECUTIVE OFFICER**

Greetings Narrogin Council,

The Narrogin Chamber of Commerce has recently been approached by one of our members to gain our support to the lease of Narrogin Dandaloo Motor Cross track to the Narrogin Dirt Bike Association.

The current lease has done very little to support any Narrogin Businesses or attract any significant growth to the town by way of advertising/event promotions ect.

A lease granted to a new committee that encourages mainstream motorcycles will bring new sponsorship opportunities from these mainstream motorcycle brands, and support industries which will boost the profile of Narrogin and surrounds, which will in turn create increased commerce opportunities.

A more mainstream focused club will also encourage more attendance by virtue of being more inclusive to more modern racing platforms.

This has great potential to drive more industry or increase profile of current outlets in town at present supporting this industry.

Being more inclusive to participants will also increase the ability to attract a more diverse population to Narrogin; most who have greater disposable income, to forward spend at Narrogin's hospitality (accommodation and food outlets) and retail sectors.

The Narrogin Dirt Bike Association will also have a club which is more inclusive for our local residents, who at present must leave town to participate in these activities.

The Narrogin Chamber of Commerce supports the Narrogin Dirt Bike Association gaining the future lease for the Dandaloo Motor Cross track.

Please contact myself if any further information is required.

Kind regards



Bevan STEELE  
Chairman  
13/09/19



## ATTACHMENT 4




Mission Statement

To provide a welcoming community environment in which to promote motocross as an enjoyable and healthy sport, for people of all ages and ability levels.

**FIVE YEAR PLAN**


To build the club & facilities to the level to hold a state event and/or a national event.



Interclub & open events will promote Narrogin & support many local businesses: Accommodation, delis, service stations, liquor stores etc.



Provide a valuable community facility that promotes social interaction




Having a local track will help preserve & protect natural environments in our town

If our club is the successful lessee we intend to work together with VMX & make the track available for them to use.



## LOCAL KIDS RACING AT STATE ROUNDS



MULTIPLE NARROGIN TOP TEN RANKED RIDERS  
IN JUNIOR STATE MOTOCROSS CHAMPIONSHIPS

## Locals competing at interclub events

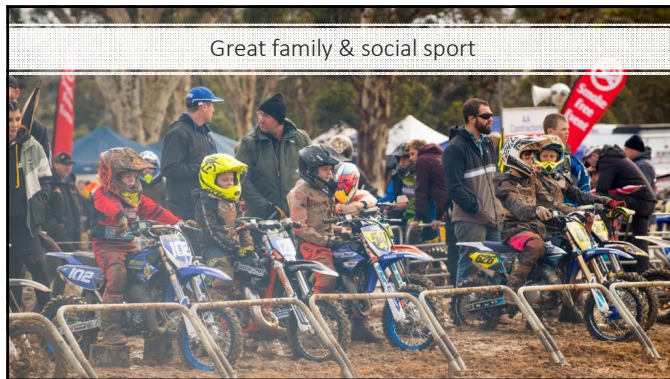


NARROGIN  
RIDERS HAVE  
COMPETED AT  
NATIONAL LEVEL

Valuable life  
skills &  
lessons







Modern bikes have a huge growth potential, attracting a vibrant cross section of ages.

Pre 1975 bikes have their place, but try finding a 45 year old bike for your kids to ride.

Narrogin Dirtbike Riders Association has been given full support from all other southwest clubs to join in the interclub series & offered assistance if required.





**MA1** Mitchell Ackland, 11/11/2019

We look forward to the future, working with the shire for the benefit of the local community



DATED

2000

LEASE

*Peter,  
There are quite  
a few pages so I've  
just fixed the cover sheet  
and the Schedule.  
Regards*

Messrs Lane Buck & Higgins

Barristers & Solicitors

Ref: 10149\BOS\AH

WESTERN AUSTRALIA

THE TRANSFER OF LAND ACT 1893

LEASE

The Lessor ("the Lessor") set out and described in Item 1 of the Schedule hereto ("the Schedule") AND who is registered or entitled to be registered as the proprietor of the land hereinafter described HEREBY LEASES to the Lessee ("the Lessee") described in Item 2 of the Schedule ALL THAT the Land described in Item 3 of the Schedule ("the Demised Premises") for the term ("the Term") specified in Item 4 of the Schedule for the rental ("the Rent") specified in Item 5 of the Schedule SUBJECT TO the covenants and powers implied under the Transfer of Land Act 1893 as amended unless hereby negatived or modified.

1. LESSEES COVENANTS:

The Lessee covenants with the lessor as follows:

- (a) To pay to the Lessor or as the Lessor shall direct the Rent (without any deduction) on the days and in the manner aforesaid.
- (b) To duly and punctually pay all of the outgoings specified in Item 6 of the Schedule.
- (c) At all times during the term to keep and maintain all buildings, erections, wells, gates, fences, fixtures and fittings and all other improvements on the Demised Premises in good and substantial repair and condition (fair wear and tear and as to buildings, damage by fire, storm and tempest excepted).
- (d) Not without the written consent of the Lessor:
  - (i) To remove or alter any buildings, erections or any fences now or hereafter on the Demised Premises;
  - (ii) To cut or remove any timber from the Demised

Premises;

- (iii) To assign, transfer, sub-let or part with the possession of the Demised Premises or any part thereof or otherwise by any act or deed to procure, allow or suffer (either voluntarily or involuntarily) the Demised Premises or any part thereof to be assigned, transferred or sub-let or the possession thereof parted with for all or any part of the said term;
- (iv) To grant any licence or easement whether exclusive or otherwise for the use of the Demised Premises or any part thereof for all or any part of the Term.
- (e) To permit the Lessor and his agents at all reasonable times to enter the Demised Premises to examine the state of repair and condition and to forthwith repair and make good all defects or wants of repair for which the Lessee is responsible hereunder and which the Lessor or his agents may find on inspection and of which the Lessor or his agents leave written notice for the Lessee on the Demised Premises.
- (f) To permit all authorised Officers of the Lessor including the Chief Executive Officer and Environmental Health Officer at all times to have free access to the Demised Premises for the purposes of carrying out their respective duties.
- (g) To install and maintain firebreaks to the specifications of the Brigade Fire Control Officer and Shire in accordance with the Shire Firebreak Order prior to the advertised date on each year of the Term and any extension thereof.
- (g) That the Lessee will not commit or permit any waste or spoil on any part of the Demised Premises nor remove or

alter any of the existing buildings or improvements thereon without the prior written consent of the Lessor.

- (h) To pay all costs, charges and expenses incurred by the Lessor for the purpose of or incidental to the preparation and service of a notice under Section 81 of the Property Law Act 1969-1973 and any amending legislation requiring the Lessee to remedy a breach of any of the covenants hereinbefore or hereinafter contained, notwithstanding forfeiture for such breach shall be avoided otherwise than by relief granted by the Court.
- (i) Not knowingly to do or suffer to be done on the Demised Premises anything whereby the insurance of the buildings and improvements on the Demised Premises may be rendered void or voidable or the premiums increased.
- (j) To take out and maintain public liability insurance in a sum of not less than five million dollars to indemnify the Lessor from and against all claims, demands, proceedings, judgements, damages, costs and losses of any nature whatsoever where the Lessor may suffer or incur in connection with the loss of life of/and/or personal injury to any person and/or damage to any property (wheresoever occurring) arising from or out of occurrences at the Demised Premises or any part thereof or occasion wholly or in part by act, negligence, default or omission by the Lessee or its agents, contractors, invitees, licensees, assigns or sub-tenants or any other person or persons using or upon the Demised Premises with the consent or approval express or implied of the Lessee and to indemnify and keep indemnified at all times and from time to time the Lessor from and against all actions, suits, claims, demands by the Lessee or the sub-Lessee, invitees, employees, agents or contractors of the Lessee and all persons claiming through or under the Lessee in respect of any claim which may arise by the

negligent use or abuse by the Lessee or any person claiming through or under the Lessee of water or electricity supplied to the Demised Premises, the building or land or faulty water, electric or other fixtures or fittings of the Lessee and such other risks as the Lessor may from time to time reasonably nominate.

- (k) To take out and maintain a suitable worker's compensation insurance and to produce the current receipts for any such insurance in this Clause or the Clause above to the Lessor upon request.

(l) Indemnification of Lessor

The Lessee shall indemnify and keep indemnified the Lessor from and against all claims, demands, summons, actions, suits, proceedings, judgement orders, decrees, damages, costs, losses and expenses of any nature whatsoever which the Lessor may suffer or incur in connection with the loss of life, personal injury and/or damage to the property arising from or out of any occurrence in upon or at the Demised Premises or the use by the Lessee of the Demised Premises or any part thereof or to any person or the property of any person using or entering on or near the Demised Premises or occasion (wheresoever it may occur) wholly or in part by any act, negligent, default or omission by the Lessee, his agents, contractors, servants, workmen, customers or any other person or persons using or upon the Demised Premises with his consent or approval express or implied.

2. PROVISOS

Provided always and this demise is on these conditions:

- (a) If the rent hereby reserved or any part thereof respectively shall at any time be in arrears, or unpaid for the period specified in Item 7 of the Schedule after the same shall have become due whether demanded or not, or if the Lessee shall at any time fail or neglect punctually to perform or observe or shall commit or allow any neglect or breach of any covenant, condition or



agreement herein contained and on the part of the Lessee to be performed and observed or if the Lessee shall become bankrupt or make any assignment for the benefit of or enter into any agreement with or make any arrangement with his creditors for liquidation of his debts by composition or otherwise or if any execution be levied against his goods or chattels or if the interest of the Lessee in this lease shall be taken in execution, then and in any such case it shall be lawful for the Lessor or any person authorised by the Lessor to determine this tenancy and demise and cancel these presents and thereupon the Lessor may re-enter upon the Demised Premises or any part thereof in the name of the whole and take and hold possession as if these presents had not been made without prejudice to any right of action or remedy of the Lessor in respect of any antecedent breach of any of the covenants by the Lessee hereinbefore contained.

- (b) In case any buildings or any part thereof (if any) on the Demised Premises shall at any time during the Term be so destroyed or damaged by fire so as to be unfit for occupation or use and if any policy or policies of insurance effected over the said building shall not have been vitiated or rendered void or voidable or payment of the policy monies refused in consequence of any act or default of the Lessee, the Rent or a fair proportion thereof according to the nature and extent of the damage sustained shall be suspended until the said buildings shall again be rendered fit for occupation and use AND in case of any difference touching this Proviso the same shall be referred to a single arbitrator to be agreed upon by the parties and in default to be appointed by the President for the time being of the Law Society of Western Australia which arbitrator shall act in accordance with the provisions of the Arbitration Act 1985 or any statutory modification thereof for the time being in force.



- (c) Any demand or notice by the Lessor to the Lessee or by the Lessee to the Lessor hereunder may be given by posting the same in a registered pre-paid letter addressed to the addressee at his address hereinbefore mentioned or such other address as either party shall have previously notified the other and shall be deemed to be served upon and received by the addressee at the time the same would be delivered in the ordinary course of post.
- (d) That if the Lessee shall with the consent of the Lessor remain in possession of the said land after the expiration of the Term, the Lessee shall so remain as tenant from month to month only at the rent to be agreed in accordance with the provisions of Clause 1(a) hereof but on all the covenants, conditions and agreements herein contained except that relating to the option to renew the Lease.
- (e) That the costs of and incidental to the preparation, stamping and registration of these presents shall be paid by the Lessee.

3. LESSORS COVENANT

- (a) The Lessor to the intent to bind the reversion of the Demised Premises but not so as to make the Lessor liable in damages except for his own acts and defaults hereby covenants with the Lessee that the Lessee paying the Rent and observing and performing the several covenants and stipulations herein on his part contained shall peaceably hold and enjoy the Demised Premises during the Term without any interruption by the Lessor or any person rightfully claiming under or in trust for the Lessor.
- (b) The Lessor shall promptly and punctually pay all of

the outgoings (if any) specified in Item 8 of the Schedule.

4. OPTION OF RENEWAL

That the Lessee duly and punctually paying the Rent and complying with, observing and performing all of the terms covenants and conditions herein contained or implied, and on the part of the Lessee to be complied with, observed and performed, shall have the option of a renewal of this Lease for such further period (if any) as may be specified in Item 9 of the Schedule SUBJECT TO AND UPON the same terms covenants and conditions as are herein contained (other than for this clause and as to rental) PROVIDED THAT in no event shall the rental as so determined be less than the rental payable during the period immediately preceding the period the subject of such determination and the new rental shall be payable and paid at the new rate from and including the date of commencement of the renewed term irrespective of when the reviewed amount of such rental is agreed or determined.

Each option shall be exercised by notice in writing delivered to the Lessor personally or sent by post to the Lessor at the address of the Lessor aforesaid or other place where the Lessee pays the rent to the Lessor at any time within the period of not less than three calendar months preceding the determination of the term hereby granted AND if sent by post such notice shall be deemed to be delivered in due course of post.

Following the exercise of an Option by the Lessee the parties shall execute an extension of lease to be prepared at the cost of the Lessee by the Lessor's solicitors and to contain such reasonable terms and conditions as the Lessor's solicitors consider usual in similar documents.

5. SPECIAL CONDITIONS

Notwithstanding any other provisions to the contrary contained in this Lease, the special conditions (if any) set out in Item 10 of the Schedule shall be deemed to be incorporated in this Lease and in the event of a conflict between any of the said special conditions and any of the other covenants, conditions, agreements, declarations and terms contained in or referred to in this Lease the said special conditions shall prevail.

6. ESSENTION TERMS

It is expressly agreed and declared that the covenants by the Lessees contained in Clauses 1(a), 1(b), 1(d), 1(f), 1(g) hereof (subject to proviso herein contained) essential terms of this Lease the breach or non-observance or non-performance of any one or more of such covenants, terms, conditions shall be deemed to be a fundamental breach of the provisions of this Lease on the part of the Lessee to be observed and performed PROVIDED THAT the presence of this Clause in this Lease shall not mean or be construed meaning that there are no other essential terms in this Lease. Should the Lessor terminate this Lease following any such fundamental breach hereof without prejudice to any or either remedy of the Lesser herein contained or implied it is expressly agreed and declared that the Lessor shall be entitled to recover costs from the Lessee as and by way of liquidated damages for such breach the aggregate of the annual rental rates and taxes and other monies which would have been payable by the Lessee for the unexpired residue of the term but for such determination less the aggregate of the annual rental rates taxes and other monies which the Lessor by taking proper steps shall re-let the Demised Premises so obtained or could reasonably be expected to obtain by re-letting the Demised Premises for the unexpired residual of the term after such determination PROVIDED THAT in so doing the Lessor shall not be



required or obliged to offer except in respect of re-letting terms covenants conditions or stipulations which are the same or similar to the terms covenants conditions or stipulations herein contained or implied.

7. GOODS AND SERVICES TAX (GST)

(i) If a goods and services tax, or any value added tax of a similar nature ("GST") becomes payable either by the Lessor or by the Lessee in respect of any monies paid or payable by the Lessee to the Lessor or in respect of any services provided by the Lessor to the Lessee under or in connection with this Lease:-

(a) the Lessee shall comply with all legislation relating to the GST and without limiting the generality of the foregoing the Lessee shall (if the Lessee shall by law be so required) register with the relevant authority responsible for the administration of GST, lodge all necessary returns in respect of the monies paid or services provided under this Lease; and

(b) the Lessee shall pay the GST and shall indemnify the Lessor against any GST arising in respect of the monies paid or payable or services provided under this Lease, and in default of payment or indemnity, the same shall be recoverable in the same manner as rent in arrears.

(ii) If any GST is payable by the Lessor arising in respect of the monies paid or services provided under this Lease, the Lessee shall pay to the Lessor an amount equal to the amount of the GST on demand.

EXECUTED as a Deed by the parties hereto.

THE SCHEDULE

- ITEM 1  
LESSOR: Shire of Narrogin of 43 Federal Street, Narrogin
- ITEM 2  
LESSEE: Vintage Motocross Club of Western Australia Incorporated
- ITEM 3  
DEMISED PREMISES: An area of 15.1071 hectares or thereabouts as is now occupied and used by the Lessee and being part of the land contained in Reserve 25963 and being part of Dumberning Agricultural Area Lot 109 and more particularly shown on the sketch hereunder and marked green
- ITEM 4  
TERM: Ten (10) years commencing on the 1st day of July 2000 and terminating on the 30th day of June 2010
- ITEM 5  
RENTAL AND HOW AND WHEN PAYABLE: Rental of One dollar (\$1.00) per annum the first such payment to be made on the 1st day of July 2000 plus any Goods and Services Tax payable to be paid by Lessee.
- ITEM 6  
OUTGOINGS:
1. All electricity, gas, telephone, and excess water charges which during the Term and any extension thereof may become payable in respect of the Demised Premises.
  2. All insurance premiums from time to time payable in respect of the insurance to the full insurable value of the buildings (if any) on the Demised Premises against loss or damage by fire.
- ITEM 7  
PERIOD OF DEFAULT: 28 days.
- ITEM 8  
OUTGOINGS TO BE PAID BY LESSOR: The Lessor shall pay rates, taxes, charges, assessments and impositions of every kind assessed or payable in respect to the Demised Premises (and

not included in the definition of outgoings as herein provided).

ITEM 9  
OPTION TO RENEW:

A ten year term to commence on the 1st day of July 2010

ITEM 10  
SPECIAL  
CONDITIONS:

(a) The Lessee will:

(i) At all times during the conduct of a race meeting and also during practice meetings provide suitable sanitary conveniences for both male and female participants and all attending spectators and make suitable arrangements for the disposal of sanitary wastes;

(ii) be responsible for the maintenance of tracks and roads inside the said Reserve and any buildings erected by the Lessee for its own convenience.

(b) Any building erected by the Lessee on the Demised Premises shall remain the property of the Lessee or its trustees in the event of the Lessee going into recess or becoming defunct.

(c) This Lease shall at the option of the Lessor be determinable by the Lessor should the Lessee be inactive for a period of not less than twelve months or the club be disbanded or cease to exist.

DATED the 8<sup>th</sup> day of July 2000

SIGNED by the said )  
SHIRE OF NARROGIN )  
)

.....*Danell S. Mure*.....  
Shire President

.....*[Signature]*.....  
Chief Executive Officer

SIGNED by the said )  
VINTAGE MOTOCROSS CLUB )  
OF WESTERN AUSTRALIA )  
INCORPORATED )  
(ACN )  
in the presence of: )

*[Signature]*  
Geoffrey Smith

Witness Signature:

Name: *Geoff McKewen*

Address: PO Box 84  
NARROGIN

Occupation: CEO



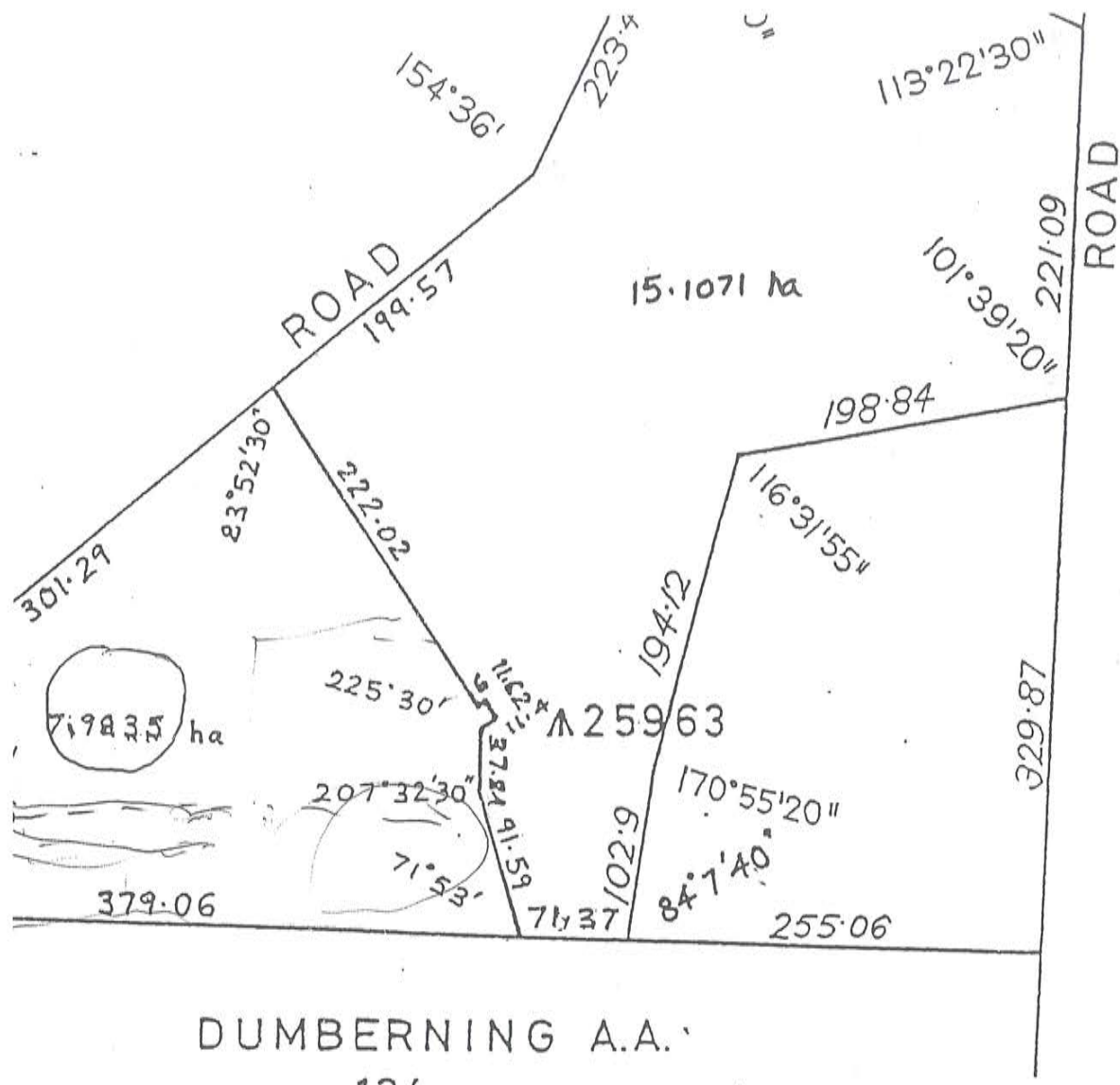






RESERVE 25963  
LEASED AREA TO  
VINTAGE MOTOCROSS CLUB







**Frank Ludovico**

---

**From:** Nicola Gannon <NGannon@mcleods.com.au>  
**Sent:** Tuesday, 21 November 2017 10:28 AM  
**To:** Frank Ludovico  
**Cc:** Fiona Grgich  
**Subject:** RE: Commercial Lease (41868)  
**Attachments:** Narrogin Community Lease Template.doc

Dear Frank,

Thank you very much for your instructions. I have prepared a template lease document and have **attached** it for your consideration.

Please note that the 'Instructions for Shire Officers' document would provide a much more in depth guide to preparing the lease however below I have included some points to note:

1. The officer preparing the Lease should obtain a title search of the land at Landgate before preparing the Lease and also the Management Order if the land is Crown Land and you don't have a copy on hand;
2. If the land is Crown Land the consent of the Minister for Lands is required. Please send the final version of the Lease (as agreed between the parties but prior to execution) to the Minister at [delivery@lands.wa.gov.au](mailto:delivery@lands.wa.gov.au) along with a copy of the title search, for approval of the Minister pursuant to section 18 of the *Land Administration Act 1997*. The Department of Planning, Lands and Heritage typically request that the Minister for Lands is included in the clauses relating to consent to the lease, indemnity provisions, assignment of lease and the prohibition to a caveat. If the Shire Officer deletes the reference to the Minister from these provisions the consent letter may be provided subject to some amendments to the Lease;
3. If the Lessee is a Incorporated Association I would suggest obtaining a copy of its Constitution from the Department of Commerce;
4. The maintenance clause (Clause 11) is drafted so that the Lessee is responsible for the maintenance of the Premises which includes the Lessor's fixtures but does not require any repairs or replacement because of fair, wear and tear or structural maintenance. Please let me know if the Shire would like to take a different approach and I will re-draft the clause;
5. With regard to the Schedule details please ensure that the Land details are completed with reference to the title search;
6. If the Shire Officer wishes to add specific clauses depending on the transaction then it is best to do so at Item 10 of the Schedule. These clauses can include definitions of words that are needed for the purpose of that clause;
7. I have included an execution clause for an Incorporated Association, if you do not have access to execution clauses for companies or individuals please let me know; and
8. It is essential that a plan of the leased area is included at Annexure 1 if the lease is for a portion of the land.

I look forward to your comments or any amendments to the template that you might require.

Kind regards

Nicola Gannon | Associate

**McLEODS**

Barristers & Solicitors

Stirling Law Chambers | 220-222 Stirling Highway | CLAREMONT WA 6010



**McLEODS**

Barristers & Solicitors

Stirling Law Chambers | 220-222 Stirling Highway | CLAREMONT WA 6010

Tel: (08) 9383 3133 | Fax: (08) 9383 4935

Email: [mcleods@mcleods.com.au](mailto:mcleods@mcleods.com.au)

Ref: NG:NARR:41868



Lease [***insert description***]

---

Shire of Narrogin

[***Insert lessee's details***]



**McLEODS**

Barristers & Solicitors

Stirling Law Chambers | 220-222 Stirling Highway | CLAREMONT WA 6010

Tel: (08) 9383 3133 | Fax: (08) 9383 4935

Email: [mcleods@mcleods.com.au](mailto:mcleods@mcleods.com.au)

Ref: NG:NARR:41868

# Disclaimer

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This document has been prepared as a template for the Shire of Narrogin (**Shire**).

McLeods cannot be held responsible for any errors of the Shire in preparing this document.

If something arises which is not addressed in the template then we advise the Shire to contact us to seek advice.

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# Details

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## Parties

### Shire of Narrogin

of PO Box 1145, Narrogin, Western Australia  
(Lessor)

**[Insert name of lessee]**

of **[insert address]**

**[ACN if applicable]**

(Lessee)

## Background

- A The Lessor **[is registered as the proprietor of the Land]/[has the care, control and management of the Land pursuant to a management order]**
- B **[Subject to the prior written approval of the Minister for Lands],** the Lessor has agreed to lease and the Lessee has agreed to take a lease of the Premises upon the terms and conditions contained in this Deed.

## Agreed terms

---

### 1. Definitions

In this Lease, unless otherwise required by the context or subject matter:

**Amounts Payable** means the Rent and any other money payable by the Lessee under this Lease;

**Authorised Person** means:

- (a) an agent, employee, licensee or invitee of the Lessor; and
- (b) any person visiting the Premises with the express or implied consent of any person mentioned in paragraph (a);

**CEO** means the Chief Executive Officer for the time being of the Lessor or any person appointed by the Chief Executive Officer to perform any of her or his functions under this Lease;

**Commencement Date** means the date of commencement of the Term specified in **Item 4** of the Schedule;

**Contaminated Sites Act** means the *Contaminated Sites Act 2003 (WA)*;

**CPI** means the Consumer Price Index (All Groups) Perth number published from time to time by the Australian Bureau of Statistics;

**DER** means the Department of Water and Environmental Regulation of Western Australia;

**Environmental Contamination** has the same meaning as the word “contaminated” in the Contaminated Sites Act;

**EPA** means the Environment Protection Agency of Western Australia;

**Encumbrance** means a mortgage, charge, lien, pledge, easement, restrictive covenant, writ, warrant or caveat and the claim stated in the caveat;

**Further Term** means each further term specified in **Item 3** of the Schedule;

**Good Repair** means good and substantial tenantable repair and in clean, good working order and condition;

**Interest Rate** means the rate at the time the payment falls due being 2% greater than the Lessor’s general overdraft rate on borrowings from its bankers on amounts not exceeding \$100,000.00;

**Land** means the land described at **Item 1** of the Schedule;

**Lease** means this deed as supplemented, amended or varied from time to time;

**Lessee’s Agents** includes:

- (a) the sublessees, employees, agents, contractors, invitees and licensees of the Lessee; and
- (b) any person on the Leased Premises by the authority of a person specified in paragraph (a);

**Lessee’s Covenants** means the covenants, agreements and obligations set out or implied in this Lease or imposed by law to be performed and observed by any person other than the Lessor;

**Lessor’s Covenants** means the covenants, agreements and obligations set out or implied in this Lease, or imposed by law to be observed and performed by the Lessor;

**Management Order** means the Management Order made under section 46 of the *Land Administration Act 1997*, under which the Land was vested in the Lessor to be held for the purpose of *[insert purpose]*;

**Notice** means each notice, demand, consent or authority given or made to any person under this Lease;

**Party** means the Lessor or the Lessee according to the context;

**Premises** means the premises described at **Item 1** of the Schedule;

**Rent** means the rent specified in **Item 5** of the Schedule;

**Schedule** means the Schedule to this Lease;

**Term** means the term of years specified in **Item 2** of the Schedule and any Further Term; and

**Termination** means expiry by effluxion of time or sooner determination of the Term or any period of holding over.

## 2. Interpretation

In this Lease, unless expressed to the contrary:

- (a) words importing:
  - (i) the singular includes the plural and vice versa; and
  - (ii) a gender or genders include each other gender;
- (b) if a word or phrase is assigned a particular meaning, other grammatical forms of that word or phrase have a corresponding meaning;
- (c) a reference to:
  - (i) a natural person includes a body corporate or local government;
  - (ii) a body corporate or local government includes a natural person;
  - (iii) a professional body includes a successor to or substitute for that body;
  - (iv) a Party includes its legal personal representatives, successors and assigns and if a Party comprises two or more persons, the legal personal representatives, successors and assigns of each of those persons;
  - (v) a statute, includes an ordinance, code, regulation, award, town planning scheme, regulation, local law, by-law, requisition, order or other statutory instruments made under any of them and a reference to any of them, whether or not by name, includes any amendments to, re-enactments of or replacements of any of them from time to time in force;
  - (vi) a right includes a benefit, remedy, discretion, authority or power;
  - (vii) an obligation includes a warranty or representation and a reference to a failure to observe or perform an obligation includes a breach of warranty or representation;
  - (viii) this Lease or provisions of this Lease or any other deed, agreement, instrument or contract includes a reference to:
    - (A) both express and implied provisions; and
    - (B) that other deed, agreement, instrument or contract as varied, supplemented, replaced or amended;
  - (ix) writing includes any mode of representing or reproducing words in tangible and permanently visible form and includes facsimile transmissions;
  - (x) any thing (including, without limitation, any amount) is a reference to the whole or any part of it and a reference to a group of things or persons is a reference to any one or more of them; and
  - (xi) a subparagraph, paragraph, subclause, clause, Item, Schedule or Annexure is a reference to, respectively, a subparagraph, paragraph, subclause, clause, Item, Schedule or Annexure of this Lease;
- (d) the covenants and obligations on the part of the Lessee not to do or omit to do any act or thing include:

- (i) covenants not to permit that act or thing to be done or omitted to be done by a Lessee's Agent; and
- (ii) a covenant to take all reasonable steps to ensure that that act or thing is not done or omitted to be done;
- (e) the meaning of general words or phrases is not limited by specific examples introduced by 'including', 'for example' or similar expressions; and
- (f) if a Party comprises two or more persons, the covenants and agreements on their part bind them and must be observed and performed by them jointly and each of them severally, and may be enforced against any one or more of them.

### 3. Minister for Lands Consent

This Lease is subject to and conditional on the prior approval of the Minister for Lands under the *Land Administration Act 1997*.

### 4. Grant of lease

[The Lessor, subject to clause 3 of this Lease], the Lessor leases to the Lessee the Premises for the Term subject to:

- (a) all Encumbrances;
- (b) the payment of the Amounts Payable; and
- (c) the performance and observance of the Lessee's Covenants.

### 5. Quiet enjoyment

Except as provided in the Lease, [for so long as the Lessor is registered as the proprietor in fee simple in the Land/ for so long as the Lessor is the management body of the Premises under a management order], and subject to the performance and observance of the Lessee's Covenants the Lessee may quietly hold and enjoy the Premises during the Term without any interruption or disturbance from the Lessor or persons lawfully claiming through or under the Lessor.

### 6. Rent and other payments

The Lessee covenants with the Lessor:

#### Rent

To pay to the Lessor the Rent in the manner set out at **Item 5** of the Schedule on and from the Commencement Date clear of any deductions.

#### Outgoings

- (1) To pay to the Lessor or to such person as the Lessor may from time to time direct punctually all the following outgoings or charges, assessed or incurred in respect of the Premises:
  - (a) local government rates, specified area rates, taxes, service and other charges and including charges for rubbish and garbage removal;
  - (b) water, drainage and sewerage rates, charges for disposal of stormwater, meter rent and excess water charges;

- (c) telephone, electricity, gas and other power and light charges including but not limited to meter rents and the cost of installation of any meter, wiring, internet connections or telephone connection;
  - (d) land tax and metropolitan regional improvement tax on a single ownership basis;
  - (e) premiums, excess and other costs arising from the insurance obtained by the Lessor pursuant to **clause 8.2**. For the avoidance of doubt, the parties agree:
    - (i) that if such premium or cost does not include a separate assessment or identification of the Premises or the Land, the Lessee must pay a proportionate part of such premium or cost determined by the Lessor acting reasonably; and
    - (ii) such insurance will include insurance for the full replacement value of buildings; and
  - (f) any other consumption charge or cost, statutory impost or other obligation incurred or payable by reason of the Lessee's use and occupation of the Premises.
- (2) If the Premises are not separately charged or assessed the Lessee will pay to the Lessor a proportionate part of any charges or assessments referred to in **clause 6(1)** being the proportion that the Premises bears to the total area of the land or premises included in the charge or assessment.

## Interest

Without affecting the rights, power and remedies of the Lessor under this Lease, to pay to the Lessor interest on demand on any Amounts Payable which are unpaid for 7 days computed from the due date for payment until payment is made and any interest payable under this paragraph will be charged at the Interest Rate.

## Costs

- (3) To pay to the Lessor on demand:
- (a) all duty, fines and penalties payable under the *Duties Act 2008* and other statutory duties or taxes payable on or in connection with this Lease;
  - (b) all registration fees in connection with this Lease; and
  - (c) all legal costs of and incidental to the instructions for the preparation, execution and stamping of this Lease and all copies.
- (4) To pay to the Lessor all costs, legal fees, disbursements and payments incurred by or for which the Lessor is liable in connection with or incidental to:
- (a) the Amounts Payable or obtaining or attempting to obtain payment of the Amounts Payable under this Lease;
  - (b) any breach of covenant by the Lessee or the Lessee's Agents;
  - (c) the preparation and service of a notice under Section 81 of the *Property Law Act 1969* requiring the Lessee to remedy a breach even though forfeiture for the breach may be avoided in a manner other than by relief granted by a Court;
  - (d) any work done at the Lessee's request; and
  - (e) any action or proceedings arising out of or incidental to any matters referred to in this **clause 0** or any matter arising out of this Lease.

## Accrual of amounts payable

Amounts Payable accrue on a daily basis.

## 7. Rent Review

### Rent to be Reviewed

The Rent will be reviewed on and from each Rent Review Date to determine the Rent to be paid by the Lessee until the next Rent Review Date.

### Methods of Review

The review will be either based on CPI or a Market Review. The basis for each rent review is as identified for each Rent Review Date in **Item 6** of the Schedule.

### CPI Review

A rent review based on CPI will increase the amount of Rent payable during the immediately preceding period by the percentage of any increase in CPI having regard to the quarterly CPI published immediately prior to the later of the Commencement Date or the last Rent Review Date as the case may be and the quarterly CPI published immediately prior to the relevant Rent Review Date. If there is a decrease in CPI having regard to the relevant CPI publications the Rent payable from the relevant Rent Review Date will be the same as the Rent payable during the immediately preceding period. Should the CPI be discontinued or suspended at any time or its method of computation substantially altered, the parties shall endeavour to agree upon the substitution of the CPI with an equivalent index, or failing agreement by the parties, the substitution shall be made by a Valuer appointed in accordance with **clause 0**.

### Market Rent Review

- (1) A rent review based on market rent will establish the current market rent for the Premises (which will not be less than the Rent payable in the period immediately preceding the Rent Review Date) by agreement between the parties and failing agreement, will be determined in accordance with the following provisions.
- (2) If agreement as to the substitution of the CPI with an equivalent index for the Premises is not reached at least one (1) month prior to the relevant Rent Review Date then the current market rent for the Premises will be determined at the expense of the Lessee by a valuer (**Valuer**) licensed under the Land Valuers Licensing Act 1978, to be appointed, at the request of either party, by the President for the time being of the Australian Property Institute (Western Australian Division) (or if such body no longer exists, such other body which is then substantially performing the functions performed at the Commencement Date by that Institute).
- (3) The Valuer will act as an expert and not as an arbitrator and his or her decision will be final and binding on the parties. The parties will be entitled to make submissions to the Valuer.
- (4) In this **clause 7**, “current market rent” means the rent obtainable for the Premises in a free and open market if the Premises was unoccupied and offered for rental for the use for which the Premises is permitted pursuant to this Lease and on the same terms and conditions contained in this Lease, BUT will not include:
  - (a) any improvements made or effected to the Premises by the Lessee; and
  - (b) any rent free periods, discounts or other rental concessions.



## Rent will not decrease

Notwithstanding the provisions in this clause, the Rent payable from any Rent Review based on CPI Review will not be less than the Rent payable in the period immediately preceding such Rent Review Date.

## Lessor's right to review

The Lessor may institute a rent review notwithstanding the Rent Review Date has passed and the Lessor did not institute a rent review on or prior to that Rent Review Date, and in which case the Rent agreed or determined shall date back to and be payable from the Rent Review Date for which such review is made.

# 8. Insurance

## Insurance required

The Lessee must effect and maintain with insurers approved by the Lessor (noting the Lessor's and the Lessee's respective rights and interest in the Premises) for the time being:

- (a) adequate public liability insurance for a sum not less than the sum set out at **Item 8** of the Schedule in respect of any one claim or such greater amount as the Lessor may from time to time reasonably require;
- (b) insurance against all risks as the Lessor may require, of all plate glass windows, doors and display show cases forming part of or within the Premises for a sum which is not less than its full insurable value;
- (c) insurance to cover the Lessee's fixtures, fittings, equipment and stock against loss or damage by fire, fusion, smoke, lightning, flood, storm, tempest, earthquake, sprinkler leakage, water damage and other usual risks against which a Lessee can and does ordinarily insure in their full replacement value, and loss from theft or burglary;
- (d) employers' indemnity insurance including workers' compensation insurance in respect of all employees of the Lessee employed in, about or on the Premises; and
- (e) any other policy of insurance which the Lessor may reasonably require or specify from time to time.

*The insurance required under clause 8.1 may be decided on a case by case basis.*

## Building Insurance to be effected by Lessor

The Lessor shall effect and keep effected insurance to the full insurable value on a replacement or reinstatement value basis of the Premises against damage arising from fire, tempest, storm, earthquake, explosion, aircraft, or other aerial device including items dropped from any device, riot, commotion, flood, lightning, act of God, fusion, smoke, rainwater, leakage, impact by vehicle, machinery breakdown and malicious acts or omissions and other standard insurable risks and the Lessee will reimburse the Lessor for any premiums, excess or other costs arising therefrom.

*We have drafted the lease so that the Lessor is responsible to obtain a policy of building insurance and the Lessee is responsible to reimburse the Lessor for the costs. In certain circumstances, the Lessee may only be responsible to reimburse the Lessor for a portion of these costs. Whether the Lessee will be responsible*

*to reimburse the Lessor for the costs will be decided on a case by case basis and clauses 8.2 and 6.2(1)(e) should be deleted as required.*

## Details and receipts

In respect of the insurances required by **clause 0** the Lessee must:

- (f) upon renewal of any insurance policy immediately forward to the Lessor copies of Certificates of Currency and details of the insurances as held by the Lessee;
- (g) promptly pay all premiums and produce to the Lessor each policy or certificate of currency and each receipt for premiums or certificate of currency issued by the insurers; and
- (h) notify the Lessor immediately:
  - (i) when an event occurs which gives rise or might give rise to a claim under or which could prejudice a policy of insurance; or
  - (ii) when a policy of insurance is cancelled.

## Lessee May be Required to Pay Excess on Insurances

The Lessee AGREES with the Lessor that it shall be responsible to pay any excess payable in connection with the insurances referred to in **clause 0** and **clause 0**.

## Not to invalidate

The Lessee must not do or omit to do any act or thing or bring or keep anything on the Premises which might:

- (i) render any insurance effected under **clause 0** and **clause 0** on the Premises, or any adjoining premises, void or voidable; or
- (j) cause the rate of a premium to be increased for the Premises or any adjoining premises (except insofar as an approved development may lead to an increased premium).

## Report

Each Party must report to the other promptly in writing and in an emergency verbally:

- (k) any damage to the Premises of which they are or might be aware; and
- (l) any circumstances of which they are aware and which are likely to be a danger or cause any damage or danger to the Premises or to any person in or on the Premises.

## Settlement of claim

The Lessor may, but the Lessee may not without prior written consent of the Lessor, settle or compromise any claims under any policy of insurance required by **clause 0** and **clause 0**.

## Lessor as attorney

The Lessee irrevocably appoints the Lessor as the Lessee's attorney during the Term:

- (m) in respect to all matters and questions which may arise in relation to any insurances required by **clause 0** and **clause 0**;

- (n) with full power to demand, sue for and recover and receive from any insurance company or society or person liable to pay the insurance money as are payable for the risks covered by the insurances required by **clause 0** and **clause 0**;
- (o) to give good and effectual receipts and discharges for the insurance; and
- (p) to settle, adjust, arbitrate and compromise all claims and demands and generally to exercise all powers of absolute owner.

## 9. Indemnity

### Lessee responsibilities

- (1) The Lessee is subject to the same responsibilities relating to persons and property to which the Lessee would be subject if during the Term the Lessee were the owner and occupier of the freehold of the Premises.
- (2) The Lessee is responsible and liable for all acts or omissions of the Lessee's Agents on the Premises and for any breach by them of any covenants or terms in this Lease required to be performed or complied with by the Lessee.

### Indemnity

- (3) The Lessee indemnifies, and shall keep indemnified, the Lessor [and the Minister for Lands] from and against all actions, claims, costs, proceedings, suits and demands whatsoever which may at any time be incurred or suffered by the Lessor [or the Minister for Lands], or brought, maintained or made against the Lessor, in respect of:

- (a) any loss whatsoever (including loss of use);
- (b) injury or damage of, or to, any kind of property or thing; and
- (c) the death of, or injury suffered by, any person,

caused by, contributed to, or arising out of, or in connection with, whether directly or indirectly:

- (i) the use or occupation of the Premises by the Lessee or the Lessee's Agents;
- (ii) any work carried out by or on behalf of the Lessee on the Premises;
- (iii) the Lessee's activities, operations or business on, or other use of any kind of, the Premises;
- (iv) the presence of any Contamination, Pollution or Environmental Harm in on or under the Premises or adjoining land caused or contributed to by the act, neglect or omission of the Lessee or the Lessee's Agents;
- (v) any default by the Lessee in the due and punctual performance, observance and compliance with any of the Lessee's covenants or obligations under this Lease; or
- (vi) an act or omission of the Lessee.

## Obligations Continuing

The obligations of the Lessee under this clause:

- (d) are unaffected by the obligation of the Lessee to take out insurance, and the obligations of the Lessee to indemnify are paramount, however if insurance money is received by the Lessor for any of the obligations set out in this clause then the Lessee's obligations under **clause 0** will be reduced by the extent of such payment.
- (e) continue after the expiration or earlier determination of this Lease in respect of any act, deed, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Lease.

## No indemnity for Lessor's negligence

The parties agree that nothing in this clause shall require the Lessee to indemnify the Lessor, its officers, servants, or agents against any loss, damage, expense, action or claim arising out of a negligent or wrongful act or omission of the Lessor, or its servants, agents, contractors or invitees.

## Release

(4) The Lessee:

- (a) agrees to occupy and use the Premises at the risk of the Lessee; and
- (b) releases to the full extent permitted by law, the Lessor [and the Minister for Lands] from:
  - (i) any liability which may arise in respect of any accident or damage to property, the death of any person, injury to any person, or illness suffered by any person, occurring on the Premises or arising from the Lessee's use or occupation of the Premises by;
  - (ii) loss of or damage to the Premises or personal property of the Lessee; and
  - (iii) all claims, actions, loss, damage, liability, costs and expenses arising from or connected with (directly or indirectly) the presence of any Contamination, Pollution or Environmental Harm in, on or under the Premises or surrounding area

except to the extent that such loss or damage arises out of a negligent or wrongful act or omission of the Lessor, or its servants, agents, contractors or invitees.

- (5) The release by the Lessee continues after the expiration or earlier determination of this Lease in respect of any act, deed, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Lease.

## 10. Limit of Lessor's liability

### No liability for loss on Premises

The Lessor will not be liable for loss, damage or injury to any person or property in or about the Premises however occurring.

### Limit on liability for breach of Lessor's covenants

- (1) The Lessor is only liable for breaches of the Lessor's Covenants set out in this Lease which occur while the Lessor is registered as the proprietor in fee simple in the Premises.

- (2) The Lessor will not be liable for any failure to perform and observe any of the Lessor's Covenants due to any cause beyond the Lessor's control.

## 11. Maintenance, repair and cleaning

### Generally

- (1) The Lessee AGREES during the Term and for so long as the Lessee remains in possession or occupation of the Premises to maintain, replace, repair, clean and keep the Premises (which for the avoidance of doubt includes the Lessor's Fixtures and Fittings) and Appurtenances in Good Repair having regard to the age of the Premises at the Commencement Date PROVIDED THAT this subclause shall not impose on the Lessee any obligation:
- (a) to carry out repairs or replacement that are necessary as a result of fair and reasonable wear and tear, EXCEPT when such repair or replacement is necessary because of any act or omission of or on the part of the Lessee (or its servants, agents, contractors or invitees), or the Lessor's insurances are invalidated by any act, neglect or default by the Lessee (or its servants, agents, contractors or invitees); and
  - (b) in respect of any structural maintenance, replacement or repair EXCEPT when such maintenance, repair or replacement is necessary because of any act or omission of or on the part of the Lessee (or its servants, agents, contractors or invitees), or by the Lessee's particular use or occupancy of the Premises.
- (2) In discharging the obligations imposed on the Lessee under this subclause, the Lessee shall where maintaining, replacing, repairing or cleaning:
- (a) any electrical fittings and fixtures;
  - (b) any plumbing;
  - (c) any air-conditioning fittings and fixtures;
  - (d) any gas fittings and fixtures,
- in or on the Premises use only licensed trades persons, or such trades persons as may be approved by the Lessor and notified to the Lessee, which approval shall not be unreasonably withheld.
- (3) The Lessee must take such reasonable action as is necessary to:
- (a) prevent, if it has occurred as a result of the Lessee's use of the Premises; and
  - (b) rectify or otherwise ameliorate,
- the effects of erosion, drift or movement of sand, soil, dust or water on or from the Premises.

### Cleaning

The Lessee must at all times keep the Premises clean, tidy, unobstructed and free from dirt and rubbish.

### Repair

Unless such damage is the Lessor's responsibility pursuant to the terms of the Lease, the Lessee must promptly repair at its own expense to the satisfaction of the Lessor, any damage to the Premises, regardless of how the damage is caused and replace any of the Lessor's fixtures and fittings which are or which become damaged.

## Responsibility for Securing the Premises

The Lessee must ensure the Premises, including Lessor's and Lessee's fixtures and fittings, are appropriately secured at all times.

## Maintain surroundings

- (4) The Lessee must regularly inspect and maintain in good condition any part of the Premises which surrounds any buildings, including but not limited to any flora, gardens, lawns, shrubs, hedges and trees.
- (5) The Lessee agrees that any pruning of trees must be undertaken by a qualified tree surgeon.
- (6) If any flora, trees or lawn dies the Lessee must replace the flora, trees or lawn at its own expense.
- (7) The Lessee must plant and care for such trees on the Premises as the Lessor may from time to time reasonably require.
- (8) The Lessee may not remove any trees, shrubs or hedges without first consulting with and obtaining the approval of the Lessor, except where necessary for urgent safety reasons.

## Lessor's Fixtures and Fittings

The Lessee covenants and agrees that the Lessor's Fixtures and Fittings will remain the property of the Lessor and must not be removed from the Premises at any time.

## Pest control

The Lessee must keep the Premises free of any pests and vermin and the cost of extermination will be borne by the Lessee.

## Painting

- (9) The Lessee must on or before each repainting date as stated in **Item 9** of the Schedule paint with at least 2 coats of paint those parts of the Premises usually painted internally.
- (10) All painting carried out on the Premises must be carried out by a registered painting contractor; and the registered painting contractor or other person engaged by the Lessee to paint the Premises must:
  - (a) do so in a proper manner using good quality materials;
  - (b) have the colour and quality of the materials approved in writing by the Lessor before the work commences;
  - (c) comply with all reasonable directions given or requests made by the Lessor; and
  - (d) be finished in a proper and workmanlike manner.

## Drains

- (11) The Lessee must keep and maintain the waste pipes drains and conduits originating in the Premises or connected thereto in a clean clear and free flowing condition and must pay to the Lessor upon demand the cost to the Lessor of clearing any blockage which may occur in such waste pipes, drains and conduits between the external boundaries of the Premises and the point of entry thereof into any trunk drain unless such blockage has been caused without neglect or default on the part of the Lessee.

- (12) The Lessee must not permit the drains, toilets, grease traps (if any) and other sanitary appliances on the Premises to be used for any purpose other than that for which they were constructed and must not allow any foreign matter or substance to be thrown therein.

*Optional Clauses - to be inserted on a case-by-case basis*

## 12. Use

### Restrictions on use

#### (1) Generally

The Lessee must not and must not suffer or permit a person to:

- (a) use the Premises or any part of it for any purpose other than the Permitted Purpose; or
- (b) use the Premises for any purpose which is not permitted under any local or town planning scheme, local laws, acts, statutes or any law relating to health.

#### (2) No offensive or illegal acts

The Lessee must not and must not suffer or permit a person to do or carry out on the Premises any harmful, offensive or illegal act, matter or thing.

#### (3) No nuisance

The Lessee must not and must not suffer or permit a person to do or carry out on the Premises any thing which causes a nuisance, damage or disturbance to the Lessor or to owners or occupiers of adjoining properties.

#### (4) No dangerous substances

The Lessee must not and must not suffer or permit a person to store any dangerous compound or substance on or in the Premises, otherwise than in accordance with the following provisions:

- (a) any such storage must comply with all relevant statutory provisions;
- (b) all applications for the approval or renewal of any licence necessary for such storage must be first referred to the Lessor;
- (c) the Lessor may within its absolute discretion refuse to allow the storage of any particular dangerous compound or substance on the Premises; and
- (d) upon the request of the Lessor, the Lessee will provide a list of all dangerous compounds or substances stored on the Premises.

#### (5) No harm or stress

The Lessee must not and must not suffer or permit a person to do any act or thing which might result in excessive stress or harm to any part of the Premises.

#### (6) No signs

The Lessee must not and must not suffer or permit a person to display from or affix any signs, notices or advertisements on the Premises without the prior written consent of the Lessor.

**(7) No smoking**

The Lessee must not suffer or permit a person to smoke inside any building or other enclosed area on the Premises.

**(8) Consumption of alcohol**

The Lessee must not suffer or permit a person to use or allow the Premises to be used for the consumption of alcohol without first obtaining the written consent of the Lessor.

**(9) Sale of Alcohol**

The Lessee will not sell or supply liquor from the Premises or allow liquor to be sold or supplied from the Premises without the prior written consent of the Lessor and then only in accordance with the provisions of the *Liquor Control Act 1988*, *Health (Food Hygiene) Regulations 1993*, *Liquor Licensing Regulations 1989* and any other relevant written laws that may be in force from time to time.

*The consumption of alcohol will need to be decided on a case by case basis. If the Lessor is permitted to consume alcohol from the Premises, clause 13 should apply instead.*

**(10) Removal of rubbish**

The Lessee must keep the Premises free from dirt and rubbish and to store and keep all trade waste and garbage in proper receptacles.

**(11) No pollution**

The Lessee must do all things necessary to prevent pollution or contamination of the Premises by garbage, refuse, waste matter, oil and other pollutants.

**No warranty**

The Lessor gives no warranty:

- (a) as to the use to which the Premises may be put; or
- (b) that the Lessor will issue any consents, approvals, authorities, permits or licences required by the Lessee under any statute for its use of the Premises.

**Lessee to Observe Copyright**

In the event that the Lessee or any person sub-leasing, hiring, or in temporary occupation of the Premises provides, contracts for, or arranges for the performance, exhibition or display of any music or work of art the copyright of which is not vested in the Lessee or that person, the Lessee shall ensure that all obligations in regard to payment of copyright or licensing fees with the owner or licensor of the copyright are met before any such performance, exhibition or display is held.

**Premises Subject to Restriction**

The Lessee accepts the Premises for the Term subject to any existing prohibition or restriction on the use of the Premises.

**Indemnity for Costs**

The Lessee indemnifies the Lessor against any claims or demands for all costs, on a solicitor client basis, reasonably incurred by the Lessor by reason of any claim in relation to any matters set out in this **clause 12**.



## 13. Alcohol

### Consumption of alcohol

The Lessee COVENANTS AND AGREES:

- (a) not to use or allow the Premises to be used for the consumption or sale of alcohol without first obtaining the written consent of the Lessor, and the Lessor shall determine any such application in its absolute discretion; and
- (b) that it shall not make an application for a licence or permit under the Liquor Control Act 1988 for the Premises, or apply for an amendment to a licence or permit it has been granted, without first obtaining the written consent of the Lessor.

### Liquor licence

The Lessee COVENANTS AND AGREES that if a licence or permit is granted under the Liquor Control Act 1988 for the Premises it must:

- (c) comply with any requirements attaching to the licence or permit at its cost and where any alteration is required to the Premises **clause 15** shall apply;
- (d) comply with the requirements of the Harm Minimisation Policy (as amended from time to time) of the Department of Racing, Gaming & Liquor, which will require, without limitation the following:
  - (i) the development and implementation of a House Management Policy and Code of Conduct (as defined by the Harm Minimisation Policy) for the Premises, and such policies must be displayed in a prominent position on the Premises at all times; and
  - (ii) the development and implementation of a Management Plan (as defined by the Harm Minimisation Policy) for the Premises.
- (e) provide a copy of the licence or permit (as well as a copy of any document referred to in the licence or permit, including without limitation a copy of the House Management Policy, Code of Conduct and Management Plan (as defined by the Harm Minimisation Policy)) to the Lessor as soon as practicable after the date of grant; and
- (f) indemnify and keep indemnified the Lessor from and against any breach of the Liquor Control Act 1988, Health (Food Hygiene) Regulations 1993, Liquor Control Regulations 1989 or the licence or permit or any conditions imposed thereupon for which it may be liable as the owner of the Premises.

*Optional Clause - to be inserted on a case-by-case basis*

## 14. Minimise nuisance to neighbours

- (1) The Lessee acknowledges that the Premises are located in close proximity to residential premises.
- (2) The Lessee must take all reasonable action to minimise and prevent disruption, nuisance and disturbance to surrounding residential premises, particularly during and following social events held at the Premises.
- (3) The Lessee must comply with all reasonable conditions and directions that may be imposed by the Lessor from time to time in relation to the minimisation and prevention of disruption, nuisance and disturbance to surrounding residential premises.

## 15. Alterations

### Restriction

- (1) The Lessee must not without prior written consent:
  - (a)
    - (i) from the Lessor;
    - (ii) from any other person from whom consent is required under this Lease;
    - (iii) required under statute in force from time to time, including but not limited to the planning approval of the Lessee under a town planning scheme of the Lessee;
  - (b) make or allow to be made any alteration, addition or improvements to or demolish any part of the Premises; or
  - (c) subject to the performance of the Lessee's obligations in **clause 11**, remove any flora or fauna, alter or cut down any flora, or sell, remove or otherwise dispose of any flora, sand, gravel, timber or other materials from the Premises.

### Consent

- (2) If the Lessor and any other person whose consent is required under this Lease or at law consents to any matter referred to in **clause 0** the Lessor may:
  - (a) consent subject to conditions; and
    - (i) require that work be carried out in accordance with plans and specifications approved by the Lessor or any other person giving consent; and
    - (ii) require that any alteration be carried out to the satisfaction of the Lessor under the supervision of an engineer or other consultant; and
  - (b) if the Lessor consents to any matter referred to in **clause 0**:
    - (i) the Lessor gives no warranty that the Lessor will issue any consents, approvals, authorities, permits or policies under any statute for such matters; and
    - (ii) the Lessee must apply for and obtain all such consent approvals, authorities, permits or policies as are required at law before undertaking any alterations, additions, improvements or demolitions.

### Cost of Works

All works undertaken under this **clause 15** will be carried out at the Lessee's expense.

### Conditions

If any of the consents given by the Lessor or other persons whose consent is required under this Lease or at law require other works to be done by the Lessee as a condition of giving consent, then the Lessee must at the option of the Lessor either:

- (c) carry out those other works at the Lessee's expense; or
- (d) permit the Lessor to carry out those other works at the Lessee's expense,

in accordance with the Lessor's requirements.

## 16. Lessor's right of entry

### Entry on Reasonable Notice

The Lessee must permit entry by the Lessor or any Authorised Person onto the Premises without notice in the case of an emergency, and otherwise upon reasonable notice:

- (a)
  - (i) at all reasonable times;
  - (ii) with or without workmen and others; and
  - (iii) with or without plant, equipment, machinery and materials;
- (b) for each of the following purposes:
  - (i) to inspect the state of repair of the Premises and to ensure compliance with the terms of this Lease;
  - (ii) to carry out any survey or works which the Lessor considers necessary, however the Lessor will not be liable to the Lessee for any compensation for such survey or works provided they are carried out in a manner which causes as little inconvenience as is reasonably possible to the Lessee;
  - (iii) to comply with the Lessor's Covenants or to comply with any notice or order of any authority in respect of the Premises for which the Lessor is liable; and
  - (iv) to do all matters or things to rectify any breach by the Lessee of any term of this Lease but the Lessor is under no obligation to rectify any breach and any rectification under this **clause 16(b)(iv)** is without prejudice to the Lessor's other rights, remedies or powers under this Lease.

### Costs of Rectifying Breach

All costs and expenses incurred by the Lessor as a result of any breach referred to at **clause 16(b)(iv)** together with any interest payable on such sums will be a debt due to the Lessor and payable to the Lessor by the Lessee on demand.

## 17. Statutory obligations and notices

### Comply with Statutes

The Lessee must:

- (a) comply promptly with all statutes and local laws from time to time in force relating to the Premises;
- (b) apply for, obtain and maintain in force all consents, approvals, authorities, licences and permits required under any statute for the use of the Premises specified at **clause 12**;
- (c) ensure that all obligations in regard to payment for copyright or licensing fees are paid to the appropriate person for all performances, exhibitions or displays held on the Premises; and
- (d) comply promptly with all orders, notices, requisitions or directions of any competent authority relating to the Premises or to the business the Lessee carries on at the Premises.

## Indemnity if Lessee Fails to Comply

The Lessee indemnifies the Lessor [and the Minister for Lands] against:

- (e) failing to perform, discharge or execute any of the items referred to in **clause 0**; and
- (f) any claims, demands, costs or other payments of or incidental to any of the items referred to in **clause 0**.

## 18. Report to Lessor

The Lessee must immediately report to the Lessor:

- (a) any act of vandalism or any incident which occurs on or near the Premises which involves or is likely to involve a breach of the peace or become the subject of a report or complaint to the police and of which the Lessee is aware or should be aware;
- (b) any occurrence or circumstances in or near the Premises of which it becomes aware, which might reasonably be expected to cause, in or on the Premises, pollution of the environment; and
- (c) all notices, orders and summonses received by the Lessee and which affect the Premises and immediately deliver them to the Lessor.

## 19. Default

### Events of Default

A default occurs if:

- (a) the Lessee is in breach of any of the Lessee's Covenants for 28 days after a Notice has been given to the Lessee to rectify the breach or to pay compensation in money;
- (b) the association is wound up whether voluntarily or otherwise;
- (c) the Lessee passes a special resolution under the *Associations Incorporation Act 1997* altering its rules of association in a way that makes its objects or purposes inconsistent with the use permitted by this Lease;
- (d) a mortgagee takes possession of the property of the Lessee under this Lease;
- (e) any execution or similar process is made against the Premises on the Lessee's property;
- (f) the Premises are vacated, or otherwise not used, in the Lessor's reasonable opinion, for the Permitted Purpose for six month period; or
- (g) a person other than the Lessee or a permitted sublessee or assignee is in occupation or possession of the Premises or in receipt of a rent and profits.

### Forfeiture

On the occurrence of any of the events of default specified in **clause 0** the Lessor may:

- (h) without notice or demand at any time enter the Premises and on re-entry the Term will immediately determine;

- (i) by notice to the Lessee determine this Lease and from the date of giving such notice this Lease will be absolutely determined; and
- (j) by notice to the Lessee elect to convert the unexpired portion of the Term into a tenancy from month to month when this Lease will be determined as from the giving of the notice and until the tenancy is determined the Lessee will hold the Premises from the Lessor as a tenant from month to month under **clause 20**,

but without affecting the right of action or other remedy which the Lessor has in respect of any other breach by the Lessee of the Lessee's Covenants or releasing the Lessee from liability in respect of the Lessee's Covenants.

### **Lessor may remedy breach**

If the Lessee:

- (k) fails or neglects to pay the Amounts Payable by the Lessee under this Lease; or
- (l) does or fails to do anything which constitutes a breach of the Lessee's Covenants,

then, after the Lessor has given to the Lessee notice of the breach and the Lessee has failed to rectify the breach within a reasonable time, the Lessor may without affecting any right, remedy or power arising from that default pay the money due or do or cease the doing of the breach as if it were the Lessee and the Lessee must pay to the Lessor on demand the Lessor's cost and expenses of remedying each breach or default.

### **Acceptance of Amount Payable By Lessor**

Demand for or acceptance of the Amounts Payable by the Lessor after an event of default has occurred will not affect the exercise by the Lessor of the rights and powers conferred on the Lessor by the terms of the Lease or at law and will not operate as an election by the Lessor to exercise or not to exercise any right or power.

### **Essential Terms**

Each of the Lessee's Covenants in **clauses 6** (Rent and Other Payments), **7** (Insurance), **9** (Indemnity), **11** (Maintenance, Repair and Cleaning), **12** (Use), **26** (Assignment, Subletting and Charging) and **33** (Goods and Services Tax), is an essential term of this Lease but this clause **0** does not mean or imply that there are no other essential terms in this Lease.

### **Breach of Essential Terms**

If the Lessee breaches an essential term of this Lease then, in addition to any other remedy or entitlement of the Lessor:

- (m) the Lessee must compensate the Lessor for the loss or damage suffered by reason of the breach of that essential term;
- (n) the Lessor will be entitled to recover damages against the Lessee in respect of the breach of an essential term; and
- (o) the Lessee covenants with the Lessor that if the Term is determined:
  - (i) for breach of an essential term or the acceptance by the Lessor of a repudiation of this Lease by the Lessee; or
  - (ii) following the failure by the Lessee to comply with any notice given to the Lessee to remedy any default,

the Lessee must pay to the Lessor on demand the total of the Amounts Payable under this Lease which would have been payable by the Lessee for the unexpired balance of the Term as if the Term had expired by effluxion of time together with the losses incurred or reasonably expected to be incurred by the Lessor as a result of the early determination including but not limited to the costs of re-letting or attempting to re-let the Premises;

- (p) the Lessee agrees that the covenant set out in this **clause 19(o)** will survive termination or any deemed surrender at law of the estate granted by this Lease;
- (q) the Lessee may deduct from the amounts referred to at **clause 19(o)** the Rent and other money which the Lessor reasonably expects to obtain by re-letting the Premises between the date of Termination and the date on which the Term would have expired by effluxion of time; and
- (r) the Lessor must take reasonable steps to mitigate its losses and endeavour to re-let the Premises at a reasonable rent and on reasonable terms but the Lessor is not required to offer or accept rent or terms which are the same or similar to the rent or terms contained or implied in this Lease.

## 20. Damage or destruction of Premises

### Abatement of Rent

If the Premises are at any time during the Term, without neglect or default of the Lessee, destroyed or damaged by fire or other risk covered by insurance so as to render the same unfit for the occupation and use of the Lessee, then the Rent or a proportionate part thereof (according to the nature and extent of the damage) shall abate until the Premises have been rebuilt or made fit for the occupation and use of the Lessee, and in case of any dispute arising under this provision the same will be referred to arbitration under the provisions of the *Commercial Arbitration Act 1985* and the full Rent must be paid without any deduction or abatement until the date of the arbitrator's award whereupon the Lessor will refund to the Lessee any Rent which according to the award appears to have been overpaid.

### Total Damage or Destruction

If the premises are at any time during the Term destroyed or damaged to an extent as to be wholly unfit for the occupation and use of the Lessee either party may by notice in writing to the other of them given within sixty (60) days after the event elect to cancel and terminate this lease. The term will terminate upon such notice being given and the Lessee must vacate the premises and surrender the same to the Lessor, but such termination will be without prejudice however to the liability of the Lessee under this Lease up to the date of termination.

## 21. Option to renew

If the Lessee at least one month, but not earlier than 12 months, prior to the date for commencement of the Further Term gives the Lessor a Notice to grant the Further Term and:

- (a) all consents and approvals required by the terms of this Lease or at law have been obtained; and
- (b) there is no subsisting default by the Lessee at the date of service of the Notice in:
  - (i) the payment of Amounts Payable; or
  - (ii) the performance or observance of the Lessee's Covenants,

the Lessor shall grant to the Lessee a lease for the Further Term at the Rent and on terms and conditions similar to this Lease other than this **clause 21** in respect of any Further Term previously

taken or the subject of the present exercise and on such other terms and conditions as the Lessor may consider appropriate.

## 22. Holding over

If the Lessee remains in possession of the Premises after the expiry of the Term with the consent of the Lessor, the Lessee will be a monthly tenant of the Lessor at a rent equivalent to one twelfth of the Rent for the period immediately preceding expiry of the Term and otherwise on the same terms and conditions of this Lease provided that all consents required under this Lease or at law have been obtained to the Lessee being in possession of the Premises as a monthly tenant.

## 23. Restore premises

Prior to Termination, the Lessee at the Lessee's expense must restore the Premises to a condition consistent with the observance and performance by the Lessee of the Lessee's Covenants under this Lease fair wear and tear excepted.

## 24. Yield up the premises

### Peacefully surrender

On Termination the Lessee must:

- (a) peacefully surrender and yield up to the Lessor the Premises in a condition consistent with the observance and performance of the Lessee's Covenants under this Lease;
- (b) surrender to the Lessor all keys and security access devices and combination for locks providing an access to or within the Premises held by the Lessee whether or not provided by the Lessor.

### Clause 0 to survive termination

The Lessee's obligation under **clause 0** will survive termination.

## 25. Removal of property from Premises

### Remove property prior to termination

Prior to Termination, unless otherwise mutually agreed between the parties, the Lessee must remove from the Premises all property of the Lessee which is not a fixture other than air-conditioning plant and fire equipment, security alarms and security systems and other fixtures and fittings which in the opinion of the Lessor form an integral part of the Premises and promptly make good, to the satisfaction of the Lessor, any damage caused by the removal.

### Lessor can remove property on re-entry

On re-entry the Lessor will have the right to remove from the Premises any property of the Lessee and the Lessee indemnifies the Lessor against all damage caused by the removal of and the cost of storing that property.

## 26. Casual Hire of Premises

### Casual Hire

- (1) The Lessee may hire out the Premises or any part thereof on a casual basis only PROVIDED:

- (a) such use is consistent at all times with the Permitted Purpose;
  - (b) the Lessee ensures any hirer complies strictly with the relevant terms of this Lease; and
  - (c) the Lessee obtains the prior written consent for any hire arrangements, which consent may be withheld by the Lessor in its absolute discretion.
- (2) For the purposes of this Lease, “casual hire” means any hire of the Premises by the Lessee to a third party for a period of no more than 48 hours in any calendar month and does not include any formal transfer, assignment or sublease of the Premises.

### **Lessee remains responsible for Premises at all times**

The Lessee ACKNOWLEDGES that at all times, including when the Premises are hired to a third party, it remains responsible for the Premises, including without limitation any damage that may be caused or occurs during any hire period.

*Optional Clause - to be inserted on a case-by-case basis*

## **27. Assignment, Subletting and Charging**

### **No assignment or sub-letting without consent**

The Lessee must not assign the leasehold estate in the Premises nor Sub-let, part with possession, or dispose of the Premises or any part of the Premises without the prior written consent of [the Minister for Lands], the Lessor and any other persons whose consent is required under the terms of this Lease or at law.

### **Lessor’s Consent to Assignment and Sub-letting**

Provided all parties whose consent is required, under this Lease or at law, to an assignment or Sub-letting, give their consent and any assignment or sublease is for a purpose consistent with the use of the Premises permitted by this Lease then the Lessor may not unreasonably withhold its consent to the assignment or Sub-letting of the leasehold estate created by this Lease if:

- (a) the proposed assignee or sublessee is a respectable and responsible person of good financial standing capable of continuing the permitted use for non-profit making community purposes;
- (b) all Amounts Payable due and payable have been paid and there is no existing unremedied breach, whether notified to the Lessee or not, of any of the Lessee’s Covenants;
- (c) the Lessee procures the execution by:
  - (i) the proposed assignee of a deed of assignment; or
  - (ii) the proposed sublessee of a deed of sublease,
 to which the Lessor is a party and which deed is prepared and completed by the Lessor’s solicitors; and
- (d) the assignment contains a covenant by the assignee or sublessee with the Lessor to pay all Amounts Payable and to perform and observe all the Lessee’s Covenants.

### **Where sublessee is a community group**

If the proposed sublessee is a community group, whether or not a body corporate or unincorporated, the Lessor may not require a deed of sublease under **clause 27(c)**.



## Consents of Assignee Supplementary

The covenants and agreements on the part of any assignee will be supplementary to the Lessee's Covenants and will not release the assigning lessee from the Lessee's Covenants.

## Property Law Act 1969

Sections 80 and 82 of the *Property Law Act 1969* are excluded.

## Costs for assignment and sub-letting

If the Lessee wishes to assign or sub-let the leasehold estate created by this Lease the Lessee must pay all reasonable professional and other costs, charges and expenses, incurred by the Lessor or other person whose consent is required under this Lease, of and incidental to:

- (e) the enquiries made by or on behalf of the Lessor as to the respectability, responsibility and financial standing of each proposed assignee or sublessee;
- (f) any consents required under this Lease or at law; and
- (g) all other matters relating to the proposed assignment or sub-letting,

whether or not the assignment or Sub-letting proceeds.

## No mortgage or charge

The Lessee must not mortgage nor charge the Premises.

## 28. Disputes

### Referral of Dispute: Phase 1

Except as otherwise provided any dispute arising out of this Lease is to be referred in the first instance in writing to the Lessor's Representative as nominated in writing by the Lessor from time to time (**the Lessor's Representative**) who shall convene a meeting within 10 days of receipt of such notice from the Lessee or such other period of time as is agreed to by the parties between the Lessor's Representative and an officer of the Lessee for the purpose of resolving the dispute (**the Original Meeting**).

### Referral of Dispute: Phase 2

In the event the dispute is not resolved in accordance with **clause 0** of this Lease then the dispute shall be referred in writing to the CEO of the Lessor who shall convene a meeting within 10 days of the Original Meeting or such other date as is agreed to by the parties between the CEO and the President of the Lessee for the purpose of resolving the dispute.

### Appointment of Arbitrator: Phase 3

In the event the dispute is not resolved in accordance with **clause 0** of this Lease then the dispute shall be determined by a single arbitrator under the provisions of the *Commercial Arbitration Act 1985* (as amended from time to time) and the Lessor and the Lessee may each be represented by a legal practitioner.

## Payment of Amounts Payable to Date of Award

The Lessee must pay the Amounts Payable without deduction to the date of the award of the Arbitrator or the date of an agreement between the Parties whichever event is the earlier, and if any money paid by the Lessee is not required to be paid within the terms of the award of the Arbitrator

or by agreement between the Lessor and the Lessee then the Lessor will refund to the Lessee the monies paid

## 29. Prior notice of proposal to change rules

The Lessee agrees that it will not change its rules of association under the Associations Incorporations Act 1987 without notifying the Lessor of its intention to make such a change prior to consideration of the required special resolution.

## 30. Provision of information

The Lessee agrees to provide to the Lessor:

- (a) a copy of the Lessee's audited annual statement of accounts for each year;
- (b) advice of any changes in its office holders during the Term; and
- (c) any information reasonably required by the Lessor.

## 31. Right to terminate upon notice

- (1) Notwithstanding any other provision of this Lease, the Parties AGREE that either party may terminate this Lease for any reason upon six months written notice to the other party.
- (2) If this Lease is terminated in accordance with this clause, **clause 24** will apply.

*Optional Clause - to be inserted on a case-by-case basis*

## 32. Caveat

### No absolute caveat

The Lessee nor any person on behalf of the Lessee will, without the prior written consent of the Lessor [and the Minister for Lands], lodge any absolute caveat at Landgate against the Certificate of Title for the Land, to protect the interests of the Lessee under this Lease.

### CEO & Lessor as attorney

In consideration of the Lessor having granted this Lease to the Lessee, the Lessee irrevocably appoints the Lessor and the CEO of the Lessor jointly and severally:

- (a) for the Term of this Lease;
- (b) for any holding over under this Lease; and
- (c) for a period of 6 months after Termination,

to be the agent and attorney of the Lessee in its name and on its behalf to sign and lodge at Landgate:

- (d) a withdrawal of any absolute caveat lodged by or on behalf of the Lessee;
- (e) a withdrawal of any caveat lodged by or on behalf of the Lessee and not withdrawn on Termination; and
- (f) a surrender of the estate granted by this Lease,

and the costs of withdrawing any caveat or surrendering this Lease (including the Lessor's solicitor's costs and registration fees) will be borne by the Lessee.

### Ratification

The Lessee undertakes to ratify all the acts performed by or caused to be performed by the Lessor, its agent or attorney under this clause.

### Indemnity

The Lessee indemnifies the Lessor against:

- (g) any loss arising directly from any act done under this clause. and
- (h) all costs and expenses incurred in connection with the performance of any act by the attorney on behalf of the Lessee under this clause.

## 33. Goods and services tax

### Definitions

The following definitions apply for the purpose of this clause:

- (a) **Act** means the Commonwealth's *A New Tax System (Goods and Services Tax) Act 1999* and associated Acts and subsidiary legislation;
- (b) **Consideration** means the Amounts Payable or any other money payable to the Lessor under this Lease, but does not include the amount of the GST which may apply to the Amounts Payable or other money payable under the Act;
- (c) **GST** means a tax under the Act levied on a Supply including but not limited to the Amounts Payable or other money payable to the Lessor for goods or services or property or any other thing under this Lease; and
- (d) **Supply** means a good or service or any other thing supplied by the Lessor under this Lease and includes but is not limited to a grant of a right to possession of the Premises.

### Lessee to pay GST

- (2) The Consideration will be increased by the amount of the GST, if any, which the Lessor is required under the Act to pay on any Supply made under this Lease.
- (3) The Lessee must pay any increase referred to at **clause 33(2)** whether it is the Lessee or any other person who takes the benefit of any Supply.
- (4) The Lessee must pay the amount of the GST to the Lessor at the same time and in the same manner as the Lessee is required to pay the Consideration under this Lease.

### Consideration in Kind

If consideration in kind is accepted by the Lessor for any Supply made under this Lease, the GST amount payable to the Lessor under **clause 33(3)** in respect of the consideration in kind will be calculated by using the prevailing market value of the consideration in kind as determined by the Lessor.

(5) No Contribution from Lessor

If the Lessee is required under this Lease to make any payment of money or give other consideration to a third party for outgoings, goods, services and benefits of any kind, the Lessee is not entitled to any contribution from the Lessor for any GST payable by it to any person.

(6) Statement of GST paid is Conclusive

A written statement given to the Lessee by the Lessor of the amount of the GST that the Lessor pays or is liable to pay or account for is conclusive as between the Parties except in the case of an obvious error.

(7) Tax Invoices

For each payment by the Lessee under this clause the Lessor agrees to promptly deliver to the Lessee, as required under the Act, tax invoices and adjustment notes in a form which complies with the Act, so as to enable the Lessee to claim input tax credits or decreasing adjustments for Supplies.

(8) Reciprocity

If the Lessee furnishes any Supplies to the Lessor under this Lease, then the requirements set out in this clause with respect to the Lessee will apply to the Lessor with the necessary changes.

## 34. No Fetter

Notwithstanding any other provision of this Lease, the Parties acknowledge that the Lessor is a local government established by the *Local Government Act 1995*, and in that capacity, the Lessor may be obliged to determine applications for consents, approvals, authorities, licences and permits having regard to any Written Law governing such applications including matters required to be taken into consideration and formal processes to be undertaken, and the Lessor shall not be taken to be in default under this Lease by performing its statutory obligations or exercising its statutory discretions, nor shall any provision of this Lease fetter the Lessor in performing its statutory obligations or exercising any discretion.

## 35. Additional Terms Covenants and Conditions

Each of the terms, covenants and conditions (if any) specified in **Item 10** of the Schedule are part of this Lease and are binding on the Lessor and the Lessee as if incorporated into the body of this Lease.

## 36. *Commercial Tenancy Act*

If at any time and for so long as the *Commercial Tenancy (Retail Shops) Agreements Act 1985* applies to this Lease and a provision of that Act conflicts with a provision of this Lease, then each conflicting provision of this Lease is deemed to be amended to the extent necessary to comply with that Act.

## 37. Acts by agents

All acts and things which the Lessor is required to do under this Lease may be done by the Lessor, the CEO, an officer or the agent, solicitor, contractor or employee of the Lessor.

## 38. Governing law

This Lease is governed by and is to be interpreted in accordance with the laws of Western Australia and, where applicable, the laws of the Commonwealth of Australia.

## 39. Statutory powers

The powers conferred on the Lessor by or under any statutes for the time being in force are, except to the extent that they are inconsistent with the terms and provisions expressed in this Lease, in addition to the powers conferred on the Lessor in this Lease.

## 40. Notice

### Form of delivery

A Notice to a Party must be in writing and may be given or made:

- (a) by delivery to the Party personally; or
- (b) by addressing it to the Party and leaving it at or posting it by registered post to the address of the Party appearing in this Lease or any other address nominated by a Party by Notice to the other.

### Service of notice

A Notice to a Party is deemed to be given or made:

- (c) if by personal delivery, when delivered;
- (d) if by leaving the Notice at an address specified in **clause 40(b)**, at the time of leaving the Notice, provided the Notice is left during normal business hours; and
- (e) if by post to an address specified in **clause 40(b)**, on the second business day following the date of posting of the Notice.

### Signing of notice

A Notice to a Party may be signed:

- (f) if given by an individual, by the person giving the Notice;
- (g) if given by a corporation, by a director, secretary or manager of that corporation;
- (h) if given by a local government, by the CEO;
- (i) if given by an association incorporated under the *Associations Incorporation Act 1987*, by any person authorised to do so by the board or committee of management of the association; or
- (j) by a solicitor or other agent of the individual, corporation, local government or association giving the Notice.

## 41. Severance

If any part of this Lease is or becomes void or unenforceable, that part is or will be severed from this Lease to the intent that all parts that are not or do not become void or unenforceable remain in full force and effect and are unaffected by that severance.

## 42. Variation

This Lease may be varied only by deed executed by the parties subject to such consents as are required by this Lease or at law.

## 43. Moratorium

The provisions of a statute which would but for this clause extend or postpone the date of payment of money, reduce the rate of interest or abrogate, nullify, postpone or otherwise affect the terms of this Lease do not, to the fullest extent permitted by law, apply to limit the terms of this Lease.

## 44. Further assurance

The Parties must execute and do all acts and things necessary or desirable to implement and give full effect to the terms of this Lease.

## 45. Payment of money

Any Amounts Payable to the Lessor under this Lease must be paid to the Lessor at the address of the Lessor referred to in the Lease or as otherwise directed by the Lessor by Notice from time to time.

## 46. Waiver

### **No general waiver**

Failure to exercise or delay in exercising any right, power or privilege in this Lease by a Party does not operate as a waiver of that right, power or privilege.

### **Partial exercise of right power or privilege**

A single or partial exercise of any right, power or privilege does not preclude any other or further exercise of that right, power or privilege or the exercise of any other right, power or privilege.

# Schedule

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## Item 1 Land and Premises

### Land

Lot [insert details] on Deposited Plan [insert details] being the whole of the land comprised in Certificate of Title Volume [insert details] Folio [insert details]

### Premises

[if whole of lot - The whole of the Land together with all buildings, structures, alterations, additions and improvements on the Land or erected on the Land during the term]

[If part of lot- That part of the Land depicted on the plan annexed hereto as **Annexure 1**, including all buildings, structures, alterations, additions and improvements on that part of the Land, or erected on that part of the Land during the Term.]

## Item 2 Term

X years commencing on [insert date] and expiring on [insert date].

## Item 3 Further Term

X years commencing on [insert date] and expiring on [insert date]

## Item 4 Commencement Date

[insert date]

## Item 5 Rent

[insert rent] plus GST payable fortnightly/monthly/quarterly/annually in advance in equal payments of [insert amount].

## Item 6 Rent Review

Not applicable/ CPI Rent Reviews are on each anniversary of the Commencement Date except for the Market Rent Review Dates

Market Rent Review Dates – [please insert the Market Rent Review Dates]

## Item 7 Permitted purpose

[insert purpose] and uses reasonably ancillary thereto.

## Item 8 Public liability insurance

Twenty million dollars (\$20,000,000.00).

Item 9      Repainting Dates

[insert date if applicable]

Item 10     Additional terms and covenants



# Signing page

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**EXECUTED** [add day and month] 201

**THE COMMON SEAL** of **THE SHIRE OF NARROGIN** was hereunto affixed in the presence of:

\_\_\_\_\_  
President

\_\_\_\_\_  
(Print Full Name)

\_\_\_\_\_  
Chief Executive Officer

\_\_\_\_\_  
(Print Full Name)

**THE COMMON SEAL** of [insert lessee's details] was hereunto affixed pursuant to the constitution of the Lessee in the presence of each of the undersigned each of whom hereby declares by the execution of this document that he or she holds the office in the Lessee indicated under his or her name-

\_\_\_\_\_  
Office Holder Sign

\_\_\_\_\_  
Office Holder Sign

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Address:

\_\_\_\_\_  
Address:

\_\_\_\_\_  
Office Held:

\_\_\_\_\_  
Office Held:

# Annexure 1 – Sketch of Premises

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*Required if part of lot or reserve*

## Annexure 2 – Minister for Lands' Consent

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#### 10.4.6 ADOPTION OF 2018/19 ANNUAL REPORT

File Reference	12.2.1, 4.2.6
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Shire of Narrogin.
Previous Item Numbers	Nil.
Date	6 December 2019
Author	Frank Ludovico – Executive Manager Corporate and Community Services.
Authorising Officer	Dale Stewart – Chief Executive Officer.
<b>Attachments</b> 1. Shire of Narrogin 2018/19 Annual Report (containing Annual Financial Report and Independent Audit Report) – (separate cover). 2. Minutes of the Audit Advisory Committee held on 11 December 2019 – (separate cover).	

#### Summary

The Local Government Act 1995 requires that Council accepts the draft Annual Report for 2018/2019, including the Financial and Auditor's Reports, no later than 31 December or within two months of the Auditor's Report becoming available if that is not received prior to 31 December.

The Auditor's report was received on 28 November 2019. The Audit Advisory Committee is meeting with the Auditor on 11 December 2019 and officers have recommended to the Audit Committee and the Council the adoption of the Annual Financial Statements and Independent Audit Report.

#### Background

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

- A report from the Shire President and Chief Executive Officer;
- An overview of the Plan for The Future/Community Strategic Plan;
- The 2018/2019 Financial Report;
- The 2018/2019 Auditor Report;
- Any other prescribed information.

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

If Council accepts the Annual Report at this meeting, the latest possible date for the meeting is Wednesday 12 February 2020.

## Comment

It is recommended that the Annual Report be considered by the electors of the Shire at the Annual Electors' Meeting to be held on 12 February 2020 (which could coincide with the February 2020 Monthly Briefing Session as it is the second Wednesday of the month) commencing at 6:00 pm, which is just within the 56 day period from the date of Council adopting the draft Annual Report.

## Consultation

Executive Management Team

## Statutory Environment

Local Government Act 1995 Section 5.27 – Electors' general meetings  
Local Government Act 1995 Section 5.29 – Convening electors' meetings  
Local Government Act 1995 Section 5.53 – Annual reports  
Local Government Act 1995 Section 5.54 – Acceptance of annual reports  
Local Government Act 1995 Section 5.55 – Notice of Annual

## Policy Implications

There are no policy implications on this matter.

## Financial Implications

There are no known financial implications upon the Council's current Budget.

## Strategic Implications

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

## Voting Requirements

Absolute Majority

## **OFFICERS' RECOMMENDATION**

That, with respect to 2018/19 Annual Report, Council:

1. Acknowledge the resolution of the Audit Advisory Committee meeting, held Wednesday, 11 December 2019, accepting the 2018/19 Annual Financial Report and Independent Audit Report;
2. Accept the Annual Report including the Annual Financial Report and Audit Report for the 2018/19 year; and
3. Hold the Annual Electors' Meeting on 12 February 2020 in the Council Chambers, commencing at 6.00 pm.

## **COUNCIL RESOLUTION 1219.012**

Moved: Cr Wiese                      Seconded: Cr Early

That, with respect to 2018/19 Annual Report, Council:

1. Acknowledge the resolution of the Audit Advisory Committee meeting, held Wednesday, 11 December 2019, accepting the 2018/19 Annual Financial Report and Independent Audit Report;
2. Accept the Annual Report including the Annual Financial Report and Audit Report for the 2018/19 year, as amended, inclusive of photographs of the 3 new Elected Members; and
3. Hold the Annual Electors' Meeting on 11 February 2020 in the Council Chambers, commencing at 6.00 pm.

**CARRIED 7/0  
BY ABSOLUTE MAJORITY**

Reason for Change: Council requested some minor amendments be made to the draft of the Annual Report including photographs of new Councillors: Editing required as follows:

Pp10 – Insert photographs of new elected members

Pp 13 - At second bullet point insert 'an' before the word 'adequate';

Pp 15 – At 2.3.1 Para 1, remove 'had been' on line 4;

Pp 16 – At para 2 replace 'the Department of Mains Roads' with 'Main Roads WA'

Pp 18 – At Outcome 3.1, para 1, add missing punctuation;

Pp 22 – Remove dot point 3 of 4;

Pp 23 – At 'Freedom of Information Act' delete words 'in hard copy' in para 3; and.

Pp26 – Add CSRFF acronym to the list.

Attachments -to be provided under separate cover:

1. Shire of Narrogin 2018/19 Annual Report (containing Annual Financial Report and Independent Audit Report).
2. Minutes of the Audit Advisory Committee held on 11 December 2019.

# Annual Report 2018-2019

## SHIRE OF NARROGIN

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





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### **Acknowledgement of Noongar People**

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

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

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

**Cover Photo (by Carolyn Thompson)**

**Skate boarding clinics, conducted by Skateboarding WA, were held in the weeks prior to Youth Week**



*Decorative Shade Sails with indigenous designs were installed at Ashworth Park*

## About the Shire of Narrogin

The progressive and thriving rural community of Narrogin is located in the Wheatbelt South region of Western Australia, 192 km (2 hours) south east of Perth. The greater township of Narrogin is set in the Narrogin Valley on the traditional land of the Noongar people of the Gnaala Karla Booja region. Sixteen kilometres to Narrogin's south is the historical township of Highbury providing a community hub to the local residents.

Narrogin is very accessible through its high standard of transport infrastructure including rail, sealed highway access and a two-strip airport with the main strip sealed. Residents are serviced with: excellent public utilities access; an abundant quality water supply; reliable power; a telecommunications connection to the optical cable network and connected to the NBN.

Narrogin offers extensive community services provided through the highly-regarded Narrogin Regional Hospital and pro-active aged care services. The sporting fraternity is well catered for by the Shire's fully-equipped recreation complex with heated indoor pool,



well maintained sports grounds, numerous sports clubs, an active Library and Heritage Museum. The Narrogin arts community is strongly represented through ARtS Narrogin and the NEXIS Committee's facilitation of events, classes and community interaction.

Education is well provided for through the three Independent primary schools, a senior high school and agricultural college, a residential college and TAFE college.

In addition to all the facilities and services that are provided by the Shire of Narrogin there is also child care, kindergartens, various professional and medical services, all major banks, farm advisors, accountancy and legal firms, bakeries, butchers, fast food outlets, venues for hire, supermarkets, many specialty shops, cafes, hotels and restaurants and many service organisations, sporting groups, and personal interest and hobby groups.

## **Commerce & Industry**

Local industry is based on agricultural services, education, health and aged care services, building and brick-making, concrete, light engineering, car and machinery dealerships, cabinet-making and a host of professional services including all the major banks, financial and legal services and many more commercial entities.

Narrogin boasts an active Chamber of Commerce membership assisting local business.

## **Local Attractions (and events)**

The Shire of Narrogin welcomes all tourists and visitors and new residents to the region. The Shire has many interesting attractions and offers a wide variety of activities and scenic destinations.

The Dryandra Country Visitor Centre is a regional hub partly staffed by volunteers. The Centre offers information and advice on places to visit or stay in the region. Such places include the Highbury Townsite, Gnarojin Park, Railway Dam, Dryandra Woodlands, Barna Mia, Foxes Lair, Lions Lookout, Yilliminning Rock, Nomans Lake, Heritage Walk, Old Courthouse Museum, and Skate Park.

ARtS Narrogin is a volunteer, not for profit organisation which supports and facilitates innovative artistic and creative endeavours and promotes various art forms and culture in the Region.

The Narrogin Regional Leisure Centre is a successful recreational and sports facility offering a 25-meter indoor heated swimming pool for all year round enjoyment. Through the YMCA, the facility offers, fitness & swimming classes, a fully equipped gym and squash centre with adjoining basketball and netball courts. The facility also boasts a wet synthetic Olympic-grade hockey turf which in recent times has hosted two international hockey matches between Australia and Great Britain and in 2018 Australia and the Netherlands. These events drew a huge number of spectators over two days. Two other significant annual events important to the region include the Narrogin Agricultural Show, and the Revheads Weekend.

# Message

## From the Shire President



I congratulate and acknowledge the talented Shire Administration led by CEO Dale Stewart and his Executive Team for achieving an outstanding overall 93% of capital projects and under budget for the last financial year.

The Administration has delivered a number of Masterplans that lays down the blueprint for the ongoing development of Narrogin and will assist when sourcing funding for projects in future years. A number of Masterplans have been put to the community and have been established for the development of Gnarojin Park and the Railway Dam, establishment of Walk Trails, a Public Art Strategy and a

feasibility study for a Pump Track & Mountain Bike Trail. Narrogin is enjoying new business momentum and Council continues to look at ways to support and invigorate the township and CBD with such plans.

The year saw the end of the repairs to road damage from summer storms in 2017 that were fixed by the Shire's own crews under the WANDRRA scheme. We were pleased to be able to have our own skilled and local workforce complete these works and should an event occur in the future, the innovative model the Shire of Narrogin laid down may well be taken up by other local governments.

We continue to work at making Narrogin an attractive place for visitors to stop and stay. We get many comments about how tidy and neat Narrogin is from travellers and we have provided a free overnight stop area in both Narrogin and Highbury for tourists with self-contained RVs. The Caravan Park is undergoing renovations to the toilet block and demand for unit-style accommodation has seen the Shire source cabin-style accommodation units which will be built early in 2020.

The new sensory garden at the RW (Bob) Farr Memorial Library has provided an attractive space in the CBD which is well utilised by the Library staff and patrons for activities as well as the general public. Congratulations to all involved in

converting this area into a useful and well-utilised space.

Thank you to the Elected Members. All have shown guidance and dedication to working towards obtaining the desired outcomes of the community's strategic plan. I would like to thank outgoing elected members, Colin Ward, Paul Schutz and Nathan Walker for their dedication, contributions and strategic thinking and welcome re-elected Cr Murray Fisher and new members to Council, Cr Graham Broad, Cr Sophie Lushey and Cr Jacqui Early.

Thank you to all our hard-working volunteers, community groups and clubs,

local leaders and our emergency services personnel who keep us safe and for making our community the great place it is in which to live. Remember that it is up to all of us, in whichever way we can, no matter how small or seemingly unimportant, to continue serving our community and helping build and grow it. Love the Life!



Leigh Ballard  
**President**

Draft

# Report

## From the Chief Executive Officer



Commencing in May 2018, this was my first full financial year at the helm of the Shire.

I am pleased to report that I have a very passionate, willing and very capable administration through all of the departments of the Shire and similarly very dedicated hardworking teams in our Parks and Gardens, Road Maintenance and Road Construction gangs.

The facilities, assets and services that we enjoy in Narrogin are second to none in regional Western Australia and maintained and presented in a very attractive and effective manner.

The work of the outside crew with completing the WANDRAA flood damage road restoration works is also testament to a highly skilled and dedicated group of people that have completed the works well below budget, saving the Commonwealth over \$2M from the original estimate. The additional hours that many of the works crew had to put in to complete these works on weekends, working traditional days off and countless hours of overtime is acknowledged.

Completing a large array of capital works has been another focus of the Shire this year and projects, large and small are continuing to make our town and environs an attractive and welcoming place to be.

I note that the Narrogin Regional Leisure Centre had a number of unforeseen asset maintenance issues during the year which resulted in a number of days of closures to the aquatic facility and impacted on some netball fixtures. We hope that with investments made to the aquatic plant and also the Recreation Centre's roof, that these inconveniences will not eventuate into the future.

This year has seen a focus on supporting retail outlets in the CBD and marketing of the district as a place to visit and shop 'local'. It is pleasing to see a net increase in retail shops within the CBD, including

Federal Street, as well as the Shire's building assets all leased out to businesses. The confidence and product offering in Narrogin continues to grow and expand and initiatives such as social media marketing, GWN and WINTV advertising, as well as supporting Narrogin Dollars campaigns, all contribute to keeping dollars local, which in turn keeps jobs and employment local.

I would like to thank the Elected Members, especially the Shire President, for their support during the period. A final special

thank you to all employees within the organisation, particularly the hard working Executive Management and Management Teams. The Shire of Narrogin workforce has worked diligently to bring another excellent outcome for the Narrogin residents and ratepayers.



Dale Stewart  
**Chief Executive Officer**

Draft



# Elected Members

The Shire of Narrogin is a corporate body consisting of nine elected members including a publicly elected Shire President.



*Shire President  
Mr Leigh Ballard*



*Deputy Shire President  
Cr Tim Wiese*



*Cr Sophie Lushey*



*Cr Graham Broad*



*Cr Jacqui Early*



*Cr Murray Fisher*



*Cr Clive Bartron*



*Cr Brian Seale*



*Cr Geoff Ballard*



*Shire staff undertake Building Surveyor services for several adjoining and nearby local governments.*

# Community Strategic Plan / Corporate Business Plan Overview

This report is based on the Community Strategic Plan that was adopted in 2017 and the Corporate Business Plan that was adopted in 2018.

Section 5.53 (e) of the Local Government Act (1995) states that in relation to the Annual Report “an overview of the Plan for the Future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or continue in the next financial year.”

## 1. ECONOMIC OBJECTIVE

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

Key Performance Measures:

- Population statistics
- No. of development approvals
- Assessed vacancy rates (business and residential)
- No. of building approvals

### Outcome 1.1 Growth in revenue opportunities

Whilst seeking grants and advocacy from government and non-government grants continues to be a key focus of the administration, this is becoming more difficult with the current National and State economies.

To balance this, the Shire continues to work with adjoining local governments to provide regional support and technical services on an as required or contracted basis. The Shire now works regularly

with seven different local governments providing contracted services and /or resource sharing from time to time.

## **Outcome 1.2 Increased Tourism**

The Shire continues to work collaboratively with adjoining local governments to provide valuable funding and resources to the Dryandra Country Visitor Centre. The Shire continues to have a key advocacy platform of supporting the nomination of the Dryandra Woodlands as National Park status.

A consultant was contracted to develop a Tourism Development Strategy for the Shire. The objective of this project is to undertake an extensive audit of the local/regional tourism sector and identify tourism opportunities, game changers, priorities and gaps. Following this audit, the consultant will develop a cohesive strategic framework to inform the Strategy's development. An inception meeting was convened in mid-April 2018 with the consultant to review matters such as the research methodology, project milestones, and stakeholder engagement. A draft strategy will be presented to Council in 2019.

## **Outcome 1.3 An effective well maintained transport network**

The Technical and Rural Services team, who are responsible for operational service delivery for the Shire, had a very busy and successful year completing 100% of their allocated capital works.

The Shire's road asset network is one of the largest assets for the Shire to maintain, preserve and manage. For the 2018/19 financial year there were many programmed road re-seal, reconstruction to repair road defects and other road related asset maintenance requirements completed with some excellent results, with a total road construction and maintenance expenditure of \$6,209,051 inclusive of Regional Road Group (State Government) and Roads to Recovery (Federal Government) grant funding and the Shire's own contribution of funds.

Storm event (AGRN 743) that occurred in February of 2017 which damaged 57 of the Shire's gravel roads to varying degrees had repair works commencing on 21 August 2017 with completion of works on 15 February 2019.

The Office of Emergency Management (OEM) initially accepted a contractor based claim estimate of approximately \$5,014,683 however due to a shortage of contractors and a relaxation of the regulations Local Governments were permitted to submit in-house repair estimates. An in-house estimate of \$3,829,250 was submitted and accepted.

The Shire's operational work unit has systematically carried out all of the identified repairs to the effected storm damaged roads in addition to programmed annual road and project works effectively and to a high standard.

Total final expenditure for in-house works was \$2,537,911. Some \$1,291,339 less than the estimate approved for an in-house bid, and some \$2,476,772 less than the originally approved contractor model estimate. This represents a saving to the Federal Government of \$2,476,772 over the original contractor basis estimate, or nearly 50% of the original approved campaign budget.

## Outcome 1.4     Agriculture opportunities maintained and developed

The Western Australian Planning Commission, on 12 April 2019, gave its approval for the Shire to advertise its Draft Local Planning Strategy (LPS) for public comment. Advertising then commenced and closed on 2 September 2019.

The objective outlined in the LPS is:

*To protect and achieve ecologically sustainable use of all productive agricultural land in the Shire whilst providing diverse and compatible development opportunities in agricultural areas which promote the local economy.*

Some of the strategies outlined in the LPS are;

- Protect rural assets due to the importance of their economic, natural resource, food production, environmental and landscape values, ensuring broad compatibility between land uses.
- Promote the diversification of the Shire's economy by encouraging the development of intensive agriculture, downstream processing of primary produce, diversified industries and further tourism opportunities including farm stay accommodation and ecotourism subject to adequate buffer being maintained between such uses and surrounding broadacre agricultural activities in order to minimise potential land use conflicts.

In the interim, we continue to advocate for and work with potential businesses and investors who are actively exploring agricultural opportunities within the Shire.





*New young riders' bike education path installed in the park at Sydney Hall Way.*

## 2. SOCIAL OBJECTIVE

**To provide community facilities and promote social interaction.**

Key Performance Measures

- Social media activity
- Community participation levels in recreation activities and events
- Recreation Centre usage rates
- Reduction in anti-social behaviour

### Outcome 2.1 Provision of youth services

The proposal in the New Year from the recently adopted Corporate Business Plan is to develop a Youth Strategy in conjunction with the YMCA and to engage with all service providers both locally and regionally within the sector.

### Outcome 2.2 Build a healthier and safer community

Narrogin Homecare continues to provide services to the community serving on average over 240 clients per month.

2017/18 saw the end of the State Government based Home and Community Care (HACC) program and from 2018/19 were incorporated into the Commonwealth Home Support Program (CHSP).

Continual changes in the funding regime for Homecare services provide challenges and opportunities in this area.

## **Outcome 2.3 Existing strong community spirit and pride is fostered, promoted and encouraged**

### **2.3.1 Develop and activate Sport and Recreation Master Plan**

The Shire has been successful in obtaining funding from CSRFF to the value of \$19,500 and through this funding the Shire has appointed SGL Consulting Group to develop a Sport and Recreation Infrastructure Plan. A working group, comprising of local sporting groups, has been formed to provide local knowledge and have been working closely with the consultants. The Narrogin Sports and Recreation Advisory Networks (NRSAN) have provided comments from their respective groups and the information is being consolidated for presentation to Council for public comment prior to final endorsement by the Shire.

Consultants, Common Ground Trails, were contracted to prepare a Narrogin Mountain Bike Trail and Pump Track Feasibility Study for the Shire. Common Ground is a leading trail and outdoor destination development company. There is a growing momentum in the development of these facilities throughout Australia. Common Ground are strong advocates for creating high quality, accessible facilities that families can use. Multiple local governments have partnered with Common Ground to develop trails and pump tracks around Western Australia.

Project outputs will include: an industry review exploring industry trends; an assessment of the demand for mountain bike trails and a pump track in Narrogin; a review of the condition, usage and potential of existing facilities and infrastructure; and identifying the potential opportunities and constraints that could influence facility locations.

Common Ground commenced a community engagement process in May 2019 which included, online surveys using industry and local social media platforms.

### **2.3.2 Engage and support community groups and volunteers**

The Department of Local Government, Sport and Cultural Industries approved an allocation of \$20,000 for 2018/19 (with an additional \$20,000 for 2019 /20) from its Every Club Funding Program. The funding is to assist with building capacity of community sport and recreation clubs through improvement in their management and governance practices. The Shire is contributing approximately an additional 25% to this funding each financial year as part of the grant conditions. This funding will see the roll out by the Shire of an Upper Great Southern Building Sustainable Clubs Program. The Shire will work collaboratively with the Shires of Williams, Wagin, Cuballing, Pingelly, Brookton and Wickepin as well as Community Resource Centres within the region to deliver this program.

### **2.3.5 Encourage and support continued development of arts and culture**

The region is privileged to have ARtS Narrogin providing energetic and skilful input to support and build the district's economic, cultural and social capital through innovative and creative approaches to art and culture which celebrate our community's unique identity. For the 2018/19 financial year, the Shire continued its arrangement with ARtS Narrogin as a regional and peak arts organisation to offer a subsidised lease of commercial premises within Narrogin's Town Hall complex for administrative, workshop, gallery and arts related activities.

This financial year's budget allocated to ARtS Narrogin a total of \$45,000 in cash. Of this total, \$30,000 is to cover administration and gallery support and \$15,000 to support the organisation to attract a

range of exhibitions and cultural shows. This total allocation represented an increase of \$10,000 over the 2017/18 financial year. The Shire also provided subsidies on outgoings (rates, water and power) and offered special terms for art exhibitions. The Shire works closely with ARtS Narrogin offering in-kind support in the way of assisting with administrative enquiries and general liaison work.

The Shire contracted a professional urban artist, Chris Nixon, to design and install a public art work at the Gnarojin Park's skate park. This place making initiative was mostly funded by the Department of Main Roads as part of its Percent for Art Scheme. It had the dual objectives of enhancing the skate park as a public space with exciting and innovative artwork and reducing the likelihood of graffiti vandalism and its associated costs through fostering young local people's sense of ownership of the urban art as well as the skate park precinct itself.

Artsource visited Narrogin in November 2017 as a first step in undertaking the research phase of their work for the development of the Shire's public art policy and strategy. Artsource will visit Narrogin again in early May to run community consultations, part of which includes the delivery of a public art master class for local and regional artists with the aim of building capacity to deliver major public art projects locally.

The Shire allocated funds in its 2018/19 budget for the development of an Artwork Collection Policy. Recognising the need to place priority on developing and maintaining a visual art collection of State, regional and local significance that reflects the cultural aspirations of the community, ensures the preservation and safe keeping of the existing and future collection, maximises the collection's accessibility and enhances its public profile.

## **Outcome 2.4 Cultural and heritage diversity is recognised**

Kulbardi Hill Consulting was contracted to develop a CBD heritage trail. The consultants commenced work in December 2018 and to research and design 10 etched anodised aluminium signs for the CBD. This interpretative signage project will ultimately see the design and installation of some 25 interpretative panels in the CBD along with a Trail Head and footpath markers. The trail will celebrate Narrogin's exceptional heritage buildings. These buildings provide an attractive heritage feel to the CBD and contribute immensely to the streetscape. Interpretative signage will offer residents, visitors and tourists alike with stories about our early settlers and social events during Narrogin's development.

In October 2017, the Shire of Narrogin established a Working Group to plan and develop events to bring the community together to celebrate NAIDOC Week 2018. The working group was comprised of delegates from WA Police, Wheatbelt Country Health, YMCA, AccessAbility and Narrogin's peak indigenous representative organisation KEEDAC, together with community members. The opening ceremony took place in Gnarojin Park and was followed by a procession on foot along Gnarojin Creek into the CBD taking participants past historical sites of cultural significance. The closing ceremony was the showcase for the 2018 Narrogin NAIDOC Awards where volunteers prepared and served a traditional meal of kangaroo stew and damper.



## Outcome 2.5 A broad range of quality education services and facilities servicing the region

The Shire continues to work with key education providers, including each of the five schools and regional educators to understand their needs and also to understand and assist with advocacy in addressing any gaps. During the year the Shire and its staff have interacted with each of the Schools and continues to work with the University of Western Australia and Great Southern TAFE (Campus).



*The Western Australian College of Agriculture Narrogin is one of five regional educators in Narrogin.*







*Elected Members annually inspect Shire assets and inspect those of heritage value which are of interest to the Community*

### 3. ENVIRONMENT OBJECTIVE

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

Key Performance Measures

- Statutory asset management ratios
- Compliance with statutory reviews required by the Local Planning Framework
- Compliance with statutory requirements for the review of the Municipal Heritage Inventory

#### Outcome 3.1 A preserved natural environment

Council adopted a Shire of Narrogin Walk Trails Master Plan in April 2019. The Master Plan presents a range of long and short-term strategies to ensure walk trails in Foxes Lair, Railway Dam and Gnarojin Park can be an enjoyable experience for the user and easy to find, navigate and explore. The Master Plan will guide the Shire in showcasing its natural assets. It will inform and educate tourists, visitors and locals alike of the history and value of the Shire's reserves, provoke interest in the area and encourage people to 'stay longer. It will assist in controlling the impact of users in sensitive, or fragile environments. The trails include five in Foxes Lair, two at Railway Dam and a possible circuit trail at Gnarojin Park. All proposed trails are based on existing trails.

Council adopted the Gnarojin Park Master Plan in March 2019. Gnarojin Park was established in 1992 to celebrate the Centenary of Local Government in Narrogin. The Park is the site of a range of public artworks which convey Noongar and European history. The Masterplan offers a long term strategy for the Park's improvement while maintaining the significant features of the Park, familiar to and valued by, the Narrogin community. It contains a number of design components for the Park including circulation and access, town connections, buffer and safety, key zones, run-off water treatment, bush ecologies, green space and lighting. These design components in turn are linked to key projects including pathway and access upgrades, the installation of lighting for safety, horticultural and wildlife habitat work, construction of community spaces for events and nature based playgrounds.

The Shire at its meeting held on 27 February 2019 adopted the Management Plan for the Railway Dam. Some of the aims and objectives of the management plan are:

- To protect and conserve the native vegetation, flora, fauna and habitats;
- Rehabilitate areas of erosion located within the reserves and recommended action to prevent future erosion;
- To minimise the impact that reserve users have on the natural environment;
- To minimise weeds, feral animals and the risk of introducing disease to the reserves.

### **Outcome 3.2      Effective waste service**

The Shire provides a weekly domestic kerbside waste collection and a fortnightly pick up of recyclable products within the Shire's built up area (former town site area) and rural residential areas on the periphery. In recent years, the Shire has also constructed a Transfer Station, which restricts the public having direct access on the tip face which posed a safety concern. The introduction of the Transfer Station also provided a better management of the landfill site.

The Shire has also developed a draft Waste Management plan of the landfill site and has received approval to increase its annual tonnage to 7,500 tonnes per annum. In addition, the Shire accepts waste from the Shire of Cuballing at its landfill site at an agreed cost.

### **Outcome 3.3      Efficient use of resources**

It is widely recognised that an organisation's most valuable resource is its staff. The promotion of a healthy, fun and productive culture in the work place, along with sound policies, allows staff to be efficient whilst at the same time enjoy their time at work serving the community and other stakeholders.

Training plays an integral role in developing staff to their full potential to fulfil their roles. Training and supporting staff in multi discipline tasking allows employees the ability to learn new roles, at the same time allowing the organisation to achieve optimal efficiencies in delivering a high standard of customer service. One of the benefits of the merger has been the ability to see which system worked best from either entity and develop new systems around those prior ones.

### **Outcome 3.4      A well maintained built environment**

The Shire has developed a Building Asset Management Plan which looks at all the building assets owned by the Shire. The plan is a ten year maintenance program of all Council's building assets to ensure that it is kept to a standard. Furthermore, the Shire is reviewing its Municipal (Local) Heritage Inventory which takes into consideration buildings of heritage significance that need to be preserved and maintained.

Asset Management Plans for Council assets were developed in 2017/18 and inform the Long Term Financial Plan. This provided Council with a Strategic view for managing an organisation's infrastructure and other assets to deliver an agreed standard of service. This is an area of continuing development.



*Shire employees strive to deliver exceptional customer service*

#### 4. CIVIC LEADERSHIP OBJECTIVE

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

Key Performance Measures

- Statutory financial ratios
- Employee retention rates
- Volunteer levels

##### Outcome 4.1 An efficient and effective organisation

During the year under review, the Shire continued to develop strong foundations from the merger with most of the required asset management plans and long term financial plans desired, now in place. Some of the early practical benefits of the merger have been the enablement of economies of scale not seen before with systems and processes and the ability to choose the best system from the previous entity.

##### Outcome 4.2 An employer of choice

We continue to develop a strong safety culture. All staff meetings now have a permanent agenda item for OSH matters.

We are also developing a strong culture of acknowledging employee efforts by incorporating this as a permanent agenda item for all staff meetings.



# Statutory Statements

## Legislative Review

All Local Governments are required to assess which of their local laws might impact on competition and conduct a review of each to determine how any restrictive practices might be overcome. The Annual Report is to include a statement of which local laws have been reviewed, the conclusions of those reviews and a forward strategy for all local laws still to be reviewed.

During the 2018/19 financial year, no new local laws were adopted. In the 2019/20 financial year, the Shire will be reviewing the Health Local Laws and a new Waste Local Law.

For a list of the new Local Laws please refer to the Shire of Narrogin website or the Department of Local Government website.

Responsible Officer: Executive Manager Corporate and Community Services.

## Structural Reform

The new merged entity officially commenced on 1 July 2016 under the direction of three Commissioners. They ceased their tenure when the new Council was elected on 15 October 2016. Coinciding with that election, a referendum supported the direct election of the Shire President by electors.

To align with the normal election cycle, the term of the President and two Rural and two Urban Ward Councillors concluded in October 2017. The terms of the other elected members conclude in October 2019. From the 2019 Ordinary Local Government elections the current two Wards (Rural and Urban) will be abolished.

## Public Interest Disclosure Act 2003

In accordance with this legislation, procedures have been implemented to facilitate reporting and action on public interest disclosures. During the 2018/19 reporting period, no public interest disclosures were lodged.

Responsible Officer: Executive Manager Corporate and Community Services.

## Disability Access and Inclusion Plan (DAIP) Report

The Shire of Narrogin is committed to an accessible, inclusive Shire that values all people including those with disability. The Shire, through its Disability Access and Inclusion Plan 2018-2023 (DAIP), plans to ensure that people with a disability have equal opportunities of access and community including to Council services, products, facilities and information and are consulted in a meaningful and appropriate way to facilitate participation with the Shire and the Narrogin and Districts community. The DAIP is a requirement under the Disability Services Act 1993 and each year the Shire is required to report on the achievements and outcomes arising from the Disability Access & Inclusion Plan (DAIP).

The achievements for the year ended 30 June 2019 are listed below and grouped into the outcome areas addressed in the Shire of Narrogin's DAIP.

**Outcome 1:** People with disability have the same opportunities as other people to access the Shire's services and events as other people.

- The Shire replaced old and uneven concrete pavers on the Mackie Park footpath and incorporated a non-slip finish.
- The Shire repaired sections of footpath at Gnarojin Park removing cracked concrete due to tree roots causing potential trip hazards and installed a new non slip finish.
- Old and uneven concrete pavers on the Mackie Park footpath were replaced and a non-slip finish incorporated. The Shire repaired sections of footpath at Gnarojin Park removing cracked concrete due to tree roots causing potential trip hazards and installed a new non slip finish.
- At Dawson's Funeral Home on Federal Street, the Shire removed the old and cracked concrete entry and replaced it with new non slip concrete enabling a smooth entry.

**Outcome 2:** People with disability have the same opportunities to access Shire buildings and facilities as other people.

- A landscape project saw the redesign of the garden site on the east side of the RW (Bob) Farr Memorial library to incorporate flat accessible areas. A five metre square gazebo was installed with a 1.8 m entry, with seating on three sides and room for wheel chairs. Handrails were installed to assist access from the Library to the gazebo entry. The walkway entry from Fortune Street to the Library door has a gradient of 1:26 and a footpath width of 1220 mm, which is well over legal disability access requirements. New concrete footpaths with a non-slip finish replaced the old unlevelled and cracked concrete paved footpath.
- An access audit of all Council owned buildings was undertaken and Council requested to allocate \$50,000 to works for the 2019/20 year to progress the number of Council owned buildings in the CBD which are wheelchair accessible.
- The Shire installed an accessible ramp at the Old Courthouse Museum removing the existing concrete slab at the main entrance and replacing it with a concrete ramp in accordance with the disability standards.

**Outcome 3:** People with disability have the same opportunity to access information as readily as other people

- A monthly video with captions and audio is produced to report the main outcomes of Council's Ordinary Council meetings. An option for high contrast viewing and text enlargement has been included.

**Outcome 4:** People with disability receive the same level and quality of service from Shire staff as other people receive.

- Social Inclusion and Disability Awareness Training was offered to all Shire staff. This workshop was aimed at helping participants understand the foundations of inclusion. The interactive workshop promoted a level of knowledge and confidence to ensure Shire staff could be more vigilant about inclusion and more welcoming of all people, particularly those from low-participation backgrounds.

**Outcome 5:** People with disability have the same opportunities as other people to make complaints to the Shire.

- Specific strategies were not implemented. However, the 2018-2023 DAIP contains an implementation plan which includes tasks which facilitate a greater degree of involvement of the disability sector in networking with Council to provide feedback on the DAIP. This can include matters such as suitable formats to make complaints.

**Outcome 6:** People with disability have the same opportunities as other people to participate in any public consultation held by Council.

- During the financial year a Community Engagement Policy was presented to Council for endorsement following a public comment period. This policy acknowledges barriers that prevent or deter people from participating in engagement activities and encourages consideration of ways to minimise them. It recognises people engage with civic life in different ways depending on a number of factors, such as age, background and ability. The policy states that the Shire aims to be responsive to this broad spectrum of needs, and ensures there are multiple engagement methods in various settings, to achieve appropriate community participation.

**Outcome 7:** People with disability have the same opportunities as other people to obtain and maintain employment at the Shire.

- During the financial year, the Shire successfully negotiated a Memorandum of Understanding (MOU) with local disability service provider, Forrest Personnel. The purpose of this MOU is to set out the terms of engagement between Forrest Personnel and the Shire in order to increase the opportunities and prospects for people with disability to gain employment with the Shire and/or to gain work experience that will increase the opportunities and prospects for them to gain employment within the local government sector.

## Freedom of Information Act 1992

In complying with the Freedom of Information Act 1992, the Shire of Narrogin is required to prepare and publish an information statement. The Shire of Narrogin's Information Statement is reviewed annually and is available to download from the Shire of Narrogin website:

[www.narrogin.wa.gov.au/documents/500/shire-of-narrogin-freedom-of-information-information-statement](http://www.narrogin.wa.gov.au/documents/500/shire-of-narrogin-freedom-of-information-information-statement)

A printed copy can be viewed in hard copy at the Shire Administration Office. The information statement contains information on the type of documents available to the public and how to access those documents. During the 2018/19 year, Council received two requests for information under the Freedom of Information Act, which were provided following consultation with affected parties.

Responsible Officer: Executive Manager Corporate and Community Services.

## State Records Act 2000

The State Records Act 2000 requires that the Shire maintains and disposes of all records in the prescribed manner. The State Records Act 2000 also requires all local authorities to produce a Record Keeping Plan to be endorsed by the State Records Commission. This Plan was reviewed in 2017/18

and was adopted by State Records Commission in March 2018 and approved by Council in April 2018.

Principle 6 – Compliance with the State Records Commission Standard 2. requires that government organisations ensure their employees comply with the Record Keeping Plan and include within its Annual Report a section that addresses points 1-4 of the Principle.

Specifically, the Record Keeping Plan is to provide evidence to cite that:

1. The efficiency and effectiveness of the organisation's record keeping systems is evaluated not less than once in every 5 years.
  - The Shire is reviewing its records keeping methods on a continual basis after implementing new procedures.
2. The organisation conducts a record keeping training program.
  - The Shire has performed this on several occasions for management and staff who deal with records.
3. The efficiency and effectiveness of the record keeping training program is reviewed from time to time.
  - The record keeping procedures are under constant review after new procedures have been implemented.
4. The organisation's induction program addresses employee roles and responsibilities in regard to their compliance with the organisation's record keeping plan.
  - The induction program for new staff includes an overview of the responsibilities regarding records management.

## Employees Remuneration

Set out below, in bands of \$10,000, is the number of employees of the Shire entitled to an annual salary of \$100,000 or more.

Salary Range	2017/18	2018/19
\$100,001 - \$110,000	2	1
\$110,001 - \$120,000	1	2
\$120,001 - \$130,000		
\$130,001 - \$140,000		
\$150,001 - \$160,000		
\$160,001 - \$170,000		
\$170,001 - \$180,000		
\$180,001 - \$190,000	1	1

## Register of Complaints - Conduct of Council Members

There were no complaints that resulted in action against Councillors under section 5.121 of the *Local Government Act 1995* for the 2018/19 financial year.

Draft



## Acronyms Used Within This Document

ACROD	Australian Council for Rehabilitation of Disabled
AGRN	Australian Government Registration Number
CBD	Central Business District
CBP	Corporate Business Plan
CEO	Chief Executive Officer
CHSP	Commonwealth Home Support Programme
DAIP	Disability Access and Inclusion Plan
DSR	Department of Sport and Recreation
EMCCS	Executive Manager Corporate and Community Services
EMDRS	Executive Manager Development and Regulatory Services
EMTRS	Executive Manager Technical and Environmental Services
FAG	Financial Assistance Grants
HACC	Home And Community Care
KEEDAC	Kaata-Koorliny Employment and Enterprise Development Aboriginal Network
KM	Kilometre
MLC	Manager Leisure and Culture
MLS	Manager Library Services
MOU	Memorandum of Understanding
MWS	Manager Works and Services
NAIDOC	National Aborigines and Islanders Day Observance Committee
NBN	National Broadband Network
NRLC	Narrogin Regional Leisure Centre
OEM	Office of Emergency Management
OSH	Occupational Safety and Health
RAP	Reconciliation Action Plan
RFQ	Request for Quote
TAFE	Tertiary and Further Education
WDC	Wheatbelt Development Commission
YMCA	Young Men's Christian Association

**SHIRE OF NARROGIN**  
**FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2019**

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**COMMUNITY VISION**

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

Principal place of business:  
89 Earl Street  
Narrogin  
WA 6390

**SHIRE OF NARROGIN  
FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2019**

*Local Government Act 1995  
Local Government (Financial Management) Regulations 1996*

**STATEMENT BY CHIEF EXECUTIVE OFFICER**

The attached financial report of the Shire of Narrogin for the financial year ended 30 June 2019 is based on proper accounts and records to present fairly the financial position of the Shire of Narrogin at 30 June 2019 and the results of the operations for the financial year then ended in accordance with the Local Government Act 1995 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Signed on the 25 day of November 2019

  
\_\_\_\_\_  
Chief Executive Officer

Dale Stewart

\_\_\_\_\_  
Name of Chief Executive Officer



SHIRE OF NARROGIN  
STATEMENT OF COMPREHENSIVE INCOME  
BY NATURE OR TYPE  
FOR THE YEAR ENDED 30TH JUNE 2019

	NOTE	2019 Actual \$	2019 Budget \$	2018 Actual \$
<b>Revenue</b>				
Rates	21(a)	4,838,905	4,780,240	4,645,781
Operating grants, subsidies and contributions	2(a)	4,013,897	3,334,682	4,915,104
Fees and charges	2(a)	1,706,542	1,648,033	1,744,031
Interest earnings	2(a)	250,026	177,100	219,007
Other revenue	2(a)	1,467,106	140,155	730,101
		12,276,476	10,080,210	12,254,024
<b>Expenses</b>				
Employee costs		(5,468,209)	(5,631,002)	(5,100,775)
Materials and contracts		(3,093,318)	(3,766,178)	(3,150,878)
Utility charges		(690,899)	(669,066)	(633,737)
Depreciation on non-current assets	10(b)	(3,631,766)	(2,508,848)	(2,721,917)
Interest expenses	2(b)	(41,325)	(41,325)	(53,609)
Insurance expenses		(260,371)	(250,411)	(251,493)
Other expenditure		(208,086)	(224,388)	(373,956)
		(13,393,974)	(13,091,218)	(12,286,365)
		(1,117,498)	(3,011,008)	(32,341)
Non-operating grants, subsidies and contributions	2(a)	809,023	846,982	2,133,477
Profit on asset disposals	10(a)	14,394	14,305	45,183
(Loss) on asset disposals	10(a)	(159,646)	(138,058)	(68,291)
		663,771	723,229	2,110,369
<b>Net result for the period</b>		<b>(453,727)</b>	<b>(2,287,779)</b>	<b>2,078,028</b>
<b>Other comprehensive income</b>				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus	11	(55,384)	0	16,599,666
<b>Total other comprehensive income for the period</b>		<b>(55,384)</b>	<b>0</b>	<b>16,599,666</b>
<b>Total comprehensive income for the period</b>		<b>(509,111)</b>	<b>(2,287,779)</b>	<b>18,677,694</b>

This statement is to be read in conjunction with the accompanying notes.



SHIRE OF NARROGIN  
STATEMENT OF COMPREHENSIVE INCOME  
BY PROGRAM  
FOR THE YEAR ENDED 30TH JUNE 2019

	NOTE	2019 Actual \$	2019 Budget \$	2018 Actual \$
<b>Revenue</b>				
2(a)				
Governance		3,581	5,100	49,518
General purpose funding		7,472,292	6,073,827	7,162,111
Law, order, public safety		266,478	52,070	55,983
Health		53,404	11,500	10,920
Education and welfare		1,462,390	1,503,752	1,480,096
Housing		8,668	11,700	9,834
Community amenities		1,080,228	1,058,504	1,268,396
Recreation and culture		194,321	98,854	151,433
Transport		1,275,677	915,496	1,586,139
Economic services		275,187	258,407	314,910
Other property and services		184,250	91,000	164,684
		<u>12,276,476</u>	<u>10,080,210</u>	<u>12,254,024</u>
<b>Expenses</b>				
2(b)				
Governance		(574,450)	(660,911)	(565,145)
General purpose funding		(274,816)	(277,815)	(186,911)
Law, order, public safety		(526,304)	(616,412)	(488,953)
Health		(256,031)	(270,696)	(208,193)
Education and welfare		(1,505,595)	(1,790,640)	(1,536,667)
Housing		(32,068)	(34,294)	(30,762)
Community amenities		(1,404,043)	(1,498,653)	(1,384,781)
Recreation and culture		(3,131,606)	(2,870,879)	(2,339,745)
Transport		(4,609,520)	(4,340,358)	(4,710,877)
Economic services		(823,228)	(653,803)	(679,511)
Other property and services		(214,988)	(35,432)	(101,211)
		<u>(13,352,649)</u>	<u>(13,049,893)</u>	<u>(12,232,756)</u>
<b>Finance Costs</b>				
2(b)				
Governance		(12,396)	(12,396)	(16,146)
Recreation and culture		(22,203)	(22,203)	(27,398)
Transport		(90)	(90)	(2,279)
Economic services		(6,636)	(6,636)	(7,786)
		<u>(41,325)</u>	<u>(41,325)</u>	<u>(53,609)</u>
		<u>(1,117,498)</u>	<u>(3,011,008)</u>	<u>(32,341)</u>
Non-operating grants, subsidies and contributions	2(a)	809,023	846,982	2,133,477
Profit on disposal of assets	10(a)	14,394	14,305	45,183
(Loss) on disposal of assets	10(a)	(159,646)	(138,058)	(68,291)
		<u>663,771</u>	<u>723,229</u>	<u>2,110,369</u>
<b>Net result for the period</b>		<u>(453,727)</u>	<u>(2,287,779)</u>	<u>2,078,028</u>
<b>Other comprehensive income</b>				
Items that will not be reclassified subsequently to profit or loss				
Changes in asset revaluation surplus	11	(55,384)	0	16,599,666
<b>Total other comprehensive income for the period</b>		<u>(55,384)</u>	<u>0</u>	<u>16,599,666</u>
<b>Total comprehensive income for the period</b>		<u>(509,111)</u>	<u>(2,287,779)</u>	<u>18,677,694</u>

This statement is to be read in conjunction with the accompanying notes.





SHIRE OF NARROGIN  
STATEMENT OF FINANCIAL POSITION  
AS AT 30TH JUNE 2019

	NOTE	2019 \$	2018 \$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	7,906,681	6,976,077
Trade receivables	5	1,085,183	1,477,639
Inventories	6	7,310	7,280
<b>TOTAL CURRENT ASSETS</b>		<b>8,999,174</b>	<b>8,460,996</b>
<b>NON-CURRENT ASSETS</b>			
Trade receivables	5	186,915	160,318
Financial assets at fair value through other comprehensive income	7(b)	105,103	0
Inventories	6	0	177,273
Property, plant and equipment	8	57,798,156	57,801,337
Infrastructure	9	113,800,220	114,284,720
<b>TOTAL NON-CURRENT ASSETS</b>		<b>171,890,394</b>	<b>172,423,648</b>
<b>TOTAL ASSETS</b>		<b>180,889,568</b>	<b>180,884,644</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	12	611,006	536,823
Borrowings	13(a)	166,658	129,778
Employee related provisions	14	549,544	596,310
<b>TOTAL CURRENT LIABILITIES</b>		<b>1,327,208</b>	<b>1,262,911</b>
<b>NON-CURRENT LIABILITIES</b>			
Borrowings	13(a)	975,569	792,226
Employee related provisions	14	288,947	22,552
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>1,264,516</b>	<b>814,778</b>
<b>TOTAL LIABILITIES</b>		<b>2,591,724</b>	<b>2,077,689</b>
<b>NET ASSETS</b>		<b>178,297,844</b>	<b>178,806,955</b>
<b>EQUITY</b>			
Retained surplus		50,369,084	51,097,591
Reserves - cash backed	4	4,229,579	3,954,799
Revaluation surplus	11	123,699,181	123,754,565
<b>TOTAL EQUITY</b>		<b>178,297,844</b>	<b>178,806,955</b>

This statement is to be read in conjunction with the accompanying notes.



SHIRE OF NARROGIN  
STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30TH JUNE 2019

	NOTE	RETAINED SURPLUS \$	RESERVES CASH BACKED \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
<b>Balance as at 1 July 2017</b>		<b>49,200,100</b>	<b>3,774,262</b>	<b>107,154,899</b>	<b>160,129,261</b>
Comprehensive income					
Net result for the period		2,078,028	0	0	2,078,028
Other comprehensive income	11	0	0	16,599,666	16,599,666
Total comprehensive income		2,078,028	0	16,599,666	18,677,694
Transfers from/(to) reserves		(180,537)	180,537	0	0
<b>Balance as at 30 June 2018</b>		<b>51,097,591</b>	<b>3,954,799</b>	<b>123,754,565</b>	<b>178,806,955</b>
Comprehensive income					
Net result for the period		(453,727)	0	0	(453,727)
Other comprehensive income	11	0	0	(55,384)	(55,384)
Total comprehensive income		(453,727)	0	(55,384)	(509,111)
Transfers from/(to) reserves		(274,780)	274,780	0	0
<b>Balance as at 30 June 2019</b>		<b>50,369,084</b>	<b>4,229,579</b>	<b>123,699,181</b>	<b>178,297,844</b>

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF NARROGIN  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 30TH JUNE 2019

	NOTE	2019 Actual \$	2019 Budget \$	2018 Actual \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
<b>Receipts</b>				
Rates		4,744,950	4,830,240	4,628,429
Operating grants, subsidies and contributions		4,485,096	4,134,682	4,026,247
Fees and charges		1,706,542	1,648,033	1,744,031
Interest received		250,026	177,100	219,007
Goods and services tax received		658,672	0	728,663
Other revenue		1,467,106	140,155	728,959
		13,312,392	10,930,210	12,075,336
<b>Payments</b>				
Employee costs		(5,252,205)	(5,631,002)	(5,321,241)
Materials and contracts		(3,034,142)	(3,739,178)	(3,002,257)
Utility charges		(690,899)	(669,066)	(633,737)
Interest expenses		(41,325)	(41,325)	(51,651)
Insurance paid		(260,371)	(250,411)	(251,493)
Goods and services tax paid		(670,057)	0	(723,562)
Other expenditure		(208,086)	(224,388)	(373,956)
		(10,157,085)	(10,555,370)	(10,357,897)
<b>Net cash provided by (used in) operating activities</b>	15	3,155,307	374,840	1,717,439
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Payments for purchase of property, plant & equipment		(1,942,848)	(2,809,584)	(2,218,342)
Payments for construction of infrastructure		(1,934,464)	(2,379,347)	(1,892,950)
Non-operating grants, subsidies and contributions		809,023	846,982	2,133,477
Proceeds from sale of property, plant & equipment		604,761	742,571	481,898
<b>Net cash provided by (used in) investment activities</b>		(2,463,528)	(3,599,378)	(1,495,917)
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>				
Repayment of borrowings		(129,777)	(129,978)	(220,293)
Proceeds from new borrowings		350,000	350,000	0
<b>Net cash provided by (used in) financing activities</b>		220,223	220,022	(220,293)
<b>Net increase (decrease) in cash held</b>		912,002	(3,004,516)	1,229
Cash at beginning of year		6,976,077	7,056,233	6,974,848
Cash from Trust Account		18,602		
<b>Cash and cash equivalents at the end of the year</b>	15	7,906,681	4,051,717	6,976,077

This statement is to be read in conjunction with the accompanying notes.



SHIRE OF NARROGIN  
RATE SETTING STATEMENT  
FOR THE YEAR ENDED 30TH JUNE 2019

	NOTE	2019 Actual \$	2019 Budget \$	2018 Actual \$
<b>OPERATING ACTIVITIES</b>				
Net current assets at start of financial year - surplus/(deficit)	22 (b)	3,760,640	3,686,158	2,930,415
		3,760,640	3,686,158	2,930,415
<b>Revenue from operating activities (excluding rates)</b>				
Governance		3,581	5,100	49,518
General purpose funding		2,677,951	1,293,587	2,531,832
Law, order, public safety		266,478	52,070	55,983
Health		53,404	11,500	10,920
Education and welfare		1,464,072	1,505,434	1,480,096
Housing		8,668	11,700	9,834
Community amenities		1,082,425	1,058,504	1,268,569
Recreation and culture		194,321	98,854	151,433
Transport		1,285,192	924,095	1,630,187
Economic services		275,187	258,407	314,910
Other property and services		185,250	95,024	165,646
		7,496,529	5,314,275	7,668,928
<b>Expenditure from operating activities</b>				
Governance		(586,846)	(673,307)	(581,291)
General purpose funding		(274,816)	(277,815)	(186,911)
Law, order, public safety		(531,446)	(621,664)	(501,506)
Health		(256,031)	(270,696)	(208,193)
Education and welfare		(1,530,966)	(1,808,377)	(1,542,117)
Housing		(32,068)	(34,294)	(30,762)
Community amenities		(1,406,963)	(1,501,758)	(1,389,163)
Recreation and culture		(3,220,874)	(2,893,082)	(2,367,143)
Transport		(4,653,351)	(4,440,066)	(4,753,770)
Economic services		(829,864)	(660,439)	(687,297)
Other property and services		(230,395)	(47,778)	(106,503)
		(13,553,620)	(13,229,276)	(12,354,656)
Non-cash amounts excluded from operating activities	22(a)	4,141,376	2,632,601	2,782,421
Amount attributable to operating activities		1,844,925	(1,596,242)	1,027,108
<b>INVESTING ACTIVITIES</b>				
Non-operating grants, subsidies and contributions		809,023	846,982	2,133,477
Proceeds from disposal of assets	10(a)	604,761	742,571	481,898
Purchase of property, plant and equipment	8(a)	(1,942,848)	(2,809,584)	(2,218,342)
Purchase and construction of infrastructure	9(a)	(1,934,464)	(2,379,347)	(1,892,950)
Amount attributable to investing activities		(2,463,528)	(3,599,378)	(1,495,917)
<b>FINANCING ACTIVITIES</b>				
Repayment of borrowings	13(b)	(129,777)	(129,978)	(220,293)
Proceeds from borrowings	13(c)	350,000	350,000	0
Transfers to reserves (restricted assets)	4	(1,509,148)	(838,009)	(1,374,503)
Transfers from reserves (restricted assets)	4	1,234,368	1,033,367	1,193,966
Amount attributable to financing activities		(54,557)	415,380	(400,830)
Surplus/(deficit) before imposition of general rates		(673,160)	(4,780,240)	(869,639)
Total amount raised from general rates	21	4,794,341	4,780,240	4,630,279
Surplus/(deficit) after imposition of general rates	22(b)	4,121,181	0	3,760,640

This statement is to be read in conjunction with the accompanying notes.

## 1. BASIS OF PREPARATION

The financial report comprises general purpose financial statements which have been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads paragraph 15* and *AASB 116 Property, Plant and Equipment paragraph 7*.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

### CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

### THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

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 financial statements. A separate statement of those monies appears at Note 24 to these financial statements.

## 2. REVENUE AND EXPENSES

### (a) Revenue

#### Grant Revenue

Grants, subsidies and contributions are included as both operating and non-operating revenues in the Statement of Comprehensive Income:

	2019 Actual \$	2019 Budget \$	2018 Actual \$
<b>Operating grants, subsidies and contributions</b>			
Governance	0	5,000	18,552
General purpose funding	2,283,260	1,078,932	2,222,523
Law, order, public safety	222,768	23,670	13,058
Education and welfare	1,288,563	1,302,034	1,299,228
Community amenities	0	3,000	0
Recreation and culture	50,504	78,954	92,387
Transport	138,802	787,992	1,269,356
Economic services	0	14,100	0
Other property and services	30,000	41,000	0
	<b>4,013,897</b>	<b>3,334,682</b>	<b>4,915,104</b>
<b>Non-operating grants, subsidies and contributions</b>			
Law, order, public safety	0	0	884,503
Education and welfare	18,000	0	26,443
Recreation and culture	3,000	50,000	274,460
Transport	788,023	796,982	948,071
	<b>809,023</b>	<b>846,982</b>	<b>2,133,477</b>
<b>Total grants, subsidies and contributions</b>	<b>4,822,920</b>	<b>4,181,664</b>	<b>7,048,581</b>

#### SIGNIFICANT ACCOUNTING POLICIES

##### Grants, donations and other contributions

Grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions.

Where contributions recognised as revenues during the reporting period were obtained on the condition that they be expended in a particular manner or used over

##### Grants, donations and other contributions (Continued)

a particular period, and those conditions were undischarged as at the reporting date, the nature of and amounts pertaining to those undischarged conditions are disclosed in Note 20.

That note also discloses the amount of contributions recognised as revenues in a previous reporting period which were obtained in respect of the local government's operations for the current reporting period.



SHIRE OF NARROGIN  
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2. REVENUE AND EXPENSES (Continued)

(a) Revenue (Continued)	2019	2019	2018
	Actual	Budget	Actual
	\$	\$	\$
<b>Significant revenue</b>			
Financial Assistance Grant - General	1,683,856	784,445	1,638,868
Financial Assistance Grant - Roads	599,404	254,487	583,655
Other Road Funding	1,935,490	1,637,564	2,393,368
	4,218,750	2,676,496	4,615,891
<b>Other revenue</b>			
Reimbursement Income - Operating (WANDRRA Funding)	1,013,775	0	1,566,053
Other	453,331	140,155	730,101
	1,467,106	140,155	2,296,154
<b>Fees and Charges</b>			
Governance	2,157	100	99
General purpose funding	45,964	30,100	40,525
Law, order, public safety	36,622	23,400	37,879
Health	29,938	11,500	9,637
Education and welfare	163,868	199,518	175,529
Housing	8,568	11,700	9,834
Community amenities	1,080,228	1,055,504	1,110,911
Recreation and culture	23,061	19,900	23,066
Transport	350	2,504	0
Economic services	257,808	243,807	289,016
Other property and services	57,978	50,000	47,535
	1,706,542	1,648,033	1,744,031
There were no changes during the year to the amount of the fees or charges detailed in the original budget.			
<b>Interest earnings</b>			
Reserve accounts interest	90,699	70,000	75,738
Rates instalment and penalty interest (refer Note 20(b))	66,256	53,000	63,009
Other interest earnings	93,071	54,100	80,260
	250,026	177,100	219,007

**SIGNIFICANT ACCOUNTING POLICIES**

**Interest earnings**

Interest income is calculated by applying the effective interest rate to the gross carrying amount of a financial asset except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

**Interest earnings (Continued)**

Interest income is presented as finance income where it is earned from financial assets that are held for cash management purposes

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FOR THE YEAR ENDED 30TH JUNE 2019

2. REVENUE AND EXPENSES (Continued)

(b) Expenses

	2019 Actual	2019 Budget	2018 Actual
	\$	\$	\$
<b>Significant expense</b>			
Road Construction Projects	1,557,958	1,742,644	1,260,319
Road Maintenance- WANDRRA	900,540	713,390	1,566,052
Street Upgrades & Museum Carpark	616,329	616,329	0
	3,074,827	3,072,363	2,826,371
<b>Auditors remuneration</b>			
- Audit of the Annual Financial Report	38,760	41,575	21,216
- Other services	1,000	800	800
	39,760	42,375	22,016
<b>Interest expenses (finance costs)</b>			
Borrowings (refer Note 13(b))	41,325	41,325	53,609
	41,325	41,325	53,609
<b>Rental charges</b>			
- Operating leases	28,191	24,076	20,465
	28,191	24,076	20,465

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### 3. CASH AND CASH EQUIVALENTS

	NOTE	2019 \$	2018 \$
Cash at bank and on hand		7,906,681	6,976,077
		<u>7,906,681</u>	<u>6,976,077</u>
<b>Comprises:</b>			
- Unrestricted cash and cash equivalents		3,312,594	3,021,278
- Restricted cash and cash equivalents		<u>4,594,087</u>	<u>3,954,799</u>
		7,906,681	6,976,077
The following restrictions have been imposed by regulations or other externally imposed requirements:			
<b>Reserve accounts</b>			
Building Reserve	4	873,681	686,182
Refuse Site Reserve	4	435,109	376,474
Community Assisted Transport (CAT) Reserve	4	6,655	4,298
Narrogin Regional Recreation Centre Reserve	4	73,927	214,761
Employee Entitlement Reserve	4	334,863	387,576
Plant, Vehicle & Equipment Reserve	4	454,959	333,984
Economic Development Reserve	4	174,049	152,014
IT & Office Equipment Reserve	4	72,563	66,049
Tourism & Area Promotion Reserve	4	77,202	75,470
Unspent Grants & Contribution Reserve	4, 20	203,773	44,817
HACC Reserve	4	584,487	784,351
CHCP Reserve	4	122,909	241,070
CHSP Reserve	4	347,664	160,969
Road construction reserve	4	329,405	301,328
Asset Valuation reserve	4	31,309	30,610
Landcare Reserve	4	97,024	94,846
Narrogin Airport Reserve	4	10,000	0
		<u>4,229,579</u>	<u>3,954,799</u>
<b>Other restricted cash and cash equivalents</b>			
Bonds & Deposits Held (previously recorded as Trust)	24	18,602	0
Unspent loans	13(d)	<u>345,905</u>	<u>0</u>
<b>Total restricted cash and cash equivalents</b>		<u>4,594,087</u>	<u>3,954,799</u>

### SIGNIFICANT ACCOUNTING POLICIES

#### Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash.

#### Cash and cash equivalents (Continued)

and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

#### 4. RESERVES - CASH BACKED

	2019 Actual Opening Balance	2019 Actual Transfer to	2019 Actual Transfer (from)	2019 Actual Closing Balance	2019 Budget Opening Balance	2019 Budget Transfer to	2019 Budget Transfer (from)	2019 Budget Closing Balance	2018 Actual Opening Balance	2018 Actual Transfer to	2018 Actual Transfer (from)	2018 Actual Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
(a) Building Reserve	686,182	187,499	0	873,681	686,182	92,444	(280,000)	498,626	556,072	270,266	(140,156)	686,182
(b) Refuse Site Reserve	376,474	58,635	0	435,109	376,475	56,827	0	433,302	428,322	88,681	(140,529)	376,474
(c) Community Assisted Transport (CAT) Reserve	4,298	2,357	0	6,655	4,297	7,203	(11,500)	0	8,021	5,901	(9,624)	4,298
(d) Narrogin Regional Recreation Centre Reserve	214,761	144,925	(285,759)	73,927	214,761	143,895	(90,000)	268,656	180,691	83,664	(49,594)	214,761
(e) Employee Entitlement Reserve	387,576	8,891	(61,604)	334,863	387,576	7,029	0	394,605	372,364	49,248	(34,036)	387,576
(f) Plant, Vehicle & Equipment Reserve	333,984	516,164	(395,189)	454,959	333,984	431,057	(442,500)	322,541	393,454	417,569	(477,039)	333,984
(g) Economic Development Reserve	152,014	22,035	0	174,049	152,014	21,309	0	173,323	148,995	3,019	0	152,014
(h) IT & Office Equipment Reserve	66,049	6,514	0	72,563	66,049	6,198	0	72,247	15,734	50,315	0	66,049
(i) Tourism & Area Promotion Reserve	75,470	1,733	0	77,203	75,469	1,369	0	76,838	73,970	1,500	0	75,470
(j) Unspent Grants & Contribution Reserve	44,817	203,956	(44,999)	203,774	44,816	811	(4,724)	40,903	190,485	4,122	(149,790)	44,817
(k) HACC Reserve	784,351	44,896	(244,761)	584,486	784,351	14,224	(139,916)	658,659	645,352	138,999	0	784,351
(l) CHCP Reserve	241,070	5,533	(123,694)	122,909	241,070	4,372	(53,213)	192,229	165,412	75,658	0	241,070
(m) CHSP Reserve	160,969	265,056	(78,362)	347,663	160,970	2,919	(11,514)	152,375	120,088	81,079	(40,198)	160,969
(n) Road construction reserve	301,328	28,077	0	329,405	301,328	47,797	0	349,125	445,302	9,026	(153,000)	301,328
(o) Asset Valuation reserve	30,610	699	0	31,309	30,610	555	0	31,165	30,000	610	0	30,610
(p) Landcare Reserve	94,846	2,178	0	97,024	94,846	0	0	94,846	0	94,846	0	94,846
(q) Narrogin Airport Reserve	0	10,000	0	10,000	0	0	0	0	0	0	0	0
	3,954,799	1,509,148	(1,234,368)	4,229,579	3,954,798	838,009	(1,033,367)	3,759,440	3,774,262	1,374,503	(1,193,966)	3,954,799

All of the reserve accounts are supported by money held in financial institutions and match the amount shown as restricted cash in Note 3 to this financial report.

In accordance with Council resolutions in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

Name of Reserve	Anticipated date of use	Purpose of the reserve
(a) Building Reserve	Ongoing	To support the acquisition, upgrade or enhancements of buildings within the district.
(b) Refuse Site Reserve	Ongoing	To fund infrastructure development and rehabilitation costs associates with the Shire's tip site as well the purchase and development a regional waste facility.
(c) Community Assisted Transport (CAT) Reserve	Ongoing	To fund the replacement/change over of the CATS vehicle.
(d) Narrogin Regional Recreation Centre Reserve	Ongoing	To fund YMCA additional maintenance works as well as acquisitions, upgrades and enhancement of the building, major plant & equipment items.
(e) Employee Entitlement Reserve	Ongoing	To fund current and past employee's leave entitlements and redundancy payouts.
(f) Plant, Vehicle & Equipment Reserve	Ongoing	To support the purchase/replacement of motor vehicles, and heavy plant and equipment.
(g) Economic Development Reserve	Ongoing	To fund economic development projects that will benefit the district.
(h) IT & Office Equipment Reserve	Ongoing	To fund the purchase and upgrade of computer equipment, software and office equipment.
(i) Tourism & Area Promotion Reserve	Ongoing	For the purpose of tourism & district promotion activities, significant events and festivals which includes banner poles, entry statements and outdoor digital screens.
(j) Unspent Grants & Contribution Reserve	Ongoing	To store unspent grants and contributions. Funds can only be expended on items that have been approved by the relevant grant agreement/funding body.
(k) HACC Reserve	Ongoing	To store unspent H.A.C.C grant funds that can fund the purchase of assets, payout of Homecare employee entitlements and other projects that have been approved by the Funding Body.
(l) CHCP Reserve	Ongoing	To store unspent C.H.C.P grant funds that can fund the purchase of assets, payout of Homecare employee entitlements and other projects that have been approved by the Funding Body.
(m) CHSP Reserve	Ongoing	To store unspent C.H.S.P grant funds that can fund the purchase of assets, payout of Homecare employee entitlements and other projects that have been approved by the Funding Body.
(n) Road construction reserve	Ongoing	To be used on road construction projects.
(o) Asset Valuation reserve	Ongoing	To fund asset valuations.
(p) Landcare Reserve	Ongoing	To fund future natural resource management activities aligned with the principles established in the former NLDCO letter dated 6/6/17 (ICR1712270).
(q) Narrogin Airport Reserve	Ongoing	For the purpose of supporting and funding infrastructure development, maintenance, acquisition, upgrade or enhancements and grant funding to the Narrogin Airport.



## 5. TRADE RECEIVABLES

### Current

Rates receivable	
Sundry receivables	
GST receivable	
Allowance for impairment of receivables	
Accrued Income / Payments in Advance	

### Non-current

Pensioner's rates and ESL deferred	
------------------------------------	--

2019	2018
\$	\$
399,381	332,023
647,633	1,118,088
71,948	60,563
(38,020)	(37,776)
4,241	4,741
1,085,183	1,477,639
186,915	160,318
186,915	160,318

## SIGNIFICANT ACCOUNTING POLICIES

### Trade and other receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectible amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

### Impairment and risk exposure

Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 23.

### Previous accounting policy: Impairment of trade receivables

In the prior year, the impairment of trade receivables was assessed based on the incurred loss model. Individual receivables which were known to be uncollectible were written off by reducing the carrying amount directly. The other receivables were assessed collectively to determine whether there was objective evidence that an impairment had been incurred but not yet identified. For these receivables the estimated impairment losses were recognised in a separate provision for impairment.

### Classification and subsequent measurement

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Trade receivables are held with the objective to collect the contractual cashflows and therefore measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.



## 6. INVENTORIES

### Current

Fuel and Materials

2019	2018
\$	\$
7,310	7,280
7,310	7,280

### Non-current

Land held for resale - cost

Cost of acquisition

This land is accounted for in the Asset Register and from the 30/06/2018 is no longer an inventory item.

0	177,273
0	177,273

The following movements in inventories occurred during the year:

### Carrying amount at 1 July

Inventories expensed during the year

Previously recorded as L&B Asset as well as Land for Resale

Additions to inventory

### Carrying amount at 30 June

184,553	191,048
(223,663)	(214,574)
(177,273)	0
223,693	208,079
7,310	184,553

## SIGNIFICANT ACCOUNTING POLICIES

### General

Inventories are measured 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 necessary to make the sale.

**NOTE:** in 2018 this asset was recorded both as L&B and Land for Resale - this entry is to reverse that duplication.

## 7. OTHER FINANCIAL ASSETS

	2019	2018
	\$	\$
(a) Current assets	0	0
(b) Non-current assets		
Financial assets at fair value through other comprehensive income	105,103	0
	105,103	0
<b>Financial assets at fair value through other comprehensive income</b>		
- Units in Local Government House Trust	105,103	0
	105,103	0

### SIGNIFICANT ACCOUNTING POLICIES

#### Impairment and risk

Information regarding impairment and exposure to risk can be found at Note 23.

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## 8. PROPERTY, PLANT AND EQUIPMENT

### (a) Movements in Carrying Amounts

Movement in the carrying amounts of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Land - freehold land	Total land	Buildings - non- specialised	Buildings - specialised	Total buildings	Total land and buildings	Furniture and equipment	Plant and equipment	Artwork	Total property, plant and equipment
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Balance at 1 July 2017</b>	10,348,000	10,348,000	1,113,573	41,075,108	42,188,681	52,536,681	232,880	3,771,501	0	56,541,062
Additions	0	0	345,740	110,358	456,098	456,098	3,418	1,758,826		2,218,342
(Disposals)	0	0	0	0	0	0	0	(505,006)	0	(505,006)
Revaluation increments / (decrements) transferred to revaluation surplus	0	0	200,000	0	200,000	200,000	0	0	0	200,000
Depreciation (expense)	0	0	(28,526)	(613,480)	(642,006)	(642,006)	(42,127)	(383,121)	0	(1,067,254)
Transfers	124,998	124,998	230,843	4,620	235,463	360,461	53,732	0	0	414,193
<b>Carrying amount at 30 June 2018</b>	10,472,998	10,472,998	1,861,630	40,576,606	42,438,236	52,911,234	247,903	4,642,200	0	57,801,337
<b>Comprises:</b>										
Gross carrying amount at 30 June 2018	10,472,998	10,472,998	1,942,770	41,803,423	43,746,193	54,219,191	316,485	5,268,565	0	59,804,241
Accumulated depreciation at 30 June 2018	0	0	(81,140)	(1,226,817)	(1,307,957)	(1,307,957)	(68,582)	(626,365)	0	(2,002,904)
<b>Carrying amount at 30 June 2018</b>	10,472,998	10,472,998	1,861,630	40,576,606	42,438,236	52,911,234	247,903	4,642,200	0	57,801,337
Additions	0	0	461,673	331,614	793,287	793,287	65,308	1,084,253	0	1,942,848
(Disposals)	0	0	0	0	0	0	0	(750,013)	0	(750,013)
Revaluation increments / (decrements) transferred to revaluation surplus	0	0	0	0	0	0	(2,306)	(331,223)	350,315	16,786
Depreciation (expense)	0	0	(130,497)	(615,121)	(745,618)	(745,618)	(55,155)	(412,029)	0	(1,212,802)
Transfers	0	0	0	0	0	0	140,200	(140,200)	0	0
	0	0	41,480	0	41,480	41,480		(41,480)	0	0
<b>Carrying amount at 30 June 2019</b>	10,472,998	10,472,998	2,234,286	40,293,099	42,527,385	53,000,383	395,950	4,051,508	350,315	57,798,156
<b>Comprises:</b>										
Gross carrying amount at 30 June 2019	10,472,998	10,472,998	2,454,786	42,135,037	44,589,823	55,062,821	395,950	4,051,508	350,315	59,860,594
Accumulated depreciation at 30 June 2019	0	0	(220,500)	(1,841,938)	(2,062,438)	(2,062,438)	0	0	0	(2,062,438)
<b>Carrying amount at 30 June 2019</b>	10,472,998	10,472,998	2,234,286	40,293,099	42,527,385	53,000,383	395,950	4,051,508	350,315	57,798,156

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8. PROPERTY, PLANT AND EQUIPMENT (Continued)

(b) Fair Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
<b>Land and buildings</b>					
Land - freehold land	2	Market approach using recent observable market data for similar assets.	Independent Valuer	June 2016	Price per hectare.
Buildings - non-specialised	2	Market approach using recent observable market data for similar properties.	Independent Valuer	June 2016	Construction costs and current condition (level 2), residual values and remaining useful life assessments (level 3) inputs.
Buildings - specialised	3	Cost approach and depreciated replacement cost.	Independent Valuer	June 2016	Construction costs and current condition (level 2), residual values and remaining useful life assessments (level 3) inputs.
Furniture and equipment	3	Cost approach and depreciated replacement cost.	Independent Valuer	June 2019	Purchase costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Artwork	2	Market value using recent observable market data for items	Independent Valuer	June 2018	Price per item.
<b>Plant and equipment</b>					
- Independent valuation 2019	2	Market value using recent observable market data for similar plant and equipment	Independent Valuer	June 2019	Market price based on make, size, year of manufacture and condition.
- Independent valuation 2019	3	Cost approach and depreciated replacement cost.	Independent Valuer	June 2019	Purchase costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.

## 9. INFRASTRUCTURE

### (a) Movements in Carrying Amounts

Movement in the carrying amounts of each class of infrastructure between the beginning and the end of the current financial year.

	Infrastructure - Roads	Infrastructure - Footpaths	Infrastructure - Drainage	Infrastructure - Parks and Ovals	Infrastructure - Other	Infrastructure - Bridges	Total Infrastructure
	\$	\$	\$	\$	\$	\$	\$
Balance at 1 July 2017	86,518,608	2,009,483	4,537,899	2,985,662	2,009,308	0	98,060,960
Additions	1,154,035	88,422	23,340	0	627,153	0	1,892,950
Revaluation increments / (decrements) transferred to revaluation surplus	10,999,587	819,007	2,506,732	169,428	(165,588)	2,070,500	16,399,666
Depreciation (expense)	(1,382,696)	(52,021)	(92,884)	(34,026)	(93,036)	0	(1,654,663)
Transfers	0	0	0	1,627,736	(2,041,929)	0	(414,193)
Carrying amount at 30 June 2018	97,289,534	2,864,891	6,975,087	4,748,800	335,908	2,070,500	114,284,720
Comprises:							
Gross carrying amount at 30 June 2018	97,289,534	2,864,891	6,975,087	4,748,800	335,908	2,070,500	114,284,720
Carrying amount at 30 June 2018	97,289,534	2,864,891	6,975,087	4,748,800	335,908	2,070,500	114,284,720
Additions	1,478,216	52,300	2,194	13,203	388,551	0	1,934,464
Depreciation (expense)	(1,547,937)	(71,622)	(139,502)	(537,578)	(22,404)	(99,921)	(2,418,964)
Carrying amount at 30 June 2019	97,219,813	2,845,569	6,837,779	4,224,425	702,055	1,970,579	113,800,220
Comprises:							
Gross carrying amount at 30 June 2019	98,767,750	2,917,191	6,977,281	4,762,003	724,459	2,070,500	116,219,184
Accumulated depreciation at 30 June 2019	(1,547,937)	(71,622)	(139,502)	(537,578)	(22,404)	(99,921)	(2,418,964)
Carrying amount at 30 June 2019	97,219,813	2,845,569	6,837,779	4,224,425	702,055	1,970,579	113,800,220

## 9. INFRASTRUCTURE (Continued)

### (b) Fair Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
Infrastructure - Roads	3	Cost approach using depreciated replacement cost.	Independent Valuer	June 2018	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Infrastructure - Footpaths	3	Cost approach using depreciated replacement cost.	Independent Valuer	June 2018	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Infrastructure - Drainage	3	Cost approach using depreciated replacement cost.	Independent Valuer	June 2018	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Infrastructure - Parks and Ovals	3	Cost approach using depreciated replacement cost.	Independent Valuer	June 2018	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Infrastructure - Other	3	Cost approach using depreciated replacement cost.	Independent Valuer	June 2018	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Infrastructure - Bridges	3	Cost approach using depreciated replacement cost.	Independent Valuer	June 2018	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.



## 9. PROPERTY, PLANT AND EQUIPMENT (INCLUDING INFRASTRUCTURE)

### SIGNIFICANT ACCOUNTING POLICIES

#### Fixed assets

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

#### Initial recognition and measurement between mandatory revaluation dates

All assets are initially recognised at cost where the fair value of the asset at date of acquisition is equal to or above \$5,000. All assets are subsequently revalued in accordance with the mandatory measurement framework.

In relation to this initial measurement, 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 Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework.

#### Revaluation

The fair value of fixed assets is determined at least every three years and no more than five years in accordance with the regulatory framework. At the end of each period the valuation is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with *Local Government (Financial Management) Regulation 17A (2)* which requires property, plant and equipment to be shown at fair value.

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

### AUSTRALIAN ACCOUNTING STANDARDS - INCONSISTENCY

#### Land under control

In accordance with *Local Government (Financial Management) Regulation 16(a)(ii)*, the Shire was required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of State or Regional significance.

Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with the other policies detailed in this Note.

#### Land under roads

In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in *Australian Accounting Standard AASB 1051 Land Under Roads* and the fact *Local Government (Financial Management) Regulation 16(a)(i)* prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, *Local Government (Financial Management) Regulation 16(a)(i)* prohibits local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of AASB 1051, *Local Government (Financial Management) Regulation 4(2)* provides, in the event of such an inconsistency, the *Local Government (Financial Management) Regulations* prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Shire.



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10. PROPERTY, PLANT AND EQUIPMENT (INCLUDING INFRASTRUCTURE) (Continued)

(a) Disposals of Assets

	2019 Actual Net Book Value	2019 Actual Sale Proceeds	2019 Actual Profit	2019 Actual Loss	2019 Budget Net Book Value	2019 Budget Sale Proceeds	2019 Budget Profit	2019 Budget Loss	2018 Actual Net Book Value	2018 Actual Sale Proceeds	2018 Actual Profit	2018 Actual Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant and equipment	750,013	604,761	14,394	(159,646)	866,324	742,571	14,305	(138,058)	505,006	481,898	45,183	(68,291)
	750,013	604,761	14,394	(159,646)	866,324	742,571	14,305	(138,058)	505,006	481,898	45,183	(68,291)

The following assets were disposed of during the year.

	2019 Actual Net Book Value	2019 Actual Sale Proceeds	2019 Actual Profit	2019 Actual Loss
<b>Plant and Equipment</b>				
<b>Law, order, public safety</b>				
1GNZ817 Isuzu FSS 550 3.4 Fire Unit	28,710	27,273	0	(1,437)
<b>Education and welfare</b>				
NGN10179 2006 Mercedes Sprinter	11,500	13,182	1,682	0
NGN219 2018 Toyota Camry	23,891	17,818	0	(6,073)
NGN847 Ford Mondeo 2014	13,259	8,364	0	(4,895)
NGN839 2015 Nissan Altima	18,421	10,000	0	(8,421)
Brush Cutter 2018	861	0	0	(861)
Honda HRU216 Lawn Mower	1,590	0	0	(1,590)
NGN13077 2008 Loadstar Trailer	3,531	0	0	(3,531)
<b>Community amenities</b>				
NGN00 Holden LTZ Trailblazer	33,392	35,589	2,197	0
NGN00 Pajero Sport GLX 2018	33,963	31,043	0	(2,920)
<b>Recreation and culture</b>				
NRRC Air conditioner	668	0	0	(668)
NRRC Solar Power Generator 10Kw	66,398	0	0	(66,398)
<b>Transport</b>				
NGN11845 2010 Toro JD GM7210 72 Mower	12,032	5,000	0	(7,032)
NGN677 2014 Toro Zero Turn Ride on Mower	11,477	10,000	0	(1,477)
NO05 2013 Holden Colorado Duel Cab	21,887	18,182	0	(3,705)
NO592 Mitsubishi Triton 2014	7,700	13,818	6,118	0
1NO Nissan Navara Duel Cab 4x4	23,190	21,545	0	(1,645)
NGN802 2013 Mitsubishi Triton Ute	16,099	11,545	0	(4,554)
00NGN Mitsubishi Triton Dual 2015	27,807	18,727	0	(9,080)
ONO LTZ Holden Trailblazer 2018	35,288	35,480	192	0
NO01 2018 Holden Colorado MY18 Trailblazer	35,012	35,152	140	0
ONO LTZ Holden Trailblazer 2018	34,584	35,589	1,005	0
NO01 2018 Holden Colorado MY19	34,445	35,152	707	0
NO1 1999 UD Nissan Diesel Tip Truck	31,147	20,000	0	(11,147)
NO3 1999 UD Nissan Diesel Tip Truck	27,918	20,000	0	(7,918)
ONO LTZ Holden Trailblazer 2019	35,298	36,652	1,354	0
1TNR029 2012 Loadstar Boxtop Tradesman Trailer 7x4	889	0	0	(889)
<b>Other property and services</b>				
002NGN 2016 Holden Cruz	14,299	8,636	0	(5,663)
1NGN 2017 Pajero Exceed	47,323	46,550	0	(773)
NGN0 Holden Cruze 2015	14,099	10,000	0	(4,099)
1NGN 2018 Pajero Exceed	49,868	46,123	0	(3,745)
ONGN Ford Escape 2018	32,341	33,342	1,001	0
Electrical Cable Testing Equipment	1,126	0	0	(1,126)
	750,013	604,762	14,396	(159,647)

# 10. PROPERTY, PLANT AND EQUIPMENT (INCLUDING INFRASTRUCTURE) (Continued)

## (b) Depreciation

	2019 Actual	2019 Budget	2018 Actual
	\$	\$	\$
Buildings - non-specialised	130,497	592,952	28,526
Buildings - specialised	615,121	0	613,480
Furniture and equipment	55,155	38,400	42,127
Plant and equipment	412,029	352,633	383,121
Infrastructure - Roads	1,547,937	1,278,335	1,382,696
Infrastructure - Footpaths	71,622	47,512	52,021
Infrastructure - Drainage	139,502	85,636	92,884
Infrastructure - Parks and Ovals	537,578	31,502	34,026
Infrastructure - Other	22,404	81,878	93,036
Infrastructure - Bridges	99,921	0	0
	3,631,766	2,508,848	2,721,917

## SIGNIFICANT ACCOUNTING POLICIES

### Depreciation

The depreciable amount of all fixed assets including buildings but excluding freehold land and vested land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

### Depreciation rates

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Asset Class	Useful life
Buildings	5 to 100 years
Furniture and equipment	4 to 10 years
Plant and equipment	5 to 15 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads	
formation	not depreciated
pavement	50 years
Formed roads (unsealed)	
formation	12 years
pavement	not depreciated
Footpaths - slab	50 years
Sewerage piping	40 years
Water supply piping and drainage systems	50 to 75 years
Other Infrastructure	10 to 50 years
Bridges	75 to 100 years

### Depreciation (Continued)

When an item of property, plant and equipment is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset. For example, the gross carrying amount may be restated by reference to observable market data or it may be restated proportionately to the change in the carrying amount. The accumulated depreciation at the date of the revaluation is adjusted to equal the difference between the gross carrying amount and the carrying amount of the asset after taking into account accumulated impairment losses; or
- Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

# 11. REVALUATION SURPLUS

	2019 Opening Balance	2019 Revaluation Increment	2019 Revaluation (Decrement)	Total Movement on Revaluation	2019 Closing Balance	2018 Opening Balance	2018 Revaluation Increment	2018 Revaluation (Decrement)	Total Movement on Revaluation	2018 Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revaluation surplus - Land and buildings	43,964,496	0	(177,273)	(177,273)	43,787,223	43,764,496	200,000	0	200,000	43,964,496
Revaluation surplus - Furniture and equipment	26,635	0	(2,306)	(2,306)	24,329	26,635	0	0	0	26,635
Revaluation surplus - Plant and equipment	1,093,697	0	(331,223)	(331,223)	762,474	1,093,697	0	0	0	1,093,697
Revaluation surplus - Artwork	0	350,315	0	350,315	350,315	0	0	0	0	0
Revaluation surplus - Infrastructure - Roads	66,216,935	0	0	0	66,216,935	55,217,348	10,999,587	0	10,999,587	66,216,935
Revaluation surplus - Infrastructure - Footpaths	1,825,795	0	0	0	1,825,795	1,006,788	819,007	0	819,007	1,825,795
Revaluation surplus - Infrastructure - Drainage	6,380,837	0	0	0	6,380,837	3,874,105	2,506,732	0	2,506,732	6,380,837
Revaluation surplus - Infrastructure - Parks and Ovals	2,108,515	0	0	0	2,108,515	1,939,087	169,428	0	169,428	2,108,515
Revaluation surplus - Infrastructure - Other	67,155	0	0	0	67,155	232,743	0	(165,588)	(165,588)	67,155
Revaluation surplus - Infrastructure - Bridges	2,070,500	0	0	0	2,070,500	0	2,070,500	0	2,070,500	2,070,500
Revaluation surplus - Investment LG House	0	105,103	0	105,103	105,103	0	0	0	0	0
	123,754,565	455,418	(510,802)	(55,384)	123,876,454	107,154,899	16,765,254	(165,588)	16,599,666	123,754,565

Movements on revaluation of property, plant and equipment (including infrastructure) are not able to be reliably attributed to a program as the assets were revalued by class as provided for by AASB 116 Aus 40.1.

## 12. TRADE AND OTHER PAYABLES

	2019	2018
	\$	\$
<b>Current</b>		
Sundry creditors	265,704	333,512
Accrued salaries and wages	67,608	56,981
ATO liabilities	120,141	134,393
Other Creditors	(121)	(3,854)
Accrued Expenses	139,072	15,791
Bonds & Deposits Held (previously recorded as Trust)	18,602	0
	<u>611,006</u>	<u>536,823</u>

### SIGNIFICANT ACCOUNTING POLICIES

#### Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the Shire 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, are recognised as a current liability and are normally paid within 30 days of recognition.

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13. INFORMATION ON BORROWINGS

(a) Borrowings	2019	2018
	\$	\$
Current	166,658	129,778
Non-current	975,569	792,226
	1,142,227	922,004

(b) Repayments - Borrowings

Particulars	Loan Number	Institution	Interest Rate	Actual Principal 1 July 2018	30 June 2019	30 June 2019	30 June 2019	30 June 2019	Budget Principal 1 July 2018	30 June 2019	30 June 2019	30 June 2019	30 June 2019	Actual Principal 1 July 2017	30 June 2018	30 June 2018	30 June 2018	30 June 2018
					Actual New Loans	Actual Principal repayments	Actual Interest repayments	Actual Principal outstanding		Budget New Loans	Budget Principal repayments	Budget Interest repayments	Budget Principal outstanding		Actual New Loans	Actual Principal repayments	Actual Interest repayments	Actual Principal outstanding
Governance				\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Corporate Software & Server Upgrade	125	WATC *	3.33%	0	0	0	109	0	0	0	0	0	0	46,953	0	46,953	1,627	0
Administration Building Extension	128	WATC *	2.69%	369,354	0	41,968	12,287	327,386	348,510	0	41,968	12,396	306,542	410,216	0	40,862	14,520	369,354
Recreation and culture																		
Narrogin Regional Leisure Centre	121B	WATC *	5.51%	267,883	0	48,681	15,419	219,202	263,930	0	48,682	15,420	215,248	313,915	0	46,032	18,877	267,883
Town Hall Renovations	126	WATC *	3.86%	154,100	0	28,509	6,784	125,591	139,981	0	28,709	6,784	111,272	181,540	0	27,440	8,520	154,100
Transport																		
Shire Depot	51	WATC *	7.19%	0	0	0	90	0	0	0	0	89	0	35,004	0	35,004	2,279	0
Economic services																		
Commercial Property	124	WATC *	5.97%	0	0	0	0	0	0	0	0	0	0	13,844	0	13,844	550	0
Industrial Land	127	WATC *	4.48%	130,667	0	10,619	6,636	120,048	125,416	0	10,619	6,636	114,797	140,825	0	10,158	7,238	130,667
Accommodation Units	129	WATC *	2.03%	0	350,000	0	0	350,000	0	350,000	0	0	350,000	0	0	0	0	0
				922,004	350,000	129,777	41,325	1,142,227	877,837	350,000	129,978	41,325	1,087,859	1,142,297	0	220,293	53,609	922,004

\* WA Treasury Corporation



### 13. INFORMATION ON BORROWINGS (Continued)

#### (c) New Borrowings - 2018/19

Particulars/Purpose	Institution	Loan Type	Term Years	Interest Rate	Amount Borrowed		Amount (Used)		Total Interest & Charges	Actual Balance Unspent
					2019 Actual	2019 Budget	2019 Actual	2019 Budget		
Accommodation Units	WATC	Principle & Interest	10	2.03%	\$ 350,000	\$ 350,000	\$ 4,095	\$ 350,000	\$ 0	\$ 345,905
					350,000	350,000	4,095	350,000	0	345,905

#### (d) Unspent Borrowings

Particulars	Date Borrowed	Unspent Balance	Borrowed During Year	Expended During Year	Unspent Balance
		1 July 2018			30 June 2019
Accommodation Units	WATC	\$ 0	\$ 350,000	\$ 4,095	\$ 345,905
		0	350,000	4,095	345,905

#### (e) Undrawn Borrowing Facilities

##### Credit Standby Arrangements

	2019	2018
Bank overdraft limit	400,000	400,000
Credit card limit	15,000	15,000
Credit card balance at balance date	1,539	2,578
<b>Total amount of credit unused</b>	<b>413,461</b>	<b>412,422</b>

##### Loan facilities

Loan facilities - current	166,658	129,778
Loan facilities - non-current	975,569	792,226
<b>Total facilities in use at balance date</b>	<b>1,142,227</b>	<b>922,004</b>

### SIGNIFICANT ACCOUNTING POLICIES

#### Financial liabilities

Financial liabilities are recognised at fair value when the Shire becomes a party to the contractual provisions to the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

#### Borrowing costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

#### Risk

Information regarding exposure to risk can be found at Note 23.

#### 14. EMPLOYEE RELATED PROVISIONS

Employee Related Provisions	Provision for Annual Leave	Provision for Long Service Leave	Total
	\$	\$	\$
Opening balance at 1 July 2018			
Current provisions	351,876	244,434	596,310
Non-current provisions	0	22,552	22,552
	351,876	266,986	618,862
Additional provision	302,478	230,952	533,429
Amounts used	(272,933)	(40,868)	(313,800)
Balance at 30 June 2019	381,421	457,070	838,491
Comprises			
Current	381,421	168,123	549,544
Non-current	0	288,947	288,947
	381,421	457,070	838,491
Amounts are expected to be settled on the following basis:	2019	2018	
	\$	\$	
Less than 12 months after the reporting date	254,078	166,686	
More than 12 months from reporting date	573,640	427,421	
Expected reimbursements from other WA local governments	10,773	24,755	
	838,491	618,862	

Timing of the payment of current leave liabilities is difficult to determine as it is dependent on future decisions of employees. Expected settlement timings are based on information obtained from employees and historical leave trends and assumes no events will occur to impact on these historical trends.

#### SIGNIFICANT ACCOUNTING POLICIES

##### Employee benefits

###### Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

###### Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

##### Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.



## 15. NOTES TO THE STATEMENT OF CASH FLOWS

### Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	2019 Actual	2019 Budget	2018 Actual
	\$	\$	\$
Cash and cash equivalents	7,906,681	4,051,717	6,976,077

### Reconciliation of Net Cash Provided By Operating Activities to Net Result

Net result	(453,727)	(2,287,779)	2,078,028
Non-cash flows in Net result:			
Depreciation	3,631,766	2,508,848	2,721,917
(Profit)/loss on sale of asset	145,252	123,753	23,108
Changes in assets and liabilities:			
(Increase)/decrease in receivables	365,859	850,000	(902,250)
(Increase)/decrease in Trust & bonds held	(18,602)	0	0
(Increase)/decrease in inventories	(30)	2,000	6,495
Increase/(decrease) in payables	74,183	25,000	156,878
Increase/(decrease) in provisions	219,629	0	(233,260)
Grants contributions for the development of assets	(809,023)	(846,982)	(2,133,477)
Net cash from operating activities	3,155,307	374,840	1,717,439

## 16. TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY

	2019	2018
	\$	\$
Governance	571,173	591,159
General purpose funding	0	500
Law, order, public safety	914,436	1,159,538
Health	9,856	110
Education and welfare	1,209,820	1,108,133
Housing	285,288	290,588
Community amenities	2,704,516	2,822,990
Recreation and culture	32,304,273	32,141,985
Transport	118,591,041	119,537,434
Economic services	10,574,574	10,532,771
Other property and services	5,670,632	5,692,486
Unallocated	8,053,959	7,006,950
	<u>180,889,568</u>	<u>180,884,644</u>

## 17. CONTINGENT LIABILITIES

The Shire of Narrogin had no contingent liabilities at 30 June 2019.

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## 18. CAPITAL AND LEASING COMMITMENTS

### (a) Capital Expenditure Commitments

Contracted for:

- capital expenditure projects

	2019	2018
	\$	\$
	136,799	101,977
	136,799	101,977

Payable:

- not later than one year

136,799 101,977

The capital expenditure projects outstanding at the end of the current reporting period represent outstanding orders issued for capital projects prior to 30.06.2019.

### (b) Operating Lease Commitments

Non-cancellable operating leases contracted for but not capitalised in the accounts.

Payable:

- not later than one year

- later than one year but not later than five years

	2019	2018
	\$	\$
	28,191	20,465
	3,612	40,930
	31,803	61,395

## SIGNIFICANT ACCOUNTING POLICIES

### Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the Shire, are classified as finance leases.

Finance leases are capitalised recording an asset and a liability at the lower of the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

### Leases (Continued)

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses on a straight line basis over the lease term.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.

## 19. RELATED PARTY TRANSACTIONS

### Elected Members Remuneration

The following fees, expenses and allowances were paid to council members and/or the President.

	2019 Actual	2019 Budget	2018 Actual
	\$	\$	\$
Meeting Fees	88,000	88,000	88,000
President's allowance	23,500	23,500	23,500
Deputy President's allowance	5,875	5,875	5,875
Travelling expenses	139	1,000	44
Telecommunications allowance	5,600	5,600	5,600
	123,114	123,975	123,019

### Key Management Personnel (KMP) Compensation Disclosure

The total of remuneration paid to KMP of the Shire during the year are as follows:

	2019 Actual	2018 Actual
	\$	\$
Short-term employee benefits	922,628	505,802
Post-employment benefits	120,798	72,371
Other long-term benefits	96,673	47,213
	1,140,099	625,386

#### Short-term employee benefits

These amounts include all salary, fringe benefits and cash bonuses awarded to KMP except for details in respect to fees and benefits paid to elected members which may be found above.

#### Post-employment benefits

These amounts are the current-year's estimated cost of providing for the Shire's superannuation contributions made during the year.

#### Other long-term benefits

These amounts represent long service benefits and annual leave benefits accruing during the year.



## 19. RELATED PARTY TRANSACTIONS (Continued)

### Transactions with related parties

Transactions between related parties and the Shire are on normal commercial terms and conditions, no more favourable than those available to other parties, unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guaranties exist in relation to related parties at year end.

	2019 Actual	2018 Actual
	\$	\$
The following transactions occurred with related parties:		
Sale of goods and services	5,476	196
Purchase of goods and services	10,136	25,229

\* Purchases to the value of \$10,136 were made to the following during the financial year: Narrogin Revheads, with a related party being a member of Council. Highbury Tennis Club also having a member of Council as a related party and Regional Communication Solutions Pty Ltd being operated by a member of Council.

### Related Parties

#### The Shire's main related parties are, as follows:

##### i. Key management personnel

Being any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly. Including any elected members, who are also considered key management personnel.

##### ii. Other Related Parties

Being people associated with KMP, who were employed by the Shire under normal employment terms and conditions.

##### iii. Entities subject to significant influence by the Shire

This is an entity that has the power to participate in the financial and operating policy decisions of the Shire, but does not have control over those policies. It can also be an entity which holds significant influence. Significant influence may be gained by share ownership, statute or agreement.

## 20. CONDITIONS OVER GRANTS/CONTRIBUTIONS

Grant/Contribution	Opening Balance <sup>(1)</sup>	Received <sup>(2)</sup>	Expended <sup>(3)</sup>	Closing Balance <sup>(1)</sup>	Received <sup>(2)</sup>	Expended <sup>(3)</sup>	Closing Balance
	1/07/17	2017/18	2017/18	30/06/18	2018/19	2018/19	30/06/19
	\$	\$	\$	\$	\$	\$	\$
<b>General purpose funding</b>							
Interest Received	59,262	4,122	(63,009)	375	1,025	(557)	843
<b>Law, order, public safety</b>							
SES Subsidy Expenditure	3,104	0	(3,104)	0	0	0	0
BFB Minor Asset Purchase	7,000	0	(7,000)	0	0	0	0
SEMS Local Emergency Awareness	4,708	0	(4,708)	0	0	0	0
Bush Fire Expenditure	9,821	0	(9,821)	0	0	0	0
Bushfire Risk Management Coordinator (DFES)	0	0	0	0	172,931	0	172,931
<b>Education and welfare</b>							
Disability Toilet - Changing Places	24,000	0	(24,000)	0	0	0	0
<b>Community amenities</b>							
Wheatbelt Regional Centres Revitalisation - Narrogin CBD Project	30,000	0	(30,000)	0	0	0	0
<b>Recreation and culture</b>							
Main Roads Art Proposal for Narrogin Link Road	20,000	0	0	20,000	0	(20,000)	0
<b>Other property and services</b>							
CLGF Youth Development	32,590	0	(8,148)	24,442	0	(24,442)	0
Administration Traineeship	0	0	0	0	30,000	0	30,000
<b>Total</b>	<b>190,485</b>	<b>4,122</b>	<b>(149,790)</b>	<b>44,817</b>	<b>203,956</b>	<b>(44,999)</b>	<b>203,774</b>

**Notes:**

- (1) - Grants/contributions recognised as revenue in a previous reporting period which were not expended at the close of the previous reporting period.
- (2) - New grants/contributions which were recognised as revenues during the reporting period and which had not yet been fully expended in the manner specified by the contributor.
- (3) - Grants/contributions which had been recognised as revenues in a previous reporting period or received in the current reporting period and which were expended in the current reporting period in the manner specified by the contributor.



SHIRE OF NARROGIN  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2019

21. RATING INFORMATION

(a) Rates

RATE TYPE	Rate in \$	Number of Properties	2018/19 Actual Rateable Value \$	2018/19 Actual Rate Revenue \$	2018/19 Actual Interim Rates \$	2018/19 Actual Back Rates \$	2018/19 Actual Total Revenue \$	2018/19 Budget Rate Revenue \$	2018/19 Budget Interim Rate \$	2018/19 Budget Back Rate \$	2018/19 Budget Total Revenue \$	2017/18 Actual Total Revenue \$
Differential general rate / general rate												
Gross rental valuations												
Urban	0.108295	1,696	28,360,768	3,071,329	8,727	1,983	3,082,039	3,071,329	0	0	3,071,329	2,996,820
Rural	0.067463	77	1,284,140	86,632	1,035	2,356	90,023	86,632	0	0	86,632	74,078
Unimproved valuations												
General UV	0.00597	312	168,308,000	1,004,800	0	0	1,004,800	1,004,800	0	0	1,004,800	975,638
Sub-Total		2,085	197,952,908	4,162,761	9,762	4,339	4,176,862	4,162,761	0	0	4,162,761	4,046,536
Minimum payment	Minimum \$											
Gross rental valuations												
Urban	1,083	443	3,235,865	479,769	0	0	479,769	479,769	0	0	479,769	471,528
Rural	682	8	82,799	5,456	0	0	5,456	5,456	0	0	5,456	7,183
	743	17	261,170	13,374	0	0	13,374	13,374	0	0	13,374	11,056
Unimproved valuations												
General UV	743	161	13,932,900	118,880	0	0	118,880	118,880	0	0	118,880	93,976
Sub-Total		629	17,512,734	617,479	0	0	617,479	617,479	0	0	617,479	583,743
Total amount raised from general rate		2,714	215,465,642	4,780,240	9,762	4,339	4,794,341	4,780,240	0	0	4,780,240	4,630,279
Ex-gratia rates							4,794,341				4,780,240	4,630,279
Rates paid in advance							9,300				0	8,274
Totals							35,264				0	7,228
							4,838,905				4,780,240	4,645,781

SIGNIFICANT ACCOUNTING POLICIES

Rates

Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

## 21. RATING INFORMATION (Continued)

### (b) Interest Charges & Instalments

Instalment Options	Date Due	Instalment Plan Admin Charge \$	Instalment Plan Interest Rate %	Unpaid Rates Interest Rate %
<b>Option One</b>				
Single full payment	05 Sep 2018			11.00%
<b>Option Two</b>				
First instalment	05 Sep 2018			11.00%
Second instalment	07 Nov 2018	12.75	5.50%	11.00%
Third instalment	09 Jan 2019	12.75	5.50%	11.00%
Fourth instalment	13 Mar 2019	12.75	5.50%	11.00%

	2019 Actual \$	2019 Budget \$	2018 Actual \$
Interest on unpaid rates	48,231	35,000	46,777
Interest on instalment plan	18,025	18,000	16,232
Charges on instalment plan	41,287	30,000	34,150
	107,543	83,000	97,159

## 22. RATE SETTING STATEMENT INFORMATION

	2018/19	2018/19	2018/19
	Budget	Budget	Brought
	(30 June 2019)	(30 June 2019)	(1 July 2018)
Note	Carried Forward)	Carried Forward)	Forward)
	\$	\$	\$

### (a) Non-cash amounts excluded from operating activities

The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with *Financial Management Regulation 32*.

#### Adjustments to operating activities

Less: Profit on asset disposals	10(a)	(14,394)	(14,305)	(45,183)
Less: Movement in liabilities associated with restricted cash		(52,713)	0	0
Movement in pensioner deferred rates (non-current)		(26,597)	0	6,638
Movement in inventory (non-current)		177,273	0	0
Movement in employee benefit provisions (non-current)		266,395	0	15,545
Movement in other provisions (non-current)		0	0	15,213
Add: Loss on disposal of assets	10(a)	159,646	138,058	68,291
Add: Depreciation on assets	10(b)	3,631,766	2,508,848	2,721,917
<b>Non cash amounts excluded from operating activities</b>		<b>4,141,376</b>	<b>2,632,601</b>	<b>2,782,421</b>

### (b) Surplus/(deficit) after imposition of general rates

The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

#### Adjustments to net current assets

Less: Reserves - restricted cash	3	(4,229,579)	(3,759,440)	(3,954,799)
* Add back: Land previously recorded as "held for resale" - duplication		177,273	(177,273)	0
Add: Borrowings	13(a)	166,658	166,658	129,778
Add: Employee Entitlement Reserve		334,863	387,572	387,576
<b>Total adjustments to net current assets</b>		<b>(3,550,785)</b>	<b>(3,382,483)</b>	<b>(3,437,445)</b>

#### Net current assets used in the Rate Setting Statement

Total current assets		8,999,174	4,874,414	8,460,996
Less: Total current liabilities		(1,327,208)	(1,491,931)	(1,262,911)
Less: Total adjustments to net current assets		(3,550,785)	(3,382,483)	(3,437,445)
<b>Net current assets used in the Rate Setting Statement</b>		<b>4,121,181</b>	<b>0</b>	<b>3,760,640</b>

**NOTE:** This Assets was added to L&B Assets and was also previously recorded as "held for resale" - Creating a duplicated entry. This entry is to create the reversal of the error.

## 23. FINANCIAL RISK MANAGEMENT

This note explains the Shire's exposure to financial risks and how these risks could affect the Shire's future financial performance.

Risk	Exposure arising from	Measurement	Management
Market risk - interest rate	Long term borrowings at variable rates	Sensitivity analysis	Utilise fixed interest rate borrowings
Credit risk	Cash and cash equivalents, trade receivables, financial assets and debt investments	Aging analysis Credit analysis	Diversification of bank deposits, credit limits. Investment policy
Liquidity risk	Borrowings and other liabilities	Rolling cash flow forecasts	Availability of committed credit lines and borrowing facilities

The Shire does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance area under policies approved by the Council. The finance area identifies, evaluates and manages financial risks in close co-operation with the operating divisions. Council have approved the overall risk management policy and provide policies on specific areas such as investment policy.

### (a) Interest rate risk

#### Cash and cash equivalents

The Shire's main interest rate risk arises from cash and cash equivalents with variable interest rates, which exposes the Shire to cash flow interest rate risk. Short term overdraft facilities also have variable interest rates however these are repaid within 12 months, reducing the risk level to minimal.

Excess cash and cash equivalents are invested in fixed interest rate term deposits which do not expose the Shire to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts and non-interest bearing accounts. Carrying amounts of cash and cash equivalents at the 30 June and the weighted average interest rate across all cash and cash equivalents and term deposits held disclosed as financial assets at amortised cost are reflected in the table below.

	Weighted Average Interest Rate	Carrying Amounts	Fixed Interest Rate	Variable Interest Rate	Non Interest Bearing
	%	\$	\$	\$	\$
<b>2019</b>					
Cash and cash equivalents	1.25%	7,906,681	7,903,941	0	2,740
<b>2018</b>					
Cash and cash equivalents	1.45%	6,976,077	6,973,287	0	2,790

#### Sensitivity

Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

	2019	2018
	\$	\$
Impact of a 1.00% movement in interest rates on profit and loss and equity*	79,067	69,761

\* Holding all other variables constant

#### Borrowings

Borrowings are subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The Shire manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation. The Shire does not consider there to be any interest rate risk in relation to borrowings. Details of interest rates applicable to each borrowing may be found at Note 13(b).



## 23. FINANCIAL RISK MANAGEMENT (Continued)

### (b) Credit risk

#### Trade Receivables

The Shire's major receivables comprise rates annual charges and user fees and charges. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The Shire manages this risk by monitoring outstanding debt and employing debt recovery policies. It also encourages ratepayers to pay rates by the due date through incentives.

Credit risk on rates and annual charges is minimised by the ability of the Shire to recover these debts as a secured charge over the land, that is, the land can be sold to recover the debt. The Shire is also able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

The Shire applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

The expected loss rates are based on the payment profiles of rates and fees and charges over a period of 36 months before 1 July 2018 or 1 July 2019 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors such as the ability of ratepayers and residents to settle the receivables. Housing prices and unemployment rates have been identified as the most relevant factor in repayment rates, and accordingly adjustments are made to the expected credit loss rate based on these factors. There are no material receivables that have been subject to a re-negotiation of repayment terms.

The loss allowance as at 30 June 2019 and 1 July 2018 (on adoption of AASB 9) was determined as follows for rates receivable: \$38,020. This has been noted at Note 5, as a forecast for the year 1 July 2018 to 30 June 2019 for doubtful debts, and applies to unpaid rates and properties associated with unpaid rates that may be disposed of to recover unpaid rates.

	Current	More than 1 year past due	More than 2 years past due	More than 3 years past due	Total
<b>30 June 2019</b>					
Rates receivable					
Gross carrying amount	5,930	149,540	89,129	215,701	460,300
<b>01 July 2018</b>					
Rates receivable					
Gross carrying amount	118,170	90,111	81,365	111,962	401,608

The loss allowance as at 30 June 2019 and 1 July 2018 (on adoption of AASB 9) was determined as follows for sundry receivables. No expected credit loss was forecast on 1 July 2018 or 30 June 2019 for sundry receivable.

	Current	More than 30 days past due	More than 60 days past due	More than 90 days past due	Total
<b>30 June 2019</b>					
Sundry Receivables					
Gross carrying amount	603,831	10,306	23	21,648	635,808
<b>01 July 2018</b>					
Sundry Receivables					
Gross carrying amount	1,102,602	8,801	211	4,001	1,115,615

## 23. FINANCIAL RISK MANAGEMENT (Continued)

### (c) Liquidity risk

#### Payables and borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The Shire manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required and disclosed in Note 13(e).

The contractual undiscounted cash flows of the Shire's payables and borrowings are set out in the liquidity table below. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

	Due within 1 year	Due between 1 & 5 years	Due after 5 years	Total contractual cash flows	Carrying values
	\$	\$	\$	\$	\$
<b>2019</b>					
Payables	611,006	0	0	611,006	592,404
Borrowings	203,288	711,815	362,895	1,277,998	1,142,227
	814,294	711,815	362,895	1,889,004	1,734,631
<b>2018</b>					
Payables	536,823	0	0	536,823	536,823
Borrowings	164,388	652,877	236,645	1,053,910	922,004
	701,211	652,877	236,645	1,590,733	1,458,827

## 24. TRUST FUNDS

There are no funds held at the balance date which are required to be held in the trust fund.

In previous years bonds and deposits were held as trust monies. They are now included in Restricted cash at Note 3.

	1 July 2018	Amounts Received	Amounts Paid	30 June 2019	Reclassification to Restricted Cash	30 June 2019
	\$	\$	\$	\$	\$	\$
Public Open Space	72,599	726	0	73,325	0	73,325
Cross Over Bond	25,564	5,903	(17,280)	14,188	(14,188)	0
Town Hall Bond	4,455	3,650	(4,190)	3,915	(3,915)	0
Other	500	0	0	500	(500)	0
	103,118	10,279	(21,470)	91,927	(18,602)	73,325

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## 25. EVENTS OCCURRING AFTER THE END OF THE REPORTING PERIOD

There were no significant events that occurred after the 30th June 2019 to the date of signing, that would have impacted the Shire of Narrogin's financial statements as at the 30 June 2019.

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## 26. INITIAL APPLICATION OF AUSTRALIAN ACCOUNTING STANDARDS

During the current year, the Shire adopted all of the new and revised Australian Accounting Standards and Interpretations which were compiled, became mandatory and which were applicable to its operations.

Whilst many reflected consequential changes associated with the amendment of existing standards, the only new standard with material application is AASB 9 *Financial Instruments*.

### AASB 9 Financial instruments

AASB 9 *Financial Instruments* replaces AASB 139 *Financial Instruments: Recognition and Measurement* for annual reporting periods beginning on or after 1 January 2018, bringing together all three aspects of the accounting for financial instruments: classification and measurement; impairment; and hedge accounting.

The Shire applied AASB 9 prospectively, with an initial application date of 1 July 2018. The adoption of AASB 9 has resulted in changes in accounting policies.

In accordance with AASB 9.7.2.15, the Shire of Narrogin has not restated the comparative information which continues to be reported under AASB 139.

There were no adjustments as a result of applying AASB 9.

#### (a) Classification and measurement

Under AASB 9, financial assets are subsequently measured at amortised cost, fair value through other comprehensive income (fair value through OCI) or fair value through profit or loss (fair value through P/L). The classification is based on two criteria: the Shire's business model for managing the assets; and whether the assets' contractual cash flows represent 'solely payments of principal and interest' on the principal amount outstanding.

The assessment of the Shire's business model was made as of the date of initial application, 1 July 2018. The assessment of whether contractual cash flows on financial assets are solely comprised of principal and interest was made based on the facts and circumstances as at the initial recognition of the assets.

## 26. INITIAL APPLICATION OF AUSTRALIAN ACCOUNTING STANDARDS (Continued)

The classification and measurement requirements of AASB 9 did not have a significant impact on the Shire. The following are the changes in the classification of the Shire's financial assets:

- Trade receivables and Loans and advances (i.e. Other debtors) classified as Loans and receivables as at 30 June 2018 are held to collect contractual cash flows and give rise to cash flows representing solely payments of principal and interest. These are classified and measured as Financial assets at amortised cost beginning 1 July 2018.

- The Shire did not designate any financial assets as at fair value through profit and loss.

In summary, upon the adoption of AASB 9, the Shire had the following required (or elected) reclassifications as at 1 July 2018:

AASB 139 category	AASB 139 value \$	Amortised cost \$	AASB 9 category	
			Fair value through OCI \$	Fair value through P/L \$
Trade receivables*	1,637,957	1,637,957	0	0
Loans and advances	0	0	0	0
Available for sale financial assets	0	0	0	0
	1,637,957	1,637,957	0	0

\* The change in carrying amount is a result of additional impairment allowance. See the discussion on impairment below.

### (b) Impairment

The adoption of AASB 9 has fundamentally changed the Shire's accounting for impairment losses for financial assets by replacing AASB 139's incurred loss approach with a forward-looking expected credit loss (ECL) approach. AASB 9 requires the Shire to recognise an allowance for ECLs for all financial assets not held at fair value through P/L. The objective of this Standard is to improve and simplify the (incorporating AASB 2014-7 and approach for classification and measurement of financial assets AASB 2014-8) compared with the requirements of AASB 139. Upon adoption of AASB 9, given the nature of the financial assets of the Shire, the adoption of AASB 9 has not had any material effect.

## 27. NEW ACCOUNTING STANDARDS AND INTERPRETATIONS FOR APPLICATION IN FUTURE YEARS

The AASB has issued a number of new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods, some of which are relevant to the Shire.

This note explains management's assessment of the new and amended pronouncements that are relevant to the Shire, the impact of the adoption of AASB 15 Revenue from Contracts with Customers, AASB 16 Leases and AASB 1058 Income for Not-for-Profit Entities. These standards are applicable to future reporting periods and have not yet been adopted.

The Shire is still assessing the impact of these new accounting standards.

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# SHIRE OF NARROGIN

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

### FOR THE YEAR ENDED 30TH JUNE 2019

#### 28. OTHER SIGNIFICANT ACCOUNTING POLICIES

##### a) Goods and services tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

##### b) Current and non-current classification

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire 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 or non-current based on the Shire's intentions to release for sale.

##### c) Rounding off figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

##### d) Comparative figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the Shire applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) statement of financial position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

##### e) Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

##### f) Superannuation

The Shire contributes to a number of Superannuation Funds on behalf of employees. All funds to which the Shire contributes are defined contribution plans.

##### g) Fair value of assets and liabilities

Fair value is the price that the Shire would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

##### h) Fair value hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

##### Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

##### Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

##### Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

##### Valuation techniques

The Shire selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Shire are consistent with one or more of the following valuation approaches:

##### Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

##### Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

##### Cost approach

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Shire gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

##### i) Impairment of assets

In accordance with Australian Accounting Standards the Shire's cash generating non-specialised assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

For non-cash generating specialised assets that are measured under the revaluation model, such as roads, drains, public buildings and the like, no annual assessment of impairment is required. Rather AASB 116.31 applies and revaluations need only be made with sufficient regulatory to ensure the carrying value does not differ materially from that which would be determined using fair value at the ends of the reporting period.

**SHIRE OF NARROGIN**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2019**

**29. ACTIVITIES/PROGRAMS**

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

**PROGRAM NAME AND OBJECTIVES**

**GOVERNANCE**

To provide a decision making process for the effective allocation for scarce resources.

**ACTIVITIES**

Includes the activities of members of council and administration support available to the council for provision of governance of the district. Other costs relate to the task of assisting elected members and electors on matters which do not concern specific Shire services.

**GENERAL PURPOSE FUNDING**

To collect revenue to allow for the provisions of infrastructure and services

Rates, general purpose government grants and interest revenue.

**LAW, ORDER, PUBLIC SAFETY**

To provide services to help ensure a safer community

Supervision and enforcement of various local laws, fire prevention, animal control and other aspects of public safety including emergency services.

**HEALTH**

To provide an operational framework for environmental and community health.

Inspect food outlets and their control, noise control and waste disposal compliance.

**EDUCATION AND WELFARE**

To provide services to the disadvantaged, the elderly, children and youth.

Preschool and other education, children and youth services, elderly and disadvantaged, senior citizens services.

**HOUSING**

To provide housing to senior employees.

Provision of staff housing.

**COMMUNITY AMENITIES**

To provided services required by the community.

Rubbish collection services, operation of refuse disposal site, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning scheme, cemetery and public conveniences.

**RECREATION AND CULTURE**

The provide recreational and cultural services to the community.

Maintain public halls, civic centres, aquatic centre, recreational centre and various sporting facilities, Provisions and maintenance of parks, gardens and playgrounds. Operations of Library, museum and other cultural facilities.

**TRANSPORT**

To provide safe, effective and efficient transport services to the community.

Construct and maintenance of roads, streets, footpaths, depots parking facilities. Purchase of plant and equipment.

**ECONOMIC SERVICES**

To promote the Shire and its economic wellbeing.

Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, and standpipes. Building Control.

**OTHER PROPERTY AND SERVICES**

To monitor and control the Town's overheads operation accounts and town planning scheme.

Private works operation, plant repair and operation costs, administration overheads, community development overheads and gross salary and wages.

### 30. FINANCIAL RATIOS

	2019 Actual	2018 Actual	2017 Actual
Current ratio	3.32	9.67	3.53
Asset consumption ratio	0.98	0.99	0.98
Asset renewal funding ratio	0.65	0.69	-
Asset sustainability ratio	0.77	1.21	1.13
Debt service cover ratio	14.09	9.93	(3.21)
Operating surplus ratio	(0.19)	(0.01)	(0.52)
Own source revenue coverage ratio	0.50	0.54	0.43

The above ratios are calculated as follows:

Current ratio	$\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$
Asset consumption ratio	$\frac{\text{depreciated replacement costs of depreciable assets}}{\text{current replacement cost of depreciable assets}}$
Asset renewal funding ratio	$\frac{\text{NPV of planned capital renewal over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$
Asset sustainability ratio	$\frac{\text{capital renewal and replacement expenditure}}{\text{depreciation}}$
Debt service cover ratio	$\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$
Operating surplus ratio	$\frac{\text{operating revenue minus operating expenses}}{\text{own source operating revenue}}$
Own source revenue coverage ratio	$\frac{\text{own source operating revenue}}{\text{operating expense}}$

**Notes:**

In 2017 the asset renewal funding ratio was not calculated due to the difficulties in combining Asset Management and Long Term Financial Plans between the Town of Narrogin and Shire of Narrogin.





## Auditor General

### INDEPENDENT AUDITOR'S REPORT

To the Councillors of the Shire of Narrogin

#### Report on the Audit of the Financial Report

##### **Opinion**

I have audited the annual financial report of the Shire of Narrogin which comprises the Statement of Financial Position as at 30 June 2019, the Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity, Statement of Cash Flows and Rate Setting Statement for the year then ended, and notes comprising a summary of significant accounting policies and other explanatory information, and the Statement by the Chief Executive Officer.

In my opinion the annual financial report of the Shire of Narrogin:

- (i) is based on proper accounts and records; and
- (ii) fairly represents, in all material respects, the results of the operations of the Shire for the year ended 30 June 2019 and its financial position at the end of that period in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

##### **Basis for Opinion**

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report. I am independent of the Shire in accordance with the *Auditor General Act 2006* and the relevant ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the annual financial report. I have also fulfilled my other ethical responsibilities in accordance with the Code. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

##### **Emphasis of Matter – Basis of Accounting**

I draw attention to Note 1 to the annual financial report, which describes the basis of accounting. The annual financial report has been prepared for the purpose of fulfilling the Shire's annual financial reporting responsibilities under the Act. Regulation 16 of the Local Government (Financial Management) Regulations 1996 (Regulations), does not allow a local government to recognise some categories of land, including land under roads, as assets in the annual financial report. My opinion is not modified in respect of this matter.

##### **Responsibilities of the Chief Executive Officer and Council for the Financial Report**

The Chief Executive Officer (CEO) of the Shire is responsible for the preparation and fair presentation of the annual financial report in accordance with the requirements of the Act, the Regulations and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards. The CEO is also responsible for such internal control as the CEO determines is necessary to enable the preparation of an annual financial report that is free from material misstatement, whether due to fraud or error.

In preparing the annual financial report, the CEO is responsible for assessing the Shire's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the State government has made decisions affecting the continued existence of the Shire.

The Council is responsible for overseeing the Shire's annual financial reporting process.

***Auditor's Responsibility for the Audit of the Financial Report***

The objectives of my audit are to obtain reasonable assurance about whether the annual financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the annual financial report.

As part of an audit in accordance with Australian Auditing Standards, I exercise professional judgment and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the annual financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Shire's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the CEO.
- Conclude on the appropriateness of the CEO's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Shire's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the annual financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report, as we cannot predict future events or conditions that may have an impact.
- Evaluate the overall presentation, structure and content of the annual financial report, including the disclosures, and whether the annual financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Council and the CEO regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.



### **Report on Other Legal and Regulatory Requirements**

In accordance with the Local Government (Audit) Regulations 1996 I report that:

- (i) In my opinion, the following material matter indicates a significant adverse trend in the financial position of the Shire:
  - a. Operating Surplus Ratio as reported in Note 30 of the annual financial report is below the Department of Local Government, Sport and Cultural Industries' standard for the last three financial years.
- (ii) The following material matters indicating non-compliance with Part 6 of the *Local Government Act 1995*, the Local Government (Financial Management) Regulations 1996 or applicable financial controls of any other written law were identified during the course of my audit:
  - a. A large number of accounting journal entries were posted by one employee, with no evidence of review by a second employee. Accounting journals can represent significant adjustments to previously approved accounting transactions, and should therefore be appropriately reviewed and approved. This was addressed by the CEO after our interim audit in May 2019.
- (iii) All required information and explanations were obtained by me.
- (iv) All audit procedures were satisfactorily completed.
- (v) In my opinion, the asset consumption ratio and the asset renewal funding ratio included in the annual financial report were supported by verifiable information and reasonable assumptions.

### **Other Matter**

The financial ratios for 2017 in Note 30 of the annual financial report were audited by another auditor when performing their audit of the Shire for the year ending 30 June 2017. The auditor expressed an unmodified opinion on the annual financial report for that year.

### **Matters Relating to the Electronic Publication of the Audited Financial Report**

This auditor's report relates to the annual financial report of the Shire of Narrogin for the year ended 30 June 2019 included on the Shire's website. The Shire's management is responsible for the integrity of the Shire's website. This audit does not provide assurance on the integrity of the Shire's website. The auditor's report refers only to the annual financial report described above. It does not provide an opinion on any other information which may have been hyperlinked to/from this annual financial report. If users of the annual financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited annual financial report to confirm the information contained in this website version of the annual financial report.

SANDRA LABUSCHAGNE  
DEPUTY AUDITOR GENERAL  
Delegate of the Auditor General for Western Australia  
Perth, Western Australia  
28 November 2019



Shire of  
**Narrogin**  
*Love the life*

## **SHIRE OF NARROGIN**

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

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



**MINUTES**  
**AUDIT ADVISORY COMMITTEE MEETING**  
**11 December 2019**

The Chief Executive Officer recommends the endorsement of these minutes at the next Audit Committee Meeting of Council.

Signed: .....

Date **12 December 2019**

These minutes were confirmed at the Audit Committee Meeting held on .....

Signed: .....

(Presiding Person at the meeting at which minutes were confirmed)

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## **AUDIT ADVISORY COMMITTEE MEETING**

### **11 DECEMBER 2019**

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#### **1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS**

The Presiding Member, President Ballard, declared the meeting open at 5:06 pm.

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

##### **Committee Members (Voting)**

Mr L Ballard – Shire President (Presiding Member)

Cr S Lushey

Cr M Fisher

Cr G Broad

Cr C Bartron

Cr J Early

Cr B Seale

Cr G Ballard (arrived at 6.00 pm)

##### **Office of the Auditor General**

Mr M Ambrose – Senior Director – Office of Auditor General

Mr K Sathasivam – Senior Auditor, Financial Audit – Office of Auditor General

##### **Staff**

Mr D Stewart – Chief Executive Officer

Mr F Ludovico – Executive Manager Corporate & Community Services

Mr T Evans – Executive Manager Technical & Rural Services

Mr A Awang – Executive Manager Development & Regulatory Services

Mrs K Oborn – Manager Finance.

##### **Apologies**

Cr T Wiese – Deputy Shire President

Mr K Ng – Assistant Director Financial Audit – Office of Auditor General

#### **3. ELECTION OF CHAIRPERSON**

The members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3 of the Local Government Act 1995 (S5.12 Local Government Act 1995).



**COMMITTEE RESOLUTION**

Moved: Cr Fisher      Seconded: Cr Early

That Leigh Ballard be elected as presiding member of the Audit Advisory Committee

**CARRIED 7/0**

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

Nil

**5. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**OFFICER'S RECOMMENDATION AND COMMITTEE'S RESOLUTION**

Moved: Cr Fisher      Seconded: Cr Bartron

That the minutes of the Audit Committee Meeting held on 27 March 2019 be confirmed as an accurate record of the proceedings.

**CARRIED 7/0**

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

Nil

## 7. MATTERS WHICH REQUIRE DECISIONS

5.35 pm – Mr M Ambrose – Senior Director – Office of Auditor General and Mr K Sathasivam – Senior Auditor, Financial Audit – Office of Auditor General, joined the meeting by telephone.

6:00 pm – Cr G Ballard arrived.

### 7.1. ADOPTION OF 2018/19 ANNUAL FINANCIAL REPORT

<b>File Reference</b>	12.2.1, 4.2.6
<b>Disclosure of Interest</b>	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
<b>Applicant</b>	Shire of Narrogin
<b>Previous Item Numbers</b>	Nil
<b>Date</b>	4 December 2019
<b>Author</b>	Frank Ludovico – Executive Manager Corporate and Community Services
<b>Authorising Officer</b>	Dale Stewart – Chief Executive Officer
<b>Attachments</b>  1. Shire of Narrogin 2018/19 Annual Financial Report and Independent Audit Report 2. Letter from the Office of the Auditor General 3. Management Letter/Interim Audit Report	

#### Summary

The Office of the Auditor General (OAG) conducted the Annual Financial Audit for 2018/19 during October 2019.

This item discusses the outcomes of that audit.

Note: A representative from the OAG Mr Kevin Ng (Assistant Director – Financial Audit) will be participating in this item via teleconference.

#### Background

The Office of Auditor General conducted Council's Audit with an onsite audit on 14-25 October 2019 with the official signing off for the audit taking place on 28 November 2019.

#### Comment

The Independent Audit Report express the opinion that the Annual Financial report for the Shire of Narrogin is based on proper accounts and records and fairly represents the results of the operations for the Shire of Narrogin for the year ended 30 June 2019.

It is pleasing to note the Audit Report does not contain any qualification.

The OAG did raise areas for improvement in their Management Letter/Interim Audit Report and Independent Audit Report.

## Management Letter/Interim Audit Report

The Management Letter/Interim Audit Report contain a number of control matters raise by the OAG and the administration's response to those matters. These were not able to be brought to Council's attention until the annual audit was finalised. Since that report, certain matters have changed and an additional notation has been added to appropriate sections.

## Independent Audit Report

The Independent Audit Report raises two matters in respect to other legal and regulatory requirements, the adverse trend of the Operating Surplus Ratio and accounting journals not reviewed by a second employee.

In respect to ratios, an extract of Note 30 of the 2018/19 Annual Financial Statements is detailed below:

These ratios have been compared to the advisory standard contained in the Department of Local Government, Sporting and Cultural Industries (DLGSCI) Integrated Planning and Reporting Framework and Guidelines September 2016.

Note: DLGSCI also has another publication dealing with ratios, Local Government Guideline Number 18 Financial - Ratios – June 2013. The more modern guideline was used in the following analysis.

27.	FINANCIAL RATIOS	Standard	2019	2018	2017
	Current ratio	Achieved	3.32	5.15	3.53
	Asset consumption ratio	Improving	0.98	0.99	0.98
	Asset renewal funding ratio	Not Achieved	0.65	0.69	-
	Asset sustainability ratio	Not Achieved	.77	1.21	1.13
	Debt service cover ratio	Advanced	14.09	9.93	(3.21)
	Operating surplus ratio	Not Achieved	(.19)	(0.01)	(0.52)
	Own source revenue coverage ratio	Achieved	0.5	0.54	0.43

The Asset renewal funding ratio measures the ability of a local government to fund its projected asset renewal/replacements in the future. To meet the standard the ratio must be between 0.75 and 0.95. Continued improvements to asset management processes will enable us to work towards meeting the standard.

The Asset sustainability ratio measures the extent to which assets are being replaced as they reach the end of their useful lives. To meet the standard, the ratio needs to be higher than 0.9. Once again, continued improvements to asset management processes will enable us to work towards meeting the standard.

The Operating surplus ratio measures the local government's ability to cover its operational costs and have revenues available for capital funding or other purposes. To meet the standard the ratio must be between 0.0 and 0.15. The ratio excludes income from grants and highlights that most rural local governments require government grant support to provide services to their residents.

WANDRRA funding can impact the operating ratios, as significant expenses are incurred, well in advance of MRDWA approving claims. These must occur before the Shire can raise an invoice and / or account for the revenue from MRDWA, as a reimbursement to the Shire. As the timing of expenditure and revenues are not always aligned and, in this case, occur over two financial years, the operating ratios can be distorted.

In respect to the second matter - accounting journals not reviewed by a second employee, the OAG comment is that the non-performance of this activity indicates non-compliance with Part 6 of the Local Government Act 1995 (LGA). Part 6 of the LGA deals with the Financial Management of local governments.

The opinion of staff is that it is best practice to have an accounting journal reviewed by a second officer (this was noted in the Management Letter/Interim Audit Report item 2 and is now occurring) however, it does not constitute non-compliance with the LGA or associated regulations.

Staff have researched this matter and not been able to find in the LGA or associated regulations the statement that "accounting journals must be reviewed by a second officer". So, whilst this is technical point, the Shire cannot be non-compliant to the LGA and associated regulations because none of those documents state we must have "accounting journals reviewed by a second officer".

When challenged on this matter, the OAG refer to Regulation 5 of the Local Government (Financial Management) Regulations 1996 (FM Reg). This regulation states the CEO is to establish efficient systems and procedures in a local government for all manner of financial activities. Once again, a technical point, but Regulations 5 does not mandate "accounting journals reviewed by a second officer". If there is no specific mention of "accounting journals reviewed by a second officer" then, the Shire cannot be non-compliant to the LGA and associated regulations.

When the OAG was again challenged on this, they referred to auditing standard ASA 240 "The Auditors Responsibilities relating to fraud in an Audit of a Financial Report" where there is a reference to recording of inappropriate or unauthorised journal entries. Again, and it's a technicality, we may not have complied with the auditing standard but the Shire cannot be non-compliant to the LGA and associated regulations.

Regulation 5A FM Reg does indicate a local government must comply with the "AAS" and AAS is defined as the Australian Accounting Standards, made and amended from time to time by the Australian Accounting Standards Board. Once again, a technical difference.

Why are staff taking such an awkward stand? The matter is about the autonomy of local government Chief Executive Officers being able to determine the reasonable, proper and efficient controls, for the relevant organisation and the role of the OAG to recommend to local governments via the Audit Committee / Management, better practice vs non-compliance (breaches).

In smaller local governments, where the CEO often creates journals particularly at year end, does this mean they need the Shire President to review journals? Does that mean the Audit Committee is to be convened to review journals? What about the operational and strategic separation between officers and Council?

Staff reiterate that accounting journals are being reviewed by a second officer as this is good practice and has implemented this practice, however citing non-compliance to the LGA and associated regulations is, in officers' professional opinion, not correct.

The Annual Financial Report and Audit Report will now be incorporated into the Annual Report, which must be accepted by the local government by 31 December 2019. This document will be included in the Agenda for the Council Meeting of 18 December 2019.

### **Consultation**

- Dale Stewart – Chief Executive Officer
- Karen Oborn – Manager Finance
- Kevin Ng Assistant Director – Financial Audit OAG

### **Statutory Environment**

*Section 6.4 Local Government Act 1995 Financial report*

*Section 5.54 Local Government Act 1995 Acceptance of Annual Reports*

*Regulation 36 Local Government (Financial Management) Regulations 1996 - Annual financial report, content of (Act s.6.4(2))*

### **Policy Implications**

There are no policy implications on this matter.

### **Financial Implications**

The financial implications are detailed in the report under comment about ratios.

### **Strategic Implications**

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

### **Voting Requirements**

Simple Majority

6:08 pm – Mr M Ambrose and Mr K Sathasivam left the meeting.

**OFFICERS' RECOMMENDATION & COMMITTEE'S RESOLUTION**

Moved: Cr Seale      Seconded: Cr Broad

That with respect to 2018/19 Annual Report the Audit Committee:

1. Recommend to Council to accept the Annual Financial Report and Audit Report for the 2018/19 year; and
2. Note the implementation schedule of items discussed in the Management Letter and Interim Audit Report.

**CARRIED 8/0**

**8. CLOSURE OF MEETING**

There being no further business to discuss, the Presiding Member declared the meeting closed at 6:13 pm.

**SHIRE OF NARROGIN**  
**FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2019**

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**COMMUNITY VISION**

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

Principal place of business:  
89 Earl Street  
Narrogin  
WA 6390



**SHIRE OF NARROGIN  
FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2019**

*Local Government Act 1995  
Local Government (Financial Management) Regulations 1996*

**STATEMENT BY CHIEF EXECUTIVE OFFICER**

The attached financial report of the Shire of Narrogin for the financial year ended 30 June 2019 is based on proper accounts and records to present fairly the financial position of the Shire of Narrogin at 30 June 2019 and the results of the operations for the financial year then ended in accordance with the Local Government Act 1995 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Signed on the 25 day of November 2019

  
\_\_\_\_\_  
Chief Executive Officer

Dale Stewart

\_\_\_\_\_  
Name of Chief Executive Officer



SHIRE OF NARROGIN  
STATEMENT OF COMPREHENSIVE INCOME  
BY NATURE OR TYPE  
FOR THE YEAR ENDED 30TH JUNE 2019

	NOTE	2019 Actual \$	2019 Budget \$	2018 Actual \$
<b>Revenue</b>				
Rates	21(a)	4,838,905	4,780,240	4,645,781
Operating grants, subsidies and contributions	2(a)	4,013,897	3,334,682	4,915,104
Fees and charges	2(a)	1,706,542	1,648,033	1,744,031
Interest earnings	2(a)	250,026	177,100	219,007
Other revenue	2(a)	1,467,106	140,155	730,101
		12,276,476	10,080,210	12,254,024
<b>Expenses</b>				
Employee costs		(5,468,209)	(5,631,002)	(5,100,775)
Materials and contracts		(3,093,318)	(3,766,178)	(3,150,878)
Utility charges		(690,899)	(669,066)	(633,737)
Depreciation on non-current assets	10(b)	(3,631,766)	(2,508,848)	(2,721,917)
Interest expenses	2(b)	(41,325)	(41,325)	(53,609)
Insurance expenses		(260,371)	(250,411)	(251,493)
Other expenditure		(208,086)	(224,388)	(373,956)
		(13,393,974)	(13,091,218)	(12,286,365)
		(1,117,498)	(3,011,008)	(32,341)
Non-operating grants, subsidies and contributions	2(a)	809,023	846,982	2,133,477
Profit on asset disposals	10(a)	14,394	14,305	45,183
(Loss) on asset disposals	10(a)	(159,646)	(138,058)	(68,291)
		663,771	723,229	2,110,369
<b>Net result for the period</b>		<b>(453,727)</b>	<b>(2,287,779)</b>	<b>2,078,028</b>
<b>Other comprehensive income</b>				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus	11	(55,384)	0	16,599,666
<b>Total other comprehensive income for the period</b>		<b>(55,384)</b>	<b>0</b>	<b>16,599,666</b>
<b>Total comprehensive income for the period</b>		<b>(509,111)</b>	<b>(2,287,779)</b>	<b>18,677,694</b>

This statement is to be read in conjunction with the accompanying notes.



SHIRE OF NARROGIN  
STATEMENT OF COMPREHENSIVE INCOME  
BY PROGRAM  
FOR THE YEAR ENDED 30TH JUNE 2019

	NOTE	2019 Actual \$	2019 Budget \$	2018 Actual \$
<b>Revenue</b>				
	2(a)			
Governance		3,581	5,100	49,518
General purpose funding		7,472,292	6,073,827	7,162,111
Law, order, public safety		266,478	52,070	55,983
Health		53,404	11,500	10,920
Education and welfare		1,462,390	1,503,752	1,480,096
Housing		8,668	11,700	9,834
Community amenities		1,080,228	1,058,504	1,268,396
Recreation and culture		194,321	98,854	151,433
Transport		1,275,677	915,496	1,586,139
Economic services		275,187	258,407	314,910
Other property and services		184,250	91,000	164,684
		<u>12,276,476</u>	<u>10,080,210</u>	<u>12,254,024</u>
<b>Expenses</b>				
	2(b)			
Governance		(574,450)	(660,911)	(565,145)
General purpose funding		(274,816)	(277,815)	(186,911)
Law, order, public safety		(526,304)	(616,412)	(488,953)
Health		(256,031)	(270,696)	(208,193)
Education and welfare		(1,505,595)	(1,790,640)	(1,536,667)
Housing		(32,068)	(34,294)	(30,762)
Community amenities		(1,404,043)	(1,498,653)	(1,384,781)
Recreation and culture		(3,131,606)	(2,870,879)	(2,339,745)
Transport		(4,609,520)	(4,340,358)	(4,710,877)
Economic services		(823,228)	(653,803)	(679,511)
Other property and services		(214,988)	(35,432)	(101,211)
		<u>(13,352,649)</u>	<u>(13,049,893)</u>	<u>(12,232,756)</u>
<b>Finance Costs</b>				
	2(b)			
Governance		(12,396)	(12,396)	(16,146)
Recreation and culture		(22,203)	(22,203)	(27,398)
Transport		(90)	(90)	(2,279)
Economic services		(6,636)	(6,636)	(7,786)
		<u>(41,325)</u>	<u>(41,325)</u>	<u>(53,609)</u>
		<u>(1,117,498)</u>	<u>(3,011,008)</u>	<u>(32,341)</u>
Non-operating grants, subsidies and contributions	2(a)	809,023	846,982	2,133,477
Profit on disposal of assets	10(a)	14,394	14,305	45,183
(Loss) on disposal of assets	10(a)	(159,646)	(138,058)	(68,291)
		<u>663,771</u>	<u>723,229</u>	<u>2,110,369</u>
<b>Net result for the period</b>		<u>(453,727)</u>	<u>(2,287,779)</u>	<u>2,078,028</u>
<b>Other comprehensive income</b>				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus	11	(55,384)	0	16,599,666
<b>Total other comprehensive income for the period</b>		<u>(55,384)</u>	<u>0</u>	<u>16,599,666</u>
<b>Total comprehensive income for the period</b>		<u>(509,111)</u>	<u>(2,287,779)</u>	<u>18,677,694</u>

This statement is to be read in conjunction with the accompanying notes.





SHIRE OF NARROGIN  
STATEMENT OF FINANCIAL POSITION  
AS AT 30TH JUNE 2019

	NOTE	2019 \$	2018 \$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	7,906,681	6,976,077
Trade receivables	5	1,085,183	1,477,639
Inventories	6	7,310	7,280
<b>TOTAL CURRENT ASSETS</b>		<b>8,999,174</b>	<b>8,460,996</b>
<b>NON-CURRENT ASSETS</b>			
Trade receivables	5	186,915	160,318
Financial assets at fair value through other comprehensive income	7(b)	105,103	0
Inventories	6	0	177,273
Property, plant and equipment	8	57,798,156	57,801,337
Infrastructure	9	113,800,220	114,284,720
<b>TOTAL NON-CURRENT ASSETS</b>		<b>171,890,394</b>	<b>172,423,648</b>
<b>TOTAL ASSETS</b>		<b>180,889,568</b>	<b>180,884,644</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	12	611,006	536,823
Borrowings	13(a)	166,658	129,778
Employee related provisions	14	549,544	596,310
<b>TOTAL CURRENT LIABILITIES</b>		<b>1,327,208</b>	<b>1,262,911</b>
<b>NON-CURRENT LIABILITIES</b>			
Borrowings	13(a)	975,569	792,226
Employee related provisions	14	288,947	22,552
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>1,264,516</b>	<b>814,778</b>
<b>TOTAL LIABILITIES</b>		<b>2,591,724</b>	<b>2,077,689</b>
<b>NET ASSETS</b>		<b>178,297,844</b>	<b>178,806,955</b>
<b>EQUITY</b>			
Retained surplus		50,369,084	51,097,591
Reserves - cash backed	4	4,229,579	3,954,799
Revaluation surplus	11	123,699,181	123,754,565
<b>TOTAL EQUITY</b>		<b>178,297,844</b>	<b>178,806,955</b>

This statement is to be read in conjunction with the accompanying notes.



SHIRE OF NARROGIN  
STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30TH JUNE 2019

	NOTE	RETAINED SURPLUS \$	RESERVES CASH BACKED \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
<b>Balance as at 1 July 2017</b>		<b>49,200,100</b>	<b>3,774,262</b>	<b>107,154,899</b>	<b>160,129,261</b>
Comprehensive income					
Net result for the period		2,078,028	0	0	2,078,028
Other comprehensive income	11	0	0	16,599,666	16,599,666
Total comprehensive income		2,078,028	0	16,599,666	18,677,694
Transfers from/(to) reserves		(180,537)	180,537	0	0
<b>Balance as at 30 June 2018</b>		<b>51,097,591</b>	<b>3,954,799</b>	<b>123,754,565</b>	<b>178,806,955</b>
Comprehensive income					
Net result for the period		(453,727)	0	0	(453,727)
Other comprehensive income	11	0	0	(55,384)	(55,384)
Total comprehensive income		(453,727)	0	(55,384)	(509,111)
Transfers from/(to) reserves		(274,780)	274,780	0	0
<b>Balance as at 30 June 2019</b>		<b>50,369,084</b>	<b>4,229,579</b>	<b>123,699,181</b>	<b>178,297,844</b>

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF NARROGIN  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 30TH JUNE 2019

	NOTE	2019 Actual \$	2019 Budget \$	2018 Actual \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
<b>Receipts</b>				
Rates		4,744,950	4,830,240	4,628,429
Operating grants, subsidies and contributions		4,485,096	4,134,682	4,026,247
Fees and charges		1,706,542	1,648,033	1,744,031
Interest received		250,026	177,100	219,007
Goods and services tax received		658,672	0	728,663
Other revenue		1,467,106	140,155	728,959
		13,312,392	10,930,210	12,075,336
<b>Payments</b>				
Employee costs		(5,252,205)	(5,631,002)	(5,321,241)
Materials and contracts		(3,034,142)	(3,739,178)	(3,002,257)
Utility charges		(690,899)	(669,066)	(633,737)
Interest expenses		(41,325)	(41,325)	(51,651)
Insurance paid		(260,371)	(250,411)	(251,493)
Goods and services tax paid		(670,057)	0	(723,562)
Other expenditure		(208,086)	(224,388)	(373,956)
		(10,157,085)	(10,555,370)	(10,357,897)
<b>Net cash provided by (used in) operating activities</b>	15	3,155,307	374,840	1,717,439
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Payments for purchase of property, plant & equipment		(1,942,848)	(2,809,584)	(2,218,342)
Payments for construction of infrastructure		(1,934,464)	(2,379,347)	(1,892,950)
Non-operating grants, subsidies and contributions		809,023	846,982	2,133,477
Proceeds from sale of property, plant & equipment		604,761	742,571	481,898
<b>Net cash provided by (used in) investment activities</b>		(2,463,528)	(3,599,378)	(1,495,917)
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>				
Repayment of borrowings		(129,777)	(129,978)	(220,293)
Proceeds from new borrowings		350,000	350,000	0
<b>Net cash provided by (used in) financing activities</b>		220,223	220,022	(220,293)
<b>Net increase (decrease) in cash held</b>		912,002	(3,004,516)	1,229
Cash at beginning of year		6,976,077	7,056,233	6,974,848
Cash from Trust Account		18,602		
<b>Cash and cash equivalents at the end of the year</b>	15	7,906,681	4,051,717	6,976,077

This statement is to be read in conjunction with the accompanying notes.



SHIRE OF NARROGIN  
RATE SETTING STATEMENT  
FOR THE YEAR ENDED 30TH JUNE 2019

	NOTE	2019 Actual \$	2019 Budget \$	2018 Actual \$
<b>OPERATING ACTIVITIES</b>				
Net current assets at start of financial year - surplus/(deficit)	22 (b)	3,760,640	3,686,158	2,930,415
		3,760,640	3,686,158	2,930,415
<b>Revenue from operating activities (excluding rates)</b>				
Governance		3,581	5,100	49,518
General purpose funding		2,677,951	1,293,587	2,531,832
Law, order, public safety		266,478	52,070	55,983
Health		53,404	11,500	10,920
Education and welfare		1,464,072	1,505,434	1,480,096
Housing		8,668	11,700	9,834
Community amenities		1,082,425	1,058,504	1,268,569
Recreation and culture		194,321	98,854	151,433
Transport		1,285,192	924,095	1,630,187
Economic services		275,187	258,407	314,910
Other property and services		185,250	95,024	165,646
		7,496,529	5,314,275	7,668,928
<b>Expenditure from operating activities</b>				
Governance		(586,846)	(673,307)	(581,291)
General purpose funding		(274,816)	(277,815)	(186,911)
Law, order, public safety		(531,446)	(621,664)	(501,506)
Health		(256,031)	(270,696)	(208,193)
Education and welfare		(1,530,966)	(1,808,377)	(1,542,117)
Housing		(32,068)	(34,294)	(30,762)
Community amenities		(1,406,963)	(1,501,758)	(1,389,163)
Recreation and culture		(3,220,874)	(2,893,082)	(2,367,143)
Transport		(4,653,351)	(4,440,066)	(4,753,770)
Economic services		(829,864)	(660,439)	(687,297)
Other property and services		(230,395)	(47,778)	(106,503)
		(13,553,620)	(13,229,276)	(12,354,656)
Non-cash amounts excluded from operating activities	22(a)	4,141,376	2,632,601	2,782,421
Amount attributable to operating activities		1,844,925	(1,596,242)	1,027,108
<b>INVESTING ACTIVITIES</b>				
Non-operating grants, subsidies and contributions		809,023	846,982	2,133,477
Proceeds from disposal of assets	10(a)	604,761	742,571	481,898
Purchase of property, plant and equipment	8(a)	(1,942,848)	(2,809,584)	(2,218,342)
Purchase and construction of infrastructure	9(a)	(1,934,464)	(2,379,347)	(1,892,950)
Amount attributable to investing activities		(2,463,528)	(3,599,378)	(1,495,917)
<b>FINANCING ACTIVITIES</b>				
Repayment of borrowings	13(b)	(129,777)	(129,978)	(220,293)
Proceeds from borrowings	13(c)	350,000	350,000	0
Transfers to reserves (restricted assets)	4	(1,509,148)	(838,009)	(1,374,503)
Transfers from reserves (restricted assets)	4	1,234,368	1,033,367	1,193,966
Amount attributable to financing activities		(54,557)	415,380	(400,830)
Surplus/(deficit) before imposition of general rates		(673,160)	(4,780,240)	(869,639)
Total amount raised from general rates	21	4,794,341	4,780,240	4,630,279
Surplus/(deficit) after imposition of general rates	22(b)	4,121,181	0	3,760,640

This statement is to be read in conjunction with the accompanying notes.



## 1. BASIS OF PREPARATION

The financial report comprises general purpose financial statements which have been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads paragraph 15* and *AASB 116 Property, Plant and Equipment paragraph 7*.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

### CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

### THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

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 financial statements. A separate statement of those monies appears at Note 24 to these financial statements.

## 2. REVENUE AND EXPENSES

### (a) Revenue

#### Grant Revenue

Grants, subsidies and contributions are included as both operating and non-operating revenues in the Statement of Comprehensive Income:

	2019 Actual \$	2019 Budget \$	2018 Actual \$
<b>Operating grants, subsidies and contributions</b>			
Governance	0	5,000	18,552
General purpose funding	2,283,260	1,078,932	2,222,523
Law, order, public safety	222,768	23,670	13,058
Education and welfare	1,288,563	1,302,034	1,299,228
Community amenities	0	3,000	0
Recreation and culture	50,504	78,954	92,387
Transport	138,802	787,992	1,269,356
Economic services	0	14,100	0
Other property and services	30,000	41,000	0
	<b>4,013,897</b>	<b>3,334,682</b>	<b>4,915,104</b>
<b>Non-operating grants, subsidies and contributions</b>			
Law, order, public safety	0	0	884,503
Education and welfare	18,000	0	26,443
Recreation and culture	3,000	50,000	274,460
Transport	788,023	796,982	948,071
	<b>809,023</b>	<b>846,982</b>	<b>2,133,477</b>
<b>Total grants, subsidies and contributions</b>	<b>4,822,920</b>	<b>4,181,664</b>	<b>7,048,581</b>

#### SIGNIFICANT ACCOUNTING POLICIES

##### Grants, donations and other contributions

Grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions.

Where contributions recognised as revenues during the reporting period were obtained on the condition that they be expended in a particular manner or used over

##### Grants, donations and other contributions (Continued)

a particular period, and those conditions were undischarged as at the reporting date, the nature of and amounts pertaining to those undischarged conditions are disclosed in Note 20.

That note also discloses the amount of contributions recognised as revenues in a previous reporting period which were obtained in respect of the local government's operations for the current reporting period.



SHIRE OF NARROGIN  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2019

2. REVENUE AND EXPENSES (Continued)

(a) Revenue (Continued)	2019 Actual \$	2019 Budget \$	2018 Actual \$
<b>Significant revenue</b>			
Financial Assistance Grant - General	1,683,856	784,445	1,638,868
Financial Assistance Grant - Roads	599,404	254,487	583,655
Other Road Funding	1,935,490	1,637,564	2,393,368
	<u>4,218,750</u>	<u>2,676,496</u>	<u>4,615,891</u>
<b>Other revenue</b>			
Reimbursement Income - Operating (WANDRRA Funding)	1,013,775	0	1,566,053
Other	453,331	140,155	730,101
	<u>1,467,106</u>	<u>140,155</u>	<u>2,296,154</u>
<b>Fees and Charges</b>			
Governance	2,157	100	99
General purpose funding	45,964	30,100	40,525
Law, order, public safety	36,622	23,400	37,879
Health	29,938	11,500	9,637
Education and welfare	163,868	199,518	175,529
Housing	8,568	11,700	9,834
Community amenities	1,080,228	1,055,504	1,110,911
Recreation and culture	23,061	19,900	23,066
Transport	350	2,504	0
Economic services	257,808	243,807	289,016
Other property and services	57,978	50,000	47,535
	<u>1,706,542</u>	<u>1,648,033</u>	<u>1,744,031</u>
There were no changes during the year to the amount of the fees or charges detailed in the original budget.			
<b>Interest earnings</b>			
Reserve accounts interest	90,699	70,000	75,738
Rates instalment and penalty interest (refer Note 20(b))	66,256	53,000	63,009
Other interest earnings	93,071	54,100	80,260
	<u>250,026</u>	<u>177,100</u>	<u>219,007</u>

**SIGNIFICANT ACCOUNTING POLICIES**

**Interest earnings**

Interest income is calculated by applying the effective interest rate to the gross carrying amount of a financial asset except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

**Interest earnings (Continued)**

Interest income is presented as finance income where it is earned from financial assets that are held for cash management purposes

SHIRE OF NARROGIN  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2019

2. REVENUE AND EXPENSES (Continued)

(b) Expenses

	2019 Actual	2019 Budget	2018 Actual
	\$	\$	\$
<b>Significant expense</b>			
Road Construction Projects	1,557,958	1,742,644	1,260,319
Road Maintenance- WANDRRA	900,540	713,390	1,566,052
Street Upgrades & Museum Carpark	616,329	616,329	0
	3,074,827	3,072,363	2,826,371
<b>Auditors remuneration</b>			
- Audit of the Annual Financial Report	38,760	41,575	21,216
- Other services	1,000	800	800
	39,760	42,375	22,016
<b>Interest expenses (finance costs)</b>			
Borrowings (refer Note 13(b))	41,325	41,325	53,609
	41,325	41,325	53,609
<b>Rental charges</b>			
- Operating leases	28,191	24,076	20,465
	28,191	24,076	20,465

### 3. CASH AND CASH EQUIVALENTS

	NOTE	2019 \$	2018 \$
Cash at bank and on hand		7,906,681	6,976,077
		<u>7,906,681</u>	<u>6,976,077</u>
<b>Comprises:</b>			
- Unrestricted cash and cash equivalents		3,312,594	3,021,278
- Restricted cash and cash equivalents		<u>4,594,087</u>	<u>3,954,799</u>
		7,906,681	6,976,077
The following restrictions have been imposed by regulations or other externally imposed requirements:			
<b>Reserve accounts</b>			
Building Reserve	4	873,681	686,182
Refuse Site Reserve	4	435,109	376,474
Community Assisted Transport (CAT) Reserve	4	6,655	4,298
Narrogin Regional Recreation Centre Reserve	4	73,927	214,761
Employee Entitlement Reserve	4	334,863	387,576
Plant, Vehicle & Equipment Reserve	4	454,959	333,984
Economic Development Reserve	4	174,049	152,014
IT & Office Equipment Reserve	4	72,563	66,049
Tourism & Area Promotion Reserve	4	77,202	75,470
Unspent Grants & Contribution Reserve	4, 20	203,773	44,817
HACC Reserve	4	584,487	784,351
CHCP Reserve	4	122,909	241,070
CHSP Reserve	4	347,664	160,969
Road construction reserve	4	329,405	301,328
Asset Valuation reserve	4	31,309	30,610
Landcare Reserve	4	97,024	94,846
Narrogin Airport Reserve	4	10,000	0
		<u>4,229,579</u>	<u>3,954,799</u>
<b>Other restricted cash and cash equivalents</b>			
Bonds & Deposits Held (previously recorded as Trust)	24	18,602	0
Unspent loans	13(d)	<u>345,905</u>	<u>0</u>
<b>Total restricted cash and cash equivalents</b>		<u>4,594,087</u>	<u>3,954,799</u>

### SIGNIFICANT ACCOUNTING POLICIES

#### Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash.

#### Cash and cash equivalents (Continued)

and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.



#### 4. RESERVES - CASH BACKED

	2019 Actual Opening Balance	2019 Actual Transfer to	2019 Actual Transfer (from)	2019 Actual Closing Balance	2019 Budget Opening Balance	2019 Budget Transfer to	2019 Budget Transfer (from)	2019 Budget Closing Balance	2018 Actual Opening Balance	2018 Actual Transfer to	2018 Actual Transfer (from)	2018 Actual Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
(a) Building Reserve	686,182	187,499	0	873,681	686,182	92,444	(280,000)	498,626	556,072	270,266	(140,156)	686,182
(b) Refuse Site Reserve	376,474	58,635	0	435,109	376,475	56,827	0	433,302	428,322	88,681	(140,529)	376,474
(c) Community Assisted Transport (CAT) Reserve	4,298	2,357	0	6,655	4,297	7,203	(11,500)	0	8,021	5,901	(9,624)	4,298
(d) Narrogin Regional Recreation Centre Reserve	214,761	144,925	(285,759)	73,927	214,761	143,895	(90,000)	268,656	180,691	83,664	(49,594)	214,761
(e) Employee Entitlement Reserve	387,576	8,891	(61,604)	334,863	387,576	7,029	0	394,605	372,364	49,248	(34,036)	387,576
(f) Plant, Vehicle & Equipment Reserve	333,984	516,164	(395,189)	454,959	333,984	431,057	(442,500)	322,541	393,454	417,569	(477,039)	333,984
(g) Economic Development Reserve	152,014	22,035	0	174,049	152,014	21,309	0	173,323	148,995	3,019	0	152,014
(h) IT & Office Equipment Reserve	66,049	6,514	0	72,563	66,049	6,198	0	72,247	15,734	50,315	0	66,049
(i) Tourism & Area Promotion Reserve	75,470	1,733	0	77,203	75,469	1,369	0	76,838	73,970	1,500	0	75,470
(j) Unspent Grants & Contribution Reserve	44,817	203,956	(44,999)	203,774	44,816	811	(4,724)	40,903	190,485	4,122	(149,790)	44,817
(k) HACC Reserve	784,351	44,896	(244,761)	584,486	784,351	14,224	(139,916)	658,659	645,352	138,999	0	784,351
(l) CHCP Reserve	241,070	5,533	(123,694)	122,909	241,070	4,372	(53,213)	192,229	165,412	75,658	0	241,070
(m) CHSP Reserve	160,969	265,056	(78,362)	347,663	160,970	2,919	(11,514)	152,375	120,088	81,079	(40,198)	160,969
(n) Road construction reserve	301,328	28,077	0	329,405	301,328	47,797	0	349,125	445,302	9,026	(153,000)	301,328
(o) Asset Valuation reserve	30,610	699	0	31,309	30,610	555	0	31,165	30,000	610	0	30,610
(p) Landcare Reserve	94,846	2,178	0	97,024	94,846	0	0	94,846	0	94,846	0	94,846
(q) Narrogin Airport Reserve	0	10,000	0	10,000	0	0	0	0	0	0	0	0
	3,954,799	1,509,148	(1,234,368)	4,229,579	3,954,798	838,009	(1,033,367)	3,759,440	3,774,262	1,374,503	(1,193,966)	3,954,799

All of the reserve accounts are supported by money held in financial institutions and match the amount shown as restricted cash in Note 3 to this financial report.

In accordance with Council resolutions in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

Name of Reserve	Anticipated date of use	Purpose of the reserve
(a) Building Reserve	Ongoing	To support the acquisition, upgrade or enhancements of buildings within the district.
(b) Refuse Site Reserve	Ongoing	To fund infrastructure development and rehabilitation costs associates with the Shire's tip site as well the purchase and development a regional waste facility.
(c) Community Assisted Transport (CAT) Reserve	Ongoing	To fund the replacement/change over of the CATS vehicle.
(d) Narrogin Regional Recreation Centre Reserve	Ongoing	To fund YMCA additional maintenance works as well as acquisitions, upgrades and enhancement of the building, major plant & equipment items.
(e) Employee Entitlement Reserve	Ongoing	To fund current and past employee's leave entitlements and redundancy payouts.
(f) Plant, Vehicle & Equipment Reserve	Ongoing	To support the purchase/replacement of motor vehicles, and heavy plant and equipment.
(g) Economic Development Reserve	Ongoing	To fund economic development projects that will benefit the district.
(h) IT & Office Equipment Reserve	Ongoing	To fund the purchase and upgrade of computer equipment, software and office equipment.
(i) Tourism & Area Promotion Reserve	Ongoing	For the purpose of tourism & district promotion activities, significant events and festivals which includes banner poles, entry statements and outdoor digital screens.
(j) Unspent Grants & Contribution Reserve	Ongoing	To store unspent grants and contributions. Funds can only be expended on items that have been approved by the relevant grant agreement/funding body.
(k) HACC Reserve	Ongoing	To store unspent H.A.C.C grant funds that can fund the purchase of assets, payout of Homecare employee entitlements and other projects that have been approved by the Funding Body.
(l) CHCP Reserve	Ongoing	To store unspent C.H.C.P grant funds that can fund the purchase of assets, payout of Homecare employee entitlements and other projects that have been approved by the Funding Body.
(m) CHSP Reserve	Ongoing	To store unspent C.H.S.P grant funds that can fund the purchase of assets, payout of Homecare employee entitlements and other projects that have been approved by the Funding Body.
(n) Road construction reserve	Ongoing	To be used on road construction projects.
(o) Asset Valuation reserve	Ongoing	To fund asset valuations.
(p) Landcare Reserve	Ongoing	To fund future natural resource management activities aligned with the principles established in the former NLDCO letter dated 6/6/17 (ICR1712270).
(q) Narrogin Airport Reserve	Ongoing	For the purpose of supporting and funding infrastructure development, maintenance, acquisition, upgrade or enhancements and grant funding to the Narrogin Airport.

## 5. TRADE RECEIVABLES

### Current

Rates receivable	
Sundry receivables	
GST receivable	
Allowance for impairment of receivables	
Accrued Income / Payments in Advance	

### Non-current

Pensioner's rates and ESL deferred	
------------------------------------	--

2019	2018
\$	\$
399,381	332,023
647,633	1,118,088
71,948	60,563
(38,020)	(37,776)
4,241	4,741
1,085,183	1,477,639
186,915	160,318
186,915	160,318

## SIGNIFICANT ACCOUNTING POLICIES

### Trade and other receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectible amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

### Impairment and risk exposure

Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 23.

### Previous accounting policy: Impairment of trade receivables

In the prior year, the impairment of trade receivables was assessed based on the incurred loss model. Individual receivables which were known to be uncollectible were written off by reducing the carrying amount directly. The other receivables were assessed collectively to determine whether there was objective evidence that an impairment had been incurred but not yet identified. For these receivables the estimated impairment losses were recognised in a separate provision for impairment.

### Classification and subsequent measurement

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Trade receivables are held with the objective to collect the contractual cashflows and therefore measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.



## 6. INVENTORIES

### Current

Fuel and Materials

2019	2018
\$	\$
7,310	7,280
7,310	7,280

### Non-current

Land held for resale - cost

Cost of acquisition

This land is accounted for in the Asset Register and from the 30/06/2018 is no longer an inventory item.

0	177,273
0	177,273

The following movements in inventories occurred during the year:

### Carrying amount at 1 July

Inventories expensed during the year

Previously recorded as L&B Asset as well as Land for Resale

Additions to inventory

### Carrying amount at 30 June

184,553	191,048
(223,663)	(214,574)
(177,273)	0
223,693	208,079
7,310	184,553

## SIGNIFICANT ACCOUNTING POLICIES

### General

Inventories are measured 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 necessary to make the sale.

**NOTE:** in 2018 this asset was recorded both as L&B and Land for Resale - this entry is to reverse that duplication.

## 7. OTHER FINANCIAL ASSETS

	2019	2018
	\$	\$
(a) Current assets	0	0
(b) Non-current assets		
Financial assets at fair value through other comprehensive income	105,103	0
	105,103	0
<b>Financial assets at fair value through other comprehensive income</b>		
- Units in Local Government House Trust	105,103	0
	105,103	0

## SIGNIFICANT ACCOUNTING POLICIES

### Impairment and risk

Information regarding impairment and exposure to risk can be found at Note 23.

## 8. PROPERTY, PLANT AND EQUIPMENT

### (a) Movements in Carrying Amounts

Movement in the carrying amounts of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Land - freehold land	Total land	Buildings - non- specialised	Buildings - specialised	Total buildings	Total land and buildings	Furniture and equipment	Plant and equipment	Artwork	Total property, plant and equipment
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Balance at 1 July 2017</b>	10,348,000	10,348,000	1,113,573	41,075,108	42,188,681	52,536,681	232,880	3,771,501	0	56,541,062
Additions	0	0	345,740	110,358	456,098	456,098	3,418	1,758,826		2,218,342
(Disposals)	0	0	0	0	0	0	0	(505,006)	0	(505,006)
Revaluation increments / (decrements) transferred to revaluation surplus	0	0	200,000	0	200,000	200,000	0	0	0	200,000
Depreciation (expense)	0	0	(28,526)	(613,480)	(642,006)	(642,006)	(42,127)	(383,121)	0	(1,067,254)
Transfers	124,998	124,998	230,843	4,620	235,463	360,461	53,732	0	0	414,193
<b>Carrying amount at 30 June 2018</b>	10,472,998	10,472,998	1,861,630	40,576,606	42,438,236	52,911,234	247,903	4,642,200	0	57,801,337
<b>Comprises:</b>										
Gross carrying amount at 30 June 2018	10,472,998	10,472,998	1,942,770	41,803,423	43,746,193	54,219,191	316,485	5,268,565	0	59,804,241
Accumulated depreciation at 30 June 2018	0	0	(81,140)	(1,226,817)	(1,307,957)	(1,307,957)	(68,582)	(626,365)	0	(2,002,904)
<b>Carrying amount at 30 June 2018</b>	10,472,998	10,472,998	1,861,630	40,576,606	42,438,236	52,911,234	247,903	4,642,200	0	57,801,337
Additions	0	0	461,673	331,614	793,287	793,287	65,308	1,084,253	0	1,942,848
(Disposals)	0	0	0	0	0	0	0	(750,013)	0	(750,013)
Revaluation increments / (decrements) transferred to revaluation surplus	0	0	0	0	0	0	(2,306)	(331,223)	350,315	16,786
Depreciation (expense)	0	0	(130,497)	(615,121)	(745,618)	(745,618)	(55,155)	(412,029)	0	(1,212,802)
Transfers	0	0	0	0	0	0	140,200	(140,200)	0	0
	0	0	41,480	0	41,480	41,480		(41,480)	0	0
<b>Carrying amount at 30 June 2019</b>	10,472,998	10,472,998	2,234,286	40,293,099	42,527,385	53,000,383	395,950	4,051,508	350,315	57,798,156
<b>Comprises:</b>										
Gross carrying amount at 30 June 2019	10,472,998	10,472,998	2,454,786	42,135,037	44,589,823	55,062,821	395,950	4,051,508	350,315	59,860,594
Accumulated depreciation at 30 June 2019	0	0	(220,500)	(1,841,938)	(2,062,438)	(2,062,438)	0	0	0	(2,062,438)
<b>Carrying amount at 30 June 2019</b>	10,472,998	10,472,998	2,234,286	40,293,099	42,527,385	53,000,383	395,950	4,051,508	350,315	57,798,156

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8. PROPERTY, PLANT AND EQUIPMENT (Continued)

(b) Fair Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
<b>Land and buildings</b>					
Land - freehold land	2	Market approach using recent observable market data for similar assets.	Independent Valuer	June 2016	Price per hectare.
Buildings - non-specialised	2	Market approach using recent observable market data for similar properties.	Independent Valuer	June 2016	Construction costs and current condition (level 2), residual values and remaining useful life assessments (level 3) inputs.
Buildings - specialised	3	Cost approach and depreciated replacement cost.	Independent Valuer	June 2016	Construction costs and current condition (level 2), residual values and remaining useful life assessments (level 3) inputs.
Furniture and equipment	3	Cost approach and depreciated replacement cost.	Independent Valuer	June 2019	Purchase costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Artwork	2	Market value using recent observable market data for items	Independent Valuer	June 2018	Price per item.
<b>Plant and equipment</b>					
- Independent valuation 2019	2	Market value using recent observable market data for similar plant and equipment	Independent Valuer	June 2019	Market price based on make, size, year of manufacture and condition.
- Independent valuation 2019	3	Cost approach and depreciated replacement cost.	Independent Valuer	June 2019	Purchase costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.



## 9. INFRASTRUCTURE

### (a) Movements in Carrying Amounts

Movement in the carrying amounts of each class of infrastructure between the beginning and the end of the current financial year.

	Infrastructure - Roads	Infrastructure - Footpaths	Infrastructure - Drainage	Infrastructure - Parks and Ovals	Infrastructure - Other	Infrastructure - Bridges	Total Infrastructure
	\$	\$	\$	\$	\$	\$	\$
Balance at 1 July 2017	86,518,608	2,009,483	4,537,899	2,985,662	2,009,308	0	98,060,960
Additions	1,154,035	88,422	23,340	0	627,153	0	1,892,950
Revaluation increments / (decrements) transferred to revaluation surplus	10,999,587	819,007	2,506,732	169,428	(165,588)	2,070,500	16,399,666
Depreciation (expense)	(1,382,696)	(52,021)	(92,884)	(34,026)	(93,036)	0	(1,654,663)
Transfers	0	0	0	1,627,736	(2,041,929)	0	(414,193)
Carrying amount at 30 June 2018	97,289,534	2,864,891	6,975,087	4,748,800	335,908	2,070,500	114,284,720
Comprises:							
Gross carrying amount at 30 June 2018	97,289,534	2,864,891	6,975,087	4,748,800	335,908	2,070,500	114,284,720
Carrying amount at 30 June 2018	97,289,534	2,864,891	6,975,087	4,748,800	335,908	2,070,500	114,284,720
Additions	1,478,216	52,300	2,194	13,203	388,551	0	1,934,464
Depreciation (expense)	(1,547,937)	(71,622)	(139,502)	(537,578)	(22,404)	(99,921)	(2,418,964)
Carrying amount at 30 June 2019	97,219,813	2,845,569	6,837,779	4,224,425	702,055	1,970,579	113,800,220
Comprises:							
Gross carrying amount at 30 June 2019	98,767,750	2,917,191	6,977,281	4,762,003	724,459	2,070,500	116,219,184
Accumulated depreciation at 30 June 2019	(1,547,937)	(71,622)	(139,502)	(537,578)	(22,404)	(99,921)	(2,418,964)
Carrying amount at 30 June 2019	97,219,813	2,845,569	6,837,779	4,224,425	702,055	1,970,579	113,800,220

## 9. INFRASTRUCTURE (Continued)

### (b) Fair Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
Infrastructure - Roads	3	Cost approach using depreciated replacement cost.	Independent Valuer	June 2018	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Infrastructure - Footpaths	3	Cost approach using depreciated replacement cost.	Independent Valuer	June 2018	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Infrastructure - Drainage	3	Cost approach using depreciated replacement cost.	Independent Valuer	June 2018	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Infrastructure - Parks and Ovals	3	Cost approach using depreciated replacement cost.	Independent Valuer	June 2018	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Infrastructure - Other	3	Cost approach using depreciated replacement cost.	Independent Valuer	June 2018	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Infrastructure - Bridges	3	Cost approach using depreciated replacement cost.	Independent Valuer	June 2018	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.

## 9. PROPERTY, PLANT AND EQUIPMENT (INCLUDING INFRASTRUCTURE)

### SIGNIFICANT ACCOUNTING POLICIES

#### Fixed assets

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

#### Initial recognition and measurement between mandatory revaluation dates

All assets are initially recognised at cost where the fair value of the asset at date of acquisition is equal to or above \$5,000. All assets are subsequently revalued in accordance with the mandatory measurement framework.

In relation to this initial measurement, 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 Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework.

#### Revaluation

The fair value of fixed assets is determined at least every three years and no more than five years in accordance with the regulatory framework. At the end of each period the valuation is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with *Local Government (Financial Management) Regulation 17A (2)* which requires property, plant and equipment to be shown at fair value.

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

### AUSTRALIAN ACCOUNTING STANDARDS - INCONSISTENCY

#### Land under control

In accordance with *Local Government (Financial Management) Regulation 16(a)(ii)*, the Shire was required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of State or Regional significance.

Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with the other policies detailed in this Note.

#### Land under roads

In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in *Australian Accounting Standard AASB 1051 Land Under Roads* and the fact *Local Government (Financial Management) Regulation 16(a)(i)* prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, *Local Government (Financial Management) Regulation 16(a)(i)* prohibits local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of AASB 1051, *Local Government (Financial Management) Regulation 4(2)* provides, in the event of such an inconsistency, the *Local Government (Financial Management) Regulations* prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Shire.



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10. PROPERTY, PLANT AND EQUIPMENT (INCLUDING INFRASTRUCTURE) (Continued)

(a) Disposals of Assets

	2019 Actual Net Book Value	2019 Actual Sale Proceeds	2019 Actual Profit	2019 Actual Loss	2019 Budget Net Book Value	2019 Budget Sale Proceeds	2019 Budget Profit	2019 Budget Loss	2018 Actual Net Book Value	2018 Actual Sale Proceeds	2018 Actual Profit	2018 Actual Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant and equipment	750,013	604,761	14,394	(159,646)	866,324	742,571	14,305	(138,058)	505,006	481,898	45,183	(68,291)
	750,013	604,761	14,394	(159,646)	866,324	742,571	14,305	(138,058)	505,006	481,898	45,183	(68,291)

The following assets were disposed of during the year.

	2019 Actual Net Book Value	2019 Actual Sale Proceeds	2019 Actual Profit	2019 Actual Loss
<b>Plant and Equipment</b>				
<b>Law, order, public safety</b>				
1GNZ817 Isuzu FSS 550 3.4 Fire Unit	28,710	27,273	0	(1,437)
<b>Education and welfare</b>				
NGN10179 2006 Mercedes Sprinter	11,500	13,182	1,682	0
NGN219 2018 Toyota Camry	23,891	17,818	0	(6,073)
NGN847 Ford Mondeo 2014	13,259	8,364	0	(4,895)
NGN839 2015 Nissan Altima	18,421	10,000	0	(8,421)
Brush Cutter 2018	861	0	0	(861)
Honda HRU216 Lawn Mower	1,590	0	0	(1,590)
NGN13077 2008 Loadstar Trailer	3,531	0	0	(3,531)
<b>Community amenities</b>				
NGN00 Holden LTZ Trailblazer	33,392	35,589	2,197	0
NGN00 Pajero Sport GLX 2018	33,963	31,043	0	(2,920)
<b>Recreation and culture</b>				
NRRC Air conditioner	668	0	0	(668)
NRRC Solar Power Generator 10Kw	66,398	0	0	(66,398)
<b>Transport</b>				
NGN11845 2010 Toro JD GM7210 72 Mower	12,032	5,000	0	(7,032)
NGN677 2014 Toro Zero Turn Ride on Mower	11,477	10,000	0	(1,477)
NO05 2013 Holden Colorado Duel Cab	21,887	18,182	0	(3,705)
NO592 Mitsubishi Triton 2014	7,700	13,818	6,118	0
1NO Nissan Navara Duel Cab 4x4	23,190	21,545	0	(1,645)
NGN802 2013 Mitsubishi Triton Ute	16,099	11,545	0	(4,554)
00NGN Mitsubishi Triton Dual 2015	27,807	18,727	0	(9,080)
ONO LTZ Holden Trailblazer 2018	35,288	35,480	192	0
NO01 2018 Holden Colorado MY18 Trailblazer	35,012	35,152	140	0
ONO LTZ Holden Trailblazer 2018	34,584	35,589	1,005	0
NO01 2018 Holden Colorado MY19	34,445	35,152	707	0
NO1 1999 UD Nissan Diesel Tip Truck	31,147	20,000	0	(11,147)
NO3 1999 UD Nissan Diesel Tip Truck	27,918	20,000	0	(7,918)
ONO LTZ Holden Trailblazer 2019	35,298	36,652	1,354	0
1TNR029 2012 Loadstar Boxtop Tradesman Trailer 7x4	889	0	0	(889)
<b>Other property and services</b>				
002NGN 2016 Holden Cruz	14,299	8,636	0	(5,663)
1NGN 2017 Pajero Exceed	47,323	46,550	0	(773)
NGN0 Holden Cruze 2015	14,099	10,000	0	(4,099)
1NGN 2018 Pajero Exceed	49,868	46,123	0	(3,745)
ONGN Ford Escape 2018	32,341	33,342	1,001	0
Electrical Cable Testing Equipment	1,126	0	0	(1,126)
	750,013	604,762	14,396	(159,647)

# 10. PROPERTY, PLANT AND EQUIPMENT (INCLUDING INFRASTRUCTURE) (Continued)

## (b) Depreciation

	2019 Actual	2019 Budget	2018 Actual
	\$	\$	\$
Buildings - non-specialised	130,497	592,952	28,526
Buildings - specialised	615,121	0	613,480
Furniture and equipment	55,155	38,400	42,127
Plant and equipment	412,029	352,633	383,121
Infrastructure - Roads	1,547,937	1,278,335	1,382,696
Infrastructure - Footpaths	71,622	47,512	52,021
Infrastructure - Drainage	139,502	85,636	92,884
Infrastructure - Parks and Ovals	537,578	31,502	34,026
Infrastructure - Other	22,404	81,878	93,036
Infrastructure - Bridges	99,921	0	0
	3,631,766	2,508,848	2,721,917

## SIGNIFICANT ACCOUNTING POLICIES

### Depreciation

The depreciable amount of all fixed assets including buildings but excluding freehold land and vested land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

### Depreciation rates

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Asset Class	Useful life
Buildings	5 to 100 years
Furniture and equipment	4 to 10 years
Plant and equipment	5 to 15 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads	
formation	not depreciated
pavement	50 years
Formed roads (unsealed)	
formation	12 years
pavement	not depreciated
Footpaths - slab	50 years
Sewerage piping	40 years
Water supply piping and drainage systems	50 to 75 years
Other Infrastructure	10 to 50 years
Bridges	75 to 100 years

### Depreciation (Continued)

When an item of property, plant and equipment is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset. For example, the gross carrying amount may be restated by reference to observable market data or it may be restated proportionately to the change in the carrying amount. The accumulated depreciation at the date of the revaluation is adjusted to equal the difference between the gross carrying amount and the carrying amount of the asset after taking into account accumulated impairment losses; or
- Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

# 11. REVALUATION SURPLUS

	2019 Opening Balance	2019 Revaluation Increment	2019 Revaluation (Decrement)	Total Movement on Revaluation	2019 Closing Balance	2018 Opening Balance	2018 Revaluation Increment	2018 Revaluation (Decrement)	Total Movement on Revaluation	2018 Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revaluation surplus - Land and buildings	43,964,496	0	(177,273)	(177,273)	43,787,223	43,764,496	200,000	0	200,000	43,964,496
Revaluation surplus - Furniture and equipment	26,635	0	(2,306)	(2,306)	24,329	26,635	0	0	0	26,635
Revaluation surplus - Plant and equipment	1,093,697	0	(331,223)	(331,223)	762,474	1,093,697	0	0	0	1,093,697
Revaluation surplus - Artwork	0	350,315	0	350,315	350,315	0	0	0	0	0
Revaluation surplus - Infrastructure - Roads	66,216,935	0	0	0	66,216,935	55,217,348	10,999,587	0	10,999,587	66,216,935
Revaluation surplus - Infrastructure - Footpaths	1,825,795	0	0	0	1,825,795	1,006,788	819,007	0	819,007	1,825,795
Revaluation surplus - Infrastructure - Drainage	6,380,837	0	0	0	6,380,837	3,874,105	2,506,732	0	2,506,732	6,380,837
Revaluation surplus - Infrastructure - Parks and Ovals	2,108,515	0	0	0	2,108,515	1,939,087	169,428	0	169,428	2,108,515
Revaluation surplus - Infrastructure - Other	67,155	0	0	0	67,155	232,743	0	(165,588)	(165,588)	67,155
Revaluation surplus - Infrastructure - Bridges	2,070,500	0	0	0	2,070,500	0	2,070,500	0	2,070,500	2,070,500
Revaluation surplus - Investment LG House	0	105,103	0	105,103	105,103	0	0	0	0	0
	123,754,565	455,418	(510,802)	(55,384)	123,876,454	107,154,899	16,765,254	(165,588)	16,599,666	123,754,565

Movements on revaluation of property, plant and equipment (including infrastructure) are not able to be reliably attributed to a program as the assets were revalued by class as provided for by AASB 116 Aus 40.1.



## 12. TRADE AND OTHER PAYABLES

	2019	2018
	\$	\$
<b>Current</b>		
Sundry creditors	265,704	333,512
Accrued salaries and wages	67,608	56,981
ATO liabilities	120,141	134,393
Other Creditors	(121)	(3,854)
Accrued Expenses	139,072	15,791
Bonds & Deposits Held (previously recorded as Trust)	18,602	0
	<u>611,006</u>	<u>536,823</u>

### SIGNIFICANT ACCOUNTING POLICIES

#### Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the Shire 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, are recognised as a current liability and are normally paid within 30 days of recognition.

SHIRE OF NARROGIN  
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13. INFORMATION ON BORROWINGS

(a) Borrowings		2019		2018	
		\$	\$	\$	\$
Current		166,658	129,778		
Non-current		975,569	792,226		
		1,142,227	922,004		

(b) Repayments - Borrowings																							
Particulars	Loan Number	Institution	Interest Rate	30 June 2019					30 June 2019					30 June 2019					30 June 2018				
				Actual Principal 1 July 2018	Actual New Loans	Actual Principal repayments	Actual Interest repayments	Actual Principal outstanding	Budget Principal 1 July 2018	Budget New Loans	Budget Principal repayments	Budget Interest repayments	Budget Principal outstanding	Actual Principal 1 July 2017	Actual New Loans	Actual Principal repayments	Actual Interest repayments	Actual Principal outstanding					
				\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$					
Governance																							
Corporate Software & Server Upgrade	125	WATC *	3.33%	0	0	0	109	0	0	0	0	46,953	0	46,953	1,627	0							
Administration Building Extension	128	WATC *	2.69%	369,354	0	41,968	12,287	327,386	348,510	0	41,968	12,396	306,542	410,216	0	40,862	14,520	369,354					
Recreation and culture																							
Narrogin Regional Leisure Centre	121B	WATC *	5.51%	267,883	0	48,681	15,419	219,202	263,930	0	48,682	15,420	215,248	313,915	0	46,032	18,877	267,883					
Town Hall Renovations	126	WATC *	3.86%	154,100	0	28,509	6,784	125,591	139,981	0	28,709	6,784	111,272	181,540	0	27,440	8,520	154,100					
Transport																							
Shire Depot	51	WATC *	7.19%	0	0	0	90	0	0	0	0	89	0	35,004	0	35,004	2,279	0					
Economic services																							
Commercial Property	124	WATC *	5.97%	0	0	0	0	0	0	0	0	0	0	13,844	0	13,844	550	0					
Industrial Land	127	WATC *	4.48%	130,667	0	10,619	6,636	120,048	125,416	0	10,619	6,636	114,797	140,825	0	10,158	7,236	130,667					
Accommodation Units	129	WATC *	2.03%	0	350,000	0	0	350,000	0	350,000	0	0	350,000	0	0	0	0	0					
				922,004	350,000	129,777	41,325	1,142,227	877,837	350,000	129,978	41,325	1,097,859	1,142,297	0	220,293	53,609	922,004					

\* WA Treasury Corporation

SHIRE OF NARROGIN  
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13. INFORMATION ON BORROWINGS (Continued)

(c) New Borrowings - 2018/19

Particulars/Purpose	Institution	Loan Type	Term Years	Interest Rate	Amount Borrowed		Amount (Used)		Total Interest & Charges	Actual Balance Unspent
					2019 Actual	2019 Budget	2019 Actual	2019 Budget		
Accommodation Units	WATC	Principle & Interest	10	2.03%	\$ 350,000	\$ 350,000	\$ 4,095	\$ 350,000	\$ 0	\$ 345,905
					350,000	350,000	4,095	350,000	0	345,905

(d) Unspent Borrowings

Particulars	Date Borrowed	Unspent Balance	Borrowed During Year	Expended During Year	Unspent Balance
		1 July 2018			30 June 2019
Accommodation Units	WATC	\$ 0	\$ 350,000	\$ 4,095	\$ 345,905
		0	350,000	4,095	345,905

	2019	2018
<b>(e) Undrawn Borrowing Facilities</b>	\$	\$
<b>Credit Standby Arrangements</b>		
Bank overdraft limit	400,000	400,000
Credit card limit	15,000	15,000
Credit card balance at balance date	1,539	2,578
<b>Total amount of credit unused</b>	<b>413,461</b>	<b>412,422</b>
<b>Loan facilities</b>		
Loan facilities - current	166,658	129,778
Loan facilities - non-current	975,569	792,226
<b>Total facilities in use at balance date</b>	<b>1,142,227</b>	<b>922,004</b>

**SIGNIFICANT ACCOUNTING POLICIES**

**Financial liabilities**

Financial liabilities are recognised at fair value when the Shire becomes a party to the contractual provisions to the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

**Borrowing costs**

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

**Risk**

Information regarding exposure to risk can be found at Note 23.



#### 14. EMPLOYEE RELATED PROVISIONS

Employee Related Provisions	Provision for Annual Leave	Provision for Long Service Leave	Total
	\$	\$	\$
<b>Opening balance at 1 July 2018</b>			
Current provisions	351,876	244,434	596,310
Non-current provisions	0	22,552	22,552
	351,876	266,986	618,862
 Additional provision	302,478	230,952	533,429
Amounts used	(272,933)	(40,868)	(313,800)
<b>Balance at 30 June 2019</b>	381,421	457,070	838,491
 <b>Comprises</b>			
Current	381,421	168,123	549,544
Non-current	0	288,947	288,947
	381,421	457,070	838,491
 <b>Amounts are expected to be settled on the following basis:</b>	<b>2019</b>	<b>2018</b>	
	\$	\$	
Less than 12 months after the reporting date	254,078	166,686	
More than 12 months from reporting date	573,640	427,421	
Expected reimbursements from other WA local governments	10,773	24,755	
	838,491	618,862	

Timing of the payment of current leave liabilities is difficult to determine as it is dependent on future decisions of employees. Expected settlement timings are based on information obtained from employees and historical leave trends and assumes no events will occur to impact on these historical trends.

#### SIGNIFICANT ACCOUNTING POLICIES

##### Employee benefits

###### Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

###### Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

###### Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.



## 15. NOTES TO THE STATEMENT OF CASH FLOWS

### Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	2019 Actual	2019 Budget	2018 Actual
	\$	\$	\$
Cash and cash equivalents	7,906,681	4,051,717	6,976,077

### Reconciliation of Net Cash Provided By Operating Activities to Net Result

Net result	(453,727)	(2,287,779)	2,078,028
Non-cash flows in Net result:			
Depreciation	3,631,766	2,508,848	2,721,917
(Profit)/loss on sale of asset	145,252	123,753	23,108
Changes in assets and liabilities:			
(Increase)/decrease in receivables	365,859	850,000	(902,250)
(Increase)/decrease in Trust & bonds held	(18,602)	0	0
(Increase)/decrease in inventories	(30)	2,000	6,495
Increase/(decrease) in payables	74,183	25,000	156,878
Increase/(decrease) in provisions	219,629	0	(233,260)
Grants contributions for the development of assets	(809,023)	(846,982)	(2,133,477)
Net cash from operating activities	3,155,307	374,840	1,717,439

## 16. TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY

	2019	2018
	\$	\$
Governance	571,173	591,159
General purpose funding	0	500
Law, order, public safety	914,436	1,159,538
Health	9,856	110
Education and welfare	1,209,820	1,108,133
Housing	285,288	290,588
Community amenities	2,704,516	2,822,990
Recreation and culture	32,304,273	32,141,985
Transport	118,591,041	119,537,434
Economic services	10,574,574	10,532,771
Other property and services	5,670,632	5,692,486
Unallocated	8,053,959	7,006,950
	<u>180,889,568</u>	<u>180,884,644</u>

## 17. CONTINGENT LIABILITIES

The Shire of Narrogin had no contingent liabilities at 30 June 2019.

## 18. CAPITAL AND LEASING COMMITMENTS

### (a) Capital Expenditure Commitments

Contracted for:

- capital expenditure projects

	2019	2018
	\$	\$
	136,799	101,977
	<u>136,799</u>	<u>101,977</u>

Payable:

- not later than one year

136,799 101,977

The capital expenditure projects outstanding at the end of the current reporting period represent outstanding orders issued for capital projects prior to 30.06.2019.

### (b) Operating Lease Commitments

Non-cancellable operating leases contracted for but not capitalised in the accounts.

Payable:

- not later than one year

- later than one year but not later than five years

	2019	2018
	\$	\$
	28,191	20,465
	3,612	40,930
	<u>31,803</u>	<u>61,395</u>

## SIGNIFICANT ACCOUNTING POLICIES

### Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the Shire, are classified as finance leases.

Finance leases are capitalised recording an asset and a liability at the lower of the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

### Leases (Continued)

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses on a straight line basis over the lease term.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.



## 19. RELATED PARTY TRANSACTIONS

### Elected Members Remuneration

The following fees, expenses and allowances were paid to council members and/or the President.

	2019 Actual	2019 Budget	2018 Actual
	\$	\$	\$
Meeting Fees	88,000	88,000	88,000
President's allowance	23,500	23,500	23,500
Deputy President's allowance	5,875	5,875	5,875
Travelling expenses	139	1,000	44
Telecommunications allowance	5,600	5,600	5,600
	123,114	123,975	123,019

### Key Management Personnel (KMP) Compensation Disclosure

The total of remuneration paid to KMP of the Shire during the year are as follows:

	2019 Actual	2018 Actual
	\$	\$
Short-term employee benefits	922,628	505,802
Post-employment benefits	120,798	72,371
Other long-term benefits	96,673	47,213
	1,140,099	625,386

#### *Short-term employee benefits*

These amounts include all salary, fringe benefits and cash bonuses awarded to KMP except for details in respect to fees and benefits paid to elected members which may be found above.

#### *Post-employment benefits*

These amounts are the current-year's estimated cost of providing for the Shire's superannuation contributions made during the year.

#### *Other long-term benefits*

These amounts represent long service benefits and annual leave benefits accruing during the year.

## 19. RELATED PARTY TRANSACTIONS (Continued)

### Transactions with related parties

Transactions between related parties and the Shire are on normal commercial terms and conditions, no more favourable than those available to other parties, unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guaranties exist in relation to related parties at year end.

	2019 Actual	2018 Actual
	\$	\$
The following transactions occurred with related parties:		
Sale of goods and services	5,476	196
Purchase of goods and services	10,136	25,229

\* Purchases to the value of \$10,136 were made to the following during the financial year: Narrogin Revheads, with a related party being a member of Council. Highbury Tennis Club also having a member of Council as a related party and Regional Communication Solutions Pty Ltd being operated by a member of Council.

### Related Parties

The Shire's main related parties are, as follows:

#### i. Key management personnel

Being any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly. Including any elected members, who are also considered key management personnel.

#### ii. Other Related Parties

Being people associated with KMP, who were employed by the Shire under normal employment terms and conditions.

#### iii. Entities subject to significant influence by the Shire

This is an entity that has the power to participate in the financial and operating policy decisions of the Shire, but does not have control over those policies. It can also be an entity which holds significant influence. Significant influence may be gained by share ownership, statute or agreement.

## 20. CONDITIONS OVER GRANTS/CONTRIBUTIONS

Grant/Contribution	Opening Balance <sup>(1)</sup>	Received <sup>(2)</sup>	Expended <sup>(3)</sup>	Closing Balance <sup>(1)</sup>	Received <sup>(2)</sup>	Expended <sup>(3)</sup>	Closing Balance
	1/07/17	2017/18	2017/18	30/06/18	2018/19	2018/19	30/06/19
	\$	\$	\$	\$	\$	\$	\$
<b>General purpose funding</b>							
Interest Received	59,262	4,122	(63,009)	375	1,025	(557)	843
<b>Law, order, public safety</b>							
SES Subsidy Expenditure	3,104	0	(3,104)	0	0	0	0
BFB Minor Asset Purchase	7,000	0	(7,000)	0	0	0	0
SEMS Local Emergency Awareness	4,708	0	(4,708)	0	0	0	0
Bush Fire Expenditure	9,821	0	(9,821)	0	0	0	0
Bushfire Risk Management Coordinator (DFES)	0	0	0	0	172,931	0	172,931
<b>Education and welfare</b>							
Disability Toilet - Changing Places	24,000	0	(24,000)	0	0	0	0
<b>Community amenities</b>							
Wheatbelt Regional Centres Revitalisation - Narrogin CBD Project	30,000	0	(30,000)	0	0	0	0
<b>Recreation and culture</b>							
Main Roads Art Proposal for Narrogin Link Road	20,000	0	0	20,000	0	(20,000)	0
<b>Other property and services</b>							
CLGF Youth Development	32,590	0	(8,148)	24,442	0	(24,442)	0
Administration Traineeship	0	0	0	0	30,000	0	30,000
<b>Total</b>	<b>190,485</b>	<b>4,122</b>	<b>(149,790)</b>	<b>44,817</b>	<b>203,956</b>	<b>(44,999)</b>	<b>203,774</b>

**Notes:**

- (1) - Grants/contributions recognised as revenue in a previous reporting period which were not expended at the close of the previous reporting period.
- (2) - New grants/contributions which were recognised as revenues during the reporting period and which had not yet been fully expended in the manner specified by the contributor.
- (3) - Grants/contributions which had been recognised as revenues in a previous reporting period or received in the current reporting period and which were expended in the current reporting period in the manner specified by the contributor.



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21. RATING INFORMATION

(a) Rates

RATE TYPE	Rate in \$	Number of Properties	2018/19 Actual Rateable Value \$	2018/19 Actual Rate Revenue \$	2018/19 Actual Interim Rates \$	2018/19 Actual Back Rates \$	2018/19 Actual Total Revenue \$	2018/19 Budget Rate Revenue \$	2018/19 Budget Interim Rate \$	2018/19 Budget Back Rate \$	2018/19 Budget Total Revenue \$	2017/18 Actual Total Revenue \$
Differential general rate / general rate												
Gross rental valuations												
Urban	0.108295	1,696	28,360,768	3,071,329	8,727	1,983	3,082,039	3,071,329	0	0	3,071,329	2,996,820
Rural	0.067463	77	1,284,140	86,632	1,035	2,356	90,023	86,632	0	0	86,632	74,078
Unimproved valuations												
General UV	0.00597	312	168,308,000	1,004,800	0	0	1,004,800	1,004,800	0	0	1,004,800	975,638
Sub-Total		2,085	197,952,908	4,162,761	9,762	4,339	4,176,862	4,162,761	0	0	4,162,761	4,046,536
Minimum payment	Minimum \$											
Gross rental valuations												
Urban	1,083	443	3,235,865	479,769	0	0	479,769	479,769	0	0	479,769	471,528
Rural	682	8	82,799	5,456	0	0	5,456	5,456	0	0	5,456	7,183
	743	17	261,170	13,374	0	0	13,374	13,374	0	0	13,374	11,056
Unimproved valuations												
General UV	743	161	13,932,900	118,880	0	0	118,880	118,880	0	0	118,880	93,976
Sub-Total		629	17,512,734	617,479	0	0	617,479	617,479	0	0	617,479	583,743
Total amount raised from general rate		2,714	215,465,642	4,780,240	9,762	4,339	4,794,341	4,780,240	0	0	4,780,240	4,630,279
Ex-gratia rates							4,794,341				4,780,240	4,630,279
Rates paid in advance							9,300				0	8,274
Totals							35,264				0	7,228
							4,838,905				4,780,240	4,645,781

SIGNIFICANT ACCOUNTING POLICIES

Rates

Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

## 21. RATING INFORMATION (Continued)

### (b) Interest Charges & Instalments

Instalment Options	Date Due	Instalment Plan Admin Charge \$	Instalment Plan Interest Rate %	Unpaid Rates Interest Rate %
<b>Option One</b>				
Single full payment	05 Sep 2018			11.00%
<b>Option Two</b>				
First instalment	05 Sep 2018			11.00%
Second instalment	07 Nov 2018	12.75	5.50%	11.00%
Third instalment	09 Jan 2019	12.75	5.50%	11.00%
Fourth instalment	13 Mar 2019	12.75	5.50%	11.00%

	2019 Actual \$	2019 Budget \$	2018 Actual \$
Interest on unpaid rates	48,231	35,000	46,777
Interest on instalment plan	18,025	18,000	16,232
Charges on instalment plan	41,287	30,000	34,150
	<u>107,543</u>	<u>83,000</u>	<u>97,159</u>

## 22. RATE SETTING STATEMENT INFORMATION

	2018/19	2018/19	2018/19
	Budget	Budget	Brought
	(30 June 2019)	(30 June 2019)	(1 July 2018)
Note	Carried Forward)	Carried Forward)	Forward)
	\$	\$	\$

### (a) Non-cash amounts excluded from operating activities

The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with *Financial Management Regulation 32*.

#### Adjustments to operating activities

Less: Profit on asset disposals	10(a)	(14,394)	(14,305)	(45,183)
Less: Movement in liabilities associated with restricted cash		(52,713)	0	0
Movement in pensioner deferred rates (non-current)		(26,597)	0	6,638
Movement in inventory (non-current)		177,273	0	0
Movement in employee benefit provisions (non-current)		266,395	0	15,545
Movement in other provisions (non-current)		0	0	15,213
Add: Loss on disposal of assets	10(a)	159,646	138,058	68,291
Add: Depreciation on assets	10(b)	3,631,766	2,508,848	2,721,917
<b>Non cash amounts excluded from operating activities</b>		<b>4,141,376</b>	<b>2,632,601</b>	<b>2,782,421</b>

### (b) Surplus/(deficit) after imposition of general rates

The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

#### Adjustments to net current assets

Less: Reserves - restricted cash	3	(4,229,579)	(3,759,440)	(3,954,799)
* Add back: Land previously recorded as "held for resale" - duplication		177,273	(177,273)	0
Add: Borrowings	13(a)	166,658	166,658	129,778
Add: Employee Entitlement Reserve		334,863	387,572	387,576
<b>Total adjustments to net current assets</b>		<b>(3,550,785)</b>	<b>(3,382,483)</b>	<b>(3,437,445)</b>

#### Net current assets used in the Rate Setting Statement

Total current assets		8,999,174	4,874,414	8,460,996
Less: Total current liabilities		(1,327,208)	(1,491,931)	(1,262,911)
Less: Total adjustments to net current assets		(3,550,785)	(3,382,483)	(3,437,445)
<b>Net current assets used in the Rate Setting Statement</b>		<b>4,121,181</b>	<b>0</b>	<b>3,760,640</b>

**NOTE:** This Assets was added to L&B Assets and was also previously recorded as "held for resale" - Creating a duplicated entry. This entry is to create the reversal of the error.



## 23. FINANCIAL RISK MANAGEMENT

This note explains the Shire's exposure to financial risks and how these risks could affect the Shire's future financial performance.

Risk	Exposure arising from	Measurement	Management
Market risk - interest rate	Long term borrowings at variable rates	Sensitivity analysis	Utilise fixed interest rate borrowings
Credit risk	Cash and cash equivalents, trade receivables, financial assets and debt investments	Aging analysis Credit analysis	Diversification of bank deposits, credit limits. Investment policy
Liquidity risk	Borrowings and other liabilities	Rolling cash flow forecasts	Availability of committed credit lines and borrowing facilities

The Shire does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance area under policies approved by the Council. The finance area identifies, evaluates and manages financial risks in close co-operation with the operating divisions. Council have approved the overall risk management policy and provide policies on specific areas such as investment policy.

### (a) Interest rate risk

#### Cash and cash equivalents

The Shire's main interest rate risk arises from cash and cash equivalents with variable interest rates, which exposes the Shire to cash flow interest rate risk. Short term overdraft facilities also have variable interest rates however these are repaid within 12 months, reducing the risk level to minimal.

Excess cash and cash equivalents are invested in fixed interest rate term deposits which do not expose the Shire to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts and non-interest bearing accounts. Carrying amounts of cash and cash equivalents at the 30 June and the weighted average interest rate across all cash and cash equivalents and term deposits held disclosed as financial assets at amortised cost are reflected in the table below.

	Weighted Average Interest Rate	Carrying Amounts	Fixed Interest Rate	Variable Interest Rate	Non Interest Bearing
	%	\$	\$	\$	\$
<b>2019</b>					
Cash and cash equivalents	1.25%	7,906,681	7,903,941	0	2,740
<b>2018</b>					
Cash and cash equivalents	1.45%	6,976,077	6,973,287	0	2,790

#### Sensitivity

Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

	2019	2018
	\$	\$
Impact of a 1.00% movement in interest rates on profit and loss and equity*	79,067	69,761

\* Holding all other variables constant

#### Borrowings

Borrowings are subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The Shire manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation. The Shire does not consider there to be any interest rate risk in relation to borrowings. Details of interest rates applicable to each borrowing may be found at Note 13(b).

## 23. FINANCIAL RISK MANAGEMENT (Continued)

### (b) Credit risk

#### Trade Receivables

The Shire's major receivables comprise rates annual charges and user fees and charges. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The Shire manages this risk by monitoring outstanding debt and employing debt recovery policies. It also encourages ratepayers to pay rates by the due date through incentives.

Credit risk on rates and annual charges is minimised by the ability of the Shire to recover these debts as a secured charge over the land, that is, the land can be sold to recover the debt. The Shire is also able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

The Shire applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

The expected loss rates are based on the payment profiles of rates and fees and charges over a period of 36 months before 1 July 2018 or 1 July 2019 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors such as the ability of ratepayers and residents to settle the receivables. Housing prices and unemployment rates have been identified as the most relevant factor in repayment rates, and accordingly adjustments are made to the expected credit loss rate based on these factors. There are no material receivables that have been subject to a re-negotiation of repayment terms.

The loss allowance as at 30 June 2019 and 1 July 2018 (on adoption of AASB 9) was determined as follows for rates receivable: \$38,020. This has been noted at Note 5, as a forecast for the year 1 July 2018 to 30 June 2019 for doubtful debts, and applies to unpaid rates and properties associated with unpaid rates that may be disposed of to recover unpaid rates.

	Current	More than 1 year past due	More than 2 years past due	More than 3 years past due	Total
<b>30 June 2019</b>					
Rates receivable					
Gross carrying amount	5,930	149,540	89,129	215,701	460,300
<b>01 July 2018</b>					
Rates receivable					
Gross carrying amount	118,170	90,111	81,365	111,962	401,608

The loss allowance as at 30 June 2019 and 1 July 2018 (on adoption of AASB 9) was determined as follows for sundry receivables. No expected credit loss was forecast on 1 July 2018 or 30 June 2019 for sundry receivable.

	Current	More than 30 days past due	More than 60 days past due	More than 90 days past due	Total
<b>30 June 2019</b>					
Sundry Receivables					
Gross carrying amount	603,831	10,306	23	21,648	635,808
<b>01 July 2018</b>					
Sundry Receivables					
Gross carrying amount	1,102,602	8,801	211	4,001	1,115,615



## 23. FINANCIAL RISK MANAGEMENT (Continued)

### (c) Liquidity risk

#### Payables and borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The Shire manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required and disclosed in Note 13(e).

The contractual undiscounted cash flows of the Shire's payables and borrowings are set out in the liquidity table below. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

	Due within 1 year	Due between 1 & 5 years	Due after 5 years	Total contractual cash flows	Carrying values
	\$	\$	\$	\$	\$
<b>2019</b>					
Payables	611,006	0	0	611,006	592,404
Borrowings	203,288	711,815	362,895	1,277,998	1,142,227
	814,294	711,815	362,895	1,889,004	1,734,631
<b>2018</b>					
Payables	536,823	0	0	536,823	536,823
Borrowings	164,388	652,877	236,645	1,053,910	922,004
	701,211	652,877	236,645	1,590,733	1,458,827



## 24. TRUST FUNDS

There are no funds held at the balance date which are required to be held in the trust fund.

In previous years bonds and deposits were held as trust monies. They are now included in Restricted cash at Note 3.

	1 July 2018	Amounts Received	Amounts Paid	30 June 2019	Reclassification to Restricted Cash	30 June 2019
	\$	\$	\$	\$	\$	\$
Public Open Space	72,599	726	0	73,325	0	73,325
Cross Over Bond	25,564	5,903	(17,280)	14,188	(14,188)	0
Town Hall Bond	4,455	3,650	(4,190)	3,915	(3,915)	0
Other	500	0	0	500	(500)	0
	103,118	10,279	(21,470)	91,927	(18,602)	73,325

## 25. EVENTS OCCURRING AFTER THE END OF THE REPORTING PERIOD

There were no significant events that occurred after the 30th June 2019 to the date of signing, that would have impacted the Shire of Narrogin's financial statements as at the 30 June 2019.

## 26. INITIAL APPLICATION OF AUSTRALIAN ACCOUNTING STANDARDS

During the current year, the Shire adopted all of the new and revised Australian Accounting Standards and Interpretations which were compiled, became mandatory and which were applicable to its operations.

Whilst many reflected consequential changes associated with the amendment of existing standards, the only new standard with material application is AASB 9 *Financial Instruments*.

### AASB 9 Financial instruments

AASB 9 *Financial Instruments* replaces AASB 139 *Financial Instruments: Recognition and Measurement* for annual reporting periods beginning on or after 1 January 2018, bringing together all three aspects of the accounting for financial instruments: classification and measurement; impairment; and hedge accounting.

The Shire applied AASB 9 prospectively, with an initial application date of 1 July 2018. The adoption of AASB 9 has resulted in changes in accounting policies.

In accordance with AASB 9.7.2.15, the Shire of Narrogin has not restated the comparative information which continues to be reported under AASB 139.

There were no adjustments as a result of applying AASB 9.

#### (a) Classification and measurement

Under AASB 9, financial assets are subsequently measured at amortised cost, fair value through other comprehensive income (fair value through OCI) or fair value through profit or loss (fair value through P/L). The classification is based on two criteria: the Shire's business model for managing the assets; and whether the assets' contractual cash flows represent 'solely payments of principal and interest' on the principal amount outstanding.

The assessment of the Shire's business model was made as of the date of initial application, 1 July 2018. The assessment of whether contractual cash flows on financial assets are solely comprised of principal and interest was made based on the facts and circumstances as at the initial recognition of the assets.

## 26. INITIAL APPLICATION OF AUSTRALIAN ACCOUNTING STANDARDS (Continued)

The classification and measurement requirements of AASB 9 did not have a significant impact on the Shire. The following are the changes in the classification of the Shire's financial assets:

- Trade receivables and Loans and advances (i.e. Other debtors) classified as Loans and receivables as at 30 June 2018 are held to collect contractual cash flows and give rise to cash flows representing solely payments of principal and interest. These are classified and measured as Financial assets at amortised cost beginning 1 July 2018.
- The Shire did not designate any financial assets as at fair value through profit and loss.

In summary, upon the adoption of AASB 9, the Shire had the following required (or elected) reclassifications as at 1 July 2018:

AASB 139 category	AASB 139 value \$	Amortised cost \$	AASB 9 category	
			Fair value through OCI \$	Fair value through P/L \$
Trade receivables*	1,637,957	1,637,957	0	0
Loans and advances	0	0	0	0
Available for sale financial assets	0	0	0	0
	1,637,957	1,637,957	0	0

\* The change in carrying amount is a result of additional impairment allowance. See the discussion on impairment below.

### (b) Impairment

The adoption of AASB 9 has fundamentally changed the Shire's accounting for impairment losses for financial assets by replacing AASB 139's incurred loss approach with a forward-looking expected credit loss (ECL) approach. AASB 9 requires the Shire to recognise an allowance for ECLs for all financial assets not held at fair value through P/L. The objective of this Standard is to improve and simplify the (incorporating AASB 2014-7 and approach for classification and measurement of financial assets AASB 2014-8) compared with the requirements of AASB 139. Upon adoption of AASB 9, given the nature of the financial assets of the Shire, the adoption of AASB 9 has not had any material effect.

## 27. NEW ACCOUNTING STANDARDS AND INTERPRETATIONS FOR APPLICATION IN FUTURE YEARS

The AASB has issued a number of new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods, some of which are relevant to the Shire.

This note explains management's assessment of the new and amended pronouncements that are relevant to the Shire, the impact of the adoption of AASB 15 Revenue from Contracts with Customers, AASB 16 Leases and AASB 1058 Income for Not-for-Profit Entities. These standards are applicable to future reporting periods and have not yet been adopted.

The Shire is still assessing the impact of these new accounting standards.



# SHIRE OF NARROGIN

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

### FOR THE YEAR ENDED 30TH JUNE 2019

#### 28. OTHER SIGNIFICANT ACCOUNTING POLICIES

##### a) Goods and services tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

##### b) Current and non-current classification

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire 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 or non-current based on the Shire's intentions to release for sale.

##### c) Rounding off figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

##### d) Comparative figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the Shire applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) statement of financial position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

##### e) Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

##### f) Superannuation

The Shire contributes to a number of Superannuation Funds on behalf of employees. All funds to which the Shire contributes are defined contribution plans.

##### g) Fair value of assets and liabilities

Fair value is the price that the Shire would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

##### h) Fair value hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

##### Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

##### Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

##### Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

##### Valuation techniques

The Shire selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Shire are consistent with one or more of the following valuation approaches:

##### Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

##### Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

##### Cost approach

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Shire gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

##### i) Impairment of assets

In accordance with Australian Accounting Standards the Shire's cash generating non-specialised assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

For non-cash generating specialised assets that are measured under the revaluation model, such as roads, drains, public buildings and the like, no annual assessment of impairment is required. Rather AASB 116.31 applies and revaluations need only be made with sufficient regulatory to ensure the carrying value does not differ materially from that which would be determined using fair value at the ends of the reporting period.



**SHIRE OF NARROGIN**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2019**

**29. ACTIVITIES/PROGRAMS**

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

**PROGRAM NAME AND OBJECTIVES**

**GOVERNANCE**

To provide a decision making process for the effective allocation for scarce resources.

**ACTIVITIES**

Includes the activities of members of council and administration support available to the council for provision of governance of the district. Other costs relate to the task of assisting elected members and electors on matters which do not concern specific Shire services.

**GENERAL PURPOSE FUNDING**

To collect revenue to allow for the provisions of infrastructure and services

Rates, general purpose government grants and interest revenue.

**LAW, ORDER, PUBLIC SAFETY**

To provide services to help ensure a safer community

Supervision and enforcement of various local laws, fire prevention, animal control and other aspects of public safety including emergency services.

**HEALTH**

To provide an operational framework for environmental and community health.

Inspect food outlets and their control, noise control and waste disposal compliance.

**EDUCATION AND WELFARE**

To provide services to the disadvantaged, the elderly, children and youth.

Preschool and other education, children and youth services, elderly and disadvantaged, senior citizens services.

**HOUSING**

To provide housing to senior employees.

Provision of staff housing.

**COMMUNITY AMENITIES**

To provided services required by the community.

Rubbish collection services, operation of refuse disposal site, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning scheme, cemetery and public conveniences.

**RECREATION AND CULTURE**

The provide recreational and cultural services to the community.

Maintain public halls, civic centres, aquatic centre, recreational centre and various sporting facilities, Provisions and maintenance of parks, gardens and playgrounds. Operations of Library, museum and other cultural facilities.

**TRANSPORT**

To provide safe, effective and efficient transport services to the community.

Construct and maintenance of roads, streets, footpaths, depots parking facilities. Purchase of plant and equipment.

**ECONOMIC SERVICES**

To promote the Shire and its economic wellbeing.

Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, and standpipes. Building Control.

**OTHER PROPERTY AND SERVICES**

To monitor and control the Town's overheads operation accounts and town planning scheme.

Private works operation, plant repair and operation costs, administration overheads, community development overheads and gross salary and wages.

### 30. FINANCIAL RATIOS

	2019 Actual	2018 Actual	2017 Actual
Current ratio	3.32	9.67	3.53
Asset consumption ratio	0.98	0.99	0.98
Asset renewal funding ratio	0.65	0.69	-
Asset sustainability ratio	0.77	1.21	1.13
Debt service cover ratio	14.09	9.93	(3.21)
Operating surplus ratio	(0.19)	(0.01)	(0.52)
Own source revenue coverage ratio	0.50	0.54	0.43

The above ratios are calculated as follows:

Current ratio	$\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$
Asset consumption ratio	$\frac{\text{depreciated replacement costs of depreciable assets}}{\text{current replacement cost of depreciable assets}}$
Asset renewal funding ratio	$\frac{\text{NPV of planned capital renewal over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$
Asset sustainability ratio	$\frac{\text{capital renewal and replacement expenditure}}{\text{depreciation}}$
Debt service cover ratio	$\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$
Operating surplus ratio	$\frac{\text{operating revenue minus operating expenses}}{\text{own source operating revenue}}$
Own source revenue coverage ratio	$\frac{\text{own source operating revenue}}{\text{operating expense}}$

**Notes:**

In 2017 the asset renewal funding ratio was not calculated due to the difficulties in combining Asset Management and Long Term Financial Plans between the Town of Narrogin and Shire of Narrogin.





## Auditor General

### INDEPENDENT AUDITOR'S REPORT

To the Councillors of the Shire of Narrogin

#### Report on the Audit of the Financial Report

##### **Opinion**

I have audited the annual financial report of the Shire of Narrogin which comprises the Statement of Financial Position as at 30 June 2019, the Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity, Statement of Cash Flows and Rate Setting Statement for the year then ended, and notes comprising a summary of significant accounting policies and other explanatory information, and the Statement by the Chief Executive Officer.

In my opinion the annual financial report of the Shire of Narrogin:

- (i) is based on proper accounts and records; and
- (ii) fairly represents, in all material respects, the results of the operations of the Shire for the year ended 30 June 2019 and its financial position at the end of that period in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

##### **Basis for Opinion**

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report. I am independent of the Shire in accordance with the *Auditor General Act 2006* and the relevant ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the annual financial report. I have also fulfilled my other ethical responsibilities in accordance with the Code. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

##### **Emphasis of Matter – Basis of Accounting**

I draw attention to Note 1 to the annual financial report, which describes the basis of accounting. The annual financial report has been prepared for the purpose of fulfilling the Shire's annual financial reporting responsibilities under the Act. Regulation 16 of the Local Government (Financial Management) Regulations 1996 (Regulations), does not allow a local government to recognise some categories of land, including land under roads, as assets in the annual financial report. My opinion is not modified in respect of this matter.

##### **Responsibilities of the Chief Executive Officer and Council for the Financial Report**

The Chief Executive Officer (CEO) of the Shire is responsible for the preparation and fair presentation of the annual financial report in accordance with the requirements of the Act, the Regulations and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards. The CEO is also responsible for such internal control as the CEO determines is necessary to enable the preparation of an annual financial report that is free from material misstatement, whether due to fraud or error.



In preparing the annual financial report, the CEO is responsible for assessing the Shire's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the State government has made decisions affecting the continued existence of the Shire.

The Council is responsible for overseeing the Shire's annual financial reporting process.

***Auditor's Responsibility for the Audit of the Financial Report***

The objectives of my audit are to obtain reasonable assurance about whether the annual financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the annual financial report.

As part of an audit in accordance with Australian Auditing Standards, I exercise professional judgment and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the annual financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Shire's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the CEO.
- Conclude on the appropriateness of the CEO's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Shire's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the annual financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report, as we cannot predict future events or conditions that may have an impact.
- Evaluate the overall presentation, structure and content of the annual financial report, including the disclosures, and whether the annual financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Council and the CEO regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.



### **Report on Other Legal and Regulatory Requirements**

In accordance with the Local Government (Audit) Regulations 1996 I report that:

- (i) In my opinion, the following material matter indicates a significant adverse trend in the financial position of the Shire:
  - a. Operating Surplus Ratio as reported in Note 30 of the annual financial report is below the Department of Local Government, Sport and Cultural Industries' standard for the last three financial years.
- (ii) The following material matters indicating non-compliance with Part 6 of the *Local Government Act 1995*, the Local Government (Financial Management) Regulations 1996 or applicable financial controls of any other written law were identified during the course of my audit:
  - a. A large number of accounting journal entries were posted by one employee, with no evidence of review by a second employee. Accounting journals can represent significant adjustments to previously approved accounting transactions, and should therefore be appropriately reviewed and approved. This was addressed by the CEO after our interim audit in May 2019.
- (iii) All required information and explanations were obtained by me.
- (iv) All audit procedures were satisfactorily completed.
- (v) In my opinion, the asset consumption ratio and the asset renewal funding ratio included in the annual financial report were supported by verifiable information and reasonable assumptions.

### **Other Matter**

The financial ratios for 2017 in Note 30 of the annual financial report were audited by another auditor when performing their audit of the Shire for the year ending 30 June 2017. The auditor expressed an unmodified opinion on the annual financial report for that year.

### **Matters Relating to the Electronic Publication of the Audited Financial Report**

This auditor's report relates to the annual financial report of the Shire of Narrogin for the year ended 30 June 2019 included on the Shire's website. The Shire's management is responsible for the integrity of the Shire's website. This audit does not provide assurance on the integrity of the Shire's website. The auditor's report refers only to the annual financial report described above. It does not provide an opinion on any other information which may have been hyperlinked to/from this annual financial report. If users of the annual financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited annual financial report to confirm the information contained in this website version of the annual financial report.

SANDRA LABUSCHAGNE  
DEPUTY AUDITOR GENERAL  
Delegate of the Auditor General for Western Australia  
Perth, Western Australia  
28 November 2019

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

Nil

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

Nil

**13. CLOSURE OF MEETING**

There being no further business to discuss, the Presiding Member declared the meeting closed at 8:44 pm and pursuant to Resolution 1219.010 of 18 December 2019, reminded Councillors of the next Ordinary Meeting of the Council, scheduled for 7.00 pm on Tuesday 26 February, at this same venue.





Shire of  
**Narrogin**  
*Love the life*

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