



## AGENDA

### ORDINARY COUNCIL MEETING

24 March 2021

#### NOTICE OF ORDINARY MEETING OF COUNCIL

Dear Elected Member & Community Members

Pursuant to Resolution 1020.012 of 27 October 2020, an Ordinary Meeting of the Shire of Narrogin will be held on 24 March 2021 in the Shire of Narrogin Council Chambers, 89 Earl Street, Narrogin, commencing at 7:00 pm.

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

Dale Stewart  
**Chief Executive Officer**

### **Acknowledgement of Noongar People**

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

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

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

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



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

# STRATEGIC COMMUNITY PLAN

## 2017-27

SNAPSHOT

### VISION

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

### MISSION

Provide leadership, direction and opportunities for the community.

### KEY PRINCIPLES

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

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

### OUR VALUES

#### Care with Trust & Teamwork

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

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

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

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

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

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

## ECONOMIC



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

#### Growth in revenue opportunities

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

#### Increased Tourism

- Promote, develop tourism and maintain local attractions

#### An effective well maintained transport network

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

#### Agriculture opportunities maintained and developed

- Support development of agricultural services

## SOCIAL



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

#### Provision of youth services

- Develop and implement a youth strategy

#### Build a healthier and safer community

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

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

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

#### Cultural and heritage diversity is recognised

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

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

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

## ENVIRONMENT



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

#### A preserved natural environment

- Conserve, enhance, promote and rehabilitate the natural environment

#### Effective waste services

- Support the provision of waste services

#### Efficient use of resources

- Increase resource usage efficiency

#### A well maintained built environment

- Improve and maintain built environment

## CIVIC



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

#### An efficient and effective organisation

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

#### An employer of choice

- Provide a positive, desirable workplace

## DISCLAIMER

Council and Committee agendas, recommendations, minutes and resolutions are subject to confirmation by the Council or Committee and therefore, prior to relying on them, one should refer to the subsequent meeting of Council or the Committee with respect to their accuracy.

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In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, any statement or limitation or approval made by a member or officer of the Shire of Narrogin during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Narrogin. The Shire of Narrogin warns that anyone who has an application lodged with the Shire of Narrogin must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attaching to the decision made by the Shire of Narrogin in respect of the application.

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



# CONTENTS

| Agenda Item  | Page |
|--|------|
| 1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS   | 6    |
| 2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE  | 6    |
| 3. DECLARATION OF INTEREST BY ELECTED MEMBERS AND COUNCIL EMPLOYEES IN MATTERS INCLUDED IN THE MEETING AGENDA              | 6    |
| 4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE   | 7    |
| 5. PUBLIC QUESTION TIME  | 7    |
| 6. APPLICATIONS FOR LEAVE OF ABSENCE   | 7    |
| 7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS  | 7    |
| 8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION  | 7    |
| 9. PETITIONS, DEPUTATIONS, PRESENTATIONS OR SUBMISSIONS  | 7    |
| 10. MATTERS WHICH REQUIRE DECISIONS  | 8    |
| 10.1 DEVELOPMENT AND REGULATORY SERVICES   | 8    |
| 10.1.1 COMMUNITY SPORTING & RECREATION FACILITIES FUND SUBMISSION -NARROGIN TENNIS CLUB                                    | 8    |
| 10.1.2 COMMUNITY CHEST APPLICATIONS  | 24   |
| 10.1.3 APPLICATION FOR PERMIT OF A HOME OCCUPATION (BUSHFIRE MODEL PRODUCTION) AT LOT 966 (NO. 81) HERALD STREET, NARROGIN | 99   |
| 10.2 TECHNICAL AND RURAL SERVICES  | 110  |
| 10.2.1 LANDCARE PROJECT FUNDING APPLICATION  | 110  |
| 10.3 CORPORATE AND COMMUNITY SERVICES  | 121  |
| 10.3.1 SCHEDULE OF ACCOUNTS PAID – FEBRUARY 2021   | 121  |
| 10.3.2 MONTHLY FINANCIAL REPORTS – FEBRUARY 2021   | 151  |
| 10.3.3 PROPOSED RELOCATION OF JESSIE HOUSE TO LOT 1721 (RESERVE 49048) HALE STREET, NARROGIN                               | 167  |
| 10.3.4 BUDGET REVIEW 2020/21   | 173  |
| 10.4 OFFICE OF THE CHIEF EXECUTIVE OFFICER   | 191  |
| 10.4.1 CONDUCT OF 2021 LOCAL GOVERNMENT ELECTION   | 191  |
| 11. ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN   | 196  |
| 12. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING                        | 196  |
| 13. CLOSURE OF MEETING   | 196  |

# ORDINARY COUNCIL MEETING

## 24 MARCH 2021

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### 1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member, President Ballard, declared the meeting open at 7:00 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 M Fisher

Cr G Broad

Cr C Bartron

Cr J Early

Cr B Seale

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

Nil

#### Apologies

Absent

Visitors

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

| Name         | Item No | Interest                   | Nature  |
|--------------|---------|----------------------------|---|
| Dale Stewart | 10.1.1  | Financial and Impartiality | The Chief Executive Officer declares a Financial and Impartiality Interest as that officer would likely be the person employed as the Returning Officer in the event that Council does not wish to conduct a postal election. |

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

Nil

**5. PUBLIC QUESTION TIME**

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

The next meeting is scheduled for 28 April 2021.

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

7.1 Ordinary Council Meeting

**OFFICER'S RECOMMENDATION**

That the minutes of the Ordinary Council Meeting held on 24 February 2021 be confirmed as an accurate record of the proceedings subject to the following corrections:

- Page 65, Background, '7 November 2021' replaced with '7 February 2021'; and
- Page 348 in resolution number 0221.016, replace "5.551A" with "5.51A".

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

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

Nil

## 10. MATTERS WHICH REQUIRE DECISIONS

### 10.1 DEVELOPMENT AND REGULATORY SERVICES

#### 10.1.1 COMMUNITY SPORTING & RECREATION FACILITIES FUND SUBMISSION - NARROGIN TENNIS CLUB

|                        |   |
|------------------------|---|
| File Reference         | 26.3.1  |
| Disclosure of Interest | Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.  |
| Applicant              | Narrogin Tennis Club Inc.   |
| Previous Item Numbers  | Nil   |
| Date                   | 11 March 2021   |
| Author                 | Emily Cousins – Community Development Officer   |
| Authorising Officer    | Azhar Awang – Executive Manager Development & Regulatory Services   |
| Attachments            | 1. Narrogin Tennis Club Inc. CSRFF Small Grants Application Form 2021/22 February Small Grants Round<br>2. Resurfacing Budget |

#### Summary

Council is requested to consider the Narrogin Tennis Club Inc's (NTC) submission to the Department of Local Government Sport & Cultural Industries (DLGSC) Community Sporting & Recreation Facilities Fund (CSRFF) and:

1. Endorse the NTC submission to the CSRFF for the resurfacing of the six synthetic courts that run parallel to Clayton Road;
2. Give the project a priority ranking of 1;
3. Approve the rating of the project as well-planned and needed by the municipality (Category A rating in the application); and
4. Endorse the Shire's financial commitment of \$66,728.33 plus GST for the project.

#### Background

The CSRFF, administered by the DLGSC, aims to increase participation in sport and recreation with an emphasis on physical activity, through rational development of sustainable, good quality, well-designed and well-utilised facilities. All CSRFF annual grant applications need to be submitted to the relevant Local Government Authority for assessment and ranking before they are lodged with the DLGSC.

The CSRFF application process tasks the Local Government Authority with rating projects using the following structure:

- A. Well planned and needed by municipality
- B. Well planned and needed by applicant
- C. Needed by municipality, more planning required
- D. Needed by applicant, more planning required
- E. Idea has merit, more planning work needed
- F. Not recommended.

The NTC was established in 1909 and the courts comprise ten synthetic grass surfaces. Six of the surfaces laid approximately 20 years ago have worn to a level where they are challenging to play on (raised lines) and unsafe (high sand content and slippery underfoot). The other four are in good condition and were replaced approximately eight years ago. The Shire owns the tennis club premises and it is currently leased to the NTC.

The NTC proposes to resurface the six synthetic courts that run parallel to Clayton Road.



Tennis complex on Clayton Road

### Consultation

Consultation has occurred with the following:

- Chief Executive Officer
- Executive Manager Development and Regulatory Services
- Manager, Wheatbelt DLGSC – Jenifer Collins
- Tennis West – Greg Wood
- Narrogin Tennis Club – Dale Woodruff.

## Statutory Environment

The lease of the NTC premises commenced on 1 September 2020 and expires on 31 August 2030, with a further 10 year option.

Council has the ability to commit future Council's budgets via decision of the Local Government without requirement for an absolute majority, pursuant to section 6.8 of the Local Government Act 1995, as it is only the commitment, not the expending funds. The expenditure requirement, is however, required to be included in the relevant budget to be adopted.

## Policy Implications

Whilst there are no current policies of the Council that relate, it has been general practice for Local Governments and indeed the Shire of Narrogin, to contribute the traditional one-third Local Government cash or in-kind contribution to the development of community sporting assets, particularly where it occurs on Local Government controlled or owned land.

## Financial Implications

The project is costed at \$220,203.50 with one third (\$66,728.33) to be supported by the CSRFF, one third funded by the NTC and one third committed by the Shire, pending funding approval as an outcome of the CSRFF application. The project description with itemised components is set out in Table 1 below:

Table 1 - Estimated Total Expenditure – Resurfacing of six synthetic courts

| Project Description                 | \$ Cost ex GST | \$ Cost inc GST | Quote Used                          |
|-------------------------------------|----------------|-----------------|-------------------------------------|
| Supply & install 6 synthetic courts | 195,910        | 215,501         | Sports Surfaces                     |
| Donated materials                   | 1,400          | 1,540           | Refer 'Resurfacing budget' attached |
| Volunteer labour                    | 2,875          | 3,163           | Refer 'Resurfacing budget' attached |
| Sub Total                           | 200,185        | 220,204         |                                     |
| Cost escalation                     | 0              | 0               |                                     |
| Total project expenditure           | 200,185        | 220,204         |                                     |

Table 2 - NTC's proposed construction timelines for the project.

| Task  | Date                   |
|---|------------------------|
| Attainment of Council approvals                           | Achieved - 24/11/2020  |
| Preparation of tender/quotes for the major works contract | Achieved – August 2020 |
| Issuing of tender for major works                         | NA                     |
| Signing of major works contract                           | June 2021              |
| Site works commence                                       | August 2021            |
| Construction of project starts                            | August 2021            |
| Project 50% complete                                      | August 2021            |
| Project Completed   | August 2021            |
| Project hand over and acquittal                           | August 2021            |

If the grant is successful, the Council will need to include funding for its one-third contribution of \$66,728.33 in the 2021/22 Budget. This amount is not currently specifically allocated in the Council's Long Term Financial Plan, however the relative low value is consistent with the current value of annual contributions to the development of Recreation and Council assets and should be able to be relatively easily identified.

### Strategic Implications

| 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:   | 2.3 Existing strong community spirit and pride is fostered, promoted and encouraged  |
| 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)                  |
| Strategy:  | 1.1.2 Promote Narrogin and the Region  |

## Comment/Conclusion

The NTC intends to apply for a DLGSC CSRFF and has consulted with the Manager Wheatbelt DLGSC. The CSRFF applications close at 4 pm on 31 March 2021. The application requires the Council to rank the project before submission.

The Club has met with Tennis West and they have confirmed their support for the resurfacing of the six synthetic courts. Both DLGSC and Tennis West are very supportive of the project viewing the courts as a valuable resource to the NTC and also the wider District.

The NTC's courts are used regularly by the community. Narrogin Senior High School students include tennis in their physical education program. The NTC courts are the local venue for both junior team coaching and regional teams coaching. Community members hire the courts casually. NTC member's activities included Saturday afternoon pennants, Sunday social tennis, and social tennis and competition games played on Tuesday evenings.

Resurfacing the six synthetic courts will ensure that all ten courts at the NTC are suitable and safe for playing tennis and will ensure a valuable resource to the wider community. Providing that the courts are maintained by the NTC, they will not need to be replaced for another 20 years.

## Voting Requirements

Simple Majority.

### **OFFICERS' RECOMMENDATION**

That, with respect to Narrogin Tennis Club Inc. (NTC) Community Sporting & Recreation Facilities Fund Application, Council:

1. Endorse the NTC submission to the CSRFF for the resurfacing of the six synthetic courts that run parallel to Clayton Road;
2. Give the project a priority ranking of 1;
3. Approve the project's rating as a Category A in the application as well-planned and needed by the municipality; and
4. Endorse the Shire's financial commitment of \$66,728.33 (plus GST) and include the sum in the 2021/22 Budget for the project, if the grant is successful.





|                            |
|----------------------------|
| Office Use Only            |
| TRIM: _____                |
| Grant No: _____            |
| Project Coordinator: _____ |

# CSRFF Small Grants Application Form

**For projects up to \$300,000 to be acquitted by 15 June 2022**

**You MUST discuss your project with an officer from your nearest Department of Local Government, Sport and Cultural Industries office before completing and submitting your application. Failure to do so will render your project ineligible.**

**All applications MUST be submitted to your local government. Contact your local government to determine the cut-off date for the submission of applications.**

|                                |                |                 |
|--------------------------------|----------------|-----------------|
| DLGSC Contact: Jenifer Collins | Date: 8/2/2021 | Office: Northam |
|--------------------------------|----------------|-----------------|

## Applicant's Details:

|                    |                   |        |    |           |      |
|--------------------|-------------------|--------|----|-----------|------|
| Organisation Name: | Shire of Narrogin |        |    |           |      |
| Postal Address:    | P.O Box 1145      |        |    |           |      |
| Suburb:            | Narrogin          | State: | WA | Postcode: | 6312 |
| Street Address:    | 89 Earl Street    |        |    |           |      |
| Suburb:            | Narrogin          | State: | WA | Postcode: | 6312 |

## Preferred Contact Person:

All application correspondence will be directed to this person

|                 |                                  |            |   |
|-----------------|----------------------------------|------------|---|
| Name:           | Dale Woodruff                    | Title:     | Dr <input type="checkbox"/> Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> |
| Position Held:  | Secretary - Narrogin Tennis Club |            |   |
| Business Phone: | 98539300                         | Facsimile: |   |
| Mobile Phone:   | 0409205893                       | Email:     | dalew@byfields.com.au   |

## Organisation Business Details:

|  |   |   |
|--|---|---|
| Does your organisation have an ABN?      | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> | ABN: 46 564 581 944   |
| Is your organisation registered for GST? | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> | * Note, in order to be eligible for funding you must attach a copy of the Incorporation Certificate. LGA's exempt |
| Is your organisation not-for-profit?     | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |   |
| Is your organisation incorporated?       | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | Incorporation #: *  |
| Bank details:                            | Bank: NAB   | BSB: 086 852 A/c: 508358169   |

## Local Government Authority Details:

|                 |                   |            |   |
|-----------------|-------------------|------------|---|
| LGA:            | Shire of Narrogin |            |   |
| Contact:        | Dale Stewart      | Title:     | Dr <input type="checkbox"/> Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> |
| Position Held:  | CEO               |            |   |
| Business Phone: | 9890 0900         | Facsimile: |   |
| Mobile Phone:   | 0437 698 912      | Email:     | ceo@narrogin.wa.gov.au  |

## PROJECT DETAILS

|  |   |   |  |
|--|---|---|--|
| <b>Project Title (brief and specific):</b> Synthetic Court Resurfacing   |   |   |  |
| <b>Project Description:</b><br>The Narrogin Tennis Club (NTC) intends to resurface the six synthetic courts that run parallel to Clayton Road. The current synthetic surface was laid approximately 20 years ago and has worn to a level where they are challenging to play on (raised lines) and unsafe (high sand content and slippery underfoot).   |   |   |  |
| <b>How did you establish a need for your project?</b><br>Consultation with users of the courts (community groups, coaches, visiting clubs and club members) identified a high level of dissatisfaction with the current surface due to the deterioration of the surface.   |   |   |  |
| <b>What alternatives were considered and why were they rejected (e.g cost, suitability, feasibility)?</b><br>Hard courts were considered but the courts users prefer the synthetic surface due to it being softer under foot, cooler and consistent with other clubs in the region. The consistency with other clubs in the region is particularly important for the pennant competition.  |   |   |  |
| <b>Have the full lifecycle costs of the project been considered and can you afford the ongoing costs of managing, maintaining and replacing the facility? Will a specific asset replacement fund be created?</b><br>Yes, the full lifecycle costs of the project have been considered. NTC has for many years maintained a 'sinking fund' for court replacement and will continue to do so.  |   |   |  |
| <b>Project location:</b>   | Lot 1561 Clayton Road   |   |  |
| <b>Land ownership:</b>   | Who owns the land on which your facility will be located? Shire of Narrogin<br>Lease Expiry (if applicable): 31/08/2030 |   |  |
| <b>Planning approvals</b>  | Not Applicable  | If no, provide the date it will be applied for: |  |
| <b>Where applicable, has planning permission been granted? (LGA)</b>   | Yes <input type="checkbox"/> No <input type="checkbox"/>  | ___/___/___                                     |  |
| <b>Aboriginal Heritage Act?</b>  | Yes <input type="checkbox"/> No <input type="checkbox"/>  | ___/___/___                                     |  |
| <b>Department of Biodiversity, Conservation and Attractions? (Environmental, Swan River)</b>   | Yes <input type="checkbox"/> No <input type="checkbox"/>  | ___/___/___                                     |  |
| <b>Native Vegetation Clearing Permit?</b>  | Yes <input type="checkbox"/> No <input type="checkbox"/>  | ___/___/___                                     |  |
| <b>Please list any other approvals that are required?</b>  | Yes <input type="checkbox"/> No <input type="checkbox"/>  | ___/___/___                                     |  |
| <b>How will your project increase physical activity?</b><br>The current regular users of the courts include: <ul style="list-style-type: none"> <li>• Narrogin Senior High School – physical education program</li> <li>• Keith O'Brien – junior coaching</li> <li>• Brad Bassett – regional coaching</li> <li>• Tennis West – Regional Tournaments</li> <li>• Community – casual court hire</li> <li>• Members - <ul style="list-style-type: none"> <li>Tuesday morning social</li> <li>Tuesday night 'Fast 4'</li> <li>Wednesday night pennants</li> <li>Saturday afternoon pennants</li> <li>Sunday afternoon social</li> </ul> </li> </ul> The poor condition of the existing surface is deterring participation and we expect that the new surface will generate a significant resurgence of activity.<br>Narrogin is a regional centre and the surrounding towns and communities rely on the NTC to provide a high-quality tennis facility. The resurfacing of our synthetic courts which run parallel to Clayton Road (main thoroughfare through town) will provide a fantastic advertisement for tennis and will attract new players and increase the activity of current users. |   |   |  |
| <b>Do you share your facility with other groups?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If so, who: <ul style="list-style-type: none"> <li>• Narrogin Senior High School – physical education program</li> <li>• Keith O'Brien – junior coaching</li> </ul>   |   |   |  |

- Brad Bassett – regional coaching
- Tennis West – Regional Tournaments
- Community – casual court hire

List the main sport and recreation activities (maximum of 3) which will benefit from your proposal. Please indicate the approximate % usage of the facility (or part of the facility relating to this proposal).

| Sport/community organisation | % use of the facility | Hours per week   |
|------------------------------|-----------------------|--|
| Club Members                 | 70%                   | 30 hrs per week in season and 15 hrs per week off season |
| Casual hire                  | 15%                   | 10 hrs per week  |
| Coaching clinics and Schools | 15%                   | 10 hrs per week  |

Activity/sport membership numbers over the past three years relevant to your project. For example, if a bowls project, golf members not relevant; social membership numbers not applicable.

Note: if membership is not applicable, ie recreation facility or aquatic centre, enter the number of users of the facility.

|                |    |                |    |                |    |
|----------------|----|----------------|----|----------------|----|
| <b>2017/18</b> | 45 | <b>2018/19</b> | 40 | <b>2019/20</b> | 55 |
|----------------|----|----------------|----|----------------|----|

The club has identified that traditional club membership is not on trend and we have therefore focused on a 'user pays' model that will attract the younger players and mid-week 'social' players. The number users (**per week during season**) is estimated as follows:

|                |     |                |     |                |     |
|----------------|-----|----------------|-----|----------------|-----|
| <b>2017/18</b> | 130 | <b>2018/19</b> | 120 | <b>2019/20</b> | 140 |
|----------------|-----|----------------|-----|----------------|-----|

State Sporting Associations are involved in the assessment of applications and may be able to provide valuable information when planning your project, particularly in relation to technical design issues. They should be consulted as part of the application process. A complete list of State Sporting Associations and their contact details are available on the department's website: <https://www.dlgsc.wa.gov.au/sport-and-recreation/state-sporting-associations>

|  |                            |
|--|----------------------------|
| <b>What is the name of the State Sporting Association for your activity/sport?</b>   |                            |
| Tennis West  |                            |
| <b>Have you discussed your project with your State Sporting Association?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |                            |
| Contact Name: Greg Wood / Brooke Koenig / Charlotte King   | Date of contact: 2/12/2020 |

## PROJECT DELIVERY

Please indicate key milestones of your project. The key milestones need to be realistic and demonstrate that the project can be delivered in the timeframe.

| Task  | Date                   |
|---|------------------------|
| Attainment of Council approvals                           | Achieved - 24/11/2020  |
| Preparation of tender/quotes for the major works contract | Achieved – August 2020 |
| Issuing of tender for major works                         | NA                     |
| Signing of major works contract                           | June 2021              |
| Site works commence                                       | August 2021            |
| Construction of project starts                            | August 2021            |
| Project 50% complete                                      | August 2021            |
| Project Completed   | August 2021            |
| Project hand over and acquittal                           | August 2021            |

**Are there any operational constraints that would impact on the construction phase of your project?** (such as your sporting season, major annual event or inclement weather) – provide details. Projects that are delayed due to undeclared known constraints are not eligible for a deferral.

We do not foresee any operation constraints as the resurfacing will take place during the offseason.

## GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

## PRIVACY STATEMENT AND STATEMENT OF DISCLOSURE

The Organisation acknowledges and agrees that this Application and information regarding it is subject to the *Freedom of Information Act 1992* and that the Grantor may publicly disclose information in relation to this Application, including its terms and the details of the Organisation.

Any information provided by you to DLGSC can be accessed by you during standard office hours and updated by writing to DLGSC or calling (08) 9492 9700. All information provided on this form and gathered throughout the assessment process will be stored on a database that will only be accessed by authorised departmental personnel and is subject to privacy restrictions.

DLGSC may wish to provide certain information to the media for promotional purposes. The information will only include the applicant's club name, sport, location, grant purpose and grant amount.

## APPLICANT'S CERTIFICATION

I certify that the information supplied is to the best of my knowledge, true and correct.

**Name:** Dale Stewart

**Position Held:** CEO – Shire of Narrogin

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## LODGEMENT OF YOUR APPLICATION

- Applications including all attachments are to be received electronically and officially submitted to [csrff@dlgsc.wa.gov.au](mailto:csrff@dlgsc.wa.gov.au) by the cut off date. A hard copy can also be provided and should be clipped at the top left-hand corner, please do not bind.
- It is recommended that you **retain your completed application form**, including attachments for your own records and future audit purposes.
- All **attachments** and supporting documentation (see next section) should be **clearly named and identified** and submitted with the application form.
- **Applications must be submitted to your Local Government Authority** by the Local Government's advertised cut-off date to ensure inclusion at the relevant Council Meeting.

The following documentation must be included with your application. Applicants may wish to supply additional RELEVANT information.

|                          |  |
|--------------------------|--|
| <input type="checkbox"/> | <b>Application form.</b>   |
| <input type="checkbox"/> | <b>Incorporation Certificate.</b>  |
| <input type="checkbox"/> | <b>Two written quotes.</b>   |
| <input type="checkbox"/> | If your project involves the upgrade of an existing facility, include <b>photograph/s</b> of this facility.  |
| <input type="checkbox"/> | <b>Locality map, site map and building plans</b> (in relevant constructions projects), including where the proposed facility is located in relation to other sport and recreation infrastructure.                  |
| <input type="checkbox"/> | <b>Income and expenditure statements</b> for the current and next financial years. (LGAs exempted).  |
| <input type="checkbox"/> | <b>Written confirmation of financial commitments</b> from other sources including copies of <b>council minutes</b> . (If a club is contributing financially then evidence of their cash at hand must be provided). |
| <input type="checkbox"/> | For resurfacing projects, a written guarantee from the supplier of the product that clearly identifies the product's life expectancy.  |
| <input type="checkbox"/> | <b>Itemised project cost for components</b> and identified on the relevant quote for each (including cost escalation).   |
| <input type="checkbox"/> | For floodlighting projects, a <b>lighting plan</b> must be supplied showing lux, configuration and sufficient power supply   |

### Your application will be considered not eligible if:

- You have not discussed your project with the Department of Local Government, Sport and Cultural Industries and your State Sporting Association.
- You do not meet the eligibility criteria for the grant category to which you are applying.
- You have not included with your application all the relevant required supporting documentation. **There is no onus on Department staff to pursue missing documentation.**
- Applicants/projects that have received a CSRFF grant in the past and have not satisfactorily acquitted that grant. In some cases this may apply to localities where other significant projects have not been progressed or have not completed a previous project in accordance with the conditions of the grant provided. An assessment will be made in October and if no physical progress has occurred, new applications may not be recommended.
- It is not on the correct application form.
- The project for which application is made is specifically excluded from receiving CSRFF support.

## DEVELOPMENT BONUS APPLICANTS ONLY

If you applied for a CSRFF grant for more than one third of the cost of the project, please provide evidence of meeting at least one of the following criteria.

**You MUST contact your local DLGSC office to determine eligibility before applying.**

| Category                  |   | Details |
|---------------------------|---|---------|
| Geographical location     | <input type="checkbox"/> Regional/remote location<br><input type="checkbox"/> Growth local government   |         |
| Co-location               | <input type="checkbox"/> New<br><input type="checkbox"/> Existing   |         |
| Sustainability initiative | <input type="checkbox"/> Water saving<br><input type="checkbox"/> Energy reduction<br><input type="checkbox"/> Other  |         |
| Increased participation   | <input type="checkbox"/> New participants<br><input type="checkbox"/> Existing participants – higher level<br><input type="checkbox"/> Special interest<br><input type="checkbox"/> Other |         |

## PROJECT BUDGET

### ESTIMATED EXPENDITURE

Please itemise the components of your project in the table below, indicating their cost and which quote or part of quote was used to estimate this. Quantity Surveyor costs will be accepted however the responsibility lies with the applicant to ensure the validity of the information. A contingency allowance is considered an acceptable component. *PLEASE ITEMISE BY COMPONENT (e.g changerooms, storage, kitchen) rather than materials (electrician, plumber, finishings).*

| Project Description<br>(detailed breakdown of project to be supplied) | \$ Cost ex GST | \$ Cost inc GST | Quote Used<br>(list company name and quote no) |
|---|----------------|-----------------|--|
| <b>Supply &amp; install 6 synthetic courts</b>                        | 195910         | 215501          | Sports Surfaces                                |
| <b>Donated materials (Please provide cost breakdown)</b>              | 1400           | 1540            | Refer 'Resurfacing budget' attached            |
| <b>Volunteer labour (Please provide cost breakdown)</b>               | 2875           | 3162.50         | Refer 'Resurfacing budget' attached            |
| <b>Sub Total</b>  | 200185         | 220203.50       |  |
| <b>Cost escalation</b>  | 0              | 0               |  |
| <b>a) Total project expenditure</b>                                   | 200185         | 220203.50       |  |

- At least **two written quotes** are required for each component.
- If your project is a floodlighting installation or upgrades, please ensure that the power supply is sufficient and no upgrade will be required. If upgrade is required and not budgeted for, the grant will immediately be withdrawn. A **lighting plan** must be supplied showing lux and configuration.
- Projects that do not meet **Australian Standards** are ineligible for funding.

## PROJECT FUNDING

| Source of funding                    | \$Amount ex GST | \$ Amount inc GST |   | Funding confirmed Y / N | Comments to support claim (please attach relevant support) |
|--------------------------------------|-----------------|-------------------|---|-------------------------|--|
| Local government                     | 66728.33        | 73401.17          | LGA cash and in-kind  | Y                       | Refer council minutes attached                             |
| Applicant cash                       | 62453.33        | 68698.66          | Organisation's cash   | Y                       | Refer bank statements attached                             |
| Volunteer labour                     | 2875.00         | 3162.50           | Cannot exceed applicant cash and LGA contribution – max \$50,000            | Y                       |  |
| Donated materials                    | 1400.00         | 1540.00           | Cannot exceed applicant cash and LGA contribution                           | Y                       |  |
| Other State Government funding       | 0               | 0                 |   | NA                      |  |
| Federal Government funding           | 0               | 0                 |   | NA                      |  |
| Other funding – to be listed         | 0               | 0                 | Loans, sponsorship etc  | NA                      |  |
| CSRFF request (No Development Bonus) | 66728.33        | 73401.17          | up to 1/3 project cost  | N                       |  |
| or CSRFF request (Development Bonus) | 0               | 0                 | Up to ½ project cost  | N                       |  |
| <b>b) Total project funding</b>      | 200185.00       | 220203.50         | <i>This should equal project expenditure as listed on the previous page</i> |                         |  |

**REQUIRED: If the funding approved is less than funding requested for this project, or the project is more expensive than indicated, where would the extra funds be sourced from? Is this funding confirmed? If the project scope would be reduced, which components would be revisited?**

If the CSRFF approved funding is less than the 1/3<sup>rd</sup> requested, the project scope would be reduced by reducing the number of resurfaced courts from 6 to 4.

### GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.



## PROJECT ASSESSMENT SHEET

This page is for the use of the relevant Local Government Authority to be used for both community and LGA projects. Please **attach copies of council minutes** relevant to the project approval.

|  |
|--|
| <b>Name of Local Government Authority:</b> Shire of Narrogin |
| <b>Name of Applicant:</b> Narrogin Tennis Club Inc           |

Note: The applicant's name cannot be changed once the application is lodged at DLGSC.

### Section A

The CSRFF principles have been considered and the following assessment is provided:  
(Please include below your assessment of how the applicant has addressed the following criteria)

#### All applications

|   | Satisfactory             | Unsatisfactory           | Not relevant             |
|---|--------------------------|--------------------------|--------------------------|
| Project justification                   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Planned approach                        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Community input                         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Management planning                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Access and opportunity                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Design                                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Financial viability                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Co-ordination                           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Potential to increase Physical activity | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Sustainability                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

### Section B

|   |  |
|---|--|
| Priority ranking of no of applications received                       | of applications received   |
| Is this project consistent with the                                   | <input type="checkbox"/> Local Plan <input type="checkbox"/> Regional Plan |
| Have all planning and building approvals been given for this project? | <input type="checkbox"/> Yes <input type="checkbox"/> No                   |
| If no, what approvals are still outstanding?                          |  |

#### Project Rating (Please tick the most appropriate box to describe the project)

- |   |  |                          |
|---|--|--------------------------|
| A | Well planned and needed by municipality        | <input type="checkbox"/> |
| B | Well planned and needed by applicant           | <input type="checkbox"/> |
| C | Needed by municipality, more planning required | <input type="checkbox"/> |
| D | Needed by applicant, more planning required    | <input type="checkbox"/> |
| E | Idea has merit, more planning work needed      | <input type="checkbox"/> |
| F | Not recommended                                | <input type="checkbox"/> |

**Please complete the questions attached. This assessment is an important part of the CSRFF process and your answers to these questions assist the committee make their recommendations, even if you are the applicant. Please provide a summary of any attachments in your assessment, rather than referring to attachments or external documents such as Council Minutes.**

1. Please confirm your contribution to the project, whether it has been formally approved (including financial year for which it is approved) and any conditions on the funding. If no funding has been provided, why not?

2. A) *If a community group application:* Do you believe the project is financially viable, including the applicant's ability to provide upfront contributions, ongoing payments and contributions to an asset replacement fund. Does council commit to underwriting any shortfalls as the ultimate asset owner?

B) *If a council application:* Is Council fully aware of the ongoing cost of operating and maintaining this facility and does your organisation have the capacity to service it into the future? How are the user groups contributing to the ongoing cost of operating the facility?

3. Please provide any additional comments regarding this applications merit against the assessment criteria to support your project rating and ranking.

**Signed**

**Position**

**Date**

Applications for CSRFF funding must be submitted to the Department of Local Government, Sport and Cultural Industries by **4pm on 31 March 2021**. Late applications cannot be accepted in any circumstances.

#### **DLGSC OFFICES**

##### **PERTH OFFICE**

246 Vincent Street  
Leederville WA 6007  
GPO Box 8349  
Perth Business Centre WA 6849  
Tel: (08) 9492 9700  
[CSRFF@dlgsc.wa.gov.au](mailto:CSRFF@dlgsc.wa.gov.au)

##### **MID-WEST**

Level 1, 268-270  
Foreshore Drive  
PO Box 135  
Geraldton WA 6531  
Tel: (08) 9956 2100  
[midwest@dlgsc.wa.gov.au](mailto:midwest@dlgsc.wa.gov.au)

##### **PILBARA**

Karratha Leisure plex  
Dampier Hwy, Karratha  
PO Box 941  
Karratha WA 6714  
Tel: (08) 9182 2100  
[pilbara@dlgsc.wa.gov.au](mailto:pilbara@dlgsc.wa.gov.au)

##### **GASCOYNE**

4 Francis Street  
PO Box 140  
Carnarvon WA 6701  
Tel: (08) 9941 0900  
[Gascoyne@dlgsc.wa.gov.au](mailto:Gascoyne@dlgsc.wa.gov.au)

##### **KIMBERLEY – Broome**

Unit 2, 23 Coghlan Street  
PO Box 1476  
Broome WA 6725  
Telephone (08) 9195 5750  
Mobile 0438 916 185  
[kimberley@dlgsc.wa.gov.au](mailto:kimberley@dlgsc.wa.gov.au)

##### **SOUTH WEST**

80A Blair Street  
PO Box 2662  
Bunbury WA 6230  
Tel: (08) 9792 6900  
[southwest@dlgsc.wa.gov.au](mailto:southwest@dlgsc.wa.gov.au)

##### **GOLDFIELDS**

106 Hannan Street  
PO Box 1036  
Kalgoorlie WA 6430  
Tel: (08) 9022 5800  
[goldfields@dlgsc.wa.gov.au](mailto:goldfields@dlgsc.wa.gov.au)

##### **KIMBERLEY – Kununurra**

Telephone 08 9195 5750  
Mobile 0427 357 774  
[kimberley@dlgsc.wa.gov.au](mailto:kimberley@dlgsc.wa.gov.au)

##### **WHEATBELT - Northam**

298 Fitzgerald Street  
PO Box 55  
Northam WA 6401  
Tel: (08) 9690 2400  
[wheatbelt@dlgsc.wa.gov.au](mailto:wheatbelt@dlgsc.wa.gov.au)

##### **GREAT SOUTHERN**

22 Collie Street  
Albany WA 6330  
Tel: (08) 9892 0100  
[greatsouthern@dlgsc.wa.gov.au](mailto:greatsouthern@dlgsc.wa.gov.au)

##### **PEEL**

Suite 94  
16 Dolphin Drive  
PO Box 1445  
Mandurah WA 6210  
Tel: (08) 9550 3100  
[peel@dlgsc.wa.gov.au](mailto:peel@dlgsc.wa.gov.au)

##### **WHEATBELT – Narrogin**

50 Clayton Road  
Narrogin WA 6312  
Telephone 9690 2400  
[wheatbelt@dlgsc.wa.gov.au](mailto:wheatbelt@dlgsc.wa.gov.au)

Narrogin Tennis Club (NTC)  
Resurfacing Project (6 synthetic courts)  
Project costs (estimated):

|  | Labour<br>Hours | Rate            | Cost               | Machinery<br>Hours | Rate             | Cost               | External<br>Contractor | Total                       |
|--|-----------------|-----------------|--------------------|--------------------|------------------|--------------------|------------------------|-----------------------------|
| <b>Sports Surfaces quote:</b>                                    |                 |                 |                    |                    |                  |                    |                        |                             |
| Supply and install 6 synthetic courts                            |                 |                 |                    |                    |                  |                    | \$ 195,910.00          | \$ 195,910.00               |
| <b>NTC In-kind:</b>  |                 |                 |                    |                    |                  |                    |                        |                             |
| Remove nets and posts to allow the removal of the synthetic turf | 5               | \$ 25.00        | \$ 125.00          |                    |                  |                    |                        | \$ 125.00                   |
| Cut turf into sections and remove and roll for disposal          | 90              | \$ 25.00        | \$ 2,250.00        | 10                 | \$ 100.00        | \$ 1,000.00        |                        | \$ 3,250.00                 |
| Remove turf from site  | 20              | \$ 25.00        | \$ 500.00          | 4                  | \$ 100.00        | \$ 400.00          |                        | \$ 900.00                   |
| <b>Total Project Cost</b>  | <b>115</b>      | <b>\$ 25.00</b> | <b>\$ 2,875.00</b> | <b>14</b>          | <b>\$ 100.00</b> | <b>\$ 1,400.00</b> | <b>\$ 195,910.00</b>   | <b><u>\$ 200,185.00</u></b> |

Proposed share of cost:

NTC:

Cash

In-kind

\$ 62,453.33

\$ 4,275.00

\$ 66,728.33

Shire of Narrogin

Dept of Local Government, Sport & Cultural Industries

\$ 66,728.33

\$ 66,728.33

\$ 200,185.00

Notes:

All costs listed above are GST exclusive

Sports Surfaces will inspect the asphalt base once the turf has been removed to determine the need for any base preparation before laying the synthetic turf.

## 10.1.2 COMMUNITY CHEST APPLICATIONS

|                        |  |
|------------------------|--|
| File Reference         | Community Chest Grants 15.1.1  |
| 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                   | 12 March 2021  |
| Author                 | Loriann Bell - Events Committees and Special Projects Officer  |
| Authorising Officer    | Dale Stewart - Chief Executive Officer   |
| Attachments            | 1. Applications Community Chest 2020/2021 Round 2  |

### Summary

Community Chest 2020/2021 Round 2 opened on 1 February 2021 with an amount remaining of \$43,329.17 to assist eligible groups with recovery projects and programs after the COVID-19 crisis. The Assessment criteria was amended to enable recipients from the previous two financial years to be eligible. Furthermore, the maximum amount that could be applied for was increased from \$2,500 to \$5,000.

### Background

Applications for Round 2 closed on 28 February 2021 and a total of nine applications were received requesting cash totalling \$32,419.36. There is one request for in-kind support. Six applicants have requested cash in advance. A late application was received one week after the closing date in which cash in advance was requested, but no amount specified, and no income or expenditure was recorded in the project budget.

Continued over...

Below is a summary of the amounts of cash and in-kind requested by the applicants, and the amount carried over from previous rounds and the balance remaining for Round 2 in February 2021.

|   | Summary of Community Chest Applications      | 2020/2021 Budget | Cash Amount requested | Applicant cash | Applicant In-kind | Council In-kind Request | Amount recommended by officer | Amount recommended by Reference Group |
|---|--|------------------|-----------------------|----------------|-------------------|-------------------------|-------------------------------|---------------------------------------|
|   | 2020/2021 Community Chest                    | 100,000.00       |                       |                |                   |                         |                               |                                       |
|   | 2019/2020 Unacquitted/carried over           | 15,250.00        |                       |                |                   |                         |                               |                                       |
|   | Balance                                      | 84,750.00        |                       |                |                   |                         |                               |                                       |
|   | Round 1 Applications total                   | 41,510.83        |                       |                |                   |                         |                               |                                       |
|   | Balance                                      | 43,329.17        |                       |                |                   |                         |                               |                                       |
| 1 | Bindoon Mobile Recovery Campaign Inc         |                  | 1,500.00              | 0              | 1,000.00          | 0                       | 0                             | 0                                     |
| 2 | Dryandra Regional Equestrian Association Inc |                  | 5,000.00              | 5,000.00       | 0                 | 0                       | 0                             | 5,000.00                              |
| 3 | Menshed Narrogin Inc                         |                  | 4,525.00              | 0              | 400.00            | 0                       | 2,462.50                      | 2,500.00                              |
| 4 | Narrogin Croquet Club Inc                    |                  | 4,850.00              | 250.00         | 150.00            | 0                       | 0                             | 2,500.00                              |
| 5 | Narrogin Dirt Bike Association Inc           |                  | 4,540.36              | 0              | 0                 | 0                       | 2,270.18                      | 2,300.00                              |
| 6 | Narrogin Repertory Club Inc                  |                  | 5,000.00              | 7,976.00       | 0                 | 0                       | 5,000.00                      | 5,000.00                              |
| 7 | Quarter Midget Youth Speedway Project Inc    |                  | 5,000.00              | 2,658.50       | 0                 | 0                       | 3,829.00                      | 4,000.00                              |
| 8 | Stephen Michael Foundation                   |                  | 2,000.00              | 1,000.00       | 3,500.00          | 500.00                  | 0                             | 0                                     |
| 9 | Narrogin Amateur Swimming Club               |                  | 0                     |                |                   | 0                       | 0                             | 0                                     |
|   | <b>Total</b>                                 |                  | <b>32,419.36</b>      |                |                   | <b>500.00</b>           | <b>13,561.18</b>              | <b>21,300.00</b>                      |
|   | <b>Projected Balance</b>                     | <b>10,909.81</b> |                       |                |                   |                         | <b>29,767.99</b>              | <b>22,029.17</b>                      |

Council is requested to consider the applications attached and the recommendations of the Reference Group using the Assessment and Eligibility Criteria in the Guidelines below. The assessment criteria was amended to enable recipients from the previous two years to be eligible.

#### Assessment and Eligibility Criteria Guidelines

##### *“What may be funded*

- *Professional fees and charges associated with an event or project (e.g. entertainment, adjudicators, printing, fixed equipment, skilled labour).*
- *Expenses associated with the production of an event or project (e.g. equipment hire, materials, advertising, venue hire).*

##### *What will not be funded*

- *Deficit funding or retrospective funding.*
- *Recurrent expenditure (i.e. salaries and operational costs).*

- *Proposals where alternative sources of funding are available.*
- *Maintenance, repairs, upgrades or fittings to buildings or property which are privately owned or are the property of the State Government.*
- *Projects, programs, events or activities coordinated by religious organisations.*

#### *Eligibility*

- *Only incorporated not for profit community organisations are eligible for support through the Shire's Community Chest program.*
- *Successful Applicants from Rounds 1 or 2 in the preceding 24 months are eligible to apply.*
- *No individual application shall receive in excess of \$5,000 (cash or in kind).*
- *The Applicant group must be able to demonstrate substantial community support for the project.*
- *Evidence of the association's incorporation should be provided with the application.*
- *Projects are required to be completed within the financial year of receiving the grant.*

#### *Assessment criteria*

- *Applications should be submitted using the Application Form, with copies of quotes attached.*
- *Applications should be addressed to the above and received by the closing date.*
- *Demonstrated capacity to manage and be accountable for the funds and the project.*
- *Demonstrated cash, donated and in-kind contributions to the proposed project.*
- *Copies of quotes for materials and services to deliver the project.*
- *Membership of the organisation is primarily Shire of Narrogin residents.*
- *Aims and objectives of the organisation benefit primarily the Narrogin community.*
- *Provision of a detailed cash budget showing expenditure and income including grant amount requested.*
- *Demonstrate the extent of community involvement and the contribution in cash or in-kind by the organisation.*
- *Compliance with all acquittal requirements for any previous Shire funding received.*
- *Compliance with appropriate Local Laws, Policies, Acts, Regulations and Standards."*

### **Consultation**

Consultation has been undertaken with:

- Chief Executive Officer
- Community Chest Applicants
- Community Chest Reference Group.

### **Statutory Environment**

Narrogin Repertory Club will require planning approval before commencing, Narrogin Croquet Club will require approval from the Shire's Senior Environmental Health Officer at the completion of the project.

If setting up the display on Shire property, Bindoon Mobile Recovery will require relevant approval beforehand.

### **Policy Implications**

Nil

## Financial Implications

Several applicants are seeking payment in advance of project delivery/completion.

- Bindoon Mobile Recovery Campaign \$1,500
- Narrogin Croquet Club \$4,854
- Narrogin Dirt Bike Association In \$4,540.36
- Narrogin Repertory Club Inc \$5,000
- Quarter Midget Youth Speedway Project \$5,000
- Stephen Michael Foundation \$2,000.

Should the Council accept the Officer's and Reference Group's Recommendation, the balance remaining for the Community Chest Funds for the current Financial Year will be \$22,029.

## Strategic Implications

A potential strategic implication has been identified with the Croquet Club's request for a further \$4,850 for a proposal to continue to upgrade their clubrooms. This is in addition to the \$12,648 provided by the Shire for a series of upgrades to the courts and clubrooms. The Administration notes that the longer term strategic direction for the Croquet Club could involve a merger with the Narrogin Bowling Club thereby utilising the existing building infrastructure and licenced venue.

| 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:  | 2.2.2 | Advocate for mental health and social support services                            |
| 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                                |
| Strategy:  | 2.3.3 | Facilitate and support community events   |
| Strategy:  | 2.3.4 | Provide improved community facilities (eg library/recreation)                     |
| Strategy:  | 2.3.5 | Encourage and support continued development of arts and culture                   |
| Outcome:   | 2.4   | Cultural and heritage diversity is recognised                                     |
| Strategy:  | 2.4.2 | Support our Narrogin cultural and indigenous community                            |

## Comment/Conclusion

The Administration notes that several of the applications are not supported by the Applicant organisation's cash and in-kind contributions and advises that the Assessment Criteria requires Applicants to provide detailed project budgets, supported by quotes and demonstrated cash and in-kind contribution to the project. There is however, no specific minimum percentage contribution, such as dollar for dollar.

Applications requesting cash totalling \$32,419 have been received from nine organisations for projects including:

- Accommodation and meals for volunteers and event specific merchandise for a mobile mental health campaign;
- Pre-event works undertaken to the race course and payments for officials at a regional equestrian event;
- a new vehicle hoist for a community program;
- continued kitchen upgrade for an upcoming event;
- a boundary fence for a race track;
- a community venue toilet upgrade;
- a patio roof and concrete floor;
- wages for event officials and catering; and
- an unspecified amount to cover the costs of attending a swimming competition.

### 1. Bindoon Mobile Recovery Campaign Inc

The Applicant is an eligible incorporated association based in Bullsbrook, and is a volunteer run, mental health campaigner targeting men. They are proposing to travel to Narrogin and surrounds to provide mental health support and raising awareness of suicide. They are seeking financial support to bring a mobile mental health campaign to Narrogin using their highly visual car and trailer.

The Applicant has requested \$1,500 cash in advance and is proposing to use the grant to pay accommodation and catering costs for volunteers, and to purchase, for resale, a quantity of merchandise which helps raise awareness of suicide, depression and mental health.

The total project is estimated to cost \$2,500 before income is deducted, the Applicant has indicated they will contribute \$1,000 in volunteer hours to mobilise and deliver the campaign and have an anticipated income of \$700 from donations and the sale of merchandise. The campaign dates they will visit Narrogin will be determined should their application be successful.

The Administration applauds the Applicant for this worthwhile program, and encourages their attendance at three, traditionally well attended, upcoming events to be held in Narrogin such as; West Coast Jet Sprint Club in September 2021; Narrogin RevHeads in November 2021; and Last Blast of Summer to be held in March 2022 where these events attract a predominantly male attendance.

The request, after income is deducted, represents an 83% contribution to the project.

The Administration recommended that this application not be supported at this time, subject to the comments in the Officer's Recommendation. This was supported by the Reference Group.



2. Dryandra Regional Equestrian Association Inc

The Dryandra Regional Equestrian Association is seeking financial assistance to meet the costs of the annual two day event to be held in June 2021. The event attracts around 200 competitors and due to COVID-19 was cancelled in 2020. The event is the group's major fundraising activity for the year.

The total project cost is estimated at \$35,000, the Applicant has indicated they will contribute \$5,000 cash and has an anticipated income of \$25,000 from sponsorship and entry fees. They are proposing to use the Community Chest funds to cover event coordination costs including work to the cross-country course and payment of event officials and judges.

The request represents a 14% contribution to the total expenses.

The Administration recommended supporting this application from the Shire's Events Matching Funding Budget as a one off COVID recovery support grant, subject to the funding conditions in the Officer's Recommendation.

The Reference Group agreed with the intent of the Officers Recommendation however disagreed with the funding source, and preferred for it to be funded from the specific COVID funding set aside or such activities as a one off support.

3. Mensheds Narrogin Inc

Mensheds submitted two successful applications in Round 1, one to purchase new fridge, and the other for \$2,800 for a 3.8t vehicle hoist. Further research suggested the hoist was unsuitable for the intended purpose. They purchased the new fridge and fully acquitted the grant, but did not take up the second approved grant, instead have sourced a more suitable machine and are seeking financial support for the purchase.

The total project cost is estimated to be \$4,925, the Applicant has requested \$4,525 cash and will contribute \$400 in in-kind support to the project.

The requested amount is not supported due to not adequately meeting the following criteria:

- Demonstrated cash, donated and in-kind contributions to the proposed project.

The request represents a 92% contribution to the project.

The Administration recommended supporting the application up to \$2,462.50, which is 50% of the total project cost, subject to the funding conditions in the Officer's Recommendation.

The Reference Group rounded the proposed grant up to \$2,500, representing 50.76% of the total project cost for ease of accounting.

4. Narrogin Croquet Club Inc

Narrogin Croquet Club are continuing with the refurbishment of the clubrooms and kitchen in the lead up to the centenary celebrations to be held in 2024. They are seeking cash in advance to upgrade the external doors and fly screens for improved security and a new stainless steel bench in the kitchen.

The total project is estimated to cost \$5,250, the Applicant has requested \$4,854 and has indicated they will contribute \$250 cash, and \$150 in-kind to the project.

In recent years, Narrogin Croquet Club have received a total of \$12,648 in cash contributions to support upgrades to the courts and clubrooms.

Community Chest 2017/2018 \$2,500 endorsed out of round request to construct a retaining wall between courts one and two

- Community Budget \$5,400 contribution to building capital;
- Community Chest 2019/2020 \$2,500 clubhouse upgrade; and
- Community Chest 2020/2021 Round 1 \$2,248 ongoing clubhouse upgrade.

Narrogin Croquet Club have met all acquittal requirements for previous grants through the Community Chest.

The request represents a 92% contribution to the project.

The Administration recommended this application not be supported, noting that there are strategic implications relating to a potential opportunity to partner with the Narrogin Bowling Club in a consolidation of functions.

The Reference Group recommended to support the application however, given the lead time associated with the potential for consolidation, and the relatively small value requested, and rounded the proposed grant up to \$2,500, representing 47.62% of the total project cost, for ease of accounting.

5. Narrogin Dirt Bike Association Inc

Narrogin Dirt Bike Association Inc are seeking \$4,450.36 financial support to cover the cost of installing a fence around a portion of the race track.

The Association recently signed a lease with the Shire for the portion of land known as Dandaloo Park where regular track racing events are held. The agreement requires the Association to provide adequate fencing, or demarcation to ensure the public of the danger accessing the track.

The total project is estimated to cost \$4,540.36, the Applicant has indicated they will not be contributing cash or in-kind to the project.

The requested amount is not supported due to not adequately meeting the following criteria:

- Demonstrated cash, donated and in-kind contributions to the proposed project.
- The request represents a 100% contribution to the project.

The Administration recommended supporting the application up to \$2,270.18, which is 50% of the project cost, subject to the funding conditions in the Officer's Recommendation.

The Reference Group rounded the proposed grant up to \$2,300, representing 50.66% of the total project cost for ease of accounting.

6. Narrogin Repertory Club Inc

The Repertory Club are seeking \$5,000 financial support to assist with the cost to upgrade the toilet facilities located at the Thornton Theatre. The upgrade is proposed to make the venue more inclusive with appropriate disability access for patrons.

The total project is estimated to cost \$12,976, the Applicant has indicated they will contribute \$7,976 cash to the project.

The Administration and Reference Group recommended supporting this application, subject to the funding conditions in the Recommendation. The request represents a 38% contribution to the project.

7. Quarter Midget Youth Speedway Project Inc.

Quarter Midget Youth Speedway Project are seeking \$5,000 Community Chest funds to assist with the cost to purchase and install a concrete pad and patio roof to the sea container. Currently the container offers no shade for racers during race and training events.

The total project cost is estimated at \$7,658.20, the group is proposing to support the project with a cash component of \$2,658.20.

The requested amount is not supported due to not adequately meeting the following criteria:

- Demonstrated cash, donated and in-kind contributions to the proposed project.
- The request represents a 65% contribution to the project.

The Administration recommended supporting this application up to \$3,829.10, which is 50% of the total project cost, subject to the funding conditions in the Officer's Recommendation.

The Reference Group rounded the proposed grant up to \$4,000, representing 52.23% of the total project cost, for ease of accounting.

8. Stephen Michael Foundation

Stephen Michael Foundation have requested cash and in-kind support of \$2,500 to assist with the delivery of the Night Hoops Regional Carnival proposed to take place on 19 April 2021 in Narrogin. The in-kind request is to waive the court hire fees at the YMCA and the Applicant intends to use the cash to pay wages for event coordination and catering.

Stephen Michael Foundation is not an incorporated association, they are a public company and registered charity.

The total project is estimated to cost \$4,500, the Applicant has indicated they will contribute \$1,000 cash and \$3,500 in-kind to the project.

It is noted there are other in-kind contributions from other organisations not accounted for.

The Administration recommended the request for cash is not supported due to not adequately meeting the following criteria:

- Recurrent expenditure (i.e. salaries and operational costs).
- Only incorporated not for profit community organisations are eligible for support through the Shire's Community Chest program.
- Evidence of the association's incorporation should be provided with the application.

The request represents a 55% contribution to the project.

However, the Administration and Reference Group recommends supporting the in-kind request to waive the venue hire fees for the event as per the Recommendation.

9. Narrogin Swimming Club Inc

Narrogin Swimming Club application was received one week after the closing date. They have requested an unspecified cash in advance contribution to enable their members to take part in a

state competition in 2022. The application is not supported with a requested amount of cash, a detailed project budget or copies of quotes for the intended expenditure.

The Applicant has indicated the grant money will be used to cover the costs of entry fees for the Narrogin members to take part in the Country Pennants to be held in Carnarvon in March 2022.

The Administration and Reference Group recommends the application is not supported due to not adequately meeting the following criteria:

- Projects are required to be completed within the financial year of receiving the grant.
- Demonstrated cash, donated and in-kind contributions to the proposed project.
- Copies of quotes for materials and services to deliver the project.
- Provision of a detailed cash budget showing expenditure and income including grant amount requested.

## Voting Requirements

Simple Majority

### OFFICERS' AND REFERENCE GROUP RECOMMENDATION

That with respect to the Community Chest Grant applications, Council:

1. Support the following applications, subject to the conditions listed;
  - a. Dryandra Regional Equestrian Association Inc for a cash contribution of \$5,000 to assist with pre-event course preparation and wages for judges and officials.
  - b. Menshed Narrogin Inc for a cash contribution of \$2,500 being approximately 50% of the cost to purchase and install a vehicle hoist.
  - c. Stephen Michael Foundation, with respect to waiving the venue hire fees only and this being funded from the Shire's Youth Services Budget GL2080801.

#### Conditions

- i) GST being additional if the organisation is eligible.
  - ii) The Applicants are to complete the project and acquit the grant by 30 June 2021 in accordance with the submitted application, and present copies of paid invoices and receipts related to the costs associated with the project, together with a tax invoice made out to the Shire up to the maximum amount of the approved grant, (plus GST if applicable) and submit together with copies of promotional material relating to the project, and photos of the completed project; and
  - iii) Upon satisfying condition (ii) above, the Shire will reimburse up to the approved amount.
2. Support the following applications, with payment in advance, subject to the conditions listed;
    - a. Narrogin Croquet Club Inc, for a cash contribution of \$2,500 being approximately 48% of the project cost to do kitchen fit out.

- b. Narrogin Dirt Bike Association Inc for \$2,300 to supply and install a boundary fence being approximately 50% of the project cost. The Applicant is required to obtain approval from the Shire's CEO in relation to the lease conditions;
- c. Narrogin Repertory Club Inc, for \$5,000 to upgrade the toilet facilities at the Thornton Theatre being approximately 38% of the project cost;
- d. Quarter Midget Youth Speedway Project Inc for \$4,000 to supply and install a concrete floor and patio being approximately 52% of the project cost.

Conditions:

- i) GST being additional if the organisation is eligible.
- ii) The Applicants are to provide the Administration with a copy of the quote(s) for the costs in accordance with the proposed project, together with a tax invoice made out to the Shire for the amount of the approved grant (plus GST if applicable); and
- iii) Upon satisfying condition (ii) above, the Shire will pay in advance up to the approved granted funds; and
- iv) The Applicant is to acquit the grant by 30 June 2021 and present copies of paid invoices and receipts related to the cost to complete the project in accordance with their application, and submit copies of advertising and promotional material, social media posts and photographs of the completed project, noting that if the amount paid as a percentage of the project cost is greater than approved, the organisation will refund the difference to the Shire of Narrogin.

3. Not support the following applications;

- a. Bindoon Mobile Recovery Campaign Inc, at this time, and the applicant be encouraged to submit an application for Community Chest in the next round closing on 31 August 2021, to assist with the costs associated to attend specific, defined suitable events.
- b. Narrogin Amateur Swimming Club Inc, at this time, and the applicant be encouraged to apply for a grant in the next round which closes on 31 August 2021 with a specific defined financial request.

# COMMUNITY CHEST APPLICATION FORM (FDRS010)



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



89 Earf 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:  
8:30am – 4:30pm  
MONDAY- FRIDAY

The Shire of Narrogin provides funding assistance through the biannual Community Chest funding program to eligible community organisations for events or projects which benefit the Narrogin community. To support the recovery of community groups following the COVID crisis, and for the financial year 2020/2021 cash and in-kind support is available up to a maximum of **\$5,000**. To further support the recovery process, successful applicants from 2019/2020 and 2018/2019 are eligible and invited to apply.

## 1. APPLICANT DETAILS

Name of Organisation

Bindoon Mobile Recovery Campaign Inc.

Postal Address

[REDACTED]

Contact Person

Deb Davies

Position

Committee Member

Phone

[REDACTED]

Email

[REDACTED]

Organisation's ABN

97 425 590 298

Is your organisation registered for GST?

YES

Please attach a copy of your organisations Certificate of Incorporation

YES

## 2. PROJECT DETAILS

What is the name of your proposed project or event?

BMRC Narrogin Run

Please provide a brief description of project / event (*maximum of 100 words*)

BMRC is a grass roots, volunteer run, mental health campaign using a highly visual vehicle and trailer. There is a focus on mens mental health (but is not limited to mens mental health) and removing the stigma around poor mental health as well as supporting people bereaved by suicide. The campaign travels to rural, semi-rural and suburban locations and attends community events as well as corporate workplaces. Usually only staying one or two days

How will your project / event benefit the Narrogin community?

BMRC provides a free referral and support service to members of the Narrogin community. Having lived experience of anxiety and depression combined with their ability to have a "yarn" Storn and Debbie offer support with an empathic ear and encourage positive help seeking behaviour to people living with the stigma of suicide and poor mental health.

-75% of those who suicide are male.

-People in rural populations are 2 times more likely to die by suicide.

-For each life lost to suicide, the impacts are felt by up to 135 people, including family members, work colleagues, friends and first responders at the time of death.

-suicide is attributed to 10% of all Wheatbelt deaths (58 deaths in total between 2011 and 2015) for residents under 75 years olds

-Youth suicide rates are double WA's, suicide is the second leading cause of death among 15 – 24 year olds in the Wheatbelt

REFERENCE: <https://www.lifeline.org.au/resources/data-and-statistics/>

[https://www.wheatbelt.wa.gov.au/files/5615/2634/8920/WDC\\_Fast\\_Facts\\_2018\\_Final\\_15\\_May\\_2018.pdf](https://www.wheatbelt.wa.gov.au/files/5615/2634/8920/WDC_Fast_Facts_2018_Final_15_May_2018.pdf)

Storn holds several suicide prevention/intervention certificates (incl. ASIST, safeTALK and Gatekeeper Suicide Prevention). The BMRC trailer is stocked with evidence informed information, resources for reliable referral pathways and if the person allows Storn will always follow up with a phone call. Since Storn became aware of COVID19 and as a precaution the BMRC vehicle has been equipped with hand sanitiser, extra tissues and safe waste disposal capability. Storn's office is his vehicle. Street Meets are held outside beside his vehicle and trailer.

**Estimated project start date**

April 2021 (dates to be confirmed should funding be approved)

**Estimated project completion date**

June 2021

**3. ADVERTISING AND PROMOTION**

It is a requirement of funding approval that the words "Sponsored by the Shire of Narrogin" and the Shire's logo be displayed at /on your project/event.

Please check the boxes below to indicate the ways you will be able to acknowledge Shire of Narrogin sponsorship:

- X Facebook, Instagram, or Twitter posts – please share with, and tag Shire of Narrogin page;
- X Display Shire of Narrogin Logo: on your website and posters, in newspaper advertisements, on event signage, programs and flyers;
- X Display the Shire of Narrogin flag or banner at your event if possible. (Available upon request)
- X Affix Community Chest sign on project (available on request)
- X Verbal announcements at event

**4. PREVIOUS COMMUNITY CHEST FUNDING**

Has your organisation previously received Community Chest funding?

**NO**

If yes, please tell us what year, and describe the project and the amount of Community Chest funds received:

|     |
|-----|
| N/A |
|     |

**5. PROJECT BUDGET**

Are you applying for cash or in-kind support, or both (up to a combined maximum of \$2,500)?

**CASH**

If you are requesting an in-kind contribution, please provide details below:

|     |
|-----|
| N/A |
|     |

Please tell us how the Community Chest funds will be used?

|  |
|--|
| To cover administration, partial materials, volunteer accommodation and meals. |
|  |

If you are requesting cash, do you require the Community Chest funds prior to your proposed event / activity?

**YES**



**In-kind contributions:**

Please calculate and list below the value of any in-kind contributions and include in the Total Project Budget; (e.g. volunteer or donated labour.)

*\*Volunteer and donated labour is calculated at \$25 per hour per person\**

| <i>Contributions</i>   | <i>Estimated value \$</i> |
|--|---------------------------|
| <b>Volunteers x 2 @ \$25/hr/pp</b>   | <b>\$1000.00</b>          |
| <b>Including admin, packing and unpacking car and trailer, travel time and 10 hours work in Narrogin</b> |                           |
| <b>TOTAL</b>   | <b>\$1000.00</b>          |

**Project Income and Expenditure**

| <b>INCOME</b>   |                        | <b>EXPENDITURE</b> (please attach quotes) |   |
|---|------------------------|---|---|
| **Amount of Community Chest Funds requested in cash   | \$1500.00              | Materials                                 | \$2300.00   |
| **Amount of Community Chest funds requested in-kind (e.g. Town Hall hire fee waived if applicable /required). | \$                     | Hire of equipment:                        | \$  |
| Applicant's cash contribution   | \$                     | Venue hire                                | \$  |
| In-kind (volunteer, donated labour)   | \$1000.00              | Labour/contractor costs                   | \$  |
| Sponsorship   | \$                     | Advertising                               | \$  |
| Donations (cash/materials from others-please list)  | \$200.00               | Catering costs                            | \$  |
| Other grants  | \$                     | Entertainment                             | \$  |
| Sales (stall fees, event tickets/food/merchandise)  | \$500.00 (merchandise) | Office/administration                     | \$160.00  |
| Other income (please list)  | \$                     | Other expenditure (please list)           | \$130.00 (fuel)<br>\$610.00 (accommodation & meals) |
| <b>TOTAL *INCOME</b>  | <b>\$3200.00</b>       | <b>TOTAL *EXPENDITURE</b>                 | <b>3200.00</b>                                      |

*\*Income and \*Expenditure amounts must be equal*

*\*\*The total combined Community Chest cash and in-kind request cannot be greater than \$2,500.*

**Declaration**

I declare that I am authorised to prepare and submit this application, and that the information presented is correct to the best of my knowledge.

Name of President or Vice President

Debra Davies

---

Signature of President or Vice President



---

Date

25/2/2021

---



**WESTERN AUSTRALIA**

*Associations Incorporation Act 1987*  
(Section 18(6))

Registered No: A1010419C

**Certificate of Incorporation  
On Change of Name**

This is to certify that

**BINDOON RECOVERY CENTRE INCORPORATED**

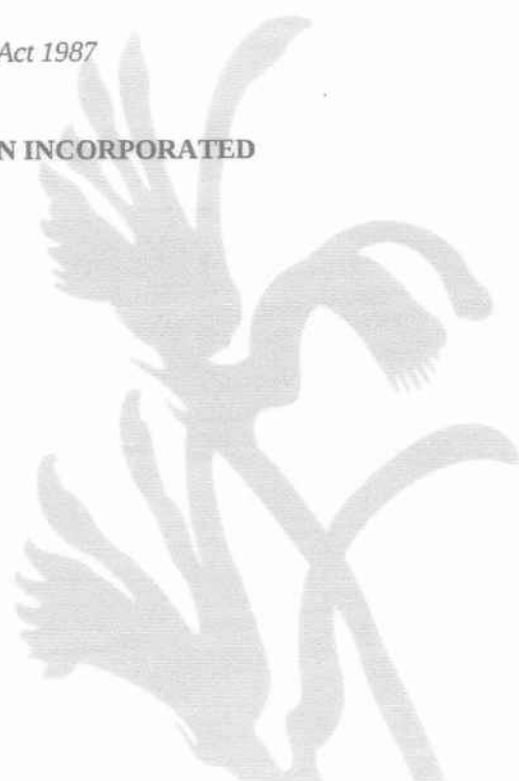
which was on the third day of July 2002  
incorporated under the *Associations Incorporation Act 1987*  
changed its name to:

**BINDOON MOBILE RECOVERY CAMPAIGN INCORPORATED**

on this seventeenth day of October 2014

Commissioner for Consumer Protection

CERTIFICATE



---

**RE: Enquiry from Website**

1 message

---

**Albert Facey Motor Inn - Narrogin** <albfacey@treko.net.au>  
To: fd0503@gmail.com

Wed, Feb 17, 2021 at 10:51 AM

Good Morning,  
The cost of a deluxe room for 2 persons is \$179.00 per room per night.  
For the two nights it would cost \$358.00.

Regards  
Theresa  
Manager  
Albert Facey Motor Inn  
78 Williams Rd, Narrogin, WA 6312  
Phone: 08 9881 1899  
Email: albfacey@treko.net.au  
Web: www.albertfacey.com

Please use the "Safe WA" app on arrival to comply with  
new government regulations alternatively you can sign the  
manual register located at reception.

Help keep WA safe!

-----Original Message-----

From: Deb Davies [mailto:wordpress@albertfacey.com]  
Sent: Tuesday, 16 February 2021 8:54 PM  
To: albfacey@treko.net.au  
Subject: Enquiry from Website

Name: Deb Davies  
Email: [REDACTED]  
Number: 0412 033 931

Arrival: 16/04/2021  
Departure: 18/04/2021

Message:  
Hi there,

I'm a committee member of Bindoon Mobile Recovery Campaign Inc (BMRC). I am applying for a grant from the Shire of Narrogin that will assist with our campaign which raises awareness of men's mental health. The application process requires me to obtain a quote for accommodation. Would you please advise of the cost to stay in a Deluxe Room at Albert Facey Motor Inn for two nights. Storn and Debbie are expecting to stay in Narrogin for two nights (dates TBC).

In appreciation,  
Deb Davies  
[REDACTED]

<https://www.facebook.com/BindoonMobileRecoveryInc>

--  
This e-mail was sent from a contact form on Albert Facey Motor Inn



Bindoon Mobile Recovery Campaign  
12 Chittering Road  
BULLSBROOK WA 6084

## TAX INVOICE

**Invoice Date** 13 Jan 2021

**Invoice Number** 9941

**Reference** SO7053

**Terms** Prepaid

Bocchetta Plush Toys (Nordin  
Investments ATF Okavango Family  
Trust)  
P O Box 499  
ROBINA TOWN CENTRE QLD 4230  
AUSTRALIA

p. 07 5568 0641 f. 07 5568 0651  
e. sales@bocchettaplushtoy.com

**ABN** 93 165 301 149  
**ACN** 617 271 119

| Description   | Qty   | Unit Price | Disc % | Amount AUD |
|---|-------|------------|--------|------------|
| 440/28/blk - Rex (Kelpie - 28cm sitting, black and tan) | 30.00 | 16.95      | 10.00  | 457.65     |
| Freight - Border Express                                | 1.00  | 62.00      | 0.00   | 62.00      |

Subtotal 519.65

Total GST 10% 51.97

**Invoice Total AUD 571.62**

Total Net Payments AUD 571.62

Amount Due AUD 0.00

### ACCOUNT TERMS & CONDITIONS

1. Claims & disputes arising from invoices regarding prices and/or goods supplied must be made within 7 working days of receipt of goods. No refunds or returns will be accepted after this point.
2. Bocchetta Plush Toys reserves the right to change the price to reflect any increase in the cost to Bocchetta Plush Toys beyond the reasonable control of Bocchetta Plush Toys (including, without limitation, foreign exchange rate fluctuations, customs duties, warehousing costs or any increase in the cost of freight, labour or materials).
3. If the courier carrier is unable to deliver the goods for any reason Bocchetta Plush Toys will on forward any redelivery or associated charges levied by the courier carrier.
4. If the courier carrier is made to wait for any reason any associated cost levied by the courier carrier will be passed on

*Thank you for your custom.*



Red Dot Australia Pty Ltd  
1061 9295 8994

ORDER #02000099

P-----9340957090664  
\*DOG COLLAR PU LEATHER 155.00  
qty 31 @ 5.00 ea

SUBTOTAL 155.00  
31 ITEMS

EFTPOS 155.00  
Tran Num: 599

NO CHANGE

GST Sales 155.00  
GST Amount 14.09

\* INDICATES TAXED ITEMS

ABN 75 337 040 325

02215396 14/01/2021 12:29PM Brooke

TAX INVOICE - Please Retain Receipt  
SIGN UP TO OUR MEMBERS CLUB  
FOR EXCLUSIVE OFFERS

[www.reddot.com.au](http://www.reddot.com.au)



# TAX INVOICE

Storn Petterson

Invoice Date  
1 Feb 2021

Invoice Number  
WM-0006244

Reference  
INV-0005156

ABN  
13 618 506 568

Wristband Monkey Pty Ltd  
Unit 4 45 Peacock St  
BURWOOD VIC 3125  
AUSTRALIA  
T : 03 9558 8007  
E :  
hello@wristbandmonkey.c  
om.au

| Description                          | Quantity | Unit Price | GST                   | Amount AUD      |
|--------------------------------------|----------|------------|-----------------------|-----------------|
| Debossed Ink Filled<br>Purple Design | 1000.00  | 0.476      | 10%                   | 476.00          |
| 100 Free Wristbands - Coupon 100FREE | 100.00   | 0.00       |                       | 0.00            |
| Debossed Ink Filled<br>Yellow Design | 1000.00  | 0.476      | 10%                   | 476.00          |
| 100 Free Wristbands - Coupon 100FREE | 1.00     | 0.00       |                       | 0.00            |
|                                      |          |            | Subtotal              | 952.00          |
|                                      |          |            | TOTAL GST 10%         | 95.20           |
|                                      |          |            | <b>TOTAL AUD</b>      | <b>1,047.20</b> |
|                                      |          |            | Less Amount Paid      | 1,047.20        |
|                                      |          |            | <b>AMOUNT DUE AUD</b> | <b>0.00</b>     |

## Due Date: 1 Feb 2021

For Credit Card and PayPal Payments please click on the Green "PAY NOW" button at the top left corner of this invoice.

### BANK TRANSFER.

=====

Please use Invoice number in the description

ANZ Bank  
Wristband Monkey  
BSB : 013257  
ACC : 417297778

# COMMUNITY CHEST APPLICATION FORM (FDRS010)



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

The Shire of Narrogin provides funding assistance through the biannual Community Chest funding program to eligible community organisations for events or projects which benefit the Narrogin community. To support the recovery of community groups following the COVID crisis, and for the financial year 2020/2021 cash and in-kind support is available up to a maximum of \$5,000. To further support the recovery process, successful applicants from 2019/2020 and 2018/2019 are eligible and invited to apply.

## 1. APPLICANT DETAILS

Name of Organisation

Dryandra Regional Equestrian Association Inc

Postal Address

PO Box 341, Narrogin WA 6312

Contact Person

Lear Edwards

Position

Treasurer

Phone

[REDACTED]

Email

[REDACTED]

Organisation's ABN

21 101 415 364

Is your organisation registered for GST?

**No**

Please attach a copy of your organisations Certificate of Incorporation

**Certificate of Incorporation is attached**



## 2. PROJECT DETAILS

What is the name of your proposed project or event?

Dryandra CCN 2021 – two day event

Please provide a brief description of project / event (*maximum of 100 words*)

This annual event is run over two days in June. It attracts approximately 200 competitors from the Wheatbelt, Great Southern, South West and metropolitan areas. The 200 competitors bring support crew and family which means approximately 300 people come to the region. In 2020, due to COVID, the club was unable to hold the event, which is the main fundraiser for the club.

How will your project / event benefit the Narrogin community?

Competitors come from as far away as Esperance, Kalgoorlie, Bunbury, Busselton, the metropolitan area to stay at the facility in Cuballing. These people shop in Narrogin at Coles, Narrogin Fresh, fuel stations and take away food outlets. Many of the competitors and their supporters stay in local accommodation outlets and frequent local hotels for entertainment. Judges and officials are accommodated in local hotels. Our canteen is run by volunteers and purchases food and supplies from local supermarkets Coles and Narrogin Fresh. We purchase prizes and LPG gas locally from Narrogin Valley Stockfeeds. We use St Johns Narrogin for ambulance services both days of the competition.

Estimated project start date

**26-Jun-2021**

Estimated project completion date

**27-Jun-21**

## 3. ADVERTISING AND PROMOTION

It is a requirement of funding approval that the words "*Sponsored by the Shire of Narrogin*" and the Shire's logo be displayed at /on your project/event.

Please check the boxes below to indicate the ways you will be able to acknowledge Shire of Narrogin sponsorship:

- Facebook, Instagram, or Twitter posts – please share with, and tag Shire of Narrogin page;
- Display Shire of Narrogin Logo: on your website and posters, in newspaper advertisements, on event signage, programs and flyers;
- Display the Shire of Narrogin flag or banner at your event if possible. (*Available upon request*)
- Affix Community Chest sign on project (*available on request*)
- Verbal announcements at event

## 4. PREVIOUS COMMUNITY CHEST FUNDING

Has your organisation previously received Community Chest funding?

**No**

If yes, please tell us what year, and describe the project and the amount of Community Chest funds received:

**5. PROJECT BUDGET**

Are you applying for cash or in-kind support, or both (*up to a combined maximum of \$2,500*)?

Cash

If you are requesting an in-kind contribution, please provide details below:

|     |
|-----|
| N/A |
|     |
|     |
|     |

Please tell us how the Community Chest funds will be used?

|  |
|--|
| The funds will be used to run the event including work to the cross country course as well as paying for judges and officials to officiate at the event. |
|--|

If you are requesting cash, do you require the Community Chest funds prior to your proposed event / activity?

No

**In-kind contributions:**

Please calculate and list below the value of any in-kind contributions and include in the Total Project Budget; (*e.g. volunteer or donated labour.*)

*\*Volunteer and donated labour is calculated at \$25 per hour per person\**

| Contributions | Estimated value \$ |
|---------------|--------------------|
|---------------|--------------------|

**Project Income and Expenditure**

| INCOME   |         | EXPENDITURE ( <i>please attach quotes</i> ) |         |
|--|---------|---|---------|
| **Amount of Community Chest Funds requested in cash  | \$5,000 | Materials (cross country building           | \$6,000 |
| **Amount of Community Chest funds requested in-kind ( <i>e.g. Town Hall hire fee waived if applicable /required</i> ). | \$0     | Hire of equipment:                          | \$      |

|   |                 |  |                 |
|---|-----------------|--|-----------------|
| Applicant's cash contribution   | \$5,000         | Venue hire                                       | \$              |
| In-kind ( <i>volunteer, donated labour</i> )                          | \$              | Labour/contractor costs (Cross country building) | \$4,000         |
| Sponsorship   | \$8,000         | Advertising                                      | \$500           |
| Donations ( <i>cash/materials from others-please list</i> )           | \$              | Catering costs                                   | \$1,000         |
| Other grants  | \$              | Accommodation                                    | \$2,000         |
| Sales ( <i>stall fees, event tickets/food/merchandise</i> ) - Canteen | \$2,000         | Office/administration                            | \$500           |
| Other income ( <i>please list</i> ) – Competitor Entry Fees           | \$15,000        | Other expenditure ( <i>please list</i> )         |                 |
|   |                 | Ambulance (St Johns Narrogin)                    | \$1,500         |
|   |                 | MedicAid Paradmedics                             | \$1,500         |
|   |                 | Officials/judges fees                            | \$3,000         |
|   |                 | Canteen Expenses                                 | \$1,000         |
|   |                 | EFA Levies                                       | \$5,000         |
|   |                 | Scoring officials                                | \$1,000         |
|   |                 | Prizemoney                                       | \$8,000         |
| <b>TOTAL *INCOME</b>  | <b>\$35,000</b> | <b>TOTAL *EXPENDITURE</b>                        | <b>\$35,000</b> |

*\*Income and \*Expenditure amounts must be equal*

*\*\*The total combined Community Chest cash and in-kind request cannot be greater than \$2,500.*

**Declaration**

I declare that I am authorised to prepare and submit this application, and that the information presented is correct to the best of my knowledge.

Name of President or Vice President

Joy Gray

---

Signature of President



---

Date

26/2/2021

---



## **DRYANDRA CCN 2021 PROJECTED INCOME & EXPENSES REPORT**

### **INCOME**

|                       |                    |
|-----------------------|--------------------|
| Community Chest Grant | \$5,000.00         |
| DREA Contribution     | \$5,000.00         |
| Sponsorship           | \$8,000.00         |
| Entries               | \$15,000.00        |
| Canteen Income        | \$2,000.00         |
| <b>TOTAL INCOME</b>   | <b>\$35,000.00</b> |

### **EXPENDITURE**

|                           |                    |
|---------------------------|--------------------|
| Accommodation             | \$2,000.00         |
| Administration            | \$500.00           |
| Advertising               | \$500.00           |
| Ambulance                 | \$1,500.00         |
| Canteen Expenses          | \$1,000.00         |
| Catering for officials    | \$1,000.00         |
| Course Building Materials | \$6,000.00         |
| Course Design/labour      | \$4,000.00         |
| Paramedics                | \$1,500.00         |
| EFA Levies                | \$5,000.00         |
| Judges/Officials          | \$3,000.00         |
| Prizes/prize money        | \$8,000.00         |
| Scoring                   | \$1,000.00         |
| <b>TOTAL EXPENDITURE</b>  | <b>\$35,000.00</b> |
| <b>SURPLUS</b>            | <b>\$0.00</b>      |



**WESTERN AUSTRALIA**  
*Associations Incorporation Act 1987*  
(Section 18(6))

Registered No: A0790115B

## **Certificate of Incorporation on Change of Name**

This is to certify that

**NARROGIN EQUESTRIAN ASSOCIATION (INC)**

which was on the twenty-second day of February 1980  
incorporated under the *Associations Incorporation Act 1987*  
changed its name on the eighteenth day of August 2011 to:

**DRYANDRA REGIONAL EQUESTRIAN ASSOCIATION INC**

Dated this eighteenth day of August 2011

Commissioner for Consumer Protection

Lorann Bell

# COMMUNITY CHEST APPLICATION FORM (FDRS010)



Shire of Narrogin  
Love the life

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

89 Earl Street  
PO Box 1145  
Narrogin WA 6312

(08) 9890 0900

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

The Shire of Narrogin provides funding assistance through the biannual Community Chest funding program to eligible community organisations for events or projects which benefit the Narrogin community. To support the recovery of community groups following the COVID crisis, and for the financial year 2020/2021 cash and in-kind support is available up to a maximum of \$5,000. To further support the recovery process, successful applicants from 2018/2019 and 2018/2019 are eligible and invited to apply.

Shire of Narrogin  
**RECEIVED**

- 4 JAN 2021

## 1. APPLICANT DETAILS

Name of Organisation

MENSHEDS NARROGIN INCORPORATED

Postal Address

P.O. BOX 525 NARROGIN 6312

Contact Person

BERT SEVIER

Position

SECRETARY

Phone

[REDACTED]

Email

MENSHEDSNARROGIN@IINET.NET.AU

Organisation's ABN

26750606735

Is your organisation registered for GST?

|     |  |
|-----|--|
| Yes | No <input checked="" type="checkbox"/> |
|-----|--|

Please attach a copy of your organisations Certificate of Incorporation

|   |    |
|---|----|
| Yes <input checked="" type="checkbox"/> | No |
|---|----|

## 2. PROJECT DETAILS

What is the name of your proposed project or event?

MENSHEDS NARROGIN CAR HOIST

Please provide a brief description of project / event (maximum of 100 words)

TO PURCHASE AND INSTALL AN AUTOLIFT  
AL-1000T & POST VEHICLE HOIST AND  
JACKING BEAM IN THE CENTRE BAY OF  
OUR SPECIAL PURPOSE SHED

How will your project / event benefit the Narrogin community?

BY ENHANCING THE ABILITY OF MENSHEDES  
NARROGIN TO SERVICE A RECENTLY RECOGNISED  
NEED FOR A CAR SERVICING FACILITY FOR  
MEMBERS AND LIKE MINDED COMMUNITY  
MEMBERS

Estimated project start date

11-1-2021

Estimated project completion date

9-4-2021

## 3. ADVERTISING AND PROMOTION

It is a requirement of funding approval that the words "Sponsored by the Shire of Narrogin" and the Shire's logo be displayed at /on your project/event.

Please tick the boxes below to indicate the ways you will be able to acknowledge Shire of Narrogin sponsorship:

- Facebook, Instagram, or Twitter posts – please share with, and tag Shire of Narrogin page;
- Display Shire of Narrogin Logo: on your website and posters, in newspaper advertisements, on event signage, programs and flyers;
- Display the Shire of Narrogin flag or banner at your event if possible. (Available upon request)
- Affix Community Chest sign on project (available on request)
- Verbal announcements at event



**4. PREVIOUS COMMUNITY CHEST FUNDING**

Has your organisation previously received Community Chest funding?

|   |                             |
|---|-----------------------------|
| Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
|---|-----------------------------|

If yes, please tell us what year, and describe the project and the amount of Community Chest funds received

|                                      |
|--------------------------------------|
| 2020 TO INSTALL + RECEIVE NEW FRIDGE |
| \$1049.00                            |
|                                      |

**4. PROJECT BUDGET**

Are you applying for cash or in-kind support, or both (up to a combined maximum of \$2,500)?

|      |
|------|
| CASH |
|------|

If you are requesting an in-kind contribution, please provide details below:

|  |
|--|
|  |
|  |
|  |
|  |

Please tell us how the Community Chest funds will be used?

|                                  |
|----------------------------------|
| TO PURCHASE 1 AUTOLIFT AL-10000T |
| 2 POST VEHICLE HOIST AND JACKING |
| BEAM                             |

If you are requesting cash, do you require the Community Chest funds prior to your proposed event / activity?

|                              |  |
|------------------------------|--|
| Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
|------------------------------|--|

**In-kind contributions:**

Please calculate and list below the value of any in-kind contributions and include in the Total Project Budget; (e.g. volunteer or donated labour.)

\*Volunteer and donated labour is calculated at \$25 per hour per person\*

| Contributions        | Estimated value \$ |
|----------------------|--------------------|
|                      |                    |
|                      |                    |
|                      |                    |
| <i>Total In-kind</i> | \$                 |

**Project Income and Expenditure**

| INCOME  |         | EXPENDITURE (please attach quotes)      |         |
|---|---------|---|---------|
| **Amount of Community Chest Funds requested in cash   | \$4,525 | Materials VEHICLE HOIST + BEAM          | \$4,525 |
| **Amount of Community Chest funds requested in-kind (e.g. Town Hall hire fee waived if applicable /required). | \$      | Hire of equipment:                      | \$      |
| Applicant's cash contribution   | \$      | Venue hire                              | \$      |
| In-kind (volunteer, donated labour)   | \$400   | Labour/contractor costs 8hr x 20 @ \$25 | \$400   |
| Sponsorship   | \$      | Advertising                             | \$      |
| Donations (cash/materials from others- please list)   | \$      | Catering costs                          | \$      |
| Other grants  | \$      | Entertainment                           | \$      |
| Sales (stall fees, event tickets/food/merchandise)  | \$      | Office/administration                   | \$      |
| Other income (please list)  | \$      | Other expenditure (please list)         | \$      |
| <b>TOTAL *INCOME</b>  | \$      | <b>TOTAL *EXPENDITURE</b>               | \$      |

\*Income and \*Expenditure amounts must be equal

\*\*The total combined Community Chest cash and in-kind request cannot be greater than \$2,500.

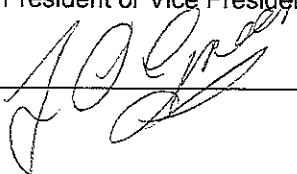
**Declaration**

I declare that I am authorised to prepare and submit this application, and that the information presented is correct to the best of my knowledge

Name of President or Vice President

LESTER ALBERT GREEN

Signature of President or Vice President



Date

---





## Current details for ABN 26 750 606 735

### ABN details

|                             |   |
|-----------------------------|---|
| Entity name:                | Mensheds Narrogin Incorporated            |
| ABN status:                 | Active from 22 Oct 2008                   |
| Entity type:                | <a href="#">Other Incorporated Entity</a> |
| Goods & Services Tax (GST): | Not currently registered for GST          |
| Main business location:     | WA 6312                                   |

### Trading name(s)

From 1 November 2023, ABN Lookup will not display trading names and will only display registered business names. For more information, click [help](#)

| Trading name                   | From        |
|--------------------------------|-------------|
| Mensheds Narrogin Incorporated | 22 Oct 2008 |

### Deductible gift recipient status

Not entitled to receive tax deductible gifts



Department of Consumer & Employment Protection  
Government of Western Australia

**WESTERN AUSTRALIA**  
*Associations Incorporation Act 1987*  
(Section 9(1))

Registered No: A1013952A

## **Certificate of Incorporation**

This is to certify that

**MENSHEDS NARROGIN INCORPORATED**

was on the twenty-second day of October 2008  
incorporated under the  
*Associations Incorporation Act 1987*.

Dated this twenty-second day of October 2008

Commissioner for Consumer Protection

15.1.1 IFM 212 3104

# COMMUNITY CHEST APPLICATION FORM (FDRS010)



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

The Shire of Narrogin provides funding assistance through the biannual Community Chest funding program to eligible community organisations for events or projects which benefit the Narrogin community. To support the recovery of community groups following the COVID crisis, and for the financial year 2020/2021 cash and in-kind support is available up to a maximum of \$5,000. To further support the recovery process, successful applicants from 2019/2020 and 2018/2019 are eligible and invited to apply.

## 1. APPLICANT DETAILS

Name of Organisation

Narrogin Croquet Club Incorporated

Postal Address

PO Box 248, Narrogin, WA 6312

Contact Person

Phil de Gruchy

Position

President

Phone

[REDACTED]

Email

[REDACTED]

Organisation's ABN

19015955074

Is your organisation registered for GST?

Yes

No

Please attach a copy of your organisations Certificate of Incorporation

Yes

No

**2. PROJECT DETAILS**

What is the name of your proposed project or event?

Clubroom upgrade for Centenary Celebrations 1924-2024 and annual tournaments

Please provide a brief description of project / event (maximum of 100 words)

The project is to (a) install new hard-core doors and fly screens to the kitchen section of clubrooms and (b) purchase a purpose-built stainless-steel work bench to sit alongside the new oven.

How will your project / event benefit the Narrogin community?

The Narrogin Croquet Club (NCC) continues to flourish with an active membership of some 40-45 individuals who play 2-3 times per week throughout the year. The Club has worked hard to introduce Narrogin residents to the sport of croquet and is now welcoming several younger members, ensuring lively participation into the future. Members actively participate in competitions held in other regional centres as well as Perth thus spreading the Narrogin "Love the Life" message far and wide. With the Club's centenary just three years away, it is anxious to provide a suitable base for what are expected to be well-attended and well-publicised celebrations. Considerable extensions and improvements have been made to the Club's facilities, substantially from members' labour, funds and private donations but also from Shire and other grants. With the return to near normal operations following disruptions caused by COVID-19, the NCC is currently holding a six week Challenge involving teams from six different local organisations and is considering the viability of holding another similar event in November; the Club's annual "Guns 'n' Roses" competition that brings some 25 top players from around the State for a weekend of croquet will be held in April; NCC is also hosting rounds of the State Pennants competition in Narrogin this year; as well as welcoming visits from local groups such as Accessibility, Probus and the Baptist Youth Group. The NCC always sources its supplies and services from local suppliers and trades persons when available in Narrogin.

Estimated project start date

Estimated project completion date

IMMEDIATELY UPON RECEIPT OF FUNDS. PRIOR TO 30TH JUNE 2021

**3. ADVERTISING AND PROMOTION**

It is a requirement of funding approval that the words "Sponsored by the Shire of Narrogin" and the Shire's logo be displayed at /on your project/event.

Please tick the boxes below to indicate the ways you will be able to acknowledge Shire of Narrogin sponsorship:

- Facebook, Instagram, or Twitter posts – please share with, and tag Shire of Narrogin page;
- Display Shire of Narrogin Logo: on your website and posters, in newspaper advertisements, on event signage, programs and flyers;
- Display the Shire of Narrogin flag or banner at your event if possible. (Available upon request)
- Affix Community Chest sign on project (available on request)
- Verbal announcements at event



**4. PREVIOUS COMMUNITY CHEST FUNDING**

Has your organisation previously received Community Chest funding?

|   |                             |
|---|-----------------------------|
| <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|---|-----------------------------|

If yes, please tell us what year, and describe the project and the amount of Community Chest funds received

|  |
|--|
| 2017/2018 Retaining wall and fence between Courts 1 and 2. \$2500      |
| 2019/2020 New hot water system for and repainting of Clubhouse. \$2500 |
| 2020/2021 New oven, rangehood and lino in Clubhouse kitchen. \$2248    |
|  |

**4. PROJECT BUDGET**

Are you applying for cash or in-kind support, or both (up to a combined maximum of \$2,500)?

|      |
|------|
| Cash |
|------|

If you are requesting an in-kind contribution, please provide details below:

|  |
|--|
|  |
|  |
|  |
|  |

Please tell us how the Community Chest funds will be used?

|  |
|--|
| One vulnerable aspect of the Club's facilities has been identified, which is the entrance to the kitchen/original clubhouse. In order to protect this asset, we wish to install solid core doors to replace the inappropriate and badly deteriorated internal quality doors. This will also require the replacement of the internal fly screen doors to make the area safe for food preparation. |
| To make the facility as functional and safe to use as possible the Club would also like to install a stainless steel workbench alongside the oven to provide an OH&S appropriate receival point for trays of hot food taken from the oven or stove top.  |
| All purchases and services will be obtained from local suppliers and trades persons (see quotes provided).   |

If you are requesting cash, do you require the Community Chest funds prior to your proposed event / activity?

|   |                             |
|---|-----------------------------|
| <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|---|-----------------------------|

**In-kind contributions:**

Please calculate and list below the value of any in-kind contributions and include in the Total Project Budget; (e.g. volunteer or donated labour.)

\*Volunteer and donated labour is calculated at \$25 per hour per person\*

| Contributions  | Estimated value \$ |
|--|--------------------|
| Painting of new doors and providing security during    | \$                 |
| drying time between coats (6 hours x 1 person @ 25/hr) | \$ 150.00          |
|  | \$                 |
| <b>Total In-kind</b>                                   | <b>\$ 150.00</b>   |

**Project Income and Expenditure**

| INCOME  |               | EXPENDITURE (please attach quotes)                          |               |
|---|---------------|---|---------------|
| **Amount of Community Chest Funds requested in cash   | \$ 4854       | Materials - Paint for undercoat and external gloss top coat | \$ 100        |
| **Amount of Community Chest funds requested in-kind (e.g. Town Hall hire fee waived if applicable /required). | \$            | Purchase Hire of equipment:                                 | \$ 1721       |
| Applicant's cash contribution   | \$ 250        | Venue hire  | \$            |
| In-kind (volunteer, donated labour)   | \$ 150        | Labour/contractor costs                                     | \$ 3433       |
| Sponsorship   | \$            | Advertising   | \$            |
| Donations (cash/materials from others- please list)   | \$            | Catering costs  | \$            |
| Other grants  | \$            | Entertainment   | \$            |
| Sales (stall fees, event tickets/food/merchandise)  | \$            | Office/administration                                       | \$            |
| Other income (please list)  | \$            | Other expenditure (please list)                             | \$            |
| <b>TOTAL *INCOME</b>  | <b>\$5254</b> | <b>TOTAL *EXPENDITURE</b>                                   | <b>\$5254</b> |

\*Income and \*Expenditure amounts must be equal

\*\*The total combined Community Chest cash and in-kind request cannot be greater than \$2,500.

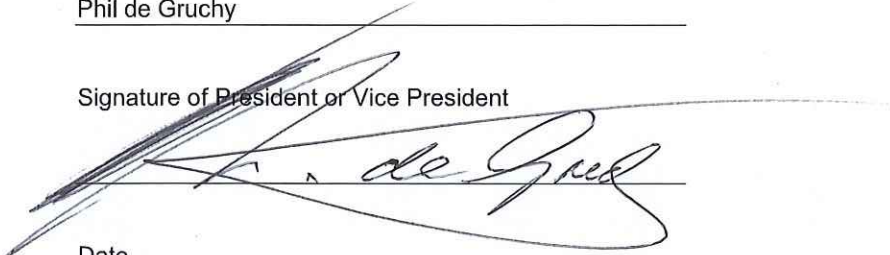
**Declaration**

I declare that I am authorised to prepare and submit this application, and that the information presented is correct to the best of my knowledge

Name of President or Vice President

Phil de Gruchy

Signature of President or Vice President

A handwritten signature in black ink, appearing to read 'Phil de Gruchy', written over a horizontal line. The signature is stylized and somewhat cursive.

Date

24 FEBRUARY 2021



**Building the Future**

31 Argus Street  
Narrogin WA 6312  
ABN: 81 413 282 413  
Builders Registration No: 13142

PH: 0408 958 856  
FAX: 08 9881 3140  
email: tyuenconstruction@y7mail.com

### Quote ###

Date: 10/02/2021  
ORDER No:

We have pleasure in submitting the following quotation for your consideration

To: Narrogin Croquet Club  
Re: Installation of doors and screen doors

Supply of materials and labour to install custom sized rebated solid core doors to entry with reuse of existing door furniture, and installation of fly screen doors to internal side of entry. Paintwork limited to bottom edge of external doors only.

|                |            |
|----------------|------------|
| Sub Total:     | \$3,121.66 |
| <u>GST 10%</u> | \$312.17   |
| <u>Total:</u>  | \$3,433.83 |

Note: If work is required to be done on weekends this quote will be invalid.

Quote is valid for 30 days

Signed: \_\_\_\_\_



**Quote**

**Invoice No.:** 00011296

**Date:** 2/02/2021

**Ship Via:**

151 Wiese Rd, Narrogin  
 PO Box 133, Narrogin  
 WA 6312  
 P:08 9881 1349 F:08 9881 2151  
 E: accounts@rjse.com.au

A.B.N. 67 050 160 088  
 A.C.N. 050 160 088

**Bill To:**

Narrogin Croquet Club  
 Attention: Lyn McPharlin  
 PO Boc 248  
 NARROGIN WA 6312

**Ship To:**

Narrogin Croquet Club  
 Attention: Lyn McPharlin  
 PO Boc 248  
 NARROGIN WA 6312

| DESCRIPTION   | AMOUNT     | CODE |
|---|------------|------|
| quote to supply S/Steel bench for alongside stove with locking wheels | \$1,565.00 | GST  |

| <b>Your Order No:</b>               | <b>Customer ABN:</b>  | <b>Freight:</b> \$0.00 GST     |             |     |             |     |     |          |            |                                  |
|-------------------------------------|---|--------------------------------|-------------|-----|-------------|-----|-----|----------|------------|----------------------------------|
| <b>Shipping Date:</b>               | <b>Terms:</b> Net 30 after EOM  | <b>GST:</b> \$156.50           |             |     |             |     |     |          |            |                                  |
| <b>Comment:</b>                     | <table border="1"> <thead> <tr> <th>Code</th> <th>Rate</th> <th>GST</th> <th>Sale Amount</th> </tr> </thead> <tbody> <tr> <td>GST</td> <td>10%</td> <td>\$156.50</td> <td>\$1,565.00</td> </tr> </tbody> </table> | Code                           | Rate        | GST | Sale Amount | GST | 10% | \$156.50 | \$1,565.00 | <b>Total Inc GST:</b> \$1,721.50 |
| Code                                | Rate  | GST                            | Sale Amount |     |             |     |     |          |            |                                  |
| GST                                 | 10%   | \$156.50                       | \$1,565.00  |     |             |     |     |          |            |                                  |
| <i>We appreciate your business.</i> |   | <b>Amount Applied:</b> \$0.00  |             |     |             |     |     |          |            |                                  |
|                                     |   | <b>Balance Due:</b> \$1,721.50 |             |     |             |     |     |          |            |                                  |

RJ Smith Engineering - BSB: 086 852 ACCT: 485306162  
 (Please use your account name or invoice number as a bank reference)  
 Credit card payments are also available in store and via phone.  
 Thank you.



ASSOCIATIONS INCORPORATION ACT 1987  
SECTION 9 (1)

Registered No. **1004618**

**Certificate of Incorporation**

This is to certify that

**NARROGIN CROQUET CLUB INCORPORATED**

has this day been incorporated under the  
Associations Incorporation Act 1987

Dated this **19th** day of **May 1995**

.....  
FOR THE COMMISSIONER FOR CORPORATE AFFAIRS

## 2. PROJECT DETAILS

### **What is the name of your proposed project or event?**

Clubroom upgrade for Centenary Celebrations 1924-2024 and annual tournaments

### **Please provide a brief description of project / event (maximum of 100 words)**

The project is to (a) install new hard-core doors and fly screens to the kitchen section of clubrooms and (b) purchase a purpose-built stainless-steel work bench to sit alongside the new oven.

### **How will your project / event benefit the Narrogin community?**

The Narrogin Croquet Club (NCC) continues to flourish with an active membership of some 40-45 individuals who play 2-3 times per week throughout the year. The Club has worked hard to introduce Narrogin residents to the sport of croquet and is now welcoming several younger members, ensuring lively participation into the future.

Members actively participate in competitions held in other regional centres as well as Perth thus spreading the Narrogin "Love the Life" message far and wide.

With the Club's centenary just three years away, it is anxious to provide a suitable base for what are expected to be well-attended and well-publicised celebrations.

Considerable extensions and improvements have been made to the Club's facilities, substantially from members' labour, funds and private donations but also from Shire and other grants.

With the return to near normal operations following disruptions caused by COVID-19, the NCC is currently holding a six week Challenge involving teams from six different local organisations and is considering the viability of holding another similar event in November; the Club's annual "Guns 'n' Roses" competition that brings some 25 top players from around the State for a weekend of croquet will be held in April; NCC is also hosting rounds of the State Pennants competition in Narrogin this year; as well as welcoming visits from local groups such as Accessibility, Probus and the Baptist Youth Group.

The NCC always sources its supplies and services from local suppliers and trades persons when available in Narrogin.

### **Estimated project start date**

Immediately upon receipt of Community Chest funding

### **Estimated project completion date**

Prior to 30<sup>th</sup> June 2021

## 4. PREVIOUS COMMUNITY CHEST FUNDING

### **Has your organisation previously received Community Chest funding?**

YES

**If yes, please tell us what year, and describe the project and the amount of Community Chest funds received.**

|           |   |        |
|-----------|---|--------|
| 2017/2018 | Retaining wall and fence between Courts 1 and 2.      | \$2500 |
| 2019/2020 | New hot water system for and repainting of Clubhouse. | \$2500 |
| 2020/2021 | New oven, rangehood and lino in Clubhouse kitchen.    | \$2248 |

#### 4. PROJECT BUDGET

**Please tell us how the Community Chest funds will be used?**

One vulnerable aspect of the Club's facilities has been identified, which is the entrance to the kitchen/original clubhouse. In order to protect this asset, we wish to install solid core doors to replace the inappropriate and badly deteriorated internal quality doors. This will also require the replacement of the internal fly screen doors to make the area safe for food preparation.

To make the facility as functional and safe to use as possible the Club would also like to install a stainless steel workbench alongside the oven to provide an OH&S appropriate receive point for trays of hot food taken from the oven or stove top.

All purchases and services will be obtained from local suppliers and trades persons (see quotes provided).



# COMMUNITY CHEST APPLICATION FORM (FDRS010)



89 Earl Street  
PO Box 1145  
Narrogin WA 6312

(08) 9890 0900

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enquiries@narrogin.wa.gov.au

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

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## 1. APPLICANT DETAILS

Name of Organisation

Narrogin Dirt Bike Association (NDBA)

Postal Address

Contact Person

Mr Kim Blyth

Position

President

Phone

[REDACTED]

Email

[REDACTED]

Organisation's ABN

Is your organisation registered for GST?

**No**

Please attach a copy of your organisations Certificate of Incorporation

**Certificate of Incorporation is attached**

## 2. PROJECT DETAILS

What is the name of your proposed project or event?

Project- Making the NDBA property & track more safe and secure.

Please provide a brief description of project / event (*maximum of 100 words*)

The property where the NDBA track is located is currently half fenced, a fence runs along the front and half way up one of the sides of the property. The whole property needs to be fenced to make it more secure and safe.

The NDBA is a member of Motorcycling WA (MWA) and therefore required to have the property (track) fenced to assist in ensuring people do not enter the track unless an event is being held or are authorised. Currently unauthorised people can have easy access to the track which could result in unsafe riding and injuries. Unauthorised cars/4 wheel drives also currently have access to the track which could result in unsafe driving and injuries.

NDBA also has various items of equipment in locked buildings that would be more secure when a fence surrounds the whole property.

How will your project / event benefit the Narrogin community?

About 70% of the Narrogin Dirt Bike Associations members live in the Shire of Narrogin.

Erecting a fence around the remainder of the property will help make the facilities safer for the community from unauthorised access which could result in injuries due to riding out of MWA conditions (eg. People riding in wrong direction etc.)

Erecting a fence around the property will also help protect that area of bush as some people have used it to dispose their rubbish.

Estimated project start date

**20-Mar-2021**

Estimated project completion date

**30-Jun-21**

## 3. ADVERTISING AND PROMOTION

It is a requirement of funding approval that the words “*Sponsored by the Shire of Narrogin*” and the Shire’s logo be displayed at /on your project/event.

Please check the boxes below to indicate the ways you will be able to acknowledge Shire of Narrogin sponsorship:

Facebook, Instagram, or Twitter posts – please share with, and tag Shire of Narrogin page;

- Display Shire of Narrogin Logo: on your website and posters, in newspaper advertisements, on event signage, programs and flyers;
- Display the Shire of Narrogin flag or banner at your event if possible. *(Available upon request)*
- Affix Community Chest sign on project *(available on request)*
- Verbal announcements at event

**4. PREVIOUS COMMUNITY CHEST FUNDING**

Has your organisation previously received Community Chest funding?

**No**

If yes, please tell us what year, and describe the project and the amount of Community Chest funds received:

|  |
|--|
|  |
|  |

**5. PROJECT BUDGET**

Are you applying for cash or in-kind support, or both *(up to a combined maximum of \$5,000)?*

**Cash**

If you are requesting an in-kind contribution, please provide details below:

|  |
|--|
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|  |

Please tell us how the Community Chest funds will be used?

|  |
|--|
| <p>On 01/07/2020 NDBA obtained the local motocross track. Therefore we are a club that has started back up after 20 yrs of not having access to the local track. The track and most facilities at the track need to be repaired or upgraded.</p> |
| <p>The property where the track is located is currently half fenced, a fence runs along the front and half way up one of the sides of the property. The whole property needs to be fenced to make it more secure and safe.</p>                   |
| <p>NDBA would like to apply for \$4,540.36 (inc GST). This amount would be used to cover the costs of clearing the land, fencing materials and having about 624 metres of fence erected. Please see attached quote and map.</p>                  |
|  |

If you are requesting cash, do you require the Community Chest funds prior to your proposed event / activity?

**Yes**

**In-kind contributions:**

Please calculate and list below the value of any in-kind contributions and include in the Total Project Budget; (e.g. volunteer or donated labour.)

*\*Volunteer and donated labour is calculated at \$25 per hour per person\**

| <i>Contributions</i> | <i>Estimated value \$</i> |
|----------------------|---------------------------|
|                      |                           |
|                      |                           |
|                      |                           |

**Project Income and Expenditure**

| <b>INCOME</b>   |                   | <b>EXPENDITURE</b> <i>(please attach quotes)</i> |                   |
|---|-------------------|--|-------------------|
| **Amount of Community Chest Funds requested in cash   | \$4,540.36        | Materials  | \$2409.66         |
| **Amount of Community Chest funds requested in-kind (e.g. Town Hall hire fee waived if applicable /required). | \$                | Hire of equipment:                               | \$                |
| Applicant's cash contribution   | \$                | Venue hire                                       | \$0               |
| In-kind (volunteer, donated labour)   | \$                | Labour/contractor costs                          | \$2130.70         |
| Sponsorship   | \$                | Advertising                                      | \$                |
| Donations (cash/materials from others-please list)  | \$0               | Catering costs                                   | \$                |
| Other grants  | \$0               | Entertainment                                    | \$                |
| Sales (stall fees, event tickets/food/merchandise)  | \$0               | Office/administration                            | \$                |
| Other income (please list)  | \$                | Other expenditure (please list)                  | \$                |
| <b>TOTAL *INCOME</b>  | <b>\$4,540.36</b> | <b>TOTAL *EXPENDITURE</b>                        | <b>\$4,540.36</b> |

*\*Income and \*Expenditure amounts must be equal*

*\*\*The total combined Community Chest cash and in-kind request cannot be greater than \$5,000.*

**Declaration**

I declare that I am authorised to prepare and submit this application, and that the information presented is correct to the best of my knowledge.

Name of President or Vice President

Kim Blyth


Signature of President or Vice President






Date

27-2-21



Distance 

623.55 m 

 Start new 

100%

CNES / Airbus Camera: 1,288 m 32°55'20"S 117°12'53"E 372 m





# Notice of special resolution to change rules

Associations Incorporation Act 2015 s 30

**Purpose**

Use this application form to lodge the changes made to an incorporated association's rules (also commonly known as the constitution) by special resolution of its members in accordance with the *Associations Incorporation Act 2015* (the Act).

**Instructions**

- Type directly into this form electronically before printing and signing it or hand print neatly using an ink pen in block letters.
- Tick  where appropriate and attach additional pages if space in this form is insufficient.
- Attach a full copy of the rules if the association is using its own rules
- An incomplete application cannot be processed

Please do not staple the documents

OFFICE USE ONLY

Date received  
**18 February 2019**

Job Number  
**1735696**

## SECTION A: INCORPORATED ASSOCIATION PARTICULARS

1. What is the name of the incorporated association?

**NARROGIN DIRT BIKE ASSOCIATION INC**

2. What is the incorporated association's registration number (IARN)

**A1013712B**

## SECTION B: SUBJECT OF THE SPECIAL RESOLUTION

3. Date of the meeting where changes were passed by special resolution?

**02 February 2019**

*If it has been more than ONE MONTH since the resolution was passed, it will be necessary to include details of why further time to lodge this application should be granted. For example, any mitigating circumstances. (An additional fee applies)*

4. The association will be using

Yes      the PRESCRIBED MODEL RULES: Complete **Section C**.

No        its OWN RULES: Complete **Section D** and attach a complete copy of the rules to this form.

The Shire of Narrogin provides funding assistance through the biannual Community Chest funding program to eligible community organisations for events or projects which benefit the Narrogin community. To support the recovery of community groups following the COVID crisis, and for the financial year 2020/2021 cash and in-kind support is available up to a maximum of \$5,000. To further support the recovery process, successful applicants from 2019/2020 and 2018/2019 are eligible and invited to apply.

### 1. APPLICANT DETAILS

Name of Organisation

Narrogin Repertory Club Incorporated

Postal Address

PO Box 1051, NARROGIN WA 6312

Contact Person

Vicki Chadwick

Position

President

██████

████████████████████

Email

narroginrepertoryclub@gmail.com

Organisation's ABN

94 201 507 214

Is your organisation registered for GST?

**No**

Please attach a copy of your organisations Certificate of Incorporation

**Certificate of Incorporation is attached**

Note: Incorporation registration details attached. Replacement Certificate of Incorporate has been ordered.



## 2. PROJECT DETAILS

What is the name of your proposed project or event?

Thornton Theatre Toilets Upgrade

Please provide a brief description of project / event (*maximum of 100 words*)

The 2 existing toilets of the Thornton Theatre will be transformed into 2 disability access toilets for patrons, including the addition of a ramp at the southern exit for ease of wheelchair access, which complies with regulations and standards.

A covering over the area between the toilets and theatre will also be installed, to ensure that patrons are protected from weather elements, such as rain, when using the facilities.

How will your project / event benefit the Narrogin community?

The Narrogin Repertory Club aims to be an inclusive community group, and these upgrades will ensure that there is appropriate disability access for its patrons and members for the toilet facilities and building exits, during productions and other events at the Thornton Theatre.

Estimated project start date

**14-May-2020**

Estimated project completion date

**21-May-20**

## 3. ADVERTISING AND PROMOTION

It is a requirement of funding approval that the words “*Sponsored by the Shire of Narrogin*” and the Shire’s logo be displayed at /on your project/event.

Please check the boxes below to indicate the ways you will be able to acknowledge Shire of Narrogin sponsorship:

- Facebook, Instagram, or Twitter posts – please share with, and tag Shire of Narrogin page;
- Display Shire of Narrogin Logo: on your website and posters, in newspaper advertisements, on event signage, programs and flyers;
- Display the Shire of Narrogin flag or banner at your event if possible. (*Available upon request*)
- Affix Community Chest sign on project (*available on request*)
- Verbal announcements at event

**4. PREVIOUS COMMUNITY CHEST FUNDING**

Has your organisation previously received Community Chest funding?

**No**

If yes, please tell us what year, and describe the project and the amount of Community Chest funds received:

|  |
|--|
|  |
|  |
|  |
|  |

**5. PROJECT BUDGET**

Are you applying for cash or in-kind support, or both (*up to a combined maximum of \$2,500*)?

Cash

If you are requesting an in-kind contribution, please provide details below:

|  |
|--|
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|  |
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|  |

Please tell us how the Community Chest funds will be used?

To subsidise the costs of upgrading the toilet facilities at the Thornton Theatre to the amount of \$5,000 with the Narrogin Repertory Club meeting the rest of the costs.

If you are requesting cash, do you require the Community Chest funds prior to your proposed event / activity?

**Yes**

**In-kind contributions:**

Please calculate and list below the value of any in-kind contributions and include in the Total Project Budget; (e.g. volunteer or donated labour.)

*\*Volunteer and donated labour is calculated at \$25 per hour per person\**

| <i>Contributions</i> | <i>Estimated value \$</i> |
|----------------------|---------------------------|
|                      |                           |
|                      |                           |
|                      |                           |

**Project Income and Expenditure**

| <b>INCOME</b>   |                | <b>EXPENDITURE</b> <i>(please attach quotes)</i> |                |
|---|----------------|--|----------------|
| **Amount of Community Chest Funds requested in cash   | \$5000         | Materials  | \$6976         |
| **Amount of Community Chest funds requested in-kind (e.g. Town Hall hire fee waived if applicable /required). | \$             | Hire of equipment:                               | \$             |
| Applicant's cash contribution   | \$7976         | Venue hire                                       | \$             |
| In-kind (volunteer, donated labour)   | \$             | Labour/contractor costs                          | \$6000         |
| Sponsorship   | \$             | Advertising                                      | \$             |
| Donations (cash/materials from others-please list)  | \$             | Catering costs                                   | \$             |
| Other grants  | \$             | Entertainment                                    | \$             |
| Sales (stall fees, event tickets/food/merchandise)  | \$             | Office/administration                            | \$             |
| Other income (please list)  | \$             | Other expenditure (please list)                  | \$             |
| <b>TOTAL *INCOME</b>  | <b>\$12976</b> | <b>TOTAL *EXPENDITURE</b>                        | <b>\$12976</b> |

*\*Income and \*Expenditure amounts must be equal*

*\*\*The total combined Community Chest cash and in-kind request cannot be greater than \$2,500.*

**Declaration**

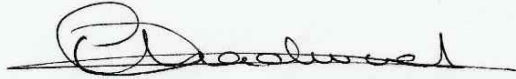
I declare that I am authorised to prepare and submit this application, and that the information presented is correct to the best of my knowledge.

Name of President or Vice President

Vicki Chadwick

---

Signature of President or Vice President



---

Date

28/02/2021

---



Government of Western Australia  
Department of Mines, Industry Regulation and Safety  
Consumer Protection

**WESTERN AUSTRALIA**  
*Associations Incorporation Act 2015*  
(Section 10)

IARN: A0570047H

# Replacement Certificate of Incorporation

This is to certify that

**THE NARROGIN REPERTORY CLUB**

is an association incorporated under the  
*Associations Incorporation Act 2015*

The date of incorporation is the  
fourth day of December 1957

Lanie Chopping  
Commissioner for Consumer Protection

**This replacement certificate is issued on the 04/03/2021**

**CERTIFICATE**

# COMMUNITY CHEST APPLICATION FORM (FDRS010)



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

The Shire of Narrogin provides funding assistance through the biannual Community Chest funding program to eligible community organisations for events or projects which benefit the Narrogin community. To support the recovery of community groups following the COVID crisis, and for the financial year 2020/2021 cash and in-kind support is available up to a maximum of \$5,000. To further support the recovery process, successful applicants from 2019/2020 and 2018/2019 are eligible and invited to apply.

## 1. APPLICANT DETAILS

Name of Organisation

Quarter Midget Youth Speedway Project Inc

Postal Address

Po Box 538 Narrogin 6312 WA

Contact Person

Kerriane O'Hara-Donnelly

Position

committee member

Phone

[REDACTED]

Email

[REDACTED]@u

Organisation's ABN

85 373 758 479

Is your organisation registered for GST?

**No**

Please attach a copy of your organisations Certificate of Incorporation

**Certificate of Incorporation is attached**

Will forward waiting for copy to be sent to me.

## 2. PROJECT DETAILS

What is the name of your proposed project or event?

|   |
|---|
| Quarter Midget Youth Speedway Project to build a Sun shelter with concrete pad. |
|   |

Please provide a brief description of project / event (*maximum of 100 words*)

|  |
|--|
| The QMYPSP wish to create a SunSmart shade for cover on race days and on training days. Typically racing during the early afternoon in summer, the young racers and their pit crew are left with little to no shade which when in fire safety gear and a race suit makes the races become dehydrated fast. With the shade we are hoping that our races will feel more at ease with racing in the warmer conditions and we can attract more youth to our project. |
|  |
|  |
|  |
|  |

How will your project / event benefit the Narrogin community?

|  |
|--|
| The QMYPSP aims in attracting young adults to the speedway industry with measures put in place so that their families are not left out of pocket. Most of our fund are from the youth and parents fundraising as much as we can though out the year and sponsorship to help keep the cars on the track and racing. We hope that with our project more families will be willing to join knowing that in the summer heat they will be protected by shade in a fun, happy and safe environment. |
|  |
|  |
|  |
|  |

Estimated project start date

**30-May-2020**

Estimated project completion date

**30-Jun-20**

## 3. ADVERTISING AND PROMOTION

It is a requirement of funding approval that the words “*Sponsored by the Shire of Narrogin*” and the Shire’s logo be displayed at /on your project/event.

Please check the boxes below to indicate the ways you will be able to acknowledge Shire of Narrogin sponsorship:

- Facebook, Instagram, or Twitter posts – please share with, and tag Shire of Narrogin page;
- Display Shire of Narrogin Logo: on your website and posters, in newspaper advertisements, on event signage, programs and flyers;

- Display the Shire of Narrogin flag or banner at your event if possible. *(Available upon request)*
- Affix Community Chest sign on project *(available on request)*
- Verbal announcements at event

**4. PREVIOUS COMMUNITY CHEST FUNDING**

Has your organisation previously received Community Chest funding?

**Yes**

If yes, please tell us what year, and describe the project and the amount of Community Chest funds received:

|   |
|---|
| 2015 to help run power to the sea container for lighting and tools need on race nights \$2000 |
|   |
|   |
|   |

**5. PROJECT BUDGET**

Are you applying for cash or in-kind support, or both *(up to a combined maximum of \$2,500)?*

**Cash**

If you are requesting an in-kind contribution, please provide details below:

|  |
|--|
|  |
|  |
|  |
|  |

Please tell us how the Community Chest funds will be used?

|  |
|--|
| To put a 12mx4mm patio roof off existing sea container and a 12mx4m concrete pad under new patio roof. |
|  |
|  |
|  |

If you are requesting cash, do you require the Community Chest funds prior to your propos



**Yes**

**In-kind contributions:**

Please calculate and list below the value of any in-kind contributions and include in the Total Project Budget; (e.g. volunteer or donated labour.)

*\*Volunteer and donated labour is calculated at \$25 per hour per person\**

| <i>Contributions</i> | <i>Estimated value \$</i> |
|----------------------|---------------------------|
|                      |                           |
|                      |                           |
|                      |                           |

**Project Income and Expenditure**

| <b>INCOME</b>   |                  | <b>EXPENDITURE</b> <i>(please attach quotes)</i> |                |
|---|------------------|--|----------------|
| **Amount of Community Chest Funds requested in cash   | \$5000.00        | Materials  | \$5000.00      |
| **Amount of Community Chest funds requested in-kind (e.g. Town Hall hire fee waived if applicable /required). | \$               | Hire of equipment:                               | \$             |
| Applicant's cash contribution   | \$2658.20        | Venue hire                                       | \$             |
| In-kind (volunteer, donated labour)   | \$               | Labour/contractor costs                          | \$2658.20      |
| Sponsorship   | \$               | Advertising                                      | \$             |
| Donations (cash/materials from others-please list)  | \$               | Catering costs                                   | \$             |
| Other grants  | \$               | Entertainment                                    | \$             |
| Sales (stall fees, event tickets/food/merchandise)  | \$               | Office/administration                            | \$             |
| Other income (please list)  | \$               | Other expenditure (please list)                  | \$             |
| <b>TOTAL *INCOME</b>  | <b>\$7658.20</b> | <b>TOTAL *EXPENDITURE</b>                        | <b>7658.20</b> |

*\*Income and \*Expenditure amounts must be equal*

*\*\*The total combined Community Chest cash and in-kind request cannot be greater than \$2,500.*

**Declaration**

I declare that I am authorised to prepare and submit this application, and that the information presented is correct to the best of my knowledge.

Name of President or Vice President

Paul Ellis (President)

---

Signature of President or Vice President

Paul Ellis (President)

---

Date

25/02/2021

---



**CARPENTRY & CONSTRUCTION**

**Trevor Kulker**

7 Goldsmith Street

Narrogin WA 6312

Australia

Phone: 0429009293

kulker@bigpond.com

ABN: 18 635 839 716

Quote: 42

Quote

Quote date: 27/08/2020

**Bill to:**

Quarter Midget Youth Project  
Narrogin Hillside Speedway

**Expiry:**

24/09/2020

| DESCRIPTION  | TAX TYPE | AMOUNT<br>(ex GST) |
|--|----------|--------------------|
| Supply and install 12 m x 4 m patio roof off existing container. | GST      | 3,842.00           |
| Supply and lay 12 m x 4 m concrete pad under new patio roof.     | GST      | 3,120.00           |
| Sub-Total (ex GST):  |          | \$6,962.00         |
| GST:   |          | \$696.20           |
| <b>TOTAL (inc GST):</b>  |          | <b>\$7,658.20</b>  |

(08) 9890 0900

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

The Shire of Narrogin provides funding assistance through the biannual Community Chest funding program to eligible community organisations for events or projects which benefit the Narrogin community. To support the recovery of community groups following the COVID crisis, and for the financial year 2020/2021 cash and in-kind support is available up to a maximum of \$5,000. To further support the recovery process, successful applicants from 2019/2020 and 2018/2019 are eligible and invited to apply.

## 1. APPLICANT DETAILS

Name of Organisation

Stephen Michael Foundation

Postal Address

Fremantle Oval, Parry Street, Fremantle

Contact Person

Jade Wyllie

Position

Program Coordinator

Phone

[REDACTED]

Email

[REDACTED]

Organisation's ABN

28 617 468 658

Is your organisation registered for GST?

Yes  No

Please attach a copy of your organisations Certificate of Incorporation

Yes  No

## 2. PROJECT DETAILS

What is the name of your proposed project or event?

# Night Hoops Regional Carnival

Please provide a brief description of project / event (*maximum of 100 words*)

Night Hoops is an after-hours diversionary program that provides youth aged 12-18 the opportunity to play basketball in a fun and safe environment across a 5 week period.

The Night Hoops Regional Carnival is a marquee event that will see local youth and youth from surrounding towns come to Narrogin to participate in a one-day carnival. In the lead up to the carnival there will be a five week Night Hoops program running in Narrogin and Katanning. The event will also be promoted to other communities across the region. Approximately 150 youth are expected to attend the event.

How will your project / event benefit the Narrogin community?

This will be the first time a Night Hoops Regional event has been held which makes Narrogin the inaugural host. The SMF are confident that the success of this event will lead to additional interest in similar events in the near future.

The SMF and project partners will promote the event to other towns including Collie, Northam and York and anticipate that upwards of 150 children and youth will attend the event including more than 50 youth that reside in Narrogin.

This event will provide the community of Narrogin with an opportunity to showcase the Rec Centre and welcome with pride youth from other towns. As highlighted above the event will not only provide opportunities for local youth to participate in the special carnival, but for local community members to be paid for assisting in the coordination of the event.

Estimated project start date

Estimated project completion date

19/4/2021

19/4/2021

## 3. ADVERTISING AND PROMOTION

It is a requirement of funding approval that the words “*Sponsored by the Shire of Narrogin*” and the Shire’s logo be displayed at /on your project/event.

Please tick the boxes below to indicate the ways you will be able to acknowledge Shire of Narrogin sponsorship:

- Facebook, Instagram, or Twitter posts – please share with, and tag Shire of Narrogin page;
- Display Shire of Narrogin Logo: on your website and posters, in newspaper advertisements, on event signage, programs and flyers;
- Display the Shire of Narrogin flag or banner at your event if possible. (*Available upon request*)
- Affix Community Chest sign on project (*available on request*)
- Verbal announcements at event

**4. PREVIOUS COMMUNITY CHEST FUNDING**

Has your organisation previously received Community Chest funding?

|     |                                     |
|-----|-------------------------------------|
| Yes | <input checked="" type="checkbox"/> |
|-----|-------------------------------------|

If yes, please tell us what year, and describe the project and the amount of Community Chest funds received

|  |
|--|
|  |
|  |
|  |

**4. PROJECT BUDGET**

Are you applying for cash or in-kind support, or both (*up to a combined maximum of \$2,500*)?

|             |
|-------------|
| <b>Both</b> |
|-------------|

If you are requesting an in-kind contribution, please provide details below:

|  |
|--|
|  |
| An in-kind contribution is requested for the use of "the Y" Recreation Centre for the event for approximately three hours with a focus on the basketball courts and additional space to prepare and provide meals for participants. Access to toilets will also be required. |
|  |

Please tell us how the Community Chest funds will be used?

|  |
|--|
| The Community Chest funds will be utilised to support the coordination of the event, namely the payment of casual support staff including referees. The casual support staff will be sourced from the local community and it is anticipated 10-20 staff will be appointed. Funding will also be utilised for catering. As noted above a request has been made for the use of the Rec Centre as an in-kind contribution however, if this is not possible, funding will be used for the costs of venue hire. |
|--|

If you are requesting cash, do you require the Community Chest funds prior to your proposed event / activity?

|                                     |    |
|-------------------------------------|----|
| <input checked="" type="checkbox"/> | No |
|-------------------------------------|----|

**In-kind contributions:**

Please calculate and list below the value of any in-kind contributions and include in the Total Project Budget; (e.g. volunteer or donated labour.)

\*Volunteer and donated labour is calculated at \$25 per hour per person\*

| Contributions                                 | Estimated value \$ |
|---|--------------------|
| Equipment (jerseys, whistles and basketballs) | \$ 3000            |
| Project Coodinator                            | \$ 500             |
|   | \$                 |
| <i>Total In-kind</i>                          | \$ 3500            |

**Project Income and Expenditure**

| INCOME  |                 | EXPENDITURE (please attach quotes)                                      |                 |
|---|-----------------|---|-----------------|
| **Amount of Community Chest Funds requested in cash   | \$ 2000         | Materials   | \$              |
| **Amount of Community Chest funds requested in-kind (e.g. Town Hall hire fee waived if applicable /required). | \$ 500          | Hire of equipment:  | \$              |
| Applicant's cash contribution   | \$ 1,000        | Venue hire  | \$ 500          |
| In-kind (volunteer, donated labour)   | \$              | Labour/contractor costs   | \$              |
| Sponsorship   | \$              | Advertising   | \$ 500          |
| Donations (cash/materials from others- please list)   | \$              | Catering costs  | \$ 1,000        |
| Other grants  | \$              | Entertainment   | \$              |
| Sales (stall fees, event tickets/food/merchandise)  | \$              | Office/administration   | \$              |
| Other income (please list)  | \$              | Other expenditure (please list)<br>15 x Casual staff including referees | \$ 1,500        |
| <b>TOTAL *INCOME</b>  | <b>\$ 3,500</b> | <b>TOTAL *EXPENDITURE</b>   | <b>\$ 3,500</b> |

\*Income and \*Expenditure amounts must be equal

\*\*The total combined Community Chest cash and in-kind request cannot be greater than \$2,500.

**Declaration**


I declare that I am authorised to prepare and submit this application, and that the information presented is correct to the best of my knowledge

Name of President or Vice President

Paul Mugambwa

---

Signature of President or Vice President



---

Date

25/2/2021

---



# Certificate of Registration of a Company

This is to certify that

**STEPHEN MICHAEL FOUNDATION LTD**

**Australian Company Number 617 468 658**

is a registered company under the Corporations Act 2001 and  
is taken to be registered in Western Australia.

The company **is limited by guarantee.**

The company is a **public** company.

The day of commencement of registration is  
**the twentieth day of February 2017.**



**ASIC**

Australian Securities & Investments Commission

CERTIFICATE

Issued by the  
Australian Securities and Investments Commission  
on this twentieth day of February, 2017.

A handwritten signature in black ink, appearing to read 'G. Medcraft'.

Greg Medcraft  
Chairman

(08) 9890 0900

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

The Shire of Narrogin provides funding assistance through the biannual Community Chest funding program to eligible community organisations for events or projects which benefit the Narrogin community. To support the recovery of community groups following the COVID crisis, and for the financial year 2020/2021 cash and in-kind support is available up to a maximum of \$5,000. To further support the recovery process, successful applicants from 2019/2020 and 2018/2019 are eligible and invited to apply.

## 1. APPLICANT DETAILS

Name of Organisation

Narrogin Amateur Swimming Club

Postal Address

PO Box 411 Narrogin

Contact Person

Tanya Hart

Position

Head Coach

Phone

[REDACTED]

Email

[REDACTED]

Organisation's ABN

57240786653

Is your organisation registered for GST?

Yes

No

Please attach a copy of your organisations Certificate of Incorporation

Yes

No

## 2. PROJECT DETAILS

What is the name of your proposed project or event?

|  |
|--|
| Funding for Country Pennants in Carnarvon 2022 |
|  |

Please provide a brief description of project / event (*maximum of 100 words*)

|   |
|---|
| Narrogin will attend Country Pennants in March 2022 at Carnarvon to compete for Narrogin. The club has to pay for our entries ourselves for this event which costs over \$800. Travel and accommodation will also be subsidised where possible to encourage swimmers to attend the meet. Country Pennants is a WA country event hosted in Country towns that have a 50m pool each year and hosts over 25 clubs and over 1000 people. ( Narrogin has hosted it in the past when we had a 50m pool).<br>It is graded from A-E grade, Narrogin competes in C grade which is wonderful for a small club run solely on volunteers. |
|---|

How will your project / event benefit the Narrogin community?

|   |
|---|
| Support for the club will ensure that the club continues for the 2021/2022 season. Swimming is such an important sport. Our coaches and committee are all volunteers so we hope to also reward them to entice them to return. We need committees to be able to have a club. We also need to be financial to be able to attend big meets like this where we attend as a team in the good name of Narrogin. |
|   |
|   |

Estimated project start date

Estimated project completion date

|            |            |
|------------|------------|
| March 2022 | March 2022 |
|------------|------------|

## 3. ADVERTISING AND PROMOTION

It is a requirement of funding approval that the words “*Sponsored by the Shire of Narrogin*” and the Shire’s logo be displayed at /on your project/event.

Please tick the boxes below to indicate the ways you will be able to acknowledge Shire of Narrogin sponsorship:

- Facebook, Instagram, or Twitter posts – please share with, and tag Shire of Narrogin page;
- Display Shire of Narrogin Logo: on your website and posters, in newspaper advertisements, on event signage, programs and flyers;
- Display the Shire of Narrogin flag or banner at your event if possible. (*Available upon request*)
- Affix Community Chest sign on project (*available on request*)
- Verbal announcements at event

**4. PREVIOUS COMMUNITY CHEST FUNDING**

Has your organisation previously received Community Chest funding?

|     |  |
|-----|--|
| Yes | <input checked="" type="checkbox"/> No |
|-----|--|

If yes, please tell us what year, and describe the project and the amount of Community Chest funds received

|  |
|--|
|  |
|  |
|  |

**4. PROJECT BUDGET**

Are you applying for cash or in-kind support, or both (*up to a combined maximum of \$2,500*)?

|             |
|-------------|
| cash please |
|-------------|

If you are requesting an in-kind contribution, please provide details below:

|  |
|--|
|  |
|  |
|  |
|  |

Please tell us how the Community Chest funds will be used?

|   |
|---|
| the community chest funds will be used to pay for country pennants entries, for a deposit for accomodation to house us while we are there and for our coach to access further training. |
|   |
|   |

If you are requesting cash, do you require the Community Chest funds prior to your proposed event / activity?

|   |                             |
|---|-----------------------------|
| <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|---|-----------------------------|

**In-kind contributions:**

Please calculate and list below the value of any in-kind contributions and include in the Total Project Budget; (e.g. volunteer or donated labour.)

*\*Volunteer and donated labour is calculated at \$25 per hour per person\**

| Contributions        | Estimated value \$      |
|----------------------|-------------------------|
|                      | \$ <input type="text"/> |
|                      | \$                      |
|                      | \$                      |
| <i>Total In-kind</i> | \$                      |

**Project Income and Expenditure**

| INCOME  |           | EXPENDITURE (please attach quotes) |           |
|---|-----------|------------------------------------|-----------|
| **Amount of Community Chest Funds requested in cash   | \$        | Materials                          | \$        |
| **Amount of Community Chest funds requested in-kind (e.g. Town Hall hire fee waived if applicable /required). | \$        | Hire of equipment:                 | \$        |
| Applicant's cash contribution   | \$        | Venue hire                         | \$        |
| In-kind (volunteer, donated labour)   | \$        | Labour/contractor costs            | \$        |
| Sponsorship   | \$        | Advertising                        | \$        |
| Donations (cash/materials from others- please list)   | \$        | Catering costs                     | \$        |
| Other grants  | \$        | Entertainment                      | \$        |
| Sales (stall fees, event tickets/food/merchandise)  | \$        | Office/administration              | \$        |
| Other income (please list)  | \$        | Other expenditure (please list)    | \$        |
| <b>TOTAL *INCOME</b>  | <b>\$</b> | <b>TOTAL *EXPENDITURE</b>          | <b>\$</b> |

*\*Income and \*Expenditure amounts must be equal*

*\*\*The total combined Community Chest cash and in-kind request cannot be greater than \$2,500.*

**Declaration**

I declare that I am authorised to prepare and submit this application, and that the information presented is correct to the best of my knowledge

Name of President or Vice President

Bernard Collette

---

Signature of President or Vice President



---

Date

24/02/2021

---

### 10.1.3 APPLICATION FOR PERMIT OF A HOME OCCUPATION (BUSHFIRE MODEL PRODUCTION) AT LOT 966 (NO. 81) HERALD STREET, NARROGIN

|                        |   |
|------------------------|---|
| File Reference         | A238400   |
| Disclosure of Interest | Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.  |
| Applicant              | Lynette Blechynden  |
| Previous Item Numbers  | Nil   |
| Date                   | 12 March 2021   |
| Author                 | David Johnston – Planning Officer   |
| Authorising Officer    | Azhar Awang – Executive Manager Development and Regulatory Services   |
| Attachments            | <ol style="list-style-type: none"><li>1. Application for Permit of a Home Occupation</li><li>2. Cover Letter</li><li>3. Site Map</li><li>4. A Guide to Using the Bushfire Model extract</li></ol> |

#### Summary

Council's consideration is requested in regards to an Application for Permit of a Home Occupation (Bushfire Model Production) to be conducted at Lot 966 (No. 81) Herald Street, Narrogin.

#### Background

On 29 January 2021, the Shire received an Application for Permit of a Home Occupation (Bushfire Model Production) at Lot 966 (No. 81) Herald Street, Narrogin.

The applicant describes a Bushfire Model Production as a training aid for bush fire incident controllers.

The applicant provided a cover letter detailing the plan. The Home Occupation will be conducted in an outbuilding at the rear of the site. The outbuilding measures 72.6m<sup>2</sup> and the area allocated for the operation of the home occupation is 20m<sup>2</sup>.

#### Consultation

The application was discussed with the Executive Manager Development and Regulatory Services.

Council is requested to dispense of all advertising requirements.

Advertising to adjacent properties is not necessary. The lot to the west is owned by the applicant. The lot to the north is bushland on the same lot as Narrogin Senior High School. On the east and south, the lot has Savage Street and Herald Streets as a buffer.

Advertising to the public is also not necessary considering their unique product has no rival business in Narrogin and will not result in disturbances to the community, noting the low frequency of deliveries, lack of customers on site and use of normal household tools in the production process.

## Statutory Environment

Sections of the Acts, Regulations and/or Local Laws that apply to this item include:

- Former Town of Narrogin – Town Planning Scheme No. 2.

## Policy Implications

Sections of policy that apply to this item include:

- Local Planning Schemes Policy Manual: D4 Home Based Business Policy.

## Financial Implications

A Home Occupation (Initial Application Fee) of \$222 has been paid to the Shire of Narrogin. If approved, an annual service is provided to ensure compliance with the conditions of approval based on Council's adopted Fees and Charges, currently a Renewal Fee of \$73, which is ordinarily due in January of each year.

## Strategic Implications

| 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:  | 1.1.1 | Attract new industry, business, investment and encourage diversity whilst encouraging growth of local business |

## Comment/Conclusion

### Zoning

Lot 966 (No. 81) Herald Street, Narrogin is zoned Single Residential with a density code of R12.5 under the Former Town of Narrogin Town Planning Scheme No. 2 (FTPS2). The policy statement for the zoning states:

*“Primarily for single dwelling houses on separate lots. Group or multiple housing would only be permitted at the discretion of Council, following consideration of the effect of a proposed development upon the neighbourhood. Permissible non-residential use would be subject to advertising. The development standards for Group or Attached housing are intended to achieve compatible development within single residential neighbourhoods.”*

The proposed Bushfire Model Production falls under the definition of Home Occupation which:

*“means a business or activity carried on with the written permission of the Council within a dwelling house or the curtilage of a house by a person resident therein or within a domestic outbuilding by a person resident in the dwelling house to which it is appurtenant that:*

- a) does not cause injury to or prejudicially affect the amenity of the neighbourhood including (but without limiting the generality of the foregoing) injury, or prejudicial affection due to the emission of light, noise, vibration, electrical interference, smell, fumes, smoke, vapour, steam, soot, ash, dust, grit, oil, liquid wastes or waste products or the unsightly appearance of the dwelling house or domestic outbuilding in or the land on which the business is conducted;*
- b) does not entail employment of any person not a member of the occupier's family;*



- c) does not occupy an area greater than twenty square metres;
- d) does not require the provision of any essential service main of a greater capacity than normally required in the zone in which it is located;
- e) does not display a sign exceeding 0.2 square metres in area;
- f) in the opinion of the Council it is compatible with the principal uses to which land in the zone it is located may be put and will not in the opinion of the Council generate a volume of traffic that would prejudice the amenity of the area;
- g) does not entail the presence, use or calling of a vehicle of more than two tonnes tare weight;
- h) does not entail the presence of more than one commercial vehicle and does not include provision for the fuelling or repairing of motor vehicles within the curtilage of the dwelling house or domestic outbuilding;
- i) does not entail the offering for sale or display of motor vehicles, machinery or goods (other than goods manufactured or serviced on the premises); and
- j) does not entail a source of power other than an electric motor of not more than 0.373 kilowatts (0.5hp)."

Such use is listed as an 'IP' use under the 'Single Residential' zoning which means:

*"Use not permitted unless it is incidental to a predominant use as determined by Council."*

The subject lot has a total area of 435m<sup>2</sup>, with the Home Occupation occupying 20m<sup>2</sup> of a 72m<sup>2</sup> existing outbuilding.

Clause 3.1.4 and 3.1.5 outlines the requirements for a Home Occupation application.

*"Council shall not consider an application for a Home Occupation until such time as:*

*The applicant has advertised as set out in Appendix VI in a newspaper, circulating in the District, his/her intention to apply to the Council for approval to establish a Home Occupation.*

- a) *The applicant has lodged the application form in Appendix VI to the Council.*
- b) *The applicant has provided proof that the requisite notice has been published in a newspaper circulating in the District.*
- c) *The applicant has proof that the adjoining land owner or tenants have been notified in writing of the proposal and given an opportunity to comment.*
- d) *The applicant is the occupier of the dwelling in which the home occupation is carried on."*

### 3.1.5 HOME OCCUPATIONS - MATTERS TO BE CONSIDERED BY COUNCIL

*The Council shall not grant approval to a Home Occupation unless it is satisfied that:*

- a) *Similar types of businesses in the locality would not be adversely affected.*
- b) *The amenity of the surrounding area would not be adversely affected.*
- c) *The land is less suited for the purpose under which it is zoned in the Scheme.*
- d) *There are no other suitable premises in the locality available for the purpose intended for the Home Occupation.*
- e) *A fee equal to the minimum municipal rate for the time being paid to the Council, called the Permit Fee, and is renewable at January 1 each year.*
- f) *In granting its approval for the establishment of a Home Occupation, the Council shall require the applicant to enter into a deed of agreement as set out in Appendix VI to guarantee the performance of the occupation.*

- g) *An approval to carry on a home occupation:*
- (i) is valid only for a period of 12 months after the date of issue thereof but may be renewed upon application in writing to the Council.*
  - (ii) is not capable of being transferred or assigned to any other person and does not run with the land in respect of which it was granted.*
- h) *In granting an approval to carry out a home occupation the Council may impose any condition it thinks fit.*
- (i) If in the opinion of the Council a home occupation is causing a nuisance or annoyance to neighbours or to other persons within the neighbourhood or if any condition imposed by the Council is not complied with, the Council may revoke an approval granted by it in respect of the home occupation.”*

## Voting Requirements

Absolute Majority – Part 1 of 2.

Simple Majority – Part 2 of 2.

### **OFFICERS' RECOMMENDATION – PART 1 OF 2**

That, with respect to the Application for Permit of a Home Occupation (Bushfire Model Production) at Lot 966 (No. 81) Herald Street, Narrogin, Council dispense of the advertising requirements due to the following reasons:

1. There are no dwellings likely to be negatively impacted by the activity.
2. The application is for a unique and non-contentious product.
3. The Home Occupation is not likely to increase traffic volumes.

### **OFFICERS' RECOMMENDATION – PART 2 OF 2**

That, with respect to the Application for Permit of a Home Occupation (Bushfire Model Production) at Lot 966 (No. 81) Herald Street, Narrogin, Council grant planning approval subject to the following conditions:

1. The development approved shall be in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Chief Executive Officer.
2. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
3. All parking associated with the activity approved shall be wholly contained on site to the satisfaction of the Chief Executive Officer.
4. The use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason or appearance or the emission of noise, vibration, odour, vapour, dust, waste water, waste products or otherwise.

5. The activity must not employ any person not a member of the occupier's household.
6. No retail sale of goods to be undertaken from the premises.
7. Payment of an annual renewal and assessment fee as determined by Council from time to time.
8. No signage related to the activity shall exceed 0.2m<sup>2</sup> in area.
9. The home occupation permitted shall occupy a maximum of 20m<sup>2</sup>.
10. If, in the opinion of the Council, a home occupation is causing a nuisance or annoyance to neighbours or to other persons within the neighbourhood, or if any condition imposed by the Council is not complied with, the Council may revoke an approval granted by it in respect of the home occupation.
11. A planning approval to conduct a home occupation is issued to a specific occupier of a particular parcel of land, it shall not be transferred or assigned to any other person, and shall not be transferred from the land in respect of which it was granted. Should there be a change of the occupier of the land in respect of which planning approval for a home occupation is issued the planning approval is cancelled.
12. That the applicant be required to enter into a deed of agreement consistent with clause 3.1.5(f) of the Former Town of Narrogin Town Planning Scheme No. 2.

## HOME OCCUPATION



Shire of  
**Narrogin**  
Love the life

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 PERMIT OR RENEWAL OF A HOME OCCUPATION

TOWN PLANNING SCHEME NO.2  
DISTRICT SCHEME

|             |                                    |
|-------------|------------------------------------|
| Owner Name: | LYNETTE BLECHYNDEN PAUL BLECHYNDEN |
| Address:    | 81 HERALD STREET NARROGIN WA 6312  |

|                |                                    |
|----------------|------------------------------------|
| Occupier Name: | LYNETTE BLECHYNDEN PAUL BLECHYNDEN |
| Address:       | 81 HERALD STREET NARROGIN WA 6312  |

### DESCRIPTION OF LAND

|                      |              |             |     |             |         |
|----------------------|--------------|-------------|-----|-------------|---------|
| House No             | 81           | Lot No      | 966 | Location No | 1960562 |
| Plan or Diag         | 228766       | Street Name |     |             |         |
| Certificate of Title | Volume: 1142 |             |     | Folio: 100  |         |

Nature of Proposed Home Occupation and Business Name:

BLUE FROG INNOVATIONS

Area of Building/Land to be used for Home Occupation:

45m<sup>2</sup> - shed at rear of property

Particulars of Persons to be employed. Please State the number and relationship to Occupier.

|                  |     |                                 |  |
|------------------|-----|---------------------------------|--|
| Employee 1: Name | NIL | Relationship to Owner/Occupier: |  |
| Employee 2: Name |     | Relationship to Owner/Occupier: |  |
| Employee 3: Name |     | Relationship to Owner/Occupier: |  |

Description of equipment or machinery to be used:

SEWING MACHINE, LIGHT POWER TOOLS

Description and location of storage areas:

SMALL AREA OF FLOOR SPACE WITHIN SHED

Description and location of proposed signage:

NO SIGNAGE REQUIRED

c:\users\eso\Desktop\web site\planning\application form for home occupation.docx



|   |                            |                     |                           |
|---|----------------------------|---------------------|---------------------------|
| Number of Parking bays to be provided:        | NO PARKING<br>REQUIRED     | Hours of Operation: | MON - SAT - 8AM TO<br>5PM |
| Frequency of delivery and collection of goods | EXPECT TWO (2)<br>PER YEAR |                     |                           |

The occupier named above hereby applies for the permit/renewal of a permit in respect of the Home Occupation described above and states that the above particulars are true and correct.

**AUTHORITY**

Applicant's Signature *[Signature]* Date 29/1/2001

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 *[Signature]* Date 29/1/2001

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.

NOTE: ALL PERMITS FOR HOME BUSINESSES, HOME OCCUAPTION AND COTTAGE INDUSTRY SHALL BE LIMITED TO 12 MONTHS IN ACCORDANCE WITH CLAUSE 3.1.5 OF TOWN PLANNING SCHEME.

**PARTICULARS REQUIRED WITH APPLICATION FOR PLANNING CONSENT FOR A HOME OCCUPATION:**

Where an application involves a home occupation the following should be included, unless especially exempt by the Shire:

- a. A completed Application for Permit/Renewal of a Home Occupation and payment of the required fee in accordance to the Shire of Narrogin's adopted budget.
- b. Payment of all costs associated with advertising of the proposal for public comment (where required).
- c. Provide site and floor plans confirming the area of the dwelling and associated outbuildings to be utilized for the business.
- d. Indicate all activities that will be undertaken at the stated address.
- e. Confirmation of the proposed number of employees associated with the business and their relationship to the occupier of the dwelling.
- f. Indicate site dimensions and be to metric scale.
- g. Indicate any improvements proposed to be constructed, their appearance, height and proposed uses.
- h. Indicate car parking areas, their layout and dimensions and access ways and the position of existing and/or proposed crossovers
- i. Indicate Signage Plans.

**OFFICE USE ONLY**

|                            |           |                            |  |
|----------------------------|-----------|----------------------------|--|
| File Reference             |           | Application No             |  |
| Date Received              | 29/1/2021 | Date of Approval / Refusal |  |
| Date of Notice of Decision |           | Officer's Signature        |  |

Shire of Narrogin  
RECEIVED  
29 JAN 2021

Shire of Narrogin  
RECEIVED  
29 JAN 2021  
IPA2122865

Lynette Blechynden  
81 Herald Street  
Narrogin WA 6312

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

Dear Mr Awang,

### Planning Application – Home Based Business

Further to your email of the 19 January 2021, I submit this letter together with the completed application form to conduct a home-based business from 81 Herald Street Narrogin WA.

Our business is small and low-profile; I am the owner and sole trader of Blue Frog Innovations. The business involves the design and manufacture of a training aid (Bushfire Model®) for firefighters. The attached document describes the model and the benefits it delivers to firefighters.

My husband Paul designed this product to assist firefighters share their knowledge which in turn benefits new firefighters, their brigades and communities. Paul has been very conscientious in respect to any perceived conflict of interest and has the necessary approvals from the Department of Fire and Emergency Services to undertake this work.

Our primary goal has always been to assist firefighters. Future sales of the Bushfire Model® are hoped to allow us to recover the design and production costs. Depending on the level of interest there may be an opportunity to realise a modest profit.

#### Background:

1. Production occurs in a shed at the rear of this property, with about <sup>20</sup>45m<sup>2</sup> used (not exclusively).
2. Equipment used are a sewing machine, light grade power tools (sander, saw and drill) as well as painting using small amounts of hobby / domestic paints.
3. No employees are engaged; it is not planned to employ anyone at this property.
4. Due to the nature and scale of production minimal waste is produced.
5. Minimal noise is produced as the work is like a woodworking hobby with tools requiring the constant presence of an operator for normal use.
6. Production involving low level noise will be restricted to 8am and 5pm on Monday to Saturday inclusive.
7. We own the adjacent vacant property (Lot 965).
8. No car parks or signs are required, customers will not be visiting the property.

9. No advertising is proposed as all sales have been word of mouth with orders dispatched using local couriers.

10. Only two deliveries per year are expected as our priority is to buy local wherever possible. Due to the small nature of materials, deliveries are expected to be handled manually.

The business has been funded using our savings; subject to returning a profit we would consider moving the business to commercial premises in Narrogin.

Please let me know if more information is required.

Yours sincerely

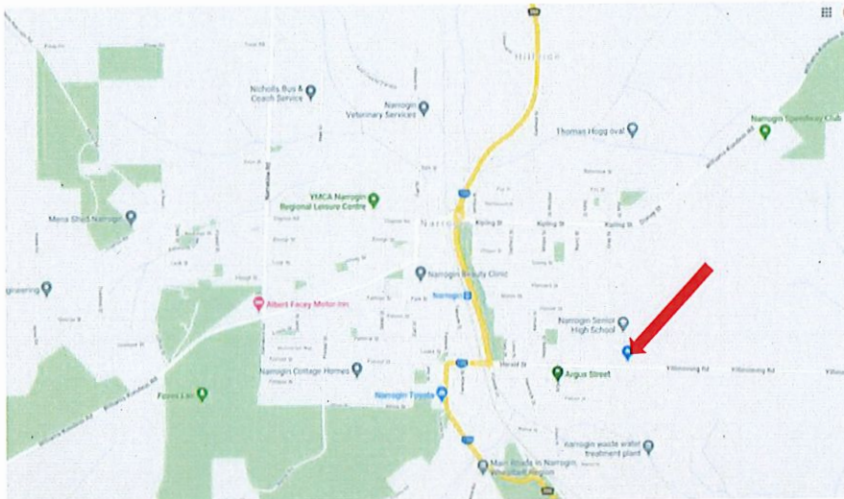
A handwritten signature in black ink, appearing to read 'Blechynden', with a stylized, cursive script.

Lynette Blechynden

28 January 2021



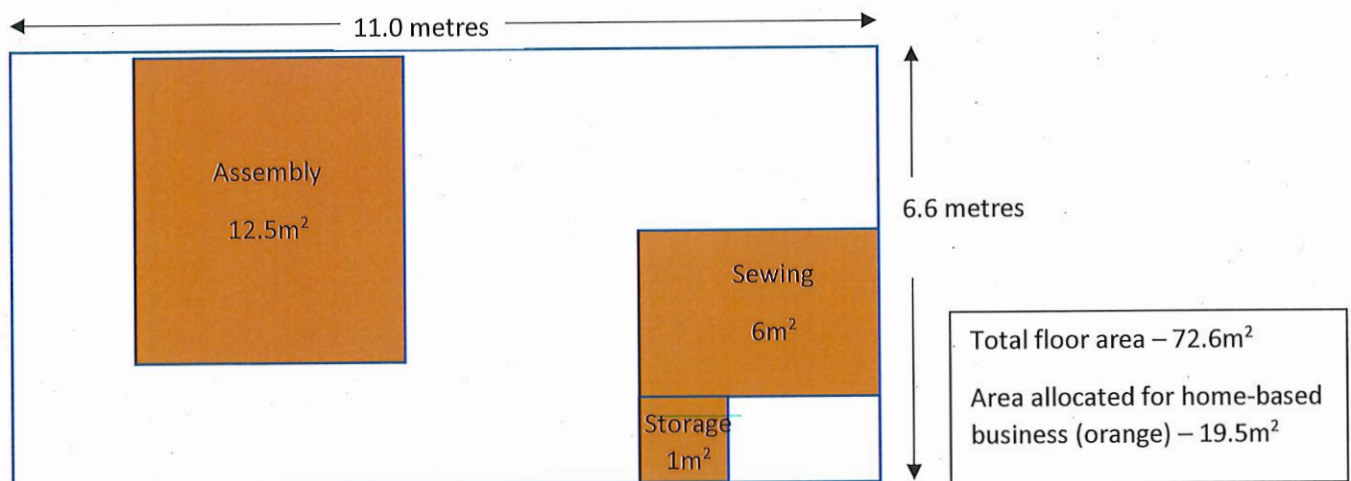
Maps supporting application for home-based business – 81 Herald Street Narrogin



Street address – 81 Herald Street

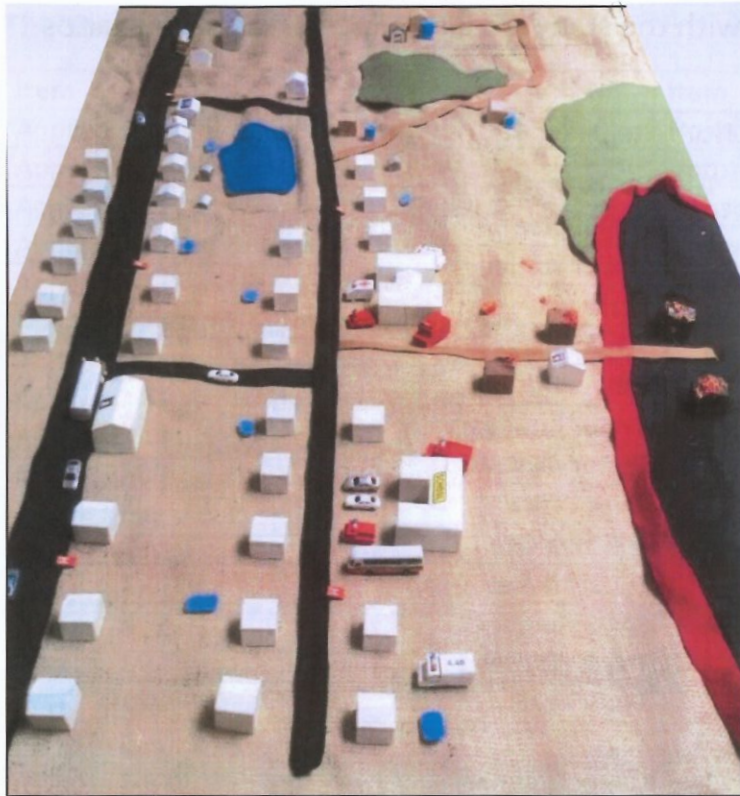


Lot 966 / 81 Herald Street – the shed subject to the application is in the north western corner.

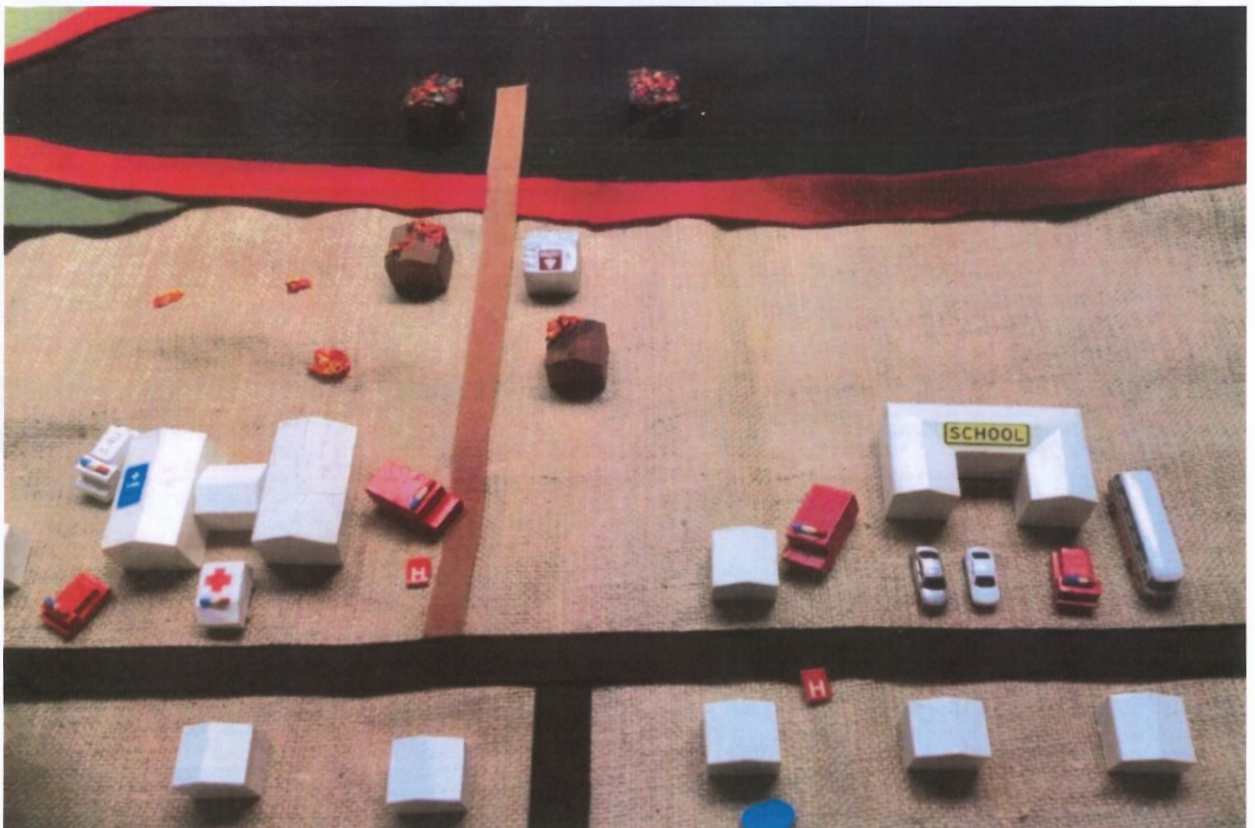


Floorplan





An example of a fully customised scenario created by using the plain side of the mat and items from both the standard and enhanced kits.



The flexible fire shape is a key component of the enhanced kit as it can be shaped to create different fire shapes.

## 10.2 TECHNICAL AND RURAL SERVICES

### 10.2.1 LANDCARE PROJECT FUNDING APPLICATION

|                        |  |
|------------------------|--|
| File Reference         | 15.1.2   |
| 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                   | 15 September 2020  |
| Author                 | Loriann Bell – Administrative Support Officer  |
| Authorising Officer    | Torre Evans – Executive Manager Technical & Rural Services   |
| Attachments            | 1. Landcare Project Funding Application – Ms T Alexander   |

#### Summary

Council is requested to consider the application for Landcare Project Funding and support the recommendation made by the Community Chest Reference Group.

#### Background

Applications were invited during February 2021 from residents within the Shire of Narrogin, to apply for Landcare Project Funding for the purpose of purchasing native vegetation to rehabilitate degraded land within the Shire.

The Administration received one application from Ms T Alexander for the property located at the corner of Yilliminning Road and North Boundain Road, Narrogin Valley, 6312.

- Ms Alexander has requested Landcare Project funding for the amount of \$5,000.
- Approximately 20 hectares of property are proposed to be planted with native plants by August 2021. (Attachment 1)
- It is estimated that 20,000 native seedlings will be planted to rehabilitate salt effected land along the creek line.
- The total project cost is estimated at \$21,000. The applicant has indicated their cash contribution of \$13,000 with a further in-kind contribution of \$3,000.

The application was assessed using the Assessment and Eligibility Criteria below:

#### Assessment and Eligibility Criteria

*“What will be funded*

- *Purchase costs of Australian native plants i.e. trees and shrubs where the applicant demonstrates dollar for dollar purchasing of native plants up to \$5,000.*

#### *What will not be funded*

- *Deficit funding or retrospective funding, or funds paid in advance.*
- *Recurrent expenditure (i.e. salaries and operational costs).*
- *Proposals where alternative sources of funding are available.*
- *Maintenance, repairs, installation of, or upgrades to machinery, equipment, fencing or other property infrastructure or assets.*
- *Maintenance, repairs or upgrades to buildings or property which are the property of the State Government.*

#### *Eligibility*

- *Organisations and individuals are eligible to apply for funding.*
- *No individual application shall receive in excess of \$5,000 project funding.*
- *The project must demonstrate the benefit, improvement and outcomes that will be achieved for land rehabilitation or regeneration.*
- *Projects are required to be completed and acquitted by 30 September of each year.*
- *Organisations or individuals who have failed to acquit previously received Landcare Project funding within the required timeframe may be ineligible to apply.*
- *Applications should be submitted using the Application Form, with copies of quotes attached.*
- *Applications should be addressed to the above and received by the closing date.*

#### *Assessment criteria*

- *Demonstrated capacity to manage and be accountable for the funds and the project.*
- *Demonstrated cash contribution to the proposed project.*
- *Funding will be available for the supply of native vegetation ie trees or shrubs to improve salt effected, eroded and other land areas in need of rehabilitation.*
- *Funding is not available for fencing, however projects demonstrating that the applicant will be supplying and erecting fencing for new vegetation will be viewed favourably.*
- *Funding will only be available for land outside Narrogin and Highbury town sites, and within the Shire of Narrogin, with no minimum lot size.*
- *Copies of quotes for materials and services to deliver the project must be provided;*
- *Provision of a detailed cash project budget showing expenditure and income including project amount requested.*
- *Demonstrate the extent of and the contribution in cash or in-kind by the applicant.*
- *Projects that commit to matching dollar for dollar support will be viewed favourably.*
- *Applications that can demonstrate that materials will be purchased using local businesses will be viewed favourably.*
- *Compliance with all acquittal requirements for any previous Shire funding received.”*

#### **Comment**

At the Community Chest Reference Group meeting held on 16 March 2021, the Reference Group made the following recommendation:

*“That, with respect to the Landcare Project Fund application for Ms T Alexander, the Community Chest Reference Group recommend that Council approve the application subject to the listed conditions:*

(a) The Applicant is to acquit the grant by 30 September 2021 and provide the administration with copies of paid invoices for native vegetation related to the project, and submit a tax invoice (plus GST if applicable) for the amount of the approved grant up to a maximum of \$5,000 (or 50% of the total spend) to purchase native vegetation; and

(b) Provide photographs and a brief report of the completed project; and

(c) Upon satisfying condition (a) and (b) the Shire will reimburse to the applicant the amount of the approved granted funds.”

### Consultation

Consultation has also been undertaken with:

- Executive Manager Technical and Rural Services;
- Community Chest Grants Reference Group; and
- Ms T Alexander.

### Statutory Environment

Nil relates

### Policy Implications

Council Policy 1.14 Community Engagement Policy relates and has been complied with. No other policy implications relate.

### Financial Implications

The first round of the Shire’s Landcare Project Fund opened in August 2020 with a total of \$25,000 for eligible projects by eligible applicants. Two applications were supported to a total value of \$6143.10. There remains in the current 2020/21 Budget an amount of \$18,856.96 for Environmental Landcare Community Projects. Landcare grants can be submitted in February each year. If Council approves the application from Ms Alexander, there would be a balance of \$13,896.96 remaining in the 2020/2021 Budget.

### Strategic Implications

| Shire of Narrogin Strategic Community Plan 2017-2027 |       |   |
|--|-------|---|
| Objective  | 3.    | Environment Objective (Conserve, protect and enhance our natural and built environment) |
| Outcome:   | 3.1   | A preserved natural environment   |
| Strategy:  | 3.1.1 | Conserve, enhance, promote and rehabilitate the natural environment                     |



## Voting Requirements

Simple Majority.

### **OFFICERS' AND REFERENCE GROUP'S RECOMMENDATION**

That, with respect to the Landcare Project Fund application for Ms T Alexander, Council approves the application subject to the following conditions:

1. The Applicant is to acquit the grant by 30 September 2021 and provide the Administration with copies of paid invoices for native vegetation related to the project, and submit a tax invoice (plus GST if applicable) for the amount of the approved grant up to a maximum of \$5,000 (50% of the total spend or whichever is the lesser) to purchase native vegetation; and
2. Provide photographs and a brief report of the completed project; and
3. Upon satisfying condition 1 and 2, the Shire will reimburse to the applicant the amount of the approved granted funds.

# LANDCARE PROJECT FUND



## APPLICATION FORM (ETRS004)

89 Earl Street

(08) 9890 0900

www.narrogin.wa.gov.au

CASHIER HOURS:  
8:30am – 4:30pm

PO Box 1145  
Narrogin WA 6312

enquiries@narrogin.wa.gov.au

MONDAY- FRIDAY

The Shire of Narrogin provides funding assistance through the Landcare Project Fund, to rural applicants within the Shire of Narrogin, for the purchase of native plants to be planted on their property. Funding is available for up to 50 % of the total spend on native plants, up to a maximum of \$5,000, where the applicant demonstrates dollar for dollar spending on native plants for the nominated project.

Applications should be submitted to the Shire by the closing date. Grants must be acquitted by 30 September each year. Click on the link for copy of the [Acquittal Form](#).

### 1. APPLICANT DETAILS

Name of Applicant

Tamara Alexander

Property Address

Corner Yiliminning Road & North Boundain Road

Phone

[REDACTED]

Mobile

[REDACTED]

Email

[REDACTED]

Do you have an ABN?

No

ABN

[REDACTED]

Are you registered for GST?

No

### 2. PREVIOUS LANDCARE PROJECT FUNDING.

Have you received Landcare Project funding previously?

No

If yes, please tell us what year, a brief description of the project and the amount of Landcare Project funds received.

|  |
|--|
|  |
|  |
|  |

**3. PROJECT DETAILS**

Please provide the dollar amount being requested. (max \$5,000)

|        |
|--------|
| \$5000 |
|--------|

On what lot(s) or location(s) numbers are the trees being planted? (please specify Lot/Location/Street number)

|                  |
|------------------|
| <b>Lot 54</b>    |
| <b>Lot 15548</b> |

Are you the owner of the property?

|     |                          |
|-----|--------------------------|
| Yes | <input type="checkbox"/> |
|-----|--------------------------|

If No, who is the owner?

|  |
|--|
|  |
|--|

Do you have the owner's permission to undertake this project?

|     |                          |
|-----|--------------------------|
| Yes | <input type="checkbox"/> |
|-----|--------------------------|

Please provide a brief description of your project for which you are applying for funds. (maximum of 100 words)

|   |
|---|
| <b>I have a creekline running through my property which is becoming increasingly worse with salinity. I wish to fence off the entire creekline and revegetate with native plants to bring life and health back, and encourage native wildlife to return. It is too big to do all at once, this project will be approximately 20ha</b> |
|   |
|   |
|   |
|   |
|   |

How will your project benefit the land and environment?

|  |
|--|
| <b>Hopefully the revegetation can lower the water table and stop the salt spreading and bring the creek back to a healthier state.</b> |
| <b>It is adjacent to boundain nature reserve, so it'll create more natural habitat for the native animals</b>                          |
|  |

Estimated project start date.

June

Estimated project completion date.

August

#### 4. PROJECT BUDGET

Please use the sample budget below as a guide to calculate income and expenditure in the Detailed Project Budget on Page 4. Applicant/in-kind labour is to be calculated at \$25 per hour.

##### Example Budget

| INCOME   |          | EXPENDITURE<br><i>(please attach copies of receipts for cash expenditure)</i>                                      |          |
|--|----------|--|----------|
| <i>Amount of approved Landcare Project Funds (up to 50% of total spend on native plants)</i>                         | \$3,500  | <i>Materials: Purchase of Australian Native vegetation (ie trees and shrubs)</i>                                   | \$7,000  |
| <i>Applicant's cash contribution</i>   | \$4,000  | <i>Applicants in-kind expenditure<br/>labour 300 hours @ \$25 p/h = \$7,500<br/>fencing 50m @ \$10 p/m = \$500</i> | \$8,000  |
| <i>Applicants in-kind contribution<br/>(please list items .i.e .labour/<br/>materials/equipment/machinery/wages)</i> | \$7,500  |  |          |
| <i>Other income</i>  |          | <i>Other expenditure</i>   | \$       |
| <i>Total *Income</i>   | \$15,000 | <i>Total *Expenditure</i>  | \$15,000 |

*\*Income and \*Expenditure amounts must be equal*



**Detailed Project Budget**

| <b>INCOME</b>   |                  | <b>EXPENDITURE</b><br>(please attach copies of receipts for cash expenditure)                     |  |
|---|------------------|---|--|
| Amount of approved Landcare Project Funds   | \$ 5000          | Materials: Purchase of Australian Native vegetation (ie trees and shrubs) 1000 trees/ha @50c 20ha | \$10,000                               |
| Applicant's cash contribution   | \$ 13,000        |   |  |
| Applicants in-kind contribution<br>(please list items)<br>Labour fencing, planting, ripping, spraying, tractor use, wages | \$ 3,000         | Applicants in-kind expenditure<br>Fencing 2.5km<br>Ripping<br>Spraying tree lines<br>Planting     | \$6,500<br>\$1,000<br>\$500<br>\$3,000 |
| Other income  | \$               | Other expenditure   | \$                                     |
| <b>Total *Income</b>  | <b>\$ 21,000</b> | <b>Total *Expenditure</b>   | <b>\$ 21,000</b>                       |

*\*Total Income and Expenditure should be equal*

**Declaration by applicant**

I declare that I am authorised to submit this application and that the information presented is correct to the best of my knowledge.

**Print Name**

Tamara Alexander

---

**Signature**




---

**Date**

24 Feb 2021

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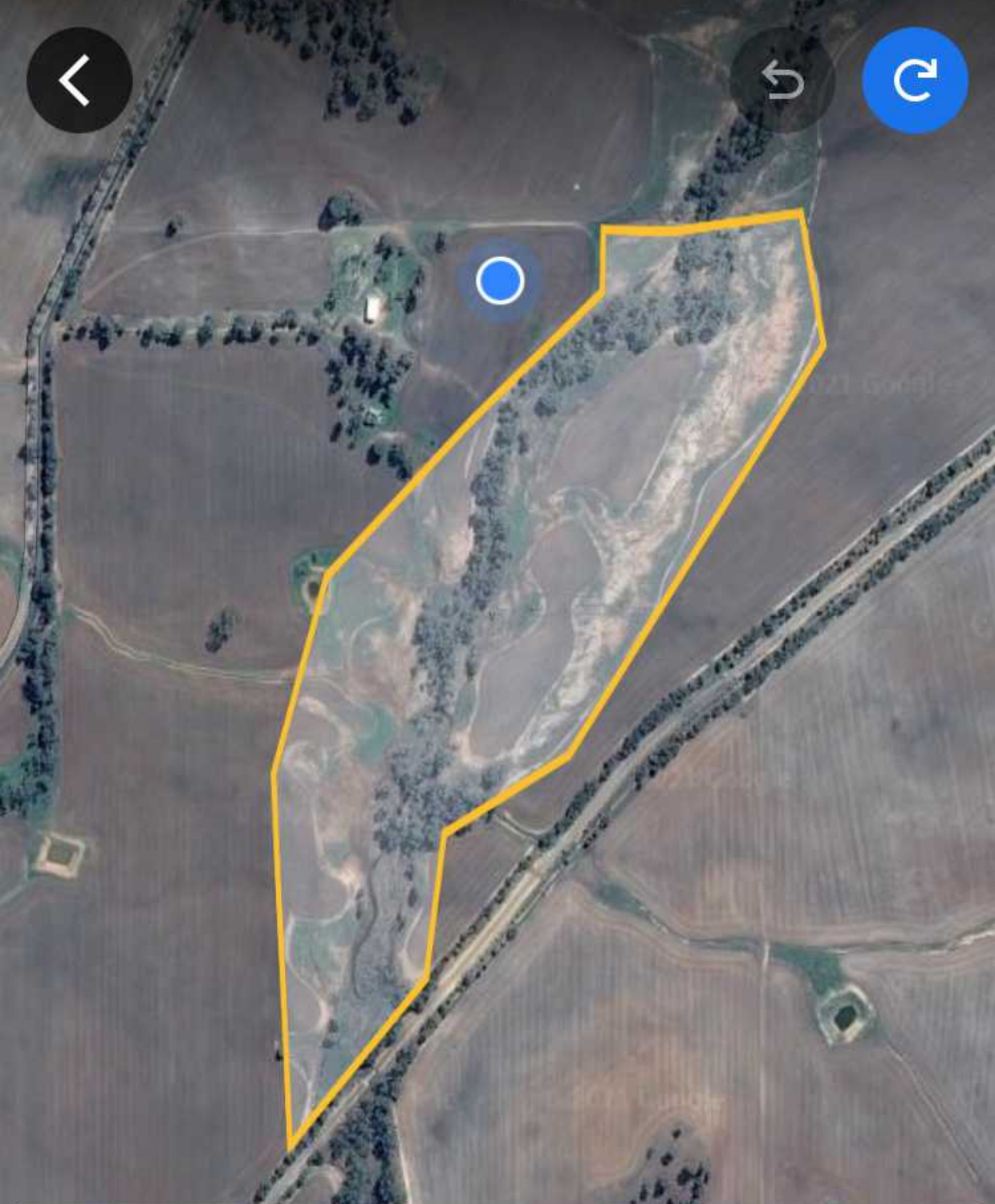




Fence 2.2km  
 Area 20ha.

Navigation and map controls including zoom in (+) and zoom out (-) buttons, a 3D view button, a street view pegman icon, a compass icon, and a globe icon. Below these are the map status indicators: a location pin icon, a scale of 100%, the data source 'CNES / Airbus Maxar Techn...', the camera altitude 'Camera: 3,512 m', and the coordinates '32°55'40"S 117°21'22"E'.





Perimeter ?

2.52 km

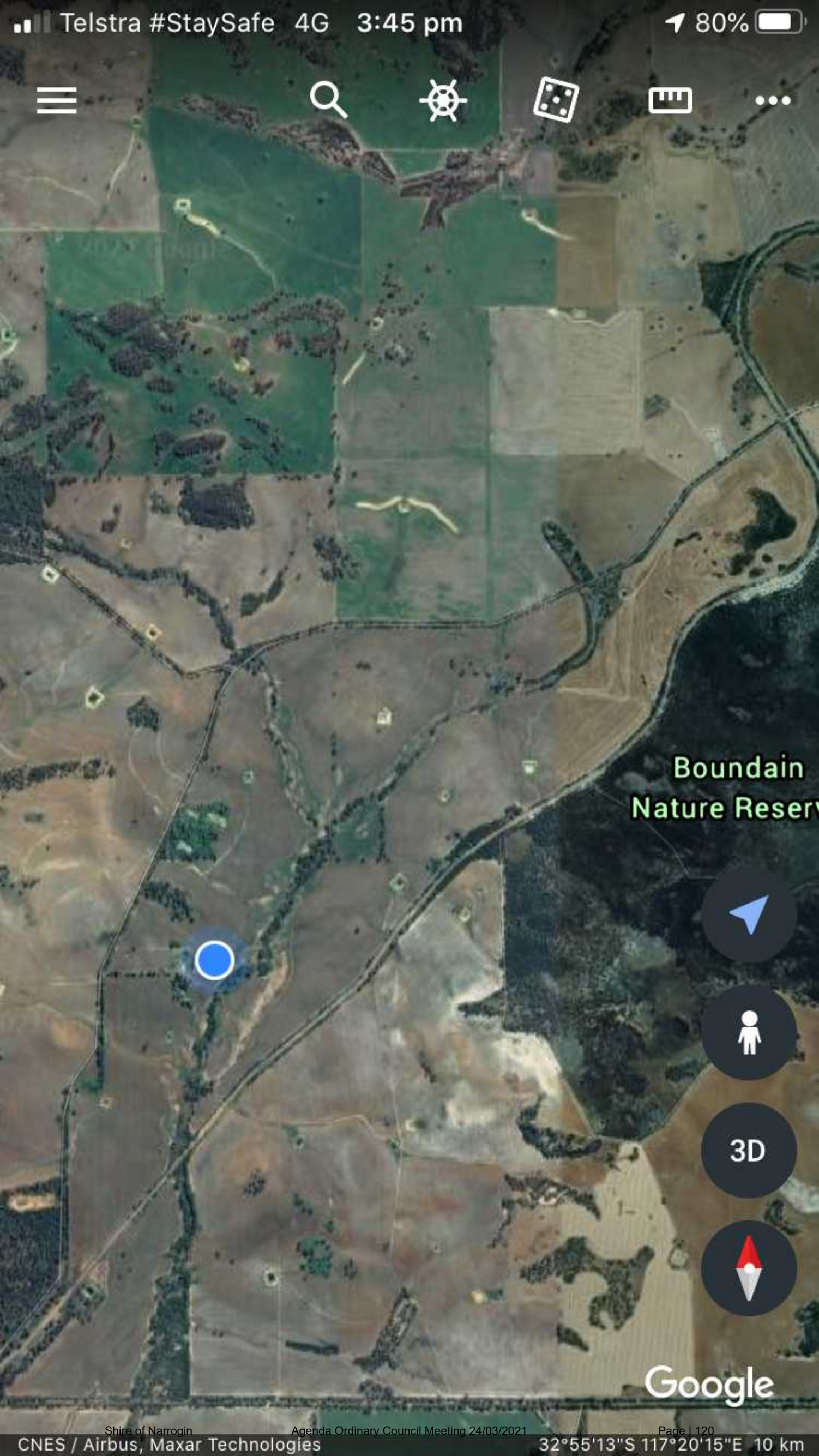


Area

240,834 m<sup>2</sup>







Boundain Nature Reserv



Google

## 10.3 CORPORATE AND COMMUNITY SERVICES

### 10.3.1 SCHEDULE OF ACCOUNTS PAID – FEBRUARY 2021

|                        |   |
|------------------------|---|
| 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                   | 11 March 2021   |
| Author                 | Danielle Gannaway – Customer Service Officer/Accounts Payable   |
| Authorising Officer    | Frank Ludovico – Executive Manager Corporate & Community Services   |
| Attachments            | Schedule of Accounts Paid – February 2021   |

#### Summary

Council is requested to note the payments as presented in the Schedule of Accounts Paid – February 2021

#### 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.

#### Consultation

Consultation has been undertaken with the Manager Corporate Services.

#### 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 2020/21 Annual Budget or resulting from a Council resolution.

## 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   |

## Comment/Conclusion

The Schedule of Accounts Paid – February 2021 is presented to Council for notation. Below is a summary of activity.

| <i>February 2021 Payments</i> |            |          |
|-------------------------------|------------|----------|
| <i>Payment Type</i>           | <i>\$</i>  | <i>%</i> |
| Cheque                        | 561.70     | 0.08     |
| EFT (incl Payroll)            | 602,690.82 | 81.88    |
| Direct Debit                  | 131,832.96 | 17.91    |
| Credit Card                   | 941.94     | 0.13     |
| Trust                         |            |          |
| Total Payments                | 736,027.42 | 100.00   |

| <i>Local Spending</i> | <i>\$</i>  | <i>%</i> |
|-----------------------|------------|----------|
| Local Suppliers       | 172,480.66 | 23.43    |
| Payroll               | 297,396.78 | 40.41    |
| Total                 | 469,877.44 | 63.84    |

## Voting Requirements

Simple Majority.

### OFFICERS' RECOMMENDATION

That, with respect to the Schedule of Accounts Paid for February 2021, Council note the Report as presented.

**Cheque Payments**

|   | Chq/EFT/DD        | Date       | Name                                 | Description   | Invoice Amount         | Payment Total | Type | Funding |
|---|-------------------|------------|--------------------------------------|---|------------------------|---------------|------|---------|
| 1 | 582               | 12/02/2021 | Shire Of Narrogin - Petty Cash-admin |   |                        | \$ 561.70     |      |         |
| 2 | INV FEB 2021      | 10/02/2021 | Shire Of Narrogin - Petty Cash-admin | AGEDOTHER - CATS DRIVER MEALS - Petty Cash Recoup February 2021 | \$ 180.00              |               |      |         |
| 3 | INV NHC JAN-FEB21 | 10/02/2021 | Shire Of Narrogin - Petty Cash-admin | NHC Petty Cash Recoup January - February 2021                   | \$ 381.70              |               |      |         |
|   |                   |            |                                      |   | <b>Cheque Total \$</b> | <b>561.70</b> |      |         |

**EFT Payments**

|    | Chq/EFT      | Date       | Name                         | Description  | Invoice Amount | Payment Total | Type | Funding |
|----|--------------|------------|------------------------------|--|----------------|---------------|------|---------|
| 4  | PAYROLL 16   | 01/02/2021 | PAYROLL                      | Payroll 16 01/02/2021  | \$ 149,739.56  |               |      |         |
| 5  | EFT15838     | 12/02/2021 | Narrogin Hire & Reticulation |  |                | \$ 123.50     | L    |         |
| 6  | INV 00029319 | 19/01/2021 | Narrogin Hire & Reticulation | CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Reticulation Materials | \$ 93.50       |               |      |         |
| 7  | INV 00029357 | 03/02/2021 | Narrogin Hire & Reticulation | CBD PARKS - MAINTENANCE/OPERATIONS - Museum - Reticulation Materials | \$ 30.00       |               |      |         |
| 8  | EFT15839     | 12/02/2021 | Best Office Systems          |  |                | \$ 149.00     | L    |         |
| 9  | INV 583135   | 29/01/2021 | Best Office Systems          | LIB - OFFICE EQUIPMENT MAINTENANCE - Replacement drum for Printer    | \$ 149.00      |               |      |         |
| 10 | EFT15840     | 12/02/2021 | Coles                        |  |                | \$ 306.70     | L    |         |
| 11 | INV 167      | 31/01/2021 | Coles                        | VARIOUS DEPARTMENTS - Coles January 2021                             | \$ 306.70      |               |      |         |



Schedule of Accounts Paid - February 2021

|    | Chq/EFT/DD          | Date       | Name                  | Description  | Invoice Amount | Payment Total | Type | Funding |
|----|---------------------|------------|-----------------------|--|----------------|---------------|------|---------|
| 12 | EFT15841            | 12/02/2021 | Synergy               |  |                | \$ 15,122.41  |      |         |
| 13 | INV 6499184328      | 01/02/2021 | Synergy               | ROADM - STREET LIGHTING MAINTENANCE/OPERATIONS - Electricity Usage (25/12/2020-24/01/2021)                                 | \$ 11,798.31   |               |      | PF      |
| 14 | INV 4360899026      | 04/02/2021 | Synergy               | LYDEKER DEPOT BUILDING OPERATIONS - Electricity Usage (27/11/2020-29/01/2021)  | \$ 716.02      |               |      |         |
| 15 | INV 8670120329      | 04/02/2021 | Synergy               | OLD SHIRE DEPOT - FELSPAR ST - BUILDING OPERATIONS - Electricity Usage (27/11/2020-29/01/2021)                             | \$ 118.06      |               |      |         |
| 16 | INV 2727937120      | 04/02/2021 | Synergy               | LIONS PARK MAINTENANCE/OPERATIONS - Electricity Usage (27/11/2020-29/01/2021)  | \$ 139.59      |               |      |         |
| 17 | INV 6147180327      | 05/02/2021 | Synergy               | LIBRARY BUILDING OPERATIONS - Electricity Usage (01/12/2020-02/02/2021)  | \$ 289.16      |               |      |         |
| 18 | INV 4560009126      | 05/02/2021 | Synergy               | MUSEUM BUILDING OPERATIONS - Electricity Usage (01/12/2020-02/02/2021)   | \$ 254.42      |               |      |         |
| 19 | INV 7638489929      | 05/02/2021 | Synergy               | TOWN HALL (FEDERAL ST) BUILDING OPERATIONS - Electricity Usage (01/12/2020-02/02/2021)                                     | \$ 1,098.11    |               |      |         |
| 20 | INV 4043950729      | 05/02/2021 | Synergy               | MEMORIAL PARK MAINTENANCE/OPERATIONS - Electricity Usage (01/12/2020-02/02/2021)   | \$ 286.00      |               |      |         |
| 21 | INV 2116516321      | 05/02/2021 | Synergy               | SUNDRY DRY PARKS/RESERVES MAINTENANCE/OPERATIONS - Electricity Usage (01/12/2020-02/02/2021)                               | \$ 118.35      |               |      |         |
| 22 | INV 4663535023      | 08/02/2021 | Synergy               | SUNDRY DRY PARKS/RESERVES MAINTANCE/OPERATIONS - Electricity Usage (02/12/2020-03/02/2021)                                 | \$ 304.39      |               |      |         |
| 23 | EFT15842            | 12/02/2021 | Narrogin Packaging    |  |                | \$ 576.70     | L    | PF      |
| 24 | INV 00068953        | 25/01/2021 | Narrogin Packaging    | OTHCUL - AUSTRALIA DAY - Catering consumables Australia Day 2021 (plates, cutlery, hot/cold drink cups & large foil trays) | \$ 136.60      |               |      |         |
| 25 | INV 00068975        | 01/02/2021 | Narrogin Packaging    | HACC - GENERAL OFFICE EXPENSES - 5L Hand Sanitizer, Purrell x 2, Dispenser, Toilet paper & mop bucket                      | \$ 440.10      |               |      |         |
| 26 | EFT15843            | 12/02/2021 | Australia Post        |  |                | \$ 264.83     | L    |         |
| 27 | INV 1010292486      | 03/02/2021 | Australia Post        | VARIOUS DEPARTMENTS - Postal Charges January 2021  | \$ 264.83      |               |      |         |
| 28 | EFT15844            | 12/02/2021 | Great Southern Fuels  |  |                | \$ 17,237.30  | L    |         |
| 29 | INV B22493-D2054272 | 04/02/2021 | Great Southern Fuels  | POC - FUELS AND OILS - 15,200L bulk Diesel   | \$ 17,237.30   |               |      |         |
| 30 | EFT15845            | 12/02/2021 | Narrogin Fruit Market |  |                | \$ 21.50      | L    |         |
| 31 | INV 000420210104141 | 04/01/2021 | Narrogin Fruit Market | MEMBER - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Hi-Lo & Full Cream Milk  | \$ 8.60        |               |      |         |
| 32 | INV 00042021010851  | 08/01/2021 | Narrogin Fruit Market | MEMBER - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Milk x2  | \$ 8.60        |               |      |         |
| 33 | INV 00032021020252  | 02/02/2021 | Narrogin Fruit Market | MEMBER - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Full Cream Milk x1   | \$ 4.30        |               |      |         |



Schedule of Accounts Paid - February 2021

|    | Chq/EFT/DD        | Date       | Name  | Description   | Invoice Amount | Payment Total | Type | Funding |
|----|-------------------|------------|---|---|----------------|---------------|------|---------|
| 34 | EFT15846          | 12/02/2021 | Narrogin Electrical Appliance Testing                                 |   |                | \$ 572.00     | L    |         |
| 35 | INV 682           | 07/02/2021 | Narrogin Electrical Appliance Testing                                 | ADMIN OFFICE BUILDING MAINTENANCE - Testing & Tagging 1 yearly and 5 yearly   | \$ 572.00      |               |      |         |
| 36 | EFT15847          | 12/02/2021 | Knightline Computers  |   |                | \$ 2,426.22   | L    | PF      |
| 37 | INV 00072210      | 02/02/2021 | Knightline Computers  | CHSP - PRINTING & STATIONERY - Epsom TM-T8211 printer & cables  | \$ 395.89      |               |      |         |
| 38 | INV 00072209      | 09/02/2021 | Knightline Computers  | ADMIN - INFORMATION SYSTEMS - HP Probook 430 G7 13.3in Notebook, HP USB Type C Dock & Office Home & Business Suite 2019 (L. BELL) | \$ 2,030.33    |               |      |         |
| 39 | EFT15848          | 12/02/2021 | Makit Narrogin Hardware   |   |                | \$ 902.28     | L    |         |
| 40 | INV 113328        | 04/01/2021 | Makit Narrogin Hardware   | VARIOUS DEPARTMENTS - General Materials   | \$ 305.48      |               |      |         |
| 41 | INV 113355        | 13/01/2021 | Makit Narrogin Hardware   | VARIOUS DEPARTMENTS - General Maintenance Materials   | \$ 241.50      |               |      |         |
| 42 | INV 113364        | 19/01/2021 | Makit Narrogin Hardware   | VARIOUS DEPARTMENTS - General Materials   | \$ 294.00      |               |      |         |
| 43 | INV 113385        | 29/01/2021 | Makit Narrogin Hardware   | PARKS & GARDENS MAINTENANCE - Maintenance Materials   | \$ 61.30       |               |      |         |
| 44 | EFT15849          | 12/02/2021 | Hancocks Home Hardware  |   |                | \$ 148.51     | L    | F       |
| 45 | INV 353568        | 03/02/2021 | Hancocks Home Hardware  | HACC - GENERAL OFFICE EXPENSES - Water timer with connector, Wall mate with screws and mounting tape                              | \$ 54.76       |               |      |         |
| 46 | INV 353595        | 03/02/2021 | Hancocks Home Hardware  | HACC - GENERAL OFFICE EXPENSES - Wallmate & Screws  | \$ 6.75        |               |      |         |
| 47 | INV 354281        | 10/02/2021 | Hancocks Home Hardware  | CHSP DOMESTIC ASSISTANCE OTHER EXPENSES - Adaptor Switch W/safety Rod   | \$ 87.00       |               |      |         |
| 48 | EFT15850          | 12/02/2021 | Parry's Pty Ltd   |   |                | \$ 251.55     | L    |         |
| 49 | INV 50542         | 07/01/2021 | Parry's Pty Ltd   | PWO - WORKS - PROTECTIVE CLOTHING - Size 8 Boots (G. Down)  | \$ 183.55      |               |      |         |
| 50 | INV 50704         | 14/01/2021 | Parry's Pty Ltd   | PWO - WORKS - PROTECTIVE CLOTHING - Pants x2 (P. Lindley)   | \$ 68.00       |               |      |         |
| 51 | EFT15851          | 12/02/2021 | Narrogin Earthmoving & Concrete Pty Ltd<br>Atf The McNab Family Trust |   |                | \$ 5,291.00   | L    |         |
| 52 | INV IV00000001038 | 31/01/2021 | Narrogin Earthmoving & Concrete Pty Ltd<br>Atf The McNab Family Trust | MEMORIAL PARK FOOTPATH CONSTRUCTION - Supply & Install Concrete footpaths on Williams Rd & Highbury Gazebo                        | \$ 5,291.00    |               |      |         |
| 53 | EFT15852          | 12/02/2021 | Westrac Pty Ltd   |   |                | \$ 6,518.79   |      |         |
| 54 | INV PI 5414400    | 31/01/2021 | Westrac Pty Ltd   | 1EVP731 2015 CAT SKID STEER LOADER - Cold Planner Motor GP  | \$ 6,518.79    |               |      |         |
| 55 | EFT15853          | 12/02/2021 | Narrogin Agricultural Repairs   |   |                | \$ 130.00     | L    |         |
| 56 | INV 262734        | 01/02/2021 | Narrogin Agricultural Repairs   | SMALL PLANT - Belts for mower   | \$ 130.00      |               |      |         |

Schedule of Accounts Paid - February 2021

|    | Chq/EFT/DD        | Date       | Name  | Description   | Invoice Amount | Payment Total | Type | Funding |
|----|-------------------|------------|---|---|----------------|---------------|------|---------|
| 57 | EFT15854          | 12/02/2021 | Narrogin Meals On Wheels                    |   |                | \$ 397.30     | L    | F       |
| 58 | INV 100773        | 05/01/2021 | Narrogin Meals On Wheels                    | CHSP MEALS ON WHEELS COMMITTEE - Meal Delivery Services - December 2020         | \$ 397.30      |               |      |         |
| 59 | EFT15855          | 12/02/2021 | Narrogin Newsagency                         |   |                | \$ 62.60      | L    | PF      |
| 60 | INV 713 - 277307  | 01/02/2021 | Narrogin Newsagency                         | ADMIN - PRINTING & STATIONERY - Deliveries for Period 02/01/2021-30/01/2021     | \$ 35.70       |               |      |         |
| 61 | INV 1245 - 277279 | 01/02/2021 | Narrogin Newsagency                         | HACC CBDC OTHER EXPENSES - Deliveries for the Period 01/01/2021-29/01/2021      | \$ 26.90       |               |      |         |
| 62 | EFT15856          | 12/02/2021 | Narrogin Betta Home Living                  |   |                | \$ 99.00      | L    |         |
| 63 | INV 25710020994   | 10/02/2021 | Narrogin Betta Home Living                  | LYDEKER DEPOT BUILDING MAINTENANCE - Sandwich press                             | \$ 99.00       |               |      |         |
| 64 | EFT15857          | 12/02/2021 | Allans Bobcat And Truck Hire                |   |                | \$ 2,046.00   | L    |         |
| 65 | INV 00001445      | 31/01/2021 | Allans Bobcat And Truck Hire                | CEMETERY GRAVE DIGGING - Grave Dig x 1 (Buemi)                                  | \$ 264.00      |               |      |         |
| 66 | INV 00001445      | 31/01/2021 | Allans Bobcat And Truck Hire                | CEMETERY GRAVE DIGGING - Grave Dig x 1 (Ballard)                                | \$ 264.00      |               |      |         |
| 67 | INV 00001445      | 31/01/2021 | Allans Bobcat And Truck Hire                | CEMETERY GRAVE DIGGING - Grave Dig x 1 (Thomson)                                | \$ 264.00      |               |      |         |
| 68 | INV 00001445      | 31/01/2021 | Allans Bobcat And Truck Hire                | CEMETERY GRAVE DIGGING - Grave Dig x 1 (Wallam)                                 | \$ 264.00      |               |      |         |
| 69 | INV 00001450      | 31/01/2021 | Allans Bobcat And Truck Hire                | CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Manure & Sand Mix Top Dress Lawns | \$ 990.00      |               |      |         |
| 70 | EFT15858          | 12/02/2021 | Great Southern Waste Disposal               |   |                | \$ 45,459.01  | L    |         |
| 71 | INV IV00000001510 | 03/02/2021 | Great Southern Waste Disposal               | BIN COLLECTIONS VARIOUS LOCATIONS - January 2021                                | \$ 45,459.01   |               |      |         |
| 72 | EFT15859          | 12/02/2021 | RJ Smith Engineering                        |   |                | \$ 196.99     | L    |         |
| 73 | INV 00011366      | 04/02/2021 | RJ Smith Engineering                        | RAILWAY DAM - Step Drill & Paste For Gate                                       | \$ 189.20      |               |      |         |
| 74 | INV 00011373      | 05/02/2021 | RJ Smith Engineering                        | NO4 2010 NISSAN UD TIP TRUCK AUTO - 6 x 1/2 x 4"Bolts                           | \$ 7.79        |               |      |         |
| 75 | EFT15860          | 12/02/2021 | Shire of Wagin                              |   |                | \$ 2,579.27   | L    | F       |
| 76 | INV 9043          | 25/01/2021 | Shire of Wagin                              | CHCP VARIOUS SERVICES - Client: Ronalea Neil-Smith (01/12/2020-31/12/2020)      | \$ 1,537.25    |               |      |         |
| 77 | INV 9044          | 25/01/2021 | Shire of Wagin                              | CHCP VARIOUS SERVICES - Client: John Neil-Smith (01/12/2020-31/12/2020)         | \$ 1,042.02    |               |      |         |
| 78 | EFT15861          | 12/02/2021 | Octave Holdings Pty Ltd T/A Narrogin Toyota |   |                | \$ 206.71     | L    |         |
| 79 | INV PI23044264    | 06/01/2021 | Octave Holdings Pty Ltd T/A Narrogin Toyota | NGN15581 MAZDA BT50 UTE 2017 - 30,000 km Service kit                            | \$ 206.71      |               |      |         |

Schedule of Accounts Paid - February 2021

|     | Chq/EFT/DD       | Date       | Name   | Description  | Invoice Amount | Payment Total | Type | Funding |
|-----|------------------|------------|--|--|----------------|---------------|------|---------|
| 80  | EFT15862         | 12/02/2021 | Goodyear Dunlop Tyres Pty Ltd (Beaurepaires) |  |                | \$ 4,878.40   | L    |         |
| 81  | INV 6411850434   | 10/02/2021 | Goodyear Dunlop Tyres Pty Ltd (Beaurepaires) | VARIOUS VEHICLES - SP160 11R-22.5 Trailer tyres x 8  | \$ 4,878.40    |               |      |         |
| 82  | EFT15863         | 12/02/2021 | Toll Transport Pty Ltd                       |  |                | \$ 208.07     |      |         |
| 83  | INV 0479-T740710 | 24/01/2021 | Toll Transport Pty Ltd                       | VARIOUS DEPARTMENTS - Freight Charges (15/01/2021-21/01/2021)  | \$ 91.47       |               |      |         |
| 84  | INV 0480-T740710 | 31/01/2021 | Toll Transport Pty Ltd                       | LYDEKER DEPOT BUILDING OPERATIONS - Freight Charges (28/01/2021)   | \$ 116.60      |               |      |         |
| 85  | EFT15864         | 12/02/2021 | Argus Pest Control                           |  |                | \$ 198.00     | L    | F       |
| 86  | INV 1049         | 28/01/2021 | Argus Pest Control                           | HACC - GENERAL OFFICE EXPENSES - Vermin baiting for Jessie House   | \$ 198.00      |               |      |         |
| 87  | EFT15865         | 12/02/2021 | New Security Installations Pty Ltd           |  |                | \$ 1,830.40   |      |         |
| 88  | INV 00013521     | 02/02/2021 | New Security Installations Pty Ltd           | 30 GRAY ST BUILDING OPERATIONS (FORMALLY EAST NARROGIN OFFSITE KINDERGARTEN) - Alarm Monitoring 28/03/2021 - 27/03/2022  | \$ 915.20      |               |      |         |
| 89  | INV 00013520     | 02/02/2021 | New Security Installations Pty Ltd           | TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE - Alarm Monitoring 24/03/2021 - 23/03/2022   | \$ 915.20      |               |      |         |
| 90  | EFT15866         | 12/02/2021 | Bob Waddell & Associates Pty Ltd             |  |                | \$ 1,716.00   |      |         |
| 91  | INV 2192         | 01/02/2021 | Bob Waddell & Associates Pty Ltd             | RATES - CONSULTANTS - Assistance with Rates enquiries & tasks (31/01/2021)   | \$ 660.00      |               |      |         |
| 92  | INV 2191         | 01/02/2021 | Bob Waddell & Associates Pty Ltd             | ADMIN - CONSULTANTS - Assistance with the 2019/20 Annual Financial Reports   | \$ 198.00      |               |      |         |
| 93  | INV 2199         | 08/02/2021 | Bob Waddell & Associates Pty Ltd             | ADMIN - CONSULTANTS - Assistance with 2019/20 Annual Financial Reports   | \$ 561.00      |               |      |         |
| 94  | INV 2200         | 08/02/2021 | Bob Waddell & Associates Pty Ltd             | RATES - CONSULTANTS - Assistance with Rates Enquiries & task (07/02/2021)  | \$ 297.00      |               |      |         |
| 95  | EFT15867         | 12/02/2021 | Market Creations Pty Ltd                     |  |                | \$ 38,652.55  |      |         |
| 96  | INV 15699        | 29/01/2021 | Market Creations Pty Ltd                     | ADMIN - IT SOFTWARE & EQUIPMENT (CAPITAL) - Procurement of Server Hardware & Software Licences as per RFQ20/21-08  | \$ 35,921.60   |               |      |         |
| 97  | INV 15751        | 04/02/2021 | Market Creations Pty Ltd                     | ADMIN - INFORMATION SYSTEMS - Veeam Backup Essentials Universal License. Includes Enterprise Plus Edition Features - 3 Year Renewal Subscription Upfront Billing & | \$ 2,730.95    |               |      |         |
| 98  | EFT15868         | 12/02/2021 | P.H & K.E Gow                                |  |                | \$ 412.50     | L    |         |
| 99  | INV 1561         | 07/02/2021 | P.H & K.E Gow                                | MOSS STREET - UPGRADE (LOCAL) - Peggs installation & survey  | \$ 412.50      |               |      |         |
| 100 | EFT15869         | 12/02/2021 | Belvedere Nursery                            |  |                | \$ 164.25     | L    |         |
| 101 | INV I0000001758  | 04/02/2021 | Belvedere Nursery                            | VARIOUS PARKS MAINTENANCE - Tools & Soil Conditioner   | \$ 164.25      |               |      |         |

Schedule of Accounts Paid - February 2021

|     | Chq/EFT/DD           | Date       | Name  | Description  | Invoice Amount | Payment Total | Type | Funding |
|-----|----------------------|------------|---|--|----------------|---------------|------|---------|
| 102 | EFT15870             | 12/02/2021 | West Australian Newspapers Limited            |  |                | \$ 150.00     |      |         |
| 103 | INV 1028037520210131 | 31/01/2021 | West Australian Newspapers Limited            | OTHCUL - AUSTRALIA DAY - Narrogin Observer - Australia Day advert (21/01/2021)   | \$ 150.00      |               |      |         |
| 104 | EFT15871             | 12/02/2021 | Narrogin Pumps Solar And Spraying             |  |                | \$ 45.26      | L    |         |
| 105 | INV 00032141         | 29/01/2021 | Narrogin Pumps Solar And Spraying             | NO4 2010 NISSAN UD TIP TRUCK AUTO - Male & Female cam locks x2 & clamps x4   | \$ 45.26       |               |      |         |
| 106 | EFT15872             | 12/02/2021 | Holy Cow Creations                            |  |                | \$ 150.00     |      |         |
| 107 | INV 025              | 02/02/2021 | Holy Cow Creations                            | OTHCUL - AUSTRALIA DAY - Graphic Designer - Artwork changes for 2021 Australia Day Flyer & Newspaper Advert                                | \$ 100.00      |               |      |         |
| 108 | INV 026              | 02/02/2021 | Holy Cow Creations                            | OTHCUL - AUSTRALIA DAY - Graphic Designer - Artwork changes for 2021 Australia Day Street Banners  | \$ 50.00       |               |      |         |
| 109 | EFT15873             | 12/02/2021 | Broad Electrical And Air Conditioning         |  |                | \$ 4,131.60   | L    |         |
| 110 | INV IV708            | 05/02/2021 | Broad Electrical And Air Conditioning         | CROQUET CLUBROOMS BUILDING MAINTENANCE - Repair Light pole (Insurance PR0030075)   | \$ 4,131.60    |               |      |         |
| 111 | EFT15874             | 12/02/2021 | Easifleet                                     |  |                | \$ 2,374.01   |      |         |
| 112 | INV 030221           | 03/02/2021 | Easifleet                                     | NOVATED LEASES - Employee Expenses PPE 03/02/2021  | \$ 2,374.01    |               |      |         |
| 113 | EFT15875             | 12/02/2021 | BKS Electrical Pty Ltd                        |  |                | \$ 192.50     | L    |         |
| 114 | INV 2467             | 02/02/2021 | BKS Electrical Pty Ltd                        | THOMAS HOGG OVAL BUILDINGS MAINTENANCE - Replacement of pump switch to toilet block  | \$ 192.50      |               |      |         |
| 115 | EFT15876             | 12/02/2021 | Great Southern Electrical Services            |  |                | \$ 15,895.00  | L    |         |
| 116 | INV INV-00012334     | 04/02/2021 | Great Southern Electrical Services            | NARROGIN RACECOURSE TRACK MTCE - Storm Damage Repairs - Narrogin Tennis Courts lighting (Insurance Claim PR0027603 - as per quote QU-0102) | \$ 15,895.00   |               |      |         |
| 117 | EFT15877             | 12/02/2021 | Northstar Asset Trust T/a Artistralia Pty Ltd |  |                | \$ 440.00     |      |         |
| 118 | INV 00011262         | 04/02/2021 | Northstar Asset Trust T/a Artistralia Pty Ltd | OTHCUL - AUSTRALIA DAY - Movie screening rights for SCOOB! - Australia Day 2021 Movie Event  | \$ 440.00      |               |      |         |
| 119 | EFT15878             | 12/02/2021 | Elders Rural Services                         |  |                | \$ 3,880.00   | L    |         |
| 120 | INV CB 68614         | 05/02/2021 | Elders Rural Services                         | FIRE - EXPENSED MINOR ASSET PURCHASES - Ockley Brigade - 27,500 litre Water Tank   | \$ 3,880.00    |               |      |         |
| 121 | EFT15879             | 12/02/2021 | Telair Pty Ltd                                |  |                | \$ 988.31     |      |         |
| 122 | INV TA10781-019      | 31/01/2021 | Telair Pty Ltd                                | VARIOUS DEPARTMENTS - Landline Charges January 2021  | \$ 988.31      |               |      |         |
| 123 | EFT15880             | 12/02/2021 | Farmworks Narrogin Pty Ltd                    |  |                | \$ 220.79     | L    |         |
| 124 | INV 84063            | 02/02/2021 | Farmworks Narrogin Pty Ltd                    | RAILWAY DAM - Gate For Fire Access & Star Pickets x 8  | \$ 220.79      |               |      |         |

Schedule of Accounts Paid - February 2021

|     | Chq/EFT/DD            | Date       | Name   | Description   | Invoice Amount | Payment Total | Type | Funding |
|-----|-----------------------|------------|--|---|----------------|---------------|------|---------|
| 125 | EFT15881              | 12/02/2021 | The White Family Trust T/a Narrogin Valley Stockfeed |   |                | \$ 79.00      | L    |         |
| 126 | INV NVS54670          | 05/02/2021 | The White Family Trust T/a Narrogin Valley Stockfeed | ANIMAL POUND OPERATIONS - Alert Dog Biscuits 20kg x 2                                   | \$ 79.00       |               |      |         |
| 127 | EFT15882              | 12/02/2021 | Narrogin Revheads Inc                                |   |                | \$ 2,500.00   | L    |         |
| 128 | INV 090221            | 09/02/2021 | Narrogin Revheads Inc                                | OTHCUL - COMMUNITY CHEST - Community Chest 2020/21                                      | \$ 2,500.00    |               |      |         |
| 129 | EFT15883              | 12/02/2021 | Narrogin Fresh                                       |   |                | \$ 1,439.90   | L    |         |
| 130 | INV DECEMBER (2) 2020 | 23/12/2020 | Narrogin Fresh                                       | VARIOUS DEPARTMENTS - Narrogin Fresh Account December (2) 2020                          | \$ 29.51       |               |      |         |
| 131 | INV JANUARY 2021      | 18/01/2021 | Narrogin Fresh                                       | VARIOUS DEPARTMENTS - Narrogin Fresh Account January 2021                               | \$ 616.35      |               |      |         |
| 132 | INV 25012021          | 25/01/2021 | Narrogin Fresh                                       | OTHCUL - AUSTRALIA DAY - Catering for 2021 Australia Day event                          | \$ 330.39      |               |      |         |
| 133 | INV JANUARY (2) 2021  | 29/01/2021 | Narrogin Fresh                                       | VARIOUS DEPARTMENTS - Narrogin Fresh Account January (2) 2021                           | \$ 401.29      |               |      |         |
| 134 | INV FEBRUARY 2021     | 01/02/2021 | Narrogin Fresh                                       | VARIOUS DEPARTMENTS - Narrogin Fresh Account February 2021                              | \$ 62.36       |               |      |         |
| 135 | EFT15884              | 12/02/2021 | Simply Uniforms                                      |   |                | \$ 1,464.21   |      | F       |
| 136 | INV INV-8153          | 18/01/2021 | Simply Uniforms                                      | CHSP - GENERAL EXPENDITURE - Uniforms for Jessie House & Home Maintenance Staff         | \$ 1,464.21    |               |      |         |
| 137 | EFT15885              | 12/02/2021 | Surgical House Pty Ltd                               |   |                | \$ 65.56      |      | F       |
| 138 | INV A739407           | 08/02/2021 | Surgical House Pty Ltd                               | CHCP - CLIENT PURCHASES - Comprilan Compression Bandage x4 (Client: J Neil-Smith)       | \$ 65.56       |               |      |         |
| 139 | EFT15886              | 12/02/2021 | Narrogin & Districts Plumbing Service                |   |                | \$ 154.00     | L    |         |
| 140 | INV INV-0275          | 20/01/2021 | Narrogin & Districts Plumbing Service                | NRLC INFRASTRUCTURE OTHER (CAPITAL) - Install tap to Alby Park                          | \$ 154.00      |               |      |         |
| 141 | EFT15887              | 12/02/2021 | Jennifer Fowler                                      |   |                | \$ 970.00     | L    | F       |
| 142 | INV 200               | 28/10/2020 | Jennifer Fowler                                      | CHCP - CLIENT PURCHASES - Appointment with Occupational Therapist - Client: K. Lee      | \$ 970.00      |               |      |         |
| 143 | EFT15888              | 12/02/2021 | Flashbay Pty Ltd                                     |   |                | \$ 1,679.15   |      |         |
| 144 | INV IN1093575         | 25/01/2021 | Flashbay Pty Ltd                                     | OTHGOV - PUBLIC RELATIONS EXPENSE - Promotional merchandise branded water bottles x 150 | \$ 1,679.15    |               |      |         |
| 145 | EFT15889              | 12/02/2021 | AG & MF Borthwick                                    |   |                | \$ 1,951.35   | L    |         |
| 146 | INV 020221            | 02/02/2021 | AG & MF Borthwick                                    | ENVIRO - LANDCARE COMMUNITY PROJECTS - Landcare Reimbursement 2020/21                   | \$ 1,951.35    |               |      |         |

Schedule of Accounts Paid - February 2021

|     | Chq/EFT/DD         | Date              | Name                  | Description  | Invoice Amount       | Payment Total | Type | Funding |
|-----|--------------------|-------------------|-----------------------|--|----------------------|---------------|------|---------|
| 147 | EFT15890           | 12/02/2021        | Sandwai Pty Ltd       |  |                      | \$ 6,050.00   |      | F       |
| 148 | INV IV0002155      | 04/02/2021        | Sandwai Pty Ltd       | CHSP - INFORMATION SYSTEMS - Sandwai Client Data System - Implementation & Training Pack                                 | \$ 6,050.00          |               |      |         |
| 149 | EFT15891           | 12/02/2021        | PF & JA Bird          |  |                      | \$ 1,562.32   | L    |         |
| 150 | INV A185           | 05/02/2021        | PF & JA Bird          | Rates refund for assessment A185 Lot 10064 10242   | \$ 1,562.32          |               |      |         |
| 151 | <b>PAYROLL 17</b>  | <b>15/02/2021</b> | <b>PAYROLL</b>        | <b>Payroll 17 15/02/2021</b>   | <b>\$ 147,657.22</b> |               |      |         |
| 152 | EFT15892           | 17/02/2021        | Synergy               |  |                      | \$ 830.00     |      |         |
| 153 | INV 6360739527     | 05/02/2021        | Synergy               | HISTORY HALL BUILDING OPERATIONS - Electricity Usage (01/12/2020-02/02/2021)   | \$ 122.13            |               |      |         |
| 154 | INV 3177465029     | 09/02/2021        | Synergy               | WASTE FACILITIES BUILDING OPERATIONS - Electricity Usage (03/12/2020-05/02/2021)   | \$ 407.89            |               |      |         |
| 155 | INV 5182209215     | 12/02/2021        | Synergy               | 30 GRAY ST BUILDING OPERATIONS (FORMALLY EAST NARROGIN OFFSITE KINDERGARTEN) - Electricity Usage (08/12/2020-10/02/2021) | \$ 123.07            |               |      |         |
| 156 | INV 5103515915     | 15/02/2021        | Synergy               | COMMUNITY GARDEN MAINTENANCE/OPERATIONS - Electricity Usage (09/12/2020-10/02/2021)                                      | \$ 176.91            |               |      |         |
| 157 | EFT15893           | 17/02/2021        | Narrogin Packaging    |  |                      | \$ 585.34     | L    |         |
| 158 | INV 00069062       | 04/02/2021        | Narrogin Packaging    | VARIOUS PUBLIC TOILETS - Cleaning Supplies   | \$ 353.64            |               |      |         |
| 159 | INV 00069110       | 15/02/2021        | Narrogin Packaging    | OTHER PURCHASES FOR CV-19 RESPONSE - 2 cartons of Antibacterial foam (Dispenser Refills)                                 | \$ 231.70            |               |      |         |
| 160 | EFT15894           | 17/02/2021        | Great Southern Fuels  |  |                      | \$ 5,102.32   | L    |         |
| 161 | INV JANUARY 2021   | 31/01/2021        | Great Southern Fuels  | VARIOUS PLANT & EQUIPMENT - Fuel Card Charges January 2021   | \$ 4,716.29          |               |      |         |
| 162 | INV D2054990       | 11/02/2021        | Great Southern Fuels  | POC - FUELS AND OILS - 300L Unleaded   | \$ 386.03            |               |      |         |
| 163 | EFT15895           | 17/02/2021        | Narrogin Fruit Market |  |                      | \$ 17.20      | L    |         |
| 164 | INV 00032021020428 | 04/02/2021        | Narrogin Fruit Market | MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Full Cream Milk x 2   | \$ 8.60              |               |      |         |
| 165 | INV 00032021021532 | 15/02/2021        | Narrogin Fruit Market | MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Hi-Lo & Full Cream Milk   | \$ 8.60              |               |      |         |
| 166 | EFT15896           | 17/02/2021        | Water Corporation     |  |                      | \$ 7,985.71   |      |         |
| 167 | INV FJJ46          | 16/02/2021        | Water Corporation     | VARIOUS BUILDINGS - Water Usage (December 2020 -February 2021)   | \$ 7,985.71          |               |      |         |
| 168 | EFT15897           | 17/02/2021        | Total Undercar        |  |                      | \$ 93.50      | L    |         |
| 169 | INV M0966          | 27/01/2021        | Total Undercar        | NGN417 2020 Mazda BT-50 4x4 - Wheel Alignment  | \$ 93.50             |               |      |         |

Schedule of Accounts Paid - February 2021

|     | Chq/EFT/DD        | Date       | Name   | Description  | Invoice Amount | Payment Total | Type | Funding |
|-----|-------------------|------------|--|--|----------------|---------------|------|---------|
| 170 | EFT15898          | 17/02/2021 | Kleenheat Gas  |  |                | \$ 9,378.33   |      |         |
| 171 | INV 4347812       | 01/02/2021 | Kleenheat Gas  | CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - UTILITY - GAS - Cylinder Service Charge x1                     | \$ 42.90       |               |      |         |
| 172 | INV 2723745       | 10/02/2021 | Kleenheat Gas  | NRLC - UTILITY - ELECTRICITY - Electricity Usage (01/01/2021-31/01/2021)                                     | \$ 7,327.67    |               |      |         |
| 173 | INV 2723727       | 10/02/2021 | Kleenheat Gas  | ADMIN OFFICE BUILDING OPERATIONS - Electricity Usage (01/01/2021-31/01/2021)                                 | \$ 532.91      |               |      |         |
| 174 | INV 2723717       | 10/02/2021 | Kleenheat Gas  | CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Electricity Usage (01/01/2021-31/01/2021)                      | \$ 1,474.85    |               |      |         |
| 175 | EFT15899          | 17/02/2021 | Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust |  |                | \$ 1,980.00   | L    |         |
| 176 | INV IV00000001032 | 31/01/2021 | Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust | RAILWAY DAM - Pour Slabs for BBQ Area  | \$ 1,980.00    |               |      |         |
| 177 | EFT15900          | 17/02/2021 | Susan Farrell  |  |                | \$ 140.00     | L    |         |
| 178 | INV 099           | 10/02/2021 | Susan Farrell  | CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Washing of Accommodation Unit linens (03/02/2021 & 10/02/2021) | \$ 100.00      |               |      |         |
| 179 | INV 100           | 11/02/2021 | Susan Farrell  | CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Washing of Accommodation Unit linens (11/02/2021)              | \$ 40.00       |               |      |         |
| 180 | EFT15901          | 17/02/2021 | Westrac Pty Ltd  |  |                | \$ 348.78     |      |         |
| 181 | INV PI 5431644    | 04/02/2021 | Westrac Pty Ltd  | 1EVP731 2015 CAT SKID STEER LOADER - Aircon Parts - Hose & O-Rings   | \$ 198.72      |               |      |         |
| 182 | INV PI 5438140    | 07/02/2021 | Westrac Pty Ltd  | 1EVP731 2015 CAT SKID STEER LOADER - Aircon Parts - Hose   | \$ 150.06      |               |      |         |
| 183 | EFT15902          | 17/02/2021 | Narrogin Betta Home Living   |  |                | \$ 329.00     | L    |         |
| 184 | INV 25710021165   | 16/02/2021 | Narrogin Betta Home Living   | PWO - TELEPHONE/MOBILES - Samsung Galaxy A21S (S. Reeves)  | \$ 329.00      |               |      |         |
| 185 | EFT15903          | 17/02/2021 | Octave Holdings Pty Ltd T/A Narrogin Toyota                        |  |                | \$ 118.92     | L    |         |
| 186 | INV PI23043388    | 15/10/2020 | Octave Holdings Pty Ltd T/A Narrogin Toyota                        | ROADM - WORKSHOP/DEPOT EXPENSED EQUIPMENT - Roll Of Brushcutter Cable x1                                     | \$ 54.40       |               |      |         |
| 187 | INV PI23044347    | 12/01/2021 | Octave Holdings Pty Ltd T/A Narrogin Toyota                        | SMALL PLANT - Chainsaw Bar x1  | \$ 64.52       |               |      |         |
| 188 | EFT15904          | 17/02/2021 | Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)                       |  |                | \$ 2,423.16   | L    |         |
| 189 | INV 6411848668    | 09/02/2021 | Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)                       | 1EVP731 2015 CAT SKID STEER LOADER - New Tyres x4  | \$ 1,094.00    |               |      |         |
| 190 | INV 6411855045    | 12/02/2021 | Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)                       | 0NO 2020 HOLDEN TRAILBLAZER LTZ - New Tyres x4   | \$ 1,329.16    |               |      |         |
| 191 | EFT15905          | 17/02/2021 | Narrogin Gasworx   |  |                | \$ 60.00      | L    |         |
| 192 | INV 43252         | 05/02/2021 | Narrogin Gasworx   | RAILWAY DAM - Gas Bottles for BBQ x2   | \$ 60.00       |               |      |         |

Schedule of Accounts Paid - February 2021

|     | Chq/EFT/DD        | Date       | Name   | Description   | Invoice Amount | Payment Total | Type | Funding |
|-----|-------------------|------------|--|---|----------------|---------------|------|---------|
| 193 | EFT15906          | 17/02/2021 | Boral Asphalt                                      |   |                | \$ 9,130.00   |      |         |
| 194 | INV AWPS00303-013 | 15/02/2021 | Boral Asphalt                                      | ROAD MAINTENANCE GNERAL EXPENSES - 10,000Lts Emulsion Delivered   | \$ 9,130.00    |               |      |         |
| 195 | EFT15907          | 17/02/2021 | Narrogin Chamber Of Commerce                       |   |                | \$ 100.00     | L    |         |
| 196 | INV 00003614      | 16/02/2021 | Narrogin Chamber Of Commerce                       | MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - \$10 vouchers x 10 - Rural Clinical School Med Students      | \$ 100.00      |               |      |         |
| 197 | EFT15908          | 17/02/2021 | Bob Waddell & Associates Pty Ltd                   |   |                | \$ 561.00     |      |         |
| 198 | INV 2205          | 15/02/2021 | Bob Waddell & Associates Pty Ltd                   | RATES - CONSULTANTS - Assistance with Rates enquiries & task (14/02/2021)   | \$ 561.00      |               |      |         |
| 199 | EFT15909          | 17/02/2021 | Narrogin And Districts Netball Association         |   |                | \$ 280.00     | L    |         |
| 200 | INV T5            | 16/02/2021 | Narrogin And Districts Netball Association         | REFUND OF TH KEY BOND - MAYORS PARLOUR 08/02/2021   | \$ 280.00      |               |      |         |
| 201 | EFT15910          | 17/02/2021 | Traffic Force                                      |   |                | \$ 506.00     |      |         |
| 202 | INV 00023279      | 06/02/2021 | Traffic Force                                      | ROAD MAINTENANCE GENERAL EXPENSES - Renewal of Generic Traffic Management Plans                                     | \$ 506.00      |               |      |         |
| 203 | EFT15911          | 17/02/2021 | Narrogin Quarry Operations                         |   |                | \$ 470.68     |      |         |
| 204 | INV 00005031      | 04/02/2021 | Narrogin Quarry Operations                         | RAILWAY DAM - 50T Crusher Dust  | \$ 470.68      |               |      |         |
| 205 | EFT15912          | 17/02/2021 | Environmental Health Australia (wa)                |   |                | \$ 700.00     |      |         |
| 206 | INV 23490         | 13/01/2021 | Environmental Health Australia (wa)                | HEALTH - TRAINING & DEVELOPMENT - State conference - 24/02/2021-26/02/2021 - Conference Registration & Master Class | \$ 700.00      |               |      |         |
| 207 | EFT15913          | 17/02/2021 | Cemeteries & Crematoria Association Of Western Aus |   |                | \$ 85.00      |      |         |
| 208 | INV 150221        | 15/02/2021 | Cemeteries & Crematoria Association Of Western Aus | ADMIN - TRAINING & DEVELOPMENT - Registration for W. Russell for CCAWA Seminar 11/03/2021-12/03/2021                | \$ 85.00       |               |      |         |
| 209 | EFT15914          | 17/02/2021 | Narrogin Brick                                     |   |                | \$ 350.00     | L    |         |
| 210 | INV 990           | 04/02/2021 | Narrogin Brick                                     | NRLC INFRASTRUCTURE OTHER (CAPITAL) - Packs of Bricks x2 (Retaining Wall)   | \$ 350.00      |               |      |         |
| 211 | EFT15915          | 17/02/2021 | BKS Electrical Pty Ltd                             |   |                | \$ 4,070.00   | L    |         |
| 212 | INV 2409          | 05/02/2021 | BKS Electrical Pty Ltd                             | LYDEKER DEPOT BUILDING MAINTENANCE - Supply & Install New Gate Motor With 30 New Remotes                            | \$ 4,070.00    |               |      |         |
| 213 | EFT15916          | 17/02/2021 | Central Regional Tafe                              |   |                | \$ 552.50     |      |         |
| 214 | INV I0013373      | 09/02/2021 | Central Regional Tafe                              | ADMIN - TRAINING & DEVELOPMENT - Certificate 3 Local Government Trainee (Breeanna Jetta-Bolton)                     | \$ 552.50      |               |      |         |



Schedule of Accounts Paid - February 2021

|     | Chq/EFT/DD     | Date       | Name                              | Description  | Invoice Amount | Payment Total | Type | Funding |
|-----|----------------|------------|-----------------------------------|--|----------------|---------------|------|---------|
| 215 | EFT15917       | 17/02/2021 | Corsign (WA) Pty Ltd              |  |                | \$ 204.60     |      |         |
| 216 | INV 00054110   | 08/02/2021 | Corsign (WA) Pty Ltd              | SIGNS & TRAFFIC CONTROL EXPENSES - Caravan Sign  | \$ 204.60      |               |      |         |
| 217 | EFT15918       | 17/02/2021 | Stabilised Pavements of Australia |  |                | \$ 80,147.50  |      | PF      |
| 218 | INV WA-0000775 | 29/01/2021 | Stabilised Pavements of Australia | WAGIN-WICKEPIN ROAD - RENEWAL (RURAL) (RRG) - Cement Stabilisation - 9600m2 of Pavement                    | \$ 49,209.60   |               |      |         |
| 219 | INV WA-0000774 | 29/01/2021 | Stabilised Pavements of Australia | WHINBIN ROACK ROAD - RENEWAL (RURAL) - Cement Stabilisation - 6264m2 of Pavement with 2% cement            | \$ 30,937.90   |               |      |         |
| 220 | EFT15919       | 17/02/2021 | Farmworks Narrogin Pty Ltd        |  |                | \$ 473.88     | L    |         |
| 221 | INV 84064      | 02/02/2021 | Farmworks Narrogin Pty Ltd        | SIGNS & TRAFFIC CONTROL EXPENSES - Pallet of Rapid Set for Sign Posts                                      | \$ 473.88      |               |      |         |
| 222 | EFT15920       | 17/02/2021 | Simply Uniforms                   |  |                | \$ 58.08      |      | F       |
| 223 | INV INV-8147   | 03/02/2021 | Simply Uniforms                   | CHSP - GENERAL EXPENDITURE - Keyhole Knit Top (NHC)  | \$ 58.08       |               |      |         |
| 224 | EFT15921       | 17/02/2021 | Bishs Timber Supplies             |  |                | \$ 63.80      | L    |         |
| 225 | INV 59         | 02/02/2021 | Bishs Timber Supplies             | RAILWAY DAM - Sign   | \$ 63.80       |               |      |         |
| 226 | EFT15922       | 17/02/2021 | Divine's Coffee Cups              |  |                | \$ 495.00     | L    |         |
| 227 | INV INV-002    | 11/02/2021 | Divine's Coffee Cups              | MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Catering & Supply of food for MBS Meeting 10/2/2021 | \$ 495.00      |               |      |         |
| 228 | EFT15923       | 25/02/2021 | Narrogin Hire & Reticulation      |  |                | \$ 1,133.74   | L    |         |
| 229 | INV 00028089   | 23/10/2020 | Narrogin Hire & Reticulation      | GNARROJIN PARK MAINTENANCE/OPERATIONS - Reticulation Materials   | \$ 1,100.00    |               |      |         |
| 230 | INV 0029224    | 21/01/2021 | Narrogin Hire & Reticulation      | NRLC INFRASTRUCTURE OTHER (CAPITAL) - Reticulation Materials   | \$ 9.99        |               |      |         |
| 231 | INV 00029487   | 10/02/2021 | Narrogin Hire & Reticulation      | PARKS & GARDENS MAINTENANCE - Reticulation Materials   | \$ 17.55       |               |      |         |
| 232 | INV 00029489   | 10/02/2021 | Narrogin Hire & Reticulation      | GNARROJIN PARK MAINTENANCE/OPERATIONS - Reticulation Materials   | \$ 6.20        |               |      |         |

Schedule of Accounts Paid - February 2021

|     | Chq/EFT/DD        | Date       | Name                   | Description  | Invoice Amount | Payment Total | Type | Funding |
|-----|-------------------|------------|------------------------|--|----------------|---------------|------|---------|
| 233 | EFT15924          | 25/02/2021 | Synergy                |  |                | \$ 4,450.14   |      |         |
| 234 | INV 9003046323    | 11/02/2021 | Synergy                | BANNISTER STREET OVAL BUILDING OPERATIONS - Electricity Usage (04/12/2020-08/02/2021)              | \$ 123.60      |               |      |         |
| 235 | INV 7595071523    | 11/02/2021 | Synergy                | THOMAS HOGG OVAL BUILDING OPERATIONS - Electricity Usage (04/12/2020-08/02/2021)                   | \$ 2,026.98    |               |      |         |
| 236 | INV 1044212323    | 15/02/2021 | Synergy                | GNARAJIN PARK MAINTENANCE/OPERATIONS - Electricity Usage (10/12/2020-11/02/2021)                   | \$ 529.72      |               |      |         |
| 237 | INV 2010220323    | 15/02/2021 | Synergy                | MACKIE PARK MAINTENANCE/OPERATIONS - Electricity Usage (09/12/2020-11/02/2021)                     | \$ 339.80      |               |      |         |
| 238 | INV 5121606212    | 15/02/2021 | Synergy                | ROADM - STREET LIGHTING MAINTENANCE/OPERATIONS - Electricity Usage (09/12/2020-11/02/2021)         | \$ 119.91      |               |      |         |
| 239 | INV 8999640421    | 15/02/2021 | Synergy                | FAIRWAY DEPOT BUILDING OPERATIONS - Electricity Usage (09/12/2020-11/02/2021)                      | \$ 135.12      |               |      |         |
| 240 | INV 0564608421    | 16/02/2021 | Synergy                | JOHN HIGGINS COMMUNITY COMPLEX BUILDING OPERATIONS - Electricity Usage (13/01/2021-11/02/2021)     | \$ 1,020.82    |               |      |         |
| 241 | INV 0794920522    | 18/02/2021 | Synergy                | HIGHBURY PUBLIC TOILETS OPERATIONS - Electricity Usage (12/12/2020-15/02/2021)                     | \$ 154.19      |               |      |         |
| 242 | EFT15925          | 25/02/2021 | Water Corporation      |  |                | \$ 29,198.12  |      |         |
| 243 | INV UMBVZ         | 19/02/2021 | Water Corporation      | VARIOUS BUILDINGS - Water Usage (December 2020 - January 2021)                                     | \$ 29,198.12   |               |      |         |
| 244 | EFT15926          | 25/02/2021 | Total Undercar         |  |                | \$ 595.00     | L    |         |
| 245 | INV M0779         | 21/12/2020 | Total Undercar         | NGN839 2019 TOYOTA CORROLA CVT ASCENT - Tyres x4 & Wheel Alignment                                 | \$ 595.00      |               |      |         |
| 246 | EFT15927          | 25/02/2021 | Halanson Earthmoving   |  |                | \$ 1,540.00   | L    | PF      |
| 247 | INV 1609          | 10/02/2021 | Halanson Earthmoving   | WAGIN-WICKEPING ROAD - RENEWAL (RURAL) (RRG) - 3.5 days Dry Hire Steel Drum Roller                 | \$ 1,540.00    |               |      |         |
| 248 | EFT15928          | 25/02/2021 | Hancocks Home Hardware |  |                | \$ 41.50      | L    |         |
| 249 | INV 354816        | 15/02/2021 | Hancocks Home Hardware | ADMIN OFFICE BUILDING MAINTENANCE - Keys x2  | \$ 8.00        |               |      |         |
| 250 | INV 355213        | 19/02/2021 | Hancocks Home Hardware | ADMIN - PRINTING & STATIONERY - Door Bell  | \$ 33.50       |               |      |         |
| 251 | EFT15929          | 25/02/2021 | Parry's Pty Ltd        |  |                | \$ 418.80     | L    | F       |
| 252 | INV 0201000515772 | 16/02/2021 | Parry's Pty Ltd        | CHCP - CLIENT PURCHASES - Zip & Lace-up Work Boots x1 & Bamboo slippers x1 (Client: J. Neil-Smith) | \$ 259.90      |               |      |         |
| 253 | INV 0201000515765 | 16/02/2021 | Parry's Pty Ltd        | CHCP - CLIENT PURCHASES - Bamboo Slippers x1 & Velcro slip-ons x1 (Client: E Neil-Smith)           | \$ 158.90      |               |      |         |

Schedule of Accounts Paid - February 2021

|     | Chq/EFT/DD        | Date       | Name                     | Description  | Invoice Amount | Payment Total | Type | Funding |
|-----|-------------------|------------|--------------------------|--|----------------|---------------|------|---------|
| 254 | EFT15931          | 25/02/2021 | Narrogin Newsagency      |  |                | \$ 4,881.95   | L    |         |
| 255 | INV 1537 - 273620 | 22/10/2020 | Narrogin Newsagency      | ADMIN - PRINTING & STATIONERY - Stationery Order October 2020  | \$ 1,165.01    |               |      |         |
| 256 | INV 1537 - 274040 | 04/11/2020 | Narrogin Newsagency      | ADMIN - PRINTING & STATIONERY - Stationery Order October 2020  | \$ 64.41       |               |      |         |
| 257 | INV 1537 - 274073 | 05/11/2020 | Narrogin Newsagency      | ADMIN - PRINTING & STATIONERY - Stationery Order October 2020  | \$ 114.29      |               |      |         |
| 258 | INV 1537 - 274503 | 25/11/2020 | Narrogin Newsagency      | ADMIN - PRINTING & STATIONERY - Stationery Order October 2020  | \$ 2.59        |               |      |         |
| 259 | INV 1537 - 274940 | 07/12/2020 | Narrogin Newsagency      | VARIOUS DEPARTMENTS - PRINTING & STATIONERY - Stationery Order November 2020                                 | \$ 971.89      |               |      |         |
| 260 | INV 1537 - 275106 | 14/12/2020 | Narrogin Newsagency      | VARIOUS DEPARTMENTS - PRINTING & STATIONERY - Stationery Order November 2020                                 | \$ 362.74      |               |      |         |
| 261 | INV 1537 - 276317 | 23/12/2020 | Narrogin Newsagency      | VARIOUS DEPARTMENTS - PRINTING & STATIONERY - Stationery Order November 2020                                 | \$ 16.78       |               |      |         |
| 262 | INV 1355 - 276585 | 02/01/2021 | Narrogin Newsagency      | LIB - SUBSCRIPTIONS & MEMBERSHIPS - Deliveries for Period 10/12/2020-20/12/2020 & Newspapers (December 2020) | \$ 73.00       |               |      |         |
| 263 | INV 1537 - 277204 | 30/01/2021 | Narrogin Newsagency      | VARIOUS DEPARTMENTS - PRINTING & STATIONERY - Stationery Order January 2021                                  | \$ 1,839.99    |               |      |         |
| 264 | INV 1355 - 277336 | 01/02/2021 | Narrogin Newsagency      | LIB - SUBSCRIPTIONS & MEMBERSHIPS - Deliveries for Period 07/01/2021-16/01/2021 & Newspapers (January 2021)  | \$ 80.90       |               |      |         |
| 265 | INV 1537-277843   | 23/02/2021 | Narrogin Newsagency      | VARIOUS DEPARTMENTS - PRINTING & STATIONERY - Stationery Order January 2021                                  | \$ 19.40       |               |      |         |
| 266 | INV 1537 - 277842 | 23/02/2021 | Narrogin Newsagency      | VARIOUS DEPARTMENTS - PRINTING & STATIONERY - Stationery Order January 2021                                  | \$ 105.57      |               |      |         |
| 267 | INV 1537 - 277854 | 24/02/2021 | Narrogin Newsagency      | VARIOUS DEPARTMENTS - PRINTING & STATIONERY - Stationery Order November 2020                                 | \$ 24.00       |               |      |         |
| 268 | INV 1537 - 277853 | 24/02/2021 | Narrogin Newsagency      | VARIOUS DEPARTMENTS - PRINTING & STATIONERY - Stationery Order January 2021                                  | \$ 41.38       |               |      |         |
| 269 | EFT15932          | 25/02/2021 | Kulker Plumbing Service  |  |                | \$ 359.91     | L    |         |
| 270 | INV 12649         | 07/02/2021 | Kulker Plumbing Service  | LYDEKER DEPOT BUILDING MAINTENANCE - Repair Standpipe  | \$ 359.91      |               |      |         |
| 271 | EFT15933          | 25/02/2021 | Narrogin Bearing Service |  |                | \$ 298.54     | L    |         |
| 272 | INV IN183738      | 15/02/2021 | Narrogin Bearing Service | NO2 2009 NISSAN UD TIP TRUCK - 5000kg tie down straps x2   | \$ 179.89      |               |      |         |
| 273 | INV IN183826      | 18/02/2021 | Narrogin Bearing Service | NO4834 2014 HINO 300 SERIES CREW CAB - V belts x3  | \$ 84.95       |               |      |         |
| 274 | INV IN183879      | 22/02/2021 | Narrogin Bearing Service | NO2731 FOUR AXLE SIDE TIPPER TRAILER - Fitting x2  | \$ 33.70       |               |      |         |

Schedule of Accounts Paid - February 2021

|     | Chq/EFT/DD       | Date       | Name   | Description   | Invoice Amount | Payment Total | Type | Funding |
|-----|------------------|------------|--|---|----------------|---------------|------|---------|
| 275 | EFT15934         | 25/02/2021 | Shire of Wagin                               |   |                | \$ 3,125.10   | L    | F       |
| 276 | INV 9160         | 19/02/2021 | Shire of Wagin                               | CHCP VARIOUS SERVICES - Client: John Neil-Smith (01/01/2021-31/01/2021)               | \$ 1,176.72    |               |      |         |
| 277 | INV 9157         | 19/02/2021 | Shire of Wagin                               | CHCP VARIOUS SERVICES - Client: Ronalea Neil-Smith (01/01/2021-31/01/2021)            | \$ 1,948.38    |               |      |         |
| 278 | EFT15935         | 25/02/2021 | Wa Country Health Service                    |   |                | \$ 2,189.00   |      | F       |
| 279 | INV 548162       | 17/02/2021 | Wa Country Health Service                    | CHSP MEALS ON WHEELS CATERING CONTRACT - Meals November 2020                          | \$ 2,189.00    |               |      |         |
| 280 | EFT15936         | 25/02/2021 | Public Transport Authority                   |   |                | \$ 334.35     |      |         |
| 281 | INV 310121       | 31/01/2021 | Public Transport Authority                   | TRANSWA - AGENT LIABILITY - TransWA Ticket Sales January 2021                         | \$ 334.35      |               |      |         |
| 282 | EFT15937         | 25/02/2021 | Goodyear Dunlop Tyres Pty Ltd (Beaurepaires) |   |                | \$ 1,185.00   | L    |         |
| 283 | INV 6411853426   | 11/02/2021 | Goodyear Dunlop Tyres Pty Ltd (Beaurepaires) | NO4719 2012 JOHN DEERE 670G GRADER - Grader/Earthmoving Tyre & fitting of Tyre        | \$ 1,185.00    |               |      |         |
| 284 | EFT15938         | 25/02/2021 | Toll Transport Pty Ltd                       |   |                | \$ 57.31      |      |         |
| 285 | INV 0481-T740710 | 07/02/2021 | Toll Transport Pty Ltd                       | VARIOUS DEPARTMENTS - Freight Charges (02/02/2021-05/02/2021)                         | \$ 57.31       |               |      |         |
| 286 | EFT15939         | 25/02/2021 | Narrogin Gasworx                             |   |                | \$ 142.74     | L    |         |
| 287 | INV 43502        | 16/02/2021 | Narrogin Gasworx                             | POC - FUELS AND OILS - 15kg Bottles Fork Lift x2                                      | \$ 142.74      |               |      |         |
| 288 | EFT15940         | 25/02/2021 | Narrogin Amcal Chemist                       |   |                | \$ 22.95      | L    | F       |
| 289 | INV 884350       | 03/12/2020 | Narrogin Amcal Chemist                       | CHCP CUSTOMER SERVICES OTHER EXPENSES - Male Urinal & Lid (Jessie House)              | \$ 22.95       |               |      |         |
| 290 | EFT15941         | 25/02/2021 | Local Government Professionals Australia Wa  |   |                | \$ 8,140.00   |      |         |
| 291 | INV 20, 464      | 09/02/2021 | Local Government Professionals Australia Wa  | WORKS - TRAINING & DEVELOPMENT - Supervisor Training (S. Reeves)                      | \$ 2,465.00    |               |      |         |
| 292 | INV 20, 465      | 09/02/2021 | Local Government Professionals Australia Wa  | WORKS - TRAINING & DEVELOPMENT - Supervisor training (S. Heil)                        | \$ 2,465.00    |               |      |         |
| 293 | INV 29371        | 15/02/2021 | Local Government Professionals Australia Wa  | ADMIN - TRAINING & DEVELOPMENT - Supervisor Training (C. Klomp)                       | \$ 2,760.00    |               |      |         |
| 294 | INV 29389        | 17/02/2021 | Local Government Professionals Australia Wa  | COMMUNITY - TRAINING & DEVELOPMENT - Grant Writing & Business Case Workshop (L. Bell) | \$ 450.00      |               |      |         |
| 295 | EFT15942         | 25/02/2021 | Shire Of Narrogin                            |   |                | \$ 57.50      | L    |         |
| 296 | INV 310121       | 31/01/2021 | Shire Of Narrogin                            | TRANSWA - AGENT LIABILITY - Commission January 2021 Ticket Sales                      | \$ 57.50       |               |      |         |

Schedule of Accounts Paid - February 2021

|     | Chq/EFT/DD    | Date       | Name  | Description  | Invoice Amount | Payment Total | Type | Funding |
|-----|---------------|------------|---|--|----------------|---------------|------|---------|
| 297 | EFT15943      | 25/02/2021 | Narrogin Chamber Of Commerce                        |  |                | \$ 150.00     | L    |         |
| 298 | INV 00003617  | 23/02/2021 | Narrogin Chamber Of Commerce                        | MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Gratuity Payment: Brodie Corker - 3 Full Years of Service (08/04/17-24/02/21) | \$ 150.00      |               |      |         |
| 299 | EFT15944      | 25/02/2021 | Bob Waddell & Associates Pty Ltd                    |  |                | \$ 462.00     |      |         |
| 300 | INV 2210      | 21/02/2021 | Bob Waddell & Associates Pty Ltd                    | ADMIN - CONSULTANTS - Assistance with 2019/20 Annual Financial Reports   | \$ 462.00      |               |      |         |
| 301 | EFT15945      | 25/02/2021 | Visimax Safety                                      |  |                | \$ 256.55     |      |         |
| 302 | INV 00006311  | 18/02/2021 | Visimax Safety                                      | ANIMAL - PRINTING & STATIONARY - 1000 x Infringement Book Stickers & Freight   | \$ 256.55      |               |      |         |
| 303 | EFT15946      | 25/02/2021 | Department of Mines, Industry Regulation and Safety |  |                | \$ 2,206.18   |      |         |
| 304 | INV T13       | 15/02/2021 | Department of Mines, Industry Regulation and Safety | BSL PAYMENT - NOVEMBER 2020  | \$ 226.75      |               |      |         |
| 305 | INV T13       | 19/02/2021 | Department of Mines, Industry Regulation and Safety | BSL PAYMENT - DECEMBER 2020  | \$ 1,413.74    |               |      |         |
| 306 | INV T13       | 19/02/2021 | Department of Mines, Industry Regulation and Safety | BSL PAYMENT - JANUARY 2021   | \$ 225.79      |               |      |         |
| 307 | INV T13       | 19/02/2021 | Department of Mines, Industry Regulation and Safety | BSL PAYMENT - JUNE 2020 (ARREARS)  | \$ 339.90      |               |      |         |
| 308 | EFT15947      | 25/02/2021 | Narrogin Pumps Solar And Spraying                   |  |                | \$ 154.00     | L    |         |
| 309 | INV 00031075  | 17/12/2020 | Narrogin Pumps Solar And Spraying                   | ESL - BFB MINOR ASSET PURCHASES - Narrogin South - Replacement fire nozzle   | \$ 154.00      |               |      |         |
| 310 | EFT15948      | 25/02/2021 | Narrogin Amateur Swim Club                          |  |                | \$ 300.00     | L    |         |
| 311 | INV 0000002   | 21/02/2021 | Narrogin Amateur Swim Club                          | MEMBERS - DONATIONS TO COMMUNITY GROUPS - 2021 Country Pennants Sponsorship  | \$ 300.00      |               |      |         |
| 312 | EFT15949      | 25/02/2021 | Maggie Signs & Decals                               |  |                | \$ 45.00      | L    |         |
| 313 | INV INV202013 | 22/02/2021 | Maggie Signs & Decals                               | MEMBERS - ADVERTISING & PROMOTIONS - Update Town Hall Honour Boards - Citizens Awards 2021   | \$ 45.00       |               |      |         |
| 314 | EFT15950      | 25/02/2021 | Easifleet   |  |                | \$ 2,374.01   |      |         |
| 315 | INV 170221    | 17/02/2021 | Easifleet   | NOVATED LEASES - Employee Expenses PPE 17/02/2021  | \$ 2,374.01    |               |      |         |
| 316 | EFT15951      | 25/02/2021 | Lotex Filter Cleaning Service                       |  |                | \$ 758.86     |      |         |
| 317 | INV 38992     | 03/12/2020 | Lotex Filter Cleaning Service                       | POC - PARTS & REPAIRS - December Filter Cleaning   | \$ 393.68      |               |      |         |
| 318 | INV 39167     | 28/01/2021 | Lotex Filter Cleaning Service                       | POC - PARTS & REPAIRS - January Filter Cleaning  | \$ 365.18      |               |      |         |

Schedule of Accounts Paid - February 2021

|     | Chq/EFT/DD    | Date       | Name   | Description  | Invoice Amount | Payment Total | Type | Funding |
|-----|---------------|------------|--|--|----------------|---------------|------|---------|
| 319 | EFT15952      | 25/02/2021 | Basil Joseph Kickett   |  |                | \$ 300.00     | L    |         |
| 320 | INV 2         | 12/02/2021 | Basil Joseph Kickett   | MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Welcome to Country - Rural Medical School Students 17/02/2021 | \$ 300.00      |               |      |         |
| 321 | EFT15953      | 25/02/2021 | Wild & Waste Free  |  |                | \$ 183.08     | L    | F       |
| 322 | INV 0051      | 03/12/2020 | Wild & Waste Free  | CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Bulk supply of staple ingredients (Jessie House)                          | \$ 183.08      |               |      |         |
| 323 | EFT15954      | 25/02/2021 | Prime Media Group  |  |                | \$ 1,020.80   |      |         |
| 324 | INV 366794    | 30/11/2020 | Prime Media Group  | TOUR - PUBLIC RELATIONS & AREA PROMOTION - Television Campaign Broadcasting November 2020                            | \$ 713.90      |               |      |         |
| 325 | INV 369960    | 31/12/2020 | Prime Media Group  | TOUR - PUBLIC RELATIONS & AREA PROMOTION - Television Campaign Broadcasting December 2020                            | \$ 306.90      |               |      |         |
| 326 | EFT15955      | 25/02/2021 | Surgical House Pty Ltd                                       |  |                | \$ 309.10     |      | F       |
| 327 | INV A735693   | 12/01/2021 | Surgical House Pty Ltd                                       | CHCP CUSTOMER SERVICES OTHER EXPENSES - Grey Nurse Utility Bag x3  | \$ 309.10      |               |      |         |
| 328 | EFT15956      | 25/02/2021 | Narrogin & Districts Plumbing Service                        |  |                | \$ 110.00     | L    |         |
| 329 | INV INV-0296  | 17/02/2021 | Narrogin & Districts Plumbing Service                        | LYDEKER DEPOT BUILDING MAINTENANCE - Repairs & Parts for Male Toilets  | \$ 110.00      |               |      |         |
| 330 | EFT15957      | 25/02/2021 | Williams Community Newspaper (The Williams)                  |  |                | \$ 90.00      | L    | F       |
| 331 | INV 00002207  | 16/11/2020 | Williams Community Newspaper (The Williams)                  | CHSP - ADVERTISING & RPOMOTIONS - Full Page Ads - Jessie House (23/11/2020, 07/12/2020 & 14/12/2020)                 | \$ 90.00       |               |      |         |
| 332 | EFT15958      | 25/02/2021 | Mascot Engineering Co Pty Ltd                                |  |                | \$ 850.14     |      |         |
| 333 | INV 176955    | 12/02/2021 | Mascot Engineering Co Pty Ltd                                | DRAINAGE MAINTENANCE GENERAL - 41m Strom Drain Channel   | \$ 850.14      |               |      |         |
| 334 | EFT15959      | 02/03/2021 | Department Of Human Services                                 |  |                | \$ 487.10     |      |         |
| 335 | INV DEDUCTION | 01/02/2021 | Department Of Human Services                                 | Payroll deductions   | \$ 243.55      |               |      |         |
| 336 | INV DEDUCTION | 15/02/2021 | Department Of Human Services                                 | Payroll deductions   | \$ 243.55      |               |      |         |
| 337 | EFT15960      | 02/03/2021 | Local Government Racing & Cemeteries Employees Union (LGREU) |  |                | \$ 41.00      |      |         |
| 338 | INV DEDUCTION | 01/02/2021 | Local Government Racing & Cemeteries Employees Union (LGREU) | Payroll deductions   | \$ 20.50       |               |      |         |
| 339 | INV DEDUCTION | 15/02/2021 | Local Government Racing & Cemeteries Employees Union (LGREU) | Payroll deductions   | \$ 20.50       |               |      |         |

Schedule of Accounts Paid - February 2021

|     | Chq/EFT/DD     | Date       | Name  | Description  | Invoice Amount | Payment Total | Type | Funding |
|-----|----------------|------------|---|--|----------------|---------------|------|---------|
| 340 | EFT15961       | 02/03/2021 | Australian Services Union Western<br>Australian Branc |  |                | \$ 51.80      |      |         |
| 341 | INV DEDUCTION  | 01/02/2021 | Australian Services Union Western<br>Australian Branc | Payroll deductions   | \$ 25.90       |               |      |         |
| 342 | INV DEDUCTION  | 15/02/2021 | Australian Services Union Western<br>Australian Branc | Payroll deductions   | \$ 25.90       |               |      |         |
| 343 | EFT15962       | 04/03/2021 | Narrogin Hire & Reticulation                          |  |                | \$ 37.76      | L    |         |
| 344 | INV 00029530   | 11/02/2021 | Narrogin Hire & Reticulation                          | GNARROJIN PARK MAINTENANCE/OPERATIONS - Reticulation Materials                   | \$ 2.00        |               |      |         |
| 345 | INV 00029540   | 17/02/2021 | Narrogin Hire & Reticulation                          | CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Reticulation Materials             | \$ 35.76       |               |      |         |
| 346 | EFT15963       | 04/03/2021 | Best Office Systems                                   |  |                | \$ 1,026.01   | L    |         |
| 347 | INV 584064     | 22/02/2021 | Best Office Systems                                   | VARIOUS DEPARTMENTS - Photocopier Charges (20/01/2021-20/02/2021)                | \$ 1,026.01    |               |      |         |
| 348 | EFT15964       | 04/03/2021 | Synergy   |  |                | \$ 192.25     |      |         |
| 349 | INV 9970428321 | 15/02/2021 | Synergy   | OLD SHIRE OFFICE BUILDING OPERATIONS - Electricity Usage (09/12/2020-11/02/2021) | 192.25         |               |      |         |
| 350 | EFT15965       | 04/03/2021 | Narrogin Packaging                                    |  |                | \$ 642.62     | L    |         |
| 351 | INV 00069178   | 20/02/2021 | Narrogin Packaging                                    | VARIOUS PUBLIC TOILETS - Cleaning Supplies                                       | \$ 642.62      |               |      |         |
| 352 | EFT15966       | 04/03/2021 | Great Southern Fuels                                  |  |                | \$ 330.99     | L    |         |
| 353 | INV 19005829   | 25/02/2021 | Great Southern Fuels                                  | POC - FUELS AND OILS - Garden 2T Oil x2  | \$ 67.30       |               |      |         |
| 354 | INV D2056584   | 25/02/2021 | Great Southern Fuels                                  | POC - FUELS AND OILS - 200L Unleaded Petrol                                      | \$ 263.69      |               |      |         |
| 355 | EFT15967       | 04/03/2021 | Water Corporation                                     |  |                | \$ 19,754.78  |      |         |
| 356 | INV RHDGH      | 25/02/2021 | Water Corporation                                     | VARIOUS DEPARTMENTS - Water Usage (December 2020 - February 2021)                | \$ 19,754.78   |               |      |         |



Schedule of Accounts Paid - February 2021

|     | Chq/EFT/DD        | Date       | Name                     | Description   | Invoice Amount | Payment Total | Type | Funding |
|-----|-------------------|------------|--------------------------|---|----------------|---------------|------|---------|
| 357 | EFT15968          | 04/03/2021 | Susan Farrell            |   |                | \$ 360.00     | L    |         |
| 358 | INV 015           | 01/02/2021 | Susan Farrell            | OTHCUL - AUSTRALIA DAY - Laundry Services - Tea towels & Volunteer vests                        | \$ 60.00       |               |      |         |
| 359 | INV 010           | 17/02/2021 | Susan Farrell            | CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Washing of Accommodation Unit linens (17/02/2021) | \$ 30.00       |               |      |         |
| 360 | INV 011           | 18/02/2021 | Susan Farrell            | CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Washing of Accommodation Unit linens (18/02/2021) | \$ 30.00       |               |      |         |
| 361 | INV 012           | 24/02/2021 | Susan Farrell            | CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Washing of Accommodation Unit linens (24/02/2021) | \$ 60.00       |               |      |         |
| 362 | INV 013           | 25/02/2021 | Susan Farrell            | CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Washing of Accommodation Unit linens (25/02/2021) | \$ 60.00       |               |      |         |
| 363 | INV 014           | 28/02/2021 | Susan Farrell            | MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Various Ranges of Laundry (2 Functions)  | \$ 120.00      |               |      |         |
| 364 | EFT15969          | 04/03/2021 | Westrac Pty Ltd          |   |                | \$ 1,488.22   |      |         |
| 365 | INV PI 5481533    | 17/02/2021 | Westrac Pty Ltd          | NO686 1991 CATERPILLAR 12G GRADER - Rings & Seals (To rebuild leaking ram on rippers)           | \$ 236.84      |               |      |         |
| 366 | INV PI 5481532    | 17/02/2021 | Westrac Pty Ltd          | NO237 2020 CATERPILLAR CW34NN RUBBER TYRED ROLLER - 500 HR Service Kit                          | \$ 521.02      |               |      |         |
| 367 | INV PI 5490397    | 19/02/2021 | Westrac Pty Ltd          | NO686 1991 CATERPILLAR 12G GRADER - Hose (To rebuild leaking ram on rippers)                    | \$ 128.16      |               |      |         |
| 368 | INV PI 5490399    | 19/02/2021 | Westrac Pty Ltd          | NO686 1991 CATERPILLAR 12G GRADER - Hose (To rebuild leaking ram on rippers)                    | \$ 104.70      |               |      |         |
| 369 | INV PI 5490398    | 19/02/2021 | Westrac Pty Ltd          | NO686 1991 CATERPILLAR 12G GRADER - Hose (To rebuild leaking ram on rippers)                    | \$ 125.06      |               |      |         |
| 370 | INV PI 5501405    | 23/02/2021 | Westrac Pty Ltd          | NO686 1991 CATERPILLAR 12G GRADER - Seal-Wiper (To rebuild leaking ram on rippers)              | \$ 31.94       |               |      |         |
| 371 | INV PI 5501404    | 23/02/2021 | Westrac Pty Ltd          | 1EVP731 2015 CAT SKID STEER LOADER - Aircon Parts & Freight                                     | \$ 95.06       |               |      |         |
| 372 | INV PI 5501406    | 23/02/2021 | Westrac Pty Ltd          | NO4141 2010 CATERPILLAR 432E BACKHOE LOADER - Steering Column Ram                               | \$ 242.90      |               |      |         |
| 373 | INV PI 5501407    | 23/02/2021 | Westrac Pty Ltd          | NO4141 2010 CATERPILLAR 432E BACKHOE LOADER - Ring  | \$ 2.54        |               |      |         |
| 374 | EFT15970          | 04/03/2021 | Narrogin Meals On Wheels |   |                | \$ 369.90     | L    | F       |
| 375 | INV 100811        | 29/01/2021 | Narrogin Meals On Wheels | CHSP MEALS ON WHEELS COMITTEEE - Meal Delivery Services - January 2021                          | \$ 369.90      |               |      |         |
| 376 | EFT15971          | 04/03/2021 | Narrogin Newsagency      |   |                | \$ 4.13       | L    |         |
| 377 | INV 1537 - 277331 | 01/02/2021 | Narrogin Newsagency      | VARIOUS DEPARTMENTS - PRINTING & STATIONERY - 2021 Diary Order                                  | \$ 4.13        |               |      |         |
| 378 | EFT15972          | 04/03/2021 | J.r & A Hersey Pty Ltd   |   |                | \$ 105.05     |      |         |
| 379 | INV 45359         | 23/02/2021 | J.r & A Hersey Pty Ltd   | PWO - WORKS - VARIOUS - Gloves x8 & Airfreshners x24  | \$ 105.05      |               |      |         |

Schedule of Accounts Paid - February 2021

|     | Chq/EFT/DD       | Date       | Name                                    | Description  | Invoice Amount | Payment Total | Type | Funding |
|-----|------------------|------------|---|--|----------------|---------------|------|---------|
| 380 | EFT15973         | 04/03/2021 | Narrogin Glass & Quick Fit Windscreens  |  |                | \$ 298.53     | L    |         |
| 381 | INV 00055102     | 15/02/2021 | Narrogin Glass & Quick Fit Windscreens  | NO03 2015 TOYOTA HILUX - Supply & Fit LHF Window   | \$ 298.53      |               |      |         |
| 382 | EFT15974         | 04/03/2021 | RJ Smith Engineering                    |  |                | \$ 185.90     | L    |         |
| 383 | INV 00011731     | 25/02/2021 | RJ Smith Engineering                    | NO4846 2014 HINO 300 SERIES 3T TIPPER - Gas struts x4  | \$ 136.40      |               |      |         |
| 384 | INV 00011717     | 25/02/2021 | RJ Smith Engineering                    | PWO - WORKS - PROTECTIVE CLOTHING - Bulk safety glasses  | \$ 49.50       |               |      |         |
| 385 | EFT15975         | 04/03/2021 | Country Paint Supplies                  |  |                | \$ 39.71      | L    |         |
| 386 | INV 00064693     | 23/02/2021 | Country Paint Supplies                  | SUNDRY DRY PARKS/RESERVES MAINTENANCE/OPERATIONS - 1L Paint  | \$ 39.71       |               |      |         |
| 387 | EFT15976         | 04/03/2021 | Toll Transport Pty Ltd                  |  |                | \$ 24.64      |      |         |
| 388 | INV 0482-T740710 | 15/02/2021 | Toll Transport Pty Ltd                  | VARIOUS DEPARTMENTS - Freight Charges (10/02/2021)   | \$ 24.64       |               |      |         |
| 389 | EFT15977         | 04/03/2021 | Food With Flair                         |  |                | \$ 375.00     | L    |         |
| 390 | INV 36           | 24/02/2021 | Food With Flair                         | MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Catering for OCM 24/02/2021                             | \$ 375.00      |               |      |         |
| 391 | EFT15978         | 04/03/2021 | YMCA WA                                 |  |                | \$ 169.00     | L    |         |
| 392 | INV SI-A010174   | 22/02/2021 | YMCA WA                                 | ADMIN - OCCUPATIONAL HEALTH & SAFETY - 3 Month Gym Membership for Alex Mulenga (04/01/2021-03/04/2021)         | \$ 169.00      |               |      |         |
| 393 | EFT15979         | 04/03/2021 | Parks And Leisure Australia             |  |                | \$ 330.00     |      |         |
| 394 | INV W15258       | 26/02/2021 | Parks And Leisure Australia             | HEALTH & COMMUNITY TRAINING & DEVELOPMENT - WA Event Risk Management: Planning for COVID (L. Bell & R. Powell) | \$ 330.00      |               |      |         |
| 395 | EFT15980         | 04/03/2021 | United Security Enforcement Corporation |  |                | \$ 316.80     |      | F       |
| 396 | INV 00012142     | 14/09/2020 | United Security Enforcement Corporation | CHSP - SECURITY SYSTEM - Alarm Response 09/09/2020 - Late to Close (NHC)                                       | \$ 158.40      |               |      |         |
| 397 | INV 00012182     | 26/10/2020 | United Security Enforcement Corporation | CHSP - SECURITY SYSTEM - Alarm Response 21/10/2020 - Late to Close (NHC)                                       | \$ 158.40      |               |      |         |
| 398 | EFT15981         | 04/03/2021 | Bitutek Pty Ltd                         |  |                | \$ 8,514.00   |      | PF      |
| 399 | INV 00006078     | 26/02/2021 | Bitutek Pty Ltd                         | WAGIN-WICKEPIN ROAD - RENEWAL (RURAL) (RRG) - 9,000lts Emulsion for Primer Seals                               | \$ 8,514.00    |               |      |         |
| 400 | EFT15982         | 04/03/2021 | Major Motors Pty Ltd                    |  |                | \$ 1,388.67   |      |         |
| 401 | INV 1013192      | 24/02/2021 | Major Motors Pty Ltd                    | 1EEF863 2006 ISUZU FVZ1400 TRUCK w/ PAVELINE UNIT - Backrest x1 & Freight                                      | \$ 1,388.67    |               |      |         |

Schedule of Accounts Paid - February 2021

|                     | Chq/EFT/DD        | Date       | Name                                 | Description  | Invoice Amount    | Payment Total | Type | Funding |
|---------------------|-------------------|------------|--------------------------------------|--|-------------------|---------------|------|---------|
| 402                 | EFT15983          | 04/03/2021 | Cutting Edges                        |  |                   | \$ 453.22     |      |         |
| 403                 | INV 3297130       | 18/02/2021 | Cutting Edges                        | VARIOUS VEHICLES - Scarifier Teeth x54   | \$ 453.22         |               |      |         |
| 404                 | EFT15984          | 04/03/2021 | Gd & Ja Stevens                      |  |                   | \$ 15,928.00  | L    |         |
| 405                 | INV 1361          | 04/02/2021 | Gd & Ja Stevens                      | NRLC - INFRASTRUCTURE OTHER (CAPITAL - INSIDE) Replacement of damaged foyer ceiling panels due to HVAC failure (Quote: 0393) | \$ 15,928.00      |               |      |         |
| 406                 | EFT15985          | 04/03/2021 | Deborah Jane Hunt                    |  |                   | \$ 1,834.31   |      |         |
| 407                 | INV A247400       | 23/02/2021 | Deborah Jane Hunt                    | Rates refund for assessment A247400 25 HOUGH STREET NARROGIN WA 6312   | \$ 1,834.31       |               |      |         |
| 408                 | EFT15986          | 04/03/2021 | Water Wise Water Trucks Australia    |  |                   | \$ 464.74     |      |         |
| 409                 | INV N1018546      | 19/01/2021 | Water Wise Water Trucks Australia    | SMALL PLANT - Butterfly valve spring returns x1 & Flange malleable 3Inch screw x2 & Freight                                  | \$ 464.74         |               |      |         |
| 410                 | EFT15987          | 04/03/2021 | Regional Communication Solutions     |  |                   | \$ 1,260.00   | L    |         |
| 411                 | INV INV-1127      | 26/02/2021 | Regional Communication Solutions     | ANIMAL - EXPENSED MINOR ASSET PURCHASES - Mobile Phone Booster for Ranger vehicle  | \$ 1,260.00       |               |      |         |
| 412                 | EFT15988          | 04/03/2021 | Kulker Carpentry And Construction    |  |                   | \$ 2,481.60   | L    |         |
| 413                 | INV IV00000000449 | 08/02/2021 | Kulker Carpentry And Construction    | NRLC INFRASTRUCTURE OTHER (CAPITAL) - Install 86m2 of paving & Bags of Cement x2   | \$ 2,481.60       |               |      |         |
| 414                 | EFT15989          | 04/03/2021 | Main Roads Wa Heavy Vehicle Services |  |                   | \$ 50.00      |      |         |
| 415                 | INV 5749128       | 25/02/2021 | Main Roads Wa Heavy Vehicle Services | NO4 2010 NISSAN UD TIP TRUCK AUTO - Oversize Permit Renewal  | \$ 50.00          |               |      |         |
| 416                 | EFT15990          | 04/03/2021 | RCPA (WA) Pty Ltd                    |  |                   | \$ 5,113.90   |      | PF      |
| 417                 | INV 308883        | 19/02/2021 | RCPA (WA) Pty Ltd                    | WAGIN-WICKEPIN ROAD - RENEWAL (RURAL) (RRG) - 375 Class 2 concrete pipes x20 & Concrete headwalls x10                        | \$ 5,113.90       |               |      |         |
| <b>EFT Total \$</b> |                   |            |                                      |  | <b>602,690.82</b> |               |      |         |

Schedule of Accounts Paid - February 2021

| Chq/EFT/DD           | Date             | Name       | Description                | Invoice Amount   | Payment Total | Type | Funding |
|----------------------|------------------|------------|----------------------------|--|---------------|------|---------|
| <b>Direct Debits</b> |                  |            |                            |  |               |      |         |
| 418                  | DD6209.1         | 01/02/2021 | Aaron Joseph Cook          |  | \$ 2,245.54   |      |         |
| 419                  | INV CEO JAN2021  | 01/02/2021 | Aaron Joseph Cook          | CEO STAFF HOUSING - Rent                                 | \$ 2,245.54   |      |         |
| 420                  | DD6232.1         | 04/02/2021 | Keenan & Tania Wenning     |  | \$ 1,386.67   | L    |         |
| 421                  | INV EMDRS        | 04/02/2021 | Keenan & Tania Wenning     | EMDRS STAFF HOUSING Rent - February 2021                 | \$ 1,386.67   |      |         |
| 422                  | DD6235.1         | 04/02/2021 | Australian Taxation Office |  | \$ 34,651.00  |      |         |
| 423                  | INV 311220       | 31/12/2020 | Australian Taxation Office | BAS - December 2020                                      | \$ 34,651.00  |      |         |
| 424                  | DD6252.1         | 10/02/2021 | Elgas                      |  | \$ 2,774.46   |      |         |
| 425                  | INV 0360906109   | 04/02/2021 | Elgas                      | NRLC - UTILITY - GAS - Gas Supplied 2,800.0L             | \$ 2,774.46   |      |         |
| 426                  | DD6257.1         | 11/02/2021 | Australian Taxation Office |  | \$ 33,807.00  |      |         |
| 427                  | INV BASJAN21     | 31/01/2021 | Australian Taxation Office | BAS - January 2021                                       | \$ 33,807.00  |      |         |
| 428                  | DD6269.1         | 16/02/2021 | Telstra                    |  | \$ 1,928.52   |      |         |
| 429                  | INV K822324140-9 | 12/02/2021 | Telstra                    | VARIOUS DEPARTMENTS - Mobile Phone Charges February 2021 | \$ 1,928.52   |      |         |
| 430                  | DD6301.1         | 23/02/2021 | Elgas                      |  | \$ 4,264.74   |      |         |
| 431                  | INV 0360895158   | 17/02/2021 | Elgas                      | NRLC - UTILITY - GAS - Gas Supplied 4,304.0L             | \$ 4,264.74   |      |         |
| 432                  | DD6321.1         | 01/02/2021 | Aware Super                |  | \$ 14,981.81  |      |         |
| 433                  | INV SUPER        | 01/02/2021 | Aware Super                | Superannuation contributions                             | \$ 12,873.72  |      |         |
| 434                  | INV DEDUCTION    | 01/02/2021 | Aware Super                | Payroll deductions                                       | \$ 260.00     |      |         |
| 435                  | INV DEDUCTION    | 01/02/2021 | Aware Super                | Payroll deductions                                       | \$ 100.00     |      |         |
| 436                  | INV DEDUCTION    | 01/02/2021 | Aware Super                | Payroll deductions                                       | \$ 189.89     |      |         |
| 437                  | INV DEDUCTION    | 01/02/2021 | Aware Super                | Payroll deductions                                       | \$ 135.48     |      |         |
| 438                  | INV DEDUCTION    | 01/02/2021 | Aware Super                | Payroll deductions                                       | \$ 1,036.07   |      |         |
| 439                  | INV DEDUCTION    | 01/02/2021 | Aware Super                | Payroll deductions                                       | \$ 244.34     |      |         |
| 440                  | INV DEDUCTION    | 01/02/2021 | Aware Super                | Payroll deductions                                       | \$ 142.31     |      |         |

Schedule of Accounts Paid - February 2021

| Chq/EFT/DD | Date          | Name       | Description         | Invoice Amount               | Payment Total | Type | Funding |
|------------|---------------|------------|---------------------|------------------------------|---------------|------|---------|
| 441        | DD6321.2      | 01/02/2021 | Mtaa Super          |                              | \$ 191.76     |      |         |
| 442        | INV SUPER     | 01/02/2021 | Mtaa Super          | Superannuation contributions | \$ 191.76     |      |         |
| 443        | DD6321.3      | 01/02/2021 | Bt Super For Life   |                              | \$ 786.71     |      |         |
| 444        | INV SUPER     | 01/02/2021 | Bt Super For Life   | Superannuation contributions | \$ 719.12     |      |         |
| 445        | INV DEDUCTION | 01/02/2021 | Bt Super For Life   | Payroll deductions           | \$ 67.59      |      |         |
| 446        | DD6321.4      | 01/02/2021 | AMP Life Limited    |                              | \$ 375.26     |      |         |
| 447        | INV SUPER     | 01/02/2021 | AMP Life Limited    | Superannuation contributions | \$ 274.58     |      |         |
| 448        | INV DEDUCTION | 01/02/2021 | AMP Life Limited    | Payroll deductions           | \$ 100.68     |      |         |
| 449        | DD6321.5      | 01/02/2021 | Prime Super         |                              | \$ 570.10     |      |         |
| 450        | INV SUPER     | 01/02/2021 | Prime Super         | Superannuation contributions | \$ 570.10     |      |         |
| 451        | DD6321.6      | 01/02/2021 | Cbus Super Fund     |                              | \$ 201.77     |      |         |
| 452        | INV SUPER     | 01/02/2021 | Cbus Super Fund     | Superannuation contributions | \$ 201.77     |      |         |
| 453        | DD6321.7      | 01/02/2021 | Lgia Super          |                              | \$ 980.30     |      |         |
| 454        | INV SUPER     | 01/02/2021 | Lgia Super          | Superannuation contributions | \$ 497.78     |      |         |
| 455        | INV DEDUCTION | 01/02/2021 | Lgia Super          | Payroll deductions           | \$ 300.00     |      |         |
| 456        | INV DEDUCTION | 01/02/2021 | Lgia Super          | Payroll deductions           | \$ 182.52     |      |         |
| 457        | DD6321.8      | 01/02/2021 | Rest Superannuation |                              | \$ 404.31     |      |         |
| 458        | INV SUPER     | 01/02/2021 | Rest Superannuation | Superannuation contributions | \$ 304.31     |      |         |
| 459        | INV DEDUCTION | 01/02/2021 | Rest Superannuation | Payroll deductions           | \$ 100.00     |      |         |
| 460        | DD6321.9      | 01/02/2021 | Essential Super     |                              | \$ 190.35     |      |         |
| 461        | INV SUPER     | 01/02/2021 | Essential Super     | Superannuation contributions | \$ 190.35     |      |         |

Schedule of Accounts Paid - February 2021

| Chq/EFT/DD | Date          | Name       | Description       | Invoice Amount               | Payment Total | Type      | Funding |
|------------|---------------|------------|-------------------|------------------------------|---------------|-----------|---------|
| 462        | DD6322.1      | 15/02/2021 | Aware Super       |                              |               |           |         |
| 463        | INV SUPER     | 15/02/2021 | Aware Super       | Superannuation contributions | \$ 12,559.81  |           |         |
| 464        | INV DEDUCTION | 15/02/2021 | Aware Super       | Payroll deductions           | \$ 260.00     |           |         |
| 465        | INV DEDUCTION | 15/02/2021 | Aware Super       | Payroll deductions           | \$ 100.00     |           |         |
| 466        | INV DEDUCTION | 15/02/2021 | Aware Super       | Payroll deductions           | \$ 180.94     |           |         |
| 467        | INV DEDUCTION | 15/02/2021 | Aware Super       | Payroll deductions           | \$ 131.56     |           |         |
| 468        | INV DEDUCTION | 15/02/2021 | Aware Super       | Payroll deductions           | \$ 1,026.82   |           |         |
| 469        | INV DEDUCTION | 15/02/2021 | Aware Super       | Payroll deductions           | \$ 135.67     |           |         |
| 470        | INV DEDUCTION | 15/02/2021 | Aware Super       | Payroll deductions           | \$ 142.31     |           |         |
| 471        | DD6322.2      | 15/02/2021 | Media Super       |                              |               | \$ 181.72 |         |
| 472        | INV SUPER     | 15/02/2021 | Media Super       | Superannuation contributions | \$ 181.72     |           |         |
| 473        | DD6322.3      | 15/02/2021 | Mtaa Super        |                              |               | \$ 195.29 |         |
| 474        | INV SUPER     | 15/02/2021 | Mtaa Super        | Superannuation contributions | \$ 195.29     |           |         |
| 475        | DD6322.4      | 15/02/2021 | Bt Super For Life |                              |               | \$ 748.59 |         |
| 476        | INV SUPER     | 15/02/2021 | Bt Super For Life | Superannuation contributions | \$ 681.00     |           |         |
| 477        | INV DEDUCTION | 15/02/2021 | Bt Super For Life | Payroll deductions           | \$ 67.59      |           |         |
| 478        | DD6322.5      | 15/02/2021 | Prime Super       |                              |               | \$ 599.44 |         |
| 479        | INV SUPER     | 15/02/2021 | Prime Super       | Superannuation contributions | \$ 599.44     |           |         |
| 480        | DD6322.6      | 15/02/2021 | Cbus Super Fund   |                              |               | \$ 202.16 |         |
| 481        | INV SUPER     | 15/02/2021 | Cbus Super Fund   | Superannuation contributions | \$ 202.16     |           |         |
| 482        | DD6322.7      | 15/02/2021 | Lgia Super        |                              |               | \$ 980.30 |         |
| 483        | INV SUPER     | 15/02/2021 | Lgia Super        | Superannuation contributions | \$ 497.78     |           |         |
| 484        | INV DEDUCTION | 15/02/2021 | Lgia Super        | Payroll deductions           | \$ 300.00     |           |         |
| 485        | INV DEDUCTION | 15/02/2021 | Lgia Super        | Payroll deductions           | \$ 182.52     |           |         |

Schedule of Accounts Paid - February 2021

| Chq/EFT/DD | Date                  | Name       | Description                  | Invoice Amount  | Payment Total | Type | Funding |
|------------|-----------------------|------------|------------------------------|---|---------------|------|---------|
| 486        | DD6322.8              | 15/02/2021 | Rest Superannuation          |   | \$ 456.43     |      |         |
| 487        | INV SUPER             | 15/02/2021 | Rest Superannuation          | Superannuation contributions                                    | \$ 356.43     |      |         |
| 488        | INV DEDUCTION         | 15/02/2021 | Rest Superannuation          | Payroll deductions  | \$ 100.00     |      |         |
| 489        | DD6322.9              | 15/02/2021 | Essential Super              |   | \$ 190.35     |      |         |
| 490        | INV SUPER             | 15/02/2021 | Essential Super              | Superannuation contributions                                    | \$ 190.35     |      |         |
| 491        | DD6335.1              | 02/03/2021 | Aaron Joseph Cook            |   | \$ 2,245.54   |      |         |
| 492        | INV CEO FEB 2021 RENT | 02/03/2021 | Aaron Joseph Cook            | CEO STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent February 2021 | \$ 2,245.54   |      |         |
| 493        | DD6345.1              | 03/03/2021 | Keenan & Tania Wenning       |   | \$ 1,386.67   | L    |         |
| 494        | INV EMDRS MARCH 2021  | 03/03/2021 | Keenan & Tania Wenning       | EMDRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent March 2021  | \$ 1,386.67   |      |         |
| 495        | DD6321.10             | 01/02/2021 | Oasis Superannuation Service |   | \$ 204.18     |      |         |
| 496        | INV SUPER             | 01/02/2021 | Oasis Superannuation Service | Superannuation contributions                                    | \$ 204.18     |      |         |
| 497        | DD6321.11             | 01/02/2021 | Host Plus                    |   | \$ 135.22     |      |         |
| 498        | INV SUPER             | 01/02/2021 | Host Plus                    | Superannuation contributions                                    | \$ 135.22     |      |         |
| 499        | DD6321.12             | 01/02/2021 | Qsuper                       |   | \$ 354.21     |      |         |
| 500        | INV SUPER             | 01/02/2021 | Qsuper                       | Superannuation contributions                                    | \$ 354.21     |      |         |
| 501        | DD6321.13             | 01/02/2021 | Mercer Super Trust           |   | \$ 130.13     |      |         |
| 502        | INV SUPER             | 01/02/2021 | Mercer Super Trust           | Superannuation contributions                                    | \$ 130.13     |      |         |
| 503        | DD6321.14             | 01/02/2021 | Colonial First State         |   | \$ 341.63     |      |         |
| 504        | INV SUPER             | 01/02/2021 | Colonial First State         | Superannuation contributions                                    | \$ 341.63     |      |         |
| 505        | DD6321.15             | 01/02/2021 | LOOF                         |   | \$ 247.93     |      |         |
| 506        | INV SUPER             | 01/02/2021 | LOOF                         | Superannuation contributions                                    | \$ 247.93     |      |         |
| 507        | DD6321.16             | 01/02/2021 | Bt Superwrap                 |   | \$ 401.14     |      |         |
| 508        | INV DEDUCTION         | 01/02/2021 | Bt Superwrap                 | Payroll deductions  | \$ 100.00     |      |         |
| 509        | INV SUPER             | 01/02/2021 | Bt Superwrap                 | Superannuation contributions                                    | \$ 301.14     |      |         |



Schedule of Accounts Paid - February 2021

| Chq/EFT/DD | Date          | Name       | Description                  | Invoice Amount               | Payment Total | Type | Funding |
|------------|---------------|------------|------------------------------|------------------------------|---------------|------|---------|
| 510        | DD6321.17     | 01/02/2021 | Hesta Superannuation         |                              | \$ 1,085.84   |      |         |
| 511        | INV SUPER     | 01/02/2021 | Hesta Superannuation         | Superannuation contributions | \$ 915.84     |      |         |
| 512        | INV DEDUCTION | 01/02/2021 | Hesta Superannuation         | Payroll deductions           | \$ 170.00     |      |         |
| 513        | DD6321.18     | 01/02/2021 | Sunsuper                     |                              | \$ 549.74     |      |         |
| 514        | INV DEDUCTION | 01/02/2021 | Sunsuper                     | Payroll deductions           | \$ 140.96     |      |         |
| 515        | INV SUPER     | 01/02/2021 | Sunsuper                     | Superannuation contributions | \$ 408.78     |      |         |
| 516        | DD6321.19     | 01/02/2021 | Mlc Masterkey                |                              | \$ 232.23     |      |         |
| 517        | INV SUPER     | 01/02/2021 | Mlc Masterkey                | Superannuation contributions | \$ 232.23     |      |         |
| 518        | DD6321.20     | 01/02/2021 | Bt Super For Life            |                              | \$ 115.47     |      |         |
| 519        | INV SUPER     | 01/02/2021 | Bt Super For Life            | Superannuation contributions | \$ 115.47     |      |         |
| 520        | DD6321.21     | 01/02/2021 | Australiansuper              |                              | \$ 771.18     |      |         |
| 521        | INV SUPER     | 01/02/2021 | Australiansuper              | Superannuation contributions | \$ 771.18     |      |         |
| 522        | DD6321.22     | 01/02/2021 | Media Super                  |                              | \$ 181.72     |      |         |
| 523        | INV SUPER     | 01/02/2021 | Media Super                  | Superannuation contributions | \$ 181.72     |      |         |
| 524        | DD6322.10     | 15/02/2021 | Oasis Superannuation Service |                              | \$ 204.18     |      |         |
| 525        | INV SUPER     | 15/02/2021 | Oasis Superannuation Service | Superannuation contributions | \$ 204.18     |      |         |
| 526        | DD6322.11     | 15/02/2021 | Mercer Super Trust           |                              | \$ 140.85     |      |         |
| 527        | INV SUPER     | 15/02/2021 | Mercer Super Trust           | Superannuation contributions | \$ 140.85     |      |         |
| 528        | DD6322.12     | 15/02/2021 | Qsuper                       |                              | \$ 354.21     |      |         |
| 529        | INV SUPER     | 15/02/2021 | Qsuper                       | Superannuation contributions | \$ 354.21     |      |         |
| 530        | DD6322.13     | 15/02/2021 | Colonial First State         |                              | \$ 341.63     |      |         |
| 531        | INV SUPER     | 15/02/2021 | Colonial First State         | Superannuation contributions | \$ 341.63     |      |         |
| 532        | DD6322.14     | 15/02/2021 | LOOF                         |                              | \$ 223.14     |      |         |
| 533        | INV SUPER     | 15/02/2021 | LOOF                         | Superannuation contributions | \$ 223.14     |      |         |

Schedule of Accounts Paid - February 2021

| Chq/EFT/DD | Date          | Name       | Description          | Invoice Amount               | Payment Total        | Type | Funding |
|------------|---------------|------------|----------------------|------------------------------|----------------------|------|---------|
| 534        | DD6322.15     | 15/02/2021 | Bt Superwrap         |                              | \$ 398.52            |      |         |
| 535        | INV DEDUCTION | 15/02/2021 | Bt Superwrap         | Payroll deductions           | \$ 100.00            |      |         |
| 536        | INV SUPER     | 15/02/2021 | Bt Superwrap         | Superannuation contributions | \$ 298.52            |      |         |
| 537        | DD6322.16     | 15/02/2021 | Sunsuper             |                              | \$ 549.74            |      |         |
| 538        | INV DEDUCTION | 15/02/2021 | Sunsuper             | Payroll deductions           | \$ 140.96            |      |         |
| 539        | INV SUPER     | 15/02/2021 | Sunsuper             | Superannuation contributions | \$ 408.78            |      |         |
| 540        | DD6322.17     | 15/02/2021 | Host Plus            |                              | \$ 229.58            |      |         |
| 541        | INV SUPER     | 15/02/2021 | Host Plus            | Superannuation contributions | \$ 229.58            |      |         |
| 542        | DD6322.18     | 15/02/2021 | Australiansuper      |                              | \$ 1,808.62          |      |         |
| 543        | INV DEDUCTION | 15/02/2021 | Australiansuper      | Payroll deductions           | \$ 109.31            |      |         |
| 544        | INV DEDUCTION | 15/02/2021 | Australiansuper      | Payroll deductions           | \$ 637.00            |      |         |
| 545        | INV SUPER     | 15/02/2021 | Australiansuper      | Superannuation contributions | \$ 1,062.31          |      |         |
| 546        | DD6322.19     | 15/02/2021 | Hesta Superannuation |                              | \$ 1,039.50          |      |         |
| 547        | INV DEDUCTION | 15/02/2021 | Hesta Superannuation | Payroll deductions           | \$ 170.00            |      |         |
| 548        | INV SUPER     | 15/02/2021 | Hesta Superannuation | Superannuation contributions | \$ 869.50            |      |         |
| 549        | DD6322.20     | 15/02/2021 | Mlc Masterkey        |                              | \$ 232.24            |      |         |
| 550        | INV SUPER     | 15/02/2021 | Mlc Masterkey        | Superannuation contributions | \$ 232.24            |      |         |
| 551        | DD6322.21     | 15/02/2021 | Bt Super For Life    |                              | \$ 96.23             |      |         |
| 552        | INV SUPER     | 15/02/2021 | Bt Super For Life    | Superannuation contributions | \$ 96.23             |      |         |
|            |               |            |                      | <b>Direct Debit Total</b>    | <b>\$ 131,832.96</b> |      |         |

Schedule of Accounts Paid - February 2021

| Chq/EFT/DD | Date | Name | Description | Invoice Amount | Payment Total | Type | Funding |
|------------|------|------|-------------|----------------|---------------|------|---------|
|------------|------|------|-------------|----------------|---------------|------|---------|

**Credit Card Purchases**

| CEO & EMCCS |               | GENERAL Credit Card Purchases |                               |  |                 |          |    |
|-------------|---------------|-------------------------------|-------------------------------|--|-----------------|----------|----|
| 553         | DD6288.1      | 19/02/2021                    | General Credit Card Purchases |  |                 | \$941.94 |    |
| 554         | INV DSJAN0121 | 08/01/2021                    | General Credit Card Purchases | CREDIT CARD January 2021 - SMS Top Up Charge   | \$357.50        |          |    |
| 555         | INV FLJAN0121 | 06/01/2021                    | General Credit Card Purchases | CREDIT CARD January 2021 - Greeting Messages for Admin & CHSP                                  | \$151.80        |          | PF |
| 556         | INV FLJAN0221 | 11/01/2021                    | General Credit Card Purchases | CREDIT CARD January 2021 - Courses in Aged Care Standards                                      | \$300.00        |          |    |
| 557         | INV DSJAN0221 | 13/01/2021                    | General Credit Card Purchases | CREDIT CARD January 2021 - REFUND - Cancellation of Local Govt Gala Dinner                     | -\$1,800.00     |          |    |
| 558         | INV DSJAN0321 | 14/01/2021                    | General Credit Card Purchases | CREDIT CARD January 2021 - Monthly SMS Charge  | \$17.60         |          |    |
| 559         | INV DSJAN0421 | 13/01/2021                    | General Credit Card Purchases | CREDIT CARD January 2021 - Printed Napkins for Australia Day                                   | \$191.40        |          |    |
| 560         | INV DSJAN0521 | 15/01/2021                    | General Credit Card Purchases | CREDIT CARD January 2021 - Frames for Citizenship Ceremonies                                   | \$212.95        |          |    |
| 561         | INV DSJAN0621 | 13/01/2021                    | General Credit Card Purchases | CREDIT CARD January 2021 - Frames for Citzizen of the Year Awards                              | \$192.91        |          |    |
| 562         | INV DSJAN0721 | 25/01/2021                    | General Credit Card Purchases | CREDIT CARD January 2021 - Airfairs for LG Professionals Conference (D Stewart)                | \$647.78        |          |    |
| 563         | INV DSJAN0821 | 25/01/2021                    | General Credit Card Purchases | CREDIT CARD January 2021 - Conference Registration - Pilbra Forum LG Professionals (D Stewart) | \$380.00        |          |    |
| 564         | INV DSJAN0921 | 25/01/2021                    | General Credit Card Purchases | CREDIT CARD January 2021 - Conference Registration - Pilbra Forum LG Professionals (D Stewart) | \$ 290.00       |          |    |
|             |               |                               |                               | <b>Credit Card Total</b>   | <b>\$941.94</b> |          |    |

|     |  |  |  |                    |               |  |  |
|-----|--|--|--|--------------------|---------------|--|--|
| 565 |  |  |  |                    |               |  |  |
| 566 |  |  |  |                    |               |  |  |
|     |  |  |  | <b>Trust Total</b> | <b>\$0.00</b> |  |  |

| Chq/EFT/DD | Date | Name | Description | Invoice Amount | Payment Total | Type | Funding |
|------------|------|------|-------------|----------------|---------------|------|---------|
|------------|------|------|-------------|----------------|---------------|------|---------|

| ABBREVIATIONS |                  |  |                                   |                             |
|---------------|------------------|--|-----------------------------------|-----------------------------|
|               |                  |  | <b>Cheque Total (Less TD)</b>     | \$561.70 0.08%              |
| <b>PF</b>     | Partially Funded |  | <b>Term Deposits (TD)</b>         |                             |
| <b>I</b>      | Insurance        |  | <b>EFT Total*</b>                 | \$305,294.04 41.48%         |
| <b>F</b>      | Funded           |  | <b>Payroll Total*</b>             | \$297,396.78 40.41%         |
| <b>L</b>      | Local Supplier   |  | <b>Direct Debit Total</b>         | \$131,832.96 17.91%         |
| <b>R</b>      | Recoverable      |  | <b>Credit Card Total</b>          | \$941.94 0.13%              |
|               |                  |  | <b>Trust Total</b>                | \$0.00 0.00%                |
|               |                  |  |                                   | <b>\$736,027.42</b> 100.00% |
|               |                  |  | <b>Total (Less Term Deposits)</b> | <b>\$736,027.42</b>         |
|               |                  |  |                                   |                             |
|               |                  |  | <b>Local Suppliers</b>            | \$176,222.26 23.94%         |
|               |                  |  | <b>Employees</b>                  | \$297,396.78 40.41%         |
|               |                  |  | <b>Combined Total</b>             | <b>\$473,619.04</b> 64.35%  |

\* Please note Payroll totals

### 10.3.2 MONTHLY FINANCIAL REPORTS – FEBRUARY 2021

|                        |   |
|------------------------|---|
| 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                   | 12 March 2021   |
| Author                 | Alex Mulenga – Manager Corporate Services   |
| Authorising Officer    | Frank Ludovico – Executive Manager Corporate & Community Services   |
| Attachments            | 1. Monthly Financial Report for the period ended February 2021  |

#### Summary

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 February 2021 Monthly Financial Reports.

#### Consultation

Consultation has been undertaken with 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 2020/21 Annual Budget or resulting from a Council resolution.

## 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   |

## Comment/Conclusion

The February 2021 Monthly Financial Report is presented for review.

## Voting Requirements

Simple Majority.

### **OFFICERS' RECOMMENDATION**

That, with respect to the Monthly Financial Report for February 2021, Council note the Report as presented.

**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2021**



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

**TABLE OF CONTENTS**

|                                 |       |
|---------------------------------|-------|
| Monthly Summary Information     | 2 - 3 |
| Statement of Financial Activity | 4     |
| Significant Accounting Policies | 5     |
| Adjusted Net Current Assets     | 6     |
| Material Variances              | 7     |
| Receivables                     | 8     |
| Capital Acquisitions            | 9-12  |
| Cash Backed Reserves            | 13    |
| Budget Amendments               | 14    |



**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**MONTHLY SUMMARY  
INFORMATION**

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to reporting period.  
Prepared by: Manager Corporate Services  
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 in-consistent 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.

**SIGNIFICANT ACCOUNTING POLICIES**

**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.

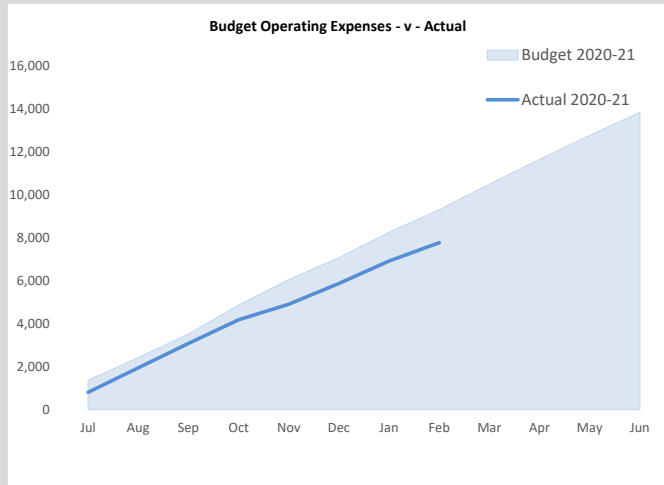
**ROUNDING OFF FIGURES**

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

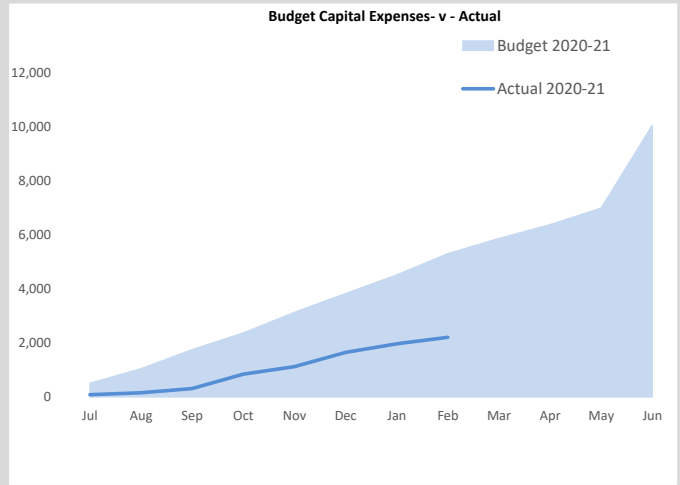
**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**MONTHLY SUMMARY INFORMATION  
GRAPHS**

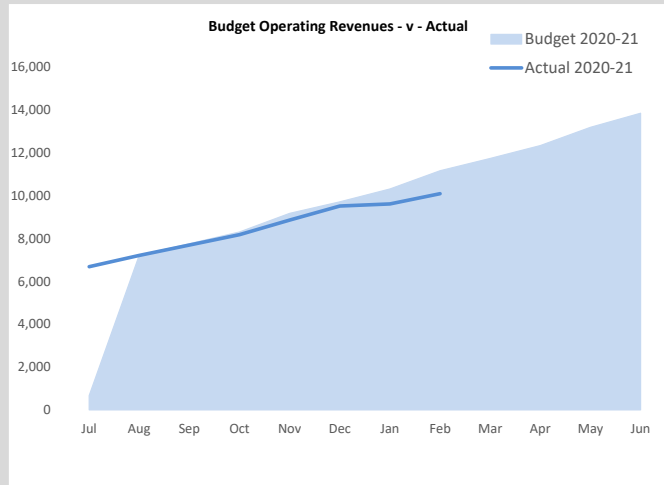
**OPERATING EXPENSES**



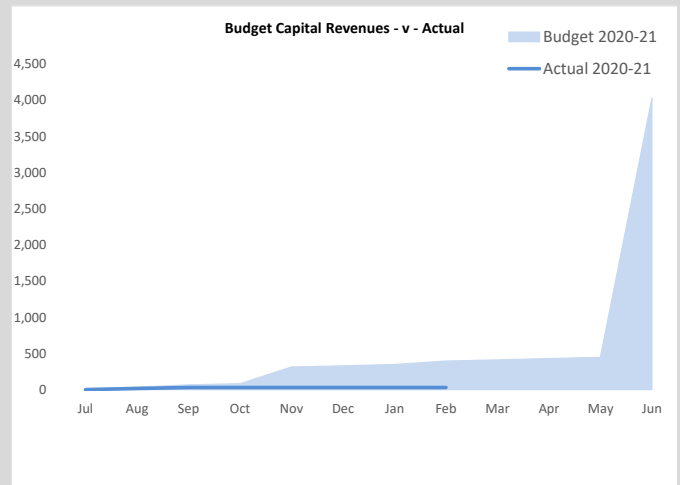
**CAPITAL EXPENSES**



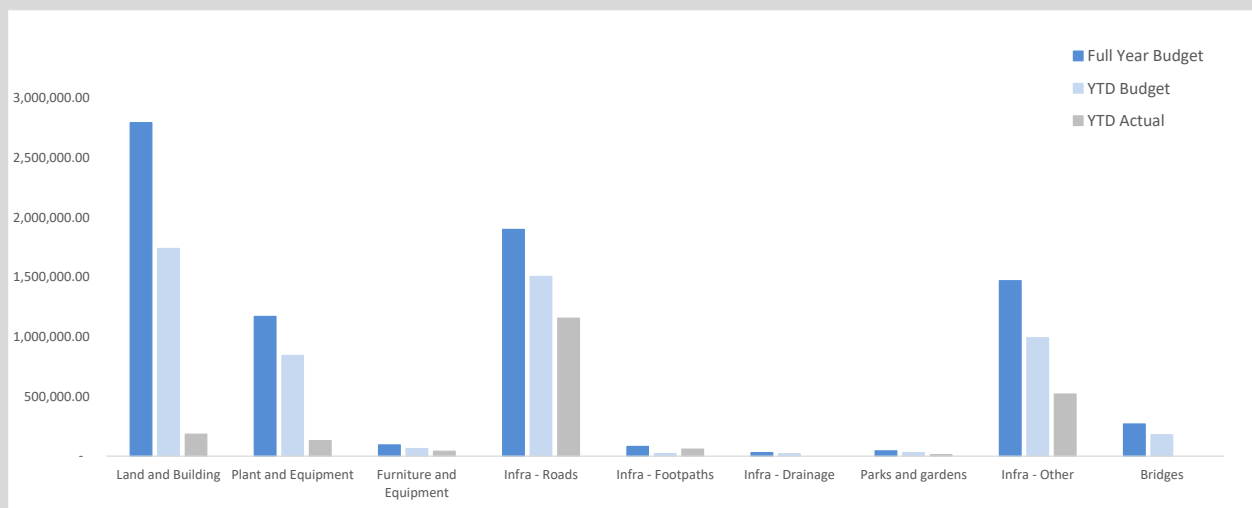
**OPERATING REVENUE**



**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 28 FEBRUARY 2021

STATUTORY REPORTING PROGRAMS

|  | Ref Note | Adopted Annual Budget | Amended Annual Budget | YTD Budget (a)     | YTD Actual (b)     | Var. \$ (b)-(a)  | Var. % (b)-(a)/(a) | Var. |
|--|----------|-----------------------|-----------------------|--------------------|--------------------|------------------|--------------------|------|
|  |          | \$                    | \$                    | \$                 | \$                 | \$               | %                  |      |
| Opening Funding Surplus(Deficit)                   |          | 2,697,512             | 2,732,192             | 2,732,192          | 2,732,192          | (34,680)         |                    | 1%   |
| <b>Revenue from operating activities</b>           |          |                       |                       |                    |                    |                  |                    |      |
| General Purpose Funding - Rates                    |          | 4,941,453             | 4,941,453             | 4,942,664          | 4,929,647          | (13,017)         | (0%)               |      |
| General Purpose Funding - Other                    |          | 1,388,346             | 1,388,346             | 1,021,244          | 927,799            | (93,445)         | (9%)               |      |
| Governance   |          | 1,850                 | 1,850                 | 1,224              | 5,651              | 4,427            | 362%               |      |
| Law, Order and Public Safety                       |          | 285,505               | 470,005               | 255,812            | 384,208            | 128,396          | 50%                | ▲    |
| Health   |          | 21,350                | 21,350                | 15,452             | 31,168             | 15,716           | 102%               | ▲    |
| Education and Welfare                              |          | 1,579,357             | 1,579,357             | 1,056,144          | 1,440,829          | 384,685          | 36%                | ▲    |
| Housing  |          | 8,240                 | 8,240                 | 5,488              | 5,388              | (100)            | (2%)               |      |
| Community Amenities                                |          | 1,145,512             | 1,145,512             | 959,626            | 1,016,179          | 56,553           | 6%                 |      |
| Recreation and Culture                             |          | 309,006               | 259,006               | 138,172            | 108,060            | (30,112)         | (22%)              | ▼    |
| Transport  |          | 251,970               | 251,970               | 248,801            | 217,370            | (31,431)         | (13%)              | ▼    |
| Economic Services                                  |          | 304,200               | 304,200               | 202,768            | 268,360            | 65,592           | 32%                | ▲    |
| Other Property and Services                        |          | 171,939               | 171,939               | 114,608            | 134,638            | 20,030           | 17%                | ▲    |
|  |          | <b>10,408,728</b>     | <b>10,543,228</b>     | <b>8,962,003</b>   | <b>9,469,298</b>   | <b>507,295</b>   | <b>5%</b>          |      |
| <b>Expenditure from operating activities</b>       |          |                       |                       |                    |                    |                  |                    |      |
| General Purpose Funding                            |          | (248,012)             | (248,012)             | (161,906)          | (149,218)          | 12,688           | 8%                 |      |
| Governance   |          | (648,647)             | (648,647)             | (456,431)          | (294,852)          | 161,579          | 35%                | ▲    |
| Law, Order and Public Safety                       |          | (755,988)             | (940,488)             | (580,678)          | (454,764)          | 125,914          | 22%                | ▲    |
| Health   |          | (291,729)             | (291,729)             | (197,886)          | (176,362)          | 21,524           | 11%                | ▲    |
| Education and Welfare                              |          | (1,868,016)           | (1,984,409)           | (1,370,294)        | (1,387,830)        | (17,536)         | (1%)               |      |
| Housing  |          | (33,202)              | (33,202)              | (22,719)           | (14,553)           | 8,166            | 36%                |      |
| Community Amenities                                |          | (1,570,941)           | (1,570,941)           | (1,048,398)        | (846,865)          | 201,533          | 19%                | ▲    |
| Recreation and Culture                             |          | (3,518,392)           | (3,518,392)           | (2,395,911)        | (1,832,083)        | 563,828          | 24%                | ▲    |
| Transport  |          | (3,765,422)           | (3,765,983)           | (2,501,028)        | (2,077,880)        | 423,148          | 17%                | ▲    |
| Economic Services                                  |          | (894,637)             | (784,637)             | (529,642)          | (502,489)          | 27,153           | 5%                 |      |
| Other Property and Services                        |          | (64,345)              | (64,345)              | (44,564)           | (39,760)           | 4,804            | 11%                |      |
|  |          | <b>(13,659,333)</b>   | <b>(13,850,787)</b>   | <b>(9,309,457)</b> | <b>(7,776,656)</b> | <b>1,532,801</b> |                    |      |
| <b>Operating activities excluded from budget</b>   |          |                       |                       |                    |                    |                  |                    |      |
| Add back Depreciation                              |          | 3,450,264             | 3,450,264             | 2,300,096          | 1,954,252          | (345,844)        | (15%)              | ▼    |
| Adjust (Profit)/Loss on Asset Disposal             | 12       | 129,582               | 129,582               | 86,376             | 2,722              | (83,654)         | (97%)              | ▼    |
| Adjust Employee Benefits Provision (Non-Current)   |          | 0                     | 0                     | 0                  | 0                  | 0                |                    |      |
| Adjust Deferred Pensioner Rates (Non-Current)      |          | 0                     | 0                     | 0                  | 0                  | 0                |                    |      |
| Movement in Leave Reserve (Added Back)             |          | 0                     | 0                     | 0                  | 0                  | 0                |                    |      |
| Adjust Rounding                                    |          | 0                     | 0                     | 0                  | 0                  | 0                |                    |      |
| <b>Amount attributable to operating activities</b> |          | <b>329,241</b>        | <b>272,287</b>        | <b>2,039,018</b>   | <b>3,649,616</b>   | <b>1,610,598</b> |                    |      |
| <b>Investing Activities</b>                        |          |                       |                       |                    |                    |                  |                    |      |
| Non-Operating Grants, Subsidies and Contributions  |          | 3,337,565             | 3,297,565             | 2,198,344          | 617,387            | (1,580,957)      | (72%)              | ▼    |
| Land and Buildings                                 | 11       | (2,794,757)           | (2,794,757)           | (1,740,417)        | (184,341)          | 1,556,076        | 89%                | ▲    |
| Plant and Equipment                                | 11       | (1,171,000)           | (1,171,000)           | (844,539)          | (129,918)          | 714,621          | 85%                | ▲    |
| Furniture and Equipment                            | 11       | (94,000)              | (94,000)              | (64,328)           | (40,234)           | 24,095           | 37%                | ▲    |
| Library Stock                                      | 11       | 0                     | 0                     | 0                  | 0                  | 0                |                    |      |
| Infrastructure Assets - Roads                      | 11       | (1,900,181)           | (1,900,181)           | (1,504,648)        | (1,156,757)        | 347,891          | 23%                | ▲    |
| Infrastructure Assets - Footpaths                  | 11       | (81,360)              | (81,360)              | (22,240)           | (58,247)           | (36,007)         | (162%)             | ▼    |
| Infrastructure Assets - Road Drainage              | 11       | (30,000)              | (30,000)              | (20,000)           | 0                  | 20,000           | 100%               | ▲    |
| Infrastructure Assets - Parks and Gardens          | 11       | (45,000)              | (45,000)              | (29,992)           | (11,425)           | 18,567           | 62%                | ▲    |
| Infrastructure Assets - Bridges                    | 11       | (270,000)             | (270,000)             | (180,000)          | 0                  | 180,000          | 100%               | ▲    |
| Infrastructure Assets - Other                      | 11       | (1,470,017)           | (1,470,017)           | (992,506)          | (521,084)          | 471,422          | 47%                | ▲    |
| Proceeds from Disposal of Assets                   | 12       | 592,000               | 592,000               | 214,836            | 46,531             | (168,305)        | (78%)              | ▼    |
| Proceeds from Sale of Investments                  |          | 0                     | 0                     | 0                  | 0                  | 0                |                    |      |
| <b>Amount attributable to investing activities</b> |          | <b>(3,926,750)</b>    | <b>(3,966,750)</b>    | <b>(2,985,490)</b> | <b>(1,438,087)</b> | <b>1,547,403</b> |                    |      |
| <b>Financing Activities</b>                        |          |                       |                       |                    |                    |                  |                    |      |
| Proceeds from New Debentures                       | 13       | 180,000               | 180,000               | 180,000            | 0                  | (180,000)        | (100%)             | ▼    |
| Proceeds from Advances                             |          | 0                     | 0                     | 0                  | 0                  | 0                |                    |      |
| Repayment of Debentures                            | 13       | (173,652)             | (173,652)             | (92,251)           | (94,973)           | (2,722)          | (3%)               |      |
| Self-Supporting Loan Principal                     |          | 0                     | 0                     | 0                  | 0                  | 0                |                    |      |
| Transfer from Reserves                             | 10       | 3,139,700             | 3,256,093             | 0                  | 0                  | 0                |                    |      |
| Advances to Community Groups                       |          | 0                     | 0                     | 0                  | 0                  | 0                |                    |      |
| Transfer to Reserves                               | 10       | (2,300,170)           | (2,300,170)           | 0                  | 0                  | 0                |                    |      |
| <b>Amount attributable to financing activities</b> |          | <b>845,878</b>        | <b>962,271</b>        | <b>87,749</b>      | <b>(94,973)</b>    | <b>(182,722)</b> |                    |      |
| <b>Net Capital</b>                                 |          | <b>(3,080,872)</b>    | <b>(3,004,479)</b>    | <b>(2,897,741)</b> | <b>(1,533,060)</b> | <b>1,364,681</b> |                    |      |
| <b>Total Net Operating + Capital</b>               |          | <b>(2,751,631)</b>    | <b>(2,732,192)</b>    | <b>(858,723)</b>   | <b>2,116,556</b>   | <b>2,975,279</b> |                    |      |
| <b>Closing Funding Surplus(Deficit)</b>            | 3        | <b>(54,119)</b>       | <b>(0)</b>            | <b>1,873,469</b>   | <b>4,848,748</b>   | <b>2,940,599</b> |                    |      |

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 \$15,000 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  
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**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.

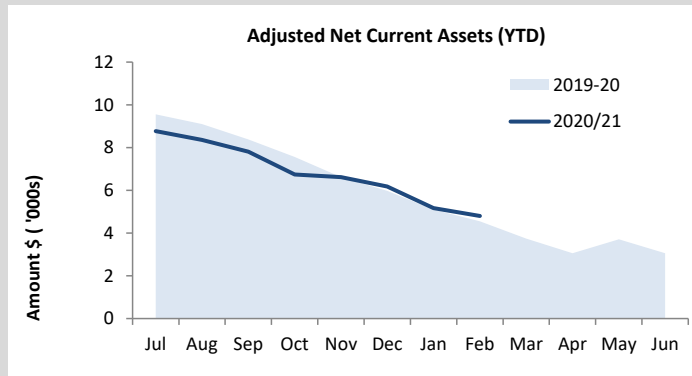
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 28 FEBRUARY 2021

OPERATING ACTIVITIES  
ADJUSTED NET CURRENT ASSETS

|   | Last Years<br>Closing | This Time Last<br>Year | Year to Date<br>Actual |
|---|-----------------------|------------------------|------------------------|
|   | 30 Jun 2020           | 29 Feb 2020            | 28 Feb 2021            |
| <b>Adjusted Net Current Assets</b>                                  | \$                    | \$                     | \$                     |
| <b>Current Assets</b>   |                       |                        |                        |
| Cash Unrestricted   | 3,111,299             | 4,021,842              | 4,214,099              |
| Cash Restricted - Reserves  | 4,083,821             | 4,236,251              | 4,083,821              |
| Cash Restricted - Bonds/Deposits                                    | 27,908                | 24,799                 | 29,869                 |
| Receivables - Rates and Rubbish, ESL, Excess Rates                  | 308,697               | 827,485                | 831,991                |
| Receivables - Other   | 239,879               | 112,188                | 105,375                |
| Inventories   | 19,735                | 17,202                 | 17,685                 |
|   | 7,791,339             | 9,239,767              | 9,282,840              |
| <b>Less: Current Liabilities</b>                                    |                       |                        |                        |
| Payables  | (790,470)             | (232,138)              | (205,043)              |
| Loan Liability  | (173,653)             | (75,219)               | (78,681)               |
| Provisions  | (711,328)             | (549,544)              | (491,877)              |
|   | (1,675,451)           | (856,901)              | (775,600)              |
| <b>Net Current Asset Position</b>                                   | 6,115,888             | 8,382,866              | 8,507,240              |
| Less: Cash Restricted   | (4,083,821)           | (4,236,251)            | (4,083,821)            |
| Add Back: Component of Leave Liability not<br>Required to be funded | 360,583               | 335,392                | 360,583                |
| Add Back: Current Loan Liability                                    | 173,653               | 75,219                 | 78,681                 |
| Adjustment for Trust Transactions Within Muni                       | (8,615)               | (5,226)                | (13,934)               |
| <b>Net Current Funding Position</b>                                 | 2,557,687             | 4,552,001              | 4,848,748              |

**SIGNIFICANT ACCOUNTING POLICIES**

Please see page 5 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.

**Year YTD Actual**

**Surplus(Deficit)**

**\$4.85 M**

**This Time Last Year**

**Surplus(Deficit)**

**\$4.55 M**

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

Following recent maturity of some term deposits, new investments will be made soon to bring the portfolio into counterparty balance required by the Shire's Investment policy

|                                   | <u>Investment Value \$</u> | <u>Maturity Date</u> | <u>Rate</u> | <u>Institution</u> | <u>Investment %</u> |
|-----------------------------------|----------------------------|----------------------|-------------|--------------------|---------------------|
| <u>Cash Restricted (Reserves)</u> |                            |                      |             |                    |                     |
| NAB                               | 2,000,000                  | 3/06/2021            | 0.50%       | NAB                | 57%                 |
| NAB                               | 1,500,892                  | 5/03/2021            | 0.23%       | NAB                | 43%                 |
|                                   | <u>3,500,892</u>           |                      |             |                    | <u>100%</u>         |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**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 to date. 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   |
|---|-------------|--------|------|-------------------|---|
|   | \$          | %      |      |                   |   |
| <b>Revenue from operating activities</b>          |             |        |      |                   |   |
| Law, Order and Public Safety                      | 128,396     | 50%    | ▲    | Permanent         | Receipt of \$154k fire and emergency services grants for mitigation activity and training. Adjusted in budget review.   |
| Health  | 15,716      | 102%   | ▲    | Timing            | Variance due timing of asset disposal.  |
| Education and Welfare                             | 384,685     | 36%    | ▲    | Permanent         | Additional CHCP (\$66k) and CHSP(\$344k) recurrent grant funding. Adjusted in budget review.  |
| Recreation and Culture                            | (30,112)    | (22%)  | ▼    | Permanent         | Variance due to lack of contributions towards the budgeted REC and NRLC contributions & donations. Budget has been adjusted.  |
| Transport   | (31,431)    | (13%)  | ▼    | Timing            | Variance due to timing of plant disposals forecast to raise at least \$33k.   |
| Economic Services                                 | 65,592      | 32%    | ▲    | Permanent         | \$36k recoup of unutilised Narrogin vouchers from Narrogin Chamber of Commerce; \$40k from increased revenue from caravan park. The two budgets have been adjusted.   |
| Other Property and Services                       | 20,030      | 17%    | ▲    | Timing            | LGIS Insurance Rebate received earlier than expected and timing of private works income.  |
| <b>Expenditure from operating activities</b>      |             |        |      |                   |   |
| Governance  | 161,579     | 35%    | ▲    | Timing            | Lower training cost following cancellation of in person WALGA state conference(\$22k). Variance also due to timing of sitting fees (\$30k); audit fees (\$25k); valuation fees(\$10k); subscriptions(\$10k); lower depreciation due to timing of capitalisations(\$28k) and sundry other (\$35k).     |
| Law, Order and Public Safety                      | 125,914     | 22%    | ▲    | Timing            | Variance mainly due to timing of the fully funded Bushfire Risk Management Plans.   |
| Health  | 21,524      | 11%    | ▲    | Timing            | Variance mainly due to timing of overhead cost allocations and COVID expenditure.   |
| Community Amenities                               | 201,533     | 19%    | ▲    | Timing            | Timing of activities such as Town Planning, various maintenance activities(\$35k), waste disposal bin collections (\$49k); lower waste recycling and landfill management fee (\$17k); timing of tip maintenance and training(\$18k); timing of cemetery maintenance (\$20k) and sundry other (\$60k). |
| Recreation and Culture                            | 563,828     | 24%    | ▲    | Timing            | Variance due to lower than expected NRLC utilities and contract fees(\$192k); timing of community chest donations and cancellation of Narrogin Show(\$56k); timing of parks and oval maintenance (\$133k); reduced depreciation due to recent revision to recreational asset lives (\$150k).          |
| Transport   | 423,148     | 17%    | ▲    | Timing            | Variance due to reduced depreciation associated with revision of some roading asset lives during 2019-20 year (\$235k) and timing of road and drainage maintenance, signs and traffic controls (\$255k).  |
| <b>Investing Activities</b>                       |             |        |      |                   |   |
| Non-operating Grants, Subsidies and Contributions | (1,580,957) | (72%)  | ▼    | Permanent         | Variance due to non-approval of grant funding for the Fire Prevention building (\$1,000k), offset by reduction in Capex, and timing of roads to recovery funded Capex (\$433k).   |
| Proceeds from Disposal of Assets                  | (168,305)   | (78%)  | ▼    | Timing            | Variance due to timing of programmed plant disposals.   |
| Capital Acquisitions                              | 3,296,665   | (61%)  | ▲    | Permanent         | Variance due to Fire Prevention building which will not progress as funding not approved(\$1,000k). Budget has been adjusted. Timing of capital expenditure on Roads \$347k; Plant and equipment \$767k, and other infrastructure \$471k.   |
| Proceeds from New Debentures                      | (180,000)   | (100%) | ▼    | Timing            | Sewerage loan not yet obtained due to timing of associated Capital expenditure.   |

**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.

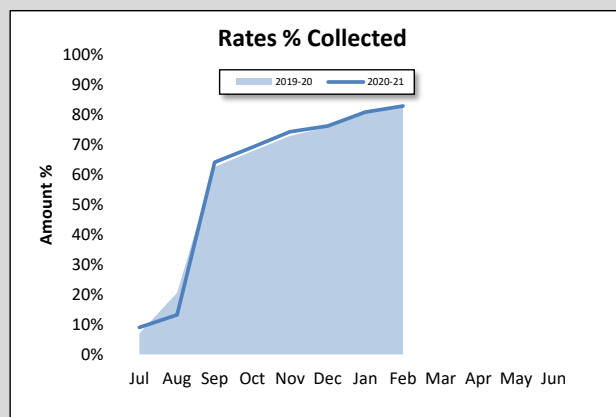
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**OPERATING ACTIVITIES  
RECEIVABLES**

| Rates Receivable                                  | 30 Jun 20          | 28 Feb 21          | Receivables - General                                     | Current | 30 Days | 60 Days | 90+ Days | Total           |
|---|--------------------|--------------------|---|---------|---------|---------|----------|-----------------|
|   | \$                 | \$                 |   | \$      | \$      | \$      | \$       | \$              |
| <b>Opening Arrears Previous Years</b>             | <b>586,296</b>     | <b>495,899</b>     | Receivables - General                                     | 25,615  | 1,606   | 7,188   | 4,649    | 39,058          |
| Levied this year                                  | 3,194,497          | 3,175,827          | Percentage  | 1       | 0       | 0       | 0        |                 |
| Movement in Excess Rates                          | 0                  | 0                  |   |         |         |         |          |                 |
| Domestic Refuse Collection Charges                | 472,846            | 477,203            |   |         |         |         |          |                 |
| Domestic Services (Additional)                    | 3,197              | 3,164              |   |         |         |         |          |                 |
| Commercial Collection Charge                      | 0                  | 43,383             | <b>Balance per Trial Balance</b>                          |         |         |         |          |                 |
| Commercial Collection Charge (Additional)         | 43,793             | 43,119             | Rates Pensioner Rebate Claims                             |         |         |         |          | 1,729           |
| Total Rates and Rubbish (YTD)                     | 5,458,223          | 5,496,016          | GST Input   |         |         |         |          | (38,091)        |
| <u>Less Collections to date</u>                   | <u>(5,548,620)</u> | <u>(4,972,721)</u> | Provision For Doubtful Debts                              |         |         |         |          | (27,544)        |
| <b>Net Rates Collectable</b>                      | <b>495,899</b>     | <b>1,019,194</b>   | <b>Total Receivables General Outstanding</b>              |         |         |         |          | <b>(24,848)</b> |
| % Collected                                       | 91.80%             | 85.02%             | <b>Amounts shown above include GST (where applicable)</b> |         |         |         |          |                 |
| Pensioner Deferred Rates                          |                    | (178,755)          |   |         |         |         |          |                 |
| Pensioner Deferred ESL                            |                    | (8,448)            |   |         |         |         |          |                 |
| <b>Total Rates and Rubbish, ESL, Excess Rates</b> |                    | <b>831,991</b>     |   |         |         |         |          |                 |

**KEY INFORMATION**

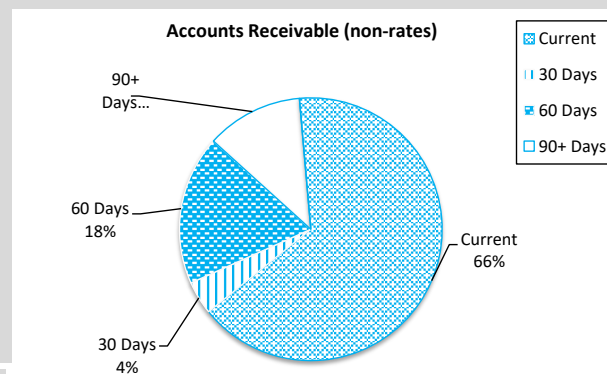
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.



|                  |                  |
|------------------|------------------|
| <b>Collected</b> | <b>Rates Due</b> |
| <b>85%</b>       | <b>\$831,991</b> |

**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.



|                     |
|---------------------|
| <b>Debtors Due</b>  |
| <b>(\$24,848)</b>   |
| <b>Over 30 Days</b> |
| <b>34%</b>          |
| <b>Over 90 Days</b> |
| <b>12%</b>          |



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

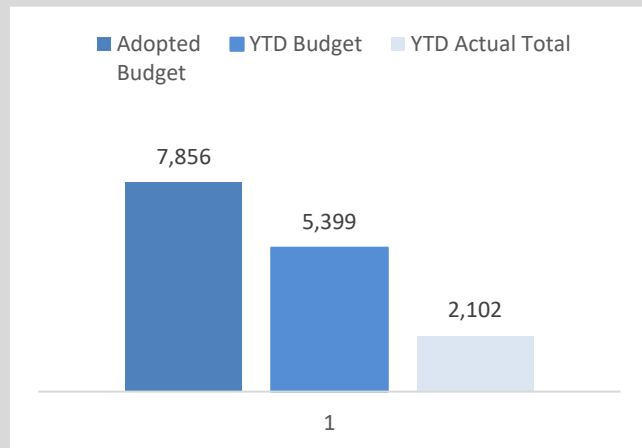
**INVESTING ACTIVITIES  
CAPITAL ACQUISITIONS**

| Capital Acquisitions              | Adopted Budget   | YTD Budget       | YTD Actual Total | YTD Budget Variance |
|-----------------------------------|------------------|------------------|------------------|---------------------|
|                                   | \$               | \$               | \$               | \$                  |
| Land and Buildings                | 2,794,757        | 1,740,417        | 184,341          | 1,556,076           |
| Plant & Equipment                 | 1,171,000        | 844,648          | 129,918          | 714,730             |
| Furniture & Equipment             | 94,000           | 64,328           | 40,234           | 24,095              |
| Roads                             | 1,900,181        | 1,504,648        | 1,156,757        | 347,891             |
| Footpaths                         | 81,360           | 22,240           | 58,247           | (36,007)            |
| Road Drainage                     | 30,000           | 20,000           | 0                | 20,000              |
| Other Infrastructure              | 1,470,017        | 992,506          | 521,084          | 471,422             |
| Parks and Gardens                 | 45,000           | 29,992           | 11,425           | 18,567              |
| Bridges                           | 270,000          | 180,000          | 0                | 180,000             |
| <b>Capital Expenditure Totals</b> | <b>7,856,315</b> | <b>5,398,779</b> | <b>2,102,005</b> | <b>3,296,774</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>\$7.86 M</b> | <b>\$2.1 M</b> | <b>27%</b> |




































To be read in conjunction with Strategic Projects Tracker

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**INVESTING ACTIVITIES  
CAPITAL ACQUISITIONS (CONTINUED)**

% of Completion

Level of completion indicator, please see table at the end of this note for further detail.

|  | Account Number  | JOB     | Adopted Budget | Current Budget   | YTD Budget       | YTD Actual       | YTD Variance Under(Over) |                  |
|--|---|---------|----------------|------------------|------------------|------------------|--------------------------|------------------|
|  |   |         | \$             | \$               | \$               | \$               | \$                       |                  |
| <b>Capital Expenditure</b>   |   |         |                |                  |                  |                  |                          |                  |
| <b>Land and Buildings</b>  |   |         |                |                  |                  |                  |                          |                  |
|    | Building Renovation Administration                    | 4040260 | LB011          | 26,297           | 26,297           | 26,297           | 0                        | 26,297           |
|    | Fire Prevention Building (Capital)                    | 4050160 | BC020          | 1,500,000        | 1,500,000        | 1,000,000        | 0                        | 1,000,000        |
|    | SES Training / Meeting Room                           | 4050260 | BC265          | 62,210           | 62,210           | 41,472           | 0                        | 41,472           |
|    | HACC - Building (Capital)                             | 4080360 | BC050          | 70,000           | 70,000           | 46,664           | 40,925                   | 5,739            |
|    | HACC - Building CCTV                                  | 4080360 | BC051          | 10,000           | 10,000           | 6,664            | 0                        | 6,664            |
|    | May Street Public Toilet Upgrade                      | 4100850 | BC176          | 35,000           | 35,000           | 0                | 98,198                   | (98,198)         |
|    | COM AMEN - Building (Capital) - CBD Ablution Upgrades | 4100850 | BC267          | 90,000           | 90,000           | 60,000           | 1,200                    | 58,800           |
|    | Town Hall (Federal St) Building Capital               | 4110160 | BC150          | 80,000           | 80,000           | 53,328           | 2,200                    | 51,128           |
|    | NRLC Building (Capital)                               | 4110260 | BC160          | 30,000           | 30,000           | 20,000           | 15,298                   | 4,702            |
|    | NRLC Building Capital 2018-19                         | 4110260 | BC161          | 40,000           | 40,000           | 26,664           | 0                        | 26,664           |
|    | Railway Station Building (Capital)                    | 4110660 | BC200          | 18,250           | 18,250           | 0                | 8,541                    | (8,541)          |
|    | Railway Station Resortation COVID recovery project    | 4110660 | BC202          | 750,000          | 750,000          | 400,000          | 7,611                    | 392,389          |
|    | Caravan Park Campers Kitchen Building Capital         | 4130260 | BC234          | 5,000            | 5,000            | 5,000            | 888                      | 4,112            |
|    | Strata- Old Shire Building                            | 4130650 | BC255          | 20,000           | 20,000           | 13,328           | 0                        | 13,328           |
|    | 30 Gray St Building upgrade                           | 4130650 | BC290          | 30,000           | 30,000           | 20,000           | 0                        | 20,000           |
|    | Visitor Information Bay Upgrade (Williams Road)       | 4130260 | IO094          | 8,000            | 8,000            | 8,000            | 2,048                    | 5,952            |
|    | Admin Office Building Capital                         | 4140560 | BC260          | 13,000           | 13,000           | 13,000           | 7,431                    | 5,569            |
|  |   |         |                | <b>2,794,757</b> | <b>2,794,757</b> | <b>1,740,417</b> | <b>184,341</b>           | <b>1,556,076</b> |
| <b>Plant and Equipment</b>   |   |         |                |                  |                  |                  |                          |                  |
|    | NGN417 RO Vehicle                                     | 4050355 | PA007A         | 44,000           | 44,000           | 44,000           | 43,142                   | 858              |
|    | NO05 Ranger Vehicle 2020                              | 4050355 | PA8163B        | 45,000           | 45,000           | 45,000           | 52,392                   | (7,392)          |
|    | EHO Vehicle 2020                                      | 4070355 | PA065B         | 30,000           | 30,000           | 20,000           | 24,273                   | (4,273)          |
|    | 009NGN 2019 Toyota Camry Altise                       | 4080455 | PA043B         | 28,000           | 28,000           | 18,664           | 0                        | 18,664           |
|    | NGN219 CATS Vehicle 2021                              | 4080750 | PA014H         | 28,000           | 28,000           | 18,664           | 0                        | 18,664           |
|    | NGN00 EMDRS Vehicle 2020(2)                           | 4100655 | PA002K         | 46,500           | 46,500           | 31,000           | 0                        | 31,000           |
|    | NGN00 EMDRS Vehicle 2021(1)                           | 4100655 | PA002L         | 46,500           | 46,500           | 31,000           | 0                        | 31,000           |
|    | NGN00 EMDRS Vehicle 2021(2)                           | 4100655 | PA002M         | 46,500           | 46,500           | 31,000           | 0                        | 31,000           |
|    | NRLC - Plant & Equipment Other (Capital)              | 4110255 | PE161          | 17,500           | 17,500           | 11,664           | 10,111                   | 1,553            |
|    | NO764 Bomag Twin Vibrating Roller                     | 4120350 | PA022A         | 45,000           | 45,000           | 30,000           | 0                        | 30,000           |
|    | BT50 UTE 2020 (WORKS) (P62)                           | 4120350 | PA062A         | 30,000           | 30,000           | 20,000           | 0                        | 20,000           |
|    | ONO EMTRS Vehicle 2020 (1)                            | 4120350 | PA700J         | 46,500           | 46,500           | 31,000           | 0                        | 31,000           |
|   | ONO EMTRS Vehicle 2020 (2)                            | 4120350 | PA700K         | 46,500           | 46,500           | 31,000           | 0                        | 31,000           |
|  | ONO EMTRS Vehicle 2021 (1)                            | 4120350 | PA700L         | 46,500           | 46,500           | 31,000           | 0                        | 31,000           |
|  | ONO EMTRS Vehicle 2021 (2)                            | 4120350 | PA700M         | 46,500           | 46,500           | 31,000           | 0                        | 31,000           |
|  | NO591 Toyota Single Cab 4X4                           | 4120350 | PA8144A        | 35,000           | 35,000           | 23,328           | 0                        | 23,328           |
|  | NO023 Toyota Dual Cab 4x4                             | 4120350 | PA8165A        | 30,000           | 30,000           | 20,000           | 0                        | 20,000           |
|  | NO4719 John Deere Grader                              | 4120350 | PA978B         | 410,000          | 410,000          | 273,328          | 0                        | 273,328          |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**INVESTING ACTIVITIES  
CAPITAL ACQUISITIONS (CONTINUED)**

% of Completion

Level of completion indicator, please see table at the end of this note for further detail.

|   | Account Number | JOB     | Adopted Budget   | Current Budget   | YTD Budget       | YTD Actual       | YTD Variance Under(Over) |
|---|----------------|---------|------------------|------------------|------------------|------------------|--------------------------|
| ONGN EMCCS Vehicle 2019(2)                              | 4140585        | PA005H  | 43,000           | 43,000           | 43,000           | 0                | 43,000                   |
| 002 NGN MF Vehicle 2020                                 | 4140585        | PA047E  | 30,000           | 30,000           | 30,000           | 0                | 30,000                   |
| NGN O MLC Vehicle 2018                                  | 4140655        | PA004D  | 30,000           | 30,000           | 30,000           | 0                | 30,000                   |
|   |                |         | <b>1,171,000</b> | <b>1,171,000</b> | <b>844,648</b>   | <b>129,918</b>   | <b>714,730</b>           |
| <b>Furniture and Equipment</b>                          |                |         |                  |                  |                  |                  |                          |
| Governance Furniture & Equipment Replacements           | 4040250        | FE028   | 5,000            | 5,000            | 5,000            | 570              | 4,430                    |
| Computer Purchases                                      | 4080350        | FE031   | 10,000           | 10,000           | 6,664            | 2,570            | 4,094                    |
| LIB - F&E Minor Assets                                  | 4110550        | FE033   | 19,000           | 19,000           | 12,664           | 0                | 12,664                   |
| ADMIN - IT Software & Equipment (Capital)               | 4140580        | FE100   | 60,000           | 60,000           | 40,000           | 37,093           | 2,907                    |
|   |                |         | <b>94,000</b>    | <b>94,000</b>    | <b>64,328</b>    | <b>40,234</b>    | <b>24,095</b>            |
| <b>Library Stock</b>                                    |                |         |                  |                  |                  |                  |                          |
| LIB - Library Stock from State Govt 2020                | 4110551        |         | 0                | 0                | 0                | 0                | 0                        |
|   |                |         | 0                | 0                | 0                | 0                | 0                        |
|   |                |         | 0                | 0                | 0                | 0                | 0                        |
|   |                |         | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>                 |
| <b>Infrastructure - Roads</b>                           |                |         |                  |                  |                  |                  |                          |
| Cooramining Road - Renewal (Rural)(Grant Funded)        | 4120164        | GFC117  | 0                | 0                | 0                | 0                | 0                        |
| Earl Street - Renewal (Local)                           | 4120165        | IR002   | 29,400           | 29,400           | 29,400           | 15,323           | 14,077                   |
| Moss Street - Upgrade (Local)                           | 4120165        | IR130   | 93,528           | 93,528           | 93,528           | 17,721           | 75,807                   |
| Whinbin Rock Road - Renewal (Rural)                     | 4120165        | IR205   | 93,358           | 93,358           | 93,356           | 74,096           | 19,260                   |
| Dongolocking Road - Upgrade (Rural)                     | 4120165        | IR209   | 101,846          | 101,846          | 101,844          | 92,544           | 9,300                    |
| Narragin Valley Road - Renewal (Rural)                  | 4120165        | IR212   | 170,224          | 170,224          | 170,224          | 1,102            | 169,122                  |
| Narrakine Road South - Upgrade (Rural)                  | 4120165        | IR221   | 77,008           | 77,008           | 77,008           | 5,658            | 71,350                   |
| Parks Road Renewal (Capital)                            | 4120165        | IR281   | 52,871           | 52,871           | 52,868           | 0                | 52,868                   |
| Graham Road - Renewal (Local)                           | 4120165        | IR303   | 95,607           | 95,607           | 95,604           | 6,300            | 89,304                   |
| Street Tree Capital                                     | 4120165        | IRTREE  | 20,000           | 20,000           | 13,328           | 15,405           | (2,077)                  |
| Bannister St Renewal (R2R)                              | 4120166        | R2R003  | 23,555           | 23,555           | 15,696           | 0                | 15,696                   |
| Bunbury St Renewal (R2R)                                | 4120166        | R2R006  | 4,884            | 4,884            | 3,256            | 5,284            | (2,028)                  |
| Smith Street - Renewal (Local) (R2R)                    | 4120166        | R2R020  | 54,950           | 54,950           | 36,632           | 31,596           | 5,036                    |
| Homer Street - Renewal (Local) (R2R)                    | 4120166        | R2R024  | 7,970            | 7,970            | 5,312            | 0                | 5,312                    |
| Gregory St Renewal (R2R)                                | 4120166        | R2R026  | 3,749            | 3,749            | 2,496            | 4,056            | (1,560)                  |
| Hansard Street - Renewal (Local) (R2R)                  | 4120166        | R2R028  | 7,560            | 7,560            | 5,040            | 8,179            | (3,139)                  |
| Heath Street - Renewal (Local) (R2R)                    | 4120166        | R2R040  | 1,898            | 1,898            | 1,264            | 2,053            | (789)                    |
| Scotts St Renewal (R2R)                                 | 4120166        | R2R049  | 4,158            | 4,158            | 2,768            | 4,498            | (1,730)                  |
| Francis Street - Renewal (Local) (R2R)                  | 4120166        | R2R054  | 4,432            | 4,432            | 2,952            | 4,795            | (1,843)                  |
| Grainger St Renewal (R2R)                               | 4120166        | R2R071  | 9,009            | 9,009            | 6,000            | 9,746            | (3,746)                  |
| Olden St Renewal (R2R)                                  | 4120166        | R2R078  | 2,772            | 2,772            | 1,848            | 0                | 1,848                    |
| Keally St Renewal (R2R)                                 | 4120166        | R2R087  | 4,138            | 4,138            | 2,752            | 4,477            | (1,725)                  |
| Yale Pl Renewal (R2R)                                   | 4120166        | R2R091  | 3,340            | 3,340            | 2,224            | 3,613            | (1,389)                  |
| Hughes St Renewal (R2R)                                 | 4120166        | R2R092  | 4,554            | 4,554            | 3,032            | 4,927            | (1,895)                  |
| William Kennedey Way Renewal (R2R)                      | 4120166        | R2R100  | 23,380           | 23,380           | 15,584           | 13,636           | 1,948                    |
| Narrakine Road - Renewal (R2R)                          | 4120166        | R2R112C | 52,830           | 52,830           | 35,216           | 30,013           | 5,203                    |
| Parry Crt Renewal (R2R)                                 | 4120166        | R2R115  | 3,960            | 3,960            | 2,640            | 4,284            | (1,644)                  |
| Congelin Rd Renewal (R2R)                               | 4120166        | R2R203  | 26,790           | 26,790           | 17,856           | 0                | 17,856                   |
| Normans Lake Siding Rd Renewal (R2R)                    | 4120166        | R2R255  | 59,998           | 59,998           | 39,992           | 62,740           | (22,748)                 |
| Narragin-Harrismith Road - Renewal (Local) (R2R)        | 4120166        | R2R331  | 29,914           | 29,914           | 19,936           | 0                | 19,936                   |
| Ried Rd Renewal (R2R)                                   | 4120166        | R2R333  | 45,000           | 45,000           | 29,992           | 43,342           | (13,350)                 |
| Wagin-Wickepin Road - Renewal (Rural) (RRG)             | 4120167        | RRG207  | 787,500          | 787,500          | 525,000          | 691,373          | (166,373)                |
|   |                |         | <b>1,900,181</b> | <b>1,900,181</b> | <b>1,504,648</b> | <b>1,156,757</b> | <b>347,891</b>           |
| <b>Infrastructure - Footpaths</b>                       |                |         |                  |                  |                  |                  |                          |
| Argus Street Footpath Construction                      | 4120175        | IF038   | 48,000           | 48,000           | 0                | 30,768           | (30,768)                 |
| Park Street Footpath Construction                       | 4120175        | IF052   | 27,360           | 27,360           | 18,240           | 22,669           | (4,429)                  |
| Memorial Park Footpath Construction                     | 4120175        | IF102   | 6,000            | 6,000            | 4,000            | 4,810            | (810)                    |
|   |                |         | <b>81,360</b>    | <b>81,360</b>    | <b>22,240</b>    | <b>58,247</b>    | <b>(36,007)</b>          |
| <b>Infrastructure - Drainage</b>                        |                |         |                  |                  |                  |                  |                          |
| Drainage Works  | 4120180        | ID000   | 30,000           | 30,000           | 20,000           | 0                | 20,000                   |
|   |                |         | <b>30,000</b>    | <b>30,000</b>    | <b>20,000</b>    | <b>0</b>         | <b>20,000</b>            |
| <b>Infrastructure - Other</b>                           |                |         |                  |                  |                  |                  |                          |
| White Road Refuse Site                                  | 4110165        | IO024   | 10,000           | 10,000           | 0                | 0                | 0                        |
| Bin Surrounds   | 4110165        | IO085   | 18,000           | 18,000           | 0                | 12,338           | (12,338)                 |
| TWIS Dams   | 4100350        | IO078   | 180,000          | 180,000          | 180,000          | 2,948            | 177,052                  |
| Drainage Engineering consultancy - stormwater diversion | 4100450        | IO119   | 13,610           | 13,610           | 13,610           | 9,184            | 4,426                    |
| Cemetery Upgrade  | 4100860        | IO026   | 15,000           | 15,000           | 0                | 1,600            | (1,600)                  |
| CBD Design - Colour Palette and signage                 | 4100860        | IO100   | 15,000           | 15,000           | 10,000           | 0                | 10,000                   |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**INVESTING ACTIVITIES  
CAPITAL ACQUISITIONS (CONTINUED)**

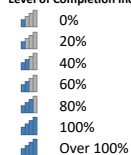
% of Completion

Level of completion indicator, please see table at the end of this note for further detail.

|  | Account Number                                  | JOB     | Adopted Budget | Current Budget   | YTD Budget       | YTD Actual       | YTD Variance Under(Over) |                  |
|--|---|---------|----------------|------------------|------------------|------------------|--------------------------|------------------|
|  | Gnarojin Park Cultural Heritage Management Plan | 4100860 | IO108          | 10,440           | 10,440           | 6,960            | 3,986                    | 2,974            |
|  | Gnarojin Park Electrical Design Work            | 4100860 | IO109          | 33,000           | 33,000           | 22,000           | 0                        | 22,000           |
|  | Gnarojin Park Landscape Design                  | 4100860 | IO110          | 95,000           | 95,000           | 63,328           | 0                        | 63,328           |
|  | NRLC Infrastructure Other (Capital)             | 4110265 | IO160          | 83,000           | 83,000           | 55,328           | 84,950                   | (29,622)         |
|  | NRLC - Infrastructure Other (Capital - Outside) | 4110265 | IO161          | 132,398          | 132,398          | 88,264           | 90,670                   | (2,406)          |
|  | NRLC - Infrastructure Other (Capital - Inside)  | 4110265 | IO162          | 150,000          | 150,000          | 100,000          | 148,636                  | (48,636)         |
|  | Railway Dam                                     | 4110365 | IO018          | 61,000           | 61,000           | 40,664           | 49,315                   | (8,651)          |
|  | Bowling Club Capital Projects                   | 4110365 | IO029          | 335,109          | 335,109          | 223,400          | 0                        | 223,400          |
|  | Highbury Tennis Court                           | 4110365 | IO093          | 50,000           | 50,000           | 33,328           | 42,500                   | (9,172)          |
|  | Clayton Road Storm Water Catchment Dam          | 4110365 | IO116          | 35,000           | 35,000           | 0                | 0                        | 0                |
|  | Gnarojin Community Garden Projects              | 4110860 | IO101          | 10,000           | 10,000           | 6,664            | 11,448                   | (4,784)          |
|  | Gnarojin Park Hydrology Report                  | 4100860 | IO117          | 15,510           | 15,510           | 10,344           | 0                        | 10,344           |
|  | Projects NEXIS (Capital)                        | 4100860 | IO150          | 27,630           | 27,630           | 18,416           | 0                        | 18,416           |
|  | Street Furniture                                | 4120145 | IO014          | 18,000           | 18,000           | 12,000           | 3,798                    | 8,202            |
|  | IO Fencing Projects (Capital)                   | 4120145 | IO022          | 15,000           | 15,000           | 10,000           | 0                        | 10,000           |
|  | Carpark Renewals (Capital)                      | 4120145 | IO023          | 17,320           | 17,320           | 11,544           | 11,123                   | 421              |
|  | DEPOT Rainwater Tank 120,000Lt                  | 4120145 | IO250          | 20,000           | 20,000           | 13,328           | 1,393                    | 11,935           |
|  | Caravan Park Resealing, Line Marking            | 4130265 | IO081          | 110,000          | 110,000          | 73,328           | 47,194                   | 26,134           |
|  |   |         |                | <b>1,470,017</b> | <b>1,470,017</b> | <b>992,506</b>   | <b>521,084</b>           | <b>471,422</b>   |
|  | <b>Infrastructure - Parks &amp; Gardens</b>     |         |                |                  |                  |                  |                          |                  |
|  | Park Furniture (Capital)                        | 4110364 | IO174          | 35,000           | 35,000           | 23,328           | 1,507                    | 21,821           |
|  | Street & Parks Solar Lighting (Capital)         | 4110364 | IO175          | 10,000           | 10,000           | 6,664            | 9,918                    | (3,254)          |
|  |   |         |                | <b>45,000</b>    | <b>45,000</b>    | <b>29,992</b>    | <b>11,425</b>            | <b>18,567</b>    |
|  | <b>Infrastructure - Bridges</b>                 |         |                |                  |                  |                  |                          |                  |
|  | Footbridge Refurbishment                        | 4120181 | IB001          | 0                | 0                | 0                | 0                        | 0                |
|  | Manaring Bridge (R2R) (Capital)                 | 4120181 | IB002          | 270,000          | 270,000          | 180,000          | 0                        | 180,000          |
|  |   |         |                | <b>270,000</b>   | <b>270,000</b>   | <b>180,000</b>   | <b>0</b>                 | <b>180,000</b>   |
|  | <b>Grand Total</b>                              |         |                | <b>7,856,315</b> | <b>7,856,315</b> | <b>5,398,779</b> | <b>2,102,005</b>         | <b>3,296,774</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

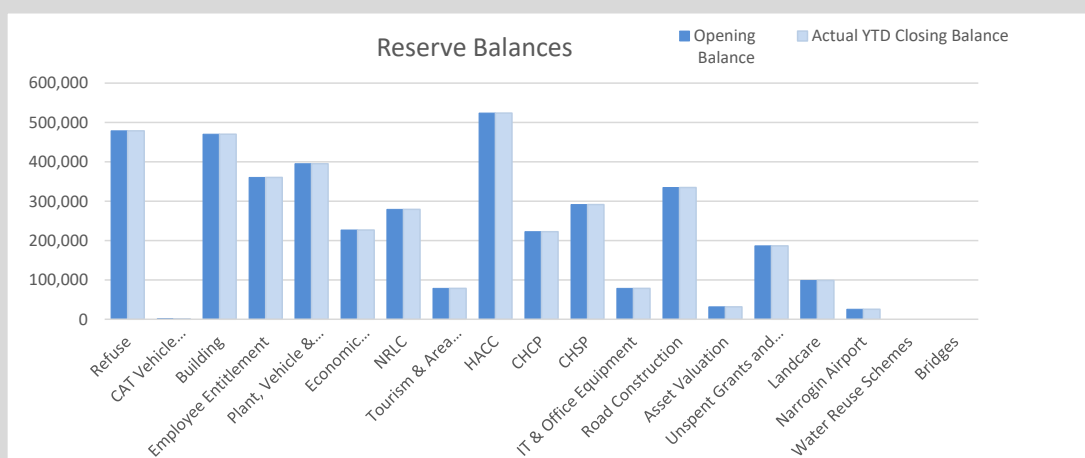
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 28 FEBRUARY 2021

OPERATING ACTIVITIES  
CASH AND INVESTMENTS

Cash Backed Reserve

| Reserve Name                     | Opening Balance  | Current Budget Interest Earned | Actual 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                           | 478,789          | 7,239                          | 0                      | 50,213                          | 0                       | 92,720                           | 0                        | 443,521                        | 478,789                    |
| CAT Vehicle Replacement Building | 794              | 42                             | 0                      | 13,000                          | 0                       | 13,000                           | 0                        | 836                            | 794                        |
| Employee Entitlement             | 470,148          | 7,101                          | 0                      | 0                               | 0                       | 158,297                          | 0                        | 318,952                        | 470,148                    |
| Plant, Vehicle & Equipment       | 360,583          | 5,452                          | 0                      | 0                               | 0                       | 0                                | 0                        | 366,035                        | 360,583                    |
| Economic Development             | 395,308          | 5,159                          | 0                      | 425,000                         | 0                       | 538,500                          | 0                        | 286,967                        | 395,308                    |
| NRLC                             | 227,022          | 3,432                          | 0                      | 0                               | 0                       | 208,059                          | 0                        | 22,395                         | 227,022                    |
| Tourism & Area Promotion         | 279,436          | 4,225                          | 0                      | 125,000                         | 0                       | 215,000                          | 0                        | 193,661                        | 279,436                    |
| HACC                             | 78,521           | 1,187                          | 0                      | 0                               | 0                       | 0                                | 0                        | 79,708                         | 78,521                     |
| CHCP                             | 523,586          | 7,434                          | 0                      | 41,554                          | 0                       | 214,069                          | 0                        | 358,505                        | 523,586                    |
| CHSP                             | 222,234          | 633                            | 0                      | 759,989                         | 0                       | 462,415                          | 0                        | 520,441                        | 222,234                    |
| IT & Office Equipment            | 291,306          | 6,585                          | 0                      | 744,914                         | 0                       | 1,045,401                        | 0                        | (2,596)                        | 291,306                    |
| Road Construction                | 78,802           | 1,191                          | 0                      | 0                               | 0                       | 60,000                           | 0                        | 19,993                         | 78,802                     |
| Asset Valuation                  | 335,003          | 5,065                          | 0                      | 0                               | 0                       | 0                                | 0                        | 340,068                        | 335,003                    |
| Unspent Grants and Contributions | 31,844           | 0                              | 0                      | 0                               | 0                       | 0                                | 0                        | 31,844                         | 31,844                     |
| Landcare                         | 186,594          | 3,382                          | 0                      | 0                               | 0                       | 0                                | 0                        | 189,976                        | 186,594                    |
| Narrogin Airport                 | 98,681           | 1,492                          | 0                      | 0                               | 0                       | 25,000                           | 0                        | 75,173                         | 98,681                     |
| Water Reuse Schemes              | 25,171           | 381                            | 0                      | 15,000                          | 0                       | 0                                | 0                        | 40,552                         | 25,171                     |
| Bridges                          | 0                | 0                              | 0                      | 17,500                          | 0                       | 0                                | 0                        | 17,500                         | 0                          |
|                                  | 0                | 0                              | 0                      | 48,000                          | 0                       | 35,000                           | 0                        | 13,000                         | 0                          |
|                                  | <b>4,083,821</b> | <b>60,000</b>                  | <b>0</b>               | <b>2,240,170</b>                | <b>0</b>                | <b>3,067,461</b>                 | <b>0</b>                 | <b>3,316,530</b>               | <b>4,083,821</b>           |

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**BUDGET AMENDMENTS**

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

| Date   | GL / Job Number | Description   | Council Resolution | Classification      | Non Cash Adjustment | Increase in Available Cash | Decrease in Available Cash | Amended Budget Running Balance |
|--------|-----------------|---|--------------------|---------------------|---------------------|----------------------------|----------------------------|--------------------------------|
| Oct-20 | 2100501         | Landcare Community Projects                               |                    | Operating expenses  | \$                  | \$                         | \$                         | \$                             |
| Oct-20 | IO117           | Gnarogin Park Hydrology Report                            |                    | Capital expenditure |                     |                            | (25,000)                   | (25,000)                       |
| Oct-20 | IO119           | Drainage Engineering Consultancy                          |                    | Capital expenditure |                     |                            | (15,510)                   | (40,510)                       |
| Oct-20 | 5110152         | HALLS - Grants and contributions                          |                    | Capital income      |                     |                            | (13,610)                   | (54,120)                       |
| Oct-20 | 5110252         | NRLC Club contributions                                   |                    | Capital income      |                     |                            | (25,000)                   | (79,120)                       |
| Oct-20 | 5110254         | OTHER-Other Contributions reimbursements                  |                    | Capital income      |                     |                            | (15,000)                   | (94,120)                       |
| Oct-20 | 21302000        | TOUR - Public Relations & Area Promotions                 |                    | Operating expenses  |                     | 110,000                    | (50,000)                   | (144,120)                      |
| Oct-20 |                 | Opening surplus readjusted following year end adjustments |                    | Opening surplus     |                     | 34,120                     |                            | 0                              |
| Nov-20 | 2080590         | CHSP Refund of Unspent Grant Funding                      |                    | Operating expenses  |                     |                            | (116,393)                  | (116,393)                      |
| Nov-20 | 5080552         | CHSP - Transfer from Reserve                              |                    | Capital income      |                     | 116,393                    |                            | 0                              |
| Nov-20 | 2050120         | FIRE-Bushfire Risk Management Plan                        |                    | Operating expenses  |                     |                            | (184,500)                  | (184,500)                      |
| Nov-20 | 3050104         | FIRE- Grants  |                    | Operating Revenue   |                     | 184,500                    |                            | 0                              |
|        |                 |   |                    |                     | -                   | 445,013                    | -445,013                   | 0                              |

**KEY INFORMATION**

### 10.3.3 PROPOSED RELOCATION OF JESSIE HOUSE TO LOT 1721 (RESERVE 49048) HALE STREET, NARROGIN

|                        |  |
|------------------------|--|
| File Reference         | A226650  |
| 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 10.1.054, 24 May 2016 Res 0516.169<br>Item 10.1.079, 12 July 2016 Res 0714.102  |
| Date                   | 12 March 2021  |
| Author                 | Azhar Awang – Executive Manager Development and Regulatory Services<br><br>Frank Ludovico – Executive Manager Corporate and Community Services |
| Authorising Officer    | Dale Stewart – Chief Executive Officer   |
| Attachments            | 1. Proposed Site Plan  |

#### Summary

Council is requested to consider the proposed relocation of Jessie House from its existing site at Clayton Road near the Narrogin Regional Leisure Centre to Gnarojin Park along Hale Street, Narrogin and to advertise the proposal for public submission.

#### Background

The proposal was previously considered by Council at its meeting held on 24 May 2016 and 12 July 2016. Council at the meeting of the 12 July 2016 resolved as follows:

*That Council:*

1. *Does not proceed with the relocation of Jessie House on Lot 1721 (Reserve 49048) Hale Street Narrogin at this time.*
2. *Advises the working group to look for an alternative site for the relocation of Jessie House for Council's further consideration.*

Since then, a number of relevant and significant reports have been considered at Council and/or Council Briefing Sessions in progressing the potential for relocation of Jessie House. Several of the reports recently considered were:

- Review of Aged Care Services in the Town and Shire of Narrogin, by Gevers Goddard Jones of March 2017;
- Sport and Recreation Infrastructure Plan Feasibility Report, prepared by SGL, received by Council in August 2020; and
- *Jessie House Relocation Briefing Paper, March 2021.*



The Review of Aged Care Services report recommended that within the next five years there is a need for the relocation of Narrogin Regional Homecare to facilitate new services and provide a more appropriate environment. The existing facility and the restriction of the site does not provide the ability for the building to expand its services, such as respite care and other future community care services and activities.

Similarly the Sports and Recreation Infrastructures Plan Feasibility Report, recommended and supported by Council for the need to relocate Narrogin Regional Homecare (Jessie House) in time to accommodate the growth of future sporting needs.

Based on the recommendation of these reports, there is an urgent need to relocate Jessie House from its current location to allow the future expansion of services for Community care and expansion of the Narrogin Regional Leisure Centre to accommodate existing and future sporting venues.

A working group was formed to revisit the relocation and the alternative sites of Jessie House. The working group is comprised of the Executive Manager Corporate and Community Services, Executive Manager Development and Regulatory Services, Manager Community Care Service and the Building Surveyor.

The working group revisited the alternative sites which include the former golf course (portion of Lot 123) and the site on the corner of Earl Street and Park Street.

It concluded that the Hale Street site is still the preferred site based on the following benefits:

- Accessibility, suitability and serviceability of the site;
- Relocating it from a RAV 4 rated – heavy vehicle road network;
- Creating opportunity for expansion of much required recreational facilities at the Narrogin Regional Leisure Centre and Upper Great Southern Hockey Association and other sporting associations;
- Ability for required expansion of the facility, including the much needed provision of additional respite care beds to cater for the growing demand in this sector;
- Access to Gnarojin Park walkway enjoyed by the Jessie House patrons;
- Close proximity to the Gnarojin Community Gardens, allowing for clients to enjoy and participate in activities at the gardens; and
- The preferred outlook and amenity compared to Clayton Road.

## Consultation

In 2016, the proposed relocation of Jessie House was advertised for public comment by way of written notification to the adjoining and affected properties along Hale Street. At the conclusion of the submission period the Shire received a total of six submissions and one petition objecting against the relocation of Jessie House to Hale Street.

As the review considers the Hale Street as the preferred site for the relocation of the Jessie House, it is recommended that public advertising be undertaken in accordance with Council Policy 1.14 Community Engagement Policy, via written notification to landowners on Hale Street, Shire Facebook posts and website, for a period of 14 days. After the closing date of the public submission period, all submissions received will be presented to Council for its consideration.

Previous consultation has taken place with the following:

- Chief Executive Officer;
- Executive Manager Corporate and Community Services;
- Manager Operations Technical and Rural Services;
- Manager Community Care Services;
- Building Surveyor; and
- Elected Members in the March 2021 briefing session.

### **Statutory Environment**

- National Construction Code
- Former Town of Narrogin Town Planning Scheme No.2.

### **Policy Implications**

Nil

### **Financial Implications**

Essentially two options exist at the Hale Street site:

#### Option 1 - Relocate

The estimated cost for relocation inclusive of demolition, headworks chargers (water, power, sewer), earthworks, connection of services fencing, landscaping, common and dedicated car parking, moving furniture, moving the outdoor gym, additional rooms and contingencies is \$750,000.

#### Option 2 - New purpose built

The estimated cost for a new purpose built facility headworks chargers (water, power, sewer), earthworks, connection of services fencing, landscaping, common and dedicated car parking, moving furniture, moving the outdoor gym, additional rooms and contingencies is \$800,000.

The cost will be dependent on the Request for Tender which will be for the design and construction of a new building.

A Council workshop supported the construction of a new building facility rather than the relocation of the existing building, as a relocation will take between 8-12 weeks, meaning disruption of Homecare services for that period. A purpose-built new facility will expand the service (eg more Respite rooms) and not disrupt services.

Funding for this project could be available from the second allocation of Local Roads and Community Infrastructure Program of \$405,000, Reserve funds, loan funds and/or proceeds from the sale of the existing Jessie House transportable building.

The project funding options will be provided when this proposal is referred back to Council after the public advertising period regarding the proposed site.

## Strategic Implications

### 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: | 1.1.1 | Attract new industry, business, investment and encourage diversity whilst encouraging growth of local business |
| Strategy  | 1.1.2 | Promote Narrogin and the Region  |
| Strategy  | 1.1.3 | Promote Narrogin's health and aged services including aged housing   |
| Objective | 2.    | Social Objective (To provide community facilities and promote social interaction)                              |
| Outcome   | 2.2   | Build a healthier and safer community  |
| Strategy  | 2.2.3 | Continue and improve provision of in-home care services  |

## Comment/Conclusion

### Zoning

Lot 1721 (Reserve 49048) Hale Street, Narrogin is currently zoned 'Recreation' under the former Town of Narrogin Town Planning Scheme No. 2. The land is vested with the Shire of Narrogin for the purpose of 'Recreation and Community Purposes'.

The Department of Planning, Lands and Heritage (DPLH) has provided written confirmation that the Shire does not need to apply to the DPLH for the relocation of Jessie House onto the reserve land nor does it need to change the purpose of the Reserve, as the proposal is consistent with the reserve purposes.

The DPLH has also advised that the reserve is not subject to a native title consideration and would be beneficial if the area is to be excised from the reserve, but this would be at the discretion of the Shire, which can be undertaken at a later date.

### Area

The proposal is to have a total site area of approximately 4000m<sup>2</sup> to allow the construction of the new proposed built Jessie House incorporating respite care, parking, landscaping and sufficient area for future expansion. The proposed site is within proximity to the Gnarojin Community Garden, the outdoor gym and the public carpark to the north.

The proposed site is located within close proximity to the existing water course/creek line to the west and will need to be setback at least 30m from the edge of the water courses. It is also noted that there is a natural drainage to the south of the proposed site and it is recommended not to have the site encroach this existing drain.

As this proposal is to seek public comments for the proposed site for the development of Jessie House, it is recommended that Council support the public advertising to proceed.

It should be noted that concept plan is indicative only, and detailed siting could see the facility closer to Gnarojin Community Gardens to benefit from a joint multi-use, sealed car park, which may necessitate relocating the outdoor gym. Such a proposal may see the removal of the shade structure for repurposing, and placement of the gym equipment along the shaded paths of Gnarojin Park, much like seen at other outdoor gyms in other towns and communities.

### Voting Requirements

Simple Majority.

#### **OFFICERS' RECOMMENDATION**

That in respect to the proposed relocation of Jessie House to Lot 1721 (Reserve 49048) Hale Street Narrogin, Council:

1. Advertise seeking public comments for a period of fourteen (14) days, in accordance with Council Policy 1.14 Community Engagement Policy as follows:
  - a. A sign on the property;
  - b. On the Shire's website and Facebook; and
  - c. Written notification to landowners on Hale Street.
2. All submissions received after the closing date of the submission period will be presented to Council for further consideration.



Jessie House Proposed Site  
Lot 1721, Hale Street Narrogin



### 10.3.4 BUDGET REVIEW 2020/21

|                        |   |
|------------------------|---|
| File Reference         | 12.4.1  |
| Disclosure of Interest | Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.               |
| Applicant              | Nil   |
| Previous Item Numbers  | Nil   |
| Date                   | 11 March 2021   |
| Author                 | Alexander Mulenga – Manager Corporate Services  |
| Authorising Officer    | Authorising Officer's name – position title   |
| Attachments            | Frank Ludovico – Executive Manager Corporate and Community Services<br>1. Shire of Narrogin Budget Review for the Year Ended 30 June 2021 |

#### Summary

Council is requested to consider the adoption of the Shire's 2020/21 Budget Review.

#### Background

The Budget Review was based on the Shire's 28 February 2021 actual financial balances and was completed on 11 March 2021.

The Manager Corporate Services had conducted interviews with line managers to determine if there is likely to be significant budget variances. The information gathered is shown in the attached documents.

In addition, the following Council resolutions were also considered:

#### Resolution Number 0920.009, part 6

*"That, with respect to the Community Chest Grant application from the Highbury District Tennis Club Inc for \$4,427.50 to purchase and install a Bird's Nest Swing in the playground at Highbury Hall, the Council consider the request as part of the 2020/2021 Budget Review."*

#### Resolution Number 1220.005, point 4

*"Request the Chief Executive Officer to amend the 2020/2021 Budget to include the grant funding of \$100,000 be allocated to public art on the three Gateway Roundabouts on Pioneer Drive and Great Southern Highway, subject to the Grant being approved."*

#### Resolution Number 1220.011, point 5

*"Consider amending the 2020/21 Budget at the February or March 2021 Budget Review, to reflect the project, should the required remaining two thirds contributions be agreed, with Council's contributory funding, indicatively to be allocated from the second round of the Federal Government's Local Roads and Community Infrastructure Program."*

This project will not occur, if successful, until the 2021/22 Financial Year.

### Resolution Number 0221.005 (Smith Street Ablutions)

*“Approve the cost of supply and installation to a maximum amount of \$100,000, including \$90,000 from the existing budget provision.”*

The Budget Review includes the additional \$10,000 that Council requested.

### **Consultation**

All Department Executive Managers and Managers have reviewed budget allocations under their responsibility. This review included an analysis of the year to date levels of expenditure and income in comparison to the original budget allocations.

### **Statutory Environment**

Regulation 33A of the Local Government (Financial Management) Regulations 1996 - Review of budget, requires:

*“(1) Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.*

*(2A) The review of an annual budget for a financial year must —*

*consider the local government’s financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*

*consider the local government’s financial position as at the date of the review; and*

*review the outcomes for the end of that financial year that are forecast in the budget.*

*(2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*

*(3) A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review. \*Absolute majority required.*

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

### **Policy Implications**

Nil

### **Financial Implications**

The Budget materiality variance was adopted at Council’s Meeting held on 28 July 2020 (Council Resolution 0720.017). This means a variance of a percentage (equal to or greater than 10%) or a value (equal to or greater than \$15,000) for the 2020/21 financial year which must be reported. This Policy was applied in this Budget Review.

## Strategic Implications

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

## Comment/Conclusion

The Budget has been reviewed to continue to deliver on strategies adopted by the Council and maintains a high level of service across all programs.

When projecting figures, a conservative approach was taken to determine the likely year-end actuals e.g. overestimate expenditure and underestimate income.

The Shire of Narrogin Budget Review highlights any significant movements.

Council's forecast position at 30 June 2021, as a result of the recommended Budget variations, is again expected to be a balanced Budget, ie a zero surplus deficit. Revenues are expected to be higher due to the receipt of grants (Emergency Services and Road funding). Matching expenditure has increased mainly due to projects receiving additional funding.

Particular issues for notation and or consideration arising from the Budget Review are:

1. As a result of the Annual Audit, the Opening Balance for 2020/21 Budget was revised from \$2,697,512 to \$2,557,686, a reduction to the opening position of \$174,506. It is generally expected to see a variance between the budgeted closing position and the actual opening position due to various balance day adjustments and estimates having to be made for various accruals at the time of adopting the budget so close to the end of the previous financial year.
2. The Review proposes the adjustment to some projects:
  - 2.1. Overall actual Federal Assistance Grants reduced by \$28,259 on budgeted figures.
  - 2.2. Interest earned is lower than forecast due to the very low interest rate. Interest revenue for Reserves will be lower by \$40,000. Interest for the Municipal fund will be lower by \$18,000.
  - 2.3. Funding for Manaring Bridge of \$270,000 was not approved for 2020/21 as anticipated and has been tentatively included in the Shire's forecast approval for 2023/2024 by the Federal Government and so this project, both the income and matching expenditure, has been removed.
  - 2.4. The SES Building project comprising of two funding sources (\$1.5m grant and \$62,210 reserve) was not funded by DFES and this project has been removed and matching funding adjusted.



- 2.5. The second funding allocation (\$405,000) of the Local Roads and Community Infrastructure program (LRCIP) has not been allocated in the review pending Council's determination of projects.
  - 2.6. Depreciation (treated as non cash) refers the adjustments in asset depreciation rates, and is forecast to be 16% or \$555K lower.
  - 2.7. The resurfacing of Netball courts (\$68,000) and contribution to the cost (\$45,733) has been included in the Review without the use of LRCIP funds.
  - 2.8. Lease income for Shop 2 39-45 Federal Street (\$5,000) has been included.
  - 2.9. Some vehicle changeovers (particularly the \$1,000 changeovers at 15,000km) are not planned as this arrangement has ceased, due predominantly to unavailability of supply of vehicles relating to COVID.
  - 2.10. Other major adjustments include:
    - Increase in net revenues for Homecare activities (\$327K) which have been transferred to reserve to separate them from Municipal funds,
    - Decrease in revenues from sale of TWIS water (\$38K) the adopted Budget anticipated the new billing system would commence operation in 2020/21.
    - Consequential adjustments to Reserves associated with "Closed Loop" models for TWIS and Refuse.
    - Reduction in forecast for Legal Fees and Consultants (\$7.5) in Other Governance area.
    - Administration cost has increase to account for the use of consultants to complete the Annual financial Report.
    - The Budget for some activities eg May St Toilets anticipated completion in 2019/20 but were completed in 2020/21 so funding is required.
3. Budget adjustments made throughout 2020/21, in accordance with previous Council resolutions, have been included in the Review.

The Review, after allowing for all these adjustments, shows an estimated forecast surplus position at 30 June 2021 of \$0.

In arriving at a nil surplus, the Administration has suggested allocating the savings from the Narrogin Dollars Campaign to the following three Council proposed, but presently unfunded, projects:

- Critical improvements to the former East Narrogin Primary School Kindergarten premises on Grey Street, electrical board and RCD upgrade, \$15,000;
- Funding the request of the Highbury District Community Council for playground improvements in Highbury, \$6,500; and
- Funding the shortfall on the Smith Street ablutions construction, \$10,000.

### Voting Requirements

Absolute Majority.

**OFFICERS' RECOMMENDATION**

That with respect to the Budget Review, Council adopt the Review, including endorsement of proposed amendments to the 2020/21 Municipal Budget, as detailed in the attachment.

STATEMENT OF FINANCIAL ACTIVITY  
BUDGET REVIEW BASED ON 28 FEBRUARY 2021 ACTUALS VS BUDGET

## STATUTORY REPORTING PROGRAMS

|   | Ref<br>Note | Adopted<br>Annual<br>Budget | Current budget      | 28 February<br>Actual YTD | Mid Year Budget<br>Review | Budget Review<br>variance, \$<br>(b)-(a) | Var. % (b)-(a)/(a) | Var. |
|---|-------------|-----------------------------|---------------------|---------------------------|---------------------------|--|--------------------|------|
| Opening Funding Surplus(Deficit)                    |             | \$ 2,697,512                | 2,732,192           | 2,732,192                 | 2,557,686                 | \$ (174,506)                             | % 1%               |      |
| <b>Revenue from operating activities</b>            |             |                             |                     |                           |                           |  |                    |      |
| General Purpose Funding - Rates                     |             | 4,941,453                   | 4,941,453           | 4,929,647                 | 4,929,289                 | (12,163)                                 | (0%)               |      |
| General Purpose Funding - Other                     |             | 1,388,346                   | 1,388,346           | 927,799                   | 1,307,424                 | (80,922)                                 | (12%)              | ▼    |
| Governance  |             | 1,850                       | 1,850               | 5,651                     | 7,752                     | 5,902                                    | 643%               |      |
| Law, Order and Public Safety                        |             | 285,505                     | 470,005             | 384,208                   | 467,305                   | (2,700)                                  | (2%)               |      |
| Health  |             | 21,350                      | 21,350              | 31,168                    | 62,100                    | 40,750                                   | 326%               | ▲    |
| Education and Welfare                               |             | 1,579,357                   | 1,579,357           | 1,440,829                 | 1,982,071                 | 402,714                                  | 51%                | ▲    |
| Housing   |             | 8,240                       | 8,240               | 5,388                     | 8,240                     | 0  | 0%                 |      |
| Community Amenities                                 |             | 1,145,512                   | 1,145,512           | 1,016,179                 | 1,109,800                 | (35,712)                                 | (4%)               |      |
| Recreation and Culture                              |             | 309,006                     | 259,006             | 108,060                   | 351,143                   | 92,137                                   | 118%               | ▲    |
| Transport   |             | 251,970                     | 251,970             | 217,370                   | 256,970                   | 5,000                                    | 2%                 |      |
| Economic Services                                   |             | 304,200                     | 304,200             | 268,360                   | 355,609                   | 51,409                                   | 34%                | ▲    |
| Other Property and Services                         |             | 171,939                     | 171,939             | 134,638                   | 200,737                   | 28,798                                   | 34%                | ▲    |
|   |             | <b>10,408,728</b>           | <b>10,543,228</b>   | <b>9,469,298</b>          | <b>11,038,441</b>         | <b>495,212</b>                           | <b>9%</b>          |      |
| <b>Expenditure from operating activities</b>        |             |                             |                     |                           |                           |  |                    |      |
| General Purpose Funding                             |             | (248,012)                   | (248,012)           | (149,218)                 | (265,448)                 | (17,436)                                 | (14%)              | ▼    |
| Governance  |             | (648,647)                   | (648,647)           | (294,852)                 | (588,772)                 | 59,875                                   | 17%                | ▲    |
| Law, Order and Public Safety                        |             | (755,988)                   | (940,488)           | (454,764)                 | (989,581)                 | (49,093)                                 | (13%)              | ▼    |
| Health  |             | (291,729)                   | (291,729)           | (176,362)                 | (282,929)                 | 8,800                                    | 6%                 |      |
| Education and Welfare                               |             | (1,868,016)                 | (1,984,409)         | (1,387,830)               | (1,908,649)               | 75,760                                   | 7%                 |      |
| Housing   |             | (33,202)                    | (33,202)            | (14,553)                  | (31,350)                  | 1,851                                    | 11%                |      |
| Community Amenities                                 |             | (1,570,941)                 | (1,570,941)         | (846,865)                 | (1,530,863)               | 40,078                                   | 5%                 |      |
| Recreation and Culture                              |             | (3,518,392)                 | (3,518,392)         | (1,832,083)               | (3,307,384)               | 211,008                                  | 11%                | ▲    |
| Transport   |             | (3,765,422)                 | (3,765,983)         | (2,077,880)               | (3,315,612)               | 450,372                                  | 24%                | ▲    |
| Economic Services                                   |             | (894,637)                   | (784,637)           | (502,489)                 | (788,737)                 | (4,100)                                  | (1%)               |      |
| Other Property and Services                         |             | (64,345)                    | (64,345)            | (39,760)                  | (92,352)                  | (28,006)                                 | (48%)              | ▼    |
|   |             | <b>(13,659,333)</b>         | <b>(13,850,787)</b> | <b>(7,776,656)</b>        | <b>(13,101,678)</b>       | <b>749,109</b>                           |                    |      |
| <b>Operating activities excluded from budget</b>    |             |                             |                     |                           |                           |  |                    |      |
| Add back Depreciation                               |             | 3,450,264                   | 3,450,264           | 1,954,252                 | 2,894,534                 | (555,730)                                | (32%)              | ▼    |
| Adjust (Profit)/Loss on Asset Disposal              | 12          | 129,582                     | 129,582             | 2,722                     | 129,582                   | 0  | 0%                 |      |
| Adjust Rounding                                     |             | 0                           | 0                   | 0                         | 0                         | 0  | 0%                 |      |
|   |             | <b>329,241</b>              | <b>272,287</b>      | <b>3,649,616</b>          | <b>960,879</b>            | <b>688,591</b>                           |                    |      |
| <b>Amount attributable to operating activities</b>  |             | <b>329,241</b>              | <b>272,287</b>      | <b>3,649,616</b>          | <b>960,879</b>            | <b>688,591</b>                           |                    |      |
| <b>Investing Activities</b>                         |             |                             |                     |                           |                           |  |                    |      |
| Non - Operating grants, Subsidies and Contributions |             | 3,337,565                   | 3,297,565           | 617,387                   | 1,494,984                 | (1,802,581)                              | (109%)             | ▼    |
| Purchase of Investments                             |             | 0                           | 0                   | 0                         | 0                         | 0  | 0%                 |      |
| Land Held for Resale                                | 11          | 0                           | 0                   | 0                         | 0                         | 0  | 0%                 |      |
| Land and Buildings                                  | 11          | (2,794,757)                 | (2,794,757)         | (184,341)                 | (1,335,973)               | 1,458,784                                | 52%                | ▲    |
| Plant and Equipment                                 | 11          | (1,171,000)                 | (1,171,000)         | (129,918)                 | (916,648)                 | 254,352                                  | 22%                | ▲    |
| Furniture and Equipment                             | 11          | (94,000)                    | (94,000)            | (40,234)                  | (68,198)                  | 25,802                                   | 27%                | ▲    |
| Library Stock                                       | 11          | 0                           | 0                   | 0                         | 0                         | 0  | 0%                 |      |
| Infrastructure Assets - Roads                       | 11          | (1,900,181)                 | (1,900,181)         | (1,156,758)               | (1,898,186)               | 1,995                                    | 0%                 |      |
| Infrastructure Assets - Footpaths                   | 11          | (81,360)                    | (81,360)            | (58,247)                  | (57,579)                  | 23,781                                   | 29%                | ▲    |
| Infrastructure Assets - Road Drainage               | 11          | (30,000)                    | (30,000)            | 0                         | (30,000)                  | 0  | 0%                 |      |
| Infrastructure Assets - Parks and Gardens           | 11          | (45,000)                    | (45,000)            | (11,425)                  | (51,500)                  | (6,500)                                  | (14%)              |      |
| Infrastructure Assets - Bridges                     | 11          | (270,000)                   | (270,000)           | 0                         | 0                         | 270,000                                  | 100%               | ▲    |
| Infrastructure Assets - Other                       | 11          | (1,470,017)                 | (1,470,017)         | (521,084)                 | (1,445,719)               | 24,298                                   | 2%                 |      |
| Proceeds On Asset Disposal                          | 12          | 592,000                     | 592,000             | 46,531                    | 432,454                   | (159,546)                                | (106%)             | ▼    |
|   |             | <b>0</b>                    | <b>0</b>            | <b>0</b>                  | <b>0</b>                  | <b>0</b>                                 |                    |      |
| <b>Amount attributable to investing activities</b>  |             | <b>(3,926,750)</b>          | <b>(3,966,750)</b>  | <b>(1,438,088)</b>        | <b>(3,876,364)</b>        | <b>90,386</b>                            |                    |      |
| <b>Financing Activities</b>                         |             |                             |                     |                           |                           |  |                    |      |
| Proceeds from New Debentures                        | 13          | 180,000                     | 180,000             | 0                         | 180,000                   | 0  | (100%)             |      |
| Proceeds from Advances                              |             | 0                           | 0                   | 0                         | 0                         | 0  | 0%                 |      |
| Repayment of Debentures                             | 13          | (173,652)                   | (173,652)           | (94,973)                  | (173,652)                 | 0  | 6%                 |      |
| Self-Supporting Loan Principal                      |             | 0                           | 0                   | 0                         | 0                         | 0  | 0%                 |      |
| Transfer from Reserves                              | 10          | 3,139,700                   | 3,256,093           | 0                         | 3,010,336                 | (245,757)                                |                    |      |
| Advances to Community Groups                        |             | 0                           | 0                   | 0                         | 0                         | 0  | 0%                 |      |
| Transfer to Reserves                                | 10          | (2,300,170)                 | (2,300,170)         | 0                         | (2,658,884)               | (358,714)                                |                    |      |
|   |             | <b>845,878</b>              | <b>962,271</b>      | <b>(94,973)</b>           | <b>357,800</b>            | <b>(604,471)</b>                         |                    |      |
| <b>Amount attributable to financing activities</b>  |             | <b>845,878</b>              | <b>962,271</b>      | <b>(94,973)</b>           | <b>357,800</b>            | <b>(604,471)</b>                         |                    |      |
| <b>Net Capital</b>                                  |             | <b>(3,080,872)</b>          | <b>(3,004,479)</b>  | <b>(1,533,061)</b>        | <b>(3,518,564)</b>        | <b>(514,085)</b>                         |                    |      |
| <b>Total Net Operating + Capital</b>                |             | <b>(2,751,631)</b>          | <b>(2,732,192)</b>  | <b>2,116,555</b>          | <b>(2,557,686)</b>        | <b>174,506</b>                           |                    |      |
| Closing Funding Surplus(Deficit)                    | 3           | (54,119)                    | (0)                 | 4,848,747                 | 0                         | 0  |                    |      |

## 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 10% and a value greater than \$15,000.

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

Shire of Narrogin  
Budget Review

SUB PROGRAM SUMMARIES

| SubProgram                                     | Current Budget   |                   | YTD Actual       |                   | Forecast         |                   | Variance        |                   |
|--|------------------|-------------------|------------------|-------------------|------------------|-------------------|-----------------|-------------------|
|  | Revenue<br>\$    | Expenditure<br>\$ | Revenue<br>\$    | Expenditure<br>\$ | Revenue<br>\$    | Expenditure<br>\$ | Revenue<br>\$   | Expenditure<br>\$ |
| <b>OPERATIONAL</b>                             |                  |                   |                  |                   |                  |                   |                 |                   |
| Rates Revenue & Administration                 | 5,117,638        | 202,325           | 5,033,660        | 117,555           | 5,110,812        | 221,760           | (6,826)         | (19,436)          |
| General Purpose Grants                         | 1,122,661        | -                 | 820,802          | -                 | 1,094,402        | -                 | (28,259)        | -                 |
| Investment Activity                            | 85,000           | 12,000            | 3,391            | 10,047            | 27,000           | 10,000            | (58,000)        | 2,000             |
| Other General Purpose Funding                  | 4,500            | 33,687            | (406)            | 21,616            | 4,500            | 33,687            | -               | -                 |
|  | <b>6,329,799</b> | <b>248,012</b>    | <b>5,857,447</b> | <b>149,218</b>    | <b>6,236,714</b> | <b>265,448</b>    | <b>(93,085)</b> | <b>(17,436)</b>   |
| Members Of Council                             | 350              | 427,834           | 74               | 234,274           | 350              | 417,834           | -               | 10,000            |
| Other Governance                               | 1,500            | 220,813           | 5,577            | 60,578            | 7,402            | 170,938           | 5,902           | 49,875            |
|  | <b>1,850</b>     | <b>648,647</b>    | <b>5,651</b>     | <b>294,852</b>    | <b>7,752</b>     | <b>588,772</b>    | <b>5,902</b>    | <b>59,875</b>     |
| Fire Prevention                                | 360,505          | 510,679           | 332,110          | 165,522           | 360,505          | 515,584           | -               | (4,905)           |
| Emergency Services Levy                        | 77,500           | 72,882            | 30,177           | 54,508            | 77,500           | 72,882            | -               | -                 |
| Animal Control 05                              | 30,500           | 234,389           | 21,284           | 158,272           | 27,800           | 263,742           | (2,700)         | (29,353)          |
| Other Law, Order & Public Safety               | 1,500            | 122,538           | 638              | 76,462            | 1,500            | 137,373           | -               | (14,835)          |
|  | <b>470,005</b>   | <b>940,488</b>    | <b>384,208</b>   | <b>454,764</b>    | <b>467,305</b>   | <b>989,581</b>    | <b>(2,700)</b>  | <b>(49,093)</b>   |
| Preventative Services - Inspection/Admin       | 21,350           | 272,437           | 31,168           | 172,335           | 62,100           | 271,937           | 40,750          | 500               |
| Other Health                                   | -                | 19,292            | -                | 4,027             | -                | 10,992            | -               | 8,300             |
|  | <b>21,350</b>    | <b>291,729</b>    | <b>31,168</b>    | <b>176,362</b>    | <b>62,100</b>    | <b>282,929</b>    | <b>40,750</b>   | <b>8,800</b>      |
| Pre-School 08                                  | 4,000            | 8,198             | 1,661            | 11,333            | 4,000            | 8,198             | -               | -                 |
| Home & Community Care (HACC)                   | 41,554           | 124,069           | 39,720           | 55,382            | 46,554           | 74,805            | 5,000           | 49,264            |
| Commonwealth Home Care Packages (CHCP)         | 759,989          | 444,415           | 538,588          | 344,484           | 802,427          | 504,766           | 42,438          | (60,351)          |
| Community Homecare Support Program (CHSP)      | 744,914          | 1,161,794         | 837,247          | 836,604           | 1,096,190        | 1,080,405         | 351,276         | 81,389            |
| Aged & Disability - Senior Citizens Centres 08 | 2,300            | 89,206            | 1,156            | 58,724            | 2,300            | 89,206            | -               | -                 |
| Aged & Disability - Other                      | 26,600           | 33,897            | 21,458           | 18,506            | 30,600           | 46,438            | 4,000           | (12,542)          |
| Other Welfare 08                               | -                | 122,831           | 1,000            | 62,797            | -                | 104,831           | -               | 18,000            |
|  | -                | -                 | -                | -                 | -                | -                 | -               | -                 |
|  | <b>1,579,357</b> | <b>1,984,409</b>  | <b>1,440,829</b> | <b>1,387,830</b>  | <b>1,982,071</b> | <b>1,908,649</b>  | <b>402,714</b>  | <b>75,760</b>     |

| SubProgram                                      | Current Budget   |                   | YTD Actual       |                   | Forecast         |                   | Variance        |                   |
|---|------------------|-------------------|------------------|-------------------|------------------|-------------------|-----------------|-------------------|
|   | Revenue<br>\$    | Expenditure<br>\$ | Revenue<br>\$    | Expenditure<br>\$ | Revenue<br>\$    | Expenditure<br>\$ | Revenue<br>\$   | Expenditure<br>\$ |
| Staff Housing                                   | 8,240            | 33,202            | 5,388            | 14,553            | 8,240            | 31,350            | -               | 1,851             |
|   | <b>8,240</b>     | <b>33,202</b>     | <b>5,388</b>     | <b>14,553</b>     | <b>8,240</b>     | <b>31,350</b>     | -               | <b>1,851</b>      |
| Sanitation - Household                          | 651,472          | 680,674           | 651,895          | 400,961           | 650,947          | 650,746           | (525)           | 29,928            |
| Sanitation - Other 10                           | 292,990          | 273,922           | 263,145          | 135,522           | 297,990          | 252,744           | 5,000           | 21,178            |
| Sewerage General                                | 111,500          | 75,159            | 50,887           | 33,771            | 73,313           | 77,909            | (38,187)        | (2,750)           |
| Urban Stormwater Drainage 10                    | -                | 2,569             | -                | 2,670             | -                | 2,569             | -               | -                 |
| Protection Of The Environment                   | -                | 25,000            | -                | 6,143             | -                | 25,000            | -               | -                 |
| Town Planning & Regional Development 10         | 58,050           | 278,255           | 35,016           | 142,266           | 56,050           | 278,255           | (2,000)         | -                 |
| Other Community Amenities 10                    | 31,500           | 235,362           | 15,236           | 125,532           | 31,500           | 243,640           | -               | (8,278)           |
|   | <b>1,145,512</b> | <b>1,570,941</b>  | <b>1,016,179</b> | <b>846,865</b>    | <b>1,109,800</b> | <b>1,530,863</b>  | <b>(35,712)</b> | <b>40,078</b>     |
| Public Halls And Civic Centres                  | 9,500            | 300,989           | 8,923            | 189,874           | 9,500            | 306,613           | -               | (5,623)           |
| Narrogin Regional Leisure Center 11             | -                | 1,044,122         | -                | 529,296           | -                | 1,045,545         | -               | (1,424)           |
| Other Recreation And Sport                      | 229,306          | 1,332,083         | 71,830           | 631,047           | 294,668          | 1,126,789         | 65,362          | 205,294           |
| Libraries 11                                    | 9,200            | 364,264           | 2,437            | 230,651           | 9,200            | 340,264           | -               | 24,000            |
| Heritage  | 15,085           | 15,085            | -                | 10,900            | -                | 13,883            | -               | 1,202             |
| Other Culture 11                                | 11,000           | 461,850           | 24,869           | 240,314           | 37,775           | 474,291           | 26,775          | (12,441)          |
|   | <b>259,006</b>   | <b>3,518,392</b>  | <b>108,060</b>   | <b>1,832,083</b>  | <b>351,143</b>   | <b>3,307,384</b>  | <b>92,137</b>   | <b>211,008</b>    |
| Construction - Streets, Roads, Bridges & Depots | -                | -                 | -                | -                 | -                | -                 | -               | -                 |
| Maintenance - Streets, Roads, Bridges & Depots  | 150,020          | 3,591,180         | 145,020          | 2,004,361         | 150,020          | 3,140,809         | -               | 450,372           |
| Road Plant Purchases 12                         | -                | 43,382            | -                | -                 | -                | 43,382            | -               | -                 |
| Aerodromes 12                                   | 1,950            | 30,424            | 701              | 20,574            | 1,950            | 30,424            | -               | -                 |
| Transport Licensing                             | 100,000          | 100,997           | 71,649           | 52,945            | 105,000          | 100,997           | 5,000           | -                 |
|   | <b>251,970</b>   | <b>3,765,983</b>  | <b>217,370</b>   | <b>2,077,880</b>  | <b>256,970</b>   | <b>3,315,612</b>  | <b>5,000</b>    | <b>450,372</b>    |
|   | -                | -                 | -                | -                 | -                | -                 | -               | -                 |

| SubProgram                   | Current Budget    |                   | YTD Actual       |                   | Forecast          |                   | Variance       |                   |
|------------------------------|-------------------|-------------------|------------------|-------------------|-------------------|-------------------|----------------|-------------------|
|                              | Revenue<br>\$     | Expenditure<br>\$ | Revenue<br>\$    | Expenditure<br>\$ | Revenue<br>\$     | Expenditure<br>\$ | Revenue<br>\$  | Expenditure<br>\$ |
| Rural Services 13            | -                 | 30,425            | -                | 28,975            | -                 | 45,811            | -              | (15,386)          |
| Tourism And Area Promotion   | 178,800           | 348,360           | 155,536          | 230,606           | 202,800           | 348,774           | 24,000         | (414)             |
| Building Control 13          | 35,400            | 197,231           | 21,127           | 111,834           | 31,400            | 178,231           | (4,000)        | 19,000            |
| Saleyards & Markets          | -                 | 1,768             | -                | 1,676             | -                 | 1,768             | -              | -                 |
| Economic Development         | -                 | -                 | 36,409           | 50                | 36,409            | -                 | 36,409         | -                 |
| Other Economic Services      | 90,000            | 206,854           | 55,289           | 129,347           | 85,000            | 214,154           | (5,000)        | (7,300)           |
|                              | <b>304,200</b>    | <b>784,637</b>    | <b>268,360</b>   | <b>502,489</b>    | <b>355,609</b>    | <b>788,737</b>    | <b>51,409</b>  | <b>(4,100)</b>    |
| Private Works 14             | -                 | -                 | -                | -                 | -                 | -                 | -              | -                 |
| Public Works Overheads 14    | 87,398            | 64,345            | 70,220           | 46,111            | 120,600           | 92,345            | 33,202         | (28,000)          |
| Plant Operating Costs        | -                 | 0                 | 49               | (288,227)         | -                 | 1                 | -              | (1)               |
| Plant Depreciation           | 40,350            | (0)               | 21,133           | 246,316           | 32,350            | 0                 | (8,000)        | (0)               |
| Administration Overheads 14  | -                 | -                 | -                | -                 | -                 | -                 | -              | -                 |
| Community Services Overheads | 44,191            | (0)               | 43,236           | 18,046            | 47,787            | 5                 | 3,596          | (5)               |
|                              | -                 | (0)               | -                | 1,007             | -                 | (0)               | -              | -                 |
|                              | <b>171,939</b>    | <b>64,345</b>     | <b>134,638</b>   | <b>39,760</b>     | <b>200,737</b>    | <b>92,352</b>     | <b>28,798</b>  | <b>(28,006)</b>   |
|                              |                   |                   |                  |                   |                   |                   | -              | -                 |
| <b>OPERATIONAL TOTAL</b>     | <b>10,543,228</b> | <b>13,850,787</b> | <b>9,469,298</b> | <b>7,776,656</b>  | <b>11,038,441</b> | <b>13,101,678</b> | <b>495,212</b> | <b>749,109</b>    |

| SubProgram                                | Current Budget   |                   | YTD Actual    |                   | Forecast         |                   | Variance           |                   |
|---|------------------|-------------------|---------------|-------------------|------------------|-------------------|--------------------|-------------------|
|   | Revenue<br>\$    | Expenditure<br>\$ | Revenue<br>\$ | Expenditure<br>\$ | Revenue<br>\$    | Expenditure<br>\$ | Revenue<br>\$      | Expenditure<br>\$ |
| <b>CAPITAL</b>                            |                  |                   |               |                   |                  |                   |                    |                   |
| Other Governance                          | 26,297           | 31,297            | -             | 570               | -                | 5,000             | (26,297)           | 26,297            |
|   | <b>26,297</b>    | <b>31,297</b>     | <b>-</b>      | <b>570</b>        | <b>-</b>         | <b>5,000</b>      | <b>(26,297)</b>    | <b>26,297</b>     |
| Fire Prevention                           | 1,500,000        | 1,500,000         | -             | -                 | -                | -                 | (1,500,000)        | 1,500,000         |
| Emergency Services Levy                   | 62,210           | 62,210            | -             | -                 | -                | -                 | (62,210)           | 62,210            |
| Animal Control 05                         | 63,000           | 89,000            | 30,531        | 95,534            | 68,000           | 89,000            | 5,000              | -                 |
| Other Law, Order & Public Safety          | -                | -                 | -             | -                 | -                | -                 | -                  | -                 |
|   | <b>1,625,210</b> | <b>1,651,210</b>  | <b>30,531</b> | <b>95,534</b>     | <b>68,000</b>    | <b>89,000</b>     | <b>(1,557,210)</b> | <b>1,562,210</b>  |
| Preventative Services - Inspection/Admin  | 15,000           | 30,000            | -             | 24,273            | 15,000           | 24,273            | -                  | 5,727             |
|   | <b>15,000</b>    | <b>30,000</b>     | <b>-</b>      | <b>24,273</b>     | <b>15,000</b>    | <b>24,273</b>     | <b>-</b>           | <b>5,727</b>      |
| Home & Community Care (HACC)              | 214,069          | 90,000            | 5,000         | 43,496            | 123,928          | 44,123            | (90,141)           | 45,877            |
| Commonwealth Home Care Packages (CHCP)    | 472,415          | 28,000            | -             | -                 | 526,640          | 21,875            | 54,225             | 6,125             |
| Community Homecare Support Program (CHSP) | 1,161,794        | -                 | -             | -                 | 1,080,405        | -                 | (81,389)           | -                 |
| Aged & Disability - Other                 | 13,000           | 28,000            | -             | -                 | 13,000           | 28,000            | -                  | -                 |
|   | <b>1,861,277</b> | <b>146,000</b>    | <b>5,000</b>  | <b>43,496</b>     | <b>1,743,973</b> | <b>93,998</b>     | <b>(117,304)</b>   | <b>52,002</b>     |
| Sanitation - Household                    | 92,720           | 28,000            | -             | 12,338            | 35,076           | 33,260            | (57,644)           | (5,260)           |
| Sewerage General                          | 180,000          | 180,000           | -             | 2,948             | 180,000          | 180,000           | -                  | -                 |
| Urban Stormwater Drainage 10              | -                | 13,610            | -             | 9,184             | -                | 13,000            | -                  | 610               |
| Protection Of The Environment             | 25,000           | -                 | -             | -                 | 25,000           | -                 | -                  | -                 |
| Town Planning & Regional Development 10   | 7,500            | 139,500           | -             | -                 | -                | -                 | (7,500)            | 139,500           |
| Other Community Amenities 10              | 125,000          | 293,440           | -             | 104,904           | 198,198          | 366,638           | 73,198             | (73,198)          |
|   | <b>430,220</b>   | <b>654,550</b>    | <b>-</b>      | <b>129,374</b>    | <b>438,274</b>   | <b>592,898</b>    | <b>8,054</b>       | <b>61,652</b>     |

| SubProgram                                      | Current Budget   |                   | YTD Actual     |                   | Forecast         |                   | Variance           |                   |
|---|------------------|-------------------|----------------|-------------------|------------------|-------------------|--------------------|-------------------|
|   | Revenue<br>\$    | Expenditure<br>\$ | Revenue<br>\$  | Expenditure<br>\$ | Revenue<br>\$    | Expenditure<br>\$ | Revenue<br>\$      | Expenditure<br>\$ |
| Public Halls And Civic Centres                  | 25,000           | 80,000            | -              | 2,200             | 25,000           | 80,000            | -                  | -                 |
| Narrogin Regional Leisure Center 11             | 303,000          | 452,898           | -              | 349,666           | 348,734          | 477,050           | 45,734             | (24,152)          |
| Other Recreation And Sport                      | 70,000           | 526,109           | 4,420          | 104,163           | 15,500           | 545,109           | (54,500)           | (19,000)          |
| Libraries 11                                    | 22,000           | 26,000            | -              | -                 | 7,000            | 7,000             | (15,000)           | 19,000            |
| Heritage  | 613,815          | 768,250           | 187,233        | 16,091            | 600,000          | 768,250           | (13,815)           | -                 |
| Other Culture 11                                | -                | 53,140            | -              | 11,448            | -                | 56,140            | -                  | (3,000)           |
|   | <b>1,033,815</b> | <b>1,906,397</b>  | <b>191,653</b> | <b>483,568</b>    | <b>996,234</b>   | <b>1,933,549</b>  | <b>(37,581)</b>    | <b>(27,152)</b>   |
| Construction - Streets, Roads, Bridges & Depots | 1,208,839        | 2,351,861         | 420,734        | 1,232,587         | 938,839          | 2,056,084         | (270,000)          | 295,777           |
| Maintenance - Streets, Roads, Bridges & Depots  | -                | -                 | -              | -                 | -                | -                 | -                  | -                 |
| Road Plant Purchases 12                         | 395,000          | 736,000           | -              | -                 | 395,000          | 736,000           | -                  | -                 |
|   | <b>1,603,839</b> | <b>3,087,861</b>  | <b>420,734</b> | <b>1,232,587</b>  | <b>1,333,839</b> | <b>2,792,084</b>  | <b>(270,000)</b>   | <b>295,777</b>    |
| Tourism And Area Promotion                      | -                | 123,000           | -              | 50,130            | -                | 123,000           | -                  | -                 |
| Other Economic Services                         | 20,000           | 50,000            | -              | -                 | 20,000           | 65,000            | -                  | (15,000)          |
|   | <b>20,000</b>    | <b>173,000</b>    | <b>-</b>       | <b>50,130</b>     | <b>20,000</b>    | <b>188,000</b>    | <b>-</b>           | <b>(15,000)</b>   |
| Administration Overheads 14                     | 103,000          | 146,000           | -              | 44,524            | 60,000           | 85,000            | (43,000)           | 61,000            |
| Community Services Overheads                    | 15,000           | 30,000            | -              | -                 | 15,000           | -                 | -                  | 30,000            |
|   | <b>118,000</b>   | <b>176,000</b>    | <b>-</b>       | <b>42,474</b>     | <b>75,000</b>    | <b>85,000</b>     | <b>(43,000)</b>    | <b>91,000</b>     |
| <b>CAPITAL TOTAL</b>                            | <b>6,733,658</b> | <b>7,856,315</b>  | <b>647,918</b> | <b>2,102,005</b>  | <b>4,690,320</b> | <b>5,803,802</b>  | <b>(2,043,338)</b> | <b>2,052,514</b>  |



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
BUDGET REVIEW FOR PERIOD ENDING 28 FEBRUARY 2021**

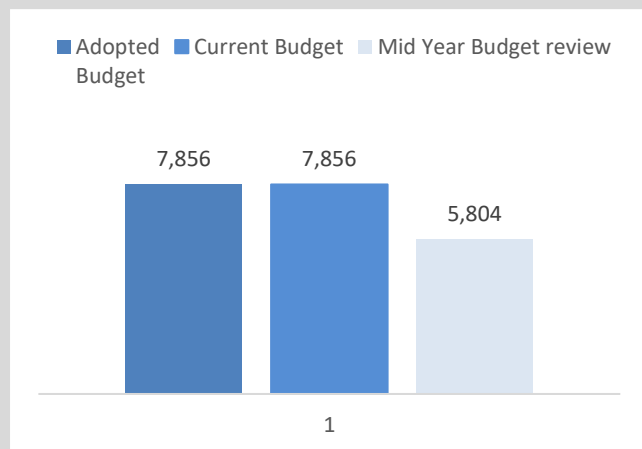
**INVESTING ACTIVITIES  
CAPITAL ACQUISITIONS**

| Capital Acquisitions              | Adopted Budget   | Current Budget   | Mid Year Budget review | Budget Review Variance |
|-----------------------------------|------------------|------------------|------------------------|------------------------|
|                                   | \$               | \$               | \$                     | \$                     |
| Land and Buildings                | 2,794,757        | 2,794,757        | 1,335,973              | 1,458,784              |
| Plant & Equipment                 | 1,171,000        | 1,171,000        | 916,648                | 254,352                |
| Furniture & Equipment             | 94,000           | 94,000           | 68,198                 | 25,802                 |
| Roads                             | 1,900,181        | 1,900,181        | 1,898,186              | 1,995                  |
| Footpaths                         | 81,360           | 81,360           | 57,579                 | 23,781                 |
| Road Drainage                     | 30,000           | 30,000           | 30,000                 | 0                      |
| Other Infrastructure              | 1,470,017        | 1,470,017        | 1,445,719              | 24,298                 |
| Parks and Gardens                 | 45,000           | 45,000           | 51,500                 | (6,500)                |
| Bridges                           | 270,000          | 270,000          | 0                      | 270,000                |
| <b>Capital Expenditure Totals</b> | <b>7,856,315</b> | <b>7,856,315</b> | <b>5,803,802</b>       | <b>2,052,513</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>\$7.86 M</b> | <b>\$5.8 M</b> | <b>74%</b> |

To be read in conjunction with Strategic Projects Tracker

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**BUDGET REVIEW FOR PERIOD ENDING 28 FEBRUARY 2021**

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

































% of Completion

|   | Adopted Budget   | Current budget   | 28 February 21 Actual YTD | Mid year budget review | Review variance  | YTD Variance Under(Over) |
|---|------------------|------------------|---------------------------|------------------------|------------------|--------------------------|
|   | \$               | \$               |                           | \$                     | \$               | \$                       |
| <b>Capital Expenditure</b>  |                  |                  |                           |                        |                  |                          |
| <b>Land and Buildings</b>   |                  |                  |                           |                        |                  |                          |
|  Building Renovation Administration                    | 26,297           | 26,297           | 0                         | 0                      | 26,297           | 26,297                   |
|  Fire Prevention Building (Capital)                    | 1,500,000        | 1,500,000        | 0                         | 0                      | 1,500,000        | 1,500,000                |
|  SES Training / Meeting Room                           | 62,210           | 62,210           | 0                         | 0                      | 62,210           | 62,210                   |
|  HACC - Building (Capital)                             | 70,000           | 70,000           | 40,925                    | 40,925                 | 29,075           | 29,075                   |
|  HACC - Building CCTV                                  | 10,000           | 10,000           | 0                         | 0                      | 10,000           | 10,000                   |
|  May Street Public Toilet Upgrade                      | 35,000           | 35,000           | 98,198                    | 98,198                 | (63,198)         | (63,198)                 |
|  COM AMEN - Building (Capital) - CBD Ablution Upgrades | 90,000           | 90,000           | 1,200                     | 100,000                | (10,000)         | (10,000)                 |
|  Town Hall (Federal St) Building Capital               | 80,000           | 80,000           | 2,200                     | 80,000                 | 0                | 0                        |
|  NRLC Building (Capital)                               | 30,000           | 30,000           | 15,298                    | 30,000                 | 0                | 0                        |
|  NRLC Building Capital 2018-19                         | 40,000           | 40,000           | 0                         | 40,000                 | 0                | 0                        |
|  Netball Court Resurfacing                             |                  |                  |                           | 68,600                 |                  |                          |
|  Library Building (Capital)                            | 7,000            | 7,000            | 0                         | 7,000                  | 0                | 0                        |
|  Railway Station Building (Capital)                    | 18,250           | 18,250           | 8,541                     | 18,250                 | 0                | 0                        |
|  Railway Station Resortation COVID recovery project    | 750,000          | 750,000          | 7,611                     | 750,000                | 0                | 0                        |
|  Caravan Park Campers Kitchen Building Capital         | 5,000            | 5,000            | 888                       | 5,000                  | 0                | 0                        |
|  Strata- Old Shire Building                            | 20,000           | 20,000           | 0                         | 20,000                 | 0                | 0                        |
|  30 Gray St Building upgrade                           | 30,000           | 30,000           | 0                         | 45,000                 | (15,000)         | (15,000)                 |
|  Visitor Information Bay Upgrade (Williams Road)       | 8,000            | 8,000            | 2,048                     | 8,000                  | 0                | 0                        |
|  Admin Office Building Capital                         | 13,000           | 13,000           | 7,431                     | 25,000                 | (12,000)         | (12,000)                 |
|   | <b>2,794,757</b> | <b>2,794,757</b> | <b>184,341</b>            | <b>1,335,973</b>       | <b>1,527,384</b> | <b>1,527,384</b>         |
| <b>Plant and Equipment</b>  |                  |                  |                           |                        |                  |                          |
|  NGN417 RO Vehicle                                   | 44,000           | 44,000           | 43,142                    | 44,000                 | 0                | 0                        |
|  NO05 Ranger Vehicle 2020                            | 45,000           | 45,000           | 52,392                    | 45,000                 | 0                | 0                        |
|  EHO Vehicle 2020                                    | 30,000           | 30,000           | 24,273                    | 24,273                 | 5,727            | 5,727                    |
|  009NGN 2019 Toyota Camry Altise                     | 28,000           | 28,000           | 0                         | 21,875                 | 6,125            | 6,125                    |
|  NGN219 CATS Vehicle 2021                            | 28,000           | 28,000           | 0                         | 28,000                 | 0                | 0                        |
|  NGN00 EMDRS Vehicle 2020(2)                         | 46,500           | 46,500           | 0                         | 0                      | 46,500           | 46,500                   |
|  NGN00 EMDRS Vehicle 2021(1)                         | 46,500           | 46,500           | 0                         | 0                      | 46,500           | 46,500                   |
|  NGN00 EMDRS Vehicle 2021(2)                         | 46,500           | 46,500           | 0                         | 0                      | 46,500           | 46,500                   |
|  NRLC - Plant & Equipment Other (Capital)            | 17,500           | 17,500           | 10,111                    | 17,500                 | 0                | 0                        |
|  NO764 Bomag Twin Vibrating Roller                   | 45,000           | 45,000           | 0                         | 45,000                 | 0                | 0                        |
|  BT50 UTE 2020 (WORKS) (P62)                         | 30,000           | 30,000           | 0                         | 30,000                 | 0                | 0                        |
|  ONO EMTRS Vehicle 2020 (1)                          | 46,500           | 46,500           | 0                         | 46,500                 | 0                | 0                        |
|  ONO EMTRS Vehicle 2020 (2)                          | 46,500           | 46,500           | 0                         | 46,500                 | 0                | 0                        |
|  ONO EMTRS Vehicle 2021 (1)                          | 46,500           | 46,500           | 0                         | 46,500                 | 0                | 0                        |
|  ONO EMTRS Vehicle 2021 (2)                          | 46,500           | 46,500           | 0                         | 46,500                 | 0                | 0                        |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**BUDGET REVIEW FOR PERIOD ENDING 28 FEBRUARY 2021**

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















% of Completion

|   | Adopted Budget   | Current budget   | 28 February 21 Actual YTD | Mid year budget review | Review variance | YTD Variance Under(Over) |
|---|------------------|------------------|---------------------------|------------------------|-----------------|--------------------------|
|  NO591 Toyota Single Cab 4X4                   | 35,000           | 35,000           | 0                         | 35,000                 | 0               | 0                        |
|  NO023 Toyota Dual Cab 4x4                     | 30,000           | 30,000           | 0                         | 30,000                 | 0               | 0                        |
|  NO4719 John Deere Grader                      | 410,000          | 410,000          | 0                         | 410,000                | 0               | 0                        |
|  ONGN EMCCS Vehicle 2019(2)                    | 43,000           | 43,000           | 0                         | 0                      | 43,000          | 43,000                   |
|  002 NGN MF Vehicle 2020                       | 30,000           | 30,000           | 0                         | 0                      | 30,000          | 30,000                   |
|  NGN 0 MLC Vehicle 2018                        | 30,000           | 30,000           | 0                         | 0                      | 30,000          | 30,000                   |
|   | <b>1,171,000</b> | <b>1,171,000</b> | <b>129,918</b>            | <b>916,648</b>         | <b>254,352</b>  | <b>254,352</b>           |
| <b>Furniture and Equipment</b>  |                  |                  |                           |                        |                 |                          |
|  Governance Furniture & Equipment Replacements | 5,000            | 5,000            | 570                       | 5,000                  | 0               | 0                        |
|  Computer Purchases                            | 10,000           | 10,000           | 2,570                     | 3,198                  | 6,802           | 6,802                    |
|  LIB - F&E Minor Assets                        | 19,000           | 19,000           | 0                         | 0                      | 19,000          | 19,000                   |
|  ADMIN - IT Software & Equipment (Capital)     | 60,000           | 60,000           | 37,093                    | 60,000                 | 0               | 0                        |
|   | <b>94,000</b>    | <b>94,000</b>    | <b>40,234</b>             | <b>68,198</b>          | <b>25,802</b>   | <b>25,802</b>            |
| <b>Library Stock</b>  |                  |                  |                           |                        |                 |                          |
|  LIB - Library Stock from State Govt 2020      | 0                | 0                | 0                         | 0                      | 0               | 0                        |
|   | <b>0</b>         | <b>0</b>         |                           | <b>0</b>               | <b>0</b>        | <b>0</b>                 |
| <b>Infrastructure - Roads</b>   |                  |                  |                           |                        |                 |                          |
|  Earl Street - Renewal (Local)                 | 29,400           | 29,400           | 15,323                    | 16,000                 | 13,400          | 13,400                   |
|  Moss Street - Upgrade (Local)                 | 93,528           | 93,528           | 17,721                    | 93,528                 | 0               | 0                        |
|  Whinbin Rock Road - Renewal (Rural)           | 93,358           | 93,358           | 74,096                    | 93,358                 | 0               | 0                        |
|  Dongolocking Road - Upgrade (Rural)           | 101,846          | 101,846          | 92,544                    | 117,846                | (16,000)        | (16,000)                 |
|  Narrogin Valley Road - Renewal (Rural)        | 170,224          | 170,224          | 1,102                     | 170,224                | 0               | 0                        |
|  Narrakine Road South - Upgrade (Rural)      | 77,008           | 77,008           | 5,658                     | 77,008                 | 0               | 0                        |
|  Parks Road Renewal (Capital)                | 52,871           | 52,871           | 0                         | 52,871                 | 0               | 0                        |
|  Graham Road - Renewal (Local)               | 95,607           | 95,607           | 6,300                     | 95,607                 | 0               | 0                        |
|  Street Tree Capital                         | 20,000           | 20,000           | 15,405                    | 15,405                 | 4,595           | 4,595                    |
|  Bannister St Renewal (R2R)                  | 23,555           | 23,555           | 0                         | 23,555                 | 0               | 0                        |
|  Bunbury St Renewal (R2R)                    | 4,884            | 4,884            | 5,284                     | 4,884                  | 0               | 0                        |
|  Smith Street - Renewal (Local) (R2R)        | 54,950           | 54,950           | 31,596                    | 54,950                 | 0               | 0                        |
|  Homer Street - Renewal (Local) (R2R)        | 7,970            | 7,970            | 0                         | 7,970                  | 0               | 0                        |
|  Gregory St Renewal (R2R)                    | 3,749            | 3,749            | 4,056                     | 3,749                  | 0               | 0                        |
|  Hansard Street - Renewal (Local) (R2R)      | 7,560            | 7,560            | 8,179                     | 7,560                  | 0               | 0                        |
|  Heath Street - Renewal (Local) (R2R)        | 1,898            | 1,898            | 2,053                     | 1,898                  | 0               | 0                        |
|  Scotts St Renewal (R2R)                     | 4,158            | 4,158            | 4,498                     | 4,158                  | 0               | 0                        |
|  Francis Street - Renewal (Local) (R2R)      | 4,432            | 4,432            | 4,795                     | 4,432                  | 0               | 0                        |
|  Grainger St Renewal (R2R)                   | 9,009            | 9,009            | 9,746                     | 9,009                  | 0               | 0                        |
|  Olden St Renewal (R2R)                      | 2,772            | 2,772            | 0                         | 2,772                  | 0               | 0                        |
|  Keally St Renewal (R2R)                     | 4,138            | 4,138            | 4,477                     | 4,138                  | 0               | 0                        |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**BUDGET REVIEW FOR PERIOD ENDING 28 FEBRUARY 2021**

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


























% of Completion

|  | Adopted Budget   | Current budget   | 28 February 21 Actual YTD | Mid year budget review | Review variance | YTD Variance Under(Over) |
|--|------------------|------------------|---------------------------|------------------------|-----------------|--------------------------|
|  Yale PI Renewal (R2R)                            | 3,340            | 3,340            | 3,613                     | 3,340                  | 0               | 0                        |
|  Hughes St Renewal (R2R)                          | 4,554            | 4,554            | 4,927                     | 4,554                  | 0               | 0                        |
|  William Kenndey Way Renewal (R2R)                | 23,380           | 23,380           | 13,636                    | 23,380                 | 0               | 0                        |
|  Narrakine Road - Renewal (R2R)                   | 52,830           | 52,830           | 30,013                    | 52,830                 | 0               | 0                        |
|  Parry Crt Renewal (R2R)                          | 3,960            | 3,960            | 4,284                     | 3,960                  | 0               | 0                        |
|  Congelin Rd Renewal (R2R)                        | 26,790           | 26,790           | 0                         | 26,790                 | 0               | 0                        |
|  Normans Lake Siding Rd Renewal (R2R)             | 59,998           | 59,998           | 62,740                    | 59,998                 | 0               | 0                        |
|  Narrogin-Harrismith Road - Renewal (Local) (R2R) | 29,914           | 29,914           | 0                         | 29,914                 | 0               | 0                        |
|  Ried Rd Renewal (R2R)                            | 45,000           | 45,000           | 43,342                    | 45,000                 | 0               | 0                        |
|  Wagin-Wickepin Road - Renewal (Rural) (RRG)      | 787,500          | 787,500          | 691,373                   | 787,500                | 0               | 0                        |
|  | <b>1,900,181</b> | <b>1,900,181</b> | <b>1,156,758</b>          | <b>1,898,186</b>       | <b>1,995</b>    | <b>1,995</b>             |
| <b>Infrastructure - Footpaths</b>  |                  |                  |                           |                        |                 |                          |
|  Argus Street Footpath Construction               | 48,000           | 48,000           | 30,768                    | 30,768                 | 17,232          | 17,232                   |
|  Park Street Footpath Construction                | 27,360           | 27,360           | 22,669                    | 20,811                 | 6,549           | 6,549                    |
|  Memorial Park Footpath Construction              | 6,000            | 6,000            | 4,810                     | 6,000                  | 0               | 0                        |
|  | <b>81,360</b>    | <b>81,360</b>    | <b>58,247</b>             | <b>57,579</b>          | <b>23,781</b>   | <b>23,781</b>            |
| <b>Infrastructure - Drainage</b>   |                  |                  |                           |                        |                 |                          |
|  Drainage Works                                   | 30,000           | 30,000           | 0                         | 30,000                 | 0               | 0                        |
|  | <b>30,000</b>    | <b>30,000</b>    | <b>0</b>                  | <b>30,000</b>          | <b>0</b>        | <b>0</b>                 |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**BUDGET REVIEW FOR PERIOD ENDING 28 FEBRUARY 2021**

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






% of Completion

|  | Adopted Budget   | Current budget   | 28 February 21 Actual YTD | Mid year budget review | Review variance | YTD Variance Under(Over) |
|--|------------------|------------------|---------------------------|------------------------|-----------------|--------------------------|
| <b>Infrastructure - Other</b>  |                  |                  |                           |                        |                 |                          |
|  White Road Refuse Site                                  | 10,000           | 10,000           | 0                         | 10,000                 | 0               | 0                        |
|  Bin Surrounds   | 18,000           | 18,000           | 12,338                    | 23,260                 | (5,260)         | (5,260)                  |
|  TWIS Dams   | 180,000          | 180,000          | 2,948                     | 180,000                | 0               | 0                        |
|  Drainage Engineering consultancy - stormwater diversion | 13,610           | 13,610           | 9,184                     | 13,000                 | 610             | 610                      |
|  Cemetery Upgrade  | 15,000           | 15,000           | 1,600                     | 15,000                 | 0               | 0                        |
|  CBD Design - Colour Palette and signage                 | 15,000           | 15,000           | 0                         | 15,000                 | 0               | 0                        |
|  Gnarojin Park Cultural Heritage Management Plan         | 10,440           | 10,440           | 3,986                     | 10,440                 | 0               | 0                        |
|  Gnarojin Park Electrical Design Work                    | 33,000           | 33,000           | 0                         | 33,000                 | 0               | 0                        |
|  Gnarojin Park Landscape Design                          | 95,000           | 95,000           | 0                         | 95,000                 | 0               | 0                        |
|  NRLC Infrastructure Other (Capital)                     | 83,000           | 83,000           | 84,950                    | 84,950                 | (1,950)         | (1,950)                  |
|  NRLC - Infrastructure Other (Capital - Outside)         | 132,398          | 132,398          | 90,670                    | 100,000                | 32,398          | 32,398                   |
|  NRLC - Infrastructure Other (Capital - Inside)          | 150,000          | 150,000          | 148,636                   | 136,000                | 14,000          | 14,000                   |
|  Railway Dam   | 61,000           | 61,000           | 49,315                    | 73,500                 | (12,500)        | (12,500)                 |
|  Bowling Club Capital Projects                           | 335,109          | 335,109          | 0                         | 335,109                | 0               | 0                        |
|  Highbury Tennis Court                                   | 50,000           | 50,000           | 42,500                    | 50,000                 | 0               | 0                        |
|  Clayton Road Storm Water Catchment Dam                  | 35,000           | 35,000           | 0                         | 35,000                 | 0               | 0                        |
|  Gnarojin Community Garden Projects                      | 10,000           | 10,000           | 11,448                    | 13,000                 | (3,000)         | (3,000)                  |
|  Gnarojin Park Hydrology Report                          | 15,510           | 15,510           | 0                         | 15,510                 | 0               | 0                        |
|  Projects NEXIS (Capital)                                | 27,630           | 27,630           | 0                         | 27,630                 | 0               | 0                        |
|  Street Furniture  | 18,000           | 18,000           | 3,798                     | 18,000                 | 0               | 0                        |
|  IO Fencing Projects (Capital)                          | 15,000           | 15,000           | 0                         | 15,000                 | 0               | 0                        |
|  Carpark Renewals (Capital)                            | 17,320           | 17,320           | 11,123                    | 17,320                 | 0               | 0                        |
|  DEPOT Rainwater Tank 120,000Lt                        | 20,000           | 20,000           | 1,393                     | 20,000                 | 0               | 0                        |
|  Caravan Park Resealing, Line Marking                  | 110,000          | 110,000          | 47,194                    | 110,000                | 0               | 0                        |
|  Economic Development Strategy                         | 0                | 0                | 0                         | 0                      | 0               | 0                        |
|  | <b>1,470,017</b> | <b>1,470,017</b> | <b>521,084</b>            | <b>1,445,719</b>       | <b>24,298</b>   | <b>24,298</b>            |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**BUDGET REVIEW FOR PERIOD ENDING 28 FEBRUARY 2021**

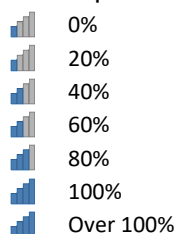
**INVESTING ACTIVITIES**  
**CAPITAL ACQUISITIONS (CONTINUED)**

% of Completion

|   | Adopted Budget   | Current budget   | 28 February 21 Actual YTD | Mid year budget review | Review variance  | YTD Variance Under(Over) |
|---|------------------|------------------|---------------------------|------------------------|------------------|--------------------------|
| <b>Infrastructure - Parks &amp; Gardens</b>   |                  |                  |                           |                        |                  |                          |
|  Park Furniture (Capital)                | 35,000           | 35,000           | 1,507                     | 35,000                 | 0                | 0                        |
|  Highbury Tennis Club Equipment          | 0                | 0                | 0                         | 6,500                  |                  |                          |
|  Street & Parks Solar Lighting (Capital) | 10,000           | 10,000           | 9,918                     | 10,000                 | 0                | 0                        |
|   | <b>45,000</b>    | <b>45,000</b>    | <b>11,425</b>             | <b>51,500</b>          | <b>0</b>         | <b>0</b>                 |
| <b>Infrastructure - Bridges</b>   |                  |                  |                           |                        |                  |                          |
|  Footbridge Refurbishment                | 0                | 0                | 0                         | 0                      | 0                | 0                        |
|  Manaring Bridge (R2R) (Capital)         | 270,000          | 270,000          | 0                         | 0                      | 270,000          | 270,000                  |
|   | <b>270,000</b>   | <b>270,000</b>   | <b>0</b>                  | <b>0</b>               | <b>270,000</b>   | <b>270,000</b>           |
| <b>Grand Total</b>  | <b>7,856,315</b> | <b>7,856,315</b> | <b>2,102,005</b>          | <b>5,803,802</b>       | <b>2,127,613</b> | <b>2,127,613</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

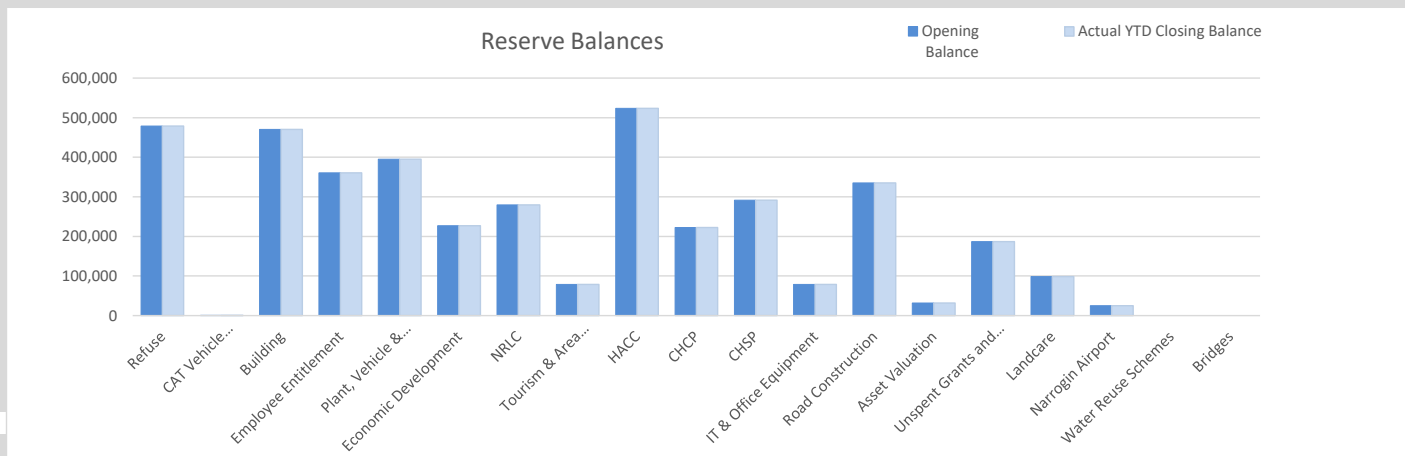
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
BUDGET REVIEW FOR PERIOD ENDING 28 FEBRUARY 2021

OPERATING ACTIVITIES

Cash Backed Reserve

| Reserve Name                     | Opening Balance  | Current Budget Interest Earned | Actual Interest Earned | Forecast Interest Earned | Current Budget Transfers In (+) | Actual Transfers In (+) | Forecast Transfers In (+) | Current Budget Transfers Out (-) | Actual Transfers Out (-) | Forecast Transfers Out (-) | Current Budget Closing Balance | Actual YTD Closing Balance |
|----------------------------------|------------------|--------------------------------|------------------------|--------------------------|---------------------------------|-------------------------|---------------------------|----------------------------------|--------------------------|----------------------------|--------------------------------|----------------------------|
|                                  | \$               | \$                             | \$                     |                          | \$                              | \$                      |                           | \$                               | \$                       |                            | \$                             | \$                         |
| Refuse                           | 478,789          | 7,101                          | 0                      | 2,675                    | 50,213                          | 0                       | 50,213                    | 92,720                           | 0                        | 35,076                     | 443,383                        | 478,789                    |
| CAT Vehicle Replacement Building | 794              | 5,452                          | 0                      | 2,053                    | 13,000                          | 0                       | 13,000                    | 13,000                           | 0                        | 13,000                     | 6,246                          | 794                        |
| Employee Entitlement             | 470,148          | 5,159                          | 0                      | 1,943                    | 0                               | 0                       | 0                         | 158,297                          | 0                        | 205,198                    | 317,010                        | 470,148                    |
| Plant, Vehicle & Equipment       | 360,583          | 3,432                          | 0                      | 1,293                    | 0                               | 0                       | 0                         | 0                                | 0                        | 0                          | 364,015                        | 360,583                    |
| Economic Development             | 395,308          | 3,382                          | 0                      | 1,274                    | 425,000                         | 0                       | 425,000                   | 538,500                          | 0                        | 488,000                    | 285,190                        | 395,308                    |
| NRLC                             | 227,022          | 4,225                          | 0                      | 1,591                    | 0                               | 0                       | 0                         | 208,059                          | 0                        | 208,089                    | 23,188                         | 227,022                    |
| Tourism & Area Promotion         | 279,436          | 1,187                          | 0                      | 447                      | 125,000                         | 0                       | 125,000                   | 215,000                          | 0                        | 215,000                    | 190,623                        | 279,436                    |
| HACC                             | 78,521           | 7,434                          | 0                      | 2,800                    | 0                               | 0                       | 0                         | 0                                | 0                        | 0                          | 85,955                         | 78,521                     |
| CHCP                             | 523,586          | 633                            | 0                      | 238                      | 41,554                          | 0                       | 46,554                    | 214,069                          | 0                        | 118,928                    | 351,704                        | 523,586                    |
| CHSP                             | 222,234          | 6,585                          | 0                      | 2,480                    | 759,989                         | 0                       | 802,426                   | 462,415                          | 0                        | 526,640                    | 526,393                        | 222,234                    |
| IT & Office Equipment            | 291,306          | 1,191                          | 0                      | 449                      | 744,914                         | 0                       | 1,096,190                 | 1,045,401                        | 0                        | 1,080,405                  | (7,990)                        | 291,306                    |
| Road Construction                | 78,802           | 5,065                          | 0                      | 1,908                    | 0                               | 0                       | 0                         | 60,000                           | 0                        | 60,000                     | 23,867                         | 78,802                     |
| Asset Valuation                  | 335,003          | 0                              | 0                      | 0                        | 0                               | 0                       | 0                         | 0                                | 0                        | 0                          | 335,003                        | 335,003                    |
| Unspent Grants and Contributions | 31,844           | 1,492                          | 0                      | 562                      | 0                               | 0                       | 0                         | 0                                | 0                        | 0                          | 33,336                         | 31,844                     |
| Landcare                         | 186,594          | 0                              | 0                      | 0                        | 0                               | 0                       | 0                         | 0                                | 0                        | 0                          | 186,594                        | 186,594                    |
| Narrogin Airport                 | 98,681           | 381                            | 0                      | 144                      | 0                               | 0                       | 0                         | 25,000                           | 0                        | 25,000                     | 74,062                         | 98,681                     |
| Water Reuse Schemes              | 25,171           | 381                            | 0                      | 144                      | 15,000                          | 0                       | 15,000                    | 0                                | 0                        | 0                          | 40,552                         | 25,171                     |
| Bridges                          | 0                | 0                              | 0                      | 0                        | 17,500                          | 0                       | 17,500                    | 0                                | 0                        | 0                          | 17,500                         | 0                          |
|                                  | 0                | 0                              | 0                      | 0                        | 48,000                          | 0                       | 48,000                    | 35,000                           | 0                        | 35,000                     | 13,000                         | 0                          |
| <b>Total</b>                     | <b>4,083,821</b> | <b>53,100</b>                  | <b>0</b>               | <b>20,001</b>            | <b>2,240,170</b>                | <b>0</b>                | <b>2,638,883</b>          | <b>3,067,461</b>                 | <b>0</b>                 | <b>3,010,336</b>           | <b>3,309,630</b>               | <b>4,083,821</b>           |

KEY INFORMATION



## 10.4 OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 10.4.1 CONDUCT OF 2021 LOCAL GOVERNMENT ELECTION

|                        |   |
|------------------------|---|
| File Reference         | 13.4.3  |
| Disclosure of Interest | The Chief Executive Officer declares a Financial and Impartiality Interest as that officer would likely be the person employed as the Returning Officer in the event that Council does not wish to conduct a postal election. |
| Applicant              | Western Australian Electoral Commission   |
| Previous Item Numbers  | Nil   |
| Date                   | 24 February 2021  |
| Author                 | Josh Pomykala – Governance Officer  |
| Authorising Officer    | Dale Stewart – Chief Executive Officer  |
| Attachments            | 1. Letter from Western Australian Electoral Commission  |

#### Summary

The purpose of this report is to seek the approval of Council to conduct an election under the Local Government Act 1995, section 4.11 on 16 October 2021 as a postal election of five (5) Elected Members (four Councillors and the Shire President) for the District of Narrogin (in entirety – no wards) and to appoint the Western Australian Electoral Commission (WAEC) to conduct the Election.

#### Background

The 2019 Election of the Shire of Narrogin was successfully conducted by the WAEC.

#### Consultation

The WAEC has written to the Shire of Narrogin offering to undertake the 2021 Election.

No additional consultation on the matter is deemed necessary.

#### Statutory Environment

The provision of the Local Government Act 1995, sections 4.20 and 4.61 relate and must be resolved at least 80 days prior to an Election.

In the absence of the Council making a determination as to the Returning Officer (RO), the Chief Executive Officer is the RO, pursuant to section 4.20(1).

#### Policy Implications

There are no relevant or proposed Council Policies that relation to the request.

The Council's practice, since the merger in 2016, has been to appoint the WAEC and to conduct the Election as a Postal Election.



## Financial Implications

If Council chooses to have the 2021 Election facilitated by the WAEC, the cost quoted is \$25,000 inc GST. This is an increase of \$1,000 from the 2019 estimate. Note, as voting did not occur in 2019 (the number of candidates equalled the number of vacancies) the actual cost was \$7,153.

In addition, the Shire of Narrogin must also meet the associated cost of additional non-statutory advertising and provision of one staff member to work at the polling place on Election Day.

Should Council not proceed with the WAEC quotation, the staff time allocated to the process and advertising costs could be similar to the quotation provided and other projects would potentially be delayed.

## Strategic Implications

|           |       |  |
|-----------|-------|--|
| 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: | 4.1.2 | Continue to enhance communication and transparency   |

## Comment/Conclusion

It is recommended that Council appoint WAEC to facilitate the Ordinary 2021 Election process, on behalf of Council by way of a postal election.

To facilitate the process, a formal request to the WAEC is required for the commitment to be confirmed prior to the election cycle commencing.

A quote has been provided from the WAEC for five (5) Elected Members, being four (4) Councillors and the Shire President for the whole of the District.

The Elected Members whose terms are expiring this year are:

- Shire President (Leigh Ballard)
- 4 x Councillors (Councillors Tim Wiese, Brian Seale, Geoff Ballard, Clive Bartron).

A copy of the quote for \$25,000 inc GST to conduct the election, as postal ballots, with an on-site count at the Shire Administration office, is attached. The quote includes all statutory advertising.

As mentioned above, should Council choose to conduct the 2021 Election as an "in-person" election, and therefore be conducted by Shire staff, this will have implications on staff time, and other projects may be delayed. It is also to Council's benefit to have the experience of the WAEC facilitating the process and to allow Council and staff to maintain the desired independence.

## Voting Requirements

Absolute Majority.

## **OFFICERS' RECOMMENDATION**

That, with respect to the conduct of the 2021 Shire of Narrogin Ordinary Local Government Election, Council:

1. Accept the quotation provided by the Western Australian Electoral Commission of \$25,000 inc GST to conduct the election for four (4) Councillors and the Shire President, and ensure this amount is provided for in the 2021/22 Budget;
2. Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the Election together with any other elections or polls which may be required; and
3. Decide, in accordance with section 4.61(2) of the Local Government Act 1995, that the method of conducting the election will be as a postal election.

Shire of Narrogin  
RECEIVED

22 DEC 2020



WESTERN AUSTRALIAN  
Electoral Commission

LGE 028

Mr Dale Stewart  
Chief Executive Officer  
Shire of Narrogin  
PO Box 1145  
NARROGIN WA 6312

Dear Mr Stewart

### Local Government Ordinary Election: 2021

The next local government ordinary elections are being held on 16 October 2021. While this is still some distance in the future, I have enclosed an estimate for your next ordinary election to assist in your 2021/2022 budget preparations.

The estimated cost for the 2021 election if conducted as a postal ballot is \$25,000 inc GST, which has been based on the following assumptions:

- 3,300 electors
- response rate of approximately 40%
- 5 vacancies
- count to be conducted at the offices of the Shire of Narrogin
- appointment of a local Returning Officer
- regular Australia Post delivery service to apply for the lodgement of the election packages.

An additional amount of \$660 will be incurred if your Council decides to opt for the Australia Post Priority Service for the lodgement of election packages.

Costs not incorporated in this estimate include:

- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission in a Court of Disputed Returns
- one local government staff member to work in the polling place on election day
- any additional postage rate increase by Australia Post
- any unanticipated costs arising from public health requirements for the COVID-19 pandemic.



The Commission is required by the *Local Government Act* to conduct local government elections on a full cost recovery basis and you should note that this is an estimate only and may vary depending on a range of factors including the cost of materials or number of replies received. The basis for charges is all materials at cost and a margin on staff time only. Should a significant change in this figure become evident prior to or during the election you will be advised as early as possible.


The current procedure required by the Act is that my written agreement has to be obtained before the vote by Council is taken. To facilitate the process, you can take this letter as my agreement to be responsible for the conduct of the ordinary elections in 2021 for the Shire of Narrogin in accordance with section 4.20(4) of the *Local Government Act 1995*, together with any other elections or polls that may also be required. My agreement is subject to the proviso that the Shire of Narrogin also wishes to have the election undertaken by the Western Australian Electoral Commission as a postal election.

In order to achieve this, your council would need to pass the following two motions by absolute majority:

- Declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2021 ordinary elections together with any other elections or polls which may be required
- Decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a postal election.

I look forward to conducting this election for the Shire of Narrogin in anticipation of an affirmative vote by Council. If you have any further queries please contact Phil Richards Manager, Election Events on 9214 0400.

Yours sincerely



Robert Kennedy  
**ELECTORAL COMMISSIONER**

16 December 2020

**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**

**13. CLOSURE OF MEETING**

There being no further business to discuss, the Presiding Member declared the meeting closed at \_\_\_ pm and, pursuant to resolution 1020.012 of 27 October 2020, reminded Councillors of the next Ordinary Meeting of the Council, scheduled for 7.00 pm on 28 April 2021, at this same venue.



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

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