

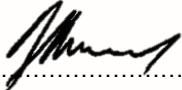


## MINUTES

### ORDINARY COUNCIL MEETING

24 November 2021

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

Signed: .....  ..... Date **25 November 2021**

These minutes were confirmed at the Ordinary Council Meeting held on 15 December 2021

Signed: .....  
(Presiding Person at the meeting at which minutes were confirmed)

### **Acknowledgement of Noongar People**

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

Naatj ngiyen 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.

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



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

# STRATEGIC COMMUNITY PLAN

## 2017-27

SNAPSHOT

### VISION

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

### MISSION

Provide leadership, direction and opportunities for the community.

### KEY PRINCIPLES

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

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

### OUR VALUES

#### Care with Trust & Teamwork

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

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

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

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

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

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

## ECONOMIC

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

#### Growth in revenue opportunities

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

#### Increased Tourism

- Promote, develop tourism and maintain local attractions

#### An effective well maintained transport network

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

#### Agriculture opportunities maintained and developed

- Support development of agricultural services

## SOCIAL

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

#### Provision of youth services

- Develop and implement a youth strategy

#### Build a healthier and safer community

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

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

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

#### Cultural and heritage diversity is recognised

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

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

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

## ENVIRONMENT

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

#### A preserved natural environment

- Conserve, enhance, promote and rehabilitate the natural environment

#### Effective waste services

- Support the provision of waste services

#### Efficient use of resources

- Increase resource usage efficiency

#### A well maintained built environment

- Improve and maintain built environment

## CIVIC

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

#### An efficient and effective organisation

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

#### An employer of choice

- Provide a positive, desirable workplace

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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 7:00 pm.

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

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

Mr L Ballard – Shire President (Presiding Member)

Cr G Broad – Deputy Shire President

Cr R McNab

Cr M Fisher

Cr B Seale

Cr J Pomykala

Cr T Wiese

Cr T Alexander

Cr J Early

#### **Staff**

Mr D Stewart – Chief Executive Officer

Mr A Awang – Executive Manager Development & Regulatory Services

Mr T Evans – Executive Manager Technical & Rural Services

Mr F Ludovico – Executive Manager Corporate & Community Services

Ms V Ward – Executive Assistant

#### **Leave of Absence**

Nil

#### **Apologies**

Nil

#### **Absent**

Nil

#### **Visitors**

Kristine Spackman

Raylene Storey

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

| Name     | Item No | Interest               | Nature   |
|----------|---------|------------------------|--|
| Cr McNab | 10.1.2  | Proximity/Impartiality | Owner of 8 Parry Court.<br>Close friend of Applicant |

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

Nil

**5. PUBLIC QUESTION TIME**

**5.1 Raylene Storey**

- Referred to an email that was sent to the Chief Executive Officer and Elected Members in regards to the car park area at the Coles Carpark.

The CEO advised that the matter was referred to Coles Management and nothing further has been heard. The CEO advised that he would follow up again with Coles Management.

- Referred to an email requesting replacement of older rubbish bins in Shire parks.

The CEO advised that a bin audit was being undertaken and that he would advise the outcome of the audit to Ms Storey.

- Ms Storey also advised that the metal rubbish bins were also in need of cleaning.

**5.2 Kristine Spackman**

- Referred to the following email sent to the Shire in recent days:

Dear Leigh and Tim,

*"I write to you both with the request that the following submission be granted a place on your Council agenda at your next committee meeting on 24/11/2021.*

*My apologies for the less than formal application but I only have a phone and wi-fi modem at my residence and I wanted to submit this sooner than later, as Christmas nears.*

*Some months ago I went to the local tip to dispose of my household rubbish. As I was filling the bins I noticed below the embankment, in an open area, three men and two vans. One unmarked van had a dog in it that had a steel choker wrapped around its neck. Attached to the other end was a man who was desperately trying to pull the dog out of the van. The dog was trying with all its might to stay in the van. It seemed to know it's demise. The other man would have been a Ranger as he was holding a rifle. The third man near a marked Ranger van was watching the proceedings. I raced down the slope and at this point the rifle was put in the van. I spoke to the other Ranger briefly but knew it was out of my jurisdiction to proceed further and left.*

*Of great concern to me was the abject fear and terror I saw in the dogs eyes and the body language it exhibited. It was fighting for its life!.*

*I am fully aware of the implications of impoundment after 72 hours. I do not know the circumstances behind why this dog was in this situation. It may well have had a Court order or CEO order for it to be destroyed due to its own terrorising behaviour, but if a child had witnessed what I saw it would be traumatised too.*

*I seek no recriminations or retaliatory action against the Council Officers who were only doing their job as best they knew how to, at that point in time.*

*My request to the Shire is that I know as Human beings we can do better than that!. Appropriate Euthanasia is costly and time consuming. A bullet and a choker is reliable and of little cost, but what about the emotional cost to all involved. It is well accepted in the farming community for a farmer to shoot his dog if it is necessary, but the loyal dog loves and trusts it's master. It's death is more peaceful. These Rangers must incur a lot of desensitisation over the years in their roles. It must traumatise them too at some level. They too are victims of inadequate legislation.*

*I have read the Narrogin Shires Policies and Procedures regarding the Impounding of dogs - namely, 'The Local Govt Act of 1995', 'The Animal Management Facility- Lost and Found' and 'LG2LG Law Ranger'.*

*I read a lot about logistics but very little on euthanasia. In fact no mention about 'The Elephant in the Room', just a short mention of the 'destruction of an animal'. Where is the transparency about this procedure?.*

*On the RSPCA website it states- 'The general principle of the current edition of the Australian Code for animal euthanasia must be adopted in the first instance when it is necessary to kill an animal. Humane procedures must avoid pain or distress'.*

*According to a dog study compiled by Neuro-Economics Professor, Gregory Berns, he concluded that 'dogs have a level of sentience comparable to that of a human child. Dogs are highly sentient creatures. They experience a similar level of consciousness and emotions as humans'.*

*I note that the 'Proposed' Shire of Narrogin Dogs Local Law Act appears to still be proposed?. -'Under the powers conferred by the Dog Act 1976, the Local Govt Act 1995 and under all powers enabling it, the Council of the Shire of Narrogin resolved on the — day of — to make the following local law. As this Law would appear to yet be enacted, could we not practice greater humanity for our very loyal and loving best friends and our Officers of the Law and put procedures in place whereby an animal which by Local law must be destroyed, is given the rightful dignity and respect we would confer on any living creature in its 'passing'?'.*

*Thank you for according me the privilege of being listened to.*

*Looking forward to meeting you both on the 24<sup>th</sup>.*

Kind Regards, Kris Spackman

The Shire President and Chief Executive Officer both spoke to the issue and the Chief Executive Officer noted that he would write to Ms Spackman with a detailed response noting that it was not likely that the local laws would be amended to reflect the euthanasia practice, and that this could be something the Council of the day did via resolution / policy, if it was so inclined.

The Chief Executive Officer noted that it was relatively rare that dogs had to be put down rather than being safely rehomed and added that the Shire's Rangers were of the view that euthanising dogs via a controlled gunshot was more humane than lethal injection via a vet, in their opinion and experience.



**6. APPLICATIONS FOR LEAVE OF ABSENCE**

The next meeting is scheduled for 15 December 2021.

Nil

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

7.1 Ordinary Council Meeting

**OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION 1124.001**

Moved: Cr Seale

Seconded: Cr Broad

That the minutes of the Ordinary Council Meeting held on 27 October 2021 be confirmed as an accurate record of the proceedings.

**CARRIED 9/0**

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

Nil

**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 AND COUNCIL RESOLUTION 1124.002**

Moved: Cr Pomykala

Seconded: Cr Seale

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.

**CARRIED 9/0**



# 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 2021-2026. 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

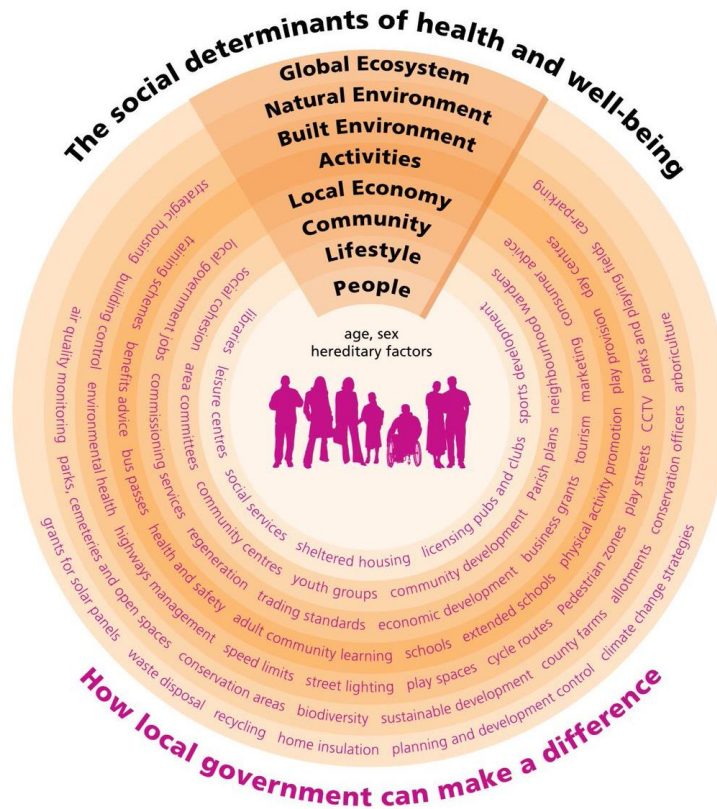
The Shire of Narrogin Public Health Plan (the Plan) compliments the State Government's Public Health Plan.

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.

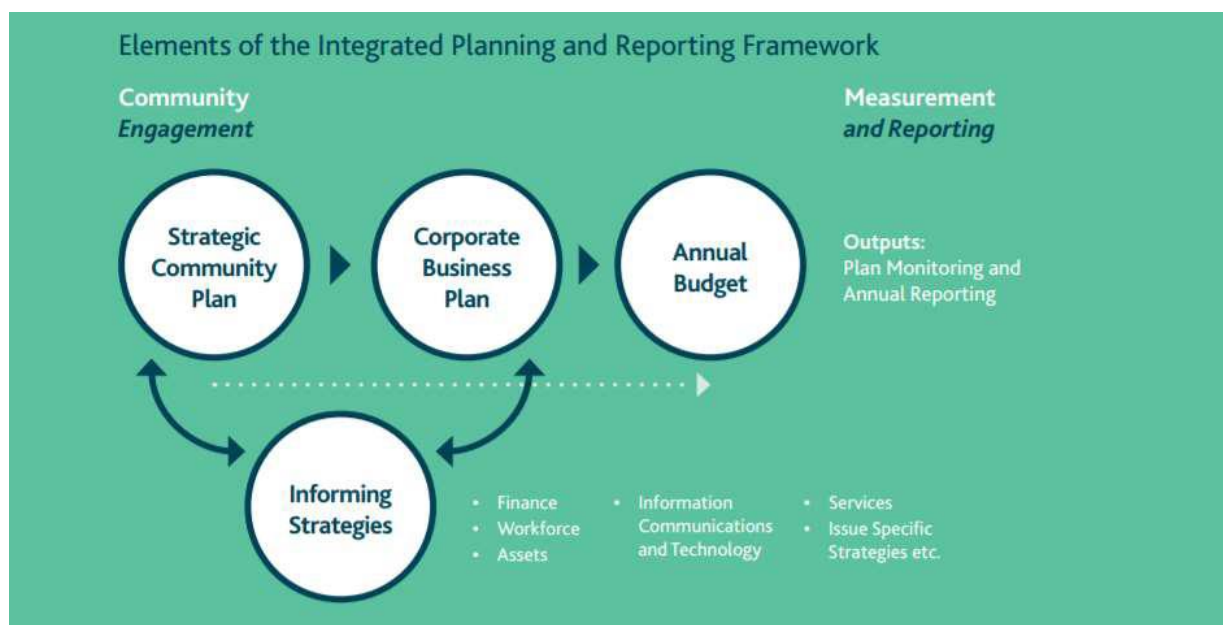
### 3. HEALTHY PARTNERSHIPS:

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<br>1-3 Years – Physically active every day – 3 hours | Younger than 2 years – minimal time watching television or using electronic media.<br><br>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.<br><br>150-300 minutes (moderate) or 75-150 minutes (vigorous) physical activity a week.<br><br>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> |
|--|---|

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.<br>Provision of parks and public open spaces, walk paths, cycle ways and nature trails.<br><br>Maintenance of open space and council facilities to enhance safety and enjoyment.          |
| Healthy eating   | Regulation of foods available in council-managed facilities.<br><br>Facilitation and development of community gardens.  |
| Tobacco and alcohol control<br><br>Compliance with existing tobacco and alcohol policy<br>Managing smoke-free facilities<br><br>Social interaction | Compliance with existing tobacco and alcohol policy<br>Managing smoke-free facilities.<br><br>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.<br><br>Community |
| Community education and events   | Provision of health-related materials at council venues including community centres, leisure and aquatic centres and community events.<br>Provision of club development officers / recreation officers to enhance club capacity and increase community participation<br>Community engagement in event planning and management.          |



|                                   |  |
|-----------------------------------|--|
| Urban<br>planning<br><br>Planning | Planning of quality parks and public open space integrated with urban form<br>Community engagement in public space planning. |
| Environmental<br>health           | Ensuring public open spaces and community facilities meet environmental health guidelines and regulations.                   |

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, Wickelbin, 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 "Narrogin" 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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|                          |  |
|--------------------------|--|
| <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 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**

7.17pm Cr McNab declared a Proximity and Impartiality Interest and left the room.

### 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<br>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<br>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. 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 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 AND COUNCIL RESOLUTION 1124.003**

Moved: Cr Fisher

Seconded: Cr Early

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.

**CARRIED 8/0**

7.20pm Cr McNab re-entered the meeting.



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

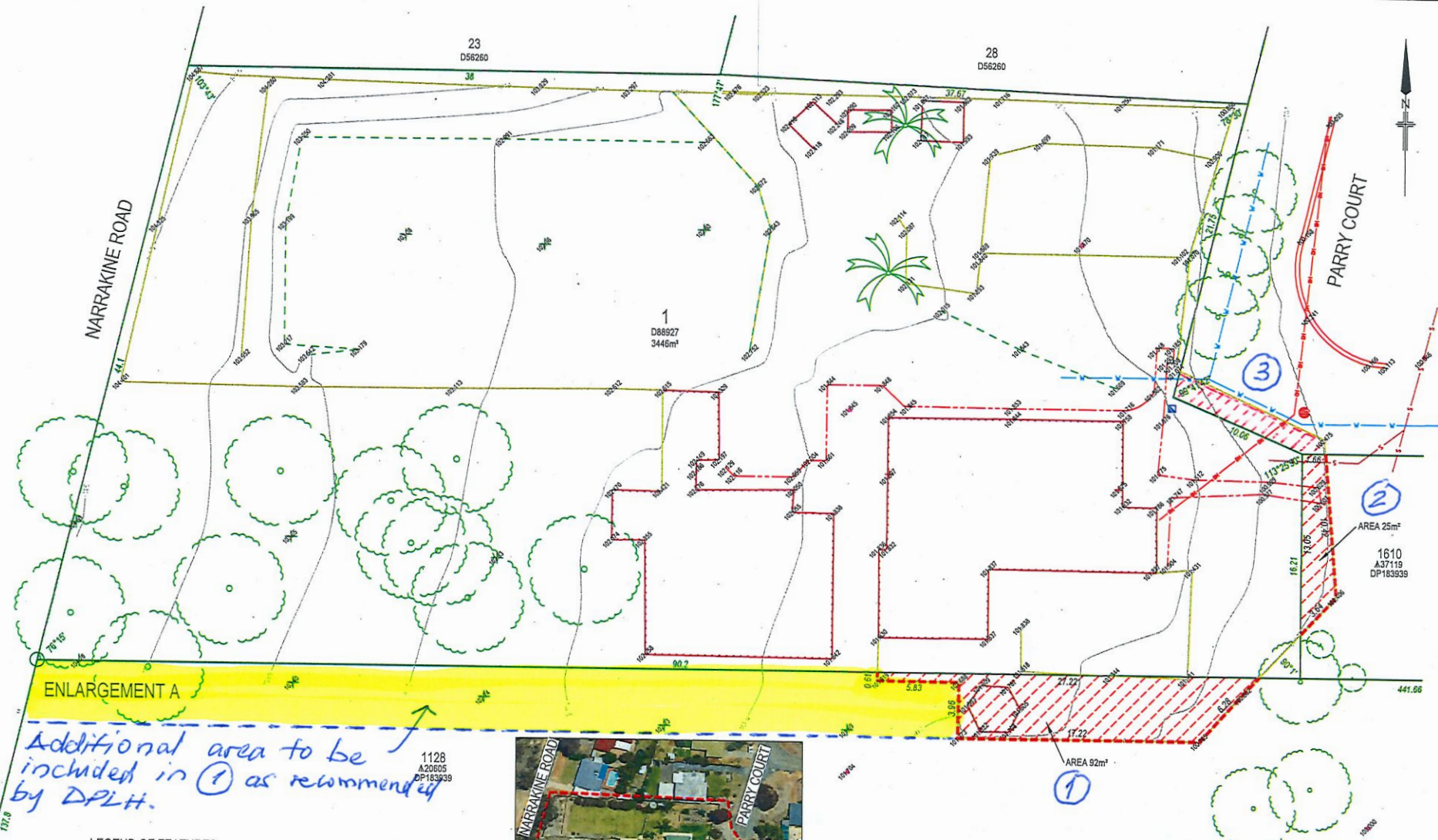
|              |                               |            |                    |
|--------------|-------------------------------|------------|--------------------|
| SHEET 1 OF 2 |                               |            |                    |
| 0            | APPROVED & ISSUED TO CLIENT   | 01/10/2019 | J.H.M.P.H.R.E.Y.S. |
| No.          | DETAILS                       | DATE       | DRAWN CHECKED      |
| REVISIONS    |                               |            |                    |
| SHEET        | A2                            |            |                    |
| SURVEYED     | P.G.O.W.-20062011             |            |                    |
| FIELD NOTES  |                               |            |                    |
| DRAWN        | J.H.M.P.H.R.E.Y.S.-01/10/2019 |            |                    |
| CHECKED      |                               |            |                    |
| REFERENCED   |                               |            |                    |

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<br>HORIZONTAL - LOCAL<br>VERTICAL - LOCAL  | SCALE 1:1000<br>0 10 20 30 40 50<br>All distances in metres unless stated otherwise                                 |
| COPYRIGHT OF ALL THIS PLAN IS RESERVED BY BROWN McALLISTER SURVEYORS AND REMAINS THE PROPERTY OF THE AFORESAID 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 |
| ALL AREAS AND DIMENSIONS ARE SUBJECT TO SURVEY AND EXAMINATION   | FIELD INSPECTION IS RECOMMENDED FOR LOCATION OF SERVICES PRIOR TO ANY CONSTRUCTION                                  |
| EXISTING BOUNDARY DIMENSIONS AND LOT AREAS HAVE BEEN TAKEN FROM LANDSCAPE RECORD DRAWING & DP183939  |   |

**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



*Additional area to be included in ① as recommended by DPLH.*



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
  - SEWER PIPE
  - WATER PIPE
  - SURVEY CONTROL MARK
  - POWER POLE
  - WATER METER
  - TREE AT SCALE
- 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

Client: CHRIS FLEAY

DATUM  
HORIZONTAL - LOCAL  
VERTICAL - LOCAL

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.

SCALE 1:200

ALL AREAS AND DIMENSIONS ARE SUBJECT TO SURVEY AND EXAMINATION

EXISTING BOUNDARY DIMENSIONS AND LOT AREAS HAVE BEEN TAKEN FROM LANDGATE RECORD D57500

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 EXCAVATION

|                             |  |            |             |         |
|-----------------------------|--|------------|-------------|---------|
| APPROVED & ISSUED TO CLIENT |  | 01/10/2019 | J.HUMPHREYS | T.PZZI  |
| DETAILS                     |  | DATE       | DRAWN       | CHECKED |

**REVISIONS**

| No. | REVISIONS | DATE | DRAWN | CHECKED |
|-----|-----------|------|-------|---------|
|     |           |      |       |         |

**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  | 1545-1F                  |

### 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><br>1. Cover Letter<br>2. Site Plan<br>3. Response Letter<br>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 FTSP2 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

FTSP2 requires that developments in the Other Commercial zoning provide landscaping to 20% of the lot size. Clause 3.4.2 of FTSP2 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 AND COUNCIL RESOLUTION 1124.004**

Moved: Cr Alexander

Seconded: Cr McNab

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.

**CARRIED 9/0**

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<br/>RECEIVED</b> |                   |
| Directed to <u>DAVID DALE</u>         |                   |
| 12 OCT 2021                           |                   |
| Ref No                                | <u>IPA2125197</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,

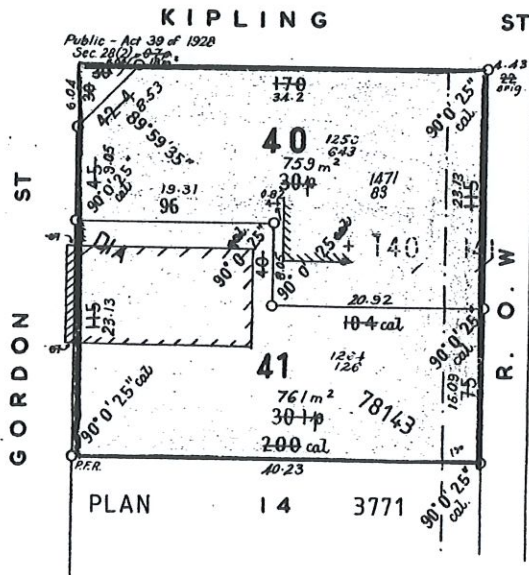


Karen Agnew.  
 General Manager.

| 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<br>60 LKS<br>Chains to one inch | Vol 124.2. Fol. 122.                 | A. R. R.<br>1-20-1 Green<br>07 BROWN<br>1-20-8 Total |

LIMITED IN DEPTH TO 2000 FEET  
609.6

Depth Limit Notes



PLAN 14 3771

DIA 25633



|   |   |   |  |
|---|---|---|--|
| <p><b>CERTIFICATE</b></p> <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><br/>Licensed Surveyor.</p> <p>Date 9-2-60</p> |   | <p>Approved by Town Planning Board</p> <p><b>TOWN PLANNING BOARD</b><br/>RECEIVED<br/>26 FEB 1960<br/>V.A.</p> <p><i>J. J. Shopp</i><br/>Chairman</p> <p>Date 27/2/60</p> |  |
| <p>Approved</p> <p><i>W. Bonadine</i><br/>Inspector of Plans and Surveys</p> <p>Examined <i>W. Bonadine</i><br/>Date 7-8-61</p>   | <p>On</p> <p>Plan 3771</p> <p>Diagram</p> <p>Index Plan <del>3077</del><br/>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 AND COUNCIL RESOLUTION 1124.005**

Moved: Cr Fisher

Seconded: Cr Pomykala

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.

**CARRIED 9/0  
BY ABSOLUTE MAJORITY**



## 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    |
|-----------------|---|---|--------------|------------|----------------|-----------|------------|------------|-------------|-------------|------------|------------|------------|------------|------------|------------|
| Graders/Diggers | 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)    |           |            |            |             |             |            |            |            |            |            |            |
| Loaders         | 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) |                |           |            |            |             |             |            |            |            |            |            |            |
| Tractors/Mowers | 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) |            |
| Trucks          | 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    |  |
|---------------------------------|--|--|--------------|------------|----------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|--|
| Rollers/Brooms                  | P8514  | NO4792 2012 DYNAPAC PAD FOOT ROLLER (WORKS) (P8514)                | NO4792       | P          | \$250,000      |            |            |            |            |            |            |            |            |            |            | See Note 3 |  |
|                                 |  |  |              | 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)  |            |  |
| Heavy Trailers                  | 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) |            |            |            |  |
| Outdoor Works Crew Utilities    | P967   | NO01 2019 HOLDEN COLORADO (MO)                                     | NO01         | P          | \$55,000       | \$55,000   |            |            |            |            |            |            |            |            | \$55,000   |            |  |
|                                 |  |  |              | T          | (\$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   | \$35,000   |            |            |  |
|                                 |  |  | T            | (\$20,000) |                | (\$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) |            |            |  |
| Administration Vehicles/Rangers | P1   | 1NGN 2019 TOYOTA PRADO (CEO)                                       | 1NGN         | P          | \$70,000       | \$70,000   |            | \$70,000   |            |            | \$70,000   |            | \$70,000   |            | \$70,000   |            |  |
|                                 |  |  |              | T          | (\$40,000)     | (\$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   | \$55,000   |            |  |
|                                 |  |  |              | T          | (\$35,000)     | (\$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   | \$55,000   |            |  |
|                                 |  |  |              | T          | (\$25,000)     | (\$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   | \$30,000   |            |  |
|                                 |  |  |              | T          | (\$15,000)     | (\$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   | \$35,000   |            |  |
|                                 |  |  | T            | (\$20,000) |                |            |            | (\$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   | \$55,000   |            |            |  |
|                                 |  |  | T            | (\$35,000) | (\$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   |            |            |  |
|                                 |  |  | T            | (\$25,000) |                |            | (\$30,000) |            |            |            | (\$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 Corrola 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 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             | B0260 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                                       |

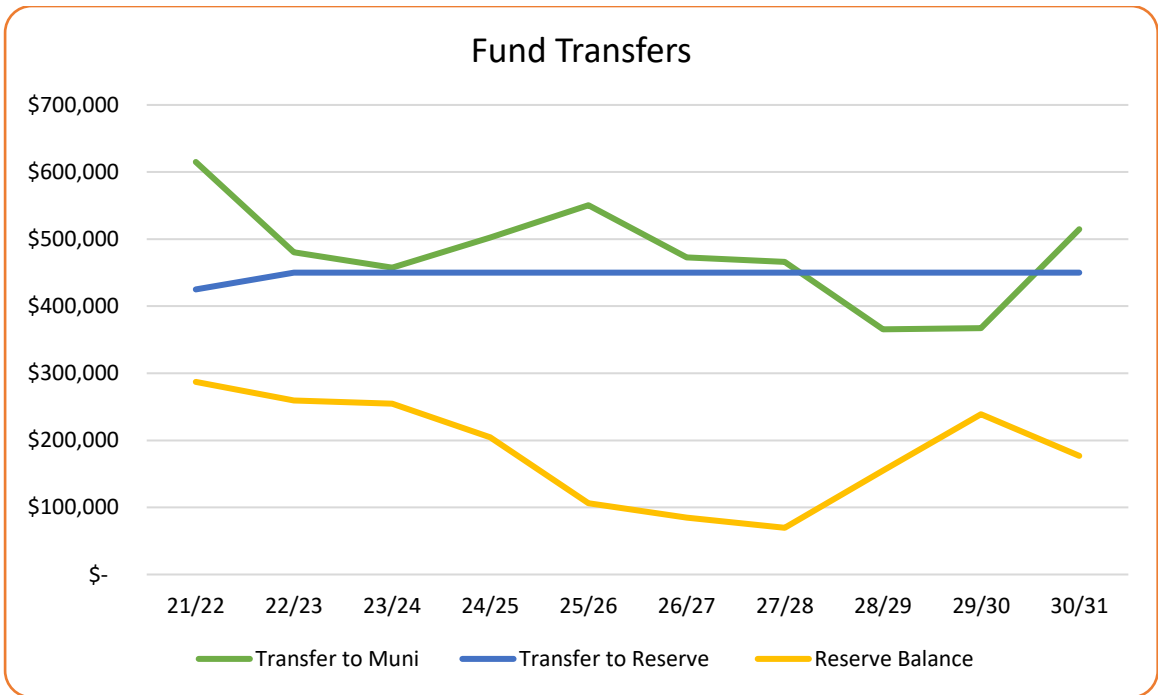
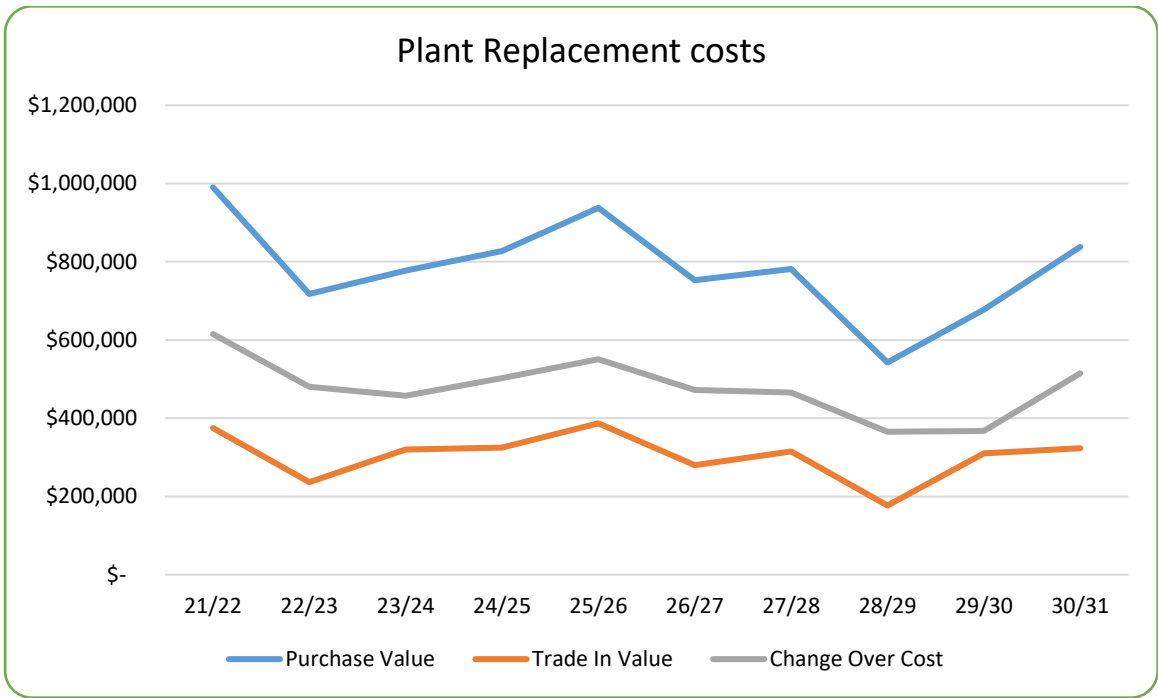
| PLANT COST RECOVERY 20/21 |                   |                    |               |                 |                      |             |              |             |             |
|---------------------------|-------------------|--------------------|---------------|-----------------|----------------------|-------------|--------------|-------------|-------------|
| 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> |             |

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# **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 –

- meet safe operational needs;
- minimise the cost of maintenance and repairs and
- 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<br>(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<br>(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<br>Front end loaders, tractors (over 60 kW) and similar<br>Forklifts                      | 10 years  |
| Trailers                  | Less than 6 tonne capacity<br>More than 6 tonne capacity  | As required   |
| Miscellaneous equipment A | Chain saws & whipper snippers<br>Walk behind mowers<br>Cement mixers<br>Plate compactors & tampers<br>Portable fire pumps and similar | As required   |
| Miscellaneous equipment B | Welders, air compressors  | As required   |

| Category                                  | Description                      | Preferred replacement period |
|---|----------------------------------|------------------------------|
| 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<br>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 AND COUNCIL RESOLUTION 1124.006

Moved: Cr Seale

Seconded: Cr Alexander

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.

**CARRIED 9/0**



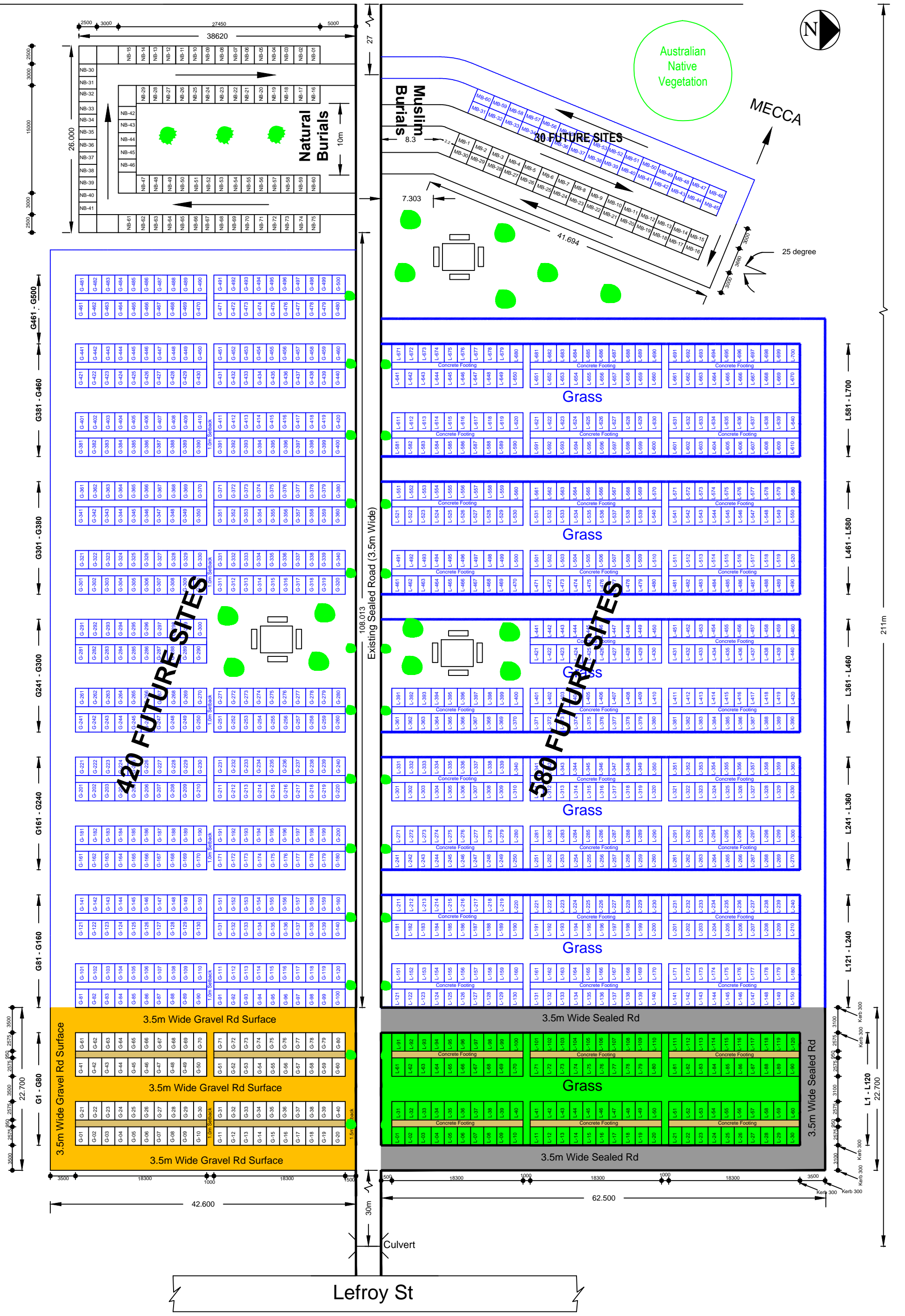
Australian Native Vegetation

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
- Minutes Ordinary Council Meeting 24 November 2021
- Natural Grave (75 of 2.50x1.83)
- Muslim Grave (30 of 2.50x1.83)

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



## Schedule of Fees and Charges 2021/22

| DESCRIPTION   | GST<br>Y/N | Current         | Proposed          |
|---|------------|-----------------|-------------------|
| <b><u>Cemetery</u></b>  |            |                 |                   |
| <b>Single Burial Permits::</b>  |            |                 |                   |
| Application   | Y          | \$50.00         | \$50.00           |
| Grant of Right of Burial <del>-immediate use only</del>   | N          | \$250.00        | <b>\$750.00</b>   |
| Interment in a grave 2.1 metres deep  | Y          | \$1,500.00      | <b>\$1,000.00</b> |
| Re-opening of an ordinary grave for 2nd or 3rd burial   | Y          | \$1,500.00      | <b>\$1,000.00</b> |
| 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      | <b>\$1,000.00</b> |
| <b>Ashes:</b>   |            |                 |                   |
| <del>Single interment permit:</del>   |            |                 |                   |
| 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   | 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):</b>   |            |                 |                   |
| <del>Pre-need purchase of certificate for burial—25 years Reservation (Grant of Right of Burial)</del>                            | N          | \$300.00        | <b>\$750.00</b>   |
| <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        | <b>\$250.00</b>   |
| <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           |
| Renewal of Grant Right of Burial (further 25 years)   | N          | \$250.00        | <b>\$750.00</b>   |
| <u>Renewal of Grant Right of Burial - Niche wall (further 25 years-)</u>  | <u>N</u>   | <u>\$250.00</u> | <u>\$250.00</u>   |
| <u>Annual Funeral Director's Licence</u>  | <u>N</u>   |                 | <u>\$100.00</u>   |
| <u>Single Funeral Permit (Funeral Director's only)</u>  | <u>N</u>   |                 | <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 AND COUNCIL RESOLUTION 1124.007**

Moved: Cr Seale

Seconded: Cr Broad

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

**CARRIED 9/0**

## 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       |               |      |         |

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|     | 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      |               |      |         |

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

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|------------|--------------------|------------|-----------------------|--|---------------|------|---------|
| 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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|-----|---------------|------------|-------------------------------------|---|----------------|---------------|------|---------|
| 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<br>WALGA Conference 2021 - J Early                | \$ 1,365.00    |               |      |         |
| 229 | INV I3089334  | 30/09/2021 | Walga                               | MEMBERS - MEMBERS CONFERENCE/TRAINING EXPENSES - Registration Fee<br>WALGA Conference 2021 - M Fisher               | \$ 1,285.00    |               |      |         |
| 230 | INV I3089335  | 30/09/2021 | Walga                               | MEMBERS - MEMBERS CONFERENCE/TRAINING EXPENSES - Registration Fee<br>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<br>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)<br>- 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<br>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<br>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 -<br>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 -<br>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 -<br>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<br>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<br>Australian Branc |  |                | \$ 25.90      |      |         |
| 327 | INV DEDUCTION  | 11/10/2021 | Australian Services Union Western<br>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      |               |      |         |

Schedule of Accounts Paid - October 2021

|     | 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<br>Gourmet Platters  | \$ 130.00      |               |      |         |
| 347 | INV 00082021101611 | 16/10/2021 | Narrogin Fruit Market   | MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Catering for MDS<br>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<br>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<br>Atf The Mcnab Family Trust |  |                | \$ 5,263.50   | L    |         |
| 359 | INV IV00000001159  | 27/04/2021 | Narrogin Earthmoving & Concrete Pty Ltd<br>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       |               |      |         |

Schedule of Accounts Paid - October 2021

|     | 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      |               |      |         |

Schedule of Accounts Paid - October 2021

|     | 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      |               |      |         |



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|     | 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     |      |         |

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| 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     |      |         |

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|------------|---------------|------------|------------------------|------------------------------|---------------|------|---------|
| 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 |
|------------------------------|---------------|------------------------|--------------------------------------|--|---------------|------|---------|
| <b>Credit Card Purchases</b> |               |                        |                                      |  |               |      |         |
|                              |               | <b>CEO &amp; EMCCS</b> | <b>GENERAL Credit Card Purchases</b> |  |               |      |         |
| 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**

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

**Trust Total \$0.00**

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

| <b>ABBREVIATIONS</b> |                  |  |                                   |                             |
|----------------------|------------------|--|-----------------------------------|-----------------------------|
| <b>PF</b>            | Partially Funded |  | <b>Cheque Total (Less TD)</b>     | \$686.95 0.12%              |
| <b>I</b>             | Insurance        |  | <b>Term Deposits (TD)</b>         |                             |
| <b>F</b>             | Funded           |  | <b>EFT Total*</b>                 | \$185,448.25 31.18%         |
| <b>L</b>             | Local Supplier   |  | <b>Payroll Total*</b>             | \$320,101.60 53.83%         |
| <b>R</b>             | Recoverable      |  | <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> | <b>\$594,707.54</b>         |
|                      |                  |  |                                   |                             |
|                      |                  |  | <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%  |

\* Please note Payroll totals

### 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 AND COUNCIL RESOLUTION 1124.008**

Moved: Cr Wiese

Seconded: Cr Seale

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

**CARRIED 9/0**

**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.

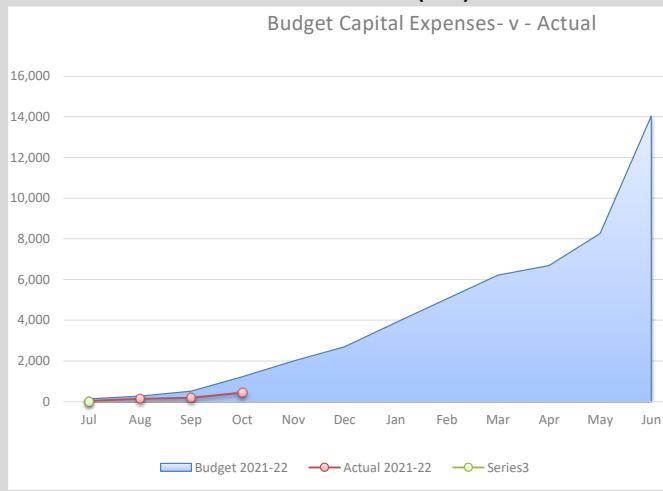
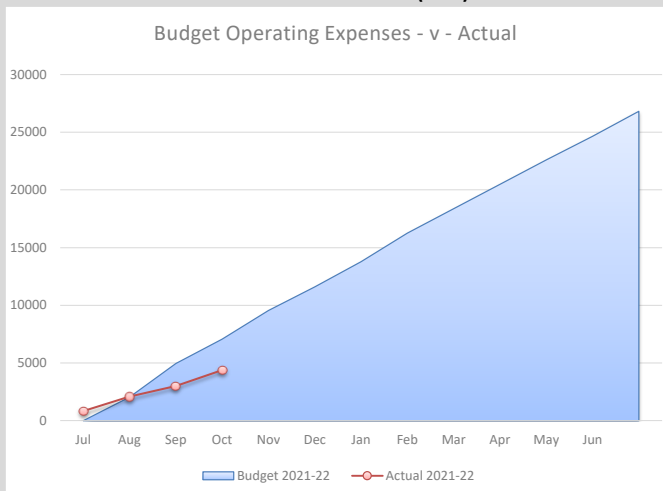


**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 OCTOBER 2021**

**MONTHLY SUMMARY INFORMATION  
GRAPHS**

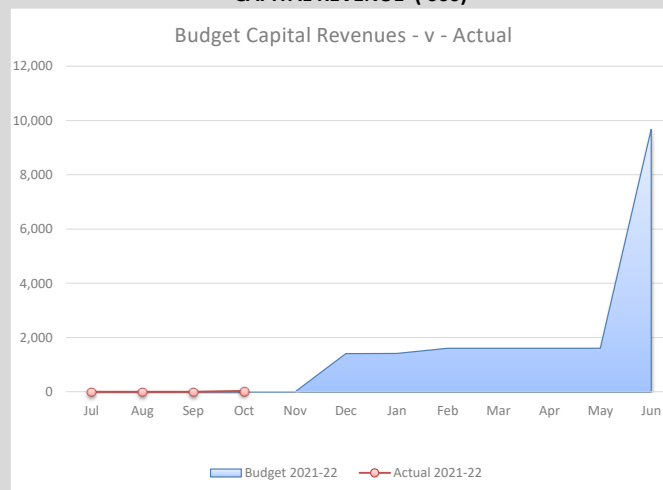
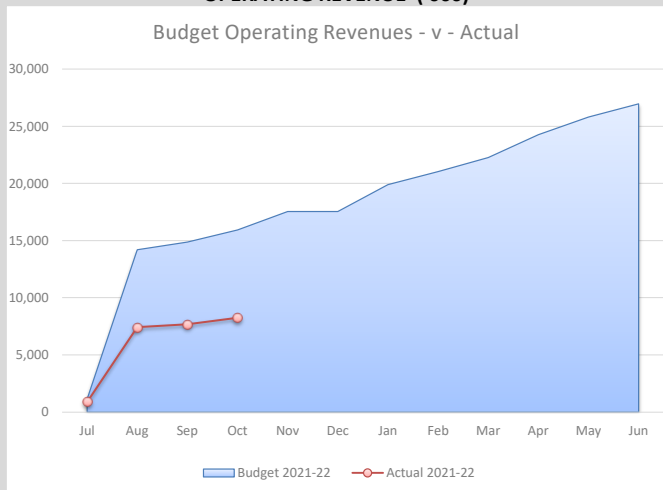
**OPERATING EXPENSES ('000)**

**CAPITAL EXPENSES ('000)**

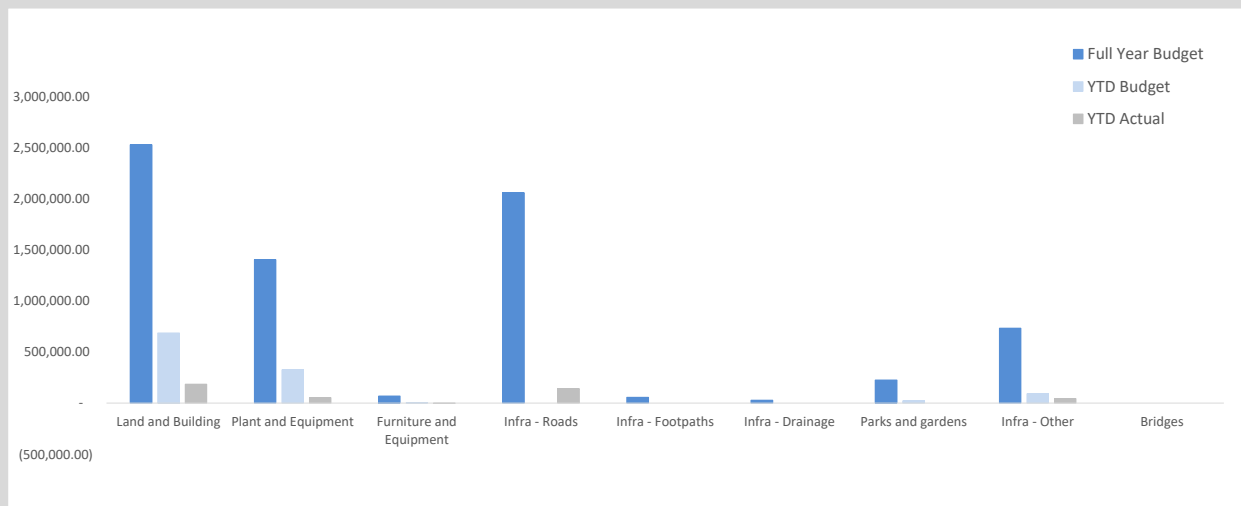


**OPERATING REVENUE ('000)**

**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

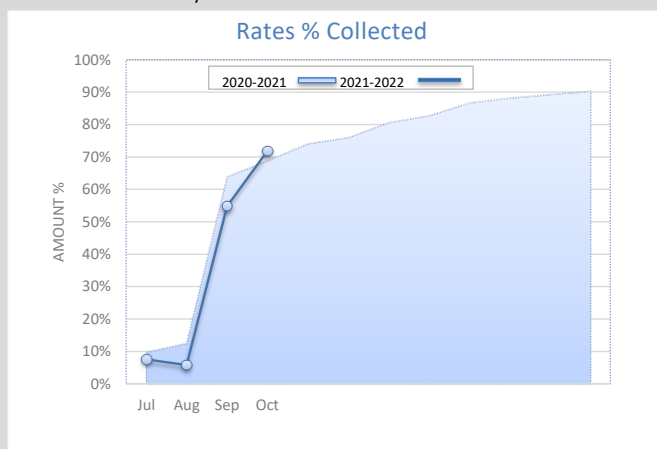
OPERATING ACTIVITIES  
RECEIVABLES

| Rates Receivable                                  | 30 Jun 21          | 31 Oct 21          |
|---|--------------------|--------------------|
|   | \$                 | \$                 |
| <b>Opening Arrears Previous Years</b>             | <b>495,899</b>     | <b>476,999</b>     |
| 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          |
| <b>Less Collections to date</b>                   | <b>(5,471,001)</b> | <b>(4,101,755)</b> |
| <b>Net Rates Collectable</b>                      | <b>476,999</b>     | <b>2,083,986</b>   |
| % Collected                                       | 90.24%             | 71.85%             |
| <br>  |                    |                    |
| 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> |
| <b>Amounts shown above include GST (where applicable)</b> |         |         |         |          |                   |

KEY INFORMATION

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



Collected

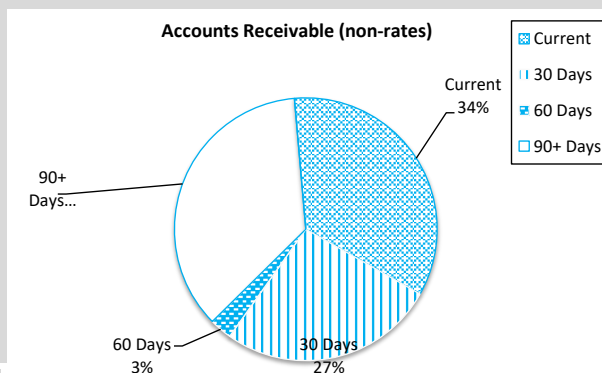
**72%**

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%**

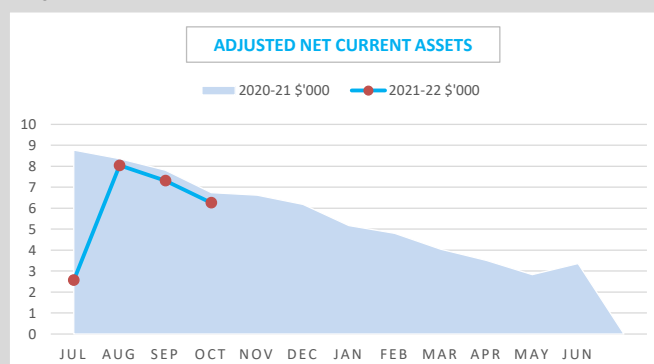
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2021

OPERATING ACTIVITIES  
ADJUSTED NET CURRENT ASSETS

|   | Last Years<br>Closing | This Time Last<br>Year | Year to Date<br>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<br>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.

|                         |
|-------------------------|
| <b>Year YTD Actual</b>  |
| <b>Surplus(Deficit)</b> |
| <b>\$6.26 M</b>         |

|                            |
|----------------------------|
| <b>This Time Last Year</b> |
| <b>Surplus(Deficit)</b>    |
| <b>\$6.73 M</b>            |

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

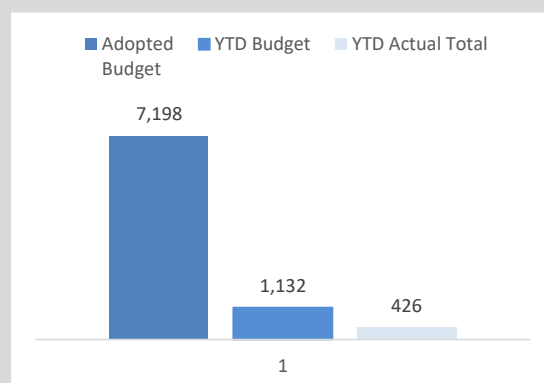
**INVESTING ACTIVITIES  
CAPITAL ACQUISITIONS**

| 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                   |         |
| 0.02            |  | Cemetery Upgrade  | 4100860 | IO026          | 138,960        | 138,960    | 0          | 2,490                    |         |
|                 |  | LED Lighting Upper Great Southern Hockey Association  | 4110265 | IO164          | 330,000        | 330,000    | 36,667     | 0                        |         |
|                 |  | May St Stormwater Catchment Dam   | 4110365 | IO180          | 169,190        | 169,190    | 0          | 0                        |         |
|                 |  | Public Arts projects identified by Townscape committee                                      | 4110860 | IO113          | 25,000         | 25,000     | 2,778      | 0                        |         |
| 0.00            |  | Projects NEXIS (Capital)  | 4100860 | IO150          | 8,000          | 8,000      | 5,333      | 0                        |         |
| 0.00            |  | Acquisition of Fast Fill Trailer  | 4050155 | PA952          | 0              | 7,000      | 7,000      | 0                        |         |
| 0.00            |  | Narrogin Central BFB 120,000L Water Tank  | 4050165 | IO134          | 0              | 8,919      | 8,919      | 0                        |         |
| 0.00            |  | Nomans Lake BFB 110,000L Water Tank   | 4050165 | IO135          | 0              | 9,812      | 9,812      | 0                        |         |
| 0.00            |  | Water Pump For Depot Tanks - 3 Phase/ 3inch Transfer Pump                                   | 4120466 | PE081          | 10,000         | 10,000     | 3,333      | 0                        |         |
| 1.00            |  | Caravan Park Resealing, Line Marking  | 4130265 | IO081          | 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                        |         |
| 0.00            |  | Parks Naming Project  | 4110360 | IO128          | 15,000         | 15,000     | 0          | 0                        |         |
| 0.00            |  | Walk Cycle & Mountain Bike Trails Projects  | 4110360 | IO129          | 200,000        | 200,000    | 22,222     | 0                        |         |
|                 |  |   |         | 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                        |         |
|                 |  | Narrogin airport-Patient transfer facility  | 4120460 | BC221          | 30,000         | 30,000     | 5,000      | 0                        |         |
|                 |  |   |         | 99,554         | 99,554         | 5,000      |            | 5,000                    |         |
|                 |  | <b>Grand Total</b>  |         |                | 7,197,744      | 8,803,575  | 1,132,453  | 426,486                  | 700,967 |



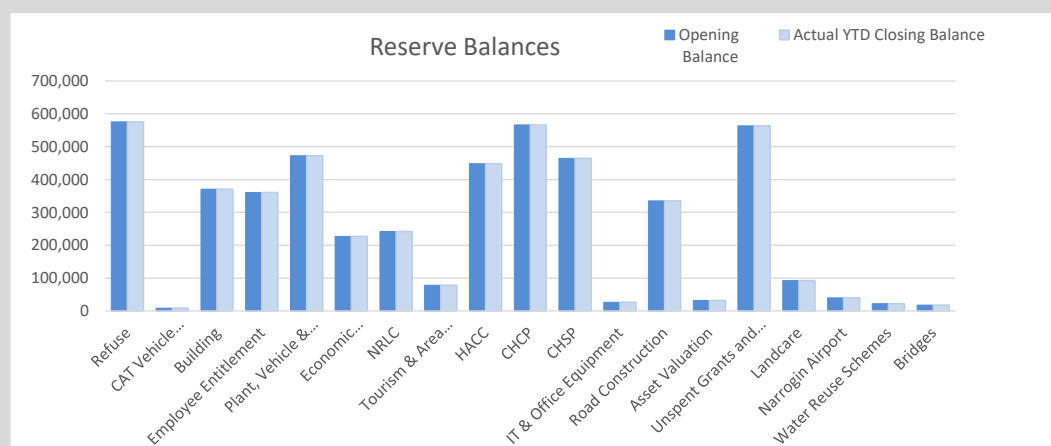
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2021

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<br>Jul- Sep | 2nd Quarter<br>Oct - Dec | 3rd Quarter<br>Jan - Mar | 4th Quarter<br>Apr - Jul | Comment   |
|---|----------------|----------|--|---------------------------|-----------------------------------|---------------------|---|-------------------------|--------------------------|--------------------------|--------------------------|---|
|   |                |          |  | 2020/21 Current<br>Budget | Total<br>Committed<br>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 |

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

|  |               |
|--|---------------|
| <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 1.17 Continuing Professional Development                                       |

#### 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:

- 1.17 Continuing Professional Development;
- 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 AND COUNCIL RESOLUTION 1124.009**

Moved: Cr Broad

Seconded: Cr Seale

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'~~, Policy 1.17 Continuing Professional Development 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:”*

**CARRIED 9/0  
BY ABSOLUTE MAJORITY**

At its meeting held on 15 December 2021 Council amended the above resolution as follows:

*“That the minutes of the Ordinary Council Meeting held on 24 November 2021 be confirmed as an accurate record of the proceedings with the following amendment:*

- 1. Replace the words “1.8 Elected Members – Conference, Training, Travel and out of pocket Expenses” with the words “Policy 1.17 Continuing Professional Development” on page 161 and relating to Council Resolution Number 1124.009.”*

## 1.17 Continuing Professional Development

---

|                          |  |               |
|--------------------------|--|---------------|
| <b>Statutory context</b> | Local Government Act 1995, Sec 5.127 and Sec 5.128   |               |
| <b>Corporate context</b> | Policy 1.8 - Elected Members – Conference, Training, and out of pocket Expenses<br>Policy 8.13 – Training, Study and Education |               |
| <b>History</b>           | Adopted  | 24 March 2020 |
|                          | Last reviewed  | 7 June 2021   |

### Objective

To ensure that Elected Members of the Shire of Narrogin receive appropriate information and training to enable them to understand and undertake their responsibilities and obligations.

### Policy Statement

The Shire of Narrogin recognises the importance of providing Elected Members with the knowledge and resources that will enable them to fulfil their role in accordance with statutory compliance and community expectations and make educated and informed decisions.

Pursuant to the Local Government Act 1995, Elected Members must complete Council Member Essentials which incorporates the following training units:

- a) Understanding Local Government;
- b) Conflicts of Interest;
- c) Serving on Council;
- d) Meeting Procedures and Debating; and
- e) Understanding Financial Report and Budgets.

Council's preferred provider for the training is WALGA (WA Local Government Association).

All units and associated costs will be paid for by the Shire and must be completed by 30 June in the year immediately following the elected Member's election. The training is valid for a period of five years.

Additionally, the Shire will publish, on the Shire's website, training undertaken by all Elected Members within one month after the end of the financial year pursuant to Local Government Act 1995.

It is Council's preference that the training is undertaken via the eLearning method which is the more cost efficient form of delivery. It is acknowledged however 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 or in the Perth metropolitan area.

### Procedures

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.

Note well: any expenditure commitments associated with training or professional development must be performed by and authorised through the CEO.

### **Forms and Templates**

Nil

– *End of Policy*

### **Notes**

#### **Statutory requirement –**

**The Local Government Act requires that the policy may only be adopted or amended by absolute majority.**

A copy of this Policy (S 5.128) and the Annual Report of Elected Members training (S 5.127) undertaken for the preceding financial year is available here:

<https://www.narrogin.wa.gov.au/your-shire/your-council/elected-members-training.aspx>

## 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

The President approved that agenda item 12.1.1 Upper Great Southern Hockey Association Lighting Project Upgrade be considered as a late item.

### 12.1.1 UPPER GREAT SOUTHERN HOCKEY ASSOCIATION LIGHTING UPGRADE PROJECT

|                        |  |
|------------------------|--|
| File Reference         | 15.3.1   |
| Disclosure of Interest | The Author has no Impartiality, Financial or Proximity Interests that requires disclosure. |
| Applicant              | Upper Great Southern Hockey Association  |
| Previous Item Numbers  | Nil  |
| Date                   | 23 November 2021   |
| Author                 | Dale Stewart – Chief Executive Officer   |
| Authorising Officer    | Dale Stewart – Chief Executive Officer   |
| Attachments            | 1. Request for Quotation 21/22-05 - Hockey Field Lighting Upgrade                          |

#### Summary

The Upper Great Southern Hockey Association (Inc.) (UGSHA) seeks support of the Council for additional finance to complete their proposed Upper Great Southern Hockey Association Lighting Upgrade Project, following close of Requests for Quotation (RFQ) coming in higher than anticipated (for the preferred supplier).

They specifically, they seek the following from Council:

- An additional Shire cash contribution of \$39,500 to make the Shire's contribution up to \$122,000 equal to 29.82% of the proposed total project cost; and
- Authorisation to permit a deferred debtor agreement (loan) from the Shire to the UGSHA of up to \$50,000 to assist finance the project and bring their cash contribution to also be 29.82%.

#### Background

The preferred supplier quotation has come in over budget to what was anticipated.

Refer the financial implications for further details.

## Consultation

The Chief Executive Officer has discussed the proposal with the Shire President and Mark Regan, President of the UGSHA and Andrew Corner, Treasurer of the Association.

## Statutory Environment

The Council, if it were to agree to the request for greater financial consideration, needs to resolve to do so by an absolute majority, as whilst the project is contained within the current financial year Budget (section 6.8 of the Local Government Act 1995), the amount requires additional financing, and therefore a Budget amendment.

The proposed purchase complies with the Local Government (Functions and General) Regulations 1996, Part 4 Provision of Goods and Services, purchasing through the WALGA Preferred Supplier Program.



*Figure 1 Hockey Pitch to the west of the NRLC Complex*

## Policy Implications

The proposed purchase complies with the Council's Purchasing Policy 3.1.

## Financial Implications

In summary;

Expenditure proposed: \$409,000 plus GST (RFT is \$406,043), so allowing for a small contingency.

Income proposed:

- Shire of Narrogin \$122,000.00
- Upper Great Southern Hockey Association Inc.

- cash of \$72,000 and deferred payment facility of \$50,000 \$122,000.00
- State Government \$165,000.00
- Total \$409,000.00

The proposal is to raise a debtor in the name of the UGSHA with proposed 5 year term, 2% rate on interest and no early pay out penalty clause, as the Association believe that they can achieve better than \$10,000 pa repayments.

The Shire's additional contribution being financed by a larger than budgeted transfer from Reserve, which is budgeted to have \$90,862 at the end of the current financial year on current budget predictions (prior to this change).

### Strategic Implications

|           |       |   |
|-----------|-------|---|
| Outcome:  | 2.    | Social Objective (To provide community facilities and promote social interaction) |
| Strategy: | 2.3.1 | Develop and activate Sport and Recreation Master Plan                             |
| Strategy: | 2.3.2 | Engage and support community groups and volunteers                                |
| Strategy: | 2.3.3 | Facilitate and support community events   |
| Strategy: | 2.3.4 | Provide improved community facilities (eg library/recreation)                     |

### Comment/Conclusion

The Association notes that they have over 700 registered regular players from not just Narrogin but wider district and towns.

Providing the project level of lighting will ensure that the facility continues to retain members also and attracts international standard events in future years as well as reducing maintenance costs associated with the existing aging lighting.

### Voting Requirements

Absolute Majority

#### **OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 1124.010**

Moved: Cr Seale

Seconded: Cr Pomykala

That with respect to the request of the Upper Great Southern Hockey Association Inc. to support the Hockey Pitch Lighting Upgrade Project, Council;

1. Authorise the Chief Executive Officer to negotiate with Stiles Electrical Services Pty Ltd as the preferred supplier, and if acceptable to that officer, enter into an agreement based on the Shire's standard conditions of contract, subject to the final accepted price being contained with the Council's Budget (as amended).
2. Authorise the Chief Executive Officer to prepare and enter into a deed of agreement with the Association, based on the following conditions:
  - a) Tied to the lease of the Hockey Clubrooms;

- b) Repayment to the Shire of Narrogin of any required financing debt for this project, up to a \$50,000 (plus GST);
  - c) The Association's debt being created as a deferred debtor in the books of the Shire, with a maximum 5 year term, with a 2% pa pro rata rate of simple interest, minimum repayment of \$10,000 pa, and no early pay out penalty clause; and
3. Amend the 2021/22 Budget as follows:
- a) Increase expenditure Job IO164 LED Lighting Project by \$79,000 from \$330,000 to \$409,000;
  - b) Increasing Income GL 3110230 Contributions from \$82,500 to \$122,000; and.
  - c) Increasing the GL 5110253 Transfer from Narrogin Regional Leisure Centre Reserve by \$39,500 from \$251,000 to \$290,500.

**CARRIED 9/0  
BY ABSOLUTE MAJORITY**



# REQUEST FOR QUOTATION 21/22-05

## Hockey Field Lighting Upgrade

|                                     |  |
|-------------------------------------|--|
| <b>Request for Quotation (RFQ):</b> | <b>Hockey Field Lighting Upgrade</b>   |
| <b>Deadline:</b>                    | <b>Tuesday 16 November 2021, 4.00 pm.</b>  |
| <b>Address for Delivery:</b>        | <b>Email: WALGA Portal e-Quotes</b><br><b><u>Submissions must be received by:</u></b><br><b>Tuesday 16 November 2021, 4.00 pm.</b> |
| <b>RFQ Number:</b>                  | <b>RFQ 21/22- 05</b>   |



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**Appendix A – General Conditions of Contract**

## SCOPE OF WORK

### 1. DESCRIPTION OF WORK

The Shire of Narrogin is seeking quotations for the design, supply, installation, commissioning and warranty support for a compliant LED flood lighting system for a professional standard hockey field, allowing all works required for a complete and fully functioning installation.

### 2. SCOPE OF WORKS

- Prepare lighting design to confirm compliance with the AS2560.2.7 & AS4282(Level 1, Zone 3)
- The lighting design must be based on a four pole arrangement
- Allow 250/500 Lux switching for half/full pitch
- Undertake geotechnical survey and provide structural certifications for proposed pole and foundations
- Assess the existing power supply and confirm whether there is sufficient capacity for the required floodlighting solution
- Allow for any required upgrade to the incoming power supply
- Provide a new Lighting DB to supply the new lighting towers and house the lighting controls
- Modification of existing SMSB to provide power supply to new Lighting DB
- Remove existing poles, flood lighting and cut-down of existing foundations 300m below ground level
- New underground conduit, pits and cabling
- Allow to install conduit under existing car parks, concrete and asphalt areas surrounding the ground via directional drilling
- Where turf is removed to allow trenching it must be neatly machine cut and reinstated the same day
- Install foundation as per the structural certifications
- Concrete testing to be carried out for the foundations to ensure the required MPa rating is achieved prior to standing the new poles
- Provide lighting towers to with capacity for 500 lux
- LED floodlights with remote drivers
- External cabinets as required to house the remote drivers
- Electronic Lighting Control System (remote scheduling, usage tracking, club SMS control, etc)
- Testing and commissioning
- Post installation letter of compliance
- As Constructed drawings
- Operational & Maintenance Manual
- 5 years Warranty inclusive of materials, labour and EWP
- Works to be commenced at earliest possible time and must be completed and fully commissioned by 30 March 2022.

#### **Additional power works:**

- New GPOs on each pole supplied by new circuit cabling
- Re-supply of tech area GPO & scoreboard via new circuit cabling
- Relocation of existing GPO on pole adjacent to clubroom to retaining wall

#### **Optional:**

- Lighting towers with capacity for 750 lux

### **MANDATORY SITE INSPECTION**

All prospective Tenderers must arrange a site visit with the club to inspect the existing installation. Any proposals received without conducting a site visit will not be considered.

Tenderers must contact Mark Regan on 0417 188 440 to arrange a site visit.

## 2.1 Contractors Working Hours

The Contractors permitted working hours for this project are 6:00am to 6:00pm Mon to Fri and 9:00am to 6:00pm Sat and Sun.

## 3. TIMEFRAME

All works are required to be completed by 30 March 2022.

### 3.1 Non-Conformance of Works or Materials

The Contractor will not be paid for non-conforming works.

### 3.2 Non-Conformance of Plant, Equipment and Staff

The Contractor shall ensure that all plant, equipment and staff directed to the site will be suitably qualified to carry out works under this contract.

Should the plant, equipment and/or staff be deemed unsuitable, the Principal reserves the right to reject the supply until such time as is rectified.

The Contractor shall do everything necessary to ensure that plant and equipment are delivered to site in legal and good working order so that the possibility of breakdowns are minimised. Should the Contractor knowingly supply plant or equipment, which is sub-standard, unsuitable for the specified task or faulty, the Principal may reject the plant or equipment as above.

All Staff used by the Contractor for the completion of the works under this contract shall be competent and fully trained in all aspects of the operation of the plant and equipment. Should it be apparent that the operator(s) of the plant or equipment are not competent then the Principal may call for a replacement operator or reject the operator.

## 4. PERFORMANCE

The Contractor shall perform the works under this contract in an expert, professional, efficient and courteous manner. The Contractor at all times is to avoid any conflict with the public and refer any such conflict to the Shire's Representative for resolution.

The Contractor is expected to carry out the requirements of this contract with a high degree of personal and public safety at all times.

## 5. CONTRACTOR OH&S OBLIGATIONS

The Shire of Narrogin acknowledges that it has a Duty of Care obligation under the Occupational Safety and Health Act 1984 to provide to all its employees (including contractors and their employees) a safe workplace and safe system of work.

It is therefore required that Contractors carrying out any work for the Shire will comply with the Shire's Occupational Safety and Health Policies and Procedures. A copy of the Shire's OS & H Handbook is located on the Shire's website [www.narrogin.wa.gov.au](http://www.narrogin.wa.gov.au). The contractor is to download the Shires OS & H Handbook and comply with its contents. The contractor must also comply with the below safety points but not limited to:

- The Contractor, its employees and sub-contractors having all necessary current licences appropriate to the work being provided;
- Wearing appropriate and necessary Personal Protective Equipment (PPE) when carrying out any work duties;
- Ensuring that all plant and equipment used in carrying out those duties are regularly maintained and meet the required standards and certifications;

- All necessary plant and equipment have all the necessary guards in place and meet all the requirements of Occupational Safety and Health Regulations 1996, and any appropriate Australian Standards pertaining to the equipment used or the type of work being carried out;
- The Contractors Workers Compensation Policy and Public Liability Policy appropriately covers contractor's employees that are engaged in working on the contract;
- Copies of all insurance certificates of currency and licences are required to be provided prior to the commencement of the contract; and
- The Contractors employees who are required to operate machinery, shall have the relevant training and current relevant certificates of competency.

## 6. SELECTION CRITERIA

### QUALITATIVE CRITERIA

Before answering the qualitative criteria, Respondents shall note the following:

- All information relevant to your answers to each criterion are to be contained within your Tender;
- Tenderers are to assume that the Evaluation Panel has no previous knowledge of your organisation its activities or experience;
- Tenderers are to provide full details for any claims, statements or examples used to address the qualitative criteria; and
- Tenderers are to address each issue outlined within a qualitative criterion.

### **The Tendered price shall be a Fixed Lump Sum - 40%**

The Tenderer shall include all costs and disbursements of the Tenderer and nominated Subcontractors, and the Tendered price shall be deemed to include (without limitation):

- labour, machines and materials;
- fees and levies;
- profit and attendance;
- insurance costs;
- all kinds of surcharges;
- mobilisation, demobilisation and establishment charges;
- all State and Commonwealth duties, taxes and charges (excluding GST); and
- any other necessary costs to complete the Contract.

GST shall not be included in the Tender prices; however the successful Tenderer shall separately list GST on each invoice.

### **Proposed Electrical & Lighting Solution and Demonstrated Understanding - 30%**

- Provide a preliminary design of the proposed electrical solution
- Provide a lighting design to confirm compliance with the standards outlined in this RFT, namely
  - AS2560.2.7 – 500 Lux (Professional Level)
  - AS4282:2019 – Level 1, Zone A3
- Provide examples of past hockey projects where the same LED solution has been used to the equivalent standard of play
- Outline all warranty provided with the proposed LED product, inclusive of material, labour & EWP

Respondents should detail the process they intend to use to achieve the Requirements of the Specification. Areas that you may wish to cover include:

- A project schedule/timeline;
- The process for the delivery of the goods/services;
- Training processes; and

- iv) A demonstrated understanding of the scope of work

### **Relevant Experience and Skills of Key Personnel- 20%**

Describe your experience in completing /supplying similar Requirements. Respondents must, as a minimum, address the following information in an attachment and label it "Relevant Experience":

- i) Provide details of similar work;
- ii) Provide scope of the Respondent's involvement including details of outcomes;
- iii) Provide details of issues that arose during the project and how these were managed;
- iv) Demonstrate competency and proven track record of achieving outcomes; and
- v) Demonstrate sound judgement and discretion.
- vi) Their role in the performance of the Contract
- vii) Curriculum vitae;
- viii) Membership to any professional or business association
- ix) Qualifications, with particular emphasis on experience of personnel in projects of a similar requirement; and
- x) Any additional information

### **Resources - 10%**

Respondents should demonstrate their ability to supply and sustain the necessary:

- i) Plant, equipment and materials; and
- ii) Any contingency measures or back up of resources including personnel (where applicable).

Please note that the Shire of Narrogin will not be submitting a price for part of this work as per the *Local Government (Functions & General Regulations) Clause 14(4) (d)*.

## **7. SHIRE OF NARROGIN REGIONAL PRICING POLICY**

**A price preference will apply to suppliers who are based in, and operate from the preference region in relation to all purchasing by the Shire for the supply of goods and services and construction (building) services, unless specifically stated otherwise, providing they are competitive in regard to specification, service, delivery and price. NOTE: The Regional Pricing Policy is in accordance with current Shire policies and is available up on request.**

## **8. LODGEMENT/ACCEPTANCE OF RFQ**

RFQ's are to be received no later than **Tuesday 16 November 2021, 4.00 pm.**

All RFQ's are to be received by email to: WALGA Portal e-Quotes. All enquiries and points of clarification are to be directed to the WALGA e-Quotes for response to all potential applicants so a uniform response can be made by the Principal or representative.

Contact person and Principals Representative is Mark Reagan, mobile phone number: 0417 188 440. The Shire of Narrogin shall not be bound to accept the lowest or any quote. The quote is deemed to be accepted when the Shire provides written notification of such acceptance to the successful Contractor and a purchase order issued.

### **13. CLOSURE OF MEETING**

There being no further business to discuss, the Presiding Member declared the meeting closed at 8.54pm 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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