



## AGENDA

### ORDINARY COUNCIL MEETING

24 November 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 November 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

**SNAPSHOT**

**PLAN**  
2017-27

## VISION

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

## MISSION

Provide leadership, direction and opportunities for the community.

## KEY PRINCIPLES

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

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

## OUR VALUES

### Care with Trust & Teamwork

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

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

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

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

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

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

## ECONOMIC



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

#### Growth in revenue opportunities

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

#### Increased Tourism

- Promote, develop tourism and maintain local attractions

#### An effective well maintained transport network

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

#### Agriculture opportunities maintained and developed

- Support development of agricultural services

## SOCIAL



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

#### Provision of youth services

- Develop and implement a youth strategy

#### Build a healthier and safer community

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

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

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

#### Cultural and heritage diversity is recognised

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

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

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

## ENVIRONMENT



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

#### A preserved natural environment

- Conserve, enhance, promote and rehabilitate the natural environment

#### Effective waste services

- Support the provision of waste services

#### Efficient use of resources

- Increase resource usage efficiency

#### A well maintained built environment

- Improve and maintain built environment

## CIVIC



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

#### An efficient and effective organisation

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

#### An employer of choice

- Provide a positive, desirable workplace

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

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# ORDINARY COUNCIL MEETING

## 24 NOVEMBER 2021

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### 1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

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

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

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

Mr L Ballard – Shire President (Presiding Member)

Cr G Broad – Deputy Shire President

Cr R McNab

Cr M Fisher

Cr B Seale

Cr J Pomykala

Cr T Wiese

Cr T Alexander

Cr J Early

#### **Staff**

Mr D Stewart – Chief Executive Officer

Mr A Awang – Executive Manager Development & Regulatory Services

Mr T Evans – Executive Manager Technical & Rural Services

Mr F Ludovico – Executive Manager Corporate & Community Services

Ms V Ward – Executive Assistant

#### **Leave of Absence**

Nil

#### **Apologies**

#### **Absent**

#### **Visitors**

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

Name	Item No	Interest	Nature

**4. 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 15 December 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 27 October 2021 be confirmed as an accurate record of the proceedings.

**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 SHIRE OF NARROGIN PUBLIC HEALTH PLAN

File Reference	24.6.1
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	Item 10.1.3 28 July 2021 Res. 0721.006
Date	10 November 2021
Author	Rob Powell – Senior Environmental Health Officer
Authorising Officer	Azhar Awang – Executive Manager, Development and Regulatory Services
Attachments	<ol style="list-style-type: none"><li>1. Draft Shire of Narrogin Local Public Health Plan 2021–2026</li><li>2. Shire of Narrogin Healthy Eating Policy</li><li>3. Shire of Narrogin Active Narrogin Policy</li><li>4. Shire of Narrogin Alcohol and Drug Policy</li></ol>

#### Summary

Council's consideration is requested to adopt the draft Shire of Narrogin Public Health Plan. The Plan has been advertised seeking public comment. No submissions have been received.

The purpose of the Shire of Narrogin Public Health Plan (the Plan) is to protect, improve and promote public health and wellbeing for all residents and ratepayers in the Shire of Narrogin. The Plan's intent is to support all members of the community, through various life stages to enable good health and wellbeing to be enjoyed across a range of identified health issues.

#### Background

The Plan focuses on what the Shire can do directly within its functions and capacity, and through partnerships, to enhance public health, and recognises that many factors influence health and wellbeing, including those which occur within the social, built, economic and natural environments. In partnership with key health, community, education and government organisations and private industry, the Shire of Narrogin is committed to implementing a range of initiatives across Council functions that contribute to the health and wellbeing of individuals and families, particularly those most vulnerable and in need of support.

The development of this Plan has used an evidenced-based framework, supported by a sound understanding and acknowledgement of the many factors in our environments and residential areas that affect health and wellbeing.



The methodology used to develop this Plan included a policy alignment process to identify existing public health priorities within the Shire, the identification of community needs and aspirations, involvement of Shire of Narrogin staff to identify local public health risks, advice from key stakeholders on the issues affecting their clients and communities and the integration of local health data. Through this process a list of five priority health issues were identified and include:

- Environmental health protection;
- Alcohol and Drugs;
- Access to fresh food and nutrition;
- Mental health; and
- A more active lifestyle.

For those five identified priorities, set strategies and actions have been identified and fit under the broad priority areas of:

- Environmental Health Protection;
- Chronic Disease Prevention; and
- Promoting Positive Community Lifestyle.

It is expected that implementation of the Plan will occur through:

- the implementation of actions directly identified in this document; and
- the development and subsequent implementation of a range of action plans or existing plans that are called up, which reflect the policy directions and community issues identified in the Plan.

The Shire will measure and report against an agreed range of community health indicators to track outcomes over time. This will focus on improvements to health and wellbeing, partnerships and communication within the Shire of Narrogin.

Central to the development of this Plan is an acknowledgement of the need and value of integrated health planning and strong partnerships in the Shire of Narrogin. The nature of the Plan is dynamic, reflecting a commitment to work with partner organisations to progressively address priority health and wellbeing issues and to develop and implement a number of strategies under this Plan.

## Consultation

Consultation has occurred as follows:

- Department of Health;
- Various government departments;
- Executive Management Team of the Shire;
- Manager Community Leisure and Culture; and
- Advertising via Facebook, the Shire's website and the Narrogin Observer for a period of 30 days.

Consultation undertaken has been in keeping with the principles established in Council Policy 1.12 Community Engagement.

Following advertising, no submissions were received.

## Statutory Environment

The Public Health Act 2016, section 16 requires a local government to:

*“A local government has the following functions in relation to the administration of this Act —*

- (a) to initiate, support and manage public health planning for its local government district;*
- (b) to develop and implement policies and programmes to achieve the objects of this Act within its local government district;*
- (c) to perform the functions that are conferred on local governments by or under this Act;”*

The Shire of Narrogin Public Health Plan meets the Shire’s legislative obligations. WA State Legislation can be found on the website below:

<https://www.legislation.wa.gov.au/legislation/statutes.nsf/default.html>

## Policy Implications

The initial draft Policies developed for the Plan are generic statements that explain the Shire’s position to the subjects raised and as such, do not commit the Shire to any additional budgeting into the future. To assist the Plan in achieving its objectives, a number of policies have been developed. These include:

- Healthy Eating Policy – the Shire of Narrogin recognises the impact healthy fresh food and good nutrition can have on residents’ lives and the community in that it contributes positively to physical and mental health. In addition, a focus on food in a wider context such as food security, food systems and an awareness of the culinary aspects of food can strengthen the local economy and foster cultural and social connection. This policy will be further augmented by the Local Food Environments Plan for the Shire of Narrogin currently being developed in conjunction with Curtin University.
- Active Narrogin Policy – the Shire of Narrogin recognises the importance of providing and facilitating opportunities for the community to engage in physical activities by offering accessible, safe and affordable facilities and services which meet the community-identified needs and encourages residents to be active;
- Alcohol and Drug Policy – this Policy identifies the Shire’s role in minimising the negative impacts of alcohol and drug use on the local community. It formalises Council’s agreement to a harm minimisation approach, and demonstrates Council’s commitment to create partnerships with other agencies to address community concerns;
- Environmental Health Policy – to be developed. A policy that encourages residents to practice habits that lead to a better lifestyle and to a longer more enjoyable life; and
- Mental Health Policy – to be developed as a policy that encourages people to ask RUOK, to listen with an open mind, encourage action and check in on a regular basis.

## Financial Implications

The Policies and Plan largely reflects what we are doing now. Thus, the Plan mirrors and recommends continuation of the delivery of existing services, advocacy and communication, and as a result, there are only minor financial implications relative to this matter including officers’ time, minor administrative and advertising costs.

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective	2.	Social Objective (To provide community facilities and promote social interaction)
Outcome:	2.2	Build a healthier and safer community
Strategy:	2.2.1	Support the provision of community security services and facilities
Objective	3.	Environmental 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

## Comment/Conclusion

When gazetted in 2016, the Public Health Act 2016 required a local government to develop and implement a public health plan within five (5) years. That requirement has since been amended to require local governments to initiate, support and manage public health planning as well as develop and implement policies and programmes to achieve the objects of the Act.

The Plan meets the Shire's legislative obligations under the Act and aims to establish an integrated health and wellbeing planning process that fits into existing planning frameworks and strategies within local government and can support a wider local vision for a healthier community.

The Plan aims to identify the health and wellbeing needs of the community and establish priorities and strategies for a five-year period with a focus on the following key areas:

- **Healthy People and Community:** To guide and encourage our community to lead healthier lifestyles through the provision of lifestyle and educational opportunities.
- **Healthy Places and Spaces:** To provide healthy places and spaces to encourage and support healthy lifestyle opportunities.
- **Healthy Partnerships:** To develop collaborative partnerships with community, business, government, non-government and key stakeholders to improve health and wellbeing.

The Plan, whilst a stand-alone document, dovetails with the State Public Health Plan for Western Australia. Where possible, repetition with the State Plan has been kept to a minimum.

As well as containing the history of public health planning the document also details current health and socio-economic information from the 2011 census (the most current Socio-Economic Indexes for Areas (SEIFA) data available at the time of writing the Plan). That census reported that the Shire of Narrogin had a SEIFA disadvantage score of 932. A SEIFA score of 1,000 is considered the benchmark. Where specific health information was not available for the Shire of Narrogin the Plan has defaulted to the Wheatbelt region or the State.

The current Shire population of 5162 persons (2016 census) is made up of 48.8% male and 51.2% female with adults aged 65 and over accounting for just under 20% (18.2%) and children under 14 years 20.8%, with the mean age for the Shire being 40.

This document is meant to be a living Plan and will change in the future to reflect the community and the Shire's aspirations over time.

Even though the information presented in the Plan can be considered as statistics, it is in fact, a representation of the Narrogin community as a whole. The agenda for the future will be to get the lifestyle, socio-economic balance in the right mix for a healthy active community. In the Wheatbelt Region, Narrogin has achieved a great deal however there is room for improvement into the future.

### **Voting Requirements**

Simple Majority

#### **OFFICERS' RECOMMENDATION**

That with respect to the Shire of Narrogin Public Health Plan, Council adopt the following:

1. The Shire of Narrogin Public Health Plan 2021 – 2026;
2. The Healthy Eating Policy;
3. The Active Narrogin Policy; and
4. The Alcohol and Drug Policy.



# Public Health Plan 2021 - 2026

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## **Our Vision:**

To be a leading regional economic driver and a socially interactive and inclusive community.

## **Our Mission:**

To 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.

## Message from the Shire President & Chief Executive Officer

The Shire of Narrogin is proud to present the Public Health 2021-2025. The plan has been developed to protect, promote, and improve public health and wellbeing in our community and we are committed to ensuring that the residents of the Shire have an acceptable level of health today and into the future. Health is important to each of us as individuals, to our families and to our communities and we hope to ensure that we all have the opportunity to enjoy our health to the fullest extent.

The development of the Public Health Plan has been a process of research and community consultation which has resulted in a roadmap for the people of Narrogin and their families to enjoy the benefits of a healthy community, lifestyle and environment. Traditional health protection initiatives will continue to occur while adopting a new focus on assisting the Local Health service providers and the State in preventing long term disease caused by poor lifestyle choices. Residents of the Shire will be encouraged to live healthy and fulfilling lives. The Shire is working towards having more opportunities for residents to engage in a healthy lifestyle and to make the choices that will lead them to greater physical, social, and mental health wellbeing while being a part of a growing and thriving community.

This Public Health Plan will assist Narrogin in being and continuing to be a place where social, cultural, and economic benefits promote the quality of life necessary to maintain a healthy lifestyle and environment. The Shire is committed to working with its stakeholders, including the State Government, to make the goals of this plan a reality and to fully realise the benefits of a healthy lifestyle, through the right choices in exercise, diet and community interaction to our community today and into the future. This Public Health Plan will guide our community along a path of health and wellbeing, which will be enjoyed by all residents now and into the future.



Leigh Ballard

**Shire President**



Dale Stewart

**Chief Executive Officer**



## Executive Summary

The purpose of the Shire of Narrogin Public Health Plan (the Plan) is to protect, improve and promote public health and wellbeing for all residents and ratepayers in the Shire of Narrogin. The Plan's intent is to support all members of the community, through various life stages to enable good health and wellbeing to be enjoyed across a range of identified health issues.

The Plan focuses on what the Shire can do directly within its functions and capacity, and through partnerships, to enhance public health, and recognises that many factors influence health and wellbeing, including those which occur within the social, built, economic and natural environments.

In partnership with key health, community, education and government organisations and private industry, the Shire of Narrogin is committed to implementing a range of initiatives across Council functions that contribute to the health and wellbeing of individuals and families, particularly those most vulnerable and in need of support.

The development of this Plan has used an evidenced-based framework, supported by a sound understanding and acknowledgement of the many factors in our environments and residential areas that affect health and wellbeing.

The methodology used to develop this Plan included a policy alignment process to identify existing public health priorities within the Shire, the identification of community needs and aspirations, involvement of Shire of Narrogin staff to identify local public health risks, advice from key stakeholders on the issues affecting their clients and communities and the integration of local health data.

Through this process a list of five priority health issues were identified and include:

- Environmental health protection;
- Alcohol and Drugs;
- Access to fresh food and nutrition;
- Mental health; and
- A more active lifestyle.

For those five identified priorities, set strategies and actions have been identified and fit under the broad priority areas of; **Environmental Health Protection, Chronic Disease Prevention and Promoting Positive Community Lifestyle.**

It is expected that implementation of the Public Health Plan will occur through:

- the implementation of actions directly identified in this document; and
- the development and subsequent implementation of a range of action plans or existing Plans that are called up, which reflect the policy directions and community issues identified in the Public Health Plan.

The Shire will measure and report against an agreed range of community health indicators to track outcomes over time. This will focus on improvements to health and wellbeing, partnerships and communication within the Shire of Narrogin.

Central to the development of this Plan is an acknowledgement of the need and value of integrated health planning and strong partnerships in the Shire of Narrogin. The nature of the Plan is dynamic, reflecting a commitment to work with partner organisations to progressively address priority health and wellbeing issues and to develop and implement a number of strategies under this Plan.

# 1.0 INTRODUCTION

The Shire of Narrogin Public Health Plan (the Plan) compliments the State Government’s Public Health Plan.

The Shire of Narrogin recognises that good health is the cornerstone of a happy and connected community and is committed to creating an environment where it is easy for people to lead safe, happy and healthy lives.

This Plan is a five-year strategic document that meets the Shire’s legislative obligations for the development of a local Public Health Plan under the WA Public Health Act 2016. This plan is intended to integrate with and ‘value-add’ to the Shire’s core functions rather than duplicate existing plans and strategies across the organisation.

The approach adopted in developing this Plan has been guided by the ‘Pathway to a Healthy Community’, Department of Health 2017, Pathway to a Healthy community: a guide for councillors and local government, South Metropolitan Health Service, Perth, and recognises local government as the tier of government closest to the community in supporting and influencing the health and wellbeing outcomes. It promotes the range of services delivered by the Shire which help to establish many of the necessary conditions upon which good health and wellbeing is determined, see Figure 1 below

Figure 1: How local government can make a difference in health and wellbeing



Source: Improvement and Development Agency. The social determinants of health and the role of local government, UK 2010.

## 2.0 ABOUT THIS PLAN

This Plan meets the Shire's legislative obligations under the Western Australia's *Public Health Act 2016*, which aims to establish an integrated health and wellbeing planning process that fits into existing planning frameworks and strategies within local government and can support a wider local vision for a healthier community.

The Plan aims to identify the health and wellbeing needs of the community and establish priorities and strategies for a five-year period with a focus on the following key areas:

Key Areas:

### 1. HEALTHY PEOPLE AND COMMUNITY:

To guide and encourage our community to lead healthier lifestyles through the provision of lifestyle and educational opportunities.

### 2. HEALTHY PLACES AND SPACES:

To provide healthy places and spaces to encourage and support healthy lifestyle opportunities.

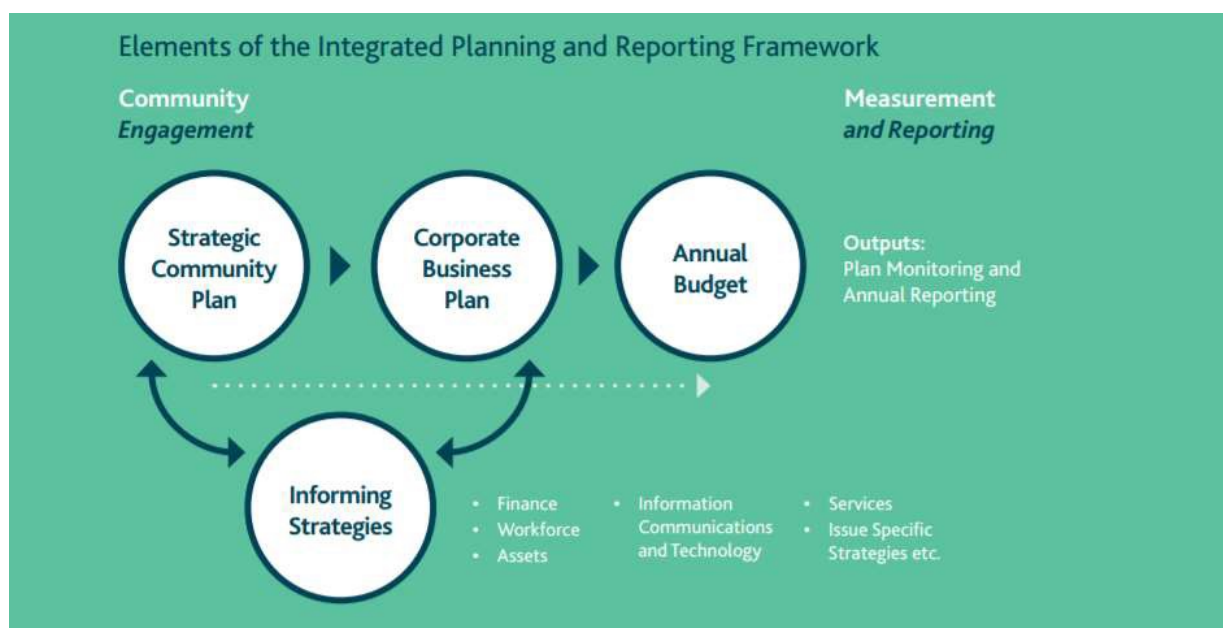
### 3. HEALTHY PARTNERSHIPS:

To develop collaborative partnerships with community, business, government, non-government and key stakeholders to improve health and wellbeing.

## 2.1 Corporate Planning Framework

The Plan aligns with and builds on the foundations of the **Integrated Planning and Reporting Framework**, as shown in the image below, and will operate as an informing strategy to the Shire's **Strategic Community Plan 2017-27**. This plan is intended to integrate with and 'value-add' to the Shire's core functions rather than duplicate existing plans and strategies across the organisation. (See Figure 2 below)

Figure 2: Integrated Planning



## 2.2 Community Engagement

This draft Plan will be advertised for community consultation and formed by the ideas and feedback gathered from the community, service providers, local organisations, businesses and government agencies, through various engagement processes.

The draft Plan has been developed through research, and consultation with the Wheatbelt Health Services and Shire staff including Planning ,Building Services and Community Development. It is intended to advertise the draft plan and seek community, Government and non-Government Organisations (NGO) feedback. Where appropriate that feedback will be fed into this Plan to identify opportunities to optimise the health and wellbeing of the community.

The Plan provides a framework for an integrated and collaborative approach that will support and enhance the community's ability to lead healthy, active and rewarding lives. It is designed to complement rather than duplicate Council's existing planning frameworks and strategies.

The following documents have been used to inform and/or complement this plan:

- SoN Strategic Community Plan 2017-2027
- SoN Corporate Business Plan 2020-2024
- Recreation and Community Facilities Strategy 2020
- Disability Access and Inclusion Plan 2018-2023
- SoN Public Art Strategy & Masterplan 2019.

## 3.0 BACKGROUND

### 3.1 Definition

The World Health Organisation (WHO) in 2016, defined health as “a state of complete physical, mental and social well-being and not merely the absence of disease or infirmity.” In functional terms, health is a resource which permits people to lead an individually, socially and economically productive life.

Social commentator, researcher and writer on health and wellbeing, Richard Eckersley, describes community wellbeing in his book “*Measuring Progress: Is Life Getting Better?*” as the condition or state of being well, contented and satisfied with life. He describes wellbeing as having several components, including physical, mental, social and spiritual. Wellbeing can be used in a collective sense, to describe how well a society satisfies people’s wants and needs.

For the purpose of this Plan, health and wellbeing refers to a state of physical, mental and social wellbeing, where individuals feel connected to their community and satisfied with their overall quality of life. Quality of life refers to the general wellbeing of a person or society, defined in terms of health and happiness rather than wealth.

An individual’s health and wellbeing is impacted by a number of factors often outside of their control which fall into the social, economic, built and natural environments in which people live, work and play.

From a community perspective, positive levels of health and wellbeing can contribute to the level of social interaction and the vitality of a community. For example, it enables participation in sports, volunteering, arts, culture and other activities that connect the community. Of course, these activities also contribute to positive health and wellbeing. By contrast, poor health and wellbeing reduces this participation and brings with it the high costs of medical care and other community services.

A healthy community can be defined as one where people living within it come together to make life better for themselves and one another. One which connects people and resources, encourages communication, embraces diversity, fosters a sense of community, and shapes its future.

### 3.2 International Context

#### 3.2.1 World Health Organisation (WHO)

The goal of the WHO, which was established in 1948, is to build a better and healthier future for people all over the world.

WHO has identified ten social determinants of health and wellbeing which should be addressed through policy at all levels – in government, public and private institutions to help create a healthy society:

- socio-economic status
- unemployment
- stress
- social support
- early life
- addiction
- social exclusions

- food
- work
- transport.

### 3.2.2 The Ottawa Charter for Health Promotion

The Ottawa Charter for Health Promotion (Charter) is an international agreement signed at WHO’s First International Conference on Health Promotion in Ottawa, Canada, in November 1986. It launched a series of actions to improve world health by the year 2000 and beyond through better health promotion.

The Charter seeks action in five key areas:

1. Build healthy public policy;
2. Create supportive environments for health;
3. Strengthen community action for health;
4. Develop personal skills; and
5. Re-orient health services.

### 3.3 National Context

Australia’s health system is considered world class, supporting affordable access to high quality medical, pharmaceutical and hospital services, while helping people to stay healthy through health promotion and disease prevention activities. The Australian Federal Department of Health is charged with the responsibility of overseeing Australia’s health system.

#### 3.3.1 Department of Health (Australia)

The Australian Government Department of Health (Department) has a diverse set of responsibilities, but all with a common purpose that is reflected in their vision statement:

*“Better health and wellbeing for all Australians, now and for future generations.”*

The Department is committed to achieving its vision through working towards three strategic priorities:

- Better health and ageing outcomes and reduced inequality
- Affordable, accessible, efficient, and high-quality health and aged care system
- Better sport outcomes.

The Department has released a set of National Guidelines for *Physical Activity and Sedentary Behaviour* which includes recommendations for people of different ages.

Table 1 summarises these daily recommendations.

	Physical Activity	Sedentary Behaviour
0-5 Years	Move and play every day 1-3 Years – Physically active every day – 3 hours	Younger than 2 years – minimal time watching television or using electronic media.  2-5 years – less than 1 hour of electronic media.

6-12 Years	At least 60 minutes of physical activity (moderate and vigorous activities) 3 days a week – muscle/bone strengthening activities.	Less than 2 hours of electronic media.
13-17 Years	60 minutes moderate to vigorous activities every day. Include muscle/bone strengthening activities.	Limited to less than 2 hours of electronic media for entertainment.
18-64 Years	Be active on most days of every week.  150-300 minutes (moderate) or 75-150 minutes (vigorous) physical activity a week.  Muscle strengthening activities at least twice a week.	

Table 1: National Guidelines for Physical Activity, Sedentary Behaviour and Nutrition

### 3.3.2 Australian Sports Commission

The Australian Sports Commission (ASC), established in 1985, plays a central leadership role in the development and operation of the Australian sports system, administering and funding innovative sport programs and providing leadership, coordination and support for the sport sector.

In December 2016, ASC funded the launch of a national population tracking survey called AusPlay. Data collected within the survey reveals that:

- participation in sport-related activity (i.e. team sports) tends to decline in children from the age of nine, and continues to decline until adulthood;
- participation in sport-related activity remains fairly constant in adults until around 35 years, when most adults retire from their chosen sport; and
- participation in non-sport related activities (i.e. walking, running, gym training) begins to increase from the age of 15, and then remains fairly constant throughout the life course.

This data shows that while sport remains an important form of physical activity throughout life, non-sport related activities become more important as we age.

## 3.4 Western Australia – State Context

WA Health manages the state’s public health system and consists of the Department of Health (DoH), as well as a number of Health Service Providers and Health Support Services.

On 1 July 2017, the State Government introduced major changes to the public sector including a 40% reduction in government departments and a major service review in order to create efficiencies and deliver better services for the community. In line with these changes, the Department of Local Government Sport and Cultural Industries (DLGSC) was amalgamated with several other state government departments to form the Department of Local Government, Sport and Cultural Industries (DLGSCI). This department has a strong emphasis on enlivening

our communities and economy, as well as offering outstanding sporting and cultural experiences to local, interstate and international visitors.

These changes have created a lot of uncertainty in regards to various funding models, programs and professional networks. The Shire works closely with existing partners to try and maintain funding to support the implementation of this strategy over the next five years. In the event that existing funding agreements are impacted by this service review, the Shire will ensure that appropriate funds are still committed to improving community health and wellbeing.

### 3.4.1 Department of Health (WA)

#### *Public Health Act 2016*

The Public Health Act 2016 (PHA), together with the supporting Public Health (Consequential Provisions) Act 2016, is now law in Western Australia.

Key features of the PHA include:

- promoting public health and wellbeing in the community
- help prevent disease, injury, disability and premature death
- inform individuals and communities about public health risks
- encourage individuals and their communities to plan for, create and maintain a healthy environment
- support programs and campaigns intended to improve public health
- collect information about the incidence and prevalence of diseases and other public health risks for research purposes
- reduce the health inequalities in public health of disadvantaged communities.

To assist in meeting these key features, DoH has developed a State Public Health Plan (SPHP). The SPHP has 3 objectives:

- Objective 1 – Empowering and enabling people to live healthy lives
- Objective 2 – Providing health protection for the community
- Objective 3 – improving Aboriginal health and wellbeing.

#### **Objective 1**

1.1 Healthy Eating	<ol style="list-style-type: none"> <li>1. Foster environments that promote and support healthy eating patterns.</li> <li>2. Increase availability and accessibility of quality, affordable, nutritious food.</li> <li>3. Increase the knowledge and skills necessary to choose a healthy diet.</li> </ol>
1.2 A More Active WA	<ol style="list-style-type: none"> <li>1. Promote environments that support physical activity and reduced sedentary behaviour.</li> <li>2. Reduce barriers and increase opportunities for physical activity across all populations.</li> <li>3. Increase understanding of the benefits of physical activity and encourage increased activity at all stages of life.</li> <li>4. Motivate lifestyle changes to reduce sedentary behaviour.</li> </ol>



<p>1.3 Curbing the rise in overweight and obesity.</p>	<ol style="list-style-type: none"> <li>1. Promote environments that support people to achieve and maintain a healthy weight.</li> <li>2. Prevent and reverse childhood overweight and obesity.</li> <li>3. Motivate behaviour to achieve and maintain a healthy weight among adults.</li> </ol>
<p>1.4 Making smoking history.</p>	<ol style="list-style-type: none"> <li>1. Continue efforts to lower smoking rates.</li> <li>2. Eliminate exposure to second-hand smoke in places where the health of others can be affected.</li> <li>3. Reduce smoking in groups with higher smoking rates.</li> <li>4. Improve regulation of contents, product disclosure and supply.</li> <li>5. Monitor emerging products and trends.</li> </ol>
<p>1.5 Reducing harmful alcohol use.</p>	<ol style="list-style-type: none"> <li>1. Change community attitudes towards alcohol use.</li> <li>2. Influence the supply of alcohol in accordance with the Liquor Control Act 1998.</li> <li>3. Reduce demand for alcohol.</li> <li>4. Promote environments that support people not to drink or to drink at low-risk levels.</li> </ol>
<p>1.6 Reduce use of illicit drugs, misuse of pharmaceuticals and other drugs of concern.</p>	<ol style="list-style-type: none"> <li>1. Increase help seeking behaviour and reduce stigma around illicit drugs and emerging drugs of concern.</li> <li>2. Support state-wide evidence-based strategies to prevent and reduce illicit drug use and related harms.</li> <li>3. Increase awareness of the harms associated with illicit drug use, while not being stigmatising.</li> <li>4. Continue to mobilise communities and other stakeholders to work in partnership on evidence based prevention activities addressing drug use and related harm.</li> <li>5. Develop personal skills, targeted public awareness and engagement regarding misuse of pharmaceuticals and other drugs of concern.</li> </ol>
<p>1.7 Optimise mental health and wellbeing.</p>	<ol style="list-style-type: none"> <li>1. Increase public awareness about mental health and wellbeing, and suicide prevention.</li> <li>2. Build community capacity to reduce stigma, increase awareness of where to go for help, and promote strategies to optimise mental health and wellbeing.</li> <li>3. Create and maintain supportive environments that increase social connectedness and inclusion, community participation and networks.</li> </ol>

1.8 Preventing injuries and promoting safer communities.	<ol style="list-style-type: none"> <li>1. Protect children from injury</li> <li>2. Prevent falls in older people</li> <li>3. Reduce road crashes and road trauma</li> <li>4. Improve safety in, on and around water</li> <li>5. Reduce interpersonal violence</li> <li>6. Develop the injury prevention and safe communities sector</li> <li>7. Monitor emerging issues in injury prevention</li> <li>8. Promote sun protection in the community</li> <li>9. Prevent and reduce alcohol intoxication</li> </ol>
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Table 2: WA SPHP – objective 1 – Empowering and enabling people to live healthy lives

### Objective 2

Policy Priorities	Priority activities
2.1 Reduce exposure to environmental health risks	<ol style="list-style-type: none"> <li>1. Maintain safe food and water.</li> <li>2. Maintain healthy built environments.</li> <li>3. Manage environmental hazards to protect community health.</li> <li>4. Improve the environmental health conditions in remote Aboriginal communities.</li> </ol>
2.2 Administer public health legislation	<ol style="list-style-type: none"> <li>1. Continue to administer, enhance and provide policy support for public health legislative instruments, including:               <ol style="list-style-type: none"> <li>a) Public Health Act 2016</li> <li>b) Health (Miscellaneous Provisions) Act 1911 and subsidiary legislation</li> <li>c) Food Act 2008</li> <li>d) Medicines and Poisons Act 2014</li> <li>e) Tobacco Products Control Act 2006</li> <li>f) Liquor Control Act 1988.</li> </ol> </li> </ol>
2.3 Mitigate the impacts of public health emergencies	<ol style="list-style-type: none"> <li>1. Ensure public health emergencies are included in emergency and disaster planning.</li> <li>2. Maintain continuous improvement in the response to public health emergencies.</li> <li>3. Strengthen the preparedness and resilience of communities against extreme weather events, with a focus on the most vulnerable in the community.</li> <li>4. Establish a climate change adaptation plan to protect public health from the harmful health impacts of climate change.</li> </ol>

2.4 Support immunisation	<ol style="list-style-type: none"> <li>1. Continue efforts to increase vaccination coverage for young children, adolescents and adults.</li> <li>2. Improve immunisation education and consent processes.</li> <li>3. Sustain mechanisms for the surveillance and follow-up of suspected adverse events following immunisation.</li> </ol>
2.5 Prevention and control communicable diseases	<ol style="list-style-type: none"> <li>1. Coordinate state-wide surveillance of notifiable communicable diseases.</li> <li>2. Conduct and coordinate outbreak investigations of communicable diseases.</li> <li>3. Continue to support and enhance disease control prevention and education programs delivered by stakeholders, including access to hardware and equipment to prevent communicable diseases.</li> <li>4. Eliminate stigma and discrimination around sexually transmitted infections and blood-borne viruses.</li> <li>5. Maintain and improve partnerships with stakeholders engaged in communicable disease control activities.</li> </ol>
2.6 Promote oral health improvement	<ol style="list-style-type: none"> <li>1. Support activities that promote oral health</li> </ol>

Table 3: SHPH – Objective 2 – Providing health protection for the community.

### Objective 3

Policy priorities	Priority activities
3.1 Promote culturally-secure initiatives and services	<ol style="list-style-type: none"> <li>1. Complement population-wide approaches with targeted programs that are culturally-secure and meet the needs of Aboriginal people.</li> <li>2. Ensure services, programs, and initiatives work within a holistic framework that recognises the importance of connection to country, culture, spirituality, family and community.</li> </ol>
3.2 Enhance partnership with the Aboriginal community	<ol style="list-style-type: none"> <li>1. Ensure ongoing collaboration with the Aboriginal community to create a two-way transfer of skills and ensure that Aboriginal people's cultural rights, beliefs and values are respected in the development of health and wellbeing responses.</li> <li>2. Ensure a coordinated and collaborative approach to service delivery through knowledge exchange, information sharing and the pooling of resources, where possible.</li> </ol>

3.3 Continue to develop and promote Aboriginal controlled services	<ol style="list-style-type: none"> <li>1. Work closely and collaboratively with Aboriginal controlled organisations in the development and delivery of culturally secure responses.</li> <li>2. Ensure ongoing participation by Aboriginal controlled organisations in decision-making to take back care, control and responsibility of their health and wellbeing.</li> </ol>
3.4 Ensure programs and services are accessible and equitable	<ol style="list-style-type: none"> <li>1. Ensure programs and services are physically and culturally accessible to Aboriginal people.</li> <li>2. Develop programs and services that are inclusive of the needs of Aboriginal people.</li> <li>3. Incorporate Aboriginal ways of working that facilitate the engagement of Aboriginal people.</li> </ol>
3.5 Promote Aboriginal health and wellbeing as core business for all stakeholders	<ol style="list-style-type: none"> <li>1. Ensure all relevant stakeholders consider and respond to the needs of Aboriginal people as part of their core business and not only through specific funded programs.</li> <li>2. Ensure services work together to acknowledge and address the impact of the cultural and social determinants of health.</li> <li>3. Enhance the capacity of the Aboriginal workforces.</li> </ol>

Table 4: SPHP – Objective 3 – Improving Aboriginal health and wellbeing

The PHA will be progressively introduced and will eventually require all Local Government Authorities to develop a Local Public Health Plan. The local plan will be consistent with a new State Public Health Plan that is projected for development and release during Stage 5 of DoH's implementation of the PHA in three to five years.

In 2019, DoH released State 'Public Health Plan for Western Australia' following the 2017 release of the "First Interim State Public Health Plan for Western Australia" (Interim Plan), to provide Local Governments and agencies wanting to begin their local public health planning with a guiding document. The Interim Plan was followed in March 2018 by the *Public Health Planning Guide for Local Government*. This document provides guidance to local government on the evidence required to support the need for public health programs across the three public health objectives and their policy priorities (see Tables 2, 3 and 4 above).

### 3.4.2 Healthway

Healthway is an independent authority that reports to the Minister for Health and is considered the health promotion funding arm of the State Government. Healthway provides funding to a range of organisations across WA to support programs which encourage healthy lifestyles. This includes various health promotion initiative grants and sponsorships to promote health campaign messages, create healthy environments and increase participation in healthy activities.

### 3.4.3 Act-Belong-Commit – Mentally Healthy WA

Act-Belong-Commit (A-B-C) is a comprehensive community-based health promotion campaign by Mentally Healthy WA that encourages individuals to take action to protect and promote their own mental wellbeing. It also encourages community participation in mentally healthy activities delivered by community organisations. This evidence-based campaign was developed primarily

from research undertaken by Curtin University into people's perceptions of mental health and behaviours they believed protected and promoted good mental health.

The A-B-C guidelines for positive mental health provide a simple approach that individuals can adopt to become more mentally healthy:

- Act – Keep mentally, physically and socially active: take a walk, read a book, stop to chat
- Belong – Join a book club, take a cooking class, go along to a community event
- Commit – learn something new, take on a challenge, volunteer.

### 3.4.4 Department of Sport and Recreation

Prior to the state government amalgamations in 2017, the former DLGSC published a document titled: “Sport and Recreation and Public Health: A Resource for community sector professionals working in local government”, which describes how local government can contribute to improving community health and wellbeing. The priority issues and how local government can contribute are listed in Table 5:

Priority Issues	Local Government Contribution
Physical activity	Provision of sport and leisure facilities, programs and services including: gyms, swimming pools, indoor and outdoor courts and sport fields. Provision of parks and public open spaces, walk paths, cycle ways and nature trails.  Maintenance of open space and council facilities to enhance safety and enjoyment.
Healthy eating	Regulation of foods available in council-managed facilities.  Facilitation and development of community gardens.
Tobacco and alcohol control  Compliance with existing tobacco and alcohol policy Managing smoke-free facilities  Social interaction	Compliance with existing tobacco and alcohol policy Managing smoke-free facilities.  Provision of sport and leisure facilities, programs and services including sport fields and clubrooms, leisure centres, community centres, libraries, youth facilities, art centres, parks and community meeting places.  Community
Community education and events	Provision of health-related materials at council venues including community centres, leisure and aquatic centres and community events. Provision of club development officers / recreation officers to enhance club capacity and increase community participation Community engagement in event planning and management.
Urban planning  Planning	Planning of quality parks and public open space integrated with urban form Community engagement in public space planning.

Environmental health	Ensuring public open spaces and community facilities meet environmental health guidelines and regulations.
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Table 5: Priority issues and local government contributions

### State Initiatives

The West Australian government funds a number of sport, recreation and well-being initiatives, which provide significant health outcomes for people of all ages. This is ongoing through National Sporting Organisations (NSO's) and State Sporting Associations (SSA's).

#### Sport and recreation funding

Opportunities for regional people to participate in sporting and active recreational activities.

Active Regional Communities (ARC) aims to increase the opportunities for regional people to participate in sporting and active recreational activities in regional Western Australia and is tailored to meet the ever-changing demands and challenges of sport and active-recreation groups within the nine diverse regions of Western Australia.

Available for:

- Community organisations
- Regional organisations
- Local governments
- State Sporting Associations
- Active recreation organisations
- Sport or active recreation clubs

Funding through the DLGSCI is available through the following grant and subsidy schemes for all West Australians:

- Active Regional Communities Grants
- Coach and Official Education Subsidy
- Community Sporting and Recreation Facilities Fund
- Country Sport Enrichment Scheme
- Every Club Grant Scheme
- Innovation Challenge Program
- KidSport
- North West Travel Subsidy
- Regional Athlete Travel Subsidy Scheme
- Regional Organisation Grants
- Sport Development Funding Program
- Targeted Participation Program
- WA Hiking Participation Grants.

Categories and amounts vary with each program.

## Your Move

The previous DLGSC partnered with the Department of Transport (DoT) to introduce an innovative community-based behaviour change program aiming to help people find simple ways to get active. The program has been built on some of the elements of the DoT's previous TravelSmart and Living Smart programs, encouraging workplaces, schools and community to choose more active ways of getting around, increasing their level of physical activity.

## Club Development Officer Scheme

The Club Development Officer (CDO) Scheme is a funding partnership between DLGSCI and WA local governments. The aim, through the Club Development Framework is to create a collaborative approach to club development by connecting State Sporting Associations, Regional Sport Associations, local government and community organisations to support sport and recreation clubs to become sustainable and deliver diverse opportunities to participate in physical activity in their local community.

Locally, this program was a partnership between the Shires of Narrogin, Wickelup, Cuballing, Wagin, Pingelly and Brookton to support and enhance the sustainability and capacity of sporting and recreation organisations. The program has in the past been delivered by the Shire's in conjunction with Community Resource Centres and assists local sport and recreation clubs in becoming sustainable organisations that continue to provide opportunities for locals of all ages to participate in a variety of sport and recreation.

The program was operated through the Shire's Community Development Officer.

## KidSport

KidSport was launched by the previous DLGSC in 2011, as part of Sport 4 All, a \$20 million project aiming to increase participation in community sport and recreation throughout WA. KidSport enables eligible children aged 5-18 years to participate in community sport and recreation by offering them financial assistance towards club fees through a voucher system. DLGSCI partners with local governments across WA to administer the program locally through the provision of funding. The Shire has been involved in KidSport since 2012 and will continue the partnership with DLGSCI in the foreseeable future if funding continues.

## 4.0 SHIRE OF NARROGIN HEALTH PROFILE

### 4.1 Shire Profile

The Shire of Narrogin is located in the southern area of the Wheatbelt region of Western Australia and has a rich indigenous history as part of the broader Gnaala Karla Booja Region.

The Shire was first settled by Europeans in the 1860's and was originally part of the Williams Road Board.

The townsite of Narrogin is located in the southern Wheatbelt agricultural region, 192 km south east of Perth and 32 km east north east of Williams. It is located on the Great Southern Railway, and when this line was opened in 1889, Narrogin was one of the original stopping places. The railway line was a private line, and the Company that built the line declared a private townsite here in 1891. The railway was purchased by the Government in 1896, and in 1897 Narrogin was gazetted as a government townsite. Narrogin is an Aboriginal name, having been first recorded as "Narroging" for a pool in this area in 1869. The meaning of the name is uncertain, various sources recording it as "bat camp", "plenty of everything" or derived from "gnargagin" which means "place of water".

The Shire of Narrogin Local Government area (LGA) covers an area of 1,630.6 square kilometres and borders the Shires of Cuballing, to the north, Wickiepin to the east, Wagin and West Arthur to the south and Williams to the west. The Shire includes the following localities, Narrogin Township, Narrogin Valley, Boundain, Dumberning, Highbury, Hillside, Mingin, Nomans Lake and Yilliminning

### 4.2 Health and Wellbeing

Health is impacted by a number of factors, often outside the control of the individual. These factors are referred to as the social determinants of health and include socio-economic status, employment, income, education, housing, social support, access to health care, drug addiction, transport, food security and community safety.

From a community perspective, the health and wellbeing of the population contributes to social interaction and the vitality of the community. For example, it enables participation in sports, volunteering, arts, culture and other activities that bring the community together. By contrast, poor health and wellbeing reduces this participation and brings with it the high costs of medical care and other community services.

The Rural Health West publication – Outreach in the Outback – Wheatbelt – population and health snapshot, has identified specific areas of public health, including Population forecasts, Measure of disadvantage, Major Health Services, Maternal Health, Child and adolescent health, Adult health, eye health, ear health, mental health, hospitalisations and mortality.

### 4.3 Community Profile

The social determinants of health demonstrates that public health is closely linked with many other components of a community's profile. The following Population overview provides a snapshot of the Shire's demographic and social profile (from the 2016 Census Data).



## 4.4 Population Overview

The Shires population is currently 5162, according to the 2016 census with males making up 48.8% and females 51.2% of the population, with a median age of 40.

The proportion of adults 65 plus years old currently make up 18.2% of the population, however this is expected to double by 2026. Children aged 0 to 14 years make up 20.8% of the population. Based on the 2016 census Aboriginal people represented 6.3% of Narrogin's population. Generally, the Wheatbelt Aboriginal population has a younger age structure, with 50% of the population aged under 20.

## 4.5 Socio-Economic Status – Measure of Disadvantage

The Socio-Economic Indexes for Areas (SEIFA) measures a broad range of socio-economic indices from a baseline of 1,000, which summarise a variety of social and economic variables such as income, educational attainment, employment and number of unskilled workers. SEIFA scores are based on a national average of 1000 and areas with the lowest scores are the most disadvantaged. Based on 2011 Census data, the Narrogin township had a SEIFA Index of Disadvantage score of 932. The SEIFA score for Narrogin is the third highest in the Wheatbelt. The SEIFA index for Local Governments within the Wheatbelt Health Service Region ranged from 905 to 943.

ABS, 2033.0.55.001 – Socio-economic Indexes for Areas (SEIFA) 2016

## 4.6 Chronic Diseases

Many of the health conditions included in the HWSS are chronic diseases which usually have a number of contributing factors, develop gradually and have long lasting effects. Diseases such as cardiovascular disease, type 2 diabetes, respiratory diseases and some cancers contribute significantly to the burden of illness and injury in the community. Considerable potential exists to reduce the burden of disease. It is estimated that in WA in 2011, 435,000 years of healthy life were lost to premature death or living with a disability due to a chronic disease or injury. Injuries are also an important cause of death and disability and strategies to prevent chronic disease are often linked with injury prevention.

## 4.7 Lifestyle and Physiological Risk Factors

There are many factors that can influence a person's health, including genetics, lifestyle, age, environmental and social factors. Many chronic diseases and injuries are associated with a common set of modifiable lifestyle risk factors which can have either a positive effect on health, such as a high consumption of fruit and vegetables, or a negative effect, such as smoking, alcohol use and physical inactivity. These lifestyle risk factors also impact on the physiological risk factors such as high cholesterol, high blood pressure, and being overweight which are also related to chronic disease and are potentially modifiable.

General Population			
The Shire encompasses a number of localities, including Narrogin Townsite, Narrogin Valley, Boundain, Dumberning, Highbury, Hillside, Minigin, Nomans Lake and Yilliminning. The Shire covers an area of 1,630.6 square Kilometres.	Population of 5,162 people.	27.2% of residents were born overseas (England 4.3%, Philippines 2.1%, New Zealand 2.1%, South Africa 0.9% and India 0.7% the most common countries of birth outside Australia).	Median age of residents is 40 years.
Employment and income			
Labour force participation is 94.3%	5.7% were unemployed and looking for work compared to the Wheatbelt region of 6.2%.	The median weekly income of people is \$615.00 for Narrogin compared to the state average of \$724.00.	
Education and volunteering			
Of people aged 15 and over 12.8% had completed year 12 or equivalent.	23.6% of people have completed a tertiary qualification	26.9% people were involved in voluntary work for an organisation or group	
Housing			
61.3% of household own their own home.	33.2% of households rent, including from the government housing authority.	5.5% other tenure type.	
Transport			
74.8% of people travelled to work by car as driver or passenger.	7.3% of people walked to work.	2.7% of residents worked at home.	1.2% travelled to work by public transport.

## 4.8 Objectives and Policies

Objective 1 – Healthy Eating Policy – Attachment 1

Objective 2 – Active Narrogin Policy – Attachment 2

Objective 3 – Alcohol and Drug Policy – Attachment 3

Objective 4 – Environmental Health Policy – to be developed

Objective 5 – Mental Health – to be developed

Objective 6 – Local Food Action Plan – to be developed

## 5.0 IMPLEMENTATION, EVALUATION OF THE PLAN, REVIEW AND REPORTING

Ongoing programs will continue to be implemented throughout the term of the Plan.

High priority new programs will be initiated by the financial year 2022/2023. An interim evaluation of the programs, outcomes and performance measures for each priority areas will be held in the financial year 2023/2024. Low priority new programs will be initiated between 2023 and 2026.

The Shire's staff will review the Plan at least annually or as required in accordance with the WA *Public Health Act 2016* to ensure it continues to respond to the needs of the community, and that it remains current.

The Senior Environmental Health Officer will coordinate the annual review in partnership with the Rural Health West - Wheatbelt Health Service.

An evaluation will occur at the end of the Plan cycle, in 2024, consisting of:

- Assessment of progress against outcomes for each goal within the Plan;
- Assessment of performance measures for each priority area;
- Review of key data for the Shire including the social profile, health status, health risk factors, health behaviours and population risk groups; and
- Review of implementation mechanisms for the Plan including partnership terms and arrangements with key stakeholders.

The Senior Environmental Health Officer will prepare and submit an annual report on progress and evaluation findings to the Chief Health Officer of the Western Australian Department of Health, if required.

## 6.0 ACKNOWLEDGEMENTS

The Shire of Narrogin would like to thank the following organisations for their assistance.

City of Rockingham – Community Plan Strategy – Health and Wellbeing Strategy 2018-2022

Shire of Collie – Public Health and Wellbeing Plan 2015 – 2018

State Public Health Plan for Western Australia – Objectives and Policy Priorities for 2019 - 2024

Useful Links used to develop this plan

Pathway to a Healthy Community', Department of Health 2017: <https://ww2.health.wa.gov.au/-/media/Files/Corporate/general-documents/SMHS/Reports-and-Publications/SMPHU/Pathway-to-healthy-community-2017.pdf>

*Pathway to a Healthy community: a guide for councillors and local government*, South Metropolitan Health Service, Perth: <https://www.fsh.health.wa.gov.au/About-us/News/New-guide-for-local-government-offers-pathway-to-better-health>

State Public Health Plan: <https://ww2.health.wa.gov.au/-/media/Files/Corporate/general-documents/Public-Health-Act/State-public-health-plan/State-PH-Plan-2019-2024/State-Public-Health-Plan-WA.pdf>

Public Health Planning for Local Government: <https://ww2.health.wa.gov.au/-/media/Files/Corporate/general-documents/Public-Health-Act/State-public-health-plan/State-PH-Plan-2019-2024/State-Public-Health-Plan-WA.pdf>

Public Health Planning Guide for Local Government: <https://ww2.health.wa.gov.au/-/media/Files/Corporate/general-documents/Public-Health-Act/public-health-planning/Public-Health-Planning-Guide.pdf>

Australian Bureau of Statistics:

[https://quickstats.censusdata.abs.gov.au/census\\_services/getproduct/census/2016/quickstat/LGA56460](https://quickstats.censusdata.abs.gov.au/census_services/getproduct/census/2016/quickstat/LGA56460)

Wikipedia: [https://en.wikipedia.org/wiki/Narrogin,\\_Western\\_Australia](https://en.wikipedia.org/wiki/Narrogin,_Western_Australia)

## 1.1 Healthy Eating Policy

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<b>Statutory context</b>	<i>Public Health Act 2016</i> , Section 16
<b>Corporate context</b>	Local Public Health Plan 2021-2026
<b>History</b>	Adopted dd mmmm yyyy

### Policy Statement

The Healthy Eating Policy will guide the Shire in advocating and or providing opportunities for the local community to access healthy and fresh foods, for the community to embrace healthy eating and nutritious food and to support local produce and businesses. This is consistent with the Council's vision of providing prosperity and growth as a regional centre.

The Shire of Narrogin recognises the impact healthy fresh food and good nutrition can have on residents' lives and the community in that it contributes positively to physical and mental health. In addition a focus on food in a wider context such as food security, food systems and an awareness of the culinary aspects of food can strengthen the local economy and foster cultural and social connection.

The Shire of Narrogin is committed to improving the health and wellbeing of its community through promoting a food system that is secure, healthy, sustainable, thriving and socially inclusive.

This Policy provides a vision and framework to guide coordinated action and decision making to ensure sufficient access to good food, now and into the future which meets the identified needs of the community.

A whole of Council collaborative approach will be applied to all aspects of delivering the Healthy Eating Policy - in researching, planning, designing, establishing, maintaining, operating and promoting opportunities for healthy eating, food security and support for local businesses. This Policy should be read in partnership with the Active Narrogin Policy.

The Healthy Eating Policy will drive the development of strong partnerships with various levels of government, external agencies and the private sector, so that the Shire's investment in the food sector and healthy eating can be leveraged and maximised by the community.

### Policy Principles

The following guiding principles underpin this Policy. They are statements that articulate Council's shared values and serve as a basis for integrated decision making. The areas covered in the Policy are local food production and promotion and the need to create a demand for healthy food through awareness and education. The Policy also aims to ensure opportunities are available for all residents to access affordable healthy food options in order to achieve and sustain better health outcomes and a higher quality of life.

### **Advocacy**

Council and the Shire continues to lead by example through the food that it purchases and makes available at functions and community events and by advocating for healthy food to be integrated in policies at all levels of government.

### **Health and Wellbeing for All**

Opportunities will be explored to be engaged in the promotion of local food production and learning new skills to prepare healthy foods in the Shire are available to all people, regardless of age, cultural background, socio economic status or ability. In some instances this may result in programs and initiatives which target specific population groups, to support all members of the community increasing their potential for good health and wellbeing.

## **Working with Partners**

Council and the Shire forges workable and negotiable partnerships with other levels of government, agencies and local community groups to ensure a range of opportunities are available for people to increase their awareness and levels of healthy eating and to support local produce.

## **An Informed and Educated Community**

Council and the Shire communicates via a range of mediums to reach a broad cross section of the community and to ensure that people are fully aware of what options are available to choose, grow, prepare and serve nutritious and healthy food.

The Shire acknowledges that pursuing a healthy lifestyle starts with having an understanding of the short and long term health and wellbeing benefits of healthy eating.

## **Policy Objectives**

The Shire of Narrogin will encourage and promote healthy eating through:

- Continuing to support the Narrogin Community Garden and expanding community garden programs, utilising a range of management models.
- Supporting the development of farmers markets.
- Developing community partnerships to provide low-cost or no-cost cooking supplies, cooking classes and nutrition education and information.
- Investigating the development of publicised awards for corner stores/cafes/food premises that offer healthy foods in conjunction with Environmental Health and other external agencies.
- Developing healthy catering options for the Shire which applies to all Shire managed facilities and meetings.
- Encouraging sporting and community organisations to provide healthy options at canteens through the use of social marketing and local recognition strategies.
- Encouraging community events and festivals to have healthy food options available.
- Developing a localised healthy eating campaign focused on a specific local food product.
- Continuing to ensure the provision of safe food by regulation.
- Increasing the opportunities for residents, visitors and tourists to purchase local and regionally-produced food.
- Investigating the need to transport vulnerable groups to shops to enable them to purchase weekly groceries.
- Developing and maintaining annual and ongoing calendars to residents indicating key activities, services and information to support health and wellbeing initiatives.

## **Review**

Council's strategies on increasing healthy food will be reviewed from time to time to ensure changing trends and needs are considered and the response to excess weight, especially obesity, as a major risk factor for cardiovascular disease and other chronic health conditions, engages appropriate and relevant stakeholders and the wider community.

*– End of Policy*

## **Notes**

## 1.1 Active Narrogin Policy

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**Statutory context** *Public Health Act 2016*, Section 16

**Corporate context** Local Public Health Plan 2021-2026

**History** Adopted dd mmmm yyyy

### Policy Statement

The Active Narrogin Policy will guide Council's provision of opportunities for the community to be active, improve and maintain their health, and participate in structured and unstructured recreation and community sports activities, consistent with Council's vision of providing prosperity and growth as a regional centre.

The Shire of Narrogin recognises the importance of providing and facilitating opportunities for the community to engage in physical activities by offering accessible, safe and affordable facilities and services which meet the community-identified needs.

This Policy will inform the provision of recreation and sport facilities, delivery of programs and events and the creation of new open public spaces within the Shire, enabling community engagement in an active and healthy lifestyle.

A whole-of-Council approach will be applied to all aspects of delivering the Active Narrogin Policy - in researching, planning, designing, establishing, maintaining, operating and promoting recreation and sport opportunities.

The Active Narrogin Policy will drive development of strong partnerships with various levels of government, external agencies and the private sector, so that Council's investment in physical activity can be leveraged and maximised by the community.

### Policy Principles

The following guiding principles underpin this Policy. They are statements expressing Council's shared values to inform shared decision-making with partner agencies, for delivering physical activity opportunities and promoting an active lifestyle in the community.

#### **Maximum Participation**

Council continues to provide the Narrogin Regional Leisure Centre as a multi-purpose facility that achieves multiple outcomes and aims to achieve maximum participation by the community.

Council prioritises the provision of community recreation and sport facilities catering for the general community, despite gender, age and physical capabilities.

#### **Health and Wellbeing for All**

Opportunities to be engaged in physical activity in the Shire are available to all people, regardless of gender, age, cultural background, socioeconomic status or ability. In some instances, this results in programs and initiatives being targeted at specific population groups, to ensure that all members of the community can reach their potential for good health and wellbeing.

Diverse recreation and sport opportunities are provided to meet the community's needs and interests. The Shire understands that not all residents wish to participate in organised sports and will continue to promote recreational opportunities appealing to a wide range of residents.



## **Working with Partners**

Council and the Shire forges strong and sustainable partnerships with other levels of government, agencies, local community groups and sporting clubs to ensure a comprehensive range of opportunities are available for people to increase their levels, and improve their health and wellbeing.

## **An Informed and Educated Community**

Council and the Shire communicates via a range of mediums to reach a broad cross-section of the community, and to ensure that people are fully aware of available recreation and sporting opportunities in the Shire.

The Shire is aware that pursuing an active and healthy lifestyle starts with an understanding of the short and long term health and wellbeing benefits of being physically active.

## **Policy Objectives**

The Shire of Narrogin will encourage and promote physical activity through:

- Identifying and monitoring the current and future physical activity needs of the community in partnership with relevant stakeholders.
- Ensuring a safe environment, facilities and services to encourage physical activity.
- Providing unstructured recreation facilities and associated facilities, and security lighting for those facilities around the Shire.
- Providing reserves and facilities for structured community sport and recreation.
- Supporting sporting clubs and club development.
- Promoting shared and multi-use of community facilities.
- Offer a range of programs, activities and services from the Narrogin Regional Leisure Centre.
- Linking community structured sport and recreation activities with existing and new Leisure Centre-based programs and services. Increasing the community's knowledge and understanding of the health and social benefits of physical activity.
- Encouraging increased physical activity through active forms of transport, such as bicycle riding.
- Building partnerships with internal/external agencies to promote the use of existing and future community assets.
- Developing and maintaining an annual calendar to residents indicating key activities, services and information to support health and wellbeing initiatives.

## **Review**

Council's strategies in relation to this Policy will be reviewed from time to time to ensure changing trends and needs are considered and appropriate and relevant responses to the needs of the community to encourage physical activity continue to be developed in consultation with the stakeholders and the wider community.

– End of Policy

## **Notes**

## 1.1 Alcohol and Drug Policy

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**Statutory context**            *Public Health Act 2016*, Section 16

**Corporate context**            Local Public Health Plan 2021-2026

**History**                        Adopted                        dd mmmm yyyy

### **Policy Statement**

The Alcohol and Drug Policy will guide Council's provision of advocacy and services to minimise harm from alcohol and drugs. This Policy identifies the Shire's role in minimising the negative impacts of alcohol and drug use on the local community. It formalises Council's agreement to a harm minimisation approach, and demonstrates Council's commitment to create partnerships with other agencies to address community concerns.

Whilst the Shire of Narrogin has an important role to play in addressing the harm associated with drug and alcohol use, effective efforts need to be community wide.

Other than having an advocacy role, the Shire of Narrogin will facilitate and coordinate key stakeholders within the local government area to address alcohol management relating to legislative and planning responsibilities in areas such as development approvals for liquor licence venues, interventions and objections to licence applications, event risk management processes, provision of Section 39 and Section 40 (Liquor Control Act) certificate approvals, sport and community club alcohol policies and public building approvals and conditions.

The purpose of this Policy is to provide an overarching framework to guide thought and action in relation to alcohol and drug issues in the Shire.

### **Policy Principles**

The following guiding principles underpin this Policy. They are statements expressing Council's shared values and serve to inform decision-making with partner agencies to address alcohol and drug use, and related issues.

#### **Reducing Supply**

When assessing new applications for alcohol premises within the Shire, the effects of alcohol supply and the link to increased alcohol-related harm or ill-health are considered in discussion with partner agencies.

Council also endeavours to support strategies designed to disrupt the production and supply of illicit drugs, or restrict access to legal drugs for those under legal age.

#### **Reducing Demand**

The Shire commits to strategies designed to prevent the uptake of harmful alcohol and drug use, including prevention and early intervention, in discussion with partner agencies.

#### **Health and Wellbeing for All**

The Shire understands that drug and alcohol use are not just health issues but also impact on social and mental health. The Shire uses evidence-based information to provide a whole-of-community and population health approach to these important issues. Alcohol and drug strategies will target all residents, including cultural and linguistically diverse and Indigenous populations.

## **An Informed and Educated Community**

Council communicates via a range of mediums to reach a broad cross section of the community to ensure that people are fully aware of the negative effects of excessive alcohol and drug use.

The Shire is aware that pursuing a healthy lifestyle includes having an understanding of the short and long-term harm associated with alcohol consumption and drug use.

## **Working with Partners**

The Shire forges strong and sustainable partnerships with other levels of government, agencies and local Alcohol and Drug support agencies to ensure a comprehensive range of opportunities and services are available for people to minimise harm from alcohol and drug use.

## **Policy Objectives**

The Shire of Narrogin will encourage and promote alcohol and drug harm minimisation through:

- Accepting Council's role in providing leadership and coordination in ensuring comprehensive and balanced responses to alcohol and drug issues.
- Acknowledging that Council is not a direct provider of alcohol and drug support programs/initiatives, but is a strong advocate for the provision of appropriate services in the Shire.
- Stimulating and progressing community discussion of issues related to alcohol and drugs, through Council and Shire representation on relevant committees and forums.
- Committing to the Shire providing public health and safety services (e.g. sharps containers) to minimise the impacts of syringe use in the Shire.
- Planning community events from time to time that are alcohol free.
- Collaborating with all levels of government and community agencies to ensure effective, co-ordinated responses to alcohol and drug issues.
- Maintaining a commitment to addressing urban design and development assessment processes, which impact on alcohol and drug availability, supply and use.
- Providing a range of activities which foster skills through information, education, health promotion programs, community action and supportive environments, as well as diversionary activities for young and vulnerable populations.
- Building organisational capacity to incorporate harm minimisation principles in workplace systems, including a staff alcohol and drug policy.
- Developing and maintaining an annual and ongoing calendars to residents indicating key activities, services and information to support health and wellbeing initiatives.

## **Review**

Council's strategies relating to its drug and alcohol response will be reviewed from time to time to ensure changing trends and needs are considered, and its response to alcohol and drug issues engages appropriate and relevant stakeholders and the wider community.

– End of Policy

## **Notes**

## 10.1.2 FINAL APPROVAL - BOUNDARY ENCROACHMENTS, LOT 1 (NO. 34) PARRY COURT, NARROGIN

File Reference	A334400
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Chris and Lisa Fleay
Previous Item Numbers	Item 10.1.3, 24 July 2019 Res. 0719.005 Item 10.1.5, 25 August 2021 Res. 0821.007
Date	9 November 2021
Author	Azhar Awang – Executive Manger Development and Regulatory Services
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	1. Locality Plan 2. Plan of Property Encroachments

### Summary

Council's consideration is requested after the closing date of public advertising for public comments in regard to the property encroachment of Lot 1 (No. 34) Parry Court, Narrogin over Reserve 20605 vested in the former Town of Narrogin for the purposes of "Recreation and Parkland", Reserve 37119 also vested in the former Town of Narrogin as Pedestrian Access Way (PAW) and portion of Parry Court road reserve.

### Background

The proposal was previously considered by Council at its Ordinary Meeting held on 25 August 2021, whereby it resolved as follow:

*"That, with respect to the property encroachments of Lot 1 Parry Court (no. 9), Narrogin over Reserve 20605 (Crown Land – Class A Reserve), Reserve 37119 (Pedestrian Access Way) and part of Parry Court road reserve, Council:*

1. *Advise the Department of Planning Land and Heritage, it supports the excision of Reserve 20605 and Reserve 37119 per the attached amended plan and amalgamated to Lot 1 Parry Court, Narrogin so as to formalise the property encroachments;*
2. *Support the public advertising of the proposed partial closure of Parry Court road reserve for the encroachment of the front property boundary fence to be amalgamated to Lot 1 Parry Court, in accordance with section 58 of the Land Administration Act 1997 and regulation 9 of the Land Administration Regulations 1998;*
3. *Support the public advertising of the proposed partial or full closure of the Public Access Way (Reserve 37119) pending the outcome of the public notifications period to the relevant state*

*agencies and adjoining property owners, in accordance with section 58 of the Land Administration Act 1997 and regulation 9 of the Land Administration Regulations 1998;*

4. *Require the applicant to indemnify the Minister for Lands and/or the Shire of Narrogin, against all associated costs; and*
5. *Advise the applicant that all costs associated with the above proposal will be at the cost to the applicant.*
6. *Note that at the conclusion of the advertising period, all submissions received will be presented for its further consideration.”*

At the conclusion of the advertising period for comments, two submissions were received, one from the Department of Water and Environmental Regulation, stating that it has no comment to provide and the other submission from the Department of Planning, Lands and Heritage (DPLH) stating that for the State to grant land tenure, it needs to comply with the provisions of the Native Titles Act 1993 and other legislative requirements. The DPLH also mentioned that the applicant will be responsible for the payment of all costs and disbursements associated with the grant.

### **Consultation**

- A site meeting was held with the property owner, Planning Officer and the EMDRS.
- Discussion with officers from the Department of Planning, Lands and Heritage.
- Public advertising in the local paper, Shire’s website, Facebook, Adjoining properties, Department of Planning, Lands and Heritage, Water Corporation, Telstra, Department of Communities, and Department of Water and Environmental Regulation.

### **Statutory Environment**

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

- Planning and Development Act 2005 – section 152 deals with reserve purpose.
- Land Administration Act 1997
  - Section 87 deals with the closure of the Pedestrian Access Way (PAW) and amalgamation of Crown Land.
  - Section 42 deals with Class A reserves.
  - Section 58 deals with closure of roads and PAW.
- Land Administration Regulations 1998 – Regulation 9.
- Former Town of Narrogin Town Planning Scheme No. 2.

### **Policy Implications**

Nil

### **Financial Implications**

There may be costs incurred associated with the proposal such as officers’ time in administering the process including advertising and notification to the relevant agencies. From the Shire’s perspectives this include advertising for the closure of the portion of the laneway and the Parry Court Road reserve where the encroachments are. It is estimated that this would cost less than \$500.

From the State’s perspective, the cost to the property owner includes, but is not limited to:

- Costs of negotiating and compensating native title parties and other existing land holders if applicable. The status of Native Title gets assessed for each Crown land parcel by the Department of Planning, Lands and Heritage, Land Management Team upon a formal application being assessed and handed over by the Acceptance Team;
- Applying for and approval of other statutory requirements, may include local government costs if the Shire has them in place and also planning/zoning amendments;
- Purchase price is determined by way of an independent valuation from Landgate that is made upon a formal submission. This is again made when the case is with the Land Management Team.
- Survey and plan preparation costs can only be determined at that point in time;
- Advertising and gazettal costs can also only be determined at that point in time;
- Registration and document preparation fees is dependent on what is required at the end of the process; and
- GST on any of the above.

### Strategic Implications

Shire of Narrogin Community 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

### Comment/Conclusion

The encroachments involved three areas, the Recreation and Parkland Reserve (Reserve 20605), the Pedestrian Access way (Reserve 37119) and Parry Court road reserve.

#### 1. Recreation and Parkland Reserve (Reserve 20605)

The area of encroachment over Reserve 20605 is approximately 135m<sup>2</sup> of land, which includes the existing water tank, gazebo, landscaped area and fencing.

Reserve 20605 is a 'Class A Reserve' and therefore any amendment to it can be a long and complex process. Section 42 of the Land Administration Act 1997, covers Class A reserves, creating, changing etc. section 42(4) and (5) apply, whereby *the Minister must cause that proposal to be laid before each House of Parliament* and section 43(1) then applies. The Minister must also, not less than 30 days before acting under subsection (4) in relation to a class A reserve, advertise his intention so to act in a newspaper circulating throughout the State.

The Department of Planning, Lands and Heritage, Land Management Team after its initial assessment has proposed that the excision for encroachment from Reserve 20605, to be squared off for practical application. This has been conveyed to the property owner of Lot 1 Parry Court and is in agreement with the recommended proposal.

It is therefore recommended that Council supports the proposed excision of Reserve 20605 to be amalgamated to Lot 1 Parry Court, as per Attachment 2.

## 2. Pedestrian Access Way (Reserve 37119)

Reserve 37119 is a Pedestrian Access Way (PAW) and will be required to be closed or partially closed by the Shire. This land serves a connectivity function for the benefit of the community and may also contain utility/services infrastructure. The proposed PAW closure is treated the same way as a road closure, in accordance with section 58 of the Land Administration Act 1997, and regulation 9 of the Land Administration Regulations 1998. The total area of encroachment is approximately 25m<sup>2</sup>.

The discussion with the property owner of Lot 1 (No. 34) Parry Court, was for a partial closure so as to allow the public access into the recreation reserve. The Shire in its initial enquiry through correspondence to the adjoining owner Lot 1611 (No. 9) Parry Court abutting the PAW, did not received any response after follow up letters in early January and February of this year.

After the close of the advertising period no objection was received for the proposed closure of the laneway and no interest was received from the property owner abutting the laneway to purchase the remaining portion of the laneway.

It is therefore recommended that the Shire supports the partial closure of the PAW for the encroachment of the laneway and to amalgamate to Lot 1 Parry Court.

## 3. Parry Court Road Reserve.

As identified on the aerial photograph, there also appears to be an encroachment from 34 Parry Court into the road reserve of Parry Court. In order to close a portion of this road and to include the encroachment into the adjoining freehold (Lot 1 Parry Court), the Shire must comply with its statutory requirements under both section 58 of the Land Administration Act 1997 and regulation 9 of the Land Administration Regulations 1998.

The total area of encroachment over the road reserve is approximately 14m<sup>2</sup>.

In view of the above encroachments and the advice received from the Department of Planning, Land and Heritage, and that there were no objections received for the proposal, it is recommended that Council supports the partial closure of Parry Court road reserve, partial closure of the PAW and the proposed excision of Reserve 20605 to be amalgamated to Lot 1 Parry Court.

## Voting Requirements

Simple Majority

### OFFICERS' RECOMMENDATION

That, with respect to the property encroachments of Lot 1 Parry Court (No. 34), Narrogin over Reserve 20605 (Crown Land – Class A Reserve), Reserve 37119 (Pedestrian Access Way) and part of Parry Court road reserve, Council:

1. Advise the Department of Planning Land and Heritage, it supports the excision of Reserve 20605 and Reserve 37119 per the attached amended plan and amalgamated to Lot 1 Parry Court, Narrogin so as to formalise the property encroachments;
2. Support the proposed partial closure of Parry Court road reserve for the encroachment of the front property boundary fence to be amalgamated to Lot 1 Parry Court, in accordance with

section 58 of the Land Administration Act 1997 and regulation 9 of the Land Administration Regulations 1998;

3. Support the proposed partial closure of the Public Access Way (Reserve 37119) for the encroachment of the property boundary fence to be amalgamated to Lot 1 Parry Court, in accordance with section 58 of the Land Administration Act 1997 and regulation 9 of the Land Administration Regulations 1998;
4. Require the applicant to indemnify the Minister for Lands and the Shire of Narrogin, against all associated costs; and
5. Advise the applicant that all costs associated with the above proposal will be at the cost to the applicant.





LOCATION PLAN  
NOT TO SCALE  
APPROXIMATE EXTENTS OF SUBJECT SITE  
AERIAL PHOTOGRAPHY APRIL 2019



- LEGEND OF FEATURES**
- BOUNDARY
  - CONTOUR (INTERVALS OF 0.25m)
  - BUILDING/ STRUCTURE
  - FENCE
  - FOOTPATH
  - KERB
  - CHANGE OF GRADE
  - OVERHEAD POWER LINES
  - SURVEY CONTROL MARK
  - POWER POLE
  - WATER METER
  - TREE AT SCALE
  - AREA ENCROACHING INTO ABUTTING CROWN RESERVES

FEATURE SURVEY OF LOT 1 ON D88927 SHOWING EXTENT OF ENCROACHMENT INTO LOT 1128 ON DP183939 (R20605) & LOT 1610 ON 183939 (R37119) No 34 PARRY COURT, NARROGIN

Client: CHRIS FLEAY  
Shire of Narrogin

DATUM HORIZONTAL - LOCAL VERTICAL - LOCAL	SCALE 1:1000 0 10 20 30 40 50 All distances in metres unless stated otherwise
COPYRIGHT OF ALL THIS PLAN IS RESERVED BY BROWN McALLISTER SURVEYORS AND REMAINS THE PROPERTY OF THE AFOREMENTIONED AND SHALL BE RETURNED UPON REQUEST. USE OF ALL OR PART OF THIS PLAN IS RESTRICTED WITHOUT PRIOR WRITTEN PERMISSION.	ALL AREAS AND DIMENSIONS ARE SUBJECT TO SURVEY AND EXAMINATION EXISTING BOUNDARY DIMENSIONS AND LOT AREAS HAVE BEEN TAKEN FROM LANDSCAPE RECORD DRAWING & DP 183939
	THE BOUNDARIES WERE NOT RE-ESTABLISHED AS PART OF THIS SURVEY THEREFORE THIS PLAN DOES NOT GUARANTEE THEIR ACCURACY FIELD INSPECTION IS RECOMMENDED FOR LOCATION OF SERVICES PRIOR TO ANY CONSTRUCTION

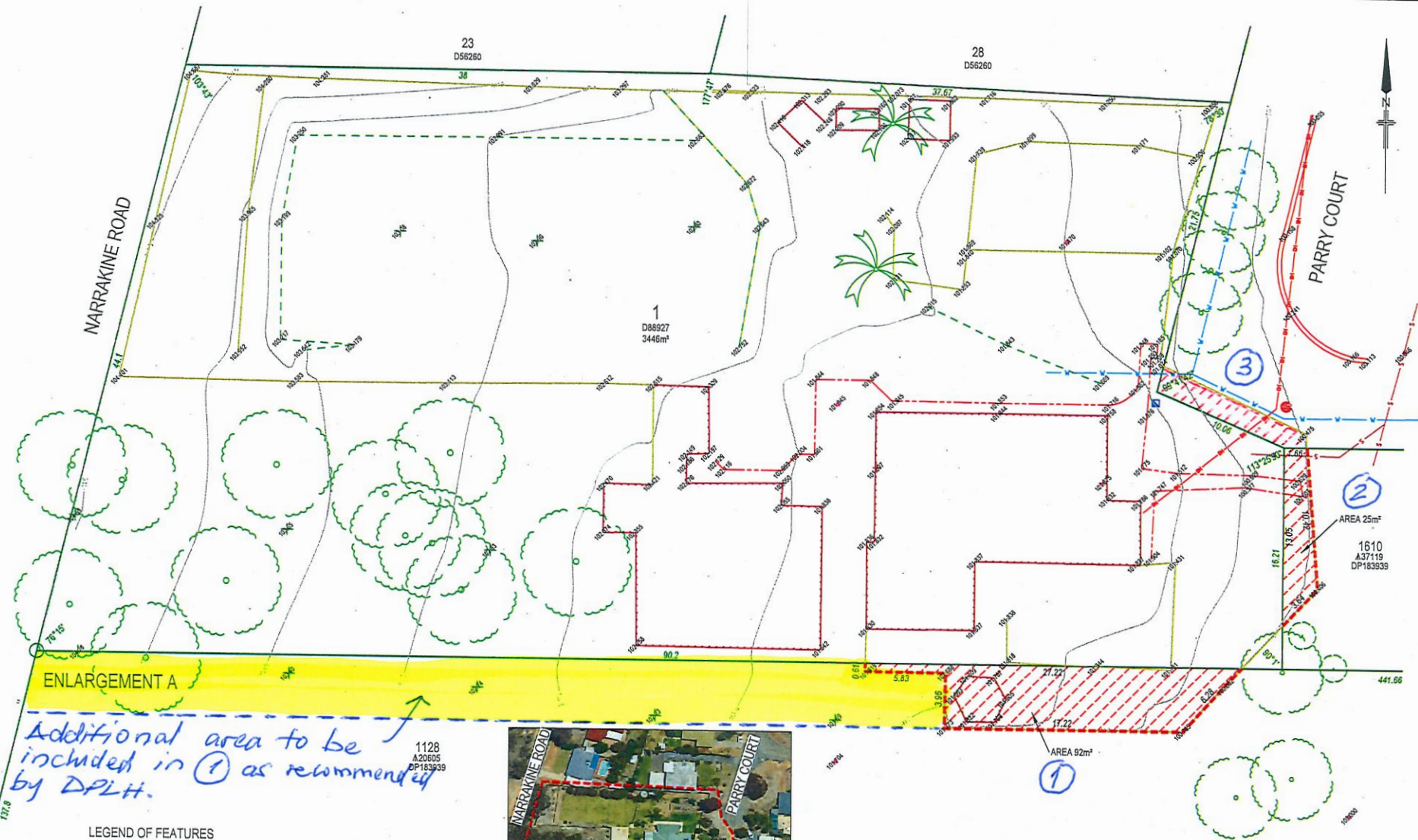
APPROVED & ISSUED TO CLIENT			
No.	DETAILS	DATE	DRAWN CHECKED
0		01/10/2019	J.H.M.P.H.R.E.Y.S. T.P.I.Z.Z.I

SHEET 1 OF 2

**REVISIONS**

SHEET	A2
SURVEYED	P.G.O.W.-2006/2011
FIELD NOTES	
DRAWN	J.H.M.P.H.R.E.Y.S.-01/10/2019
CHECKED	
REFER	Page 495-1F

**Brown McAllister Surveyors**  
Licensed Surveyors | Land Development & Strata Consultants | Engineering Surveyors  
Email: [admin@brownmcallister.com.au](mailto:admin@brownmcallister.com.au) Tel: (08) 9386 9688  
Address: 12B Pepler Avenue, Saltier Point, Western Australia, 6152



LOCATION PLAN  
NOT TO SCALE  
APPROXIMATE EXTENTS OF SUBJECT SITE  
AERIAL PHOTOGRAPHY APRIL 2019

- LEGEND OF FEATURES**
- BOUNDARY
  - CONTOUR (INTERVALS OF 0.25m)
  - BUILDING/STRUCTURE
  - FENCE
  - FOOTPATH
  - KERB
  - CHANGE OF GRADE
  - OVERHEAD POWER LINES
  - NATURAL SURFACE LEVEL
  - FLOOR LEVEL
  - SURVEY CONTROL MARK
  - POWER POLE
  - WATER METER
  - TREE AT SCALE
  - SEWER PIPE
  - WATER PIPE
- WATER & SEWER DATA SHOWN ON THIS PLAN IS DERIVED FROM SUPPLIED WATER CORPORATION INFORMATION SHEETS AND IS COMPILED AS BEST-FIT MODEL. BROWN McALLISTER SURVEYORS CANNOT GUARANTEE THE ACCURACY OF THIS DATA.
- AREA ENCROACHING INTO ABUTTING CROWN RESERVES

FEATURE SURVEY OF LOT 1 ON D88927 SHOWING EXTENT OF ENCROACHMENT INTO LOT 1128 ON DP183939 (R20605) & LOT 1610 ON 183939 (R37119) No 34 PARRY COURT, NARROGIN

DATUM HORIZONTAL - LOCAL VERTICAL - LOCAL	SCALE 1:200 0 2.5 5 7.5 10 All distances in metres unless stated otherwise
COPYRIGHT OF ALL THIS PLAN IS RESERVED BY BROWN McALLISTER SURVEYORS AND REMAINS THE PROPERTY OF THE AFOREMENTIONED AND SHALL BE RETURNED UPON REQUEST. USE OF ALL OR PART OF THIS PLAN IS RESTRICTED WITHOUT PRIOR WRITTEN PERMISSION.	THE BOUNDARIES WERE NOT RE-ESTABLISHED AS PART OF THIS SURVEY THEREFORE THIS PLAN DOES NOT GUARANTEE THEIR ACCURACY
EXISTING BOUNDARY DIMENSIONS AND LOT AREAS HAVE BEEN TAKEN FROM LANDGATE RECORD D57500	FIELD INSPECTION IS RECOMMENDED FOR LOCATION OF SERVICES PRIOR TO ANY EXCAVATION

APPROVED & ISSUED TO CLIENT		01/10/2019	J.HUMPHREYS	T.PZZI
DETAILS		DATE	DRAWN	CHECKED
REVISIONS				
No.				

**Brown McAllister Surveyors**  
Licensed Surveyors | Land Development & Strata Consultants | Engineering Surveyors  
Email: [admin@brownmcallister.com.au](mailto:admin@brownmcallister.com.au) Tel: (08) 9386 9688  
Address: 12B Pepler Avenue, Salter Point, Western Australia, 6152

SHEET	A2
SURVEYED	P.DOW - 25/02/2011
FIELD NOTES	
DRAWN	J.HUMPHREYS - 01/10/2019
CHECKED	
REFERENCES	6665-1F

Client: CHRIS FLEAY

Shire of Narrogin

### 10.1.3 MOTOR VEHICLE SALES PREMISES AT NO. 4 KIPLING STREET, NARROGIN

File Reference	A261300
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Wagin Motors Group
Previous Item Numbers	Nil
Date	15 November 2021
Author	David Johnston – Planning Officer
Authorising Officer	Azhar Awang – Executive Manager Development and Regulatory Services
<b>Attachments</b> 1. Cover Letter 2. Site Plan 3. Response Letter 4. Wagin and Katanning Signage	

#### Summary

Council is requested to consider an Application for Planning Consent for the establishment of a Motor Vehicle Sales Premise at Lot 40 (No. 4) Kipling Street, Narrogin.

#### Background

On 12 October 2021, the Shire of Narrogin received a letter from Wagin Motors Group informing the Shire of their intent to open a Motor Vehicle Sales premise at No. 4 Kipling Street. A subsequent Application for Planning Consent was received on 10 November 2021.

The proposal is to sell second hand vehicles with a sale value of below \$10,000. It is anticipated that there will be no more than 14 vehicles displayed on the premises. There will be a total of three (3) staff at any one time.

Although a permitted use in the scheme, the application is presented to Council to consider variations to the provisions of the Scheme.

#### Consultation

A site visit was undertaken on 10 November 2021 by:

- Planning Officer; and
- Executive Manager Development and Regulatory Services.

Kipling Street is under the jurisdiction of Main Roads and may require comments from Main Roads WA. However, based on the previous use of the land as a tyre shop, it is considered unlikely that there will be a significant increase in the volume of traffic egressing and ingressing the property.

Further consultation to surrounding lot owners is not required by the Scheme as the use is permitted, there are no variations to setbacks and there is limited noise increases.

### 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 (FTPS2)
  - Other Commercial Zoning Table; and
  - Clause 3.2.

### Policy Implications

Nil

### Financial Implications

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

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

### Comment/Conclusion

#### Zoning

Lot 40 (No. 4) Kipling Street, Narrogin is zoned “Other Commercial” under the FTPS2. The Policy Statement for the zoning is as follows:

*“Primarily for showroom and warehouse uses. Where such uses do not involve direct sales to the public, e.g., uses other than motor vehicles and marine sales premises, carparks, storage of bulky furniture and the like, the parking standard may be reduced at the discretion of the Council.”*

The proposed Motor Vehicle Sales premise falls under the definition of ‘Motor Vehicle & Marine Sales Premises’, which:

*“means land and buildings used for the display and sale of new or second-hand motorcycles, cars, trucks, caravans and boats or any one or more of them and may include the servicing of motor vehicles sold from the site.”*

Such use is listed as a 'P' use under the 'Other Commercial' zone, which means:

*"Use permitted subject to compliance with Development Standards."*

Ordinarily, such an application would not require Council's discretion, but the proposal does include variations that warrant Council's discretion.

#### Noise

It is expected that noise levels will only increase slightly over the current vacant use. The exclusion of any car servicing will keep levels at a minimum and the new noise is expected to come from car deliveries and from customers parking. The most recent use of the premises was as a car tyre service centre which would have been noisier than the proposed use.

#### Parking

Given the policy statement as quoted earlier in the Zoning section of the report, because the premises is to provide direct sales to the public, any variation to the parking requirements is subject to Council's discretion.

The required minimum car parking as per FTPS2 is 1 bay per 45m<sup>2</sup> of gross floor area or display area. The approximate display area is 415m<sup>2</sup> and so the visitor bays required is 9 bays.

The site is smaller than other Motor vehicle sale premises in town. This has resulted in parking constraints on site. There are two areas that have been earmarked for customer parking. The rear of the building and two bays at the eastern entrance off Kipling Street. The area at the rear would be able to fit three cars in tandem. Because of this, it is recommended that this area not be used for customer parking. Additionally, the applicant has claimed that it has been a rare occurrence for there to be more than two customers on site at any one time.

It is recommended that Council include a condition for a carparking plan to show the location of parking bays, required turning circles.

#### Right of Way

There is an existing rear laneway that currently provides rear access to the surrounding properties. The applicant is proposing to use the rear laneway to provide access to the rear parking for their staff.

#### Landscaping

FTPS2 requires that developments in the Other Commercial zoning provide landscaping to 20% of the lot size. Clause 3.4.2 of FTPS2 is as follows:

##### 3.4.2 "LANDSCAPING"

- a) *The landscaping requirement shown in the Development Table or referred to in the Scheme means an open area designed, developed and maintained as garden planting and areas for pedestrian use and at the discretion of the Council, it may include natural bushland, swimming pools and areas under covered ways, but garbage collection and handling spaces, playing fields and other open storage areas and recreational buildings and amenity buildings shall not be included.*
- b) *The Council may in a landscaped area encourage the use of gravel, pebble and similar hard materials and the planting of trees, shrubs or ground cover that require little maintenance.*

- c) *Where a proposed development utilises less than fifty per cent of the allowable plot ratio, the Council may reduce the landscaping requirement, provided that the landscaping requirement shall be required proportionately as subsequent development occurs.*
- d) *A requirement of the landscaping is that one tree capable of growing to a height of three metres or more shall be planted for every ten square metres of landscape area, but the Council may relax this requirement in the case of residential land use.*
- e) *No person shall, unless the Council otherwise approves, occupy any buildings forming part of an approved development until the required landscaping has been constructed and planted.”*

Due to the small amount of space available on the lot, the applicant has requested that this requirement be reduced. The applicant plans to upgrade existing landscaping on the western side of the lot with new trees and gravel.

It is recommended that Council include a condition for a landscaping plan to show the location and name of new trees, plants, other landscaping features and their locations.

### Signage

In terms of signage, the applicant proposed the following:

- Usage of the existing freestanding sign pole for company logo; and
- Signage along the top of the showroom of a similar standard to the ones in Wagin and Katanning for consistent branding. See attachment 4.

The signage will not be illuminated.

### Works

The existing building is not heritage listed. Proposed interior works to the building include new ceilings to convert former workshop areas into showrooms and installing large glass windows and doors to replace the boarded-up windows, small doors and metal roller doors. The proposed works will encourage natural lighting and will be an improvement to the interior and streetscape.

### **Voting Requirements**

Simple Majority

#### **OFFICERS' RECOMMENDATION**

That with respect to the Application for Planning Consent for a Motor Vehicle Sales Premise at Lot 40 (No. 4) Kipling Street, Narrogin, Council grant planning consent, subject to the following conditions:

1. The approval shall expire if the development permitted is not completed within two years of approval, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Shire is granted by it in writing.
2. 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.

3. 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.
4. All drainage run-off associated with the development shall be contained on site or connected to the Shire's storm water drainage system to the satisfaction of the Chief Executive Officer.
5. The applicant to submit a Landscaping plan, detailing the species selection, materials and location, and implemented within three months of occupancy, to be maintained for the duration of the development, to the satisfaction of the Chief Executive Officer.
6. The applicant to submit a car parking plan to show the location of parking bays and required turning circles, to the satisfaction of the Chief Executive Officer.
7. The use 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.
8. Washdown area and the potential risk of hydrocarbon and chemical spills/leaks are separated from stormwater and contaminants are to be disposed of to the satisfaction of the Department of Water Environmental Regulation, in accordance with DWER's Water Quality Protection Note 28 'Mechanical Servicing and Workshops' (September 2013) (WQPN 28).
9. The proposed signage shall be in accordance with the approved plans.
10. Any outside lighting to comply with Australian Standard AS4282-1997 for the control of obstructive effects of outdoor lighting and not spill into any residential premises.

Advice Note:

1. Any additional signage, not approved in the conditions above, are subject to a separate sign application in accordance with the Shire of Narrogin's Public Places and Local Government Property Local Law 2016.
2. Should any waste water be discharged to sewer, the applicant be advised that they may require a Trade Water permit from the Water Corporation.

Michael Catherwood

**T/As Wagin Motors and Katanning Motors**

25 Tavistock Street Wagin WA 6315    PO Box 151 Wagin WA 6315    171 Clive Street, Katanning WA 6317  
 e-mail: [michaelc1wagin@gmail.com](mailto:michaelc1wagin@gmail.com)    e-mail: [michaelc1katanning@gmail.com](mailto:michaelc1katanning@gmail.com)  
 Ph: (08) 9861 2303    Mobile: 0409 688 014    ABN: 36 685 569 353    Lic: MD27818

11<sup>th</sup> October 2021

Chief Executive Officer  
 Town of Narrogin  
 89 Earl Street  
 NARROGIN WA 6312

<b>Shire of Narrogin RECEIVED</b>	
Directed to <u>DAVID DALE</u>	
12 OCT 2021	
Ref No	<u>IPA212-5197</u>
Property File	<u>A261300</u>
Subject File	_____
Ref	_____

Dear Sir,

RE:    PROPOSED NEW BUSINESS:    NARROGIN MOTORS  
       PROPOSED ADDRESS:         4 KIPLING STREET, NARROGIN 6312

It is our intention to open a vehicle sales outlet at the above address subject to planning consent and statutory licensing approvals from the Department of Mines Industry Regulation and Safety.

The owner is currently addressing issues of overdue maintenance on the property. Our intention would be to generally improve the visible aspects of the property internally and externally having regard to the local by-laws regarding commercial premises. Should you wish to have a site meeting to discuss our intentions to meet your requirements we would happily make ourselves available at a suitable time.

This property has previously been used as a vehicle sales outlet, service station and tyre fitting shop amongst many other uses. We strongly feel that we offer a new business to town that is both beneficial for consumers and the town alike.

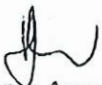
As part of a privately owned highly regarded local group of businesses that values its reputation above all else specializes in low cost, well prepared good quality vehicles, we feel that we will provide a service that is not currently available in Narrogin. Our core market will be used vehicles under \$10,000. Through affiliation with several new vehicle franchises we also access to a large range of affordable new vehicles.

We see as has happened in both Wagin and Katanning our presence creates new job opportunities, improves street frontage presentation and support to local businesses by utilizing their specialties. We are noted as good corporate citizens and importantly we contribute to the town from which we earn our living.

It is our intention to commence trading on the 2<sup>nd</sup> of January 2022 should you approve our application.

If you require any further information, please feel free to contact Karen Agnew on 0439 950 785 anytime.

Yours sincerely,



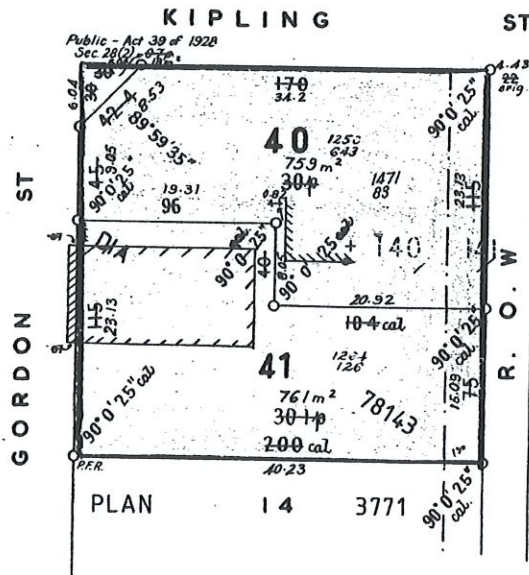
Karen Agnew.  
 General Manager.



Town or District.	Number of Lot or Location.	Field Book.	Scale	Certificate in which Land is Vested.	Area
NARROGIN	LOTS 15&16 OF PT. TOWN LOTS 140,141	19484	1 475 60LKS Chains to one inch	Vol/24.2. Fol.122.	A. R. R. 1-20-1 Green
					07 BROWN 1-20-8 Total

LIMITED IN DEPTH TO 2000 FEET  
609.6

Depth Limit Notes



DIA 25633



CERTIFICATE		TOWN PLANNING BOARD	
<p>I hereby certify that this survey was performed by me personally (or under my personal supervision, inspection, and field check), in strict accordance with the Regulations for the guidance of Surveyors, and that this plan is in all respects accurate.</p> <p><i>W. Bonadine</i> Licensed Surveyor.</p> <p>Date 9-2-60</p>		<p>Approved by Town Planning Board</p> <p>RECEIVED 26 FEB 1960 V.A.</p> <p><i>J. W. Shopp</i> Chairman</p> <p>Date 27/2/60</p>	
<p>Approved</p> <p><i>B. W. W. W. W.</i> Inspector of Plans and Surveys</p> <p>Examined <i>W. W. W. W.</i> Date 1-8-61</p>	<p>On</p> <p>Plan 3771</p> <p>Diagram</p> <p>Index Plan <del>3070</del> BUCHANAN 2000 11.37</p>	<p>Registered</p> <p>25633</p>	<p>Diagram No.</p> <p><b>25633</b></p>

-o Pkt Dia 24527

R.V.G.



/// = No longer there

— = Post + wire fence

... = chain

C.P. = Customer parking

**David Johnston**

---

**From:** David Johnston  
**Sent:** Tuesday, 9 November 2021 9:59 AM  
**To:** michaelc1wagin@gmail.com  
**Cc:** Azhar Awang  
**Subject:** Narrogin Motors - Lot 40 (No. 4) Kipling Street  
**Attachments:** Application for Planning Consent (FDRS005).pdf

Hi Karen and Michael

I have read your letter and undertaken a preliminary assessment against our town planning scheme. The proposal does require a Planning Application to be submitted.

In order for us to assess and determine your application, you will need to submit the attached application form and provide details on the following:

- Provide a site plan showing how you will use the lot (this includes any works, carparking, demolition, construction.
  - If there are major works and construction, please provide elevations and floor plans too.
  - Site plan needs to show customer parking, staff parking and parking of vehicles for sale.
- Details on what type of signage will be installed (where, sign sizes, will they be illuminated, what will they look like?)
- Do you plan on painting the building? What colours?
- How many employees will work at the dealership? Total amount and how many at any one time.
- Will there be any vehicle servicing on site?
- There is an additional use available on this lot for a petrol station, will cars be fuelled on site or is your proposal purely for sales and/or service?
- Are you proposing any fencing in the front of the lot?

Please ensure your application complies with the following:

- All car parking to be provided on site and shown on the site plan, including ingress and egress from the property. The Planning Scheme requires one bay per 45m<sup>2</sup> of gross floor area or display area.
- Landscaping – minimum of 20% of lot area. Council can vary this down when there are space constraints. Likely the case considering the smaller size of this lot.
- Compliance with Clause 3.2 of the Scheme – General Provisions for Business and Industrial Zones:
  - 3.2.1 *“ACCESS FOR LOADING AND UNLOADING VEHICLES*
    - a) *No land or buildings shall be developed unless provision is made for an area clear of the street for the purpose of loading or unloading goods or materials.*
    - b) *The Council will seek to ensure that the majority of servicing vehicles will be able to leave and enter the street in a forward direction.*
    - c) *It is expected that any access way shall be not less than 4.5 metres wide but in exceptional circumstances the Council may permit an access way of lesser width but not less than 3.0 metres and then only when a one-way system can be established.*
  - 3.2.2 *PROVISIONS OF PARKING AND LOADING AND UNLOADING*  
*In all zones, parking, loading and unloading and access, complete with necessary drainage, signs and marking as required by the Council, shall be provided prior to any occupation of the development or at such time as may be agreed in writing between the Council and the developer. Such areas shall be maintained to the satisfaction of the Council.*
  - 3.2.3 *HEIGHT OF BUILDINGS*
    - a) *Within the Scheme Area no building shall be constructed in excess of two storeys or 8.0 metres overall, whichever is the greater, above natural ground level.*

- b) *For the purpose of this Clause, the height of a wall shall be defined as that contained in the Residential Planning Codes.*
- c) *Notwithstanding the provisions of the above paragraph the Council may, after following the procedures set out in Part 6.3 relating to special approval, grant approval for the construction of a building higher than the maximum specified.*

**3.2.4 BUILDING MATERIALS**

*No person shall in any Other Commercial or Industrial Zone erect any building or part of a building which is used as an office unless it is constructed of a material approved by the Council.*

**3.2.5 SCREENING OF STORAGE AREAS**

*No person shall in any Other Commercial or Industrial Zone use any land for open storage purposes unless it is screened from public view by a fence, wall or planting; the siting and height of which to be approved by the Council.*

**3.2.6 MOTOR VEHICLE WRECKING**

*A person shall not in any Industrial Zone, store, or permit to be stored or to remain on any land, any disused motor vehicles, old motor vehicles, or old machinery or any parts thereof:*

- a) *over an area of land exceeding one hectare;*
- b) *in any number exceeding 1,500 per hectare where the vehicles have been reduced by pressure or other process to a volume of two cubic metres or less or exceeding two hundred per hectare where they have not been so reduced; or*
- c) *unless they are placed in neat rows not exceeding two metres in height."*

Given the variations required to make this proposal work on what is a smaller site than most vehicle sale and service premises, it is likely that the proposal will need to go to Council for their determination.

If you have any questions about this advice or any other questions, please don't hesitate to contact me.

Kind regards

David

**MICHAEL CATHERWOOD T/AS-  
WAGIN MOTORS/KATANNING MOTORS**

**PO BOX 151 WAGIN WA 6315**

**25 TAVISTOCK STREET  
WAGIN WA 6315  
ABN: 36 685 569 353**

**LIC: MD 27818**

**171 CLIVE STREET  
KATANNING WA 6317  
PH: 0409 688 014**

**Town of Narrogin  
David Johnston  
Planning Officer  
89 Earl Street  
NARROGIN WA 6312**

**10<sup>th</sup> November 2021**

**Dear David,**

**As per your email regarding our application.**

- 1. Attached are documents supporting our site plan.**
- 2. Attached are photographs of proposed signage in keeping with our other premises.**
- 3. We plan on painting the exterior of the building white and removing the paint from the existing windows to facilitate natural light.**
- 4. There will be no servicing of vehicles on site. We intend to sub-let all mechanical work to existing business in the locale.**
- 5. We shall not use the site as a petrol station, nor will we be fueling any vehicles on site.**
- 6. Fencing will be done, please see attached documentation for imagery. Fencing shall be completed to a height not exceeding 1m and steel wire shall be 300mm apart held onto 2" galvanized posts.**
- 7. We have allocated 2 parking sites as per attached aerial photograph.**
- 8. There is an area of current landscaping which shall be maintained and enhanced.**

**As for Compliance with Clause 3.2 of the Scheme – General Provisions for Business and Industrial Zones: we shall comply with all regulations related to parking and loading. There is no construction planned other than the proposed fencing.**

**We are a small boutique vehicle sales outlet and do not require a large space from which to operate. Much of our business is completed off site.**

**Yours kindly,**



**Karen Agnew.  
General Manager.**





## 10.2 TECHNICAL AND RURAL SERVICES

### 10.2.1 PLANT & FLEET REPLACEMENT ASSET MANAGEMENT PLAN 2021 - 2031

File Reference	23.13.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure
Applicant	Nil
Previous Item Numbers	Item 10.1.063, Ordinary Council Meeting 24 June 2017, Resolution 0617.075
Date	19 October 2021
Author	Torre Evans – Executive Manager Technical & Rural Services
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	1. Plant & Fleet Replacement Asset Management Plan 2021 – 2031

#### Summary

Council is requested to receive the Plant & Fleet Replacement Asset Management Plan 2021-2031 (PFRAMP), adopt the Ten Year Plant Replacement Program 2021-2031 and consider amending several fees and charges for plant identified in Appendix 2 of Attachment 1.

The proposed PFRAMP is presented to Council to demonstrate a planned and sustainable approach to the Shire's plant and fleet replacement taking into consideration optimum time of replacements, realistic funding required to sustain such a program and to inform future budgeting process including the Shire's Long Term Financial Plan.

#### Background

At Council's Ordinary Meeting held 24 June 2017, Council resolved to adopt a Ten Year Plant Replacement Program.

The presented PFRAMP is an updated revision of the current Ten Year Plant Replacement Program, and is a detailed study into one of the Shire's most valuable assets that allows the Shire to provide services to the community in maintaining current assets i.e. roads, foot paths, drainage, earth works, buildings and transport in general, across multiple departments.

#### Consultation

With respect to Attachment 1 – PFRAMP, consultation occurred with the following:

- Chief Executive Officer
- Executive Manager Technical & Rural Services
- Executive Manager Corporate & Community Services
- Manager Operations
- Manager Corporate & Community Services



## Statutory Environment

Local Governments are required to have Asset Management Plans in place pursuant to the Local Government Act 1995.

The Local Government Act, Section 6.16, also requires a Local Government to advertise any changes to fees and charges in a local newspaper prior to taking effect.

## Policy Implications

Policy 12.10 Plant Replacement Policy Relates.

## Financial Implications

Financial Implications related to Plant and Fleet replacement are contained within Appendix 1 of Attachment 1. This shows an annual contribution to the Shire's Plant, Vehicle & Equipment Reserve, of \$425,000 for the 2021/2022 financial year and \$450,000 annually each financial year from 2022/2023 to 2031 and will need to be considered in the context of the Shire's Long Term Financial Plan and Annual Budgeting processes.

Plant and Fleet running costs can be seen at Appendix 2 of Attachment 1.

## Strategic Implications

The Shire of Narrogin Strategic Community Plan 2017-2027 identifies the following Objectives, Outcomes and Strategies that relate to this asset management plan:

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective	1.	Economic Objective (Support growth and progress, locally and regionally)
Outcome:	1.3	An effective well maintained transport network
Strategy:	1.3.1	Maintain and improve road network in line with resource capacity
Objective	3.	Environment Objective (Conserve, protect and enhance our natural and built environment)
Outcome:	3.3	Efficient use of resources
Strategy:	3.3.1	Increase resource usage efficiency
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

Council is presented with a detailed analysis of the Shire's Plant and Fleet assets, which informs Council and administration on the sustainable management of this class of asset, for the next ten years to continue to provide current service levels to the Narrogin community and other stake holders.

The Chief Executive Officer was the key driver of this initiative with senior staff and the Manager Operation spending considerable time analysing this valuable asset class and facilitating the attached

asset management plan to demonstrate an audit process on costings so as to advise future Annual and Long-Term Budget processes and provide the organisation and Council with a strategic direction for this asset class.

The PFRAMP details information about optimal timing for the replacement of plant and fleet assets for the provision of a high level of continued service in the most cost effective and efficient manner.

As a result of the detailed analysis that occurred whilst studying plant and fleet costs as part of this asset management plan, a number of private works plant rates were identified as being under charged.

Accordingly, it is the officer's recommendation, that Council adopt these amended fees and charges, so that the organisation is not operating at a loss, should these services be engaged.

### **Voting Requirements**

Absolute Majority

#### **OFFICERS' RECOMMENDATION**

That with respect to the Plant & Fleet Replacement Asset Management Plan 2021-2031, Council:

1. Receives the Plan;
2. Adopts the 2021-2031 Ten Year Plant Replacement Program;
3. Amends the 2021-2022 Plant Fees and Charges - Private Works (wet hire, GST Inclusive, per hour) such as they read as follows:
  - a) P8311 Vibe (Hamm) roller – increase from \$125 to \$212;
  - b) P24 Road Sweeper – increase from \$169 to \$185;
  - c) P35 JD Tractor – increase from \$170 to \$223;
  - d) P59 Toro Ride On Mower – increase from \$127 to \$138; and
  - e) P29 Flail Mower (tractor attachment) – increase from \$30 to \$81.
4. Request the Chief Executive Officer to advertise the change to the fees and charges before they take effect.



## PLANT & FLEET REPLACEMENT ASSET MANAGEMENT PLAN 2021/2031



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## Acknowledgements:

The Initiator of this Asset Management Plan: Dale Stewart – Chief Executive Officer.

## Authors:

Mr Torre Evans      Executive Manager Technical & Rural Services; and  
Mr John Warburton    Manager Operations Technical & Rural Services.

## Special thanks to:

Mr Frank Ludovico    Executive Manager Corporate & Community Services;  
Mr Alex Mulenga      Manager Corporate & Community Services; and  
Mrs Wendy Russell    Executive Support Officer

## Introduction

This Ten Year Plan forms part of a suite of asset management plans (10 Year Road, Footpath, Bridge, Parks, Treated Water Irrigation System and Other Infrastructure etc.) that identify the management requirements in the life cycle of an asset and form a strategic direction for long term financial planning to preserve these assets in an acceptable condition for use and in this case, replace the asset (plant/fleet) with new to allow the efficient continuation of the service by that asset.

The Plant and Fleet Replacement Asset Management Plan (PFRAMP) details information about optimal timing for the replacement of plant and fleet assets for the provision of a high level of continued service in the most cost effective and efficient manner.

The replacement of Plant is always to be considered in conjunction with Council Policy 12.10 Plant, Equipment and Vehicle Replacement (Appendix 4). The purpose of the replacement policy is to ensure that the plant and vehicles –

- a) Meet safe operational needs;
- b) Minimise the cost of maintenance and repairs; and
- c) Are replaced at appropriate intervals so as to minimise cost to the Shire.

This plan informs and gives financial direction to the Shire's Annual Budget and Long Term Financial Plan so that financing of the changeover of identified plant and fleet to new (where desirable), can be done so in a sustainable manner.

The purpose of this Asset Management Plan is to:

- Demonstrate an understanding of the Shires Plant and Fleet assets and its impact on associated services;
- Demonstrate prudent and accurate budgeting and forecasting of asset related management options and costs, particularly in understanding the long term investment in capital renewal of this valuable asset class;
- Demonstrate a planned level of direction and confidence in planning works programs, maintenance activities and provide support for any business cases associated with securing the necessary funding requirements; and
- Provide strategic guidance and direction for Elected Members and the organisation in the effective management of these assets.

## Asset Description

The Plant & Fleet assets comprises of:

- Heavy Fleet
- Light Fleet
- Heavy & Light Plant
- Equipment (that are registered for use on roads)
- Small Plant
- Un-registered Plant.

The identified plant and fleet are shown in Appendix 1 Shire of Narrogin Plant & Fleet Replacement Program 2021-2031. These assets have an estimated current replacement value of \$5,035,513, with an estimated trade in value of \$1,420,000 and estimated current change over value of \$3,615,513.

Other minor plant and equipment such as chainsaws, whipper snippers small trailers are identified in Policy 12.10 as being replaced as required and are not included in this PFRAMP however are recorded in the Shire's Portable & Attractive (Minor) Assets Register of items less than \$5,000 in value.

The Shire's Home Care Service vehicle list, as shown in Appendix 1, are managed by the Corporate and Community Services Department. Funding for listed vehicles is by the Shires Community Home Care Package (CHCP) Cash Backed Reserve with no net draw on municipal funding, other than an annual transfer to the Plant Replacement Reserve of the annual deemed depreciation value.

## **Levels of Service**

The Shire's present funding levels are sufficient to continue to provide existing services at current levels in the medium term and as identified in appendix 1 – Ten Year Plant Replacement Program.

The main services for the Shires plant and fleet include:

- Civil earthworks – road construction, drainage;
- Transportation for various Departments personnel;
- Repairs and maintenance to other Shire assets – roads, footpaths, drainage, street trees and buildings;
- Works associated with parks, gardens and Rangers;
- Homecare – servicing customers and the community with age related service requirements; and
- Customer Service in general.

To both fully understand and deliver on desired levels of service, requires suitable asset and services management policies, guidelines, inspection regimes, condition assessment programs, customer inquiry systems and asset and services management practices and processes, plus the development and implementation of various audits to validate the outputs.

Levels of service represent a balance between sustainable funding of physical resources and customer needs/expectations.

## **Financial Implications**

To maintain the current service level utilising the Shire's plant and fleet, a planned strategic long term financial approach is considered prudent and essential in managing this important class of assets.

Appendix 1 demonstrates the annual financial funding requirement over a ten year period that is recommended to be committed by the organisation to manage whole of life cycle replacement of its plant, and fleet taking into account the Shires Plant Replacement Policy 12.10 and ensuring that the most cost effective change over time is identified for plant and fleet assets.

The graphs at Appendix 3 demonstrates the ten year planned approach from 2021-2031 and informs the annual and long term Budgeting processes.

## Key Stake Holders

The following table depicts the different roles and stake holders required to successfully manage local government assets for the purpose of service provision.

Key Stakeholder	ROLE IN ASSET MANAGEMENT PLAN
Councillors	<ul style="list-style-type: none"> <li>• Represent the needs of community,</li> <li>• Consider and resolve on recommendations presented from officers.</li> </ul>
Executive Team	<ul style="list-style-type: none"> <li>• To ensure that Asset Management policy and strategy is being implemented as adopted,</li> <li>• To ensure that long-term financial needs to sustain the assets for the services they deliver are advised to Council for its strategic and financial planning processes,</li> <li>• Allocate resources to meet the planning objectives in providing services while managing risks,</li> <li>• Ensure services are sustainable.</li> </ul>
Community User Groups	<ul style="list-style-type: none"> <li>• Users of services from plant &amp; equipment assets,</li> <li>• Consultation on key issues.</li> </ul>
Council Staff	<ul style="list-style-type: none"> <li>• As the designated custodian of plant &amp; Equipment, responsible for the overall management of the assets,</li> <li>• To ensure provision of the required/agreed level of maintenance services for asset components,</li> <li>• To ensure specifications of Plant &amp; Fleet meet the needs of the service or task requirement when procuring for new,</li> <li>• To ensure that risk management practices are conducted as per Council policy,</li> <li>• To ensure that adequate financial information is provided to Council to the relevant asset managers to facilitate sound management of the assets.</li> </ul>
Insurance Provider	<ul style="list-style-type: none"> <li>• Partner in insurance and risk management issues.</li> </ul>
State and Federal Government Departments	<ul style="list-style-type: none"> <li>• Periodic provision of advice, instruction, grants funding to assist with the provision of community assets.</li> </ul>

## Strategic Implications

This Plant and Fleet Asset Management Plan aligns with the Shire's vision, mission, goals and objectives.

Our vision is: *"We are a vibrant rural community that celebrates our past and embraces a sustainable future."*

Our mission is: *"Local Government and community working together to obtain the best possible social, economic and environmental outcomes for the Narrogin Shire."*



The Shire of Narrogin Strategic Community Plan 2017-2027 identifies the following Objectives, Outcomes and Strategies that relate to this asset management plan:

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	1. Economic Objective (Support growth and progress, locally and regionally)
Outcome:	1.3 An effective well maintained transport network
Strategy:	1.3.1 Maintain and improve road network in line with resource capacity
Objective	2. Social Objective (To provide community facilities and promote social interaction)
Outcome:	2.2 Build a healthier and safer community
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
Outcome:	3.2 Effective waste services
Strategy:	3.2.1 Support the provision of waste services
Outcome:	3.3 Efficient use of resources
Strategy:	3.3.1 Increase resource usage efficiency
Outcome:	3.4 A well maintained built environment
Strategy:	3.4.1 Improve and maintain built environment
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

## Plant Utilisation

The plant utilisation report (Appendix 2) demonstrates a record of use for individual plant over a defined period of time.

This enables the provision of accurate hourly charge rates for plant so that the correct rate can be charged against operational, capital, private works and other accounts throughout the financial year.

This is important because Local Government accounting is based on the accrual method which means the cost for plant expenditure is charged to an account when it is incurred. For example, if a grader is used for 8 hours on a particular task, it is charged at a predetermined hourly rate to that task account as an expenditure.

Plant hourly rates are calculated by dividing the total amount of cost that the plant incurred for one financial year by the hours the plant was used in that year. Costs include mechanic's labour, parts and repairs, fuel and oil, registration, tyres and licensing.

Best practice is to do an average over three to five years so that all of the costs can be captured on average for any particular machine over this time. For instance, a grader may have a total running cost of \$15,000 for year one, \$16,000 for year two and \$20,000 for year three, and so on, because of a major repair or change of tyres etc.

To calculate an average hourly rate, add all of the annual cost figures together and divide by three or five years (which ever the length of time you are calculating on) to get the average annual cost. This would then be divided by the total hours the machine did for the three/five years to get an average hourly rate. If the cost was calculated based on only one year alone, then there would be a possibility of under recovering.

If, for example, the hourly rate is set at \$150 per hour for a grader, then the account would be charged \$1,200 for the 8 hours of use. This is acceptable if the grader is in fact costing \$150 per hour, however if the true cost is \$155 per hour, then there would be an under recovery for that expenditure. If the true hourly cost of the grader is \$145 per hour, then there would be an over recovery for the charging which would achieve an unintended profit. This illustrates why it is important to know the operating cost of any plant or fleet item, when budgeting for works and in particular grant funded works.

Differential charge rates may apply dependant on the works. Private works plant rates would be higher than that of in-house charge rates i.e., charge rates to maintenance and capital works accounts. The private work rate charges would align with the Shires adopted fees and charges of the day and include depreciation and administrative overheads.

Depreciation costs can be calculated based on a simple straight line method as follows:

(Cost of Asset – Residual Value)/Optimum point of replacement in its life cycle. A grader for example:

\$400,000 estimated purchase price subtract estimated trade in \$150,000 = \$250,000

\$250,000 over 10 years = \$25,000 per year.

This figure is then further broken down, by dividing the annual figure, by the amount of hours the machine does (on average in a year) to get an hourly depreciation rate. In this case it is \$16.66 if the grader does 1500 hours per year (\$25,000/1500 hours).

It is important to note, that depreciation may not be considered a cost to some however the author considers depreciation to be a cost to the organisation as the plant needs to be replaced at the optimum change over time in its life cycle. To cover the cost of depreciation and to be able to replace plant at the optimal time in their life cycle to continue providing a service to the community, an annual transfer of funds to a reserve account to replace plant annually is considered prudent, and the amount of funds to be transferred should at least equal the annual depreciation for all of the plant and fleet annually.

Another aspect of the plant utilisation report allows analysis to consider if a particular piece of plant is beneficial to own it or in some instances, it may be more cost effective to hire an item of plant rather than to own it due to low usage and high running costs.

Most importantly, by knowing accurate hourly plant rates through plant utilisation statistics, this can inform accurate input to the Annual and Long Term Budgeting processes as well as accurate estimates/quotes for private works, grants or for just having accurate plant costing information to demonstrate that the Shire understands the costings of this valuable list of assets.

Further, analysis of the annual hours utilised of a particular plant or fleet item also helps inform the warrant for its replacement and or indeed whether it is more effective or efficient to hire in, that plant or fleet item from time to time.

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# **Shire of Narrogin Ten Year Plant & Vehicle Replacement Program 2021-2031**

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**Shire of Narrogin 10 Year Plant & Vehicle Replacement Program 2021 - 2031**

Category	Plant Number	Description	Registration	P/T	Purchase/Trade	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31	Comment
<b>Graders/Diggers</b>	P954	NO686 1991 CATERPILLAR 12G GRADER (WORKS)	NO686	P	\$400,000											See Note 4
				T	(\$25,000)		(\$25,000)									
	P978	NO4719 2012 JOHN DEERE 670G GRADER (WORKS) (P978)	NO4719	P	\$400,000											
				T	(\$135,000)											
	P979	NO4871 2014 JOHN DEERE 670G GRADER w/ TOP CON (WORKS)	NO4871	P	\$400,000				\$420,000							
				T	(\$135,000)				(\$135,000)							
	P977	2017 VOLVO EC220DL EXCAVATOR (WORKS)	UNREG	P	\$262,000											
				T	(\$150,000)											
<b>Loaders</b>	P980	1EYN610 2015 KOMATSU WA380-6 WHEEL LOADER (WORKS)	1EYN610	P	\$350,000					\$350,000						
				T	(\$150,000)					(\$150,000)						
	P833	2019 JCB 5CX BACKHOE LOADER (WORKS)	NO5199	P	\$200,000						\$200,000					
				T	(\$50,000)						(\$50,000)					
	P23	NO4141 2010 CATERPILLAR 432E BACKHOE LOADER (WORKS)	NO4141	P	\$200,000			\$200,000							\$200,000	
				T	(\$30,000)			(\$30,000)							(\$30,000)	
	P36	1EVP731 2015 CAT SKID STEER LOADER (WORKS)	1EVP731	P	\$75,000							\$75,000				
			T	(\$15,000)							(\$5,000)					
	P835	NGN339 1992 TCM FRONT END LOADER (WORKS)	NGN339	P	\$75,000											See Note 1
				T	(\$5,000)		(\$5,000)									See Note 1
	P834	NO1225 KOMATSU FG25T-12 FORKLIFT (WORKS)	NO1225	P	\$35,000											
				T	(\$2,000)											
	TBA	TRACKED BOBCAT	TBA	P	\$75,000		\$75,000									See Note 1
				T	(\$15,000)											
<b>Tractors/Mowers</b>	P867	NO4883 2015 NEW HOLLAND T5060 TRACTOR (WORKS)	NO4883	P	\$100,000											
				T	(\$20,000)											
	P35	NGN390 2004 JOHN DEERE TRACTOR (WORKS)	NGN390	P	\$100,000											
				T	(\$20,000)											
	P29	NGN12070 2002 MOWER/CATCHER TRAILER (WORKS)	NGN12070	P	\$50,000											
				T	(\$5,000)											
	P66	2017 JOHN DEERE RIDE ON MOWER (PARKS)	Un-licenced	P	\$10,000		\$10,000			\$10,000						
			T	(\$1,000)		(\$1,000)			(\$1,000)							
	P39	JOHN DEERE X324 RIDE ON MOWER (CARAVAN PARK)	Unlicenced	P	\$10,000		\$10,000			\$10,000						
			T	(\$1,000)		(\$1,000)			(\$1,000)							
	P59	1GPI543 2018 TORO MOWER 7210 (WORKS)	1GPI543	P	\$35,000	\$35,000			\$35,000			\$35,000			\$35,000	
				T	(\$10,000)	(\$10,000)			(\$10,000)			(\$10,000)			(\$10,000)	
<b>Trucks</b>	P24	1EUF156 HINO ROAD SWEEPER 2004 (WORKS)	1EUF156	P	\$350,000											
				T	(\$50,000)		\$350,000									
	P25	NGN830 2017 FUSO FIGHTER 8T TIP TRUCK (WORKS)	NGN830	P	\$100,000				\$100,000							
				T	(\$20,000)				(\$20,000)							
	P8213	NO3 2020 NISSAN UD TIP TRUCK (WORKS)	NO3	P	\$220,000											
				T	(\$35,000)											
	P8212	NO1 2018 NISSAN UD TIP TRUCK (WORKS)	NO1	P	\$222,000							\$0				
				T	(\$35,000)							\$0				
	P8217	NO4 2010 NISSAN UD TIP TRUCK AUTO (WORKS)	NO4	P	\$220,000								\$220,000			
				T	(\$35,000)								(\$35,000)			
	P8216	NO2 2009 NISSAN UD TIP TRUCK (WORKS)	NO2	P	\$220,000						\$220,000					
				T	(\$35,000)						(\$35,000)					
P8219	NO4834 2014 HINO 300 SERIES CREW CAB (WORKS)	NO4834	P	\$100,000			\$100,000							\$100,000		
			T	(\$20,000)			(\$20,000)							(\$20,000)		
P8220	NO4846 2014 HINO 300 SERIES 3T TIPPER (WORKS)	NO4846	P	\$100,000			\$100,000							\$100,000		
			T	(\$20,000)			(\$20,000)							(\$20,000)		
P8215	NO401 1992 MITSUBISHI FLO CON UNIT (WORKS)	NO401	P	\$350,000	\$350,000											
			T	(\$5,000)	(\$5,000)											
P8218	1EEF863 2006 ISUZU FVZ1400 TRUCK	1EEF863	P	\$350,000												
			T	(\$20,000)	(\$20,000)											

**Shire of Narrogin 10 Year Plant & Vehicle Replacement Program 2021 - 2031**

Category	Plant Number	Description	Registration	P/T	Purchase/Trade	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31	Comment
<b>Rollers/Brooms</b>	P8514	NO4792 2012 DYNAPAC PAD FOOT ROLLER (WORKS) (P8514)	NO4792	P	\$250,000											<b>See Note 3</b>
				T	(\$40,000)		(\$40,000)									
	P8516	NO237 2020 CATERPILLAR CW34NN RUBBER TYRED ROLLER (WORKS) (P8516)	NO237	P	\$195,000										\$195,000	
				T	(\$95,000)										(\$95,000)	
	P8517	NO4516 2013 CATERPILLAR CW34NN RUBBER TYRED ROLLER (WORKS) (P8517)	NO4516	P	\$195,000	\$195,000										
				T	(\$95,000)	(\$95,000)										
	P8518	NO4929 2015 HAMM 3520HT STEEL VIBE ROLLER (WORKS)	NO4929	P	\$250,000							\$250,000				
				T	(\$65,000)							(\$65,000)				
	P8311	3 PT LINKAGE BROOM (HYDRAULIC) (WORKS) (P8311)	Un-licenced	P	\$15,000											
			T	(\$5,000)												
P8312	NO2768 2013 SEWELL TB2000E ROAD SWEEPER (WORKS)	NO2768	P	\$35,000												
			T	(\$5,000)												
P67	2018 BOMAG TWIN DRUM TURF ROLLER (PARKS)	Un-licenced	P	\$35,000												
			T	(\$8,000)												
P22	NO764 2021 BOMAG TWIN VIBRATING ROLLER (WORKS)	NO764	P	\$35,000										\$35,000		
			T	(\$8,000)										(\$8,000)		
<b>Heavy Trailers</b>	P968	NO2731 2013 FOUR AXLE SIDE TIPPER TRAILER (WORKS)	NO2731	P	\$100,000								\$100,000			
				T	(\$20,000)								(\$20,000)			
	P969	NO2706 2013 FOUR AXLE SIDE TIPPER TRAILER (WORKS)	NO2706	P	\$100,000									\$100,000		
			T	(\$20,000)										(\$20,000)		
P970	NO2260 1994 THREE AXLE DOG TRAILER (WORKS)	NO2260	P	\$100,000									\$100,000			
			T	(\$20,000)									(\$20,000)			
<b>Outdoor Works Crew Utilities</b>	P967	NO01 2019 HOLDEN COLORADO (MO)	NO01	P	\$55,000	\$55,000						\$55,000			\$55,000	
				T	(\$35,000)	(\$35,000)						(\$35,000)			(\$35,000)	
	P8164	1NO 2018 NISSAN NAVARA (CONSTRUCTION FOREMAN)	1NO	P	\$45,000	\$45,000					\$45,000				\$45,000	
				T	(\$30,000)	(\$30,000)						(\$30,000)			(\$30,000)	
	P26	00NGN 2018 NISSAN NAVARA (WORKS FOREMAN)	00NGN	P	\$45,000	\$45,000					\$45,000				\$45,000	
				T	(\$30,000)	(\$30,000)						(\$30,000)			(\$30,000)	
	P8144	NO591 2003 TOYOTA HILUX (WORKS) (MECHANIC)	NO591	P	\$35,000			\$35,000				\$35,000			\$35,000	
				T	(\$20,000)			(\$20,000)				(\$20,000)			(\$20,000)	
	P8165	NO03 2015 TOYOTA HILUX (WORKS)	NO03	P	\$35,000				\$35,000			\$35,000			\$35,000	
				T	(\$20,000)				(\$20,000)			(\$20,000)			(\$20,000)	
	P63	NO0 2020 MITSUBISHI TRITON (WORKS) (GRADER UTE)	NO0	P	\$35,000				\$35,000			\$35,000			\$35,000	
				T	(\$20,000)				(\$20,000)			(\$20,000)			(\$20,000)	
	P21	NO592 MITSUBISHI TRITON (LH PARKS & GARDENS)	NO592	P	\$35,000				\$35,000			\$35,000			\$35,000	
			T	(\$20,000)				(\$20,000)			(\$20,000)			(\$20,000)		
P18	NGN93 2020 ISUZU D-MAX SINGLE CAB (TURF CURATOR PARKS)	NGN93	P	\$35,000		\$35,000				\$35,000			\$35,000			
			T	(\$20,000)		(\$20,000)				(\$20,000)			(\$20,000)			
P17	NGN802 2018 MITSUBISHI TRITON (GARDENER)	NGN802	P	\$35,000				\$35,000			\$35,000			\$35,000		
			T	(\$20,000)				(\$20,000)			(\$20,000)			(\$20,000)		
P62	NGN15581 MAZDA BT50 UTE 2017 (OVALS)	NGN15581	P	\$35,000				\$35,000			\$35,000			\$35,000		
			T	(\$20,000)				(\$20,000)			(\$20,000)			(\$20,000)		
<b>Administration Vehicles/Rangers</b>	P1	1NGN 2019 TOYOTA PRADO (CEO)	1NGN	P	\$70,000	\$70,000			\$70,000			\$70,000			\$70,000	
				T	(\$40,000)	(\$40,000)			(\$40,000)			(\$40,000)			(\$40,000)	
	P2	NGN00 2019 HOLDEN ACADIA LTZ (EMDRS)	NGN00	P	\$55,000	\$55,000			\$55,000			\$55,000			\$55,000	
				T	(\$35,000)	(\$35,000)			(\$35,000)			(\$35,000)			(\$35,000)	
	P4	NGN0 2018 MITSUBISHI ASX (MCLC)	NGN0	P	\$30,000		\$30,000			\$30,000		\$30,000		\$30,000		\$30,000
				T	(\$15,000)		(\$15,000)			(\$15,000)		(\$15,000)		(\$15,000)		(\$15,000)
	P5	ONGN 2018 FORD ESCAPE (EMCCS)	ONGN	P	\$55,000	\$55,000			\$55,000			\$55,000			\$55,000	
				T	(\$25,000)	(\$25,000)			(\$25,000)			(\$25,000)			(\$25,000)	
	P6	NGN2 MY20 HOLDEN TRAX LS 1.4L TURBO (BS)	NGN2	P	\$30,000	\$30,000			\$30,000			\$30,000			\$30,000	
				T	(\$15,000)	(\$15,000)			(\$15,000)			(\$15,000)			(\$15,000)	
	P7	NGN417 2020 Mazda BT-50 4x4 (RANGER)	NGN417	P	\$35,000				\$35,000			\$35,000			\$35,000	
				T	(\$20,000)				(\$20,000)			(\$20,000)			(\$20,000)	
	P47	002NGN 2018 MITSUBISHI ASX (MF)	002NGN	P	\$30,000		\$30,000			\$30,000		\$30,000		\$30,000		\$30,000
			T	(\$15,000)		(\$15,000)			(\$15,000)		(\$15,000)		(\$15,000)		(\$15,000)	
P65	032NGN 2018 HOLDEN LS TRAX (EHO)	032NGN	P	\$30,000		\$30,000			\$30,000		\$30,000		\$30,000		\$30,000	
			T	(\$15,000)		(\$15,000)			(\$15,000)		(\$15,000)		(\$15,000)		(\$15,000)	
P700	ONO 2020 HOLDEN TRAILBLAZER LTZ (EMTRS)	ONO	P	\$55,000	\$55,000			\$55,000			\$55,000			\$55,000		
			T	(\$35,000)	(\$35,000)			(\$35,000)			(\$35,000)			(\$35,000)		
P8163	NO05 2020 Isuzu DMax (SENIOR RANGER)	NO05	P	\$45,000		\$45,000			\$45,000		\$45,000		\$45,000		\$45,000	
			T	(\$25,000)		(\$30,000)					(\$30,000)		(\$30,000)			



**Shire of Narrogin 10 Year Plant & Vehicle Replacement Program 2021 - 2031**

Category	Plant Number	Description	Registration	P/T	Purchase/Trade	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31	Comment
Single Purpose Trailers	P8823	NO2830 2013 BARTCO TRAFFIC LIGHTS (WORKS)	NO2830	P	\$15,000											REPLACE AS REQUIRED
				T	(\$3,000)											
	P8823A	NO2831 2013 BARTCO TRAFFIC LIGHTS (WORKS)	NO2831	P	\$15,000											
				T	(\$3,000)											
	P60	1TQY201 EMEERGENCY TRAILER w/ GENERATOR	1TQY201	P	\$20,000											
				T	(\$5,000)											
	P70	MOBILE (TRAILER MOUNTED) VISUAL DISPLAY UNIT	NO2959	P	\$30,000											
			T	(\$2,500)												
	P8814	NO2318 FUEL TRAILER (WORKS)	NO2318	P	\$6,000											
			T	(\$500)												
	P8	NGN13292 GRAFFITI RESPONSE TRAILER (WORKS)	NGN13292	P	\$2,500											
			T	(\$500)												
ESL Funded Trailers/Trucks	P971	NO2309 FIRE TRAILER (HIGHBURY)	NO2309	P	\$2,500											
				T	(\$500)											
	P8816	1TBG649 1999 TRAILER MOUNTED TRANSFER PUMP (OCKLEY)	1TBG649	P	\$2,500											
				T	(\$500)											
	P8817	1TGO032 2006 TRAILER MOUNTED TRANSFER PUMP (MINGIN)	1TGO032	P	\$2,500											
				T	(\$500)											
	P8819	1TLI873 2010 TRAILER MOUNTED TRANSFER PUMP (HIGHBURY)	1TLI873	P	\$2,500											
				T	(\$500)											
	P8818	1TJN888 TRAILER MOUNTED STANDPIPE (SHIRE)	1TJN888	P	\$2,500											
			T	(\$500)												
P8821	NO2737 1998 FIRE UNIT TANDEM AXLE TRAILER (NGN VALLEY)	NO2737	P	\$2,500												
			T	(\$500)												
P958	NO209 2018 ISUZU FTS139/260 FIRE UNIT VFB	1GNZ817	P	\$350,000												
			T	(\$100,000)												
P959	NO5020 2017 ISUZU FTS800 FIRE UNIT VFB	NO5020	P	\$350,000												
			T	(\$100,000)												
Multi Purpose Trailers	P8822	NO2749 UTILITY TRAILER (FURNITURE)	NO2749	P	\$2,500										\$2,500	REPLACE AS REQUIRED AS PER COUNCIL POLICY
				T	\$0											
	P31	NGN13182 1968 GARDENER EQUIPMENT TRAILER (WORKS)	NGN13182	P	\$2,500											
				T	\$0											
	P42	KN2189 2004 EMULSION TRAILER (WORK)	KN2189	P	\$2,500		\$2,500									
				T	\$0											
	P46	NGN3146 1985 TORO MOWER TRAILER (WORKS)	NGN3146	P	\$2,500			\$2,500								
				T	\$0											
	P48	1TNA405 2012 LOADSTAR BOXTOP TRAILER (WORKS)	1TNA405	P	\$2,500				\$2,500							
				T	\$0											
	P52	1TNA692 2012 LOADSTAR TRAILER 6x4 (WORKS)	1TNA692	P	\$2,500					\$2,500						
				T	\$0											
P53	1TNR029 2012 LOADSTAR BOXTOP TRAILER 7x4 (WORKS)	1TNR029	P	\$2,500						\$2,500						
			T	\$0												
P57	1TOQ338 2013 TIPPER TRAILER (GARDENER)	1TOQ338	P	\$6,500							\$6,500					
			T	(\$500)							(\$500)					
P8813	1TAS567 LOADSTAR TRAILER SIGNS (WORKS)	1TAS567	P	\$2,500								\$2,500				
			T	\$0												
P8820	NO2785 UTILITY BOXTOP TRAILER (WORKS)	NO2785	P	\$2,500									\$2,500			
			T	\$0												

Purchase Value	P	\$990,000	\$717,500	\$777,500	\$827,500	\$937,500	\$752,500	\$781,500	\$542,500	\$677,500	\$837,500
Trade In Value	T	(\$375,000)	(\$237,000)	(\$320,000)	(\$325,000)	(\$387,000)	(\$280,000)	(\$315,500)	(\$177,000)	(\$310,000)	(\$323,000)
<b>Change Over Cost To Council</b>		<b>\$615,000</b>	<b>\$480,500</b>	<b>\$457,500</b>	<b>\$502,500</b>	<b>\$550,500</b>	<b>\$472,500</b>	<b>\$466,000</b>	<b>\$365,500</b>	<b>\$367,500</b>	<b>\$514,500</b>
Reserve Fund Opening Balance		\$472,420	\$287,144	\$259,516	\$254,611	\$204,657	\$106,203	\$84,766	\$69,613	\$154,809	\$238,857
Reserve Interest Accrued 1%		\$4,724.20	\$2,871.44	\$2,595.16	\$2,546.11	\$2,046.57	\$1,062.03	\$847.66	\$696.13	\$1,548.09	\$2,388.57
<b>Reserve Contribution</b>		<b>\$425,000</b>	<b>\$450,000</b>	<b>\$450,000</b>	<b>\$450,000</b>	<b>\$450,000</b>	<b>\$450,000</b>	<b>\$450,000</b>	<b>\$450,000</b>	<b>\$450,000</b>	<b>\$450,000</b>
<b>Reserve Closing Balance</b>		<b>\$287,144</b>	<b>\$259,516</b>	<b>\$254,611</b>	<b>\$204,657</b>	<b>\$106,203</b>	<b>\$84,766</b>	<b>\$69,613</b>	<b>\$154,809</b>	<b>\$238,857</b>	<b>\$176,746</b>

- Note 1** Due to the age of the TCM (P835) and the lack of available parts, it is proposed that the current bobcat (P36) is retained for depot yard work/loading and the TCM is disposed of, and P36 is replaced with a Tracked Bob Cat.
- Note 2** It is proposed that the newer UD Nissans (P8213, P8212) are converted to water trucks instead of trading. The older UD trucks which are currently water trucks will be traded for new.
- Note 3** It is proposed that the Padfoot Roller (P8514) is disposed of due to it not being needed or utilised.
- Note 4** It is proposed that the Cat Grader (P954) is disposed of due to a combination of the low hours used per annum, combined with the high running costs and age of the machine.
- Note 5** The Jet Patcher (P8218) is being disposed due to its high running costs. The new Flocon (P8215) will be able to perform the majority of the tasks that the Jetpatcher did.

**Shire of Narrogin 10 Year Plant Replacement Program ( Homecare Fleet )**

Category	Plant Number	Description	Registration	P/T	Purchase/Trade \$	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31	
HOME CARE	P10	NGN847 2019 MITSUBISHI OUTLANDER (HACC) (P10)	NGN847	P	\$32,000	\$32,000		\$32,000		\$32,000		\$32,000		\$32,000		
				T	(\$12,500)	(\$12,500)		(\$12,500)		(\$12,500)		(\$12,500)		(\$12,500)		
	P11	NGN10179 2018 TOYOTA HIACE (NHC) (P11)	NGN10179	P	\$80,000				\$80,000							
				T	(\$25,000)				(\$25,000)							
	P13	NGN15333 2014 MAZDA BT-50 (HACC) (P13)	NGN15333	P	\$30,000	\$30,000		\$30,000		\$30,000		\$30,000		\$30,000		
				T	(\$12,500)	(\$12,500)		(\$12,500)		(\$12,500)		(\$12,500)		(\$12,500)		(\$12,500)
	P14	NGN219 2019 NISSAN X-TRAIL (CATS) (P14)	NGN219	P	\$30,000	\$30,000		\$30,000		\$30,000		\$30,000		\$30,000		
				T	(\$12,500)	(\$12,500)		(\$12,500)		(\$12,500)		(\$12,500)		(\$12,500)		(\$12,500)
	P15	NGN11555 2016 VOLKSWAGEN CADDY (NHC) (P15)	NGN11555	P	\$55,000				\$55,000							\$55,000
				T	(\$20,000)				(\$20,000)							(\$20,000)
	P56	990NGN 2015 MITSUBISHI FUSO ROSA (HOMECARE) (P56)	990NGN	P	\$190,000		\$190,000								\$190,000	
				T	(\$50,000)		(\$50,000)								(\$50,000)	
	P43	009NGN 2020 Toyota Corolla (CACP) (P43)	009NGN	P	\$25,000		\$25,000			\$25,000		\$25,000		\$25,000		\$25,000
				T	(\$10,000)		(\$10,000)			(\$10,000)		(\$10,000)		(\$10,000)		(\$10,000)
	P44	NGN839 2019 Toyota Corolla CVT Ascent (CHCP)	NGN839	P	\$25,000	\$25,000		\$25,000		\$25,000		\$25,000		\$25,000		\$25,000
			T	(\$10,000)	(\$10,000)		(\$10,000)		(\$10,000)		(\$10,000)		(\$10,000)		(\$10,000)	
P40	NGN13077 2008 LOADSTAR TRAILER (HACC) (P40)	NGN13077	P	\$2,500												
			T	(\$500)												
P55	1TOU115 LOADSTAR TRAILER (NCP) (P55)	1TOU115	P	\$2,500												
			T	(\$500)												
P12	NGN13362 2016 TRAILER (HACC) (P12)	NGN13362	P	\$2,500												
			T	(\$5,000)												
		Purchase Value	P		\$117,000	\$215,000	\$172,000	\$105,000	\$117,000	\$25,000	\$117,000	\$25,000	\$307,000	\$80,000		
		Trade Value	T		(\$47,500)	(\$60,000)	(\$67,500)	(\$35,000)	(\$47,500)	(\$10,000)	(\$47,500)	(\$10,000)	(\$97,500)	(\$30,000)		
		Total Changeover			\$69,500	\$155,000	\$104,500	\$70,000	\$69,500	\$15,000	\$69,500	\$15,000	\$209,500	\$50,000		

# **Plant Utilisation Information**

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SHIRE PLANT UTILISATION

PLANT NUMBER	PLANT DESCRIPTION	REGO	PLANT OPERATING COSTS IN SYNERGY							PLANT REPLACEMENT COSTS				USAGE 2020/21		HOURLY RATES					HISTORICAL DATA IN SYNERGY							PRIVATE WORKS CALCULATIONS							PROJECTED POC INCLUDING DEP BASED ON 2020/21 Hrs			Notes			
			PLANT REPAIR WAGES	TYRES & TUBES	PARTS & REPAIRS	INSURANCE & UCENCES	FUEL & OIL	Depreciation IN SYNERGY 2020/21	Total Annual POC 2020/21 Ex Dep	TOTAL POC Inc DEPRECIATION 2020/21	Purchase Cost	Estimated Trade Value	Change Over Total	Useful Life	Hours Start	Hours End	Estimated Annual Depreciation	Annual Plant Hours 2020/21	Hourly Depreciation	Hourly Rate 2020/21	Hourly Rate Inc Dep	2018/19 Plant Operating Costs	2019/20 Plant Operating Costs	Total POC Ex Depreciation 2018/19, 2019/20, 2020/21	Synergy Plant Hours 18/19	Synergy Plant Hours 19/20	Total Plant Hours 18/19, 19/20, 20/21	Plant Hourly Rate 3 Year Average	Final Hourly Rate Inc Depreciation	Estimated 2020/21 POC Using 3 Yr Average Ex Tax	Labour	Overhead	Base Wet Hire Rate	Admin Charge @ 10%	Profit @ 12%	Final Wet Hire Rate Ex GST	2021/22 Budgeted Wet Hire Rate Ex GST		Recovery Rate in Synergy	Total Cost Using Synergy Recovery Rates	Total Cost Using Report Rates
P954	NO686 1991 CATERPILLAR 12G GRADER (WORKS)	NO686	\$6,314.49	\$0.00	\$1,446.57	\$837.68	\$5,167.52	\$6,499.94	\$13,766	\$20,266	\$300,000	(\$25,000)	\$175,000	40	22000	22370	\$4,375	370	\$11.82	\$37.21	\$49	\$6,038	\$10,940	\$30,745	176	311	857	\$36	\$48	\$11,273.69	\$31.25	\$35.31	\$114.26	\$11.43	\$15.08	\$141	\$172	\$13.55	\$5,014	\$17,649	
P978	NO4719 2012 JOHN DEERE 670G GRADER (WORKS)	NO4719	\$6,417.75	\$1,477.27	\$9,700.88	\$1,731.89	\$14,338.16	\$6,999.98	\$33,666	\$40,666	\$362,000	(\$135,000)	\$227,000	15	0	840	\$15,133	840	\$18	\$40.08	\$58	\$33,664	\$42,769	\$110,099	1205	828	2873	\$38	\$56	\$32,190.38	\$31.25	\$35.31	\$122.90	\$12.29	\$16.22	\$151	\$172	\$32.88	\$27,619	\$47,324	
P979	NO4871 2014 JOHN DEERE 670G GRADER w/ TOP CON (WORKS)	NO4871	\$7,153.99	\$140.00	\$11,102.23	\$1,974.77	\$14,569.35	\$12,499.94	\$34,940	\$47,440	\$400,000	(\$135,000)	\$265,000	15	6511	7748	\$17,667	1237	\$14	\$28.25	\$43	\$35,690	\$54,245	\$124,876	1447	1035	3719	\$34	\$48	\$41,535.69	\$31.25	\$35.31	\$114.42	\$11.44	\$15.10	\$141	\$172	\$40.00	\$49,840	\$59,202	
P977	2017 VOLVO EC220DL EXCAVATOR (WORKS)	UNLICENSED	\$2,631.29	\$0.00	\$2,265.11	\$2,288.15	\$1,713.80	\$8,999.95	\$8,898	\$17,898	\$262,000	(\$180,000)	\$82,000	15	298	443	\$5,467	145	\$37.70	\$61.37	\$99	\$33,664	\$18,056	\$60,618	80	220	445	\$136	\$174	\$19,752.04	\$31.25	\$35.31	\$240.48	\$24.05	\$31.74	\$296	\$161	\$50.82	\$7,869	\$25,219	Under utilised
P880	1EYN610 2015 KOMATSU WA380-6 WHEEL LOADER (WORKS)	1EYN610	\$4,424.01	\$0.00	\$4,928.80	\$2,510.06	\$11,922.93	\$7,749.91	\$23,786	\$31,536	\$350,000	(\$150,000)	\$200,000	15	3573	4451	\$13,333	878	\$15	\$27.09	\$42	\$25,141	\$38,139	\$77,066	1000	830	2708	\$28	\$44	\$24,986.61	\$31.25	\$35.31	\$110.21	\$11.02	\$14.55	\$136	\$161	\$38.78	\$34,049	\$38,320	
P833	2019 JCB SX BACKHOE LOADER (WORKS)	NO5199	\$4,210.05	\$0.00	\$1,642.57	\$494.22	\$5,015.57	\$19,439.90	\$11,362	\$30,802	\$194,400	(\$50,000)	\$144,400	15	343	1049	\$9,627	706	\$14	\$16.09	\$30	\$16,727	\$12,792	\$40,881	368	594	1668	\$25	\$38	\$17,303.20	\$31.25	\$35.31	\$104.71	\$10.47	\$13.82	\$129	\$122	\$34.84	\$24,597	\$26,930	
P23	NO4141 2010 CATERPILLAR 432E BACKHOE LOADER (WORKS)	NO4141	\$1,919.96	\$1,520.00	\$3,030.83	\$596.10	\$1,837.68	\$5,599.93	\$8,905	\$14,505	\$110,000	(\$30,000)	\$80,000	15	3176	3480	\$5,333	304	\$18	\$29.29	\$47	\$14,397	\$11,159	\$34,460	315	433	1052	\$33	\$50	\$9,958.02	\$31.25	\$35.31	\$116.86	\$11.69	\$15.43	\$144	\$122	\$33.07	\$3,973	\$15,291	
P36	1EVP731 2015 CAT SKID STEER LOADER (WORKS)	1EVP731	\$2,997.06	\$1,518.01	\$13,195.51	\$419.85	\$2,396.79	\$3,999.92	\$20,527	\$24,527	\$65,544	(\$15,000)	\$50,544	8	2142	2702	\$6,318	560	\$11	\$36.66	\$48	\$10,189	\$7,392	\$38,108	948	443	1951	\$20	\$31	\$10,938.25	\$31.25	\$35.31	\$97.38	\$9.74	\$12.85	\$120	\$115	\$8.08	\$4,525	\$17,256	
P835	NGN339 1992 TCM FRONT END LOADER (WORKS)	NGN339	\$648.95	\$0.00	\$12.85	\$208.08	\$387.06	\$399.95	\$1,257	\$1,657	\$70,000	(\$5,000)	\$65,000	30	9104	9220	\$2,167	116	\$19	\$10.84	\$30	\$2,918	\$1,752	\$5,927	13	4	133	\$45	\$63	\$5,169.12								\$35.84	\$4,157	\$7,336	Auto Recover To Road Maintenance
P834	NO1225 KOMATSU FG25T-12 FORKLIFT (WORKS)	NO1225	\$57.23	\$0.00	\$24.34	\$155.23	\$366.58	\$374.92	\$603	\$978	\$35,000	(\$2,000)	\$33,000	25	12852	12923	\$1,320	71	\$19	\$8.50	\$27	\$1,485	\$2,294	\$4,382	4	5	75.5	\$58	\$77	\$4,120.85								\$0.00	\$0	\$5,441	Auto Recover To Depot
P867	NO4883 2015 NEW HOLLAND T5060 TRACTOR (WORKS)	NO4883	\$1,347.61	\$0.00	\$111.60	\$770.09	\$714.20	\$4,199.96	\$2,944	\$7,143	\$80,000	(\$20,000)	\$60,000	20	744	887	\$3,000	143	\$21	\$20.58	\$42	\$2,472	\$3,632	\$9,048	49	295	487	\$19	\$40	\$2,656.74	\$31.25	\$35.31	\$106.12	\$10.61	\$14.01	\$131	\$154	\$55.88	\$7,991	\$9,657	
P35	NGN390 2004 JOHN DEERE TRACTOR (WORKS)	NGN390	\$1,400.30	\$4,675.00	\$2,607.57	\$466.74	\$1,916.31	\$2,899.96	\$11,066	\$13,966	\$80,000	(\$20,000)	\$60,000	20	3890	4066	\$3,000	176	\$17	\$62.87	\$80	\$19,284	\$4,215	\$34,565	120	133	429	\$81	\$98	\$14,180.35	\$31.25	\$35.31	\$164.18	\$16.42	\$21.67	\$202	\$154	\$40.41	\$7,112	\$17,180	Consider Increase In Fees - 2022/23
P29	NGN12070 2002 MOWER/CATCHER TRAILER (WORKS)	NGN12070	\$1,394.23	\$0.00	\$1,070.24	\$43.19	\$0.00	\$0.00	\$2,508	\$2,508	\$50,000	(\$5,000)	\$45,000	30	0	117	\$1,500	117	\$13	\$21.43	\$34	\$8,365	\$2,313	\$13,186	64	102	283	\$47	\$59	\$5,451.29	\$0.00	\$0.00	\$59.41	\$5.94	\$7.84	\$73	\$27	\$43.15	\$5,049	\$6,951	Consider Increase In Fees - 2022/23
P66	2017 JOHN DEERE RIDE ON MOWER (PARKS)	UNLICENSED	\$1,468.25	\$0.00	\$849.13	\$88.84	\$0.00	\$0.00	\$2,406	\$2,406	\$10,000	(\$1,000)	\$9,000	3	565	790	\$3,000	225	\$13	\$10.69	\$24	\$866	\$2,345	\$5,618	282	282	789	\$7	\$20	\$1,601.96	\$31.25	\$35.31	\$87.02	\$8.70	\$11.49	\$107	n/a	\$15.00	\$3,975	\$4,662	Consider Increase In Fees - 2022/23
P39	JOHN DEERE X324 RIDE ON MOWER (CARAVAN PARK)	UNLICENSED	\$165.84	\$0.00	\$0.00	\$19.07	\$0.00	\$509.93	\$185	\$695	\$10,000	(\$1,000)	\$9,000	3	0	100	\$3,000	100	\$30	\$1.85	\$27	\$533	\$19	\$737	3	0	103	\$7	\$27	\$715.97	\$31.25	\$35.31	\$103.72	\$10.37	\$13.69	\$128	n/a	\$2.83	\$283	\$3,716	Auto Recover To Caravan Park
P59	1GP1543 2018 TORO MOWER 7210 (WORKS)	1GP1543	\$7,932.27	\$86.37	\$8,400.15	\$386.86	\$2,317.87	\$1,699.95	\$19,124	\$20,823	\$33,000	(\$10,000)	\$23,000	7	945	1457	\$3,286	512	\$6	\$37.35	\$44	\$9,366	\$18,274	\$46,763	531	588	1631	\$29	\$35	\$14,679.75	\$31.25	\$35.31	\$101.65	\$10.17	\$13.42	\$125	\$115	\$13.16	\$6,710	\$17,965	Consider Increase In Fees - 2022/23
P38	SMALL PLANT		\$32,327.96	\$0.00	\$12,849.81	\$200.70	\$6,631.97	\$0.00	\$52,010	\$52,010																				\$52,010								\$62,738	\$192,010	To be apportioned 60% RMGEN and 40% PG at 30 June	
P24	1EUF156 HINO ROAD SWEEPER (WORKS)	1EUF156	\$9,516.10	\$1,554.55	\$10,317.50	\$613.09	\$7,209.14	\$7,499.92	\$29,210	\$36,710	\$110,000	(\$20,000)	\$90,000	15	15620	16184	\$6,000	564	\$11	\$51.79	\$62	\$37,949	\$31,950	\$99,109	517	594	1675	\$59	\$70	\$33,371.79	\$31.25	\$35.31	\$136.37	\$13.64	\$18.00	\$168	\$153	\$33.72	\$19,018	\$39,372	Consider Increase In Fees - 2022/23
P25	NGN830 2017 FUSO FIGHTER BT TIP TRUCK (WORKS)	NGN830	\$851.28	\$0.00	\$527.72	\$1,154.44	\$4,044.78	\$6,999.98	\$6,578	\$13,578	\$90,190	(\$20,000)	\$70,190	15	2630	3501	\$4,679	871	\$5	\$7.55	\$13	\$8,843	\$10,927	\$26,348	958	727	2556	\$10	\$16	\$8,978.55	\$31.25	\$35.31	\$82.24	\$8.22	\$10.86	\$101	\$160	\$12.28	\$10,696	\$13,658	Consider Increase In Fees - 2022/23
P8213	NO3 2020 NISSAN UD TIP TRUCK (WORKS)	NO3	\$1,919.96	\$1,520.00	\$3,030.83	\$596.10	\$1,837.68	\$5,599.93	\$8,905	\$14,505	\$110,000	(\$35,000)	\$75,000	15	1102	2096	\$11,768	994	\$12	\$8.96	\$21	\$14,705	\$2,248	\$25,858	508	61	1563	\$17	\$28	\$16,444.64	\$31.25	\$35.31	\$94.95	\$9.49	\$12.53	\$117	\$160	\$11.87	\$1,859	\$28,213	
P8212	NO1 2018 NISSAN UD TIP TRUCK (WORKS)	NO1	\$4,602.97	\$3,872.00	\$2,462.14	\$3,235.06	\$19,527.79	\$21,499.93	\$33,700	\$55,200	\$218,462	(\$15,000)	\$203,462	15	703	1718	\$12,231	1015	\$12	\$33.20	\$45	\$8,769	\$12,822	\$64,291	474	457	1946	\$33	\$45	\$33,533.26	\$31.25	\$35.31	\$111.65	\$11.17	\$14.74	\$138	\$160	\$33.93	\$34,839	\$46,764	
P8217	NO4 2010 NISSAN UD TIP TRUCK AUTO (WORKS)	NO4	\$4,306.00	\$0.00	\$9,078.33	\$1,545.05	\$7,347.38	\$8,124.90	\$22,277	\$30,402	\$200,000	(\$35,000)	\$165,000	20	384	1200	\$8,250	816	\$10	\$27.30	\$37	\$60,644	\$30,838	\$113,759	1184	618	2618	\$43	\$64	\$35,457.34	\$31.25	\$35.31	\$120.13	\$12.01	\$15.86	\$148	\$146	\$58.30	\$47,573	\$43,707	
P8216	NO2 2009 NISSAN UD TIP TRUCK (WORKS)	NO2	\$4,088.80	\$0.00	\$4,000.60	\$1,432.69	\$5,313.63	\$4,999.91	\$14,839	\$19,839	\$200,000	(\$35,000)	\$165,000	20	463	924	\$8,250	461	\$18	\$32.19	\$50	\$64,614	\$38,062	\$107,514	1241	1074	2776	\$39	\$57	\$17,854.52	\$31.25	\$35.31	\$123.19	\$12.32	\$16.26	\$152	\$146	\$61.55	\$28,735	\$26,105	
P8219	NO4834 2014 HINO 300 SERIES CREW CAB (WORKS)	NO4834	\$4,715.36	\$50.00	\$1,229.50	\$716.83	\$3,944.01	\$5,124.96	\$10,656	\$15,781	\$100,000	(\$20,000)	\$80,000	15	528	828	\$5,333	300	\$18	\$35.52	\$53	\$13,694	\$9,809	\$34,159	326	517	1143	\$30	\$48	\$8,965.73	\$31.25	\$35.31	\$114.23	\$11.42	\$15.08	\$141	\$133	\$54.55	\$16,365	\$14,290	Consider Increase In Fees - 2022/23
P8220	NO4846 2014 HINO 300 SERIES 3T TIPPER (WORKS)	NO4846	\$1,294.75	\$464.00	\$215.22	\$703.45	\$2,854.98	\$4,499.97	\$5,532	\$10,032	\$100,000	(\$20,000)	\$80,000	15	488	1188	\$5,333	700	\$8	\$7.90	\$16	\$9,213	\$6,941	\$21,687	765	689	2154	\$10	\$18	\$7,047.72	\$31.25	\$35.31	\$84								

**SHIRE LIGHT FLEET AUTO RECOVERY**

	PLANT NUMBER	PLANT DESCRIPTION	REGO	PLANT OPERATING COSTS SYNERGY 2020/21							PLANT REPLACEMENT COSTS				ESTIMATED DEPRECIATION	
				PLANT REPAIR WAGES	TYRES & TUBES	PARTS & REPAIRS	INSURANCE & LICENCES	FUEL & OIL	SYNERGY DEPRECIATION	Total Annual POC Ex	TOTAL POC INC DEP	Purchase Cost	Estimated Trade Value	Change Over Total	Change Over Rate	ANNUAL DEPRECIATION
OUTDOOR WORKS CREW UTILITIES	P967	NO01 2019 HOLDEN COLORADO (MO)	NO01	\$0.00	\$1,012.37	\$840.73	\$725.90	\$3,548.60	\$3,672.13	\$6,128	\$9,800	\$40,393	(\$35,000)	\$5,393	3	\$1,798
	P8164	1NO 2018 NISSAN NAVARA (CF)	1NO	\$1,145.16	\$1,060.00	\$783.36	\$710.50	\$4,851.76	\$3,499.99	\$8,551	\$12,051	\$36,498	(\$30,000)	\$6,498	3	\$2,166
	P26	00NGN 2018 NISSAN NAVARA (MAINT FOREMAN)	00NGN	\$1,350.48	\$508.45	\$494.26	\$699.99	\$2,685.47	\$2,699.93	\$5,739	\$8,439	\$36,498	(\$30,000)	\$6,498	3	\$2,166
	P8144	NO591 2021 Isuzu DMax (MECHANIC)	NO591	\$389.99	\$0.00	\$12.85	\$443.49	\$612.72	\$0.00	\$1,459	\$1,459	\$40,720	(\$20,000)	\$20,720	3	\$6,907
	P8165	NO03 2021 Isuzu Dmax (WORKS)	NO03	\$1,681.66	\$500.00	\$612.17	\$597.02	\$2,099.32	\$5,599.93	\$5,490	\$11,090	\$30,698	(\$20,000)	\$10,698	3	\$3,566
	P63	NO0 2020 MITSUBISHI TRITON (WORKS GRADER UTE)	NO0	\$396.64	\$0.00	\$168.87	\$553.84	\$1,321.30	\$1,699.95	\$2,441	\$4,141	\$35,000	(\$20,000)	\$15,000	3	\$5,000
	P21	NO592 MITSUBISHI TRITON (L/H PARKS & GARDENS)	NO592	\$372.65	\$640.00	\$618.10	\$623.23	\$2,438.04	\$2,599.95	\$4,692	\$7,292	\$30,105	(\$20,000)	\$10,105	3	\$3,368
	P18	NGN93 2020 ISUZU D-MAX SINGLE CAB (GARDENER L/H)	NGN93	\$1,191.77	\$30.00	\$4,726.67	\$470.17	\$1,130.43	\$2,341.05	\$7,549	\$9,890	\$25,752	(\$20,000)	\$5,752	3	\$1,917
	P17	NGN802 2018 MITSUBISHI TRITON (GARDENER)	NGN802	\$1,058.50	\$591.45	\$1,030.24	\$588.03	\$1,623.67	\$1,799.93	\$4,892	\$6,692	\$26,045	(\$20,000)	\$6,045	3	\$2,015
	P62	NGN15581 Isuzu Dmax 2021 (OVALS)	NGN15581	\$548.80	\$35.00	\$232.66	\$672.18	\$1,215.38	\$2,699.93	\$2,704	\$5,404	\$38,500	(\$20,000)	\$18,500	3	\$6,167
ADMINISTRATION VEHICLES/RANGERS	P1	1NGN 2019 TOYOTA PRADO (CEO)	1NGN	\$0.00	\$0.00	\$2,013.77	\$893.58	\$5,369.91	\$5,588.86	\$8,277	\$13,866	\$56,752	(\$40,000)	\$16,752	2	\$8,376
	P2	NGN00 2019 HOLDEN ACADIA LTZ (EMDRS)	NGN00	\$0.00	\$0.00	\$1,437.59	\$751.93	\$4,976.52	\$3,718.39	\$7,166	\$10,884	\$42,567	(\$35,000)	\$7,567	2	\$3,784
	P4	NGN0 2018 MITSUBISHI ASX (MCLC)	NGN0	\$0.00	\$0.00	\$1,361.83	\$601.16	\$1,762.91	\$1,899.91	\$3,726	\$5,626	\$23,724	(\$15,000)	\$8,724	2	\$4,362
	P5	ONGN 2018 FORD ESCAPE (EMCCS)	ONGN	\$0.00	\$0.00	\$2,680.49	\$727.87	\$1,880.79	\$2,799.91	\$5,289	\$8,089	\$38,107	(\$25,000)	\$13,107	2	\$6,554
	P6	NGN2 MY20 HOLDEN TRAX LS 1.4L TURBO (BS)	NGN2	\$0.00	\$421.87	\$1,180.77	\$532.50	\$3,207.48	\$1,777.07	\$5,343	\$7,120	\$30,000	(\$14,000)	\$16,000	2	\$8,000
	P7	NGN417 2020 Mazda BT-50 4x4 (RANGER)	NGN417	\$0.00	\$222.73	\$1,784.37	\$941.94	\$3,016.53	\$178.35	\$5,966	\$6,144	\$47,456	(\$30,000)	\$17,456	3	\$5,819
	P47	002NGN 2018 MITSUBISHI ASX (MF)	002NGN	\$0.00	\$0.00	\$1,754.95	\$594.63	\$2,907.93	\$2,467.52	\$5,258	\$7,725	\$26,963	(\$15,000)	\$11,963	2	\$5,982
	P65	032NGN 2018 HOLDEN LS TRAX (EHO)	032NGN	\$0.00	\$122.89	\$1,918.99	\$737.83	\$2,945.37	\$6,399.88	\$5,725	\$12,125	\$20,462	(\$15,000)	\$5,462	2	\$2,731
	P700	ONO 2020 HOLDEN TRAILBLAZER LTZ (EMTRS)	ONO	\$0.00	\$1,208.33	\$1,022.45	\$751.93	\$3,547.36	\$3,649.76	\$6,530	\$10,180	\$40,147	(\$35,000)	\$5,147	2	\$2,574
	P8163	NO05 2020 Isuzu DMax	NO05	\$0.00	\$0.00	\$2,364.95	\$1,053.34	\$3,522.06	\$2,699.93	\$6,940	\$9,640	\$57,631	(\$35,000)	\$22,631	3	\$7,544
				<b>\$57,792.37</b>	<b>\$109,863</b>	<b>\$167,656</b>										<b>\$90,793</b>

These Vehicles are Auto Recovered

**PROPOSED AUTO RECOVERY LIST**

<b>PLANT NUMBER</b>	<b>PLANT ITEM</b>	<b>REGISTRATION</b>	<b>AUTO RECOVERY COST TO GL ACCOUNT</b>
P835	NGN339 1992 TCM FRONT END LOADER (WORKS)	NGN339	RMGEN
P834	NO1225 KOMATSU FG25T-12 FORKLIFT (WORKS)	NO1225	RMGEN
P39	JOHN DEERE X324 RIDE ON MOWER (CARAVAN PARK)	UNLICENCED	W150
P29	NGN12070 2002 MOWER/CATCHER TRAILER (WORKS)	NGN12070	W070 40%, W071 40%, W083 20%
P67	2018 BOMAG TWIN DRUM TURF ROLLER (PARKS)	UNLICENCED	W071
P29	NGN12070 2002 MOWER/CATCHER TRAILER (WORKS)	NGN12070	W070 40%, W071 40%, W083 20%
P8823	NO2830 2013 BARTCO TRAFFIC LIGHTS (WORKS)	NO2830	RMGEN
P8823A	NO2831 2013 BARTCO TRAFFIC LIGHTS (WORKS)	NO2831	RMGEN
P60	1TQY201 EMEERGENCY TRAILER w/ GENERATOR	1TQY201	BO260 20%, 2110815 80%
P70	MOBILE (TRAILER MOUNTED) VISUAL DISPLAY UNIT	NO2959	2130200
P8814	NO2318 FUEL TRAILER (WORKS)	NO2318	RMGEN
P8	NGN13292 GRAFFITI RESPONSE TRAILER (WORKS)	NGN13292	RMGEN
P8822	NO2749 UTILITY TRAILER (FURNITURE)	NO2749	RMGEN
P31	NGN13182 1968 GARDENER EQUIPMENT TRAILER (WORKS)	NGN13182	W071
P42	KN2189 2004 EMULSION TRAILER (WORK)	KN2189	RMGEN
P46	NGN3146 1985 TORO MOWER TRAILER (WORKS)	NGN3146	W080
P48	1TNA405 2012 LOADSTAR BOXTOP TRAILER (WORKS)	1TNA405	RMGEN
P52	1TNA692 2012 LOADSTAR TRAILER 6x4 (WORKS)	1TNA692	RMGEN
P53	1TNR029 2012 LOADSTAR BOXTOP TRAILER 7x4 (WORKS)	1TNR029	RMGEN
P57	1TOQ338 2013 TIPPER TRAILER (PARKS)	1TOQ338	16.66% EACH -W060, W061, W062, W063, W064, W065
P8813	1TAS567 LOADSTAR TRAILER SIGNS (WORKS)	1TAS567	RMGEN
P8820	NO2785 UTILITY BOXTOP TRAILER (WORKS)	NO2785	RMGEN
P967	NO01 2019 HOLDEN COLORADO (MO)	NO01	2140238
P8164	1NO 2018 NISSAN NAVARA (CF)	1NO	2140238
P26	00NGN 2018 NISSAN NAVARA (WORKS FOREMAN)	00NGN	2140238
P8144	NO591 2021 Isuzu DMax (MECHANIC)	NO591	2140238
P8165	NO03 2021 Isuzu Dmax (WORKS)	NO03	RMGEN
P63	NO0 2020 MITSUBISHI TRITON (WORKS GRADER UTE)	NO0	RMGEN
P21	NO592 MITSUBISHI TRITON (L/H PARKS & GARDENS)	NO592	Verge 25%, 25% EACH - W070,W071, W020
P18	NGN93 2020 ISUZU D-MAX SINGLE CAB (GARDENER L/H)	NGN93	16.66% EACH -W060, W061, W062, W063, W064, W065
P17	NGN802 2018 MITSUBISHI TRITON (GARDENER)	NGN802	25% EACH -Verge, W079, W066, W065
P62	NGN15581 Isuzu Dmax 2021 (OVALS)	NGN15581	16.66 EACH -W073, W080, W067, W068, W069, W074
P1	1NGN 2019 TOYOTA PRADO (CEO)	1NGN	121405100
P2	NGN00 2019 HOLDEN ACADIA LTZ (EMDRS)	NGN00	121006140
P4	NGN0 2018 MITSUBISHI ASX (MCLC)	NGN0	121406100
P5	ONGN 2018 FORD ESCAPE (EMCCS)	ONGN	121405100
P6	NGN2 MY20 HOLDEN TRAX LS 1.4L TURBO (BS)	NGN2	121303150
P7	NGN417 2020 Mazda BT-50 4x4 (RANGER)	NGN417	120504070
P47	002NGN 2018 MITSUBISHI ASX (MF)	002NGN	121405100
P65	032NGN 2018 HOLDEN LS TRAX (EHO)	032NGN	120703140
P700	0NO 2020 HOLDEN TRAILBLAZER LTZ (EMTRS)	0NO	121402100
P8163	NO05 2020 Isuzu DMax (SENIOR RANGER)	NO05	120504070

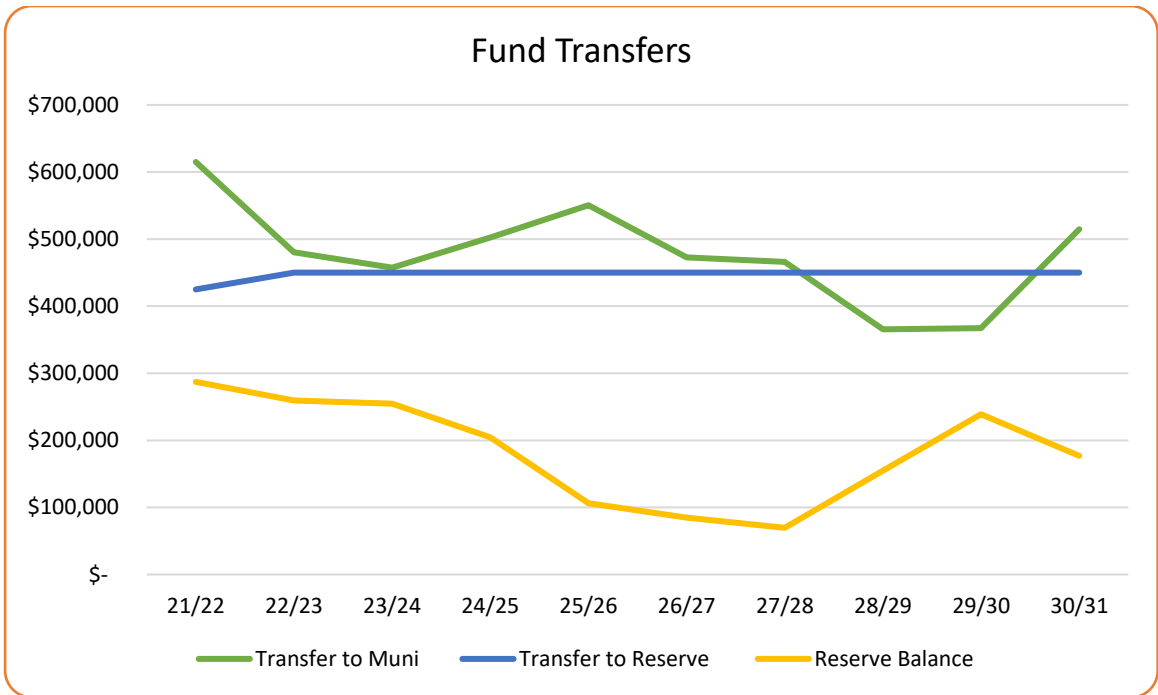
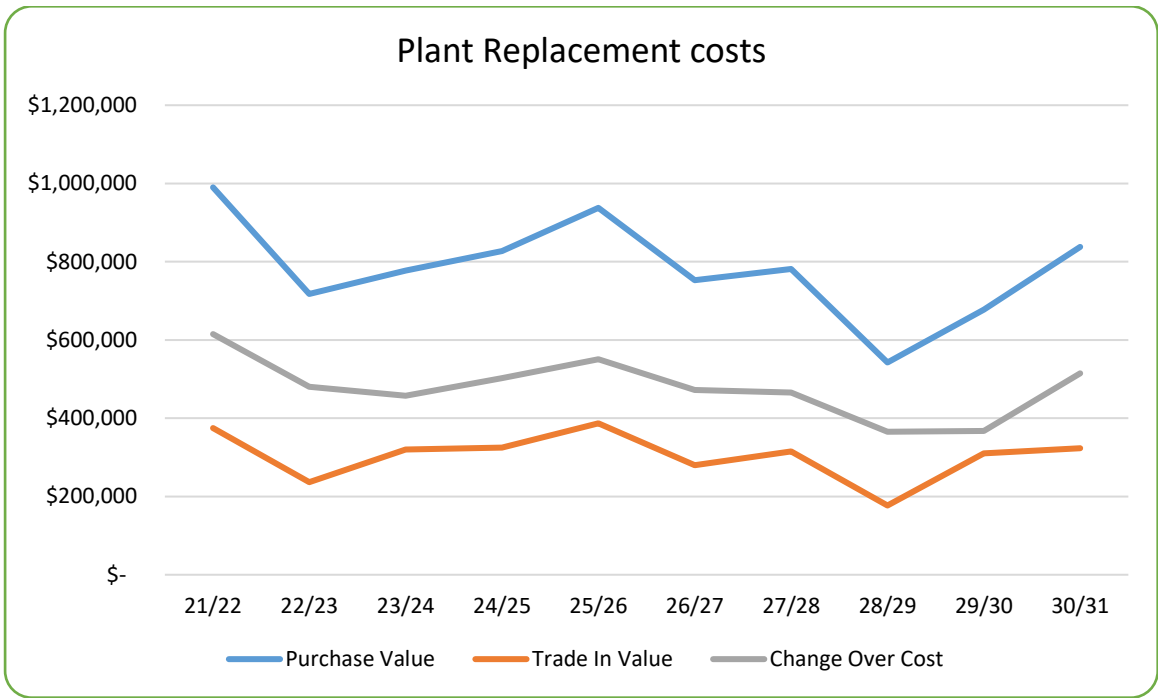
PLANT COST RECOVERY 20/21									
Key	Plant Description	PLANT REPAIR WAGES	TYRES & TUBES	PARTS & REPAIRS	INSURANCE & LICENCES	FUEL & OIL	DEPRECIATION	TOTAL	Plant Hours
P1	1NGN 2019 TOYOTA	\$0.00	\$0.00	\$2,013.77	\$893.58	\$5,369.91	\$5,588.86	\$13,866.12	0
P10	NGN847 MITSUBISHI	\$0.00	\$527.73	\$2,700.68	\$704.40	\$2,941.46	\$1,099.96	\$7,974.23	0
P11	NGN10179 2018 TOY	\$0.00	\$0.00	\$764.28	\$492.34	\$810.01	\$5,999.93	\$8,066.56	0
P12	NGN13362 2016 TRA	\$0.00	\$0.00	\$2,680.91	\$38.56	\$0.00	\$0.00	\$2,719.47	0
P13	NGN15333 2014 MAZ	\$0.00	\$0.00	\$366.36	\$520.05	\$1,207.79	\$1,499.91	\$3,594.11	0
P14	NGN219 2019 NISSA	\$0.00	\$0.00	\$2,501.13	\$643.89	\$4,997.10	\$2,611.73	\$10,753.85	0
P15	NGN11555 2016 VOL	\$0.00	\$290.45	\$309.42	\$784.36	\$1,103.23	\$2,999.94	\$5,487.40	0
P16	NGN6121 1982 TWIN	\$0.00	\$0.00	\$0.00	\$50.18	\$0.00	\$0.00	\$50.18	0
P17	NGN802 2018 MITSU	\$1,058.50	\$591.45	\$1,030.24	\$588.03	\$1,623.67	\$1,799.93	\$6,691.82	238.5
P18	NGN93 2020 ISUZU	\$1,191.77	\$30.00	\$4,726.67	\$470.17	\$1,130.43	\$2,341.05	\$9,890.09	4
P2	NGN00 2019 HOLDEN	\$0.00	\$0.00	\$1,437.59	\$751.93	\$4,976.52	\$3,718.39	\$10,884.43	0
P20	NO4234 1999 HONDA	\$0.00	\$0.00	\$0.00	\$25.09	\$0.00	\$0.00	\$25.09	0
P21	NO592 MITSUBISHI	\$372.65	\$640.00	\$618.10	\$623.23	\$2,438.04	\$2,599.95	\$7,291.97	5
P22	NO620 2002 BOMAG	\$72.49	\$0.00	\$0.00	\$267.80	\$96.67	\$999.98	\$1,436.94	31.3
P23	NO4141 2010 CATER	\$1,919.96	\$1,520.00	\$3,030.83	\$596.10	\$1,837.68	\$5,599.93	\$14,504.50	272.3
P24	1EUF156 HINO ROAD	\$9,516.10	\$1,554.55	\$10,317.50	\$613.09	\$7,209.14	\$7,499.92	\$36,710.30	506.6
P25	NGN830 2017 FUSO	\$851.28	\$0.00	\$527.72	\$1,154.44	\$4,044.78	\$6,999.98	\$13,578.20	775.7
P26	00NGN 2018 NISSAN	\$1,350.48	\$508.45	\$494.26	\$699.99	\$2,685.47	\$2,699.93	\$8,438.58	0
P29	NGN12070 2002 MOW	\$1,394.23	\$0.00	\$1,070.24	\$43.19	\$0.00	\$0.00	\$2,507.66	128.5
P30	NGN12158 1980 TWI	\$199.24	\$0.00	\$136.64	\$48.21	\$0.00	\$2,299.97	\$2,684.06	0
P31	NGN13182 1968 GAR	\$0.00	\$0.00	\$0.00	\$23.12	\$0.00	\$0.00	\$23.12	0
P35	NGN390 2004 JOHN	\$1,400.30	\$4,675.00	\$2,607.57	\$466.74	\$1,916.31	\$2,899.96	\$13,965.88	167.5
P36	1EVP731 2015 CAT	\$2,997.06	\$1,518.01	\$13,195.51	\$419.85	\$2,396.79	\$3,999.92	\$24,527.14	530.2
P38	SMALL PLANT	\$32,327.96	\$0.00	\$12,849.81	\$200.70	\$6,631.97	\$0.00	\$52,010.44	0
P39	JOHN DEERE X324 R	\$165.84	\$0.00	\$0.00	\$19.07	\$0.00	\$509.93	\$694.84	0
P4	NGN0 2018 MITSUBI	\$0.00	\$0.00	\$1,361.83	\$601.16	\$1,762.91	\$1,899.91	\$5,625.81	0
P40	NGN13077 2008 LOA	\$0.00	\$0.00	\$4,567.00	\$60.22	\$0.00	\$0.00	\$4,627.22	0
P42	KN2189 2004 EMULS	\$0.00	\$0.00	\$0.00	\$23.12	\$0.00	\$0.00	\$23.12	0
P43	009NGN 2017 TOYOT	\$0.00	\$0.00	\$499.32	\$780.91	\$1,451.57	\$2,999.94	\$5,731.74	0
P44	NGN839 2019 Toyot	\$0.00	\$0.00	\$1,203.39	\$582.06	\$1,275.13	\$2,020.79	\$5,081.37	0
P46	NGN3146 1985 TORO	\$114.23	\$0.00	\$52.40	\$63.26	\$0.00	\$0.00	\$229.89	0
P47	002NGN 2018 MITSU	\$0.00	\$0.00	\$1,754.95	\$594.63	\$2,907.93	\$2,467.52	\$7,725.03	0
P48	1TNA405 2012 LOAD	\$0.00	\$415.09	\$0.00	\$38.17	\$0.00	\$0.00	\$453.26	0
P49	SMALL PLANT HOM	\$0.00	\$0.00	\$1,735.22	\$0.00	\$180.94	\$0.00	\$1,916.16	0
P5	ONGN 2018 FORD ES	\$0.00	\$0.00	\$2,680.49	\$727.87	\$1,880.79	\$2,799.91	\$8,089.06	0
P52	1TNA692 2012 LOAD	\$415.54	\$0.00	\$91.32	\$23.12	\$0.00	\$0.00	\$529.98	0
P53	1TNR029 2012 LOAD	\$0.00	\$0.00	\$0.00	\$33.47	\$0.00	\$0.00	\$33.47	0
P54	JOHN DEERE RIDE O	\$0.00	\$0.00	\$1,183.67	\$30.11	\$0.00	\$0.00	\$1,213.78	0
P55	1TOU115 LOADSTAR	\$0.00	\$0.00	\$0.00	\$23.12	\$0.00	\$0.00	\$23.12	0
P56	990NGN 2015 MITSU	\$0.00	\$0.00	\$501.40	\$1,359.18	\$1,194.84	\$7,499.92	\$10,555.34	0
P57	1TOQ338 2013 TIPP	\$565.58	\$252.27	\$175.37	\$41.18	\$0.00	\$0.00	\$1,034.40	0
P58	Cold Planer for 2	\$0.00	\$0.00	\$0.00	\$201.02	\$0.00	\$739.92	\$940.94	0
P59	1GPI543 2018 TORO	\$7,932.27	\$86.37	\$8,400.15	\$386.86	\$2,317.87	\$1,699.95	\$20,823.47	622.9
P6	NGN2 MY20 HOLDEN	\$0.00	\$421.87	\$1,180.77	\$532.50	\$3,207.48	\$1,777.07	\$7,119.69	0
P60	1TQY201 EMEERGENC	\$187.48	\$0.00	\$113.59	\$167.89	\$420.53	\$1,049.93	\$1,939.42	0
P62	NGN15581 MAZDA BT	\$548.80	\$35.00	\$232.66	\$672.18	\$1,215.38	\$2,699.93	\$5,403.95	374.6
P63	NOO 2017 MITSUBIS	\$396.64	\$0.00	\$168.87	\$553.84	\$1,321.30	\$1,699.95	\$4,140.60	0
P65	032NGN Mazda CX3	\$0.00	\$122.89	\$1,918.99	\$737.83	\$2,945.37	\$6,399.88	\$12,124.96	0
P66	2017 JOHN DEERE R	\$1,468.25	\$0.00	\$849.13	\$88.84	\$0.00	\$0.00	\$2,406.22	0
P67	2018 BOMAG TWIN D	\$213.73	\$0.00	\$340.70	\$0.00	\$31.02	\$0.00	\$585.45	0
P7	NGN417 2020(Range	\$0.00	\$222.73	\$1,784.37	\$941.94	\$3,016.53	\$178.35	\$6,143.92	0
P70	MOBILE (TRAILER M	\$0.00	\$0.00	\$0.00	\$23.12	\$0.00	\$2,141.48	\$2,164.60	0
P700	ONO 2020 HOLDEN T	\$0.00	\$1,208.33	\$1,022.45	\$751.93	\$3,547.36	\$3,649.76	\$10,179.83	0
P8	NGN13292 GRAFFITI	\$592.37	\$145.73	\$187.96	\$58.24	\$0.00	\$0.00	\$984.30	0
P8144	NO591 2021 Isuzu	\$389.99	\$0.00	\$12.85	\$443.49	\$612.72	\$0.00	\$1,459.05	0
P8163	NO05 Isuzu D Max	\$0.00	\$0.00	\$2,364.95	\$1,053.34	\$3,522.06	\$2,699.93	\$9,640.28	0
P8164	1NO 2018 NISSAN N	\$1,145.16	\$1,060.00	\$783.36	\$710.50	\$4,851.76	\$3,499.99	\$12,050.77	0
P8165	NO03 2021 Isuzu d	\$1,681.66	\$500.00	\$612.17	\$597.02	\$2,099.32	\$5,599.93	\$11,090.10	0
P8212	NO1 2018 NISSAN U	\$4,602.97	\$3,872.00	\$2,462.14	\$3,235.06	\$19,527.79	\$21,499.93	\$55,199.89	958.7
P8213	NO3 2020 NISSAN U	\$5,023.58	\$0.00	\$4,120.76	\$2,484.82	\$17,782.76	\$19,652.07	\$49,063.99	936.5
P8215	NO401 1992 MITSUB	\$1,019.84	\$0.00	\$830.07	\$412.39	\$1,144.76	\$2,749.95	\$6,157.01	287.4
P8216	NO2 2009 NISSAN U	\$4,088.80	\$0.00	\$4,003.60	\$1,432.69	\$5,313.63	\$4,999.91	\$19,838.63	401.1
P8217	NO4 2010 NISSAN U	\$4,306.00	\$0.00	\$9,078.33	\$1,545.05	\$7,347.38	\$8,124.90	\$30,401.66	661.1
P8218	1EEF863 2006 ISUZ	\$1,145.17	\$0.00	\$1,275.28	\$893.05	\$1,624.50	\$7,658.96	\$12,596.96	214.2
P8219	NO4834 2014 HINO	\$4,715.36	\$50.00	\$1,229.50	\$716.83	\$3,944.01	\$5,124.96	\$15,780.66	317.2
P8220	NO4846 2014 HINO	\$1,294.75	\$464.00	\$215.22	\$703.45	\$2,854.98	\$4,499.97	\$10,032.37	726.9
P8311	3 PT LINKAGE BROO	\$0.00	\$0.00	\$0.00	\$45.16	\$0.00	\$0.00	\$45.16	0



PLANT COST RECOVERY 20/21									
Key	Plant Description	PLANT REPAIR	TYRES & TUBES	PARTS & REPAIRS	INSURANCE & LICENCES	FUEL & OIL	DEPRECIATION	TOTAL	Plant Hours
P8312	NO2768 2013 SEWEL	\$2,117.45	\$0.00	\$2,227.21	\$153.59	\$215.55	\$2,874.93	\$7,588.73	102.3
P833	2019 JCB 5CX BACK	\$4,210.05	\$0.00	\$1,642.57	\$494.22	\$5,015.57	\$19,439.90	\$30,802.31	699.5
P834	NO1225 KOMATSU FG	\$57.23	\$0.00	\$24.34	\$155.23	\$366.58	\$374.92	\$978.30	0
P835	NGN339 TCM FRONT	\$648.95	\$0.00	\$12.85	\$208.08	\$387.06	\$399.95	\$1,656.89	0
P8514	NO4792 2012 DYNAP	\$1,353.52	\$0.00	\$621.40	\$1,160.06	\$3,775.03	\$3,995.92	\$10,905.93	233
P8515	NO2776 2013 ECOMB	\$0.00	\$0.00	\$0.00	\$471.76	\$0.00	\$0.00	\$471.76	0
P8516	NO237 2020 CATERP	\$2,546.88	\$53.59	\$1,242.88	\$1,939.34	\$6,103.07	\$0.00	\$11,885.76	515.2
P8517	NO4516 2013 CATER	\$4,811.20	\$2,030.00	\$3,296.75	\$1,696.53	\$4,631.61	\$3,662.93	\$20,129.02	487.7
P8518	NO4929 2015 HAMM	\$1,800.40	\$0.00	\$26,820.16	\$1,201.33	\$6,139.96	\$3,329.95	\$39,291.80	293.5
P855	DYNAPAC LK-71 PED	\$0.00	\$0.00	\$0.00	\$45.16	\$0.00	\$0.00	\$45.16	0
P867	NO4883 NEW HOLLAN	\$1,347.61	\$0.00	\$111.60	\$770.09	\$714.20	\$4,199.96	\$7,143.46	128.1
P8813	1TAS567 LOADSTAR	\$0.00	\$0.00	\$0.00	\$53.22	\$0.00	\$0.00	\$53.22	0
P8814	NO2318 FUEL TRAIL	\$148.08	\$0.00	\$12.85	\$110.10	\$0.00	\$62.41	\$333.44	0
P8816	1TBG649 1999 TRAI	\$185.10	\$0.00	\$359.09	\$43.19	\$0.00	\$0.00	\$587.38	0
P8817	1TGO032 2006 TRAI	\$0.00	\$0.00	\$0.00	\$43.19	\$0.00	\$1,599.96	\$1,643.15	0
P8818	1TJN888 TRAILER M	\$367.55	\$0.00	\$0.00	\$43.19	\$0.00	\$0.00	\$410.74	0
P8819	1TLI873 2010 TRAI	\$0.00	\$0.00	\$0.00	\$43.19	\$0.00	\$0.00	\$43.19	0
P8820	NO2785 UTILITY BO	\$0.00	\$0.00	\$0.00	\$23.12	\$0.00	\$0.00	\$23.12	0
P8821	NO2737 1998 FIRE	\$0.00	\$0.00	\$0.00	\$48.21	\$0.00	\$0.00	\$48.21	0
P8822	NO2749 UTILITY TR	\$0.00	\$0.00	\$0.00	\$48.21	\$0.00	\$0.00	\$48.21	0
P8823	NO2830 BARTCO TRA	\$0.00	\$0.00	\$0.00	\$91.03	\$0.00	\$669.93	\$760.96	0
P8823A	NO2831 BARTCO TR	\$0.00	\$0.00	\$0.00	\$91.03	\$0.00	\$669.93	\$760.96	0
P954	NO686 1991 CATERP	\$6,314.49	\$0.00	\$1,446.57	\$837.68	\$5,167.52	\$6,499.94	\$20,266.20	414.8
P958	NO209 ISUZU FTS13	\$0.00	\$0.00	\$0.00	\$3,593.99	\$238.32	\$33,499.94	\$37,332.25	0
P959	NO5020 ISUZU FTS8	\$0.00	\$0.00	\$0.00	\$3,350.59	\$166.98	\$0.00	\$3,517.57	0
P960	1GDT882 ISUZU NPS	\$0.00	\$0.00	\$0.00	\$1,686.79	\$0.00	\$0.00	\$1,686.79	0
P967	NO01 2019 HOLDEN	\$0.00	\$1,012.37	\$840.73	\$725.90	\$3,548.60	\$3,672.13	\$9,799.73	0
P968	NO2731 FOUR AXLE	\$2,812.20	\$6,926.90	\$7,110.52	\$508.20	\$0.00	\$2,499.90	\$19,857.72	819.8
P969	NO2706 FOUR AXLE	\$4,858.89	\$0.00	\$4,516.81	\$474.67	\$0.00	\$2,499.90	\$12,350.27	931.7
P970	NO2260 1994 THREE	\$1,218.94	\$1,347.28	\$85.19	\$140.20	\$0.00	\$374.92	\$3,166.53	114.3
P971	NO2309 FIRE TRAIL	\$887.40	\$0.00	\$0.00	\$68.28	\$0.00	\$0.00	\$955.68	0
P977	2017 VOLVO EC220D	\$2,631.29	\$0.00	\$2,265.11	\$2,288.15	\$1,713.80	\$8,999.95	\$17,898.30	142.4
P978	1HHI886 2019 JOHN	\$6,417.75	\$1,477.27	\$9,700.88	\$1,731.89	\$14,338.16	\$6,999.98	\$40,665.93	912.3
P979	NO4871 2014 JOHN	\$7,153.99	\$140.00	\$11,102.23	\$1,974.77	\$14,569.35	\$12,499.94	\$47,440.28	900
P980	1EYN610 KOMATSU W	\$4,424.01	\$0.00	\$4,928.80	\$2,510.06	\$11,922.93	\$7,749.91	\$31,535.71	852.4
<b>TOTAL</b>		<b>\$152,979.01</b>	<b>\$33,699.33</b>	<b>\$200,742.00</b>	<b>\$64,629.01</b>	<b>\$231,733.88</b>	<b>\$318,181.08</b>	<b>\$1,001,964.31</b>	

# **Financial Graphs**

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**Shire of Narrogin  
Council Policy 12.10  
Plant, Equipment and Vehicle  
Replacement**

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## 12.10 Plant, Equipment and Vehicle Replacement

<b>Statutory context</b>	Local Government Act 1995	
<b>Corporate context</b>	None	
<b>History</b>	Adopted	26 April 2017
	Amended	27 September 2017
	Formerly	Policy 14.2
	Last reviewed	24 July 2019
	Last reviewed	7 June 2021

### Policy Statement

- The purpose of the replacement policy is to ensure that the plant and vehicles –
- a) meet safe operational needs;
  - b) minimise the cost of maintenance and repairs and
  - c) are replaced at appropriate intervals so as to minimise cost to the Shire.

Category	Description	Preferred replacement period
Light Vehicles – Admin	Utilities, cars and 4x4	60,000-80,000 or 2 years (unless more cost-effective arrangements for more regular changeovers being at a minimum of every 15,000 kms can be obtained)
Light vehicles – Depot	Utilities, cars and 4x4	120,000 km or 3 years (unless more cost-effective arrangements for more regular changeovers being at a minimum of every 15,000 kms can be obtained)
Buses	Buses	200,000 km or 7 years (subject to any grant conditions or usage)
Trucks – light	2.5 up to 8 tonnes	150,000 km 7 years
Trucks – medium, heavy	Over 8 tonnes	300,000 or 7 years
Road sweepers	Self propelled	As required
Ride on mowers	All sizes	4 years
Light plant	Tractors up to 60 kW, skid steer loaders and similar	5 years
Medium plant	Backhoes	7 years
Heavy plant	Graders, bulldozers, excavators and similar Front end loaders, tractors (over 60 kW) and similar Forklifts	10 years
Trailers	Less than 6 tonne capacity More than 6 tonne capacity	As required
Miscellaneous equipment A	Chain saws & whipper snippers Walk behind mowers Cement mixers Plate compactors & tampers Portable fire pumps and similar	As required
Miscellaneous equipment B	Welders, air compressors	As required



<b>Category</b>	<b>Description</b>	<b>Preferred replacement period</b>
Trailer mounted generators		5 years
Tractor and skid steer loader attachments	Slashers, turf mower and similar	As required

– End of Policy

## 10.2.2 NARROGIN CEMETERY – FEES & CHARGES

File Reference	5.4.12
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	29 October 2021
Author	Torre Evans – Executive Manager Technical & Rural Services
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	1. Design and Specifications of the New Sections of the Narrogin Cemetery 2. Proposed Cemetery Fees and charges

### Summary

Council is requested to consider applying the following fees and charges at the Narrogin Cemetery:

- Internment in a Grave 2.1m deep \$1,000 inc GST (reduce from \$1,500);
- Grant of Right of Burial \$750 (GST exempt) (increased from \$250);
- Grant of Right of Burial (Lawn Grave) (New Fee) \$1,250 (GST exempt);
- Funeral Director's Licence Fee – Annual \$100 (GST exempt); and
- Single Funeral Permit (Funeral Director's only) \$ 50 (GST exempt).

### Background

The concept of a Lawn Grave Area for the Narrogin Cemetery was initiated by the Chief Executive Officer and discussed with the Executive Manager Technical & Rural Services to create a concept plan and costings for presentation to Elected Members to gauge support.

At the Monthly Briefing Session held on 9 June 2021, the concept of a Lawn Grave Area at the Narrogin Cemetery was discussed with Elected Members and received positive support from those present.

The project was included in the 2021–2022 Draft Budget for consideration and was adopted within the Budget. The project is funded through the Federal Government's Local Road Community Infrastructure Fund 2, being the second round of funding the Shire received from the Federal Government, for the purpose of community stimulus, due to the COVID 19 pandemic. No municipal funding toward the project is required. The project is currently underway and should be completed prior to the end of December 2021.

### Consultation

Consultation, in regard to the amended Cemetery fees and charges, was entered into with:

- Chief Executive Officer;
- Executive Support Officer / Board Member of the Cemeteries and Crematorium Association of Western Australia; and
- Manager Operations.

## Statutory Environment

Should Council adopt these fees and charges for the Narrogin Cemetery, then they would need to be advertised in the Government Gazette, pursuant to the Cemeteries Act 1986 Part VII, section 53. The fees do not become effective until at least 14 days after that publication.

The Shire of Narrogin Cemetery Local Laws 2016 relate.

## Policy Implications

No current policies pertaining to the Narrogin Cemetery relate.

## Financial Implications

The fees and charges as contained in the officer's recommendation, will create revenue to cover Cemetery costs and allow the Shire to be compliant with the Cemeteries Act 1986.

## Strategic Implications

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

## Comment/Conclusion

When the development of the Lawn Grave Area at the Cemetery is complete late in December 2021, the service will then be advertised to the local and wider community for use, so it is prudent to have any associated fees and charges for the Lawn Grave Area adopted by Council to allow Administration to facilitate the fees and charges to be Gazetted.

Currently the Narrogin Cemetery has General, Natural Burial and Muslim sections as well as Niche Walls. The fees for these services are within the current adopted fees and charges. The new Lawn Grave Area will require additional Shire labour, materials and small plant to maintain, creating an additional cost for the Shire. It is proposed that this be recouped by adopting a "user pays" model, and that the Grant of Right Burial (Lawn Grave) be sufficient to cover the costs towards maintenance for the 25 year duration of the grant (lease).

The cost to maintain lawn (turf) in the horticultural industry is recognised as one of the most expensive horticultural assets to maintain when consideration is given to:

- Mowing, edging, whipper snipping of lawn, approximately 26 visits per annum;
- Fertilising of turf, four times per annum;
- Control of turf weeds and pests two separate applications per annum; and
- Maintenance of irrigation system i.e. sprinklers and solenoid valves, once per fortnight through summer months.

When considering a fee for lawn graves, the author looked at the current fees and charges and found that some amendments were necessary. The current fee for Internment in a grave 2.1m deep is \$1,500. The author is recommending that this fee be reduced to \$1,000 inc GST as this provides a closer representation of the average cost to intern a body.

The Grant of Right Burial – immediate use only, currently has a fee of \$250 (GST exempt). It is proposed by the author to increase this fee to \$750. This fee allows, in simplistic terms, the applicant a 25 year lease on the grave and contributes financially toward the maintenance of the grave surrounds and other areas within the Cemetery.

Grant of Right Burial (Lawn Cemetery) - (New Fee) \$1,250 ex GST. This new fee, consists of the Grant of Right of Burial, proposed \$750, plus an additional \$500 to cover costs for the maintenance of that lawn grave and surrounds.

Under Pre – need services (Reservations), within the Cemetery Fees and Charges - Other, there are currently two fees listed as follows:

- Pre-need purchase of certificate for burial – 25 years \$300; and
- Pre-need Grant of Right of Burial – interment of ashes in Niche Wall \$300.

A reservation is in effect the purchase of a Grant of Right of Burial, today, for use at a later date, the 25 year tenure on the grant is effective from the date the reservation is paid for, not the date it is used.

It is therefore recommended that the fees for Pre-need services (reservations) be the same as the proposed Grant of Right Burial as follows:

- Reservation (Grant of Right of Burial Lawn) – new fee \$1,250;
- Reservation (Grant of Right of Burial other than Lawn) – increased from \$300 to \$750; and
- Reservation (Grant of Right of Burial Niche Wall) – reduce from \$300 to \$250.

In accordance with Cemeteries Act 1986 Part IV, S14 it is a requirement that all funeral directors who wish to conduct a funeral are the holders of a current funeral director's licence, for that cemetery, issued by the board (Shire). At present, the Shire does not apply these fees so it is therefore recommended by the author, that the following new fees be adopted, so the Shire is compliant with the Act:

- Funeral Director's Licence Fee – Annual (GST exempt) \$100; and
- Single Funeral Permit (Funeral Director's only) (GST exempt) \$ 50.

In summary, the cost of burial at the Narrogin Cemetery will remain at \$1,800, for a single burial in the General sections as well as the Natural and Muslim sections. There is a new higher fee of \$2,300, all up, for a burial in the Lawn Grave Area.

Please see the below table that compares 15 other rural Shire's fees to Narrogin's fees:

	Internment	Grant of Right of Burial			
	General	Lawn	Grave	Niche (single)	Niche (double)
Narrogin (Proposed)	\$ 1,000	\$ 1,250	\$ 750	\$ 250	\$ 250
	Internment		Grant of Right of Burial		
Denmark	\$ 1,000		\$ 600	\$ 325	\$ 540
Katanning	\$ 1,162		\$ 310	\$ 192	\$ 192
Northam	\$ 1,250	\$ 1,545	\$ 155	\$ 96	\$ 96
Harvey	\$ 1,125		\$ 990	\$ 90	\$ 90
Busselton	\$ 1,230		\$ 2,110	\$ 260	\$ 260
Pinjarra	\$ 1,285		\$ 1,900	\$ 550	\$ 770
Plantagenet	\$ 1,415	\$ 1,600	\$ 1,080	\$ 305	\$ 305
York	\$ 1,439		\$ 255	\$ 337	\$ 337
Esperance	\$ 1,680		\$ 1,480	\$ 500	\$ 500
Augusta/ Margaret River	\$ 1,815		\$ 1,500	\$ 380	\$ 720
Chittering	\$ 2,000		\$ 263	\$ 263	\$ 263
Wagin	\$ 950		\$ 190	\$ 155	\$ 155
Williams	\$ 657		\$ 94	\$ 57	\$ 92
Wickepin	\$ 530		\$ 60	\$ 60	\$ 60
Wandering	\$ 1,250		\$ 120	\$ 130	\$ 175
Average	\$ 1,253	\$ 1,573	\$ 740	\$ 247	\$ 304

## Voting Requirements

Simple Majority

### OFFICERS' RECOMMENDATION

That with respect to the fees and charges at the Narrogin Cemetery, Council adopt the fees and charges as presented at Attachment 2 and request the Chief Executive Officer to publish them in accordance with section 53 of the Cemeteries Act 1986 in the Government Gazette, before they take effect, 14 days after publication.



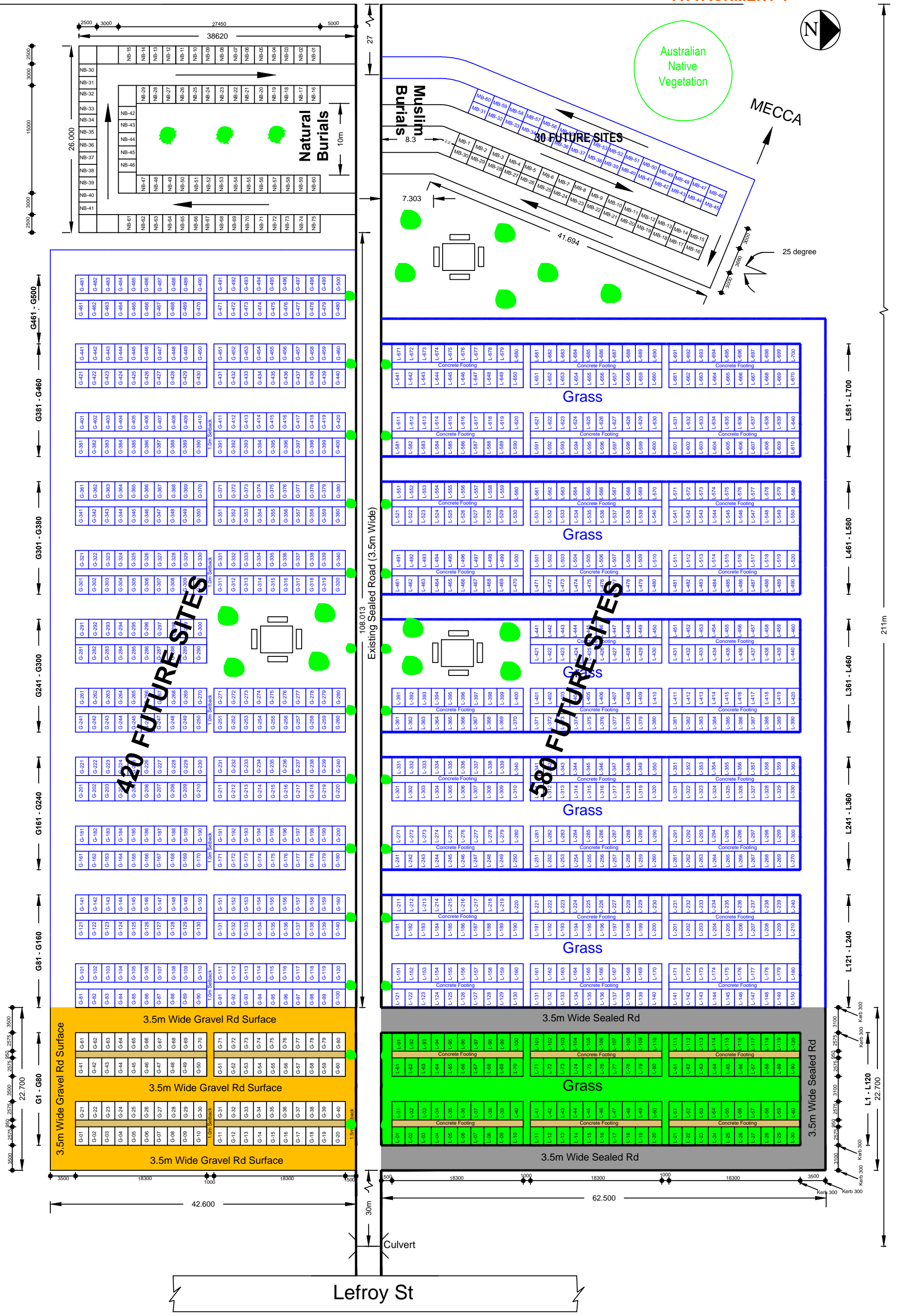
Australian Native Vegetation

Australian Native Vegetation

Australian Native Vegetation

Australian Native Vegetation

Australian Native Vegetation



**LEGEND:**

- General Grave (80 of 3.05x1.83)
- Lawn Grave (120 of 3.05x1.83)
- Tree
- Kerb
- Sheltered Seating:
- Concrete Footing (head stone base)
- Natural Grave (75 of 2.50x1.83)
- Muslim Grave (30 of 2.50x1.83)

Agenda Ordinary Council Meeting 24 November 2021

**NARROGIN CEMETERY (NEW WEST SECTION) CONCEPT PLAN (SEPTEMBER 2021)**



## Schedule of Fees and Charges 2021/22

DESCRIPTION	GST Y/N	Current	Proposed
<b><u>Cemetery</u></b>			
<b>Single Burial Permits::</b>			
Application	Y	\$50.00	\$50.00
<u>Grant of Right of Burial (Lawn)</u>	N		<u>\$1,250.00</u>
Grant of Right of Burial ( <del>Other than Lawn</del> )— <del>immediate use only</del>	N	\$250.00	<u>\$750.00</u>
Interment in a grave 2.1 metres deep	Y	\$1,500.00	<u>\$1,000.00</u>
Re-opening of an ordinary grave for 2nd or 3rd burial	Y	\$1,500.00	<u>\$1,000.00</u>
Reinstatement, if required	Y	\$500.00	\$500.00
After hours interment			
Weekdays ( <u>additional</u> )	Y	\$250.00	\$250.00
Weekend/public holidays ( <u>additional</u> )	Y	\$500.00	\$500.00
<b>Exhumation:</b>			
Exhumation	Y	\$2,400.00	\$2,400.00
Exhumation reinstatement in existing grave, if required	Y	\$500.00	\$500.00
Interment in a new grave after exhumation	Y	\$1,500.00	<u>\$1,000.00</u>
<b>Ashes:</b>			
<b>Single interment permit:</b>			
Application (single funeral permit & permission to place a plaque)	Y	\$50.00	\$50.00
Grant of Right of Burial — interment of ashes in Niche Wall ( <u>Perpetual</u> )	N	\$250.00	\$250.00
Interment - Niche Wall (temporary blank cover)	Y	\$200.00	\$200.00
Interment - garden	Y	\$200.00	\$200.00
Interment - grave	Y	\$300.00	\$300.00
After hours interment			
Weekdays ( <u>additional</u> )	Y	\$100.00	\$100.00
Weekend/public holidays ( <u>additional</u> )	Y	\$200.00	\$200.00
<b>Pre-need services (Reservation) – 25 Years::</b>			
<u>Reservation (Grant of Right of Burial - Lawn)</u>	N		<u>\$1,250.00</u>
<del>Pre-need purchase of certificate for burial – 25 years – Reservation (Grant of Right of Burial – Other than Lawn)</del>	N	\$300.00	<u>\$750.00</u>
<del>Pre-need Grant of Right of Burial – interment of ashes in Niche Wall Reservation (Grant of Right of Burial - Niche Wall)</del>	N	\$300.00	<u>\$250.00</u>
<b>Other:</b>			
Permission to erect Memorial <del>–grave, garden</del>	Y	\$80.00	\$80.00
Transfer of Right of Burial/ <del>Pre-Need Purchase of Certificate Reservation</del>	N	\$50.00	\$50.00
Issue of a copy of Grant Right of Burial / <del>Pre-Need Purchase of Certificate / Reservation</del>	N	\$50.00	\$50.00
<u>Renewal of Grant Right of Burial/Reservation – Lawn (further 25 years)</u>	N		<u>\$1,250.00</u>
Renewal of Grant Right of Burial/ <u>Reservation – Other than Lawn (further 25 years)</u>	N	\$250.00	<u>\$750.00</u>
<u>Renewal of Reservation - Niche wall (further 25 years-)</u>	N	<u>\$250.00</u>	<u>\$250.00</u>
<u>Annual Funeral Director's Licence</u>	N		<u>\$100.00</u>
<u>Single Funeral Permit (Funeral Director's only)</u>	N		<u>\$50.00</u>

## 10.3 CORPORATE AND COMMUNITY SERVICES

### 10.3.1 SCHEDULE OF ACCOUNTS PAID – OCTOBER 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	Nil
Previous Item Numbers	Nil
Date	9 November 2021
Author	Breanna Dorrington – Trainee Finance Officer
Authorising Officer	Alex Mulenga– Acting Executive Manager Corporate & Community Services
Attachments	1. Schedule of Accounts Paid – October 2021

#### Summary

Council is requested to note the payments as presented in the Schedule of Accounts Paid – October 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 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 2021/2022 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 – October 2021 is presented to Council for notation. Below is a summary of activity.

<i>October 2021 Payments</i>		
<i>Payment Type</i>	<i>\$</i>	<i>%</i>
Cheque	686.95	0.12
EFT (incl Payroll)	505,549.85	85.00
Direct Debit	76,782.39	12.91
Credit Card	11,688.35	1.97
Trust		
Total Payments	594,707.54	100.00

<i>Local Spending</i>	<i>\$</i>	<i>%</i>
Local Suppliers	175,978.58	29.59
Payroll	320,101.60	53.83
Total	496,080.18	83.42

## Voting Requirements

Simple Majority

### **OFFICERS' RECOMMENDATION**

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

## Cheque Payments

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
1	595	15/10/2021	Shire Of Narrogin - Petty Cash-admin			\$ 151.95		F
2	INV JULY-SEPT-OCT21	14/10/2021	Shire Of Narrogin - Petty Cash-admin	CHSP SOCIAL SUPORT GROUP OTHER EXPENSES - Groceries - Coles & Various Others	\$ 151.95			
3	596	25/10/2021	Shire Of Narrogin - Petty Cash-admin			\$ 135.00		F
4	INV SEPT 2021	21/10/2021	Shire Of Narrogin - Petty Cash-admin	AGEDOTHER CATS DRIVER MEALS - Petty Cash Recoup September 2021	\$ 135.00			
5	597	26/10/2021	Shire Of Narrogin			\$ 400.00		
6	INV 261021	26/10/2021	Shire Of Narrogin	RATES - RATES INCENTIVE SCHEME - REIMBURSEMENT - Chamber of Commerce Vouchers - A256400 (G Smith)	\$ 400.00			
<b>Cheque Total \$</b>					<b>686.95</b>			

## EFT Payments

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
7	EFT17243	08/10/2021	Narrogin Packaging			\$ 582.80	L	F
8	INV 00071366	21/09/2021	Narrogin Packaging	CHSP - GENERAL EXPENDITURE - General Cleaning Supplies (Jessie House)	\$ 485.65			
9	INV 00071486	29/09/2021	Narrogin Packaging	CHSP - GENERAL EXPENDITURE - 1000 Teabags & 2KG Sugar x2 (Jessie House)	\$ 65.75			
10	INV 00071490	30/09/2021	Narrogin Packaging	CHSP - GENERAL EXPENDITURE - Mop Head & Aluminium Handle (Jessie House)	\$ 31.40			
11	EFT17244	08/10/2021	Narrogin Electrical Appliance Testing			\$ 539.00	L	F
12	INV 725	28/09/2021	Narrogin Electrical Appliance Testing	CHSP- GENERAL OFFICE EXPENSES - Testing & Tagging Portable Electrical Appliances (Jessie House & Railway Shed)	\$ 539.00			
13	EFT17245	08/10/2021	Department Of Finance Shared Services State Library of WA			\$ 341.00		
14	INV RI029615	25/08/2021	Department Of Finance Shared Services State Library of WA	LIB - GENERAL OFFICE EXPENSES - Better Beginnings 2021-22	\$ 341.00			
15	EFT17246	08/10/2021	Susan Farrell			\$ 180.00	L	
16	INV 056	16/09/2021	Susan Farrell	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Various Ranges of Laundry	\$ 20.00			
17	INV 055	22/09/2021	Susan Farrell	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Various Ranges of Laundry	\$ 50.00			
18	INV 054	23/09/2021	Susan Farrell	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - NAIDOK Week Banners	\$ 110.00			

Schedule of Accounts Paid - October 2021

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
19	EFT17247	08/10/2021	Westrac Pty Ltd			\$ 433.24		
20	INV PI6242120	28/09/2021	Westrac Pty Ltd	NO4516 2013 CATERPILLAR & NO237 2020 CATERPILLAR CW34NN RUBBER TYRED ROLLER - Service Filters	\$ 433.24			
21	EFT17248	08/10/2021	Narrogin Newsagency			\$ 570.99	L	PF
22	INV 713-285656	01/09/2021	Narrogin Newsagency	ADMIN - PRINTING & STATIONERY - Deliveries for the Period 04/08/2021-28/08/2021	\$ 32.80			
23	INV 1537-286293	28/09/2021	Narrogin Newsagency	CHSP - PRINTING & STATIONERY - Stationery Order September 2021	\$ 14.81			
24	INV 1355-286460	01/10/2021	Narrogin Newsagency	LIB - SUBSCRIPTIONS & MEMBERSHIPS - Deliveries for the Period 11/09/2021-18/09/2021 & Newspapers	\$ 88.00			
25	INV 713-286432	01/10/2021	Narrogin Newsagency	ADMIN - PRINTING & STATIONERY - Deliveries for the Period 01/09/2021-30/09/2021	\$ 38.10			
26	INV 1537-286453	01/10/2021	Narrogin Newsagency	ADMIN - PRINTING & STATIONERY - Stationery Order September 2021	\$ 397.28			
27	EFT17249	08/10/2021	Narrogin Electrical Services			\$ 795.54	L	PF
28	INV 2514	29/09/2021	Narrogin Electrical Services	CARAVAN PARK - RENEWAL DEVELOPMENT - Electrical Repair to Pole	\$ 159.50			
29	INV 2517	29/09/2021	Narrogin Electrical Services	TOWN HAL (FEDERAL ST) BUILDING MAINTENANCE - Replacement Dimmer to Stage & Replacement of Old Globes to LED	\$ 636.04			
30	EFT17250	08/10/2021	RJ Smith Engineering			\$ 187.00	L	
31	INV 00012020	11/03/2021	RJ Smith Engineering	LIB - GENERAL OFFICE EXPENSES - 15L Water x6	\$ 102.00			
32	INV 00015592	07/09/2021	RJ Smith Engineering	LIB - GENERAL OFFICE EXPENSES - 15L Water x5	\$ 85.00			
33	EFT17251	08/10/2021	Argus Pest Control			\$ 220.00	L	F
34	INV INV-0384	06/07/2021	Argus Pest Control	CHCP - CLIENT PURCHASES - Rat & Mice Baiting to House & Shed	\$ 220.00			
35	EFT17252	08/10/2021	John Parry Medical Centre			\$ 126.00	L	
36	INV 415726	20/09/2021	John Parry Medical Centre	PWO - WORKS - RECRUITMENT - Pre Employment Medical Test (D. Harley)	\$ 126.00			
37	EFT17253	08/10/2021	WA. Police Strategic Prevention Unit			\$ 16.70		F
38	INV 127084082	28/09/2021	WA. Police Strategic Prevention Unit	CHSP - RECRUITMENT - National Police Check for 1 Volunteer	\$ 16.70			
39	EFT17254	08/10/2021	Melchiorre Plumbing & Gas			\$ 657.80	L	F
40	INV 255	29/09/2021	Melchiorre Plumbing & Gas	CHSP - GENERAL EXPENDITURE - Supply & Install Filter Housing & Filters (Jessie House)	\$ 657.80			

Schedule of Accounts Paid - October 2021

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
41	EFT17255	08/10/2021	AMPAC Debt Recovery Pty Ltd			\$ 9,497.42		
42	INV 78203	31/08/2021	AMPAC Debt Recovery Pty Ltd	RATES - DEBT COLLECTION EXPENSES - Debt Recovery August 2021	\$ 9,497.42			
43	EFT17256	08/10/2021	YMCA WA			\$ 31,597.64	L	
44	INV SI-A010799	30/09/2021	YMCA WA	NRLC - CONTRACT MAAGEMENT EXPENSE - YMCA Management Fee September 2021 & Actual Deficit for September 2021	\$ 31,597.64			
45	EFT17257	08/10/2021	Torre Tasman Evans			\$ 187.51	L	
46	INV 041021	04/10/2021	Torre Tasman Evans	ONO 2020 HOLDEN TRAILBLAZER LTZ - Reimbursement of Fuel	\$ 187.51			
47	EFT17258	08/10/2021	United Security Enforcement Corporation			\$ 158.40		F
48	INV 00012458	27/09/2021	United Security Enforcement Corporation	CHSP - SECURITY SYSTM - Alarm Response 26/09/2021 (Jessie House)	\$ 158.40			
49	EFT17259	08/10/2021	Planning Institute Of Australia Ltd			\$ 59.00		
50	INV 131256	09/09/2021	Planning Institute Of Australia Ltd	PLAN - TRAINING & DEVELOPMENT - D. Johnston Registration Fee (City of Swan Study Tour) 23/09/2021	\$ 59.00			
51	EFT17260	08/10/2021	Corsign (WA) Pty Ltd			\$ 264.00		
52	INV 00059759	22/09/2021	Corsign (WA) Pty Ltd	SIGNS & TRAFFIC CONTROL EXPENSES - Shire Logo Stickers For Vehicle	\$ 264.00			
53	EFT17261	08/10/2021	Narrogin Tyre Service			\$ 1,056.00	L	
54	INV 14542	22/09/2021	Narrogin Tyre Service	NO1 2018 NISSAN UD TIP TRUCK - Supply & Fit Truck Steerer Tyres x2	\$ 1,056.00			
55	EFT17262	08/10/2021	Aged & Community Services Australia			\$ 1,127.96		F
56	INV AR004810	03/08/2021	Aged & Community Services Australia	CHSP - SUBSCRIPTIONS & MEMBERSHIPS - Yearly Membership Subscription (01/07/2021 - 30/06/2022)	\$ 1,127.96			
57	EFT17263	08/10/2021	Kunal Sarma			\$ 16.00	L	
58	INV 300921	30/09/2021	Kunal Sarma	ADMIN - TRAINING & DEVELOPMENT - Parking for Training (K. Sarma)	\$ 16.00			
59	EFT17264	08/10/2021	Simply Uniforms			\$ 433.84		F
60	INV INV-9398	17/09/2021	Simply Uniforms	CHSP - RECRUITMENT - 1 x Cardigans, Blouses x3, Embroidery & Freight	\$ 433.84			
61	EFT17265	08/10/2021	Jennifer Fowler			\$ 1,164.00		F
62	INV 211	24/09/2021	Jennifer Fowler	CHCP - CLIENT PURCHASES - Assessment with Client / Family	\$ 1,164.00			

Schedule of Accounts Paid - October 2021

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
63	EFT17266	08/10/2021	Integrated ICT			\$ 1,509.64		
64	INV 18913	31/08/2021	Integrated ICT	ADMIN - INFORMATION SYSTEMS - M365 Licenses Business Premium x29, Business Standard x25 & Business Basic x21	\$ 1,509.64			
65	EFT17267	08/10/2021	Lite n' Easy Pty Ltd			\$ 152.66		F
66	INV 5932297	21/09/2021	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Light N Easy Meals	\$ 152.66			
67	EFT17268	08/10/2021	Guardian Safety Pendants			\$ 509.00		F
68	INV INV-19277	30/09/2021	Guardian Safety Pendants	CHCP - CLIENT PURCHASES - Guardian Lingo Pendant with Velcro Belt Pouch	\$ 509.00			
69	EFT17269	08/10/2021	Southern Cross Computer Systems Pty Ltd			\$ 3,214.20		
70	INV SI-00005572	23/09/2021	Southern Cross Computer Systems Pty Ltd	ADMIN - INFORMATION SYSTEMS & HERITAGE - LAPTOP UPGARDE FOR HERITAGE COURT HOUSE MUSEUM - HP Probook 440 G8 14in i5-11th Gen, 16GB RAM, 512 GB	\$ 3,214.20			
71	EFT17270	11/10/2021	Narrogin Hire & Reticulation			\$ 1,364.00	L	
72	INV 00031270	15/09/2021	Narrogin Hire & Reticulation	PARKS & GARDENS MAINTENANCE - Reticulation Materials	\$ 1,364.00			
73	EFT17271	11/10/2021	Synergy			\$ 14,872.85		
74	INV 2073341553	04/10/2021	Synergy	ROADM - STREET LIGHTING MAINTENANCE/OPERATIONS - Electricity Usage (25/08/2021 - 24/09/2021)	\$ 12,180.53			
75	INV 2093344293	06/10/2021	Synergy	LYDEKER DEEPOT BUILDING OPERATIONS - Electricity Usage (30/09/2021 - 03/09/2021)	\$ 2,124.69			
76	INV 2041348698	06/10/2021	Synergy	LIONS PARK MAINTENANCE/OPERATIONS - Electricity Usage (03/08/2021 - 30/09/2021)	\$ 124.76			
77	INV 2097329844	06/10/2021	Synergy	OLD SHIRE DEPOT - FELSPAR ST - BUILDING OPERATIONS - Electricity Usage (03/08/2021 - 30/09/2021)	\$ 110.74			
78	INV 2001385749	06/10/2021	Synergy	CEO STAFF HOUSING RENTAL PROPERTY EXPENSES - Electricity Usage (03/08/2021-30/09/2021)	\$ 332.13			
79	EFT17272	11/10/2021	Great Southern Fuels			\$ 1,051.46	L	
80	INV 19007973	01/10/2021	Great Southern Fuels	ROADM - WORKSHOP/DEPOT EXPENSED EQUIPMENT - Transmax Off-Road 10 Hydraulic Oil 205 Lt	\$ 1,051.46			
81	EFT17273	11/10/2021	Water Corporation			\$ 162.86		
82	INV YJURG	01/10/2021	Water Corporation	VARIOUS DEPARTMENTS - Water Usage (30/07/2021 - 30/09/2021)	\$ 162.86			
83	EFT17274	11/10/2021	Knightline Computers			\$ 21.95	L	
84	INV 00074398	06/10/2021	Knightline Computers	ADMIN - INFORMATION SYSTEMS - HDMI to VGA Cable for S. Guy	\$ 21.95			

Schedule of Accounts Paid - October 2021

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
85	EFT17275	11/10/2021	Makit Narrogin Hardware			\$ 1,949.21	L	
86	INV 113849	02/08/2021	Makit Narrogin Hardware	VARIOUS DEPARTMENTS - General Materials	\$ 430.66			
87	INV 113852	02/08/2021	Makit Narrogin Hardware	VARIOUS DEPARTMENTS - General Materials	\$ 90.10			
88	INV 113925	01/09/2021	Makit Narrogin Hardware	VARIOUS DEPARTMENT - General Materials	\$ 326.50			
89	INV 113954	08/09/2021	Makit Narrogin Hardware	ADMIN OFFICE BUILDING MAINTENANCE & GNARROJIN PARK PUBLIC TOILETS MAINTENANCE - General Materials	\$ 248.80			
90	INV 113958	10/09/2021	Makit Narrogin Hardware	VARIOUS DEPARTMENTS - General Materials	\$ 549.50			
91	INV 113980	28/09/2021	Makit Narrogin Hardware	VARIOUS DEPARTMENTS - General Materials	\$ 303.65			
92	EFT17276	11/10/2021	Landgate			\$ 253.65		
93	INV 1128864	01/10/2021	Landgate	RATES - VALUATION EXPENSES - Other DLI Invoices x8	\$ 253.65			
94	EFT17277	11/10/2021	Walga			\$ 3,920.00		
95	INV I30893336	30/09/2021	Walga	MEMBERS - MEMBERS CONFERENCE/TRAINING EXPENSES - Registration Fee WALGA Conference 2021 - D Stewart	\$ 1,285.00			
96	INV I3089331	30/09/2021	Walga	MEMBERS - MEMBERS CONFERENCE/TRAINING EXPENSES - Registration Fee WALGA Conference 2021 - L Ballard	\$ 1,285.00			
97	INV I3089332	30/09/2021	Walga	MEMBERS - MEMBERS CONFERENCE/TRAINING EXPENSES - Registration Fee WALGA Conference 2021 - G Broad	\$ 1,285.00			
98	INV I3089449	30/09/2021	Walga	MEMBERS - MEMBERS CONFERENCE/TRAINING EXPENSES - Registrant L. Ballard	\$ 65.00			
99	EFT17278	11/10/2021	DFES-Department of Fire & Emergency Services			\$ 8,585.92		
100	INV 152800	28/09/2021	DFES-Department of Fire & Emergency Services	FESA ESL LIBAILITY - Emergency Services Levy 2021/22	\$ 8,585.92			
101	EFT17279	11/10/2021	Narrogin Agricultural Repairs			\$ 158.00	L	
102	INV 263758	05/08/2021	Narrogin Agricultural Repairs	SMALL PLANT - New Chain, Oil Pump & Drive Sprocket	\$ 158.00			
103	EFT17280	11/10/2021	Narrogin Newsagency			\$ 36.60	L	F
104	INV 1245-286409	01/10/2021	Narrogin Newsagency	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Deliveries for the Period 01/09/20201 - 30/09/2021	\$ 36.60			
105	EFT17281	11/10/2021	It Vision			\$ 825.00		
106	INV 35984	30/09/2021	It Vision	ADMIN - TRAINING & DEVELOPMENT - IT Vision SynergySoft Records Training For K. Sarma 22/09/2021	\$ 825.00			

Schedule of Accounts Paid - October 2021

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
107	EFT17282	11/10/2021	Narrogin Bearing Service			\$ 35.64	L	
108	INV IN189765	30/09/2021	Narrogin Bearing Service	O4846 2014 HINO 300 SERIES 3T TIPPER - Impact Socket	\$ 35.64			
109	EFT17283	11/10/2021	Great Southern Waste Disposal			\$ 47,099.40		
110	INV IV0000001735	05/10/2021	Great Southern Waste Disposal	BIN COLLECTION VARIOUS LOCATIONS - September 2021	\$ 47,099.40			
111	EFT17284	11/10/2021	RJ Smith Engineering			\$ 194.70	L	
112	INV 00016121	05/10/2021	RJ Smith Engineering	NO2260 1994 THREE AXLE DOG TRAILER - 6 Meters 13mm Chain & Bolt Nut & Washers x12	\$ 194.70			
113	EFT17285	11/10/2021	Octave Holdings Pty Ltd T/A Narrogin Toyota			\$ 2,148.45	L	
114	INV PI23047552	04/08/2021	Octave Holdings Pty Ltd T/A Narrogin Toyota	SMALL PLANT- Chainsaw Brake Band	\$ 30.36			
115	INV JC24030788	06/09/2021	Octave Holdings Pty Ltd T/A Narrogin Toyota	NGN847 MITSUBISHI OUTLANDER - Supply & Install Tow Bar & Harness	\$ 1,425.09			
116	INV PI23048685	06/10/2021	Octave Holdings Pty Ltd T/A Narrogin Toyota	ROADM - WORKSHOP/DEPOT EXPENSED EQUIPMENT - New Power Head	\$ 693.00			
117	EFT17286	11/10/2021	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)			\$ 417.95	L	
118	INV 6412238224	05/10/2021	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)	VARIOUS VEHICLES - Repair of Tyre & New Tyres	\$ 417.95			
119	EFT17287	11/10/2021	Toll Transport Pty Ltd			\$ 440.65		
120	INV 0508-T7407110	19/09/2021	Toll Transport Pty Ltd	LYDEKER DEPOT BUILDING OPERATIONS - Freight Charges (03/09/2021 - 13/09/2021)	\$ 440.65			
121	EFT17288	11/10/2021	Narrogin Gasworx			\$ 60.00	L	
122	INV 50314	06/10/2021	Narrogin Gasworx	RAILWAY DAM - Gas Bottles x2	\$ 60.00			
123	EFT17289	11/10/2021	Farmers Centre (Narrogin) Pty Ltd			\$ 75.43	L	
124	INV 80220	30/09/2021	Farmers Centre (Narrogin) Pty Ltd	1EYN610 KOMATSU WA380-6 WHEEL LOADER - New Hydraulic Hose	\$ 75.43			
125	EFT17290	11/10/2021	LGISWA			\$ 9,076.64		
126	INV 100-146127	30/09/2021	LGISWA	VARIOUS DEPARTMENTS - Workcare Actual Adjustments for 2020/21	\$ 9,076.64			
127	EFT17291	11/10/2021	Narrogin Chamber Of Commerce			\$ 3,000.00	L	
128	INV 00003819	11/08/2021	Narrogin Chamber Of Commerce	RATES - RATES INCENTIVE SCHEME - Early Bird Rates Prize 2021/22	\$ 3,000.00			

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	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
129	EFT17292	11/10/2021	Marketforce Pty Ltd			\$ 277.46		
130	INV 40766	27/09/2021	Marketforce Pty Ltd	PLAN - ADVERTISING - Proposed Road/Lane Closure Parry Court Narrogin Observer 09/092021	\$ 277.46			
131	EFT17293	11/10/2021	Melchiorre Plumbing & Gas			\$ 2,151.49	L	PF
132	INV 2151.49	04/10/2021	Melchiorre Plumbing & Gas	RAILWAY STATION RESTORATION COVID RECOVERY PROJECT - Complete Tube Out Bathroom	\$ 2,151.49			
133	EFT17294	11/10/2021	West Australian Newspapers Limited			\$ 660.00		
134	INV 10280375	30/09/2021	West Australian Newspapers Limited	MEMBERS - ADVERTISING & PROMOTIONS - Full Page Newsletter - Narrogin Narrative September 2021	\$ 660.00			
135	EFT17295	11/10/2021	Narrogin Quarry Operations			\$ 98.18	L	
136	INV 00005454	22/09/2021	Narrogin Quarry Operations	ROAD MAINTENACE GENERAL EXPENSES - 10 Ton Cracker Dust	\$ 98.18			
137	EFT17296	11/10/2021	YMCA WA			\$ 338.00	L	
138	INV SI-A010793	28/09/2021	YMCA WA	ADMIN - OCCUPATIONAL HEALTH & SAFETY - 3 Month Gym Membership for Aimie Allinson (05/10/2021 - 4/01/2021)	\$ 169.00			
139	INV SI-A010792	28/09/2021	YMCA WA	ADMIN - OCCUPATIONAL HEALTH & SAFETY - 3 Month Gym Membership for Craig Allinson (05/10/2021 - 4/01/2021)	\$ 169.00			
140	EFT17297	11/10/2021	Narrogin Cabinet Makers			\$ 7,337.00	L	PF
141	INV 00002826	06/10/2021	Narrogin Cabinet Makers	RAILWAY STATION RESTORATION COVID RECOVERY PROJECT - Supply & Install New Kitchen	\$ 7,337.00			
142	EFT17298	11/10/2021	Quarter Midget Youth Speedway			\$ 4,000.00	L	
143	INV 041021	04/10/2021	Quarter Midget Youth Speedway	OTHERCUL - COMMUNITY CHEST - Sea Container Lean-to & Concreate Park Project	\$ 4,000.00			
144	EFT17299	11/10/2021	United Security Enforcement Corporation			\$ 316.80		
145	INV 00012469	04/10/2021	United Security Enforcement Corporation	TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE & CHSP - SECURITY SYSTEM - Alarm Response 03/10/2021	\$ 316.80			
146	EFT17300	11/10/2021	Unique Graphix			\$ 200.00		
147	INV INV-0394	05/10/2021	Unique Graphix	ANIMAL - EXPENSED MINOR ASSET PURCHASES - Magnetic Decals for the Ranger Vehicles	\$ 200.00			
148	EFT17301	11/10/2021	AFGRI Equipment Australia Pty Ltd			\$ 1,267.74		
149	INV 2466129	18/08/2021	AFGRI Equipment Australia Pty Ltd	1HHI886 2019 JOHN DEERE 620G GRADER - Service Filters 250Hr Service	\$ 345.47			
150	INV 2499164	21/09/2021	AFGRI Equipment Australia Pty Ltd	1HHI886 2019 JOHN DEERE 620G GRADER - Service Filters 500 Hr	\$ 725.46			
151	INV 2502414	30/09/2021	AFGRI Equipment Australia Pty Ltd	2017 JOHN DEERE RIDE ON MOWER - Mower Blades & V-Belt	\$ 196.81			



Schedule of Accounts Paid - October 2021

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
152	EFT17302	11/10/2021	Elders Rural Services			\$ 3,876.40	L	
153	INV CB71495	30/09/2021	Elders Rural Services	VERGE MAINTENANCE - Simanex 900 WDG 15 KG x 24 Bags, Metsulfuron 60 Wg 500Gm & Titan Ag x 2	\$ 3,876.40			
154	EFT17303	11/10/2021	Corsign (WA) Pty Ltd			\$ 448.80		
155	INV 00060309	30/09/2021	Corsign (WA) Pty Ltd	SIGNS & TRAFFIC CONTROL EXPENSES - Children Crossing Signs 750 x 750 Black/Fluro Lime	\$ 448.80			
156	EFT17304	11/10/2021	Win Television WA Pty Ltd T/A WIN Television Network			\$ 1,320.00		
157	INV 1141362-3	30/09/2021	Win Television WA Pty Ltd T/A WIN Television Network	MEMBERS - ADVERTISING & PROMOTIONS - Shire Promotion on WIN Network September 2021	\$ 1,320.00			
158	EFT17305	11/10/2021	Telair Pty Ltd			\$ 1,420.00		
159	INV TA0781-027	30/09/2021	Telair Pty Ltd	VARIOUS DEPARTMENTS - Telephone Charges September 2021	\$ 1,420.00			
160	EFT17306	11/10/2021	AC & EJ Fulford			\$ 14,437.50		
161	INV 0000019	04/10/2021	AC & EJ Fulford	WAGIN-WIKEPIN ROAD - RENEWAL (Rural) (RRG) - Push 12000m3 of Gravel	\$ 14,437.50			
162	EFT17307	11/10/2021	Farmworks Narrogin Pty Ltd			\$ 72.10	L	
163	INV 88931	30/09/2021	Farmworks Narrogin Pty Ltd	ROAD MAINTENANCE GENERAL EXPENSES - Strainer Post, Stay & Cleat	\$ 72.10			
164	EFT17308	11/10/2021	St John Ambulance - Narrogin Sub Centre			\$ 160.00	L	F
165	INV 631442	02/09/2021	St John Ambulance - Narrogin Sub Centre	CHSP - TRAINING & DEVELOPMENT - St John Ambulance First Aid Courses (K. White)	\$ 160.00			
166	EFT17310	11/10/2021	OneMusic Australia			\$ 146.37		
167	INV 166717	02/10/2021	OneMusic Australia	VARIOUS DEPARTMENTS - Music License 01/10/2021-31/12/2021	\$ 146.37			
168	EFT17311	11/10/2021	Surgical House Pty Ltd			\$ 55.00		F
169	INV A768352	01/09/2021	Surgical House Pty Ltd	CHSP - GENERAL EXPENDITURE - Linen Skip Bag (Jessie House)	\$ 55.00			
170	EFT17312	11/10/2021	Epic Fire Solutions T/As MCG Fire Services			\$ 4,445.06	L	
171	INV INV-1588	17/09/2021	Epic Fire Solutions T/As MCG Fire Services	VARIOUS DEPARTMENTS - Fire Services Inspection/Replacements	\$ 4,445.06			
172	EFT17313	11/10/2021	Narrogin Auto Electrics			\$ 1,793.92	L	
173	INV 261450	09/09/2021	Narrogin Auto Electrics	NO01 2019 HOLDEN COLORADO - Refit Lights & Refit New Battery	\$ 1,793.92			

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	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
174	EFT17314	11/10/2021	Integrated ICT			\$ 12,518.80		
175	INV 19117	30/09/2021	Integrated ICT	ADMIN - INFORMATION SYSTEMS - ConnectWise Automate Client & ConnectWise IT License	\$ 651.20			
176	INV 19176	30/09/2021	Integrated ICT	ADMIN - INFORMATION SYSTEMS - M365 Exclaimer Signatures x75	\$ 187.22			
177	INV 19013	30/09/2021	Integrated ICT	ADMIN - INFORMATION SYSTEMS - 100/40 NBN Internet	\$ 198.00			
178	INV 19177	30/09/2021	Integrated ICT	ADMIN - INFORMATION SYSTEMS - Procurement for Disaster Recovery Solution	\$ 990.70			
179	INV 19265	30/09/2021	Integrated ICT	ADMIN - INFORMATION SYSTEMS - M365 Licenses Business Premium x29, Business Standard x 21, Business Basic x22 & Advance Threat Protection Licenses	\$ 1,750.16			
180	INV 19241	01/10/2021	Integrated ICT	ADMIN - INFORMATION SYSTEMS - Merarki Access Points 3 Year License	\$ 8,741.52			
181	EFT17315	11/10/2021	Bce Surveying Pty Ltd			\$ 14,223.00		
182	INV 00013538	30/09/2021	Bce Surveying Pty Ltd	WAGIN-WIKEPIN ROAD - RENEWAL (Rural) (RRG) - Survey & Road Design	\$ 14,223.00			
183	EFT17316	11/10/2021	Department Of Human Services			\$ 238.53		
184	INV DEDUCTION	27/09/2021	Department Of Human Services	Payroll deductions	\$ 238.53			
185	EFT17317	11/10/2021	Local Government Racing & Cemeteries Employees Union (LGREU)			\$ 20.50		
186	INV DEDUCTION	27/09/2021	Local Government Racing & Cemeteries Employees Union (LGREU)	Payroll deductions	\$ 20.50			
187	EFT17318	11/10/2021	Australian Services Union Western Australian Branc			\$ 25.90		
188	INV DEDUCTION	27/09/2021	Australian Services Union Western Australian Branc	Payroll deductions	\$ 25.90			
189	<b>PAYROLL 8</b>	<b>11/10/2021</b>	<b>PAYROLL</b>	<b>PAYROLL 8 - PPE 11/10/2021</b>	<b>\$ 150,254.51</b>			
190	EFT17319	15/10/2021	Narrogin Hire & Reticulation			\$ 14.86	L	
191	INV 00031376	05/10/2021	Narrogin Hire & Reticulation	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Reticulation	\$ 14.86			
192	EFT17320	15/10/2021	Coles			\$ 1,101.68		
193	INV 137027595-8	30/09/2021	Coles	VARIOUS DEPARTMENTS - Coles September 2021	\$ 1,101.68			

Schedule of Accounts Paid - October 2021

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
194	EFT17321	15/10/2021	Synergy		\$ 4,781.87		
195	INV 2061341700	07/10/2021	Synergy	TOWN HALL (FEDERAL ST) BUILDING OPERATIONS - Electricity Usage - 04/09/2021-01/10/2021	\$ 1,386.58		
196	INV 2037350617	07/10/2021	Synergy	HISTORY HALL BUILDING OPERATIONS - Electricity Usage - 04/08/2021-01/10/2021	\$ 539.53		
197	INV 2049353117	07/10/2021	Synergy	MUSEUM BUILDING OPERATIONS - Electricity Usage 04/08/2021-01/10/2021	\$ 344.99		
198	INV 2045346431	07/10/2021	Synergy	EMDRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Electricity Usage 04/08/2021-01/10/2021	\$ 142.38		
199	INV 2073344261	07/10/2021	Synergy	MEMORIAL PARK MAINTENANCE/OPERATIONS - Electricity Usage 04/08/2021-01/10/2021	\$ 133.52		
200	INV 2057348579	07/10/2021	Synergy	SUNDRY DRY PARKS/RESERVES MAINTENANCE/OPERATIONS - Electricity Usage 05/08/2021-06/10/2021	\$ 118.25		
201	INV 2049354352	09/10/2021	Synergy	SUNDRY DRY PARKS/RESERVES MAINTENANCE/OPERATIONS - Electricity Usage 06/08/2021-07/10/2021	\$ 335.57		
202	INV 2065348811	11/10/2021	Synergy	13 HOUGH STREET - OPERATIONS - Electricity Usage - 06/08/2021-07/10/2021	\$ 424.92		
203	INV 2065351863	13/10/2021	Synergy	MICHAEL BROWN PARK BUILDINGS OPERATIONS - Electricity Usage 10/08/2021-08/10/2021	\$ 112.62		
204	INV 2053348415	13/10/2021	Synergy	THOMAS HOGG OVAL BUILDINGS OPERATIONS - Electricity Usage 10/08/2021-08/10/2021	\$ 1,243.51		
205	EFT17322	15/10/2021	Narrogin Packaging		\$ 359.20	L	
206	INV 00071546	04/10/2021	Narrogin Packaging	VARIOUS BUILDINGS - Cleaning Supplies	\$ 359.20		
207	EFT17323	15/10/2021	Australia Post		\$ 2,585.27		
208	INV 1010943870	03/10/2021	Australia Post	VARIOUS DEPARTMENTS - Postal Charges September 2021	\$ 2,585.27		
209	EFT17324	15/10/2021	Great Southern Fuels		\$ 6,051.97	L	
210	INV 00031307	30/09/2021	Great Southern Fuels	VARIOUS VEHICLES - Fuel Card Charges September 2021	\$ 6,051.97		
211	EFT17325	15/10/2021	Narrogin Fruit Market		\$ 532.90	L	
212	INV 00032021091736	17/09/2021	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Full Cream Milk 2L	\$ 4.30		
213	INV 00032021091728	17/09/2021	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - 2L Full Cream Milk & Hilo Milk	\$ 8.60		
214	INV 00032021091729	17/09/2021	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENT & RECEPTIONS -Catering for Australian Citizenship Ceremony 17/09/2021	\$ 70.00		
215	INV 0008202109233	23/09/2021	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENT & RECEPTIONS - Catering for OCM 22/09/2021	\$ 450.00		

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	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
216	EFT17326	15/10/2021	Water Corporation			\$ 14,053.14		
217	INV RGM8D	11/10/2021	Water Corporation	VARIOUS BUILDINGS - Water Usage 02/08/2021-07/10/2021	\$ 14,053.14			
218	EFT17327	15/10/2021	Leigh Norman Ballard			\$ 11,275.00	L	
219	INV SEPT 2021	12/10/2021	Leigh Norman Ballard	MEMBERS - PRESIDENT'S ALLOWANCES & SITTING FEES - 01/07/2021-30/09/2021	\$ 11,275.00			
220	EFT17328	15/10/2021	Hancocks Home Hardware			\$ 107.00	L	
221	INV 376377	08/10/2021	Hancocks Home Hardware	MACKIE PARK PUBLIC TOILETS AND OFFICE MAINTENANCE - Replacement Bins	\$ 107.00			
222	EFT17329	15/10/2021	Parry's Pty Ltd			\$ 746.20	L	PF
223	INV 58249	06/09/2021	Parry's Pty Ltd	SAN - ALLOWANCES - Uniform Allowance - Refuse Site Attendant	\$ 384.15			
224	INV 58383	10/09/2021	Parry's Pty Ltd	CHSP - GENERAL EXPENDITURE - Single Bed Topper for Respite Bed (Jessie House)	\$ 85.00			
225	INV 58439	13/09/2021	Parry's Pty Ltd	HEALTH - ALLOWANCES - PPE - Safety Boots	\$ 183.55			
226	INV 58549	16/09/2021	Parry's Pty Ltd	PWO - WORKS - PROTECTIVE CLOTHING - Hi Vis Jacket	\$ 93.50			
227	EFT17330	15/10/2021	Walga			\$ 4,015.00		
228	INV I3089333	30/09/2021	Walga	MEMBERS - MEMBERS CONFERENCE/TRAINING EXPENSES - Registration Fee WALGA Conference 2021 - J Early	\$ 1,365.00			
229	INV I3089334	30/09/2021	Walga	MEMBERS - MEMBERS CONFERENCE/TRAINING EXPENSES - Registration Fee WALGA Conference 2021 - M Fisher	\$ 1,285.00			
230	INV I3089335	30/09/2021	Walga	MEMBERS - MEMBERS CONFERENCE/TRAINING EXPENSES - Registration Fee WALGA Conference 2021 - B Seale	\$ 1,365.00			
231	EFT17331	15/10/2021	Narrogin Meals On Wheels			\$ 890.50	L	F
232	INV 101140	31/08/2021	Narrogin Meals On Wheels	CHSP MEALS ON WHEELS COMMITTEE - Meal Delivery Services August	\$ 479.50			
233	INV 101173	30/09/2021	Narrogin Meals On Wheels	CHSP MEALS ON WHEELS COMMITTEE - Meal Delivery Service September 2021	\$ 411.00			
234	EFT17332	15/10/2021	Geoff Perkins Farm Machinery Centre			\$ 12.01	L	PF
235	INV 102693	05/10/2021	Geoff Perkins Farm Machinery Centre	SMALL PLANT - HOMECARE - Replacement Petrol Fuel Cap Honda Whippersnipper	\$ 12.01			
236	EFT17333	15/10/2021	S. Williams Plumbing			\$ 230.00	L	
237	INV 346	01/10/2021	S. Williams Plumbing	MACKIE PARK PUBLIC TOILETS AND OFFICE MAINTENANCE & GNAROGIN PARK PUBLIC TOILETS MAINTENANCE - Repairs to Basins	\$ 230.00			

Schedule of Accounts Paid - October 2021

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
238	EFT17334	15/10/2021	Narrogin Betta Home Living			\$ 495.00	L	
239	INV 25710041779	08/10/2021	Narrogin Betta Home Living	ADMIN - EXPENSED MINOR ASSET PURCHASES - Chiq 40in TV for Front Reception	\$ 495.00			
240	EFT17335	15/10/2021	RJ Smith Engineering			\$ 385.00	L	
241	INV 00016182	08/10/2021	RJ Smith Engineering	NO686 1991 CATERPILLAR 12G GRADER - Repairs Ram Trunnion	\$ 385.00			
242	EFT17336	15/10/2021	Public Transport Authority			\$ 768.79		
243	INV 300921	30/09/2021	Public Transport Authority	TRANSWA - AGENT LIABILITY - TransWA Ticket Sales September 2021	\$ 768.79			
244	EFT17337	15/10/2021	Octave Holdings Pty Ltd T/A Narrogin Toyota			\$ 1,536.35	L	
245	INV JC24030540	30/08/2021	Octave Holdings Pty Ltd T/A Narrogin Toyota	NO01 2019 HOLDEN COLORADO - Ute Liner & Canopy Lamp Harness	\$ 757.68			
246	INV JC24031127	08/10/2021	Octave Holdings Pty Ltd T/A Narrogin Toyota	NGN847 MITSUBISHI OUTLANDER - Rubber Floor Mats Supplied & Fitted	\$ 241.47			
247	INV JC24031199	10/10/2021	Octave Holdings Pty Ltd T/A Narrogin Toyota	NGN839 2019 TOYOTA CORROLA CVT ASCENT - 30,000 KM Service & Diagnose Battery Fault	\$ 537.20			
248	EFT17338	15/10/2021	Toll Transport Pty Ltd			\$ 64.80		
249	INV 0509-T740710	26/09/2021	Toll Transport Pty Ltd	LYDEKER DEOPT BUILDING OPERATIONS & HEALTH - ANALYTICAL EXPENSES - Freight Charges - 21/09/2021-22/09/2021	\$ 64.80			
250	EFT17339	15/10/2021	Narrogin Gasworx			\$ 349.25	L	F
251	INV 50303	06/10/2021	Narrogin Gasworx	CHCP - CLIENT PURCHASES - Rubber 25mm Wheelchair Ramps x5	\$ 349.25			
252	EFT17340	15/10/2021	Local Government Professionals Australia Wa			\$ 1,200.00		
253	INV 31699	12/10/2021	Local Government Professionals Australia Wa	ADMIN - TRAINING & DEVELOPMENT - CONFERENCE REGISTRATION - EMCCS - 2021 Annual State Conference LG Professionals	\$ 1,200.00			
254	EFT17341	15/10/2021	Shire Of Narrogin			\$ 202.96	L	
255	INV 300921	30/09/2021	Shire Of Narrogin	TRANSWA - AGENT LIABILITY - Commission September 2021 Ticket Sales	\$ 202.96			
256	EFT17342	15/10/2021	Fairway Carriers			\$ 392.04	L	PF
257	INV 44123	30/09/2021	Fairway Carriers	RAILWAY STATION RESTORATION COVID RECOVERY PROJECT - Freight for Doors & Fencing	\$ 392.04			
258	EFT17343	15/10/2021	Ikes Home Improvement & Glass Centre			\$ 648.67	L	
259	INV 00030872	17/09/2021	Ikes Home Improvement & Glass Centre	ADMIN OFFICE BUILDING MAINTENANCE - Replacement Glass Window to Finance Area	\$ 648.67			

Schedule of Accounts Paid - October 2021

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
260	EFT17344	15/10/2021	Marketforce Pty Ltd			\$ 1,440.00		
261	INV 40765	27/09/2021	Marketforce Pty Ltd	ADMIN - ADVERTISING - Advertising Position (Records/Governance Officer) Narrogin Observer 09/09/2021	\$ 288.62			
262	INV 40767	27/09/2021	Marketforce Pty Ltd	ADMIN - ADVERTISING - Advertising Position (Library Services Officer) Narrogin Observer 09/09/2021	\$ 268.53			
263	INV 40768	27/09/2021	Marketforce Pty Ltd	MEMBERS - ADVERTISING & PROMOTIONS - Notice of Disposition of Property Cafe - Narrogin Observer 30/09/2021	\$ 200.55			
264	INV 40769	27/09/2021	Marketforce Pty Ltd	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Advertising Position (EA) Narrogin Observer 30/09/2021	\$ 308.70			
265	INV 40764	27/09/2021	Marketforce Pty Ltd	MEMBERS - ADVERTISING & PROMOTIONS - Proposed Local Laws - Narrogin Observer 09/09/2021	\$ 373.60			
266	EFT17345	15/10/2021	Datamars Auatralia Pty Ltd T/as Zee Tags			\$ 403.81		
267	INV 362470	22/09/2021	Datamars Auatralia Pty Ltd T/as Zee Tags	ANIMAL - PRINTING & STATIONERY - Dog Tags & Rings	\$ 403.81			
268	EFT17346	15/10/2021	Central Country Zone WALGA			\$ 2,200.00		
269	INV INV-0150	30/07/2021	Central Country Zone WALGA	MEMEBERS - SUBSCRIPTIONS & PUBLICATIONS - Yearly Subscription 2021/22	\$ 2,200.00			
270	EFT17347	15/10/2021	Ggj Consultants			\$ 307.40		F
271	INV INV-2017	12/10/2021	Ggj Consultants	CHSP - SUBSCRIPTIONS & MEMBERS - 12/10/2021-31/03/2022 Policies & Procedures for Home Care Support	\$ 307.40			
272	EFT17348	15/10/2021	West Australian Newspapers Limited			\$ 264.88		
273	INV 1028037520210930	30/09/2021	West Australian Newspapers Limited	MEMBERS - ADVERTISING & PROMOTIONS - Bereavement Notice Richard Chadwick - Narrogin Observer 30/09/2021	\$ 104.48			
274	INV 1028037520210930	30/09/2021	West Australian Newspapers Limited	MEMBERS - ADVERTISING & PROMOTIONS - Bereavement Notice Richard Chadwick - The West Australian 25/09/2021	\$ 160.40			
275	EFT17349	15/10/2021	Clive Malcolm Bartron			\$ 2,375.00	L	
276	INV SEPT 2021	12/10/2021	Clive Malcolm Bartron	MEMBERS - MEMBERS SITTING FEES & COMMUNICATIONS ALLOWANCES - 01/07/2021-30/09/2021	\$ 2,375.00			
277	EFT17350	15/10/2021	Easifleet			\$ 4,455.74		
278	INV 150921	15/09/2021	Easifleet	NOVATED LEASES - Employee Expenses	\$ 2,227.87			
279	INV 290921	29/09/2021	Easifleet	NOVATED LEASES - Employee Expenses	\$ 2,227.87			

Schedule of Accounts Paid - October 2021

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
280	EFT17351	15/10/2021	J & D Rural Fencing			\$ 9,328.00	L	
281	INV INV-0032	27/09/2021	J & D Rural Fencing	FIRE - BUSHFIRE RISK MANAGEMENT PLAN - MITIGATION ACTIVITIES - Supply & Install Fencing & Gates	\$ 7,216.00			
282	INV INV-0030	27/09/2021	J & D Rural Fencing	FIRE - BUSHFIRE RISK MANAGEMENT PLAN - MITIGATION ACTIVITIES - Supply & Install Fencing & Gates	\$ 2,112.00			
283	EFT17352	15/10/2021	Murray John Fisher			\$ 2,375.00	L	
284	INV SEPT 2021	12/10/2021	Murray John Fisher	MEMBERS - MEMBERS SITTING FEES & COMMUNICATIONS ALLOWANCES - 01/07/2021-30/09/2021	\$ 2,375.00			
285	EFT17353	15/10/2021	Griffin Valuation Advisory			\$ 1,540.00		
286	INV 1946	08/10/2021	Griffin Valuation Advisory	OTHGOV - VALUATION EXPENSES - Valuations Advisory's Professional Fee	\$ 1,540.00			
287	EFT17354	15/10/2021	Central Regional Tafe			\$ 1,300.00		
288	INV 000789	06/10/2021	Central Regional Tafe	ADMIN - TRAINING & DEVELOPMENT - Certificate 3 Local Government Trainee (B. Dorrington)	\$ 1,300.00			
289	EFT17355	15/10/2021	Unique Graphix			\$ 100.00	L	
290	INV INV-0395	05/10/2021	Unique Graphix	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Posters for Citizenship Ceremonies	\$ 20.00			
291	INV INV-0389	05/10/2021	Unique Graphix	MEMBERS - ADVERTISING & PROMOTIONS - Mayors Parlour Door Signage Printing & Installation	\$ 80.00			
292	EFT17356	15/10/2021	Geoffrey Douglas Ballard			\$ 2,375.00		
293	INV SEPT 2021	12/10/2021	Geoffrey Douglas Ballard	MEMBERS - MEMBERS SITTING FEES & COMMUNICATIONS ALLOWANCES - 01/07/2021-30/09/2021	\$ 2,375.00			
294	EFT17357	15/10/2021	Timothy Robert Wiese			\$ 3,843.75	L	
295	INV SEPT 2021	12/10/2021	Timothy Robert Wiese	MEMBERS - DEPUTY PRESIDENT'S ALLOWANCE & SITTING FEES - 01/07/2021-30/09/2021	\$ 3,843.75			
296	EFT17358	15/10/2021	Brian Seale			\$ 2,375.00	L	
297	INV SEPT 2021	12/10/2021	Brian Seale	MEMBERS - MEMBERS SITTING FEES & COMMUNICATIONS ALLOWANCES - 01/07/2021-30/09/2021	\$ 2,375.00			
298	EFT17359	15/10/2021	Narrogin Tyre Service			\$ 924.00	L	
299	INV 14695	01/10/2021	Narrogin Tyre Service	NO4846 2014 HINO 300 SERIES 3T TIPPER - Supply & Fit 205/85R16 Hankook AH11S Tyres x4	\$ 924.00			
300	EFT17360	15/10/2021	Narrogin Auto Centre			\$ 373.02	L	
301	INV 1171076	08/10/2021	Narrogin Auto Centre	NGN219 2019 NISSAN X-TRAIL - 60,000 KM Service	\$ 373.02			

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	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
302	EFT17361	15/10/2021	AC & EJ Fulford			\$ 12,870.00		
303	INV 0000018	04/10/2021	AC & EJ Fulford	CHOMLEY ROAD - RENEWAL (RURAL) & BOOTH ST - GRAVEL RE SHEET (RENEWAL) - Push of Gravel	\$ 12,870.00			
304	EFT17362	15/10/2021	Kulker Carpentry And Construction			\$ 2,200.00	L	PF
305	INV IV00000000564	14/10/2021	Kulker Carpentry And Construction	RAILWAY STATION RESTORATION COVID REVQVRY PROJECT - Final Trim Of Main Hall & Dig Trench For Power	\$ 2,200.00			
306	EFT17363	15/10/2021	Wandering Wheatbelt Wine Awards			\$ 1,000.00		
307	INV 2021-02	24/09/2021	Wandering Wheatbelt Wine Awards	TOUR - PUBLIC RELATIONS & AREA PROMOTION - SPONSORSHIP Wandering Autumn Graze Long Table Lunch Wheat belt Wine Awards 2022	\$ 1,000.00			
308	EFT17364	15/10/2021	Narrogin Revheads Inc			\$ 2,500.00	L	
309	INV 131021	13/10/2021	Narrogin Revheads Inc	OTHCUL - REV HEADS - Annual Cash Contribution November 2021	\$ 2,500.00			
310	EFT17365	15/10/2021	BMR Mechanical Pty Ltd			\$ 214.50	L	
311	INV INV-0701	22/09/2021	BMR Mechanical Pty Ltd	NO209 ISUZU FTS139/260 FIRE UNIT - Diagnose Engine Code	\$ 214.50			
312	EFT17366	15/10/2021	Graham Kenneth Broad			\$ 2,375.00	L	
313	INV SEPT 2021	12/10/2021	Graham Kenneth Broad	MEMBERS - MEMBERS SITTING FEES & COMMUNICATIONS ALLOWANCES - 01/07/2021-30/09/2021	\$ 2,375.00			
314	EFT17367	15/10/2021	Sophie Jane Lushey			\$ 2,375.00	L	
315	INV SEPT 2021	12/10/2021	Sophie Jane Lushey	MEMBERS - MEMBERS SITTING FEES & COMMUNICATIONS ALLOWANCES - 01/07/2021-30/09/2021	\$ 2,375.00			
316	EFT17368	15/10/2021	Jaqueline Freyer Early			\$ 2,375.00	L	
317	INV SEPT 2021	12/10/2021	Jaqueline Freyer Early	MEMBERS - MEMBERS SITTING FEES & COMMUNICATIONS ALLOWANCES - 01/07/2021-30/09/2021	\$ 2,375.00			
318	EFT17369	15/10/2021	Narrogin Smash Repairs			\$ 1,825.82	L	
319	INV A235400	13/10/2021	Narrogin Smash Repairs	RATES REFUNDS SUSPENSE A/C - A235400 38 Havelock Street	\$ 1,825.82			
320	EFT17370	15/10/2021	ASSA ABLOY Australia Pty Limited			\$ 55.79		
321	INV IN02067414	30/09/2021	ASSA ABLOY Australia Pty Limited	HARRIS STREET PUBLIC TOILETS (MUSEUM) MAINTENANCE - GGMK Key to Suit Master Key System 6437	\$ 55.79			
322	EFT17371	15/10/2021	Edwards Isuzu Ute			\$ 378.09	L	
323	INV 24038	06/10/2021	Edwards Isuzu Ute	ONO 2020 HOLDEN TRAILBLAZER LTZ - Passenger Side Step	\$ 378.09			



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	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
324	EFT17372	19/10/2021	Department Of Human Services			\$ 238.53		
325	INV DEDUCTION	11/10/2021	Department Of Human Services	Payroll deductions	\$ 238.53			
326	EFT17373	19/10/2021	Australian Services Union Western Australian Branc			\$ 25.90		
327	INV DEDUCTION	11/10/2021	Australian Services Union Western Australian Branc	Payroll deductions	\$ 25.90			
328	EFT17374	25/10/2021	Narrogin Hire & Reticulation			\$ 71.40	L	
329	INV 00031487	14/10/2021	Narrogin Hire & Reticulation	LIB - GENERAL OFFICE EXPENSES - Reticulation Maintenance & Replacement of Broken Parts	\$ 71.40			
330	EFT17375	25/10/2021	Synergy			\$ 2,398.19		
331	INV 2033362746	07/10/2021	Synergy	HISTORY HALL BUILDING OPERATIONS - Electricity Usage 04/08/2021-01/10/2021	\$ 115.45			
332	INV 2053345721	11/10/2021	Synergy	WASTE FACILITIES BUILDING OPERATIONS - Electricity Usage 07/08/2021-06/10/2021	\$ 278.97			
333	INV 2049358171	14/10/2021	Synergy	30 GRAY ST BUILDING OPERATIONS (FORMALLY EAST NARROGIN OFFSITE KINDERGARTEN) - Electricity Usage 12/08/2021-11/10/2021	\$ 148.09			
334	INV 2077354474	15/10/2021	Synergy	COMMUNITY GARDEN MAINTENANCE/OPERATIONS - Electricity Usage 13/08/2021-12/10/2021	\$ 173.21			
335	INV 2013369861	15/10/2021	Synergy	GNARQJIN PARK MAINTENANCE/OPERATIONS - Electricity Usage 14/08/2021-12/10/2021	\$ 296.34			
336	INV 2001394370	15/10/2021	Synergy	OLD SHIRE OFFICE BUILDING OPERATIONS - Electricity Usage 14/08/2021-12/10/2021	\$ 353.88			
337	INV 2045353281	15/10/2021	Synergy	MACKIE PARK MAINTENANCE/OPERATIONS - Electricity Usage 14/08/2021-11/10/2021	\$ 418.59			
338	INV 2097337548	15/10/2021	Synergy	FAIRWAY DEPOT BUILDING OPERATIONS - Electricity Usage 14/08/2021-11/10/2021	\$ 120.37			
339	INV 2013370088	15/10/2021	Synergy	ROADM - STREET LIGHTING MAINTENANCE/OPERATIONS - Electricity Usage 14/08/2021-11/10/2021	\$ 354.34			
340	INV 2001397017	20/10/2021	Synergy	HIGHBURY PUBLIC TOILETS OPERATIONS - Electricity Usage 18/08/2021-14/10/2021	\$ 138.95			
341	EFT17376	25/10/2021	Narrogin Packaging			\$ 101.50	L	
342	INV 00071609	07/10/2021	Narrogin Packaging	HIGHBURY PUBLIC TOILETS OPERATIONS - Cleaning Materials	\$ 101.50			

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	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
343	EFT17377	25/10/2021	Narrogin Fruit Market			\$ 699.30	L	
344	INV 0008202109093	09/09/2021	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - R U OK Catering	\$ 115.00			
345	INV 00032021100879	08/10/2021	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTION, REFRESHMENTS & RECEPTIONS - Full Cream Milk 2L	\$ 4.30			
346	INV 0008202110169	16/10/2021	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Election Day Gourmet Platters	\$ 130.00			
347	INV 00082021101611	16/10/2021	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Catering for MDS 13/09/2021	\$ 450.00			
348	EFT17378	25/10/2021	Water Corporation			\$ 2,679.77		
349	INV NU5MA	13/10/2021	Water Corporation	VARIOUS BUILDINGS - Water Usage 16/08/2021-14/10/2021	\$ 2,679.77			
350	EFT17379	25/10/2021	Studiosity Pty Ltd			\$ 4,070.00		
351	INV INV-4441	29/06/2021	Studiosity Pty Ltd	LIB SUSCRIPTIONS & MEMBERHSIPS - Studiosity 2021/22	\$ 4,070.00			
352	EFT17380	25/10/2021	Kleenheat Gas			\$ 12,960.23		
353	INV 2723745	13/10/2021	Kleenheat Gas	NRLC - UTILITY - ELECTRICITY - Electricity Usage 01/09/2021-30/09/2021	\$ 10,610.31			
354	INV 2723717	13/10/2021	Kleenheat Gas	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Electricity Usage 01/09/2021-30/09/2021	\$ 1,715.64			
355	INV 2723727	13/10/2021	Kleenheat Gas	ADMIN OFFICE BUILDING OPERATIONS - Electricity Usage 01/09/2021-30/09/2021	\$ 634.28			
356	EFT17381	25/10/2021	Parry's Pty Ltd			\$ 284.75	L	
357	INV 58344	09/09/2021	Parry's Pty Ltd	PWO - WORKS - PROTECTIVE CLOTHING - Jacket x4, Pants x3 & Shirts x3	\$ 284.75			
358	EFT17382	25/10/2021	Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust			\$ 5,263.50	L	
359	INV IV00000001159	27/04/2021	Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust	TIP MAINTENANCE - Carting of Cover Material from Old Golf Course	\$ 5,263.50			
360	EFT17383	25/10/2021	Westrac Pty Ltd			\$ 351.27		
361	INV PI6291469	12/10/2021	Westrac Pty Ltd	1EVP731 2015 CAT SKID STEER LOADER - Hydraulic Couplings x2	\$ 351.27			
362	EFT17384	25/10/2021	Narrogin Newsagency			\$ 1,001.56	L	
363	INV 287787	15/10/2021	Narrogin Newsagency	VARIOUS DEPARTMENTS - Stationery Order October 2021	\$ 953.67			
364	INV 287809	16/10/2021	Narrogin Newsagency	LIB & ADMIN - PRINTING & STATIONERY - Stationery Order October 2021	\$ 47.89			

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	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
365	EFT17385	25/10/2021	Narrogin Bearing Service			\$ 279.90	L	
366	INV IN190397	19/10/2021	Narrogin Bearing Service	NO4 2010 NISSAN UD TIP TRUCK AUTO & NO3 2020 NISSAN UD TIP TRUCK - Supply Hand Held Grease Gun	\$ 279.90			
367	EFT17386	25/10/2021	Allans Bobcat And Truck Hire			\$ 968.00	L	
368	INV 00001496	10/10/2021	Allans Bobcat And Truck Hire	CEMETERY GRAVE DIGGING - Grave Dig x1 (Lorrimar)	\$ 242.00			
369	INV 00001496	10/10/2021	Allans Bobcat And Truck Hire	CEMETERY GRAVE DIGGING - Dig Grave x2 Bird & Hull	\$ 484.00			
370	INV 00001496	10/10/2021	Allans Bobcat And Truck Hire	CEMETERY GRAVE DIGGING - Grave Dig x1 (Allison)	\$ 242.00			
371	EFT17387	25/10/2021	RJ Smith Engineering			\$ 275.00	L	
372	INV 00016391	19/10/2021	RJ Smith Engineering	ROADM - WORKSHOP/DEPOT EXPENSED EQUIPMENT - E-Size Armix Gas Bottle x1,WD-40 x6 cans & 40 Grit Flap Disc x10	\$ 275.00			
373	EFT17388	25/10/2021	Super Civil Pty Ltd			\$ 2,310.00		
374	INV 14993	15/10/2021	Super Civil Pty Ltd	ROAD MAINTENANCE GENERAL EXPENSES - 10T Cold Mix Delivered	\$ 2,310.00			
375	EFT17389	25/10/2021	Octave Holdings Pty Ltd T/A Narrogin Toyota			\$ 23,950.90	L	
376	INV RI21100447	26/08/2021	Octave Holdings Pty Ltd T/A Narrogin Toyota	MO VECICLE - Purchase New Toyota Hilux SR5 & PROCEEDS FROM DISPOSAL MO VEHICLE - Trade Holden Colorado	\$ 23,267.17			
377	INV JC24031364	14/10/2021	Octave Holdings Pty Ltd T/A Narrogin Toyota	1NGN 2019 TOYOTA PRADO - 60,000KM Service	\$ 683.73			
378	EFT17390	25/10/2021	Country Paint Supplies			\$ 257.40	L	
379	INV 00070586	14/10/2021	Country Paint Supplies	CLAYTON OVAL MAINTENANCE/OPERATIONS - Line marking Paint For Cricket Wicket	\$ 171.60			
380	INV 00070708	19/10/2021	Country Paint Supplies	ROADM - DEPOT BUILDING OPERATIONS - Pressure Can Black, Pressure Can Red & Pressure Can White x2 (Kill Rust)	\$ 85.80			
381	EFT17391	25/10/2021	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)			\$ 6,609.14	L	
382	INV U590329698	19/10/2021	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)	1NGN 2019 TOYOTA PRADO - New Tyres Fitted x4	\$ 908.04			
383	INV 6412263018	19/10/2021	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)	NO1 2018 NISSAN UD TIP TRUCK & NO4 2010 NISSAN UD TIP TRUCK AUTO - Supply Drive Tyres x5	\$ 5,701.10			
384	EFT17392	25/10/2021	Narrogin Gasworx			\$ 223.86		
385	INV 50678	19/10/2021	Narrogin Gasworx	NO1225 KOMATSU FG25T-12 FORKLIFT - Supply 15Kg Gas Bottles x3	\$ 223.86			
386	EFT17394	25/10/2021	New Security Installations Pty Ltd			\$ 359.70		
387	INV 00014413	15/10/2021	New Security Installations Pty Ltd	ADMIN OFFICE BUILDING OPERATIONS - Smart Tags x20	\$ 359.70			

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	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
388	EFT17395	25/10/2021	Zipform			\$ 7,464.43		
389	INV 205667	20/09/2021	Zipform	RATES - PRINTING AND STATIONERY - Rates Notices & Flyers 21/22 Printing, Packaging, Posting & Emailing	\$ 7,464.43			
390	EFT17396	25/10/2021	LGISWA			\$ 170,896.64		
391	INV 100-146310	30/09/2021	LGISWA	VARIOUS DEPARTMENTS - Workcare Instalment 2 2021/22	\$ 47,217.50			
392	INV 100-146324	30/09/2021	LGISWA	VARIOUS DEPARTMENTS - LGIS Liability 2021/22 Instalment 2	\$ 38,885.00			
393	INV 100-146217	30/09/2021	LGISWA	VARIOUS PROPERTIES - LGIS Property Instalment 2 2021/22	\$ 79,417.89			
394	INV 100-146609	05/10/2021	LGISWA	VARIOUS DEPARTMENTS - 2021-22 Membership Contributions Credit - Instalment 2	\$ 5,376.25			
395	EFT17397	25/10/2021	Narrogin Chamber Of Commerce			\$ 1,150.00	L	
396	INV 00003864	18/10/2021	Narrogin Chamber Of Commerce	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Recognition of Service - G. Ballard, Bartron & Lushey	\$ 1,150.00			
397	EFT17398	25/10/2021	Lr Sims & Co			\$ 240.00	L	
398	INV IV00000001216	18/10/2021	Lr Sims & Co	COM AMEN - BUILDING (CAPITAL) - CBD ABLUTION UPGRADES - Pumping Out of Portable Toilets for Smith St	\$ 240.00			
399	EFT17399	25/10/2021	The Workwear Group Pty Ltd			\$ 252.88		
400	INV 13537272	04/10/2021	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Uniforms (D. Stewart) 2021/22	\$ 12.74			
401	INV 13538291	05/10/2021	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Uniform (A. Spurling) 2021/22	\$ 43.40			
402	INV 13539087	05/10/2021	The Workwear Group Pty Ltd	PWO - EMTRS - ALLOWANCES - Uniforms (A. Allinson) 2021/22	\$ 196.74			
403	EFT17400	25/10/2021	Easifleet			\$ 2,227.87		
404	INV 191021	19/10/2021	Easifleet	NOVATED LEASES - Employee Expenses	\$ 2,227.87			
405	EFT17401	25/10/2021	Torre Tasman Evans			\$ 141.48	L	
406	INV 181021	18/10/2021	Torre Tasman Evans	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Reimbursement of Contract Expenses (Electricity Usage 07/08/2021-07/10/2021)	\$ 141.48			
407	EFT17402	25/10/2021	Rylan Pty Ltd			\$ 4,843.30		F
408	INV 2335	23/09/2021	Rylan Pty Ltd	CARAVAN PARK - RENEWAL DEVELOPMENT - Install New Kerb (Mountable Kerb & Barrier Kerb)	\$ 4,843.30			
409	EFT17403	25/10/2021	Narrogin Agricultural Society Inc.			\$ 100.00	L	
410	INV 2174	19/10/2021	Narrogin Agricultural Society Inc.	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Shire President Photography Competition Prize Narrogin Show 2021	\$ 100.00			

Schedule of Accounts Paid - October 2021

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
411	EFT17404	25/10/2021	Truck Centre (WA) Pty Ltd			\$ 1,435.25		
412	INV 1652024-000001	12/10/2021	Truck Centre (WA) Pty Ltd	NO2 2009 NISSAN UD TIP TRUCK - Supply of New Front Bearings, Seals, Nuts & Gaskets	\$ 1,435.25			
413	EFT17405	25/10/2021	Autosmart WA Southwest			\$ 231.00		
414	INV 6236-1031	12/10/2021	Autosmart WA Southwest	ROADM - WORKSHOP/DEPOT EXPENSED EQUIPMENT - Rag Bags x6	\$ 231.00			
415	EFT17406	25/10/2021	The White Family Trust T/a Narrogin Valley Stockfeed			\$ 664.34	L	
416	INV NVS69926	06/10/2021	The White Family Trust T/a Narrogin Valley Stockfeed	PARKS & GARDENS MAINTENANCE - Limestone Blocks x37	\$ 664.34			
417	EFT17407	25/10/2021	Instant Weighing Pty Ltd			\$ 1,375.00		
418	INV INV2548	13/10/2021	Instant Weighing Pty Ltd	1EYN610 KOMATSU WA380-6 WHEEL LOADER - Calibrate Loader Scales, Accommodation & Travel	\$ 1,375.00			
419	EFT17408	25/10/2021	Narrogin Fresh			\$ 865.83	L	
420	INV OCT 2021	19/10/2021	Narrogin Fresh	VARIOUS DEPARTMENTS - Narrogin Fresh Account October 2021	\$ 865.83			
421	EFT17409	25/10/2021	Spyker Technologies Pty Ltd T/A Spyker Business Solutions			\$ 2,756.57		
422	INV 2122146	13/10/2021	Spyker Technologies Pty Ltd T/A Spyker Business Solutions	OLOPS - CCTV MAINTENANCE - Public CCTV Maintenance for Year 2 of 3 for RFQ 1920-10	\$ 2,756.57			
423	EFT17410	25/10/2021	ASSA ABLOY Australia Pty Limited			\$ 244.70		
424	INV IN02069142	04/10/2021	ASSA ABLOY Australia Pty Limited	MUSEUM BUILDING MAINTENANCE - M1 Padlock to Suit Master Key System 6437	\$ 188.91			
425	INV IN02076360	14/10/2021	ASSA ABLOY Australia Pty Limited	MUSEUM BUILDING MAINTENANCE - M1 Key to Suit Master Key System 6437	\$ 55.79			
426	PAYROLL 9	25/10/2021	PAYROLL	PAYROLL 9 - PPE 25/10/2021	\$ 169,847.09			
					<b>EFT Total \$</b>	<b>505,549.85</b>		

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
<b>Direct Debits</b>							
427	DD6923.1	04/10/2021	Keenan & Tania Wenning		\$ 1,386.67	L	
428	INV EMDRS OCTOBER 2021	04/10/2021	Keenan & Tania Wenning	EMDRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent October 2021	\$ 1,386.67		
429	DD6925.1	04/10/2021	Elgas		\$ 453.75		
430	INV 0365425851	01/10/2021	Elgas	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Gas Supplied 210.0 KG x2	\$ 151.25		
431	INV 0365425852	01/10/2021	Elgas	NRLC - UTILITY - GAS - 7500.0L x2	\$ 302.50		
432	DD6943.1	11/10/2021	Aware Super		\$ 15,104.96		
433	INV SUPER	11/10/2021	Aware Super	Superannuation contributions	\$ 12,805.07		
434	INV DEDUCTION	11/10/2021	Aware Super	Payroll deductions	\$ 260.00		
435	INV DEDUCTION	11/10/2021	Aware Super	Payroll deductions	\$ 150.00		
436	INV DEDUCTION	11/10/2021	Aware Super	Payroll deductions	\$ 188.95		
437	INV DEDUCTION	11/10/2021	Aware Super	Payroll deductions	\$ 348.99		
438	INV DEDUCTION	11/10/2021	Aware Super	Payroll deductions	\$ 964.03		
439	INV DEDUCTION	11/10/2021	Aware Super	Payroll deductions	\$ 387.92		
440	DD6943.2	11/10/2021	Cbus Super Fund		\$ 305.71		
441	INV SUPER	11/10/2021	Cbus Super Fund	Superannuation contributions	\$ 305.71		
442	DD6943.3	11/10/2021	Spirit Super		\$ 411.79		
443	INV SUPER	11/10/2021	Spirit Super	Superannuation contributions	\$ 308.84		
444	INV DEDUCTION	11/10/2021	Spirit Super	Payroll deductions	\$ 102.95		
445	DD6943.4	11/10/2021	Prime Super		\$ 405.44		
446	INV SUPER	11/10/2021	Prime Super	Superannuation contributions	\$ 405.44		
447	DD6943.5	11/10/2021	Lgia Super		\$ 1,057.83		
448	INV SUPER	11/10/2021	Lgia Super	Superannuation contributions	\$ 554.51		
449	INV DEDUCTION	11/10/2021	Lgia Super	Payroll deductions	\$ 300.00		
450	INV DEDUCTION	11/10/2021	Lgia Super	Payroll deductions	\$ 203.32		

Schedule of Accounts Paid - October 2021

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
451	DD6943.6	11/10/2021	Rest Superannuation		\$ 221.68		
452	INV SUPER	11/10/2021	Rest Superannuation	Superannuation contributions	\$ 221.68		
453	DD6943.7	11/10/2021	Essential Super		\$ 204.37		
454	INV SUPER	11/10/2021	Essential Super	Superannuation contributions	\$ 204.37		
455	DD6943.8	11/10/2021	Oasis Superannuation Service		\$ 219.23		
456	INV SUPER	11/10/2021	Oasis Superannuation Service	Superannuation contributions	\$ 219.23		
457	DD6943.9	11/10/2021	Mercer Super Trust		\$ 135.88		
458	INV SUPER	11/10/2021	Mercer Super Trust	Superannuation contributions	\$ 135.88		
459	DD6948.1	12/10/2021	Elgas		\$ 8,208.71		
460	INV 0360835062	07/10/2021	Elgas	NRLC - UTILITY - GAS - Gas Supplied 6,700.0L	\$ 8,208.71		
461	DD6960.1	15/10/2021	Sandwai Pty Ltd		\$ 1,071.40		F
462	INV SEPT21	15/10/2021	Sandwai Pty Ltd	CHSP - Information Systems - Monthly Charges September 2021	\$ 1,071.40		
463	DD6979.1	20/10/2021	Elgas		\$ 6,125.90		
464	INV 0360834571	15/10/2021	Elgas	NRLC - UTILITY - GAS - Gas Supplied 5,000.0L	\$ 6,125.90		
465	DD6984.1	19/10/2021	Telstra		\$ 1,880.74		
466	INV K930501860-8	12/10/2021	Telstra	VARIOUS DEPARTMENTS - Mobile Phone Charges October 2021	\$ 1,880.74		
467	DD6987.1	25/10/2021	Aware Super		\$ 14,581.48		
468	INV SUPER	25/10/2021	Aware Super	Superannuation contributions	\$ 12,414.96		
469	INV DEDUCTION	25/10/2021	Aware Super	Payroll deductions	\$ 260.00		
470	INV DEDUCTION	25/10/2021	Aware Super	Payroll deductions	\$ 150.00		
471	INV DEDUCTION	25/10/2021	Aware Super	Payroll deductions	\$ 184.56		
472	INV DEDUCTION	25/10/2021	Aware Super	Payroll deductions	\$ 347.65		
473	INV DEDUCTION	25/10/2021	Aware Super	Payroll deductions	\$ 836.38		
474	INV DEDUCTION	25/10/2021	Aware Super	Payroll deductions	\$ 387.93		

Schedule of Accounts Paid - October 2021

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
475	DD6987.2	25/10/2021	Cbus Super Fund		\$ 285.43		
476	INV SUPER	25/10/2021	Cbus Super Fund	Superannuation contributions	\$ 285.43		
477	DD6987.3	25/10/2021	Spirit Super		\$ 411.79		
478	INV SUPER	25/10/2021	Spirit Super	Superannuation contributions	\$ 308.84		
479	INV DEDUCTION	25/10/2021	Spirit Super	Payroll deductions	\$ 102.95		
480	DD6987.4	25/10/2021	Prime Super		\$ 538.81		
481	INV SUPER	25/10/2021	Prime Super	Superannuation contributions	\$ 538.81		
482	DD6987.5	25/10/2021	Lgia Super		\$ 993.91		
483	INV SUPER	25/10/2021	Lgia Super	Superannuation contributions	\$ 507.74		
484	INV DEDUCTION	25/10/2021	Lgia Super	Payroll deductions	\$ 300.00		
485	INV DEDUCTION	25/10/2021	Lgia Super	Payroll deductions	\$ 186.17		
486	DD6987.6	25/10/2021	Rest Superannuation		\$ 375.82		
487	INV SUPER	25/10/2021	Rest Superannuation	Superannuation contributions	\$ 375.82		
488	DD6987.7	25/10/2021	Essential Super		\$ 204.37		
489	INV SUPER	25/10/2021	Essential Super	Superannuation contributions	\$ 204.37		
490	DD6987.8	25/10/2021	Oasis Superannuation Service		\$ 65.77		
491	INV SUPER	25/10/2021	Oasis Superannuation Service	Superannuation contributions	\$ 65.77		
492	DD6987.9	25/10/2021	Mercer Super Trust		\$ 167.06		
493	INV SUPER	25/10/2021	Mercer Super Trust	Superannuation contributions	\$ 167.06		
494	DD6988.1	26/10/2021	Easifleet		\$ 924.70		
495	INV OCT2021	26/10/2021	Easifleet	FIRE - MOTOR VEHICLE EXPENSES - Lease of Holden Colorado (NGN12398) for Bushfire Risk Planning Co-Ordinator - October 2021	\$ 924.70		
496	DD6994.1	18/10/2021	WA Treasury Corporation		\$ 5,197.60		
497	INV 121B	18/10/2021	WA Treasury Corporation	Loan No. 121B Interest payment - Repayment of NLC Loan	\$ 5,197.60		
498	DD6943.10	11/10/2021	Colonial First State		\$ 967.05		
499	INV SUPER	11/10/2021	Colonial First State	Superannuation contributions	\$ 967.05		



Schedule of Accounts Paid - October 2021

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
500	DD6943.11	11/10/2021	Bt Super For Life		\$ 441.78		
501	INV SUPER	11/10/2021	Bt Super For Life	Superannuation contributions	\$ 338.65		
502	INV DEDUCTION	11/10/2021	Bt Super For Life	Payroll deductions	\$ 103.13		
503	DD6943.12	11/10/2021	Qsuper		\$ 386.97		
504	INV SUPER	11/10/2021	Qsuper	Superannuation contributions	\$ 386.97		
505	DD6943.13	11/10/2021	Care Super		\$ 427.55		
506	INV SUPER	11/10/2021	Care Super	Superannuation contributions	\$ 427.55		
507	DD6943.14	11/10/2021	MyNorth Super		\$ 179.90		
508	INV SUPER	11/10/2021	MyNorth Super	Superannuation contributions	\$ 179.90		
509	DD6943.15	11/10/2021	ANZ Smart Choice Super		\$ 204.37		
510	INV SUPER	11/10/2021	ANZ Smart Choice Super	Superannuation contributions	\$ 204.37		
511	DD6943.16	11/10/2021	Bt Superwrap		\$ 443.01		
512	INV DEDUCTION	11/10/2021	Bt Superwrap	Payroll deductions	\$ 114.93		
513	INV SUPER	11/10/2021	Bt Superwrap	Superannuation contributions	\$ 328.08		
514	DD6943.17	11/10/2021	Host Plus		\$ 188.44		
515	INV SUPER	11/10/2021	Host Plus	Superannuation contributions	\$ 188.44		
516	DD6943.18	11/10/2021	Sunsuper		\$ 575.12		
517	INV DEDUCTION	11/10/2021	Sunsuper	Payroll deductions	\$ 143.78		
518	INV SUPER	11/10/2021	Sunsuper	Superannuation contributions	\$ 431.34		
519	DD6943.19	11/10/2021	Australiansuper		\$ 2,163.61		
520	INV DEDUCTION	11/10/2021	Australiansuper	Payroll deductions	\$ 111.49		
521	INV DEDUCTION	11/10/2021	Australiansuper	Payroll deductions	\$ 637.00		
522	INV SUPER	11/10/2021	Australiansuper	Superannuation contributions	\$ 1,415.12		

Schedule of Accounts Paid - October 2021

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
523	DD6943.20	11/10/2021	Hesta Superannuation		\$ 1,127.40		
524	INV DEDUCTION	11/10/2021	Hesta Superannuation	Payroll deductions	\$ 170.00		
525	INV SUPER	11/10/2021	Hesta Superannuation	Superannuation contributions	\$ 957.40		
526	DD6943.21	11/10/2021	Mlc Masterkey		\$ 249.35		
527	INV SUPER	11/10/2021	Mlc Masterkey	Superannuation contributions	\$ 249.35		
528	DD6943.22	11/10/2021	Bt Super For Life		\$ 103.32		
529	INV SUPER	11/10/2021	Bt Super For Life	Superannuation contributions	\$ 103.32		
530	DD6987.10	25/10/2021	Colonial First State		\$ 1,418.87		
531	INV SUPER	25/10/2021	Colonial First State	Superannuation contributions	\$ 1,229.40		
532	INV DEDUCTION	25/10/2021	Colonial First State	Payroll deductions	\$ 189.47		
533	DD6987.11	25/10/2021	Bt Super For Life		\$ 466.00		
534	INV SUPER	25/10/2021	Bt Super For Life	Superannuation contributions	\$ 362.87		
535	INV DEDUCTION	25/10/2021	Bt Super For Life	Payroll deductions	\$ 103.13		
536	DD6987.12	25/10/2021	Qsuper		\$ 386.97		
537	INV SUPER	25/10/2021	Qsuper	Superannuation contributions	\$ 386.97		
538	DD6987.13	25/10/2021	Care Super		\$ 504.76		
539	INV SUPER	25/10/2021	Care Super	Superannuation contributions	\$ 400.14		
540	INV DEDUCTION	25/10/2021	Care Super	Payroll deductions	\$ 104.62		
541	DD6987.14	25/10/2021	MyNorth Super		\$ 179.90		
542	INV SUPER	25/10/2021	MyNorth Super	Superannuation contributions	\$ 179.90		
543	DD6987.15	25/10/2021	ANZ Smart Choice Super		\$ 204.37		
544	INV SUPER	25/10/2021	ANZ Smart Choice Super	Superannuation contributions	\$ 204.37		
545	DD6987.16	25/10/2021	Bt Superwrap		\$ 443.01		
546	INV DEDUCTION	25/10/2021	Bt Superwrap	Payroll deductions	\$ 114.93		
547	INV SUPER	25/10/2021	Bt Superwrap	Superannuation contributions	\$ 328.08		

Schedule of Accounts Paid - October 2021

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
548	DD6987.17	25/10/2021	Host Plus		\$ 187.80		
549	INV SUPER	25/10/2021	Host Plus	Superannuation contributions	\$ 187.80		
550	DD6987.18	25/10/2021	Sunsuper		\$ 575.12		
551	INV DEDUCTION	25/10/2021	Sunsuper	Payroll deductions	\$ 143.78		
552	INV SUPER	25/10/2021	Sunsuper	Superannuation contributions	\$ 431.34		
553	DD6987.19	25/10/2021	Australiansuper		\$ 2,352.14		
554	INV DEDUCTION	25/10/2021	Australiansuper	Payroll deductions	\$ 111.49		
555	INV DEDUCTION	25/10/2021	Australiansuper	Payroll deductions	\$ 637.00		
556	INV SUPER	25/10/2021	Australiansuper	Superannuation contributions	\$ 1,603.65		
557	DD6987.20	25/10/2021	Hesta Superannuation		\$ 1,309.61		
558	INV DEDUCTION	25/10/2021	Hesta Superannuation	Payroll deductions	\$ 170.00		
559	INV SUPER	25/10/2021	Hesta Superannuation	Superannuation contributions	\$ 1,139.61		
560	DD6987.21	25/10/2021	Mlc Masterkey		\$ 249.35		
561	INV SUPER	25/10/2021	Mlc Masterkey	Superannuation contributions	\$ 249.35		
562	DD6987.22	25/10/2021	Bt Super For Life		\$ 105.82		
563	INV SUPER	25/10/2021	Bt Super For Life	Superannuation contributions	\$ 105.82		
				<b>Direct Debit Total</b>	<b>\$ 76,782.39</b>		

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
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**Credit Card Purchases**

CEO & EMCCS		GENERAL Credit Card Purchases					
564	DD6961.1	25/10/2021	General Credit Card Purchases			\$ 10,764.25	
567	INV DSSEP0121	31/08/2021	General Credit Card Purchases	ADMIN - INFORMATION SYSTEMS - Smartsheet - Annual Renewal	\$ 2,100.00		
570	INV DSSEP1021	23/09/2021	General Credit Card Purchases	MEMBERS - MEMBERS CONFERENCE/ TRAINING EXPENSES - Swan Taxis - Taxi Fare (Elected Members)	\$ 19.06		
573	INV DSSEP1121	23/09/2021	General Credit Card Purchases	MEMBERS - MEMBERS CONFERENCE/ TRAINING EXPENSES - Swan Taxis - Taxi Fare (Elected Members)	\$ 19.05		
576	INV DSSEP1210	21/09/2021	General Credit Card Purchases	MEMBERS - MEMBERS CONFERENCE/ TRAINING EXPENSES - Amano Restaurant - Dinner & Drinks (Councillors, President & CEO)	\$ 1,341.30		
579	INV DSSEP1321	22/09/2021	General Credit Card Purchases	MEMBERS - MEMBERS CONFERENCE/ TRAINING EXPENSES - The Camfield Bar - Meals & Refreshments (Councillors, President & CEO)	\$ 365.91		
582	INV DSSEP1421	23/09/2021	General Credit Card Purchases	ANIMAL - EXPENSED MINOR ASSET PURCHASES - JB HIFI - iPhone (G Maley)	\$ 934.99		
585	INV DSSEP1521	23/09/2021	General Credit Card Purchases	MEMBERS - MEMBERS CONFERENCE/ TRAINING EXPENSES - Crown Metropool - Accommodation & Breakfast (Councillors, President & CEO)	\$ 600.12		
588	INV DSSEP1621	24/09/2021	General Credit Card Purchases	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTION - Seek - Seek Advertisement (EA)	\$ 313.50		
591	INV DSSEP1721	24/09/2021	General Credit Card Purchases	ADMIN - PRINTING & STATIONERY - Justick Notice Board	\$ 250.95		
594	INV DSSEP0221	01/09/2021	General Credit Card Purchases	ADMIN - TRAINING & DEVELOPMENT - Northam Chamber of Commerce - State Budget Breakfast	\$ 27.46		
597	INV DSSEP0321	01/09/2021	General Credit Card Purchases	ADMIN - ADVERTISING - Seek - Job Advertisement (Governance Officer)	\$ 324.50		
600	INV DSSEP0421	04/09/2021	General Credit Card Purchases	ADMIN - SUBSCRIPTIONS AND MEMBERSHIPS - IPAA - Individual Membership (D Stewart)	\$ 195.00		
603	INV DSSEP0521	06/09/2021	General Credit Card Purchases	ADMIN - ADVERTISING - Seek - Job Advertisement (Library Services Officer)	\$ 324.50		
606	INV DSSEP0621	14/09/2021	General Credit Card Purchases	FIRE PREVENTION/ BURNING/ CONTROL - Wholesale SMS - Monthly Charges September 2021	\$ 17.60		
609	INV DSSEP0721	23/09/2021	General Credit Card Purchases	MEMBERS - MEMBERS CONFERENCE/ TRAINING EXPENSES - Crown Metropool - Accommodation & Breakfast (Councillors, President & CEO)	\$ 3,087.26		
612	INV DSSEP0821	23/09/2021	General Credit Card Purchases	MEMBERS - MEMBERS CONFERENCE/ TRAINING EXPENSES - Crown Metropool - Accommodation & Breakfast (Councillors, President & CEO)	\$ 823.21		
615	INV DSSEP0921	23/09/2021	General Credit Card Purchases	MEMBERS - MEMBERS CONFERENCE/ TRAINING EXPENSES - Swan Taxis - Taxi Fare (Elected Members)	\$ 19.84		

Schedule of Accounts Paid - October 2021

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
618	DD7003.1	25/10/2021	General Credit Card Purchases		\$ 924.10		PF
621	INV FLSEPT0121	03/09/2021	General Credit Card Purchases	NGN847 MITSUBISHI OUTLANDER - Shire of Narrogin - Plate Change NGN847 to 1HIP963	\$ 30.50		
624	INV FLSEPT0221	03/09/2021	General Credit Card Purchases	NGN847 MITSUBISHI OUTLANDER - Shire of Narrogin - New Vehicle License	\$ 389.80		
627	INV FLSEPT0321	06/09/2021	General Credit Card Purchases	INFORMATION SYSTEMS - Gogo Messages - Greeting Messages Admin & Homecare	\$ 151.80		
630	INV FLSEPT0421	27/09/2021	General Credit Card Purchases	CHCP - INFORMATION SYSTEMS - Xero - Monthly Subscription October 2021	\$ 27.00		
633	INV WLSEPT0121	27/09/2021	General Credit Card Purchases	CHCP - TRAINING & DEVELOPMENT - Leading Aged Care Services - Online Course	\$ 275.00		
636	INV FEESSEPT	28/09/2021	General Credit Card Purchases	INVEST - BANK FEES AND CHARGES - NAB - Annual Fee (W Le Bechee Card)	\$ 50.00		

**Credit Card Total \$11,688.35**

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**Trust Total \$0.00**

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
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ABBREVIATIONS				
<b>PF</b>	Partially Funded			
<b>I</b>	Insurance			
<b>F</b>	Funded			
<b>L</b>	Local Supplier			
<b>R</b>	Recoverable			
* Please note Payroll totals				
		<b>Cheque Total (Less TD)</b>	\$686.95	0.12%
		<b>Term Deposits (TD)</b>		
		<b>EFT Total*</b>	\$185,448.25	31.18%
		<b>Payroll Total*</b>	\$320,101.60	53.83%
		<b>Direct Debit Total</b>	\$76,782.39	12.91%
		<b>Credit Card Total</b>	\$11,688.35	1.97%
		<b>Trust Total</b>	\$0.00	0.00%
			<b>\$594,707.54</b>	100.00%
		<b>Total (Less Term Deposits)</b>	<u><u>\$594,707.54</u></u>	
		<b>Local Suppliers</b>	\$175,978.58	29.59%
		<b>Employees</b>	\$320,101.60	53.83%
		<b>Combined Total</b>	<b>\$496,080.18</b>	83.42%

### 10.3.2 MONTHLY FINANCIAL REPORTS – OCTOBER 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	Nil
Previous Item Numbers	Nil
Date	15 November 2021
Author	Manisha Barthakur – Senior Finance Officer- Strategic
Authorising Officer	Alex Mulenga – Acting Executive Manager Corporate and Community Services
Attachments	1. Monthly Financial Report for the period ended 31 October 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 October 2021 Monthly Financial Reports.

#### Consultation

Consultation has been undertaken with the Acting 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 2021/22 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 October 2021 Monthly Financial Report is presented for review.

### Voting Requirements

Simple Majority.

#### **OFFICERS' RECOMMENDATION**

That, with respect to the Monthly Financial Reports for October 2021, Council note the Reports as presented.



**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**FOR THE PERIOD ENDED 31 OCTOBER 2021**



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

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STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 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)		2,394,166	2,394,166	2,394,166	1,981,854	(412,312)	(21%)	▼
<b>Revenue from operating activities</b>								
General Purpose Funding - Rates		5,117,093	5,117,093	5,117,093	5,117,093	0	0%	
General Purpose Funding - Other		1,406,907	1,406,907	337,602	448,235	110,633	33%	▲
Governance		5,060	5,060	1,856	10	(1,846)	(99%)	▼
Law, Order and Public Safety		353,275	353,275	162,017	93,191	(68,826)	(42%)	▼
Health		19,950	19,950	6,650	5,289	(1,361)	(20%)	▼
Education and Welfare		2,034,744	2,034,745	866,484	948,472	81,988	9%	▲
Housing		8,364	8,363	2,747	1,252	(1,495)	(54%)	▼
Community Amenities		1,133,155	1,133,155	830,102	953,743	123,641	15%	▲
Recreation and Culture		66,916	66,916	5,223	20,410	15,187	290.8%	▲
Transport		284,138	284,138	79,750	195,746	115,996	145%	▲
Economic Services		365,849	365,849	121,916	115,183	(6,734)	(6%)	▼
Other Property and Services		161,900	161,900	67,700	57,592	(10,108)	(0)	▼
		<b>10,957,350</b>	<b>10,957,351</b>	<b>7,599,140</b>	<b>7,956,216</b>	<b>357,077</b>	<b>4%</b>	
<b>Expenditure from operating activities</b>								
General Purpose Funding		(322,483)	(322,483)	(109,070)	(94,273)	14,797	14%	▲
Governance		(696,879)	(696,879)	(227,887)	(181,320)	46,567	20%	▲
Law, Order and Public Safety		(969,586)	(969,585)	(355,834)	(351,154)	4,680	1%	▲
Health		(303,363)	(303,363)	(107,757)	(90,744)	17,013	16%	▲
Education and Welfare		(1,571,410)	(1,571,411)	(554,182)	(660,899)	(106,717)	(19%)	▼
Housing		(35,823)	(35,823)	(10,287)	(8,517)	1,770	17%	▲
Community Amenities		(1,540,165)	(1,540,165)	(531,640)	(427,104)	104,536	20%	▲
Recreation and Culture		(3,213,503)	(3,213,503)	(1,147,299)	(965,510)	181,790	16%	▲
Transport		(3,869,121)	(3,869,121)	(1,303,730)	(1,130,897)	172,833	13%	▲
Economic Services		(832,006)	(832,006)	(290,078)	(246,733)	43,345	15%	▲
Other Property and Services		(148,508)	(148,508)	(165,746)	(196,783)	(31,037)	(19%)	▼
		<b>(13,502,847)</b>	<b>(13,502,847)</b>	<b>(4,803,511)</b>	<b>(4,353,934)</b>	<b>449,577</b>		
<b>Operating activities excluded from budget</b>								
Add back Depreciation		3,274,599	3,274,599	1,091,533	977,213	(114,321)	(10%)	▼
Adjust (Profit)/Loss on Asset Disposal	12	108,822	108,822	49,207	0	(49,207)	(100%)	▼
Adjust Employee Benefits Provision (Non-Current)		180	180	0	0	0		
Adjust Deferred Pensioner Rates (Non-Current)		0	0	0	0	0		
Movement in Leave Reserve (Added Back)		0	0	0	16	16	100%	▲
Adjust Rounding		0	0	0	0	0		
<b>Amount attributable to operating activities</b>		<b>3,232,270</b>	<b>3,232,270</b>	<b>6,330,535</b>	<b>6,561,365</b>	<b>643,142</b>		
<b>Investing Activities</b>								
Non-Operating Grants, Subsidies and Contributions		1,731,740	3,337,571	359,332	255,040	(104,292)	(29%)	▼
Land and Buildings	11	(2,526,000)	(2,526,000)	(685,000)	(185,733)	499,267	73%	▲
Plant and Equipment	11	(1,402,000)	(2,394,100)	(325,556)	(55,020)	270,535	83%	▲
Furniture and Equipment	11	(68,000)	(68,000)	(3,667)	0	3,667	100%	▲
Infrastructure Assets - Roads	11	(2,056,540)	(2,056,540)	0	(142,058)	(142,058)	100%	▼
Infrastructure Assets - Footpaths	11	(58,000)	(58,000)	0	0	0	100%	▲
Infrastructure Assets - Road Drainage	11	(30,000)	(30,000)	0	0	0	100%	▲
Infrastructure Assets - Parks and Gardens	11	(225,000)	(225,000)	(22,222)	0	22,222	100%	▲
Infrastructure Assets - Aerodromes	11	(99,554)	(99,554)	(5,000)	0	5,000	100%	▲
Infrastructure Assets - Other	11	(732,650)	(758,381)	(91,009)	(43,675)	47,333	52%	▲
Infrastructure Assets- Bridges	12	0	(588,000)	0	0	0		
Proceeds from Disposal of Assets	12	407,000	407,000	0	32,727	32,727	(8181718%)	▲
Proceeds from Sale of Investments		0	0	0	0	0	100%	▲
<b>Amount attributable to investing activities</b>		<b>(5,059,004)</b>	<b>(5,059,004)</b>	<b>(773,121)</b>	<b>(280,777)</b>	<b>525,071</b>		
<b>Financing Activities</b>								
Proceeds from New Debentures	13	500,000	500,000	0	0	(0)	100%	▲
Repayment of Debentures	13	(206,412)	(206,412)	(18,836)	(18,837)	(1)	(0%)	▼
Transfer from Reserves	10	4,170,391	4,170,391	0	0	(0)	(100%)	▼
Transfer to Reserves	10	(2,637,245)	(2,637,245)	0	(179)	(179)	(100%)	▼
<b>Amount attributable to financing activities</b>		<b>1,826,734</b>	<b>1,826,734</b>	<b>(18,836)</b>	<b>(19,016)</b>	<b>(180)</b>		
Closing Funding Surplus(Deficit)	3	0	0	5,538,579	6,261,572	0	1,168,033	

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 31 OCTOBER 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>					
General Purpose Funding - Other	110,633	33%	▲	Timing	Variance due to timing of receipt of Financial Assistance Grant for first quarter.
Law, Order and Public Safety	(68,826)	(42%)	▼	Timing	Timing of Receipt of \$132k fire grant ; only \$63k received so far.
Community Amenities	123,641	15%	▲	Timing	Variance due to timing of commercial collection charges, tipping charges (sanitation-other) of 124k.
Recreation and Culture	15,187	291%	▲	Timing	Variance due to timing income of utility reimbursements from recreation areas of \$8k; library donations & contribution of \$5k and lease income of \$2k.
Transport	115,996	145%	▲	Timing	Variance due to receipt of Direct Road Grant (operational) of 154k from MRWA earlier than envisaged in budget.
<b>Expenditure from operating activities</b>					
Governance	46,567	20%	▲	Timing	Variance due to audit fees and other consulting fees not being billed yet.
Health	17,013	16%	▲	Timing	Timing of health inspection and admin costs.
Education and Welfare	(106,717)	(19%)	▼	Timing	Variance due to spendings in homecare salaries(aged care packages); \$10k client purchases(accommodation related materials) also \$30k from early insurance payments (motor vehicles, workers comp)
Community Amenities	104,536	20%	▲	Timing	Variance due to timing of expenditure related to waste management of \$ 50k (such as tip maintenance, collection/disposal, great southern waste fees etc); also around \$50k less spending in town planning, landscare community projects, and other maintenance areas such as public toilets.
Recreation and Culture	181,790	16%	▲	Timing	Variance due to timing of NRLC utility expense of \$20k; public hall and civic centre of \$5k; \$80k variance in public areas/parks and gardens & maintenance expense
Transport	172,833	13%	▲	Timing	Variance due to timing of maintenance expenses on roads, footpaths, streets, bridges; variance of \$81k in depreciation, \$10k in traffic and sign control expenses.
Economic Services	43,345	15%	▲	Timing	Variance mainly due to timing of expenses related to building control and maintenance of \$43k
<b>Investing Activities</b>					
Non-operating Grants, Subsidies and Contributions	(104,292)	(29%)	▼	Timing	Variance due to timing of MRWA Maintenance grant received earlier than budgeted.
Capital Acquisitions	563,909	50%	▲	Timing	Various capital expenditure (eg Railway Station project) progressing slower than expected and road plant purchases have been affected by global shortages.
<b>Financing Activities</b>					

**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.

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 OCTOBER 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**

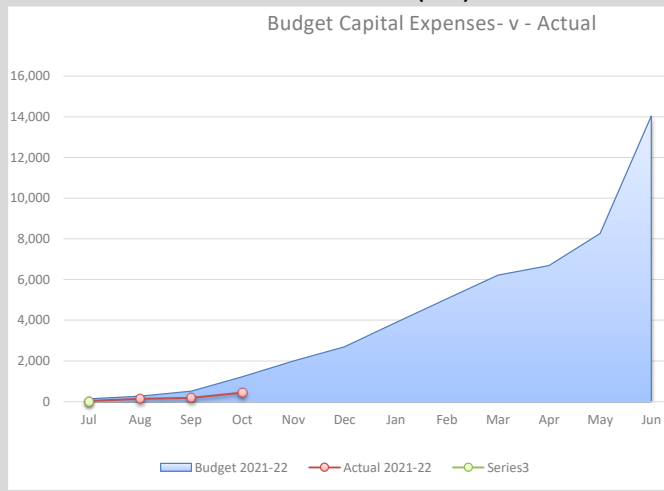
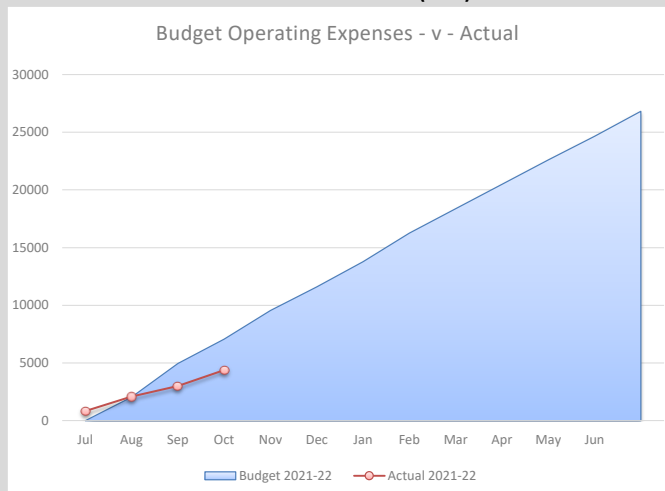
All figures shown in this statement are rounded to the nearest dollar.

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 OCTOBER 2021**

**MONTHLY SUMMARY INFORMATION  
GRAPHS**

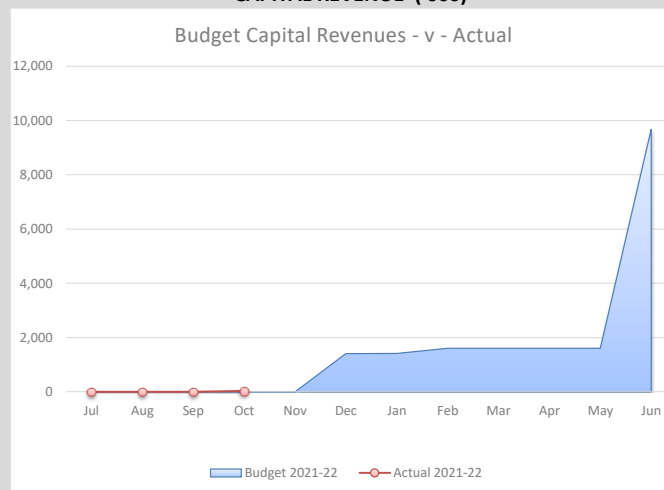
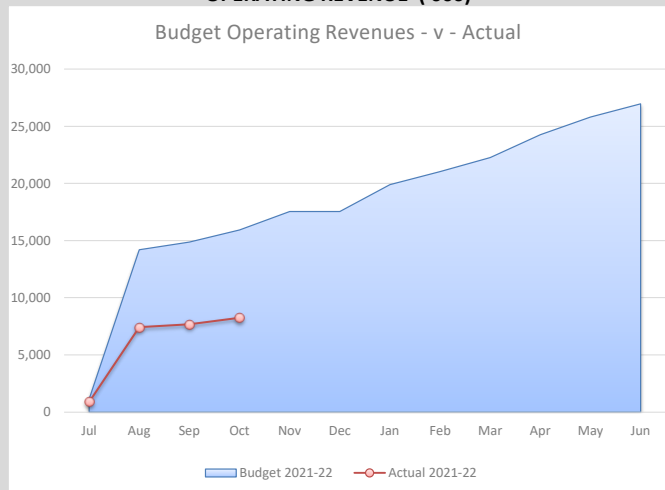
**OPERATING EXPENSES ('000)**

**CAPITAL EXPENSES ('000)**

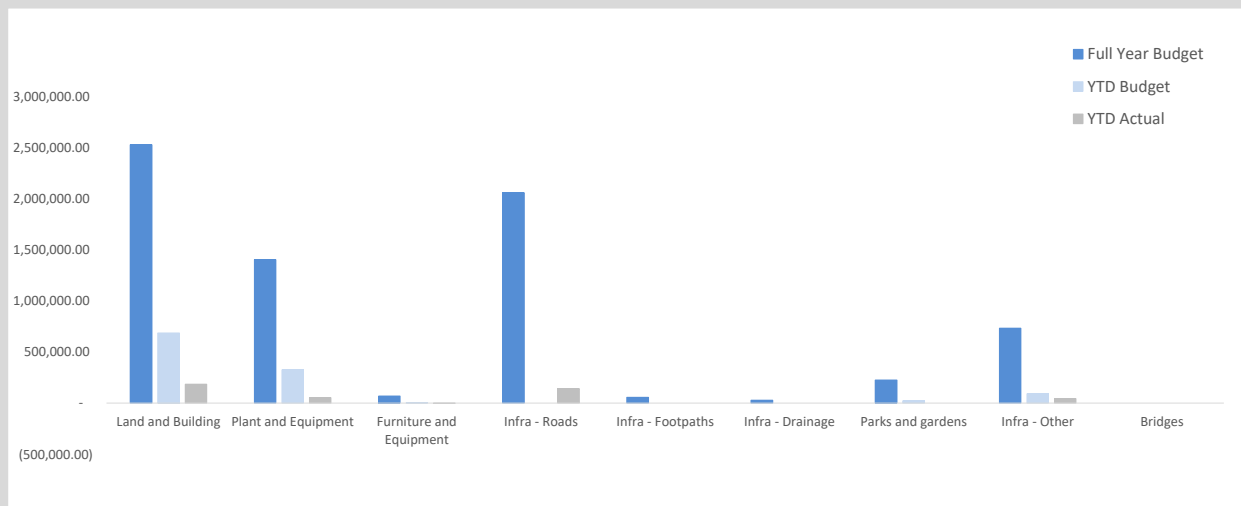


**OPERATING REVENUE ('000)**

**CAPITAL REVENUE ('000)**



**CAPITAL EXPENSES BY ACTIVITY**



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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 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 31 OCTOBER 2021

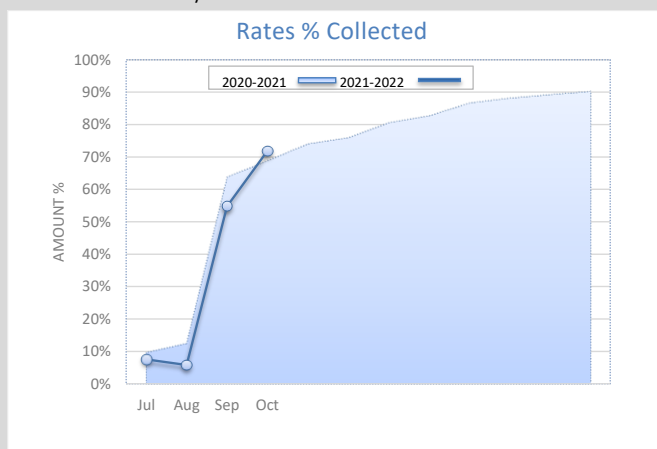
OPERATING ACTIVITIES  
RECEIVABLES

Rates Receivable	30 Jun 21	31 Oct 21
	\$	\$
Opening Arrears Previous Years	495,899	476,999
Levied this year	3,175,827	5,120,538
Movement in Excess Rates	0	0
Domestic Refuse Collection Charges	476,713	493,439
Domestic Services (Additional)	3,164	3,744
Commercial Collection Charge	0	45,171
Commercial Collection Charge (Additional)	43,178	45,850
Total Rates and Rubbish (YTD)	5,452,101	5,708,742
Less Collections to date	(5,471,001)	(4,101,755)
<b>Net Rates Collectable</b>	<b>476,999</b>	<b>2,083,986</b>
% Collected	90.24%	71.85%
Pensioner Deferred Rates		(180,497)
Pensioner Deferred ESL		(8,464)
<b>Total Rates and Rubbish, ESL, Excess Rates</b>		<b>1,895,026</b>

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	77,862	59,935	6,224	81,028	225,049
Percentage	35%	27%	3%	36%	
<b>Balance per Trial Balance</b>					
Rates Pensioner Rebate Claims					2,020
GST Input					114,362
Provision For Doubtful Debts					(75,000)
<b>Total Receivables General Outstanding</b>					<b>266,431.05</b>
Amounts shown above include GST (where applicable)					

KEY INFORMATION

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



Collected

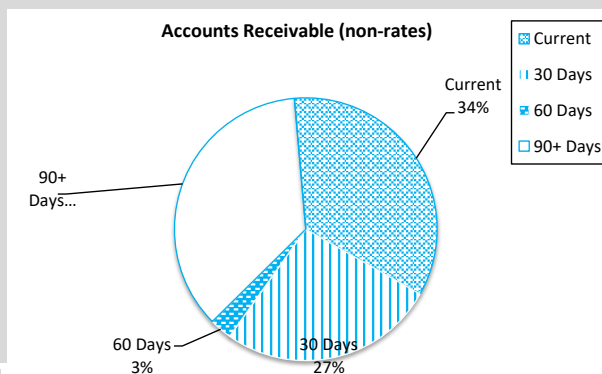
**72%**

Rates Due

**\$1,895,026**

SIGNIFICANT ACCOUNTING POLICIES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



Debtors Due

**\$266,431**

Over 30 Days

**65%**

Over 90 Days

**36%**

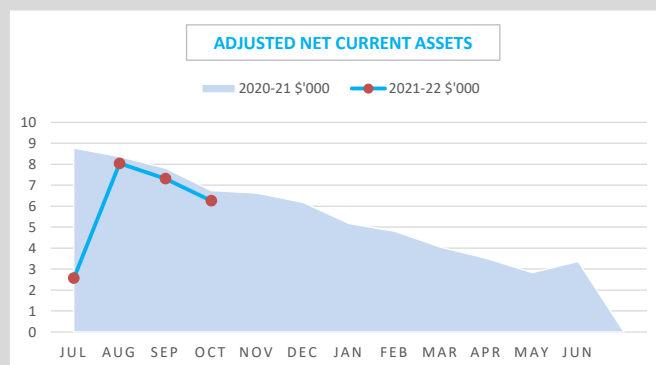
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2021

OPERATING ACTIVITIES  
ADJUSTED NET CURRENT ASSETS

	Last Years Closing	This Time Last Year	Year to Date Actual
	30 Jun 2021	31 Oct 2020	31 Oct 2021
	\$	\$	\$
<b>Adjusted Net Current Assets</b>			
<b>Current Assets</b>			
Cash Unrestricted	2,657,173	5,694,245	5,048,308
Cash Restricted - Reserves	4,960,977	4,083,830	4,961,324
Cash Restricted - Bonds/Deposits	30,003	23,404	29,465
Receivables - Rates and Rubbish, ESL, Excess Rates	288,039	1,661,427	1,895,026
Receivables - Other	96,492	130,064	207,254
Inventories	9,960	17,676	30,690
	<b>8,042,643</b>	<b>11,610,646</b>	<b>12,172,067</b>
<b>Less: Current Liabilities</b>			
Payables	(677,323)	(438,846)	(557,498)
Loan Liability	(197,212)	(160,284)	(178,375)
Provisions	(783,461)	(711,328)	(749,986)
	<b>(1,657,996)</b>	<b>(1,310,458)</b>	<b>(1,485,859)</b>
<b>Net Current Asset Position</b>	<b>6,384,647</b>	<b>10,300,187</b>	<b>10,686,208</b>
Less: Cash Restricted	(4,960,977)	(4,083,830)	(4,961,324)
Add Back: Component of Leave Liability not Required to be funded	360,972	360,583	361,003
Add Back: Current Loan Liability	197,212	160,284	178,375
Adjustment for Trust Transactions Within Muni	0	(7,469)	(2,690)
<b>Net Current Funding Position</b>	<b>1,981,854</b>	<b>6,729,755</b>	<b>6,261,572</b>

**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)**

**\$6.26 M**

**This Time Last Year**

**Surplus(Deficit)**

**\$6.73 M**



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2021**

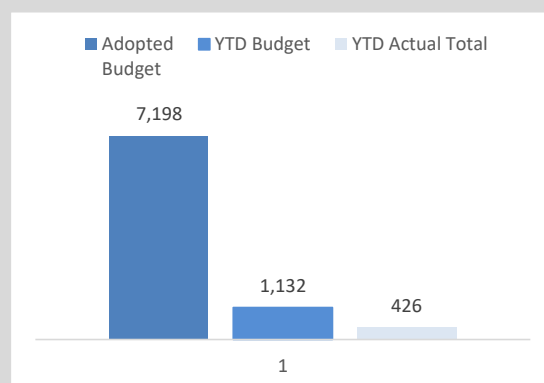
**INVESTING ACTIVITIES  
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted Budget	Current Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$	\$
Land and Buildings	2,526,000	2,526,000	685,000	185,733	499,267
Plant & Equipment	1,402,000	2,394,100	325,556	55,020	270,535
Furniture & Equipment	68,000	68,000	3,667	(0)	3,667
Roads	2,056,540	2,056,540	0	142,058	(142,058)
Footpaths	58,000	58,000	0	0	0
Road Drainage	30,000	30,000	0	0	0
Infrastructure- Bridges	0	588,000	0	0	0
Other Infrastructure	732,650	758,381	91,009	43,675	47,333
Parks and Gardens	225,000	225,000	22,222	0	22,222
Aerodromes	99,554	99,554	5,000	0	0
<b>Capital Expenditure Totals</b>	<b>7,197,744</b>	<b>8,803,575</b>	<b>1,132,453</b>	<b>426,486</b>	<b>700,967</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 using fair value at reporting date.

**KEY INFORMATION**



Acquisitions	Current Annual Budget	Current Budget	YTD Actual	% Spent
	<b>\$7.2 M</b>	<b>\$8.8 M</b>	<b>\$.43 M</b>	<b>5%</b>

To be read in conjunction with Strategic Projects Tracker

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2021INVESTING 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>								
0.00		Hacc-Jessie house	4080360	BC052	900,000	900,000	0	0
0.00		Staff Housing	4090150	BC100	500,000	500,000	166,667	0
		Smith St Public toilets(Coles Carpark)	4100850	BC132	0	0	0	151
		Town Hall (Federal St) Building Capital	4110160	BC156	30,000	30,000	10,000	0
0.00		Town Hall (Federal St) Fire Panel replacement	4110160	BC155	25,000	25,000	8,333	0
0.90		Town Hall Parapet Wall concrete Capping	4110160	BC180	20,000	20,000	20,000	18,000
0.00		NRLC Building Cap-Architectural Planning Study Concept Plan	4110260	BC165	20,000	20,000	0	0
0.79		Heritage- Laptop Upgrade for heritage Court House Museum	4110650	PE061	2,000	2,000	667	1,587
0.01		ANZAC war memorial repair & restoration	4110660	BC203	50,000	50,000	16,667	600
0.00		Fitout of Railway Station Building	4110660	BC207	50,000	50,000	16,667	0
0.00		Museum Restoration as per conservation Report	4110660	BC201	60,000	60,000	10,000	0
0.39		COM AMEN - Building (Capital) - CBD Ablution Upgrades	4100850	BC267	110,000	110,000	73,333	42,494
0.00		NRLC Building Capital 2018-19	4110260	BC161	40,000	40,000	0	0
0.00		Library - Stage 2	4110560	IO080B	20,000	20,000	0	0
0.24		Railway Station Resortation COVID recovery project	4110660	BC202	389,000	389,000	259,333	94,834
0.09		Caravan Park- Renewal Development including reseal	4130260	BC237	310,000	310,000	103,333	27,953
					<b>2,526,000</b>	<b>2,526,000</b>	<b>685,000</b>	<b>185,733</b>
								<b>499,267</b>
<b>Plant and Equipment</b>								
0.00		Acquisition of Incident Control Vehicle	4050255	PA950	0	881,900	0	0
0.00		Acquisition of General Rescue Utility	4050255	PA951	0	110,200	0	0
0.00		CHCP- new Mitsubishi Outlander P10	4080455	PA010B	38,000	38,000	38,000	0
0.00		CHCP- new Toyota Camry P15	4080455	PA015B	28,000	28,000	28,000	0
0.00		CHCP- new fleet vehicle	4080455	PA071A	25,000	25,000	25,000	0
0.00		NGN219 CATS Vehicle 2021	4080750	PA014H	25,000	25,000	25,000	0
0.00		NGN00 EMDRS Vehicle 2021(1)	4100655	PA002L	55,000	55,000	18,333	0
0.00		NRLC-Manual Pool Vacuum	4110255	PE071	5,000	5,000	5,000	0
0.00		NRLC-Capital Emergency Reparis eg - Pool Filters-YMCA	4110255	PE072	96,000	96,000	10,667	0
0.00		NRLC-Capital Emergency Reparis eg - Pool Liner-YMCA	4110255	PE073	80,000	80,000	8,889	0
0.00		NRLC-Capital Emergency Reparis eg - Boiler-YMCA	4110255	PE074	75,000	75,000	8,333	0
0.00		ONO EMTRS Vehicle 2021 (1)	4120350	PA700L	55,000	55,000	0	0
0.00		Multi Tyre Roller (p8517)	4120350	PA8517	170,000	170,000	0	0
0.00		Flocon (p8215) Roadsealing - Trade old Flocon and purchase new	4120350	PA8215	350,000	350,000	0	0
0.00		Toro Lawn Mower (p59)	4120350	PA059A	35,000	35,000	0	0
0.00		Leading Hand Parks 4*4 vehicle (p21)	4120350	PA021B	35,000	35,000	11,667	0
0.98		MO Vehicle (p967)	4120350	PA967H	55,000	55,000	55,000	53,879
0.00		Construction Foreman 4x4 Vehicle (p8164)	4120350	PA8164B	45,000	45,000	15,000	0
0.00		Maintenance Foreman 4x4 Vehicle (p26)	4120350	PA026C	45,000	45,000	15,000	0
0.00		Parks Utility (p17)	4120350	PA017B	30,000	30,000	10,000	0
0.00		Building Surveyor Vehicle (p6)	4130350	PA006C	30,000	30,000	10,000	0
0.00		CEO Vehicle (p1)	4140585	PA001K	70,000	70,000	23,333	0
0.00		ONgn Emccs Vehicle 2019(2)	4140585	PA005K	55,000	55,000	18,333	0
1.00		NGN 0 MLC Vehicle 2018	4140655	PA004D	0	0	0	0

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2021INVESTING 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>1,402,000</b>	<b>2,394,100</b>	<b>325,556</b>	<b>55,020</b>	<b>270,535</b>
		<b>Furniture and Equipment</b>						
1.00		Governance Furniture & Equipment Replacements	4040250	FE028	0	0	0	(0)
		Admin Building CCTV	4040250	FE035	11,000	11,000	3,667	0
0.00		Altus HR system	4140580	FE101	57,000	57,000	0	0
				<b>68,000</b>	<b>68,000</b>	<b>3,667</b>	<b>(0)</b>	<b>3,667</b>
		<b>Infrastructure - Roads</b>						
0.00		Wandering Road - Stabilise Defects	4120165	IR332	92,996	92,996	0	0
0.00		Leak St - New Seal over gravel	4120165	IR108	22,574	22,574	0	0
0.00		Chipper St -New Seal over gravel	4120165	IR106	21,410	21,410	0	0
0.00		Quigley st- New Seal over gravel	4120165	IR088	22,950	22,950	0	0
0.00		Narrogin Valley Rd - New Seal over gravel	4120165	IR212	139,916	139,916	0	0
0.06		Chomley Rd - Gravel re sheet	4120165	IR213	75,658	75,658	0	4,380
0.00		Spriggs Rd -Gravel re sheet	4120165	IR258	99,498	99,498	0	0
0.00		Cannell Rd - Gravel re sheet	4120165	IR336	161,230	161,230	0	0
0.29		Booth St - Gravel re sheet	4120165	IR065	25,060	25,060	0	7,320
0.00		Marrumucking Rd - Gravel re sheet	4120165	IR261	100,648	100,648	0	0
0.00		Congelin Narrogin Rd	4120166	R2R202	30,395	30,395	0	0
0.00		Florence Ave	4120166	R2R110	4,245	4,245	0	0
0.00		Goldsmith St	4120166	R2R053	3,520	3,520	0	0
0.00		Lavator St	4120166	R2R283	60,245	60,245	0	0
0.00		Normans Lake Siding Rd Renewal (R2R)	4120166	R2R255	65,125	65,125	0	0
0.00		Narrogin-Harrismith Road - Renewal (Local) (R2R)	4120166	R2R331	44,720	44,720	0	0
0.00		Ried Rd Renewal (R2R)	4120166	R2R333	48,845	48,845	0	0
0.00		Sagar St	4120166	R2R086	4,195	4,195	0	0
0.00		Scadden St	4120166	R2R070	21,355	21,355	0	0
0.00		Tarwonga Rd	4120166	R2R204	35,845	35,845	0	0
0.00		Tuhoy St	4120166	R2R127	2,355	2,355	0	0
0.00		Wald St	4120166	R2R113	3,255	3,255	0	0
0.00		Earl St	4120166	R2R002B	51,000	51,000	0	0
		Wagin-Wickepin Road - Renewal (Rural) (RRG)	4120167	RRG207	550,899	550,899	0	130,153
		Narrogin Harrismith - Stabilise defects	4120167	RRG331	236,601	236,601	0	0
0.00		Tarwonga Road Black Spot	4120167	RBS204	132,000	132,000	0	0
				<b>2,056,540</b>	<b>2,056,540</b>	<b>0</b>	<b>142,058</b>	<b>(142,058)</b>
		<b>Infrastructure - Footpaths</b>						
		Ensign St Footpath	4120175	IF003	50,000	50,000	0	0
		Concrete Paths For Wilbur Park	4120175	IF053	8,000	8,000	0	0
				<b>58,000</b>	<b>58,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Infrastructure - Drainage</b>						
0.00		Drainage Easement Falcon St	4120180	ID000	30,000	30,000	0	0
				<b>30,000</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2021INVESTING 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)	
				30,000	30,000	0	0	0	
		<b>Infrastructure - Bridges</b>							
		Tarwonga Rd Bridge 4551	4120181	IB204	0	192,000	0	0	
0.00		Whinbin Rock Rd Bridge 3125	4120181	IB205	0	396,000	0	0	
				0	588,000	0	0	0	
		<b>Infrastructure - Other</b>							
0.80		TWIS Dams	4100350	IO078	51,500	51,500	17,167	41,131	(23,965)
0.02		Cemetery Upgrade	4100860	IO026	138,960	138,960	0	2,490	(2,490)
		LED Lighting Upper Great Southern Hockey Association	4110265	IO164	330,000	330,000	36,667	0	36,667
		May St Stormwater Catchment Dam	4110365	IO180	169,190	169,190	0	0	0
		Public Arts projects identified by Townscape committee	4110860	IO113	25,000	25,000	2,778	0	2,778
0.00		Projects NEXIS (Capital)	4100860	IO150	8,000	8,000	5,333	0	5,333
0.00		Acquisition of Fast Fill Trailer	4050155	PA952	0	7,000	7,000	0	7,000
0.00		Narrogin Central BFB 120,000L Water Tank	4050165	IO134	0	8,919	8,919	0	8,919
0.00		Nomans Lake BFB 110,000L Water Tank	4050165	IO135	0	9,812	9,812	0	9,812
0.00		Water Pump For Depot Tanks - 3 Phase/ 3inch Transfer Pump	4120466	PE081	10,000	10,000	3,333	0	3,333
1.00		Caravan Park Resealing, Line Marking	4130265	IO081	0	0	0	0	0
				732,650	758,381	91,009	43,675	47,333	
		<b>Infrastructure - Parks &amp; Gardens</b>							
0.00		Electric BBQ For Highbury near Tennis Courts	4110360	IO124	10,000	10,000	0	0	0
0.00		Parks Naming Project	4110360	IO128	15,000	15,000	0	0	0
0.00		Walk Cycle & Mountain Bike Trails Projects	4110360	IO129	200,000	200,000	22,222	0	22,222
				225,000	225,000	22,222	0	22,222	
		<b>Infrastructure - Aerodromes</b>							
		RADS Grant Narrogin Airport Patient Transfer Apron	4120460	BC220	69,554	69,554	0	0	0
		Narrogin airport-Patient transfer facility	4120460	BC221	30,000	30,000	5,000	0	5,000
				99,554	99,554	5,000			
		<b>Grand Total</b>			7,197,744	8,803,575	1,132,453	426,486	700,967

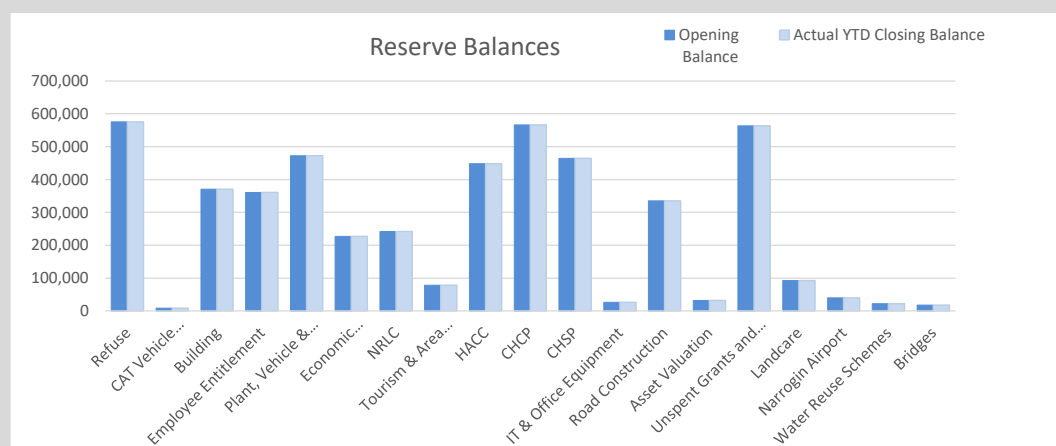
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2021

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	575,351	280	41	38,737	0	23,848	0	590,520	575,392
CAT Vehicle Replacement	8,492	0	0	8,000	0	10,000	0	6,492	8,492
Building	370,750	180	41	0	0	196,000	0	174,930	370,791
Employee Entitlement	360,581	180	31	0	0	0	0	360,761	360,612
Plant, Vehicle & Equipment	472,420	230	34	425,000	0	677,000	0	220,650	472,453
Economic Development	227,022	110	19	0	0	200,000	0	27,132	227,041
NRLC	241,743	120	24	100,120	0	251,000	0	90,983	241,767
Tourism & Area Promotion	78,521	30	6	0	0	0	0	78,551	78,527
HACC	448,109	134	41	0	0	448,243	0	896,486	448,150
CHCP	566,113	280	18	759,634	0	994,907	0	331,120	566,131
CHSP	464,195	230	27	1,223,070	0	873,384	0	814,111	464,222
IT & Office Equipment	26,311	10	6	0	0	20,000	0	6,321	26,318
Road Construction	335,003	160	29	0	0	0	0	335,163	335,032
Asset Valuation	31,844	10	2	0	0	0	0	31,854	31,846
Unspent Grants and Contributions	563,029	280	16	0	0	376,435	0	186,874	563,045
Landcare	92,363	40	8	0	0	25,000	0	67,403	92,372
Narrogin Airport	40,171	20	0	15,000	2	0	0	55,191	40,173
Water Reuse Schemes	22,145	0	0	17,500	0	35,000	0	4,645	22,145
Bridges	17,500	10	0	48,000	0	39,574	0	25,936	17,500
	<b>4,941,663</b>	<b>2,304</b>	<b>345</b>	<b>2,635,061</b>	<b>2</b>	<b>4,170,391</b>	<b>0</b>	<b>4,305,123</b>	<b>4,942,010</b>

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 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
22/09/2021	PA950	Acquisition of Incident Control Vehicle	0921.006	Capital Expenditure			(881,900)	(881,900)
22/09/2021	PA951	Acquisition of General Rescue Utility	0921.006	Capital Expenditure			(110,200)	(992,100)
22/09/2021	3050202	ESL - SES Capital Grant GEN	0921.006	Capital Income		992,100		0
22/09/2021	PA952	Acquisition of Fast Fill Trailer	0921.006	Capital Expenditure			(7,000)	(7,000)
22/09/2021	IO134	Narrogin Central BFB 120,000L Water Tank	0921.006	Capital Expenditure			(8,919)	(15,919)
22/09/2021	IO135	Nomans Lake BFB 110,000L Water Tank	0921.006	Capital Expenditure			(9,812)	(25,731)
22/09/2021	5050152	FIRE - Grants GEN	0921.006	Capital Income		25,731		0
22/09/2021	IB205	Whinbin Rock Rd Bridge 3125	0921.006	Capital Expenditure			(192,000)	(192,000)
22/09/2021	IB204	Tarwonga Rd Bridge 4551	0921.006	Capital Expenditure			(396,000)	(588,000)
22/09/2021	3120112	ROADC - Other Grants - Roads/Streets GEN	0921.006	Capital Income		588,000		0

**Shire of Narrogin**  
**Strategic Projects 2021/22**

**For the Period Ended 31 October 2021**

Project Progress	
Complete	●
On Track	●
Off Track	●
In Trouble	●

Item #	Account Number	GL / Job	Project Description	1/07/2021	31/10/2021	Responsible Officer		1st Quarter Jul- Sep	2nd Quarter Oct - Dec	3rd Quarter Jan - Mar	4th Quarter Apr - Jul	Comment
				2020/21 Current Budget	Total Committed Expenditure							
<b>Governance</b>												
<b>Members of Council</b>												
1	4040250	FE035	Admin Building CCTV	11,000	-	Frank Ludovico	●					On Track - Started (Project Commenced)
<b>Law, Order, Public Safety</b>												
	4050255	PA950	Acquisition of Incident Control Vehicle	881,900	-	Azhar Awang	●					Not Started, On Track
	4050255	PA951	Acquisition of General Rescue Utility	110,200	-	Azhar Awang	●					Not Started, On Track
	4050255	PA952	Acquisition of Fast Fill Trailer	7,000	-	Azhar Awang	●					
	4050165	IO134	Narrogin Central BFB 120,000L Water Tank	8,919	9,434	Azhar Awang	●					Purchase order raised
	4050165	IO135	Nomans Lake BFB 110,000L Water Tank	9,812	8,186	Azhar Awang	●					Purchase order raised
<b>Education &amp; Welfare</b>												
<b>Home and Community Care (HACC)</b>												
3	4080360	BC052	Relocation of Home & Community Care	900,000	29,355	Frank Ludovico	●					On Track
<b>Commonwealth Home Care Packages (CHCP)</b>												
4	4080455	PA010B	Trade NGN847 Mitsubishi Outlander (P10)	38,000	13,305	Frank Ludovico	●					Purchase Order issued August 2021
5	4080455	PA015B	Replacement for Caddy NGN1155 (P15)	28,000	3,350	Frank Ludovico	●					Purchase Order issued August 2021
6	4050355	PA014H	NGN219 CATS Vehicle 2021	25,000	26,081	Frank Ludovico	●					Off track - Purchase Order issued October 2021
7	4080455	PA071A	Purchase new Fleet vehicle (CHCP)	25,000	21,759	Frank Ludovico	●					Purchase Order issued August 2021
<b>Housing</b>												
7	4090150	BC100	Staff Housing Building (Capital)	500,000	-	Dale Stewart	●					On Track
<b>Community Amenities</b>												
<b>Other Community Amenities</b>												
8	4100850	BC267	Smith Street Ablution Upgrade	110,000	101,937	Azhar Awang	●					Construction commenced - On Track as per schedule
9	4100350	IO078	TWIS Dams	51,500	41,131	Torre Evans	●					Completed (Payment may not be made)
<b>Cemetery</b>												
1	4100860	IO026	Cemetery Upgrade	138,960	2,715	Torre Evans	●					Started - On Track
<b>Recreation &amp; Culture</b>												
<b>Public Halls, Civic Centres</b>												
13	4110160	BC155	Town Hall Fire Panel Replacement	25,000	20,696	Azhar Awang	●					Purchase Order to be issued - On Track
14	4110160	BC180	Parapet Wall Concrete Capping Town Hall	20,000	18,000	Azhar Awang	●					Completed
15	4110160	BC150	Town Hall Stage Rigging	30,000	-	Azhar Awang	●					On Track
<b>Narrogin Regional Leisure Centre</b>												
16	4110260	BC165	Architectural Planning Study Concept Plan NRLC	20,000	-	Azhar Awang	●					Not Started
17	4110260	BC161	NRLC Building Capital 2018-19	40,000	-	Azhar Awang	●					Seeking quotes
18	4110255	PE071	Manual Pool Vacuum	5,000	-	Azhar Awang	●					With YMCA Management
19	4110255	PE072	Capital Emergency Reparis eg - Pool Filters-YMCA	96,000	-	Azhar Awang	●					Not Started - only when required
20	4110255	PE073	Capital Emergency Reparis eg - Pool Liner-YMCA	80,000	-	Azhar Awang	●					
21	4110255	PE074	Capital Emergency Reparis eg - Boiler-YMCA	75,000	-	Azhar Awang	●					
22	4110265	IO164	LED Lighting Upper Great Southern Hockey Association	330,000	-	Azhar Awang	●					Not Started
<b>Other Recreation &amp; Sport</b>												
1	4110360	IO124	Electric BBQ For Highbury near Tennis Courts	10,000	7,970	Torre Evans	●					Purchase Order issued, arriving December
2	4110360	IO128	Parks Naming Project	15,000	-	Torre Evans	●					Not Started
3	4110360	IO129	Walk Cycle & Mountain Bike Trails Projects	200,000	-	Azhar Awang	●					Funds received, MLC to action plan (Not Started)
3	4110365	IO180	May St Stormwater Catchment Dam	169,190	-	Torre Evans	●					Deeds signed, RFQ December

Item #	Account Number	GL / Job	Project Description	2020/21 Current Budget	Total Committed Expenditure	Responsible Officer		1st Quarter Jul- Sep	2nd Quarter Oct - Dec	3rd Quarter Jan - Mar	4th Quarter Apr - Jul	Comment
			<b>Libraries</b>									
27	4110560	IO080B	Library Expansion Project Planning	20,000	-	Frank Ludovico	●					Seeking an Architect - On Track
			<b>Heritage</b>									
1	4110660	BC203	ANZAC War memorial repair & restoration	50,000	600	Azhar Awang	●					Structural report received - RFQ to commence
2	4110650	PE061	Heritage - Laptop Upgrade for Heritage Court House Museum	2,000	1,587	Azhar Awang	●					On Track
3	4110660	BC207	Fitout of Railway Station Building	50,000	-	Dale Stewart	●					
4	4110660	BC201	Museum Restoration as per conservation Report	60,000	-	Azhar Awang	●					Structural report received - RFQ to commence
5	4110600	BC202	Railway Station Restoration Covid Recovery Project	389,000	203,204	Dale Stewart	●					
			<b>Other Culture</b>									
1	4110860	IO150	Projects Nexis	8,000	-	Azhar Awang	●					On Track
2	4110860	IO113	Public Art Projects identified by Townscape Committee	25,000	-	Torre Evans	●					Not started, not identified
			<b>Transport</b>									
			<b>Road to Recovery Funded Road Works- All Re-Seals</b>									
1	4120166	R2R202	Congelin Narrogin Rd- SLK 8.1 - 7.1	30,395	36,560	Torre Evans	●					Not Started, On Track
2	4120166	R2R110	Florence Ave- SLK 0 - 0.18	4,245	7,696	Torre Evans	●					Not Started, On Track
3	4120166	R2R053	Goldsmith St- SLK 0 - 0.12	3,520	7,337	Torre Evans	●					Not Started, On Track
4	4120166	R2R283	Lavator St- SLK 0 - 2.44	60,245	14,213	Torre Evans	●					Not Started, On Track
5	4120166	R2R331	Narrogin Harrismith Rd- SLK 21.2 - 19.7	44,720	60,861	Torre Evans	●					Not Started, On Track
6	4120166	R2R255	Nomans Lake Siding- SLK 0 - 6.12	65,125	68,229	Torre Evans	●					Not Started, On Track
7	4120166	R2R333	Ried Rd- SLK 0 - 3.99	48,845	54,128	Torre Evans	●					Not Started, On Track
8	4120166	R2R086	Sagar St- SLK 0.1 - 0.84	4,195	7,673	Torre Evans	●					Not Started, On Track
9	4120166	R2R070	Scadden St- SLK 0 - 0.54	21,355	16,076	Torre Evans	●					Not Started, On Track
47	4120166	R2R204	Tarwonga Rd- SLK 0.04 - 1.04	35,845	40,476	Torre Evans	●					Not Started, On Track
48	4120166	R2R127	Tuohy St- SLK 0 - 0.1	2,355	6,764	Torre Evans	●					Not Started, On Track
49	4120166	R2R113	Wald St- SLK 0 - 0	3,255	7,207	Torre Evans	●					Not Started, On Track
50	4120166	R2R002B	Earl St	51,000	-	Torre Evans	●					Not Started, On Track
			<b>Regional Road Group Works</b>									
1	4120167	RRG207	Wagin-Wickepin Road - Renewal (Rural) (RRG)	550,899	393,370	Torre Evans	●					Started - On Track
2	4120167	RRG331	Narrogin-Harrismith Road - Renewal (Local) (RRG)	236,601	72,684	Torre Evans	●					Not Started, On Track
			<b>Black Spot programme</b>									
1	4120168	RBS204	Tarwonga Rd (2021/22)	132,000	-	Torre Evans	●					Not Started, On Track
			<b>Muni Funded Roadworks</b>									
1	4120165	IR332	Wandering Road - Stabilise Defects (Renewal)	92,996	34,350	Torre Evans	●					Not Started, On Track
2	4120165	IR108	Leak St - New Seal over gravel (upgrade)	22,574	-	Torre Evans	●					Not Started, On Track
3	4120165	IR106	Chipper St -New Seal over gravel	21,410	-	Torre Evans	●					Not Started, On Track
4	4120166	IR088	Quigley st- New Seal over gravel (Upgrade)	22,950	14,314	Torre Evans	●					Not Started, On Track
5	4120166	IR212	Narrogin Valley Road - Renewal (Rural)	139,916	49,464	Torre Evans	●					Not Started, On Track
6	4120166	IR213	Chomley Road - Renewal (Rural)	75,658	4,380	Torre Evans	●					Not Started, On Track
7	4120166	IR258	Spriggs Rd -Gravel re sheet (Renewal)	99,498	-	Torre Evans	●					Not Started, On Track
8	4120166	IR336	Cannell Road - Renewal (Rural)	161,230	-	Torre Evans	●					Not Started, On Track
9	4120166	IR065	Booth St - Gravel re sheet (Renewal)	25,060	7,320	Torre Evans	●					Not Started, On Track
10	4120166	IR261	Marrumucking Rd - Gravel re sheet (Renewal)	100,648	-	Torre Evans	●					Not Started, On Track
			<b>Other Transport Capital Projects</b>									
1	4120155	PE081	Water Pump For Depot Tanks - 3 Phase/ 3inch Transfer Pump	10,000	-	Torre Evans	●					Started - On Track
			<b>Drainage Construction</b>									
1	4120180	ID000	Drainage Easement Falcon St	30,000	-	Azhar Awang/Torre Evans	●					Draft Agreement Prepared
			<b>Footpath Construction</b>									
1	4120175	IF003	Ensign St Footpath Construction	50,000	-	Torre Evans	●					Not Started, On Track
2	4120175	IF053	Concrete Paths For Wilbur Park	8,000	-	Torre Evans	●					Not Started, On Track
			<b>Infrastructure Bridges</b>									
	4120181	IB204	Tarwonga Rd Bridge 4551	192,000	-	Torre Evans	●					Not Started, On Track
	4120181	IB205	Whinbin Rock Rd Bridge 3125	396,000	-	Torre Evans	●					Not Started, On Track
			<b>Plant Replacement Purchases</b>									
1	4120350	PA8517	Multi Tyre Roller (p8517)	170,000	183,849	Torre Evans	●					Purchase Order issued, delivery not yet
2	4120350	PA8215	Flocon (p8215) Roadsealing - Trade old Flocon and purchase new	350,000	349,881	Torre Evans	●					Purchase Order issued
3	4120350		Jet Patcher (p8218)- Straight disposal	-	-	Torre Evans	●					Not Started
4	4120350	PA059A	NGN677 Toro Mower 2018 (WORKS) (PE041)	35,000	37,300	Torre Evans	●					Completed
5	4120350	PA001K	CEO Vehicle (p1)	70,000	59,062	Torre Evans	●					Purchase Order issued, delivery in December



Item #	Account Number	GL / Job	Project Description	2020/21 Current Budget	Total Committed Expenditure	Responsible Officer		1st Quarter Jul- Sep	2nd Quarter Oct - Dec	3rd Quarter Jan - Mar	4th Quarter Apr - Jul	Comment
6	4120350	PA021B	Leading Hand Parks 4*4 vehicle (p21)	35,000	34,654	Torre Evans	●					Purchase Order issued, no delivery
7	4120350	PA002L	NGN00 EMDRS Vehicle 2021(1)	55,000	45,292	Torre Evans	●					Purchase Order issued, no delivery
8	4120350	PA700L	ONO EMTRS Vehicle 2021 (1)	55,000	-	Torre Evans	●					Purchase Order issued
9	4120350	PA006C	Purchase Building Surveyor vehicle (P6)	30,000	22,291	Torre Evans	●					Purchase Order issued
10	4120350	PA967H	MO Vehicle (p967)	55,000	53,879	Torre Evans	●					Completed
11	4120350	PA8164B	Construction Foreman 4x4 Vehicle (p8164)	45,000	45,590	Torre Evans	●					Purchase Order issued, no delivery
12	4120350	PA026C	Maintenance Foreman 4x4 Vehicle (P26)	45,000	46,668	Torre Evans	●					Purchase Order issued, no delivery
13	4120350	PA017B	Parks Utility (P17)	30,000	26,045	Torre Evans	●					Purchase Order issued, no delivery
87	4120350	PA005K	ONGN EMCCS Vehicle 2021(1)	55,000	45,496	Torre Evans	●					Purchase Order issued, no delivery
			<b>Aerodromes</b>									
1	4120460	BC220	Aerodrome Building (Capital)	69,554	-	Torre Evans	●					Not Started
2	4120460	BC221	Narrogin airport-Patient transfer facility	30,000	-	Torre Evans	●					St John Ambulance (on hold for)
			<b>Economic Services</b>									
			<b>Tourism &amp; Area Promotion</b>									
1	4130260	BC237	Caravan Park - Renewal Development	310,000	79,718	Torre Evans	●					Started, On Track
			<b>Other Property &amp; Services</b>									
			<b>Administration Overheads</b>									
1	4140580	FE101	Purchase of Altus HR system	57,000	56,489	Frank Ludovico	●					Purchase Order issued for Installation in March 2022

<b>87</b>	<b>TOTAL PROJECTS</b>			<u>8,803,575</u>	<u>2,498,625</u>							
			Capital Projects	8,803,575	2,498,625							
			Operational Projects	-	-							
				<u>8,803,575</u>	<u>2,498,625</u>							

<b>Value of Original Budget of Completed Projects:</b>	\$161,500
<b>Value of Actuals of Completed Projects:</b>	\$150,311
<b>\$ Under / (Over) of Completed Projects:</b>	\$11,190
<b>Actual v's Budget of Completed Projects %:</b>	<b>93.07%</b>

<b>Total projects:</b>	87
<b>Total complete:</b>	4
<b>% complete:</b>	<b>5%</b>

## 10.4 OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 10.4.1 ELECTED MEMBER TRAINING AND CONTINUING PROFESSIONAL DEVELOPMENT

File Reference	13.5.4
Disclosure of Interest	The Author has no Impartiality, Financial or Proximity Interests that require disclosure
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	15 November 2021
Author	Dale Stewart – Chief Executive Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	1. Policy 1.8 Elected Members – Conference, Training, Travel and out of pocket Expenses

#### Summary

This report recommends that Council review and retain the existing Policy relating to Continuing Professional Development; and reaffirm the preferred service provider for Elected Member Training.

#### Background

The Local Government Legislation Amendment Act 1995 received the Governor's assent on 5 July 2019. Section 5.128 of the Act requires Councils to adopt a policy in relation to the continuing professional development of Elected Members with a requirement for a Policy to be published on the local government's website.

The Department of Local Government, Sport and Cultural Industries (DLGSC) have subsequently advised that all Council Members will need to complete the Council Member Essentials training course, within 12 months of being elected. The course has been developed to provide Council Members with the skills and knowledge to perform their roles as leaders in their district.

#### Comment

All Council Members will have to complete the Council Member Essentials course unless, in the previous five years, they have passed the Diploma of Local Government 52756WA (Elected Member) or the course titled LGASS00002 Elected Member Skill Set.

The Council Member Essentials course comprises of the following five units:

- Understanding Local Government (1/2 day) eLearning;
- Serving on Council (1/2 day) eLearning;
- Meeting Procedures (2 days) eLearning;
- Conflicts of interest (1 day) eLearning; and
- Understanding financial reports and budgets (1 day) eLearning.

Courses are provided by the Western Australian Local Government Association (WALGA).

Options	Delivery of training	Individual cost per person
Option 1	3 x individual face-to-face (at WALGA offices) plus 2 eLearning	\$2,240
Option 2	5 x individual eLearning (all 4 courses conducted online)	\$975
Option 3	5 x individual eLearning (all 4 courses conducted online) (unlimited) Sat Band 3	\$5,000 per local government pa

The Shire of Narrogin's Annual Budget includes allowance for the costs associated with Elected Member training, which could be face-to-face or completed online. Council Officers will liaise with Elected Members to arrange mutually convenient training opportunities. The training is valid for five years.

The Officer has recommended that the policy refer to eLearning being the Council's preference, given that this represents a cost saving to the Shire. However, the policy also acknowledges that there may be Elected Members who prefer to receive training face-to-face and/or opportunities to attend training which is being delivered in the region. Individual training requirements can be discussed with the Shire President or Chief Executive Officer.

Should an Elected Member have completed any of the units of training previously, the Elected Member will be required to undertake the on-line assessment component only of the training which will then be auto marked and a Certificate of Achievement automatically issued.

The Administration has recommended WALGA as the Shire's preferred facilitator for the Council Member Essentials training.

### Consultation

Officers have consulted with the Department of Local Government, Sport and Cultural Industries (DLGSC) and WALGA.

### Statutory Environment

Pursuant to section 5.128 of the Local Government Act 1995 (the Act), all Councils are required to adopt a policy in relation to the continuing professional development of Elected Members, with a requirement that an up-to-date version of the policy be available on the Shire's website and the policy complying with any prescribed policy, if any. There is no current prescribed policy, nor any proposed by the Department, at this time.

Section 5.128 (5) requires a local government to review the policy after each ordinary election.

In addition, section 5.127 of the Act, requires the Shire to report on the training completed by Elected Members each financial year, and that report is to be published on the Shire's website within 1 month after the end of the financial year.

### Policy Implications

The current policy with respect to continuing professional development and training is contained in Attachment 1.

Elected Members attendance at Conferences is dealt with separately in accordance with Policies:

- 1.8 Elected Members – Conference, Training, Travel and out of pocket Expenses; and
- 8.13 Training, Study and Education.

The current section of the Policy under the heading Procedures states:

*“Considerations for approval of the training or professional development activity include:*

- *The costs of attendance including registration, travel and accommodation, if required;*
- *The Budget provisions allowed and the uncommitted or unspent funds remaining;*
- *Any justification provided by the applicant when the training is submitted for approval;*
- *The benefits to the Shire of the person attending;*
- *Identified skills gaps of elected members both individually and has a collective;*
- *Alignment to the Shire’s Strategic Objectives; and*
- *The number of Shire representatives already approved to attend.*

*Consideration of attendance at training or professional development courses, other than the online Council Member Essentials, which are deemed to be approved, are to be assessed as follows:*

- *Events for the Shire President must be approved by the Deputy Shire President, in conjunction with the CEO; and*
- *Events for Councillors must be approved by either the Council or the Shire President, in conjunction with the CEO.”*

Given that the Chief Executive Officer is aware of at least two Elected Members who have expressed an interest in undertaking the Diploma in Local Government (Elected Member), it is proposed that the paragraph reads as follows:

*“Consideration of attendance at training or professional development courses, other than the online Council Member Essentials, or Diploma in Local Government (Elected Member), (payment in arrears on successful completion of each unit), which are both deemed to be approved, are to be assessed as follows:”*

### Financial Implications

Cost associated with training are allocated in the Members of Council section of the Budget.

Costs associated with accommodation, meals and travel expenses should be taken into consideration for any face-to-face training.

### 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:	4.1.1	Continually improve operational efficiencies and provide effective services
Strategy:	4.1.2	Continue to enhance communication and transparency

### Voting Requirements

Absolute Majority

## **OFFICERS' RECOMMENDATION**

That with respect to the Continuing Professional Development of Elected Members, pursuant to section 5.128 of the Local Government Act 1995, Council amend Policy 1.8 'Elected Members – Conference, Training, Travel and out of pocket Expenses', as detailed in Attachment 1 such that this paragraph:

*“Consideration of attendance at training or professional development courses, other than the online Council Member Essentials, which are deemed to be approved, are to be assessed as follows:”*

Is replaced with the following paragraph:

*“Consideration of attendance at training or professional development courses, other than the online Council Member Essentials, or Diploma in Local Government (Elected Member), (payment in arrears on successful completion of each unit), which are both deemed to be approved, are to be assessed as follows:”*

## 1.8 Elected Members – Conference, Training, Travel and out of pocket Expenses

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<b>Statutory context</b>	Local Government Act 1995	
	Local Government (Administration) Regulations 1996 – r.30 – Meeting attendance fees	
<b>Corporate context</b>	Policy 8.13 – Training, Study and Education	
<b>History</b>	Adopted	26 April 2017
	Amended	24 July 2019
	Last reviewed	7 June 2021

### Policy Statement

1. The Shire will meet all reasonable expenses of members incurred whilst attending authorised conferences, seminars and training courses and during other absences from the district on any business authorised by Council or the Chief Executive Officer.
2. Such expenses may include –
  - accommodation,
  - meals,
  - refreshments,
  - travel,
  - other appropriate out-of-pocket expenses subject to budget allocations.
3. Eligible conferences, training, meetings etc  
Elected members are to be paid travel costs for the use of private vehicles at the rates determined by the Salaries and Allowance Tribunal Determination each year for any travel to and from Council whilst attending any of the following, as provided by the Regulations r.30 –
  - a) Council meetings (ordinary and special)
  - b) Meetings of Council appointed committees
  - c) Annual and Special Meetings of Electors
  - d) Officially called Civic Receptions
  - e) Visits by Ministers of the Crown
  - f) Council authorised meetings with Government agencies
  - g) Other Council called meetings of Councillors and staff
  - h) Meetings where the elected member is representing the Shire of Narrogin.
4. Accommodation  
Expenses automatically met by Council are limited to accommodation in single/twin or double room, registration fees, meals associated with registration, parking and breakfasts for elected members only.
5. Travel  
Unless otherwise authorised by Council, travel expenses will only be paid where –
  - a) the elected member is the appointed delegate to the organisation,
  - b) to an appointed deputy delegate, where the delegate is unable to attend, and the deputy is performing functions consistent with the principles of section 5.11A(3) and (4) of the Act.

6. Other expenses

Unless otherwise authorised by Council or the Chief Executive Officer, meals, non-alcoholic refreshments, parking, taxi or other out of pocket expenses will be reimbursed to –

- a) persons authorised to attend by Council,
- b) delegate appointed by Council to the meeting or organisation,
- c) deputy delegate appointed by Council, only where attending in the place of the appointed delegate.

7. Accompanying person

Only at the WALGA Annual Convention, or similar event where the elected member's partner is reasonably expected to attend, will the reasonable additional costs incurred by a partner accompanying an elected member at that event, such as breakfasts, attending the official conference dinner, official sundowners, or Shire President or CEO convened dinners, be met by the Shire. All other partner costs, such as lunches, partner tours or evening meals not convened with the Shire President or CEO will be met or reimbursed by the elected member or employee.

*– End of Policy*

Notes

**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 Wednesday 15 December 2021, at this same venue.





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