



## AGENDA

### ORDINARY COUNCIL MEETING

15 December 2021

#### NOTICE OF ORDINARY MEETING OF COUNCIL

Dear Elected Member & Community Members

Pursuant to resolution 1020.012 of 27 October 2020, an Ordinary Meeting of the Shire of Narrogin will be held on 15 December 2021 in the Shire of Narrogin Council Chambers, 89 Earl Street, Narrogin, commencing at 7:00 pm.

Dale Stewart  
Chief Executive Officer

### **Acknowledgement of Noongar People**

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

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

Electronic copies of minutes and agendas are available  
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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

**SNAPSHOT**

2017-27

## VISION

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

## MISSION

Provide leadership, direction and opportunities for the community.

## KEY PRINCIPLES

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

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

## OUR VALUES

### Care with Trust & Teamwork

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

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

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

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

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

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

## ECONOMIC

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

#### Growth in revenue opportunities

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

#### Increased Tourism

- Promote, develop tourism and maintain local attractions

#### An effective well maintained transport network

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

#### Agriculture opportunities maintained and developed

- Support development of agricultural services

## SOCIAL

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

#### Provision of youth services

- Develop and implement a youth strategy

#### Build a healthier and safer community

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

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

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

#### Cultural and heritage diversity is recognised

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

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

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

## ENVIRONMENT

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

#### A preserved natural environment

- Conserve, enhance, promote and rehabilitate the natural environment

#### Effective waste services

- Support the provision of waste services

#### Efficient use of resources

- Increase resource usage efficiency

#### A well maintained built environment

- Improve and maintain built environment

## CIVIC

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

#### An efficient and effective organisation

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

#### An employer of choice

- Provide a positive, desirable workplace

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



## CONTENTS

Agenda Item	Page
1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS	6
2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE	6
3. DECLARATION OF INTEREST BY ELECTED MEMBERS AND COUNCIL EMPLOYEES IN MATTERS INCLUDED IN THE MEETING AGENDA	7
4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	7
5. PUBLIC QUESTION TIME	7
6. APPLICATIONS FOR LEAVE OF ABSENCE	7
7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	7
8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION	8
9. PETITIONS, DEPUTATIONS, PRESENTATIONS OR SUBMISSIONS	8
10. MATTERS WHICH REQUIRE DECISIONS	9
10.1 DEVELOPMENT AND REGULATORY SERVICES	9
10.1.1 ABORIGINAL ETHNOGRAPHIC SURVEY FOR THE GNAROGIN PARK MASTERPLAN	9
10.1.2 SIGNAGE AT LOT 47 (NO. 31) FORTUNE STREET, NARROGIN	77
10.2 TECHNICAL AND RURAL SERVICES	90
10.3 CORPORATE AND COMMUNITY SERVICES	91
10.3.1 SCHEDULE OF ACCOUNTS PAID – NOVEMBER - 2021	91
10.3.2 MONTHLY FINANCIAL REPORTS – NOVEMBER 2021	133
10.4 OFFICE OF THE CHIEF EXECUTIVE OFFICER	152
10.4.1 COMMITTEES OF COUNCIL NOMINATIONS	152
10.4.2 CITIZEN OF THE YEAR AWARDS	163
10.4.3 DRAFT REPEAL & AMENDMENT LOCAL LAW 2021 – FINAL ADOPTION	166
10.4.4 2021/2022 BUDGET AMENDMENT – PURCHASE OF 48A GRANT STREET, NARROGIN	175
10.4.5 NARROGIN TENNIS CLUB – COURT RESURFACING PROJECT	180
10.4.6 CHIEF EXECUTIVE OFFICER'S ANNUAL APPRAISAL	187
10.4.7 LOCAL GOVERNMENT REFORM SUBMISSION	191
11. ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	250
12. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING	250
13. CLOSURE OF MEETING	250

## **ORDINARY COUNCIL MEETING 15 DECEMBER 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**

#### **Absent**

#### **Visitors**

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

Name	Item No	Interest	Nature
Dale Stewart	10.4.4	Financial, Proximity and Impartiality	The proposed tenant of the house being acquired.
Dale Stewart	10.4.6	Financial and Impartiality	Being the person's contract of employment.
Dale Stewart	10.4.7	Impartiality	The reform references how Chief Executive Officer (CEO) Key Performance Indicators might be handled into the future and potential changes to the role of a CEO.

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

Nil

**5. PUBLIC QUESTION TIME**

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

The next meeting is scheduled for 23 February 2022.

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

7.1 Ordinary Council Meeting

**OFFICER'S RECOMMENDATION**

That the minutes of the Ordinary Council Meeting held on 24 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.

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

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

Cr McNab and Cr Early, on behalf of the President and Shire, completed the judging of the Christmas lights and the winners of Narrogin Chamber of Commerce Vouchers, sponsored by the Shire, are as follows:

- 1st place: ..... \$250
- 2nd place: .....\$200
- 3rd place: ..... \$150

The Narrogin Chamber of Commerce judged the Best CBD Window and advised that the winners this year are .....who win Narrogin Chamber of Commerce vouchers, sponsored by the Chamber, to the value of \$200.

## 10. MATTERS WHICH REQUIRE DECISIONS

### 10.1 DEVELOPMENT AND REGULATORY SERVICES

#### 10.1.1 ABORIGINAL ETHNOGRAPHIC SURVEY FOR THE GNAROJIN PARK MASTERPLAN

File Reference	28.3.1
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	Nil
Date	3 December 2021
Author	Susan Guy - Manager Community Leisure & Culture
Authorising Officer	Azhar Awang - Executive Manager Development and Regulatory Services
Attachments	1. Report of an Aboriginal Ethnographic Survey for the Gnarojin Park Masterplan

#### Summary

Council is requested to receive the Aboriginal Ethnographic Survey for the Gnarojin Park Masterplan.

#### Background

The Shire's endorsed 2019 Gnarojin Park Masterplan was prepared to guide the development of Gnarojin Park for recreational purposes. Gnarojin Park is located on Reserve 21637 (Lot 1717) and Reserve 49048 (Lot 1721) in the Shire of Narrogin.

Narrogin is situated within the Gnaala Karla Booja (GKB) region in Noongar Booja - the land of Noongar People. The Masterplan advised that before any commencement of works on site are undertaken, a desktop survey analysis, and if required, site survey, must be carried out to avoid any impact to the site's Aboriginal heritage. It was further advised that it was important to ensure that the local Noongar community supports the proposed Gnarojin Park project and that the Shire consider and comply with their vision for the area.

The Shire consulted with the Southwest Aboriginal Land and Sea Council (SWALSC) in relation to conducting an Aboriginal Heritage survey to facilitate any development which may be proposed based on the Gnarojin Park Masterplan. SWALSC initially requested that the Shire attend a GKB Working Party meeting to present the Masterplan, after which SWALSC would nominate a survey team. The Shire agreed to this request and SWALSC then also requested that the Shire enter into a Noongar Standard Heritage Agreement (NSHA) to progress the survey and submission to the Working Party. The Shire negotiated with SWALSC for several months in relation to reaching agreement in regards to the NSHA however, this could not be reached before SWALSC called a 'Force Majeure' due to COVID-19 and suspended all heritage assistance and negotiations with the Shire and other proponents in the South West Settlement area. The Shire then requested guidance from the Department of Planning,

Lands and Heritage (DPLH) and was advised that the Shire consult with the named site informants who had previously worked with consulting anthropologists and archaeologists, Brad Goode & Associates (BGA) in 2003 to identify Gnarojin Park sites prior to the Link Road development. These sites were identified and became Lodged Place ID 21933 Peppermint Tree and Lodged Place ID 21934 Loco Shed Camps on DPHL's Aboriginal Sites and Place Register.

Subsequently, BGA was commissioned to undertake an Aboriginal Ethnographic Survey for the Gnarojin Park Masterplan. BGA contacted the Noongar community in Narrogin to ascertain the whereabouts of the informants and found that most were now deceased or too elderly to be consulted. BGA, in liaison with the Shire sought out direct descendants of the informants at a community level. The Shire referred BGA to Mr Ross Storey a local Noongar man who was the grandson of Mrs Verna Ugle and BGA also contacted Mrs Geri Hayden from the GKB working party.

A meeting was held with eight representatives of the Gnaala Karla Booja WC1998/058 Native Title Claim (NTC) group on 5 August 2020, at Gnarojin Park. The traditional owner representatives consulted were Mr Francis Bolton, Ms Marina Abraham, Mr Basil Kickett, Mr Ross Storey, Ms Geri Hayden, Ms Gwen Ugle, Ms Betty Ugle and Ms Nola Williams.

The objectives of the Aboriginal Ethnographic Survey for the Gnarojin Park Masterplan were to:

1. Determine if any, previously recorded Aboriginal Heritage sites or places that will be affected by any project's proposed for Gnarojin Park;
2. Report on consultations held with representatives of the Narrogin Noongar community, who are members of the Gnaala Karla Booja WC1998/058 NTC group to determine if any new Aboriginal Heritage sites or places will be affected by proposed projects in the Gnarojin Park Masterplan;
3. Report upon management recommendations, should any sites or places of significance as defined by Section 5 of the Aboriginal Heritage Act (AHA) 1972, be identified as located within the area subject to the Gnarojin Park Masterplan; and
4. Report upon any recommendations and/or the significance of the sites or places should the Shire as the proponent be required to make application under Section 18 of the AHA for consent to use the land that may contain an Aboriginal site.

With regards to the cultural significance of the sites, the consultation with the informants identified the following:

DPLH ID 21933 Peppermint Tree is a place of historical interest, where at least two Aboriginal people are believed to have been born. The GKB informants advised that Lodged Place 21933 Peppermint Tree, was previously reported to Mr Brad Goode to be the birthing place for Mr Charlie Ugle. On the 5 August 2020 meeting, the GKB informants advised that at least one other birth had also occurred under the tree, namely that of Mr Marshall Ugle who was the son of Ms Betty Ugle's sister.

The group also recalled that during the 1950's and 1960's, the location was also a 'meeting place' for Noongar people, and that the Peppermint Tree was a central location where people would congregate and meet others as they walked between the Loco Shed Camps and Narrogin town centre.

The Narrogin Brook waterway was described by GKB traditional owner representatives to be a sacred place which is believed to be part of an old songline and created by the Waugal mythological serpent. Narrogin Brook is also valued by the local Noongar community to be a place where contemporary Noongars can harvest traditional bush foods.

The GKB traditional owner informants further advised that the Gnarojin Park Corroboree ground was used for corroborees by the old people and that the place affords contemporary Noongars a specific spiritual connection to the old people. The GKB traditional owner representatives also noted that this location would almost definitely be chosen for any future ceremonies (including corroborees).

### Consultation

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

### Statutory Environment

Aboriginal Heritage Act 1972, section 5 in relation to Application to places and section 18 and regulation 10 of the Aboriginal Heritage Regulations 1974, with respect to seeking consent to certain uses.

### Policy Implications

Council Policy 1.12 Community Engagement.

### Financial Implications

There may be certain future financial implications in terms of mitigating strategies adopted to appropriately protect culturally significant sites during any development activities agreed to between the Shire and the GKB informants and the broader Noongar community.

### Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective:	2.	Social Objective (To provide community facilities and promote social interaction)
Outcome:	2.4	Cultural and heritage diversity is recognised
Strategy:	2.4.1	Maintain and enhance heritage assets
Strategy:	2.4.2	Support our Narrogin cultural and indigenous community

### Comment/Conclusion

Aboriginal sites are of immense cultural, scientific, educational, and historic interest and provide Aboriginal people with an important link to their present and past culture.

As a result of the ethnographic survey the Corroboree Grounds and Narrogin Brook waterway were recorded by BGA with DPLH through its Heritage Information Submission (HIS) process. The submission triggers an assessment of these sites to be lodged and ultimately registered on the Aboriginal Sites and Place Register of DPLH.

Lodged Places have temporary protection in law and disturbance to land that contains such places requires a Section 18 application for ministerial consent should proponents wish to use the land that contain these places. As such, the Shire of Narrogin will be required to make application under Section 18 of the AHA to carry out any ground disturbing works associated with the masterplan within the mapped extent of these reported heritage places.

All four sites - the Peppermint Tree (Place ID 21933), the Loco Shed Camps (Place ID 21934), the Corrobboree Grounds and the Narrogin Brook waterway will eventually be assessed by DPLH's Aboriginal Cultural and Materials Committee for final determination (for registration as a heritage place, under Section 5 of the AHA.

The GKB representatives were supportive of the Shire submitting a section 18 notice to the Minister to undertake activities within the boundary of Lodged Place ID 21933 Peppermint Tree and Lodged Place ID 21934 Loco Shed Camps but requested that no impact occur in the area surrounding the Peppermint Tree (ie. Peruvian Pepper Tree (*Schinus molle*)), that the existing artwork was not disturbed, and that no large trees were removed. The GKB informants also recommended that further consultation is undertaken by the Shire of Narrogin if Narrogin Brook was planned to be realigned.

It is noted, however that there are no plans to realign the Brook per se. That said the Gnarojin Park Masterplan does propose a number of significant enhancements to the Brook inclusive of installation of sediment ponds, removal of invasive weed species and other enhancements that could be perceived to be falling under the definition of realignment.

The GKB representatives requested ongoing and continued engagement from the Shire of Narrogin on the project as they consider Gnarojin Park to be a place with high sentimental, historical, and cultural value and wanted to be involved in the project where possible.

The Report of an Aboriginal Ethnographic Survey for the Gnarojin Park Masterplan will be a key document moving forward to inform the Shire in terms of any proposed developments at Gnarojin Park.

For example, the planned upgrade of the walk trails in the Shire (to be co-funded by Lotterywest and the Shire) includes the installation of interpretative signage at Gnarojin Park. The information for this signage will rely heavily on the Report. The commemoration, through interpretative signage, of valuable cultural heritage for Narrogin's Noongar people will help contribute to the retention and strengthening of connection to country, identity, and culture.

## Voting Requirements

Simple Majority

### OFFICERS' RECOMMENDATION

That Council receive the Report of an Aboriginal Ethnographic Survey for the Gnarojin Park Masterplan located on Reserve 21637 (Lot 1717) and Reserve 49048 (Lot 1721) in the Shire of Narrogin and note its impact with respect to Gnarojin Park, and in particular to the following:

1. Lodged Place ID 21933 Peppermint Tree;
2. Lodged Place ID 21934 Loco Shed Camps;
3. The Corrobboree Grounds; and
4. Narrogin Brook.





**REPORT OF AN ABORIGINAL  
ETHNOGRAPHIC SURVEY FOR THE  
GNARROJIN PARK MASTERPLAN FOR THE  
SHIRE OF NARROGIN, WESTERN  
AUSTRALIA**

*A report prepared for the Shire of Narrogin*

**Mr Grant Preller  
Consulting Anthropologist  
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Report submitted October 2020 to:

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Manager Community, Leisure, and  
Culture, Narrogin Shire  
89 Earl Street  
NARROGIN WA 6312

The Registrar  
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## ACKNOWLEDGEMENTS

The authors would like to thank the following organisations and individuals who helped with the management of this Aboriginal heritage survey:

- Ms Susan Guy – Shire of Narrogin (Manager – Community, Leisure and Culture)
- Ms Emily Cousins – Shire of Narrogin (Community Development Officer)
- Ms Tanya Butler – Department of Planning, Lands and Heritage (Registrar of Aboriginal Sites)
- Ms Katrina Bott – Department of Planning Lands and Heritage (Senior Heritage Officer)
- Ms Zafrin Ahmed – Department of Planning, Lands & Heritage (Heritage Support Officer)
- Mr Brad Goode – Brad Goode & Associates Pty Ltd (Managing Director/Anthropologist)
- Dr Vicky Winton – Brad Goode & Associates Pty Ltd (Consulting Archaeologist / Ethnographic Assistant)
- Mrs Leah Mackie – Brad Goode & Associates Pty Ltd (Research & Mapping Assistant)

### **Gnaala Karla Booja (WC1998/058) Native Title Claim group representatives**

- |                     |                    |
|---------------------|--------------------|
| • Mr Francis Bolton | • Ms Geri Hayden   |
| • Ms Marina Abraham | • Ms Gwen Ugle     |
| • Mr Basil Kickett  | • Ms Betty Ugle    |
| • Mr Ross Storey    | • Ms Nola Williams |

## DISCLAIMER

All of the information contained in this report is believed to be correct and accurate at the time it was recorded. The author does not take responsibility or accept any liability for errors or omissions contained in the report based upon information supplied by others.

**Warning:** This document may contain names, images or material that relates to deceased Aboriginal persons. Permission was sought and granted by the consulted informants to cite this information.

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## MAPPING

Datum Used: GDA 1994 MGA Zone 50. Handheld GPS Unit Garmin 64 ST (+/- 10m)

## GLOSSARY OF TERMS

The Proponent – Shire of Narrogin

The Consultant – Brad Goode & Associates Pty Ltd

ACMC – Aboriginal Cultural Material Committee

AHA – Western Australian *Aboriginal Heritage Act 1972*

AHIS – Aboriginal Heritage Inquiry System

BGA – Brad Goode & Associates Pty Ltd

BP – Before Present

CHMP – Cultural Heritage Management Plan

DPLH – Department of Planning, Lands and Heritage

GKB – Gnaala Karla Booja

HISF – Heritage Information Submission Form

NAHA – Noongar Alternative Heritage Agreement

NSHA – Noongar Standard Heritage Agreement

NTC – Native Title Claim

SWALSC – South West Aboriginal Land and Sea Council

WSUD – Water Sensitive Urban Design

Cultural Monitor – A Native Title Claimant Group representative who conducts rituals at sacred places prior to ground disturbance and who mitigates spiritual issues by communication with the spirit world when sacred places are impacted by development activities

Archaeological Monitor – A Native Title Claimant Group representative engaged to observe ground disturbing activities to identify Aboriginal artefacts or objects as defined by section 5 & 6 of the AHA

## EXECUTIVE SUMMARY

The Shire of Narrogin ('the proponent') is proposing to develop for recreation Gnarojin Park via a Master Plan on Reserve 21637 (Lot 1717) and Reserve 49048 (Lot 1721) in Narrogin, Western Australia.

In order to remain compliant with the Western Australian *Aboriginal Heritage Act 1972*, the Shire of Narrogin commissioned Brad Goode & Associates Pty Ltd to conduct a Site Identification Ethnographic Aboriginal Heritage Survey with eight representatives from the Gnaala Karla Booja WC1998/058 Native Title Claim group.

A search of the DPLH Aboriginal Sites and Place Register conducted on 16<sup>th</sup> January 2020 for the proposed Gnarojin Park Masterplan survey area located **two** previously recorded DPLH registered Places, Lodged Place ID 21933 Peppermint Tree and Lodged Place ID 21934 Loco Shed Camps to intersect with the Survey Area.

A review of Lodged Place ID 21934 Loco Shed Camps confirms Gnarojin Park was used extensively as an informal camp by Aboriginal people living and working in the area up until 1959, after which they were moved to the Clayton Reserve (Goode, 2003: 13). During the 2003 survey the informants including Mr Trevor Penny, Mr Revel Kickett, Mrs Kathleen Jackson, Mrs Verna Ugle and Mrs Nora Ugle were able to map the indicative boundaries of the camping area which was described to follow the alignment of Narrogin Brook, with main camping areas extending from the park near the roundabout at the intersection of Kipling Road and Federal Street, to Herald Street where the camp shifted to the western side of the Narrogin Brook and the railway line. While describing the boundaries of the Loco Shed Camp, the informants identified the tree under which Charlie Ugle had been born (Goode, 2003: 13) which is now reported as Lodged Place ID 21933 Peppermint Tree.

Place ID 21933 Peppermint Tree and Place ID 21934 Loco Shed Camps have both been assessed as 'Lodged' and awaiting ACMC assessment for final determination under Section 5 of the AHA. Lodged Places have temporary protection in law and disturbance to land that contains such places requires a Section 18 application for ministerial consent should proponents wish to use the land that contain these places. As such, the Shire of Narrogin will be required to make application under Section 18 of the AHA to carry out any ground disturbing works associated with the masterplan within the mapped extent of these reported heritage places.

As a result of an ethnographic consultation held with several representatives of the Narrogin Nyungar community, who are a part of the Gnaala Karla Booja WC1998/058 NTC group, **two new** ethnographic sites were reported to be located within the Gnarojin Park Masterplan proposed redevelopment area. This includes Narrogin Brook, which was described to be associated with the Waugal mythological serpent, and the Gnarojin Park Corroboree Ground which was identified to be a ceremonial ground. Both of these places located within the Gnarojin Park Masterplan Survey Area are likely to be Aboriginal Sites under section 5(b) of the *Aboriginal Heritage Act 1972*.

On review of the information provided, Narrogin Brook is believed to be an important waterway in the local area, with it theorized that *narrogin* (the 'place of water', see Western Australian Land Information Authority, 2020) was once part of a broader songline that came from the lake country in the east and "probably went all the way to the end of the Blackwood River", however it was noted that the details of this songline have since been lost. During the discussions regarding the significance of the creek, it was evident that the local Nyungar community consider themselves to have a jural responsibility to maintain the integrity of the waterway on the basis that it was a place important enough to have been specifically named by the old people. The GKB informants also advised that the waterway is valued as an important habitat for flora and fauna and a place where traditional bush foods are harvested.

Based on constraints to the information provided by the GKB informants, the recorded boundary for the Narrogin Brook mythological site was constrained to the main channel of the waterway within the Survey Area. It is noted that whilst the boundary for Narrogin Brook is likely to extend both upstream to its headwater and downstream to the Blackwood River, it was not possible to obtain further clarification to the extent, as the knowledge was not passed down to the informants.

On review of the information provided by the GKB informants regarding the Gnarojin Park Corroboree Ground, it was evident that the corroboree ground was considered to be culturally significant by the local Nyungar community with it reported that the ground was used for corroborees by previous generations of Aboriginal people and that because of this, the site affords contemporary Nyungars a specific spiritual connection to the 'old people'.

The informants also advised that this location would almost definitely be chosen for any future ceremonies (including corroborees) adding that any activity undertaken at the corroboree ground would require a smoking ceremony to acknowledge the old people and inform the spirits that the corroboree ground was being used for a specific purpose. It is noted that the contemporary use of a ceremonial ground to enact traditional religious beliefs is a rarity in the region and there is potential that the Gnarojin Park Corroboree Ground may also be given positive assessment under section 5(c) of the *Aboriginal Heritage Act 1972* due to its interest to anthropology.

In addition to the two new Aboriginal Sites reported, new information was also obtained for Lodged Place ID 21933 Peppermint Tree with report that the tree was the birthplace for both Charlie Ugle (junior) and Marshall Ugle, and was also a central meeting location for Aboriginal people as they traversed between the Loco Shed Camps and Narrogin town.

During the consultation, an additional 'Narrogin bush baby birthing site' was also identified, located to the north (and outside) of the Survey Area. The GKB informants reported the 'Narrogin bush baby birthing site' to be a place where Aboriginal mothers who lived in Narrogin had gone to give birth during the 1950's and 1960's. The location of the Narrogin bush baby birthing site is outside the Survey Area, described to be located between Federal Street and west of Northam-Cranbrook Road / Pioneer Road. Due to time constraints, this place was only partially recorded, and as such, it is recommended that the Shire of Narrogin conduct more detailed recording if any activities are proposed to be conducted in this vicinity in the future.

In regard to the proposed redevelopment of Gnarojin Park, the GKB representatives were supportive of the Shire of Narrogin submitting a section 18 notice to the Minister to undertake activities within the boundary of Lodged Place ID 21934 Loco Shed Camps and Lodged Place ID 21933 Peppermint Tree but requested that no impact occur in the area surrounding the Peppermint Tree (i.e. Peruvian Pepper Tree *Schinus molle*), that the existing artwork was not disturbed, and that no large trees be removed. During these discussions, the GKB informants also recommended that further consultation is undertaken by the Shire of Narrogin, if Narrogin Brook was planned to be realigned.

In addition to the above, the GKB representatives also requested ongoing and continued engagement from the Shire of Narrogin on the project as they consider the Gnarojin Park to be a place with high sentimental, historical and cultural value and wanted to be involved in the project where possible.

As a result of the ethnographic survey the following recommendations are made in relation to the Western Australian *Aboriginal Heritage Act 1972*:

**It is recommended** that the **two new Aboriginal Sites** identified and recorded during the survey are reported as sites of significance under section 5 of the *Aboriginal Heritage Act 1972*. This includes the following:

- **Narrogin Brook mythological site** which was reported to be a place of special importance as it is believed to be part of an old songline and to have mythological values associated with the Waugal mythological serpent;
- **Gnarojin Corroboree Ground** which was reported to be an active ceremonial site that was used by the ‘old people’ for corroborees and is believed to be a place where the spirits of the ‘old people’ can be felt.

**It is recommended** that additional cultural information relating to Lodged Place ID 21933 Peppermint Tree that was recorded during the survey is submitted to the DPLH so that the Site File can be updated. This includes the following information:

- In addition to being the birthplace for Charlie Ugle (junior), Peppermint Tree is also reported to have been the birthing place for Marshall Ugle;
- Peppermint Tree is reported to have been the meeting place for Nyungars as they traversed between the Loco Shed Camps and the townsite of Narrogin.

**It is recommended** that information relating to the **one new potential Aboriginal Site**, the ‘Narrogin bush baby birthing site’ which was identified and **partially recorded** during the survey, is reported as a potential site of significance under section 5(b) of the *Aboriginal Heritage Act 1972*.

In order to ensure compliance with section 15 of the *Aboriginal Heritage Act 1972* (‘Report of findings’), **it is recommended** that the Shire of Narrogin facilitate the reporting of these newly identified places to DPLH.

**It is recommended** that the Shire of Narrogin seek consent under section 18 of the AHA in order to undertake the proposed redevelopment activities associated with the Gnarojin Park Masterplan within the extents of previously recorded places, Lodged Place ID 21934 Loco Shed Camps and Lodged Place ID 21933 Peppermint Tree.

**It is recommended** that the Shire of Narrogin seek consent under section 18 of the AHA in order to undertake the proposed redevelopment within the extents of newly recorded places, ‘Narrogin Brook mythological site’ and ‘Gnarojin Park Corroboree Ground’ on the basis that both of these places have potential to be given positive assessment as Aboriginal Sites under section 5 of the AHA.

**It is recommended** that this consent be granted as members of the Narrogin Nyungar community who are a part of the Gnaala Karla Booja WC1998/058 Native Title Claim group are supportive of the Gnarojin Park Masterplan Redevelopment on the proviso that:

- The Peppermint Tree and area surrounding the Peppermint Tree associated with Lodged Place ID 21933 Peppermint Tree are not impacted;
- Existing artworks associated with the *Gnarojin Park Nyoongah Revival Project* are not impacted;
- Additional consultation is conducted by the Shire of Narrogin with GKB representatives for any proposals that plan to realign Narrogin Brook.

## CONTENTS

<b>EXECUTIVE SUMMARY.....</b>	<b>3</b>
<b>ISSUE .....</b>	<b>8</b>
<b>REPORT OBJECTIVES.....</b>	<b>8</b>
<b>BACKGROUND .....</b>	<b>8</b>
<b>LOCATION.....</b>	<b>10</b>
<b>ETHNOGRAPHIC &amp; HISTORICAL BACKGROUND .....</b>	<b>11</b>
TRADITIONAL CULTURE .....	11
CONTACT HISTORY .....	14
<b>ARCHIVAL RESEARCH.....</b>	<b>17</b>
SITES AND PLACES REGISTER SEARCH.....	17
REVIEW OF RELEVANT SITE FILES.....	19
REVIEW OF RELEVANT HERITAGE PLACE FILES.....	19
REVIEW OF RELEVANT ETHNOGRAPHIC REPORTS .....	20
OUTCOMES OF ARCHIVAL RESEARCH.....	21
<b>IDENTIFICATION OF SPOKESPEOPLE .....</b>	<b>22</b>
THE RIGHT TO SPEAK ON HERITAGE ISSUES .....	22
NATIVE TITLE CLAIMS OVER THE SURVEY AREA.....	23
SELECTION OF SPOKESPEOPLE FOR THIS SURVEY .....	23
<b>COMMUNITY CONSULTATION.....</b>	<b>26</b>
AIMS .....	26
METHOD .....	26
COMMUNITY CONSULTATION PROCESS .....	26
COMMUNITY CONSULTATION OUTCOMES .....	40
<b>RECOMMENDATIONS.....</b>	<b>42</b>
<b>BIBLIOGRAPHY .....</b>	<b>43</b>
<b>APPENDIX 1: DPLH SITES AND PLACES REGISTER SEARCH.....</b>	<b>46</b>
<b>APPENDIX 2: MAP OF THE PROJECT AREA IN RELATION TO ABORIGINAL HERITAGE SITES.....</b>	<b>47</b>
<b>APPENDIX 3: INTERVIEW OF MR ROSS STOREY BY MR PRELLER REGARDING THE NARROGIN CORROBOREE GROUND.....</b>	<b>48</b>
<b>APPENDIX 4: EXTRACTS FROM THE GNAROJIN PARK MASTERPLAN .....</b>	<b>51</b>
GNAROJIN MASTERPLAN: WATER TREATMENT AND WATERWAY (PAGE 23).....	52
GNAROJIN MASTERPLAN: NOONGAR DREAMING SITES AND ARTWORK/ARTEFACTS (PAGE 25) .....	53
<b>APPENDIX 5: CORRESPONDENCE.....</b>	<b>54</b>

## LIST OF FIGURES

FIGURE 1: LOCATION OF THE SURVEY AREA. ....	10
FIGURE 2: STUDY AREA OVERLAID WITH TINDALE’S TRIBAL BOUNDARIES (1974) .....	11
FIGURE 3: LOCATION OF THE SURVEY AREA. ....	18
FIGURE 4: LOCATION OF THE LODGED PLACE ID 21933 PEPPERMINT TREE IN RELATION TO SURVEY AREA. ....	19
FIGURE 5: LOCATION OF LODGED PLACE ID 21934 LOCO SHED CAMPS IN RELATION TO THE SURVEY AREA. ....	20
FIGURE 6: GNAROJIN PARK MASTERPLAN GKB SURVEY TEAM (FROM L-R) MR ROSS STOREY, MS SUSAN GUY (SHIRE OF NARROGIN), MS GWEN UGLE, MS GERI HAYDEN, MS NOLA WILLIAMS, MS BETTY UGLE, MR BASIL KICKETT, MS MARINA KICKETT, MR FRANCIS BOLTON, MR GRANT PRELLER (BGA) AND MS EMILY COUSINS (SHIRE OF NARROGIN) .....	26
FIGURE 7: INDICATIVE MAP OF LOCATION OF NARROGIN BUSH BABIES BIRTHING AREA AS DESCRIBED BY MS GERI HAYDEN .....	29
FIGURE 8: LODGED PLACE SITE ID 21933 PEPPERMINT TREE IDENTIFIED TO BE A PERUVIAN PEPPER TREE ( <i>SCHINUS MOLLE</i> ) .....	31
FIGURE 9: COMMUNITY GARDEN MEETING ROOM WHERE THE CONSULTATION WAS HELD. ....	32
FIGURE 10: THE NARROGIN BROOK, LOOKING SOUTH FROM A ROCK WEIR CROSSING NEAR TO THE OVERHEAD PEDESTRIAN BRIDGE (APPROXIMATE LOCATION 516926ME AND 6355880MN). ....	34
FIGURE 11: GKB SURVEY TEAM ONSITE AT GNAROJIN PARK (APPROX LOCATION 516840ME AND 6356150MN) .....	36
FIGURE 12: 'NOONGAR DREAMING SITES' SIGNAGE IN GNAROJIN PARK.....	37
FIGURE 13: DR WINTON RECORDING THE COMMENTS REGARDING GNAROJIN PARK AND NARROGIN BROOK FROM MR BASIL KICKETT, MS NOLA WILLIAMS WITH MR FRANCIS BOLTON WALKING BY. GROUP STANDING ADJACENT TO THE NARROGIN BROOK AT APPROXIMATE LOCATION 516920ME AND 6355840MN.....	38
FIGURE 14: NARROGIN CORROBOREE GROUND LOCATED IN GNAROJIN PARK ...	39

## LIST OF TABLES

TABLE 1: SURVEY AREA POINT COORDINATES (GDA 1994 MGA ZONE 50) .....	9
TABLE 2: SUMMARY OF ABORIGINAL HERITAGE SITES AND PLACES WITHIN THE PROJECT AREA. ....	17
TABLE 3: PREVIOUS ABORIGINAL HERITAGE SURVEYS WITHIN, OR IN THE VICINITY OF, THE PROJECT AREA .....	20
TABLE 4. PERIMETER COORDINATES FOR THE CORROBBOREE GROUND AT LOCO SHED CAMPS ID 21934.....	50



## REPORT

### **Report of an Aboriginal Ethnographic survey for the Gnarojin Park Masterplan for the Shire of Narrogin, Western Australia**

## ISSUE

The Shire of Narrogin ('the proponent') is proposing to develop for recreation Gnarojin Park via a Master Plan on Reserve 21637 (Lot 1717) and Reserve 49048 (Lot 1721) in Narrogin, Western Australia.

The proponent wishes to determine if there are any sites or places of Aboriginal heritage significance as defined by Section 5 of the Western Australian *Aboriginal Heritage Act 1972* (AHA) that will be affected by this proposed work thereby fulfilling their obligations under the AHA.

## REPORT OBJECTIVES

To report on archival research to determine if any previously recorded Aboriginal Heritage sites or places will be affected by the above project proposal.

To report on consultations held with representatives of the Narrogin Nyungar community who are members of the Gnaala Karla Booja WC1998/058 Native Title Claim group to determine if any new Aboriginal Heritage sites or places will be affected by the above project proposal.

To report upon management recommendations should any sites or places of significance as defined by Section 5 of the AHA be identified to be located within the project area.

To report upon any recommendations and/or the significance of the sites or places should the proponent be required to make application under Section 18 of the AHA for consent to use the land that may contain an Aboriginal site.

## BACKGROUND

**On 18<sup>th</sup> December 2020**, Ms Susan Guy (Manager Community Leisure and Culture) for the Shire of Narrogin commissioned Brad Goode & Associates Pty Ltd (BGA) to conduct a Site Identification Ethnographic Aboriginal Heritage Survey to inform the proposed redevelopment of Gnarojin Park located in Narrogin, in the Wheatbelt region of Western Australia.

A project briefing document, Gnarojin Park Masterplan Rev F was provided to BGA which defines conceptual framework for proposed redevelopment plans for Gnarojin Park which are focussed on strategies for the redevelopment of Gnarojin Park that include:

- Circulation and Access – strengthen the north south axis, strengthen town connections and make them safe;
- Town Connections – connect the Park and old railway station to the town centre;
- Buffer and Safety – create a green buffer to the west side to suppress unregulated pedestrian movement along Great Southern Highway;
- Key Zones – social areas, run-off water treatment, bush ecologies, green space;
- Lighting – provision of lighting to all social/play/recreational areas and footpaths to improve safety;
- Water Treatment and Waterway – water purification strategies e.g. water filtration, pooling, water sensitive urban design (WSUD) and wetland establishment;
- Recreation and Play – connect existing and new recreation areas, place recreation play areas on ends of north south axis to promote and improve circulation;

- Ecology and Connection to Environment – promote ecological, biodiversity and environmental typologies through information signage;
- Noongar Dreaming Sites and Artwork / Artefacts – develop Noongar dreaming sites; and
- Arts – extract, relocate, preserve and reinstall Centenary Walk tiles to a new path and expand current collection of tiles and consider future public art locations across the Park.

To implement these strategies, the Gnarojin Park Masterplan identifies seven key projects including:

1. Pathway and access upgrades – improved pedestrian movement is important to the overall functioning of the Park;
2. Lighting; Install and improve for safety;
3. Horticulture and strengthening wildlife habitat;
4. WSUD/water ecologies/erosion prevention;
5. Events/community spaces – introduce exhibition, performance and art spaces to present opportunities for small to large events, display of public art and performances;
6. Nature based playgrounds – at the Park’s north and south end; and
7. Town connection

The above-mentioned works will include extensive landscaping, adjustments to the waterway and a range of civil works including excavation.

**Table 1: Survey Area Point Coordinates (GDA 1994 MGA Zone 50)**

ID	Easting (mE)	Northing (mN)	ID	Easting (mE)	Northing (mN)	ID	Easting (mE)	Northing (mN)
1	516808.2	6356327.0	11	517025.3	6355766.0	21	516814.0	6356060.2
2	516873.4	6356325.1	12	517021.1	6355625.9	22	516807.2	6356080.5
3	516881.1	6356316.8	13	517091.4	6355623.7	23	516790.3	6356159.2
4	516880.1	6356284.7	14	517084.2	6355387.4	24	516783.4	6356178.3
5	516877.8	6356206.7	15	517078.0	6355381.6	25	516775.1	6356240.2
6	516874.8	6356108.7	16	517031.1	6355386.2	26	516778.5	6356304.0
7	516871.1	6356058.5	17	517008.0	6355402.8	27	516787.9	6356319.0
8	516966.9	6355831.2	18	516958.0	6355621.7	28	516808.2	6356327.0
9	516987.0	6355830.6	19	516902.8	6355816.7			
10	516985.1	6355767.3	20	516831.7	6356011.7			

The Survey Area is located within Narrogin town, bordered on the west by the Great Southern Railway and Great Southern Highway, on the north by Kipling Street, on the east by Gordon Street / Hartog Street / Heath Street / Hale Street and on the south by Herald Street.

The Survey Area is an irregular rectangular polygon which follows a north-south alignment with Narrogin Brook running through the entire length (see Figure 1).

On **Wednesday 5<sup>th</sup> August 2020** BGA Consultant, Mr Grant Preller and Dr Vicky Winton (BGA Consultants) met with the eight representatives from the Narrogin Nyungar community who are members of the GKB NTC Group at the Survey Area.

Shire of Narrogin representatives Ms Susan Guy (Manager Community Leisure and Culture) and Ms Emily Cousins (Community Engagement Officer) attended to provide technical information on the proposed redevelopment of Gnarojin Park.

The results of the ethnographic survey are documented below.

## LOCATION



Figure 1: Location of the survey area.

## ETHNOGRAPHIC & HISTORICAL BACKGROUND

### TRADITIONAL CULTURE

The Bibbulmun Nyungar share a common language with 13 local dialect variations and inhabit the area to the west of a line drawn roughly from Jurien Bay in the north to Esperance in the south east (Bates 1966: 59). Tindale (1974) noted that the Narrogin area was inhabited by the *Wiilman* language group. Wiilman country is situated in the central region of the Southwest and was considered to have strong trade links with surrounding groups (Howie-Willis 1994: 1178). This group inhabited the lands south to Nyabing and Katanning, north to Gnowing, Dattening and Pingelly, east to Wickepin, Dudinin and Lake Grace and west to Collie (Tindale 1974: 260). Traditional initiation practices varied from those of their inland neighbours. The Bibbulmun Nyungar's practiced nasal septum piercing and cicatrization (scarring) of the upper body rather than circumcision as an initiation rite (Bates 1985: 151-162; Berndt & Berndt 1979: 81).

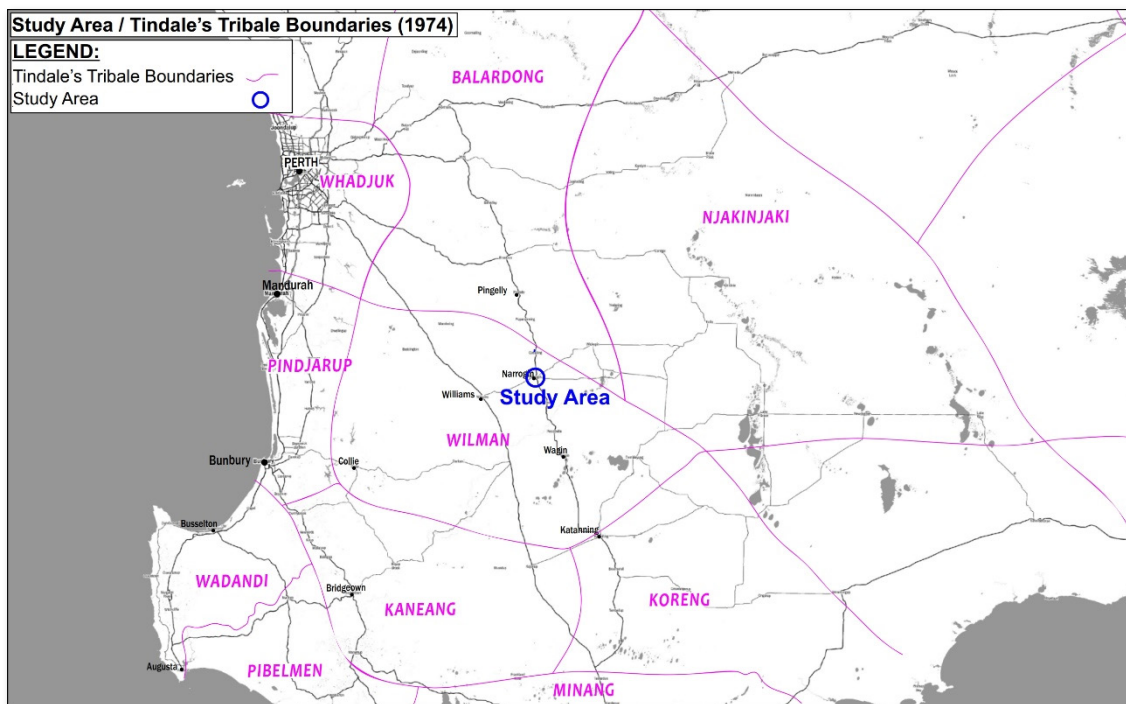


Figure 2: Study Area overlaid with Tindale's Tribal Boundaries (1974)

Berndt & Berndt (1999) noted that most relationships in Aboriginal societies were expressed in kin terms and that a network of obligations and responsibilities linked people and provided an atmosphere of familiarity and intimacy within the group,

In Aboriginal Australia kinship is the articulating force for all social interaction. The kinship system of a particular tribe or language unit is in effect a shorthand statement about the network of interpersonal relations within that unit - a blueprint to guide its members. It does not reflect, except in ideal terms, the actuality of that situation; but it does provide a code of action which those members cannot ignore if they are to live in relative harmony with one another. And kinship, in this situation, pervades all aspects of social living. We cannot understand or appreciate traditional life in Aboriginal Australia without knowing something, at least, of its social organisation and structure - of which kinship is the major integrating element, or, to put it another way, the fine mesh which holds the society together (Berndt & Berndt 1999: 90).

Whilst Bates saw the Bibbulmun people as being different to other Aboriginal peoples, representing a distinctive group and even a 'nation', more recent anthropologists are critical of



Bates' notion of language based ownership of land, and have emphasized the sameness of all Australian Aboriginal groups. Berndt & Berndt (1999) elaborate,

But although there is so much variation in these rituals, the majority contain some common themes; in simplest terms, removal from the main camp and total or partial enforced segregation; performance of some rite to emphasise the fact of transition; revelation of secrets of a religious nature; and finally, return to the main camp as a social adult (Berndt & Berndt 1999: 180).

The Bibbulmun 'nation' reached its widest point between Augusta and Karlgarin, or very nearly as far east as Hyden (Bates 1985: 46). Bates refers to the Perth Bibbulmun as *Yabbaru* – this term means north. According to Bates it was common amongst the Bibbulmun Nation to name each local group with a term referring to points of the compass. Bates states that all Bibbulmun shared a common language with minor dialectical variations. Within this one nation there was however two forms of descent, the groups on the coast from Jurien Bay to Augusta followed a system of patrilineal descent whereas the groups south of the Blackwood River followed a pattern of matrilineal descent whereas the Perth groups followed a patrilineal descent system (Bates 1985: 46, 74-77).

The easternmost Bibbulmun 'tribes' were known as the *Minung* and *Kurin Bibbulmun*, Bates (1985: 47) recorded that the term *Minung Bibbulmun* (minung – meaning south) was "applied to the tribes east of the Darling Ranges, from about latitude 31, longitude 117, to the south coast about Albany". Bates described that local names were applied to the different dialect groups within the *Minung Bibbulmun*, and each dialect contained the name by which the dialect and the people were known. Bates noted that the descent of people in these areas differed from that of the coastal Bibbulmun (Bates 1985: 48, 52-53). The more inland 'tribes' followed a patrilineal descent while those of the coast followed matrilineal descent. The initiation practices also differed from the coastal Bibbulmun and included circumcision along with other Bibbulmun initiation rites. Bates maintained these people were of the Bibbulmun 'nation' as they shared customs, intermarried and spoke the same language (ibid).

"All along the borderline where the two lines of descent met, the tribes were friendly with each other, intermarrying and adjusting their 'in-law' relationships to suit the form of descent obtaining" (Bates 1985: 53).

The Bibbulmun Nyungar people recognised two primary moieties; the *Manichmat* or 'fair people' of the white cockatoo, and the *Wordungmat* or 'dark people' of the crow (Bates 1966: 60). These formed the basis for marriage between a further four class subdivisions. Bates describes the only lawful marriage to be "the cross-cousin marriage of paternal aunts' children to the maternal uncle's children", and states that the four clan groups and relationships, under different names, are "identical in every tribe in Western Australia, east, north, south and south west" (Bates 1966: 24-25).

Nyungar people traditionally obeyed a recognised system of rights and obligations, transmitted through birth and marriage, which gave individuals rights to the use and economic benefits of the land over which they acted as custodians. These areas were significant because they were associated with mythic figures relating to the Aboriginal concept of Dreaming (Silberbauer 1994: 124, Stanner 1965: 2). The Dreaming refers to a period of creation when mythical figures transformed the landscape creating hills, lakes, rivers and animals (Machin 1996: 10). Nyungar's refer to *Waugal*, a creative Dream-time spirit associated with water and manifested as a mythic water snake. Bates recorded stories of *Waugal* mythology and creation around the turn of the 20<sup>th</sup> century and "saw the *Woggal* themes permeating the folklore of the Bib[b]ulmun" (Hallam 1979: 83). Wherever the *Waugal* had stopped or lived was considered to be *winnaitch*, a place where the spirit remained and a place to be avoided and associated with special ritual (Bates 1985: 221). Reported myths relate how the *Waugal* created the entire Swan and Canning River system as it moved down and over the landscape forming the route and shaping the banks, pools and nearby

lakes as it went. Widespread Nyungar belief also associates the *Waugal* with many of the major rivers in the Darling Range as well as many of the smaller springs, swamps, pools and lakes located on the Swan Coastal Plain (O'Connor et al. 1989: 46).

Each socio-linguistic group, sometimes referred to as the 'tribe', consisted of several smaller groups. Each of these smaller groups was made up of around 12 to 30 persons, related men, their wives and children and at times visiting relatives from other groups. These subgroups could be described as a family, a band or a horde. For every subgroup, there was a tract of land with which they most closely identified themselves. An individual or a group's land was called their Kalla or fireplace (Moore 1884: 39). This referred to an area of land which was used by the group and over which the members of the group exercised the greatest rights to its resources. It was also the area for which the group would act as custodians. Other groups would also have some rights of access and use gained through marriage.

Ownership rights to land were held by groups of people linked through common descent; there was definite ownership of land in both social and personal ways. As well as belonging to a local descent group by birth, each individual simultaneously belonged to an economic or food gathering group (Le Souef 1993: 30)

There are two forms of socially organised relationships to the land, a spiritual association and an economic one. Stanner (1965: 2) uses the term 'estate' and 'range' to distinguish these two different associations. He writes that the 'range' was that land in which the group 'ordinarily hunted and foraged to maintain life'. The 'estate' refers to the spiritual country and which may be 'owned' by an individual, the group, or part of the group. The relationship to 'estate' is mostly religious; however, there is also an economic benefit. The estate can be considered the country or home of a group. It is sometimes referred to as the 'Dreaming place' and as such includes all religious sites, myths and rituals that occur on or about that land. In this way 'estate' forms part of the Aboriginal ties to Dreaming and place (Stanner 1965: 2).

There is a clear relationship between the individual and the land, which is expressed in a number of ways. There is a direct link between the mythic heroes and spirits of the dreaming and the land. Relationships with these beings, which are transmitted through birth, descent and marriage (to a lesser extent), are a reciprocal arrangement of rights and obligations and they are vital for claiming rights to the land (Silberbauer 1994: 124).

The link between the individual and the land comes from the conception site, where the animating spirit enters the mother and thus there is a direct connection between the land, spirit and the identity of the individual (Machin 1996: 14). The spiritual ties with the land strengthened economic rights and land usage involved both ritual and social connections (McDonald et al. 1994: 35).

Traditionally the Bibbulmun Nyungar people recognised six different seasons in the year. Each of these seasons coincided with a particular seasonal abundance of a wide variety of food resources. Spears *Gidji-garbel* & *Gidji-borryl*, axes *Kadjo* and digging sticks *Wonna*, were used to hunt and procure food (Berndt 1979: 84, Tilbrook 1983: 12). Trees known to contain bird's nests or possum hollows or to have hives with native honey in them had notches cut into their trunks to facilitate climbing. The Bibbulmun Nyungars had an extensive knowledge of plants for both food and medical uses (Bird & Beeck 1988: 113-114). Kangaroo traps were constructed by digging a long narrow pit along a known kangaroo pad or run; the hole was then carefully covered with sticks, leaves and earth to hide it and kangaroos then driven along the run and into the pit (Meagher 1974: 15-16). In the drier country near the eastern border of the Bibbulmun Nyungar people's land, gnamma holes were maintained around wetlands and soaks, and nearby granite outcrops, which are often the source of freshwater springs and provide a catchment for rainfall. Large granite outcrops, which occur throughout the southwest region, would also have provided lookout places. Early wheat farmers recall that 'tribal' Aborigines came to the area during winter

to hunt for possums but stopped coming to the area when European settlement became denser (Greble 1979: 28).

## CONTACT HISTORY

Europeans settled Western Australia in 1829 with the formation of the Swan River Colony. Albany had a garrison stationed there two years earlier, but it was the founding of the Swan River Colony that saw an influx of settlers and European farming. The area around Perth was settled first, followed by Albany, Augusta, then the Vasse region, the Bunbury area and the land to the east of the Darling Range. In 1831, Ensign Dale explored the upper reaches of the Avon River as far to the east as Mt Caroline and Mt Stirling, the western boundaries of the Njaki Njaki people. Although Dale was primarily interested in the character of the land, rather than the people living on it, during one expedition, he commented that, 'Numerous parties of natives were seen, and in no instances was any molestation offered, and in general they evinced a very friendly feeling' (Dale's letter dated 14<sup>th</sup> October 1831 published in Cross 1833: 155-161). Travelling to the south of Mt Stirling, Dale noted the traces of Aboriginal activity around water holes and freshwater pools they visited, and from the vantage point of a hill he counted seven campfires in the distance (Dale in Cross 1833: 155-161). After these initial expeditions, in 1835 Captain Stirling's 'Great Southern Expedition' led his party through places now known as Brookton, Narrogin, Wagin and Katanning on their way to Albany following a route that roughly follows the current Great Southern Highway.

By the 1880s the Old Sound Road had been well developed and was in use as a regular coach run between Albany and Perth. The opening of the Great Southern Railway spur lines heralded the settlement and gradual development of the Narrogin area in the late 1800s.

The name 'Narrogin' is reported to be an Aboriginal name first recorded in 1869 as "Narroging", reportedly the name of a pool in on the Narrogin River referred to as *gnargagin* which means "place of water" (Western Australian Land Information Authority). Sheep herders are recorded as the first settlers with Edward Hamersley taking up the first pastoral lease. Similar to other wheatbelt towns, Narrogin's development was largely dependent on the construction of the Great Southern Railway that led to Narrogin emerging as a regional centre for the Central South region (Shire of Narrogin).

For many years, the early pastoral runs in the area were isolated, scattered outstations attended by shepherds living in rough huts and tents. Aboriginals were employed to mind flocks of sheep by the early pastoral lease holders, who were obliged to rely on their labour (Haig 1982: 4, Haebich 1988: 1). The Aboriginal shepherds would mind the sheep during the day and drive them to rough yards constructed near wells and springs. Settlers paid the local Aborigines with food, tea and tobacco in exchange for services such as firewood collecting or bringing water. This source of ready food attracted the Aborigines into fringe dwelling camps and while they maintained their diet with bush foods and hunting they became increasingly dependent on the European foods. This dependency increased as the settlers cleared more land and further encroached on the Aborigines means of survival. This relationship between the settlers and the local tribes spelt the beginning of the end for the Aborigines 'fully traditional economies' (Veth and Moore 1989: 8).

Water was important to the pastoralist and good sources of water were quickly utilised by the early settlers. Native wells, springs and soaks were all used to water sheep and stock. The best water sources were often the site of the first homesteads and as water was such an essential resource to both the Aboriginal people and the pastoralists and settlers this would have disrupted the traditional patterns of movement of the Aborigines. Demand on a limited resource would have increased suddenly and in some cases, would have restricted access by Aboriginal people to sources of fresh water, wells and springs were enlarged and in later years the practice of blasting Gnamma holes where granite outcrops provided catchments was common.

Missionary work had begun as early as 1840, and in 1841, the Reverend George King went 'amongst the blacks and collected eighteen children' aged between five and ten. It was his belief that the children could be 'civilized' only if they were kept away from 'the dark influences of the wandering tribe' (Barley 1984: 51 cited in Reece & Stannage 1984: 27). The missionaries took children from their parents and interfered with traditional marriage arrangements to remove their 'converts' from the influences of traditional Aboriginal culture.

A series of Government Acts were passed which increasingly eroded the Aboriginal people's civil liberties. The *Industrial Schools Act* (1874) empowered managers of Aboriginal Missions to keep Aboriginal children to the age of 21 and place them as domestic servants or apprentices without their parent's permission. The *Aborigines Protection Act* (1886) introduced controls over Aboriginal employment. In 1889, the Constitution Act was introduced, it specified that £5000 or 1% of the annual colonial gross revenue, whichever was greater, was to be used to provide for the Aborigines. The *Aborigines Act* (1897) repealed the *Constitution Act* (1889) and transferred control of Aboriginal affairs to the West Australian Government, which acted through the Aborigines Department, formed in the same year. Following the Roth Royal Commission in 1904, in which Roth described the Western Australian Police's treatment of Aboriginals as 'most brutal and outrageous' and described the conditions experienced by many Aboriginals as 'resembling cruelties committed in the Dark Ages', the *Aborigines Act* (1905) was introduced (Haebich 1988: 70). The *Aborigines Act* (1905) allowed the Government to remove Aboriginal people to live in mission camps such as Roelands and Carrolup, and to control many aspects of their lives including marriage and employment. Other hardships for the Aboriginal population included the Dog Act (1885), which forced Aborigines to license their dogs or risk their destruction. As the Nyungar people used the dogs to aid in hunting and providing for themselves, the *Dog Act* (1885) represented a blow to their means of survival.

During the 1880's, gold was discovered in Western Australia and the population of the colony grew rapidly in the ensuing years. In 1892, gold was discovered in Coolgardie, and in Kalgoorlie in the year following. The annual public revenue for Western Australia increased from £180,000 in 1880, to nearly £3000,000 by 1900 (Grebble 1979: 15). The discovery of gold resulted in a massive inflow of capital and population to the colony and allowed the Government to undertake necessary public works (Garden 1992: 130; Grebble 1979: 19).

This first gold rush saw Western Australia's population treble between 1889 and 1896, increasing from 44,000 to 138,000 (Hughes-D'Aeth 2017) and double again by 1915, to 276,675 assisted by an influx of 55,000 Britons between 1903 and 1915 (Haebich 1988: 10). The influx of population into the colony created an increased demand for food, much of which had to be imported, and the Government looked to the Wheatbelt for a solution to the food shortage (Grebble 1979: 19).

Throughout the 1890's, the Government encouraged people to take up farming within the Wheatbelt and passed a series of Land Acts designed to make land available to new settlers, many of whom had little capital or farming experience (Grebble 1979: 18). Broad scale vegetation removal began in the 1890s (Bradshaw 2012: 113). Between 1900 and 1910, the area of land used to cultivate wheat increased 575%, from 74,308 acres to 581,862 acres in 1910 (Grebble 1979: 19). This continued through the 1920's following a group resettlement scheme with wheat production and associated land clearing more than doubling between 1924 and 1929 (Department of Environment and Energy 2017: 2). Due to World War 2 and an economic depression, clearing slowed substantially until the 1950s, after which an additional 8.2 million hectares were cleared by 1980 equating to total cleared land in the Wheatbelt to approximately 15 million hectares or an average of 70% of native vegetation removed since settlement (Department of Environment and Energy 2017: 2).

Many of the Conditional Purchase Land settlers had to rely on alternative sources of income and sustenance during the years in which they struggled to establish their farms, cutting and collecting sandalwood and shooting possums for their meat and skins which could be sold (Klemm 1969:



7). The possums were an important food to the Aborigines who also sold the skins as a cash income or traded for other goods. As the clearing of land and competition for the resource increased the Aborigines were increasingly reliant on farm work to survive. The rapid population increase combined with the restrictions of the *Aborigines Act* (1905), meant that employment opportunities were limited or denied for many Aborigines. As settlement and farming expanded around the southwest and Wheatbelt, Nyungar people were forced off their land and out of the best hunting areas and had to adapt to survive. Many farms employed Aboriginal labour and as cash was often in short supply, payment was commonly made in kind. Settlers would pay Nyungar people for help on their farms with flour and sugar and this source of food increasingly replaced the traditional bush foods which were becoming harder to procure (Veth and Moore 1989: 8-9). Hunting and food gathering continued to play a major part in Nyungar life but work for food on farms soon replaced the traditional life. They often lived in fringe camps, following seasonal farm work along their 'runs' and supplementing their diet with bush tucker and game they hunted (Tilbrook 1983: 20, 22).

Many Nyungar families have a history that includes working on farms following regular 'runs' between campsites and living off the land. Some families specialised in work such as shearing while most simply did whatever was available. Ironically, Nyungar people have often been instrumental in helping the European farmers in their agricultural successes on the land that once was theirs. Working at shearing, hay carting and clearing farmland were typical jobs for the Nyungar people and combined with hunting and camping it has meant that many Nyungars have retained an unbroken sense of living off and of being one with the land. This lifestyle predominated for many Nyungar people until the late 1960's.

## ARCHIVAL RESEARCH

Archival research involved an examination of the Department of Planning, Lands and Heritage (DPLH) Aboriginal Sites and Places Register, a review of any relevant site and place files, and a review of any unpublished ethnographic reports that relate to the survey area in Narrogin, Western Australia.

### SITES AND PLACES REGISTER SEARCH

The DPLH Aboriginal Sites and Places Register categorises places reported to be of importance and significance to Indigenous people into two separate categories.

The first category contains sites classified as **‘Registered.’** Registered sites have been assessed by the Aboriginal Cultural Materials Committee (ACMC) as meeting the definition of Section 5 of the AHA and are fully protected under the law. Disturbance to land that contains such sites requires a Section 18 application for ministerial consent should proponents wish to use the land that contain these sites.

**‘Other Heritage Places’** is the second category of places contained upon the Aboriginal Sites and Places Register. These types of places include reported places **‘Lodged’** and awaiting ACMC assessment, and places where the information has been assessed but there is **‘Insufficient information’** to make a final determination under Section 5 of the AHA but there is enough information to warrant these places temporary protection in law. Disturbance to land that contains such places requires a Section 18 application for ministerial consent should proponents wish to use the land that contain these places.

Within the category of ‘Other Heritage Places’ the final category is **‘Stored Data.’** Such places have been assessed by the ACMC but fail to meet the definition of section 5 of the AHA. Places in this category are not sites under the AHA and are not protected in law. Proponents have no further legal requirements for such places should they wish to use the land unless further information is reported which would lead to such a place being reassessed as a site in terms of the definition of section 5 of the AHA.

A search of the DPLH Aboriginal Heritage Inquiry System (AHIS) conducted on the **16<sup>th</sup> January 2020** revealed that there are **two** previously recorded DPLH registered Places, Lodged Place ID 21933 Peppermint Tree and Lodged Place ID 21934 Loco Shed Camps which intersect with the Survey Area (see Table 1: Summary of Aboriginal heritage sites and places).

**Table 2: Summary of Aboriginal heritage sites and places within the project area.**

ID	Name	Status	Access	Restriction	Location (GDA94 Z50)* mEmN		Type
Other Heritage Places							
21933	Peppermint Tree	L	O	N	516803	6356151	Birth Place
21934	Loco Shed Camps	L	O	N	516987	6355449	Camp

\* Please note: Coordinates are indicative locations that represent the centre of sites as shown on maps produced by the DPLH – they may not necessarily represent the true centre of all sites.

#### LEGEND

**R** – Registered Site, **I** - Insufficient Information, **S** - Stored Data/Not a Site, **L** - Lodged awaiting assessment,  
**O** – Access Open, **C** - Closed Access, **N** – File Not Restricted.

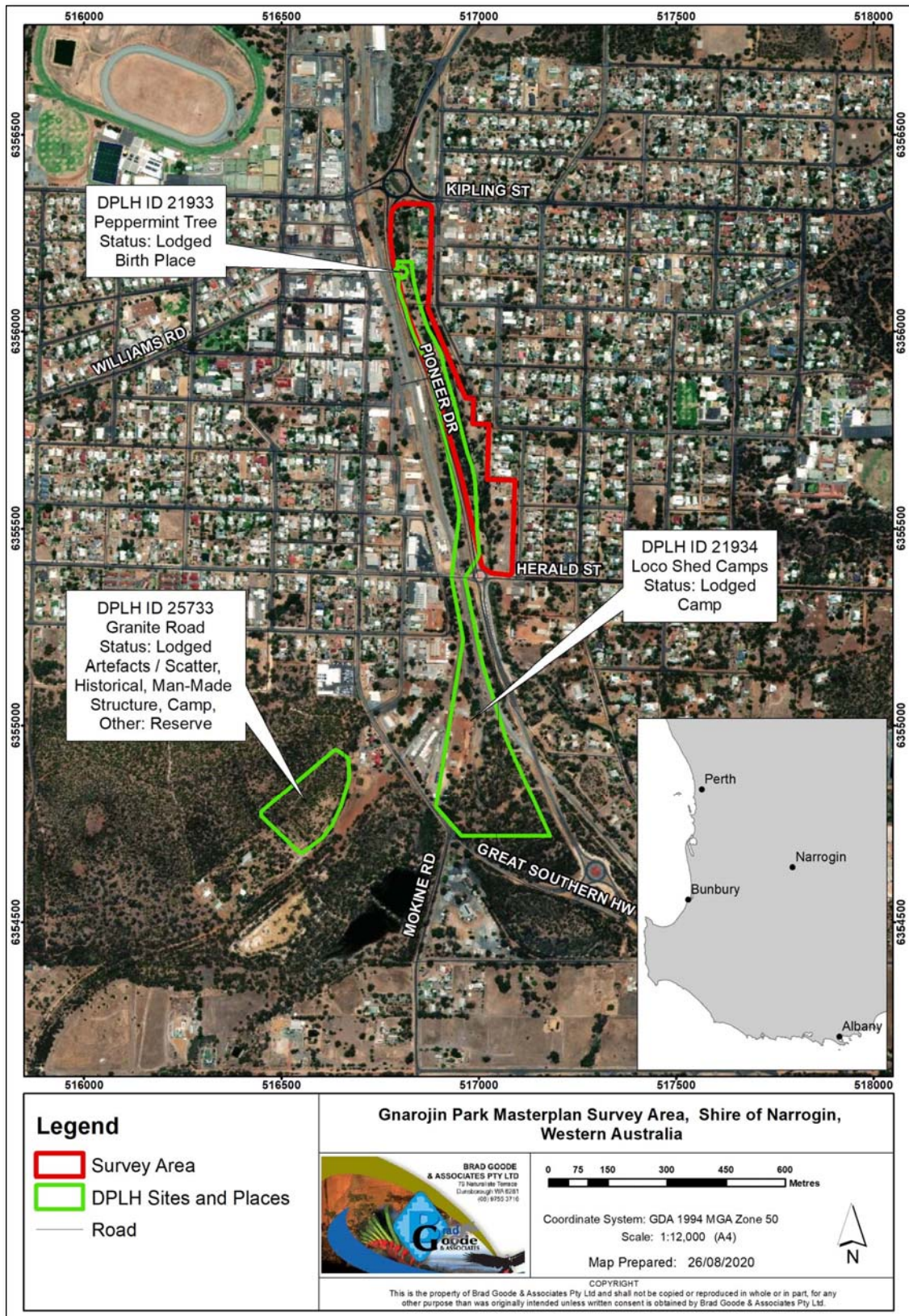


Figure 3: Location of the survey area.



## REVIEW OF RELEVANT SITE FILES

As there are **no Registered** Aboriginal Heritage Sites which intersect or are in the vicinity of the survey area, there are no DPLH files to review.

## REVIEW OF RELEVANT HERITAGE PLACE FILES

### Lodged Place ID 21933 Peppermint Tree

This heritage place was recorded by Mr Brad Goode in 2003 during an Aboriginal heritage survey for Main Roads Western Australia for the construction of the Narrogin Link Road by informants Ms Kathleen Jackson, Mr Revel Kickett, Mr Trevor Penny, Ms Nora Ugle and Ms Verna Ugle.

During the survey the informants reported the area along Narrogin Brook as a place that was used for informal camping known as Loco Shed Camps (see below for more detailed information) and that, “(C)lose to this location the Aboriginal informants also pointed out the tree under which Charlie Ugle had been born” (Goode, 2003: 13).

The indicative GPS coordinates of the tree site were recorded as 516803mE and 6356151mN.

In relation to the scope of the current survey, namely to inform the Gnarojin Park Masterplan, Lodged Place ID 21933 Peppermint Tree is considered to be one of the focal cultural sites located within the Park and as such has been included in the scope for further and more detailed recording.

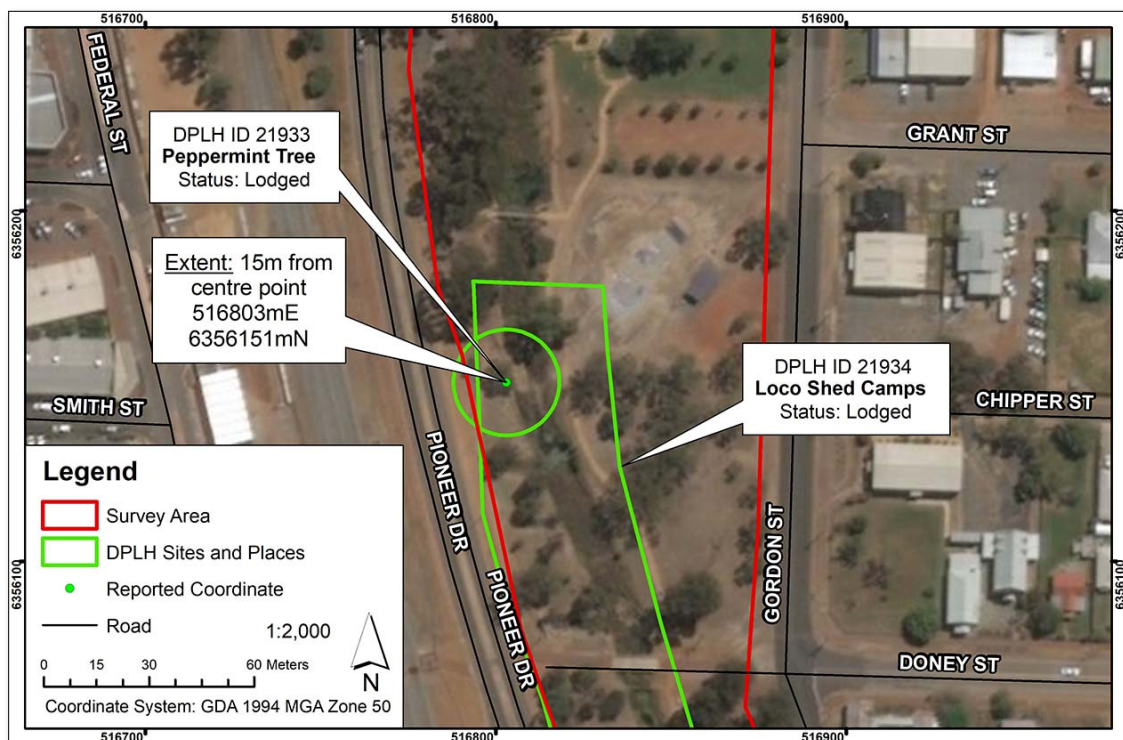


Figure 4: Location of the Lodged Place ID 21933 Peppermint Tree in relation to Survey Area.

### Lodged Place ID 21934 Loco Shed Camps

This heritage place was recorded by Mr Brad Goode in 2003 during an Aboriginal heritage survey for Main Roads Western Australia for the construction of the Narrogin Link Road by informants Ms Kathleen Jackson, Mr Revel Kickett, Mr Trevor Penny, Ms Nora Ugle and Ms Verna Ugle.

During the survey the informants reported the area along Narrogin Brook as a place that was used for informal camping known as Loco Shed Camps, extending from the park near the roundabout at the intersection of Kipling Road and Federal Street, to Herald Street where the camp shifted to

the western side of the Narrogin Brook and the railway line. The informants reported the area was a semi-permanent camp for a number of the Nyungar families, some of whom worked at the nearby railway workshops that included the Michaels, Riley's, Hume's, Harts, Parfitt's, Abrahams, Bolton's, Dickeys and Dinnas families. It was further reported that most of the informants involved in the survey had lived at the camps at some stage and that it was used until 1959 after which they were moved to the Clayton Reserve. During the consultation, the informants were able to show Mr Goode the indicative boundary location (SE corner, 517172.3mE and 6354722.8mN; SW corner, 516957mE and 6354719mN; NW corner, 516786mE and 6356193mN; NE corner, 516822mE and 6356192mN. The informants provided Mr Goode with the description and location of Lodged Place ID 21933 Peppermint Tree while describing the boundaries for the Loco Shed Camps.

In relation to the scope of the current survey, namely to inform the Gnarojin Park Masterplan, Lodged Place ID 21934 Loco Shed Camps is considered to wholly overlap with the Park and as such, forms the basis for the request for further and more detailed recording of cultural values associated with this place.

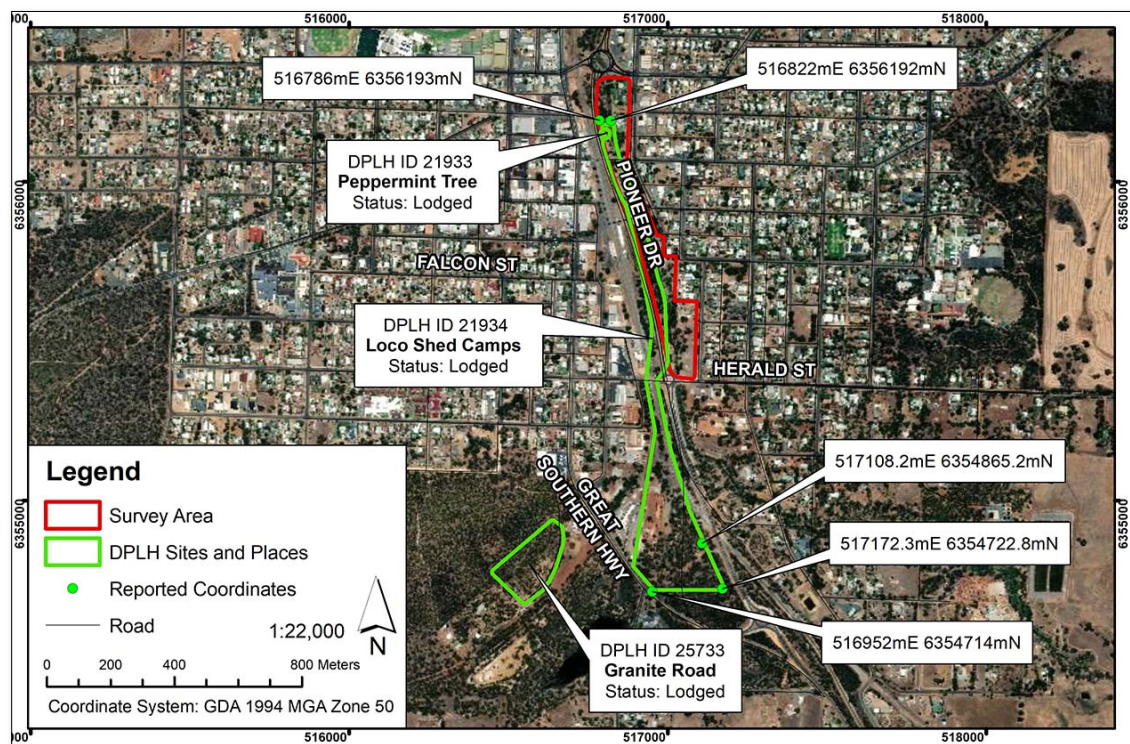


Figure 5: Location of Lodged Place ID 21934 Loco Shed Camps in relation to the Survey Area.

## REVIEW OF RELEVANT ETHNOGRAPHIC REPORTS

A search for previous Aboriginal heritage surveys lodged with the DPLH revealed **one ethnographic report** that have occurred within, or in the vicinity of the survey area.

Table 3: Previous Aboriginal heritage surveys within, or in the vicinity of, the project area

ID	Aboriginal Heritage Surveys	Outcomes
20374	<b>Goode, B. 2003, <i>Aboriginal Heritage Survey for the Narrogin Link Road Realignment, Narrogin - Western Australia</i>, Report prepared for Gutteridge Haskin &amp; Davey upon behalf of Main Roads Western Australia.</b>	This survey reports a survey for the realignment of the Narrogin link road to allow heavy haulage traffic to pass by the Narrogin town centre. The proposed works included the construction of 1400 metres of road and the realignment of approximately 400m of the Narrogin Brook.

ID	Aboriginal Heritage Surveys	Outcomes
		<p>One previously recorded place, Place ID 4422 / S02797 'Narrogin Reserve' was identified for this 2003 survey.</p> <p>Key outcomes of the 2003 survey resulted in the recording of Lodged Place ID 21933 Peppermint Tree and Lodged Place ID 21934 Loco Shed Camps which are located within the Gnarojin Park Masterplan study area.</p> <p>Information contained within the 2003 survey report form the basis the current survey scope which requires further and more detailed assessment of the Loco Shed Camp and Peppermint Tree which are considered to be significant cultural features located within of Gnarojin Park.</p>

## OUTCOMES OF ARCHIVAL RESEARCH

In relation to this survey a search of the DPLH Aboriginal Sites and Place Register was conducted on 16<sup>th</sup> January 2020 for the proposed Gnarojin Park Masterplan survey area located in Narrogin (see Appendix 1: DPLH Sites and Places Register Search). The search revealed **two** previously recorded DPLH registered Places, Lodged Place ID 21933 Peppermint Tree and Lodged Place ID 21934 Loco Shed Camps to intersect with the Survey Area.

A review of Lodged Place ID 21934 Loco Shed Camps confirms Gnarojin Park was used extensively as an informal camp by Aboriginal people living and working in the area up until 1959, after which they were moved to the Clayton Reserve (Goode, 2003: 13). During the 2003 survey the informants including Mr Trevor Penny, Mr Revel Kickett, Mrs Kathleen Jackson, Mrs Verna Ugle and Mrs Nora Ugle were able to map the indicative boundaries of the camping area which was described to follow the alignment of Narrogin Brook, with main camping areas extending from the park near the roundabout at the intersection of Kipling Road and Federal Street, to Herald Street where the camp shifted to the western side of the Narrogin Brook and the railway line. While describing the boundaries of the Loco Shed Camp, the informants identified the tree under which Charlie Ugle had been born (Goode, 2003: 13) which is now registered as Lodged Place ID 21933.

Place ID 21933 Peppermint Tree and Place ID 21934 Loco Shed Camps have both been assessed as 'Lodged' and awaiting ACMC assessment for final determination under Section 5 of the AHA. Lodged Places have temporary protection in law and disturbance to land that contains such places requires a Section 18 application for ministerial consent should proponents wish to use the land that contain these places. As such, the Shire of Narrogin will be required to make application under Section 18 of the AHA to carry out any ground disturbing works associated with the masterplan within the mapped extent of these reported heritage places.



## IDENTIFICATION OF SPOKESPEOPLE

### THE RIGHT TO SPEAK ON HERITAGE ISSUES

Various authors have discussed the contemporary problem of who in the Indigenous community has the authority to speak on heritage issues within an area. O'Connor et al (1989: 51) suggests that when this question is posed to people in Indigenous Australia, answers are usually framed by such terms as 'the Traditional Owners', i.e., those people who are defined by place of birth, or descent. Myers (1986) presents a broader and more contemporary view of 'ownership' based upon descent and association,

An estate, commonly a sacred site, has a number of individuals who may identify with and control it. They constitute a group solely in relationship to this estate... Identification refers to a whole set of relationships a person can claim or assert between him/herself and a place. Because of this multiplicity of claims, land holding groups take essentially the form of bilateral, descending kindred. Membership as a recognised owner is widely extended and therefore groups are not a given (Myers 1986: 128).

Myers (1986) further clarifies the current perception of 'ownership' when he states,

....such rights exist only when they are accepted by others. The movement of the political process follows a graduated series of links or claims of increasing substantiality, from mere identification and residual interest in a place to actual control of its sacred association. The possession of such rights as recognised by others, called 'holding' (*kanyininpa*) a country, is the product of negotiation (Myers 1986: 128-129).

While the notion of descent is clearly an important criterion within Myers analysis, it must be seen in terms of the contemporary Nyungar situation. Nyungar tradition in the South West has been seriously eroded since colonisation as lines of descent have been broken and previously forbidden and mixed marriages have interconnected many Nyungar groups who would not have traditionally had a close association (Machin 1993: 20). Consequently, in contemporary times the criteria of historical 'association' may in some cases also be regarded as a 'right to speak' on heritage issues within an area. Machin (1995) elaborates,

Traditional subsistence no longer sufficed to support Aboriginals, so they combined this with menial work on farms and over time new relationships to land developed. As a consequence, the more recent history associated with their involvement with European agriculture and labour patterns is often more relevant than the pre-contact mode of attachment to an old way of life and the roots of the identity as original owners of the land. Biographical associations are often tied to post-settlement labour patterns and identification. These can predominate. This is part of a dynamic process of ethnicity, identity and tradition (Machin 1995: 11).

O'Connor et al. (1989) identified several criteria for determining contemporary community spokespeople. A spokesperson must have a long-term association with an area, usually as a young person, and had extensive contact with a member or members of the 'pivotal generation of the culture transmitters'; those people whom, as children themselves, had contact with people who could pass on their traditional knowledge. A spokesperson must also demonstrate knowledge of the region's natural resources, its hunting, fishing and camping grounds, local water sources and flora and fauna. This is important because a person without this knowledge is unlikely to be seen by their fellow Nyungar people as truly being from that country, despite having been born or lived in that area. In some cases, people from outside a specific region have established themselves by political activism. They are accepted by their fellow Nyungars because they may have participated in mainstream pursuits, such as advanced education or legal and political careers, which have empowered them within the broader community. As such, these people are a valuable resource to the local Indigenous community. The people consulted in this survey fulfil at least one of these criteria.

## NATIVE TITLE CLAIMS OVER THE SURVEY AREA

Currently lodged with the Register of Native Title Claims and the Schedule of Applications, held by the Commonwealth Native Title Tribunal, there is one registered Native Title application that overlays the project area. The Schedule of Applications includes registered applications, unregistered applications and applications still undergoing the registration test.

- **Gnaala Karla Booja WC1998/058 WAD6274/98 (Registered)**

Applicants: Mr D. Smith, Mr F. Nannup, Mr H. Narkle, Mr J. Northover, Mr J. Walley, Mr M. Abraham, Mr P. Michael, Ms B. Corbett-Stammner and Ms L. Bellotti.

## SELECTION OF SPOKESPEOPLE FOR THIS SURVEY

In the lead up to the survey the Shire of Narrogin consulted with SWALSC in relation to the conducting an Aboriginal Heritage survey to facilitate activities that would result from the Gnarojin Park Masterplan.

At the start of the consultations SWALSC initially requested that the Shire attend a GKB working party meeting to present the plan after which a survey team would be provided. The Shire agreed to this request and requested that SWALSC put them on the agenda. SWALSC then also requested that the Shire enter an NSHA to progress the survey and submission to the working party. The Shire negotiated with SWALSC for several months in relation to reaching agreement regards an NSHA or an Alternative NAHA, however agreement could not be reached before SWALSC called a Force Majeure due to COVID-19 and suspended all heritage assistance and negotiations with the Shire and other proponents in the South West Settlement area.

Subsequently the Shire sought advice from DPLH. Here DPLH advised the Shire to consult with the named site informants for Lodged Place ID 21933 Peppermint Tree and Lodged Place ID 21934 Loco Shed Camps and supplied them with a letter identifying those who provided advice in 2003 and when these two heritage places were reported (pers. comm. Tanya Butler 12<sup>th</sup> March 2020, Ref. PLH 00019/2020, see Appendix 5).

Subsequently BGA contacted the Nyungar community in Narrogin to ascertain the whereabouts of the informants. BGA were informed that most were now deceased or too elderly to be consulted. BGA subsequently contacted the Shire and informed them of this and the Shire advised BGA to seek out direct descendants of the informants at a community level. The Shire put BGA in touch with Mr Ross Storey a local Nyungar man who was the grandson of Mrs Verna Ugle and BGA also contacted Mrs Geri Hayden from the GKB working party.

Mrs Hayden and Mr Storey consulted with the Narrogin Aboriginal community to determine knowledge holders and direct descendants of the informants for the Loco Shed Camps ID 21934 and Peppermint Tree ID 21933 ethnographic heritage places.

Subsequently names and contact details of representatives were provided to BGA by Mrs Hayden by e-mail.

The informants selected had direct family connections to DPLH named informants for the Loco Shed Camps ID 21934 and Peppermint Tree ID 21933 ethnographic Heritage places and on-going association with, and knowledge of, the Narrogin area.

The suggested informants were then contacted by phone to check their availability and a pack of project maps, project information and administrative documents, COVID-19 mitigation procedures) was mailed to them one week prior to the survey with a cover letter explaining the scope of works and details of the meeting.



Informants for Lodged Place IDs 21933 Peppermint Tree and 21934 Loco Shed Camps to be consulted as key knowledge holders (DPLH reference 'PLH0019/2020'):

- Mr Rebel Kickett
- Mr Trevor Penny
- Ms Kathleen Jackson
- Ms Verna Ugle (previously Parfitt)
- Ms Nora Ugle

Final list of representatives who attended the survey:

- Ms Nola Williams
- Mr Basil Kickett
- Ms Betty Ugle
- Ms Gwen Ugle
- Mr Ross Storey
- Mr Francis Bolton
- Ms Marina Abraham
- Ms Geri Hayden

As a result of this pre-consultation process the following eight representatives attended the ethnographic survey on Thursday, 5<sup>th</sup> August 2020.

**Ms Nola Williams** was born in Narrogin to parents Mr Jack William Bolton and Ms Sylvia Abraham. Ms Williams' paternal grandparents were Mr Frank Bolton from New Norcia Mission and Mrs Elma Bolton (nee Edgill) of Wagin. Ms Williams' maternal grandparents were Mr Ted *Nipper* Humes and Mrs Sarah Abraham from Wandering/Boddington area. Ms Williams' maternal great grandmother was Ms Sarah Coorup. Ms Williams is a long-time resident of the Narrogin region and has knowledge of the survey through her connection to several of the original site informants for Place IDs 21933/21934 including Ms Verna Parfitt (aunt) and Ms Nora Ugle (mother's first cousin).

**Mr Basil Kickett** was born in Narrogin to parents Mr Fraser Kickett of Dudinin and Mrs Rhoda Kickett (nee Collard) from Pingelly. Mr Kickett's paternal grandparents were Mr Herbert Kickett and Mrs Maude Humes, both from Wandering. Mr Kickett's maternal grandparents were Mr James Collard and Mrs Mabel Bennell from Pingelly. Mr Basil Kickett completed school growing up in Cuballing, but later moved to Perth with his parents. In 1971 Mr Basil Kickett returned to the Wheatbelt, moving in with his brother in Narrogin. Mr Kickett has knowledge of the survey area through familial connection to several of the original informants for Place IDs 21933/21934 including Ms Verna Parfitt and Ms Nora Ugle (aunts), and Mr Rebel Kickett (cousin).

**Ms Betty Ugle** was born on Cuballing Reserve to father, Mr Owick Ugle and mother, Mrs Blanche Ugle (nee Narkle). Ms Betty Ugle's paternal grandparents were Mr Bill Ugle and Mrs Teresa Ugle. Ms Betty Ugle's maternal grandparents were Mr Ross Narkle and Mrs Hilda Narkle. Ms Betty Ugle has lived in the Narrogin and Northam areas for most of her life which included living on Clayton Road Reserve. Ms Betty Ugle has knowledge of the survey through familial connections to several of the original informants to Place IDs 21933/21934 including Ms Nora Ugle who is her aunt, and Mr Trevor Penny who is married to her cousin Mari. Ms Betty Ugle's brother was Mr Charlie Ugle who was born at Place ID 21933 Peppermint Tree. Ms Betty Ugle also reported that her nephew, Mr Marshall Ugle was also born under the same tree.

**Mrs Gwen Ugle** was born on Carrolup Mission to Father Mr Scotty Ugle from Gerling and Ms Verna Parfitt from Marramuckin area. Mrs Gwen Ugle's maternal grandparents were Mr John Parfitt and Mrs Lottie Parfitt. Mrs Gwen Ugle's maternal grandparents were Mr Ernest Ugle from York area and Ms Dolly Dickie. Mrs Gwen Ugle grew up in Narrogin with his maternal

grandparents Ms Gwen Ugle has knowledge of the survey area through her mother, Ms Verna Ugle nee Parfitt who was one of the original informants for Place IDs 21933/21934.

**Mr Ross Storey** was born in Wagin to English father (name not provided) and Ms Gwen Ugle from Carrolup Mission. Mr Storey's maternal grandparents were Mr Scotty Ugle from Gerling and Ms Verna Parfitt from Marramuckin area and maternal great-grandparents Mr John Parfitt and Mrs Lottie Parfitt. Mr Storey's maternal great-grandparents on his grandfather's side were Mr Ernest Ugle from York area and Ms Dolly Dickie. Mr Storey grew up in Narrogin with his maternal grandparents. Mr Storey has knowledge of the survey area through his grandmother, Ms Verna Parfitt who was one of the original informants for Place IDs 21933/21934.

**Mr Francis Bolton** was born in Gnowangerup to parents Mr Claude Bolton from the Narrogin area and Mrs Mavis Bolton (nee Penny) from Gnowangerup. Mr Bolton's paternal grandparents were Mr Frank Bolton and Mrs Elma Bolton from Narrogin. Mr Bolton's maternal grandparents were Mr Walter Penny and Mrs Laura Penny from Gnowangerup. Mr Bolton undertook schooling all over the region including Narrogin, Gnowangerup and Wickepin. Mr Bolton worked in the Wheatbelt area doing general farm work, shearing, work for Main Roads and also on the railways in Narrogin. Mr Bolton can trace his apical ancestor back to the Wiilman tribe. Mr Bolton has knowledge of the survey through familial connections to several of the original informants to Place IDs 21933/21934 including Kathleen Jackson (aunt) and Mr Trevor Penny (uncle).

**Ms Marina Abraham** was born in Narrogin to father Mr Aussie Narkle from Pingelly and mother Ms Martha Riley. Ms Abraham's maternal grandparents were from Beverley and paternal grandparents were from Narrogin. Ms Abraham has spent most of her life on the Narrogin region, but has also lived in Perth, Williams and Pingelly. Ms Abraham has knowledge of the survey through his familial connections to several of the original informants to Place IDs 21933/21934 including Ms Verna Parfitt (married to her uncle), Ms Kathleen Jackson (cousin), Ms Nora Ugle (married to her uncle), Mr Revel Kickett (cousin) and Mr Trevor Penny (married to her cousin).

**Ms Geri Hayden** was born in Beverley in 1955 to parents Mrs Janet Hayden (nee Bolton) from Brookton and Father Mr Aubrey Hayden from Kellerberrin (both of whom were 'Bush Babies'). Ms Hayden's paternal grandparents were Mr Reginald Hayden from Quairading and Mrs Connie Hayden (nee McGuire) from Bally-Bally in Beverley. Her maternal grandparents were Mr Frank Bolton from Beaufort and Mrs Martha Bolton (nee Bennell) from Brookton. Ms Hayden's apical ancestor was Mr John Jack Monger's mother, Mrs Annie Bennell. Ms Hayden undertook schooling at the Brookton District Senior High School and is currently working as an Aboriginal Arts and Cultural Development Coordinator at Community Arts Network WA. Ms Hayden was the chairperson of the Gnaala Karla Booja native title group and has knowledge of the survey area through her familial connection to several of the original informants to Place IDs 21933/21934 including Ms Nora Ugle (aunt).

## COMMUNITY CONSULTATION

### AIMS

- To establish contact with Indigenous people who retain traditional or current knowledge pertaining to the region.
- To determine if there are any sites or places of significance, as defined by Section 5 of the AHA, within the project area.
- To record any ethnographic information provided about identified sites or places.
- To generate consensual recommendations from the Indigenous community representatives regarding any Section 18 requests and to record management strategies for identified ethnographic and archaeological sites.

### METHOD

At the commencement of the meeting the informants were briefed of the project details with the aid of the project plans on a large-scale air photo map overlaid with the extents of previously recorded Aboriginal heritage sites and places.

Ethnographic information was recorded in a notebook and photographs of the survey process were taken. GPS coordinates of any cultural features were recorded in the field and transferred to mapping software ArcView V10 where final maps were produced.

### COMMUNITY CONSULTATION PROCESS

**On Wednesday 5<sup>th</sup> August 2020**, BGA Consultant Anthropologist Mr Grant Preller and Ethnographic Assistant / Archaeologist Dr Vicky Winton met with eight representatives of the GKB NTC group and Traditional Owner community at the Gnarojin Community Garden on Hale Street, Narrogin. The Traditional Owner representatives were Mr Francis Bolton, Ms Marina Abraham, Mr Basil Kickett, Mr Ross Storey, Ms Geri Hayden, Ms Gwen Ugle, Ms Betty Ugle, and Ms Nola Williams (Figure 6).



**Figure 6: Gnarojin Park Masterplan GKB Survey Team (From L-R) Mr Ross Storey, Ms Susan Guy (Shire of Narrogin), Ms Gwen Ugle, Ms Geri Hayden, Ms Nola Williams, Ms Betty Ugle, Mr Basil Kickett, Ms Marina Kickett, Mr Francis Bolton, Mr Grant Preller (BGA) and Ms Emily Cousins (Shire of Narrogin)**

After introductions, Mr Preller explained to the Traditional Owners that Dr Winton would assist him today by collecting biographical information and that she could document any 'women only' information, if required. Mr Preller explained that the purpose of the survey was to build on the knowledge and information previously collected for Gnarojin Park, in particular for Lodged Place ID 21933 Peppermint Tree and for Lodged Place ID 21934 Loco Shed Camps, and also to determine whether any other ethnographic sites were located within the Masterplan area that would require the Shire to obtain consent under section 18 of the *Aboriginal Heritage Act 1972* to proceed.

Mr Preller explained that aspects associated with the camps would also be important to document including more of the day-to-day detail about 'life in the camps' such as where food was kept, who stayed at the camps, whether there were camp dogs, whether there is community history information showing how the camps kept traditional culture alive.

Ms Susan Guy then provided a summary outline of the aims and process for the proposed redevelopment of Gnarojin Park, referring to the Gnarojin Park Masterplan (Enlocus Landscape Architects, 2019), copies of which had previously been mailed to informants and were also available at the meeting.

Ms Guy explained that the Masterplan document had been prepared by consultants and provided to the Shire of Narrogin an overall concept for the redevelopment of the park. Ms Guy explained that specific details of works to be undertaken are not necessarily included in the Masterplan and would be covered in greater detail at the next stage, namely design planning. Ms Guy described the rounds of community consultation that were undertaken as part of the Masterplan project, noting that Mr Storey and another local man, Mr Dwayne Riley, had participated in a community consultation at the Park, where they had given a 'Welcome to Country'. This community consultation process had also included an online survey component.

Ms Guy assured the informants that existing features within the park had been recognised in the Masterplan, in particular, the public artworks associated with the '*Gnarojin Park Nyoongah Revival*' Project to which Mr Storey, Ms Michelle Penny and several other local Nyungar residents had developed in the early 1990s.

The Gnarojin Park *Nyoongah Revival Project* artworks are distributed throughout Gnarojin Park and represent local Nyungar stories. The Masterplan recognises and promotes the preservation of these Dreaming and public art features. The Masterplan also zones the Park into areas such as the horticultural zone and ecology zone and that different areas throughout the park had been identified to reflect Nyungar knowledge and wishes. Referring to page 20 of the Masterplan, Ms Guy noted that one of the ten strategies identified for the park redevelopment included input from the Nyungar community and that the 'Dreaming Sites and Artwork/Artefacts' were incorporated to become one of the core features of the park (for the incorporation of artworks into the Masterplan, see Enlocus Landscape Architects, 2019: 20, 25).

In terms of project timeframe, Ms Guy explained that after the current consultation, the next phase of the project was proposed to commence January to February 2021 when landscape designers are appointed to work out the details of the project. These designers will be appointed around March 2021 and another phase of consultation with the Nyungar community will then take place.

Mr Preller asked the group if they had previously been aware of the Masterplan.

Many said that they had not (Mr Storey had been involved in a previous consultation for the Masterplan as noted above). Ms Guy noted that the Masterplan document is freely available on the Shire website, to which Ms Hayden pointed out that many Nyungar community members are not regular users of the internet and/or the Shire website.

Ms Guy continued by explaining that the Shire Council has endorsed the Masterplan and that they recognised that there is a lot of work to do, including the important community consultations such as today's meeting.

Ms Hayden asked if the redevelopment plan extends beyond Clayton Road and was told by Ms Guy that it does not.

Mr Preller asked Ms Guy if she could identify the major projects that will be undertaken, for example, any plans to re-direct the main waterway running through the park. Ms Guy said that the details of particular works were yet to be designed so it is not possible to provide more information at this stage.

In response to the comment on work on the waterway, Ms Hayden stated that 'changing the creek will damage it,' recommending that Narrogin Brook should not be altered in any way.

Ms Hayden added that the Aboriginal artwork in the park was 'very significant to our Nyungar people' and also should not be altered in any way.

Mr Storey suggested that the creek needs to be widened back to how it was because it had been dammed up back at a soak (upstream of Gnarojin Park). The creek had been dammed to provide water for the railway, perhaps in the 1940s. The damming of water from this freshwater spring had, "killed all the life along the creek".

Mr Preller explained that Ms Guy was stating that the Masterplan presented an *overall* proposal which had been developed for the Shire of Narrogin to support funding applications; once funding had been secured, design work and implementation would be finalised.

To this, Ms Guy reiterated that Enlocus had been sent the *Gnarojin Park Nyoongah Revival Project* report c. 1992 and that the consultants had acknowledged and incorporated the artworks into the Masterplan.

Ms Hayden's response was that if the Masterplan is a funding document then local Nyungars should have sat down with Enlocus to draw out what the local Nyungar want. She continued, 'there is a lot more local Nyungar history – where the Nyungar lived – why they had to live there,' with suggestion made for additional signage to aptly describe this information.

Mr Preller said that gathering information about Gnarojin Park from local Aboriginal informants is what today's meeting is about.

Mr Storey asked if the Park redevelopment will go ahead and Ms Guy replied that yes, funding had been designated to the project for this financial year.

Mr Kickett asked whether consideration had been given to groundwater and he noted that reeds in the Park were getting water from somewhere [i.e. not surface water].

Ms Guy noted that a hydrological report on the park had been commissioned but indicated that it had not yet been finalised.

Mr Preller asked the group to describe the cultural values of Narrogin Brook.

Mr Kickett said that the Traditional Owners gathered gilgies from the creek (likely referring to *Cherax quinquecarinatus*, freshwater crustaceans).

Mr Preller asked whether gathering gilgies was still done to which Mr Kickett and several others confirmed that gilgies and even long-necked turtles were still caught.



Ms Guy explained that the Masterplan included water quality measures such as the installation of nets across drains feeding into the creek to catch rubbish.

Ms Hayden noted that dirty run-off into the creek was a concern for the local Nyungar community.

Ms Hayden went on to describe an example of how a local club damaged the creek by removing rocks (allegedly without permission) around a local spring and the detrimental effect of this on water quality in the creek. Ms Hayden said the Nyungar community had complained about this to the Shire but had heard nothing back, adding that “waterways are important,” said Ms Hayden.

Mr Preller enquired whether there were any places along the creek that were named places, or places that had a specific association to any historic event or cultural memory that needed to be avoided during the redevelopment.

Ms Hayden responded, describing a birthing place where many of the bush babies were born.

Ms Hayden explained that she had been told by her mother Ms Janet Hayden of a birthing place “on the corner” and that information from some of the Elders about the birthing places was recorded and had been used for a local community art project (lady known as ‘Karen’, surname not provided). Ms Hayden marked the survey map, identifying the birthing place to be located approximately 200 metres to the north of the survey area in a pocket of bush to the east of a wheat bin off Federal Street and west of Northam-Cranbrook Road / Pioneer Road.

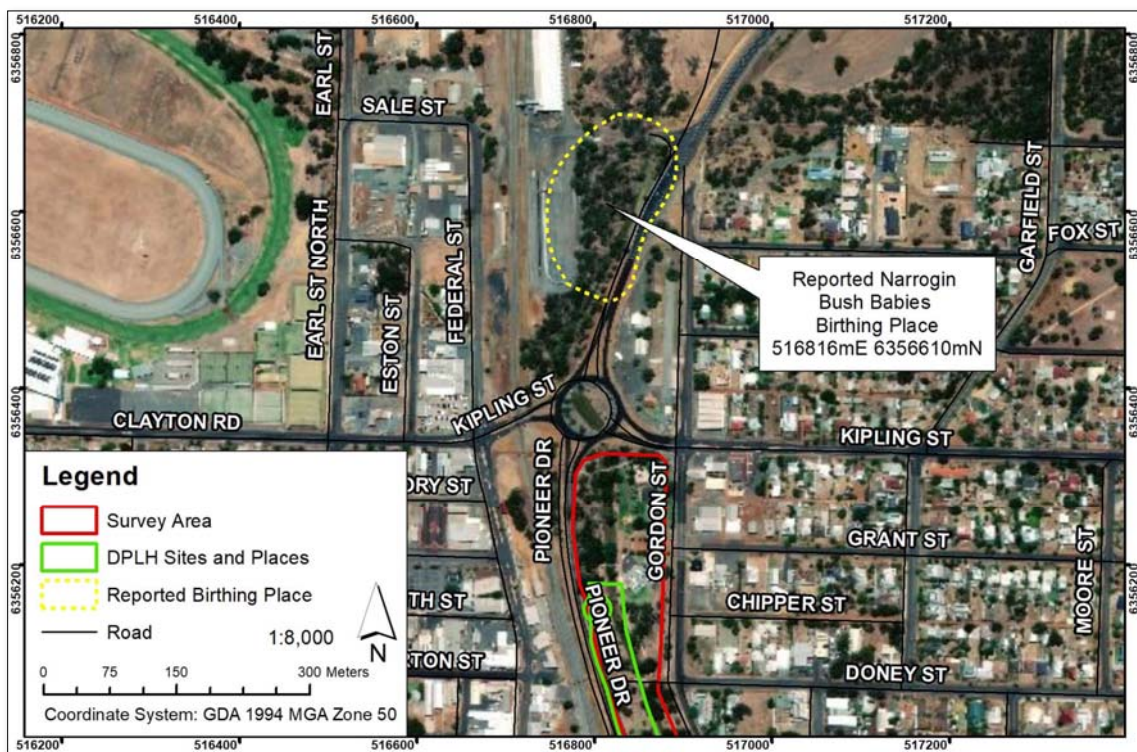


Figure 7: Indicative map of location of Narrogin Bush Babies Birthing area as described by Ms Geri Hayden

Mr Preller enquired whether that birthing place was where all the Loco Shed Camp babies were born however a clear answer was not provided with several in the group indicating that the place located between the Federal Street and west of Northam-Cranbrook Road / Pioneer Road was the place they knew of where Aboriginal mothers who lived in Narrogin had gone to give birth, during the period when their families were residing there [i.e. during the 1950's and 1960's]. From the discussion it was not clear whether this was a place used *only* by Loco Shed Camp 'residents', or whether it was *the* place that Aboriginal residents of Narrogin went to give birth, however it was

evident from the conversation that Aboriginal access to a hospital for birthing was not necessarily available to Aboriginal people during this period.

Ms Hayden explained that the birthing place was next to the creek but outside of the Survey Area and that whilst it was a different place to the previously documented Lodged Place ID 21933 Peppermint Tree Site, it was culturally significant and enquired whether it had been recorded.

Mr Preller stated that this Narrogin bush babies birthing site was not currently registered on the DPLH Register of Aboriginal Sites.

On review of the information provided by the GKB representatives for the Narrogin bush baby birthing site, the group indicated that the birthing activities conducted at this site were likely to be associated, but not necessarily exclusive to Aboriginal people living at the Loco Shed Camps. It is evident from the information provided that the birthing place is considered to be important to the local Aboriginal community however as the location was outside of the Survey Area and time was limited, more detailed recording was not able to be conducted.

Taking into account the Narrogin bush baby birthing area was located outside of the current Survey Area, it is recommended that the Shire of Narrogin conduct more detailed recording of the birthing site if activities are proposed to be undertaken in that area, namely between the Federal Street wheat bins, Pioneer Road and the Great Southern Highway.

Mr Preller asked the group to share their knowledge of Lodged Place 21933 Peppermint Tree, which had been reported to Mr Brad Goode to be the birthing place for Mr Charlie Ugle (see Goode, 2003: 13).

The group discussed between themselves the Peppermint Tree's association with birthing site of Charlie Ugle with specific attention as to whether 'Charlie Ugle' was 'older Charlie' or 'young Charlie'. It was established during the discussion that Blanche Narkle Ugle (mother) was Charlie's mother and that the 'Charlie Ugle', who was born under the tree could have been either the son or grandson.

Ms Betty Ugle advised that from her recollection she was not sure if it was Mr Charlie Ugle senior or Mr Charlie Ugle junior (her brother) who had been born under the tree.

Ms Nola Williams who arrived while this conversation was occurring, conferred that she had a memory that it was Mr Charlie Ugle junior who had been born under the tree, but added that she remembered another birth had also occurred under the tree, namely that of Mr Marshall Ugle who was the son of Ms Betty Ugle's sister. During this discussion the group it was evident that the ladies were not definitive on who was born under the tree however they were in agreement that the tree was considered to be culturally significant as a known birthplace and that the area within the DPLH polygon for Lodged Place ID 21934 should not be disturbed during the redevelopment.

Mr Preller asked if there was special women's knowledge taught to women about childbirth but the informants stated they did not recall ever being specifically told what to do, but that knowing how to deliver babies was something women knew about generally, and that the knowledge was passed down through experience, from generation to generation.

The group continued the discussion regarding Peppermint Tree adding that as far as they recalled, during the 1950's and 1960's the location was also a 'meeting place' for Nyungar people to sit as they moved between the camps and Narrogin town. Several of the GKB representatives explained that during that period when they and their families resided in the camps, Aboriginal people were restricted when they were allowed into the town centre that revolved around a daily 6 p.m. curfew after which Nyungar's would need to be out of Narrogin town.

Mr Preller asked if the meeting place / Peppermint Tree had a particular name, e.g. see you at .....? Ms Williams said there was no particular name for the place, but that Nyungar people would know it was this location if it had been said to 'meet at the creek'. One member of the group added that this was the place where Nyungar people could sit and make a fire or sit under the shade of the trees.

It was noted during this discussion that the location of the 'meeting place' was described to be within the current DPLH boundary for Lodged Place ID 21933 Peppermint Tree which aligned with the pedestrian crossing location over Narrogin Brook.



**Figure 8: Lodged Place Site ID 21933 Peppermint Tree identified to be a Peruvian Pepper Tree (*Schinus molle*)**

Whilst the Masterplan did not propose to impact Lodged Place ID 21933, the group did indicate that the tree and the area surrounding the tree was significant as a known birth place and meeting place with sentimental value and that it must not be impacted as a result of the proposed redevelopment.

On visiting Peppermint Tree Site ID 21933 during a reconnaissance immediately before the consultation, Dr Winton noted that the tree was not *Agonis flexuosa*, with the common name 'Peppermint'. During discussion of the Peppermint Tree Place ID 21933 Dr Winton mentioned to the group that the tree is not the 'normal' Peppermint species, but no other information was offered by the informants.

[Subsequent research after the consultation indicates that the tree is a South American species, *Schinus molle*, commonly known as Peruvian Pepper Tree. This species was planted by colonists from the 1800s onwards (Iponga *et al.* 2009).]

Mr Preller asked if anyone could recall any memories of life in the Loco Shed Camps to which Ms Betty Ugle responded that one of her memories was when her father, Mr Owick Ugle, drowned in the Narrogin Brook when she was a young girl in the 1950s. Several others in the group added that they also remembered this incident.



Mr Preller asked when the Loco Shed Camps were used and Ms Hayden said that they were used up until the 1970s and that her mum Mrs Janet Hayden had lived in the Loco Shed Camps when she was nine years old, so that would have been from at least 1942. Ms Hayden continued, explaining that Barry Cable's family and the Jacobs family were also living there.

Mr Kickett added that people were still living at the Loco Shed Camps in 1971 after Aboriginal people were moved into transition housing.

Mr Preller asked how many people were living in the camps in the 1970's but no more specific information on this was offered by the informants.

Mr Preller asked the group if particular people hunted and how hunting was done to which Ms Betty Ugle explained that they had kangaroo dogs. Ms Hayden said, "no one shared the dogs in this town", but added that dogs were extensively used for hunting.

Returning to the discussion on organisation of camp life, Mr Kickett said that Nyungars "lived by laws", so the camps were orderly, for example, if someone killed a kangaroo, there were protocols for "who gets this piece and who gets that piece". Mr Kickett continued, explaining laws about food trees and how these could not be touched at certain times however further details were not provided and the discussion continued.

Mr Storey noted that the camps were very clean for living in the bush and that, "they (even) swept the ground... that's how clean they were" with Ms Ugle adding that they used the Tea Tree branches for the broom.



**Figure 9: Community Garden meeting room where the consultation was held.**

On the subject of hunting, Ms Abraham recalled that Mr Joe Kickett (Mr Revel Kickett's father) came back from the war with a rifle, that he lived on a local Reserve and used the rifle for hunting. Mr Preller asked if there were good relations between the Aboriginal people who lived on the local Aboriginal Reserves and those living at Loco Shed Camps and the group agreed that there were good relations. Both Mr Kickett and Ms Betty Ugle remarked that "it was happy times", explaining that people played cards together and that her family had "a nice little humpy here" at

the Loco Shed Camps site. Ms Geri Hayden noted that the Cuballing Aboriginal Reserve had good facilities: toilets, wash houses and a hall whereas the Loco Shed Camps by comparison, was just an informal camping ground used primarily because they (Aboriginal people) were not allowed into Narrogin town due to government policy.

The group explained that Cuballing Reserve was the main reserve where local Aboriginal people lived, rather than the Loco Shed Camps which were more transitory in nature. As an example, Ms Hayden explained that Aboriginals with a Citizenship Card were not allowed to stay on the Reserves, explaining that these cards were issued to fair people which include people like her grandmother and grandfather who would stay at the various camps rather than the Reserves as they travelled through the Wheatbelt because her 'Pop' was "too fair skinned and wasn't allowed to stay on the (designated Cuballing) Reserve".

During this discussion, Ms Hayden related a story from her own childhood,

There was this truck that just pulled up on the Reserve and me and my younger brother and my younger sister were playing on the swings and this big truck pulls up with all these wadjela's... they jumped out looking for all these kids, asking 'where's the kids? where's the kids?'

The kids were just running to get into this truck... no lie... as I grew older and found out really what it was... (and) we were just about to jump onto this truck and Mum and Dad came running out from the hall and grabbing us and pulling us away... They (the wadjela men) were chucking out lollies and everything to the kids.

[Where were they going to take the kids?]

To the Mission, but we thought they were coming to take the kids for a ride to go and visit the people... we just thought we were going for a ride.

[When was this?]

Late 50's... even early 60's...

Ms Hayden explained that the children didn't know it, but the truck had come to take them away from their families to the Mission [c. late 1950s].

Mr Preller asked if there were family groups living at the Loco Shed Camp to which Ms Gwen Ugle said yes, "there were aunties and uncles, different generations and also Italians lived down there and Polish – there were immigrants camping too".

Mr Preller asked what bush tucker was eaten by people living in the Camp to which Ms Hayden said gilgies, turtles, porcupines etc., adding that Mr Lenny Colbung would catch the turtles but she would not eat them. Mr Storey asked if she would eat them now and Ms Hayden said 'No! I still wouldn't eat them.'

Ms Gwen Ugle added that that Barry Cable's uncle, who was part Nyungar, trapped rabbits.

The group explained there was a lot of food available at the camps, "No problem for food, if we didn't go hunting, there were other little animals all around and we could buy milk, sugar, tea, flour and eat rabbits too."

Mr Kickett and Ms Betty Ugle both said that local Nyungar also got food rations.

Ms Hayden had explained that the site was used by people coming into town, who were perhaps not able to stay at the Aboriginal Reserves or by Aboriginal people working in the loco sheds and on the railways. Mr Storey further offered that Nyungar people follow the [Gnarojin] creek and it was a lifeline because of the food it provided, and that Nyungar people would not hang around out there in the sun, they would stay at the creek.

Mr Preller asked if ceremonies were performed at the Loco Shed Camps site and Ms Williams replied 'No'. Ms Hayden noted that Nyungar were not allowed to speak Nyungar language at the Missions.

Mr Preller asked if there had been talk about the Waugal spirit or any mythological serpent associated with Narrogin Brook which ran through the Loco Shed Camps site to which Ms Williams responded that she had learned from one of the German missionaries that the carpet snake was a Nyungar totem rather than from her own people. Ms Williams added, "we were taught to learn German at Wandering Mission", emphasizing that the German missionaries were allowed to speak their language, but that Nyungars weren't allowed to speak Nyungar.

Ms Hayden summarised by saying that in Nyungar culture, families were "very joined, close, like Aunty said [Ms Betty Ugle] it was a very happy time up until Welfare came in and took people, not just kids, old people if they were sick".



**Figure 10: The Narrogin Brook, looking south from a rock weir crossing near to the overhead pedestrian bridge (Approximate location 516926mE and 6355880mN).**

The group then discussed the location of where various families lived within the Loco Shed Camp explaining that the main camping area was down at the bottom of the park, aligned with Walker Road but that Nyungars would also camp all the way along the waterway.

Mr Preller enquired whether the group had any memories or knowledge of any other places where people had camped to which the group responded that the bottom of the park was the main area but that camps could be located along Narrogin Brook, throughout the length of Gnarojin Park. No specific locations were offered on the basis that the camps and number of people camping in the area were temporary and transitory.

Mr Preller enquired what number of people would have been camped along the Brook to which Ms Hayden explained that it would change, adding that when a funeral was on, that the camp would have many people, but normally it was only the Nyungars that weren't in the Cuballing Reserve.

Mr Preller enquired again for the group to provide some explanation to the significance of the Narrogin Brook waterway to which they explained that it was for cleansing, drinking water, food and for the animals.

Mr Preller enquired whether the group would perform any ritual when coming to the water to which the group stated that the 'old people' would have but that they themselves did not.

Mr Preller enquired how the group felt about the significance of the artwork and what it means for them to which they stated that it was very important as it was their art that depicted their culture.

From this statement and discussion that followed it was apparent that the artworks located in the park were considered to be an important reflection of the local Nyungar community and that they would not want it impacted in any way.

Mr Preller then advised the group that they would stop for a short break and that they would reconvene at the Skate Park, located adjacent to the Peppermint Tree.

During the break, Mr Storey approached Mr Preller to run through some of the mythology associated with the Narrogin Brook waterway. Mr Storey explained that he had been told by his grandfather that the Narrogin Brook had been part of a songline that went right back into the lake country (i.e. Dumbleyung/Wagin area to the east of Narrogin) which Mr Storey believed was probably linked to the *Ngarngungudditj Walgu* (for further information see Goode, 2000) or possibly one of the songlines that go "all the way to the end of the Blackwood River". When pressed, Mr Storey explained that he had surmised this through memories of discussions from when he was a child, but that he unfortunately did not know any specific details of the songline.

Mr Preller asked Mr Storey if he thought the old songlines (of which much of the detail had since been lost), were still relevant today, to which Mr Storey explained that it was his view that if they were relevant a few generations back, then they were relevant now. Mr Storey continued, adding that the creek would have been considered very important to the 'old people' because a few generations prior, there had been plans to move the creek but the old people had said they couldn't do it (i.e. move the creek), which means that to them they must have considered Narrogin Brook to be important. Mr Storey reiterated his belief that the reported objection by the 'old people' was probably related to the waterway being a part of a songline.

Mr Preller enquired whether Mr Storey believed that an adjustment to the creek would break the songline to which Mr Storey said that it would, and that the creek was very important. Mr Storey explained the map analogy of songlines being a way for young people to move from place to place through the land. Mr Preller asked Mr Storey whether Narrogin Brook was part of these songlines to which Mr Storey explained that the word *narrogin* means 'running water' and that Narrogin is one of the only places where running water is located in this area so it definitely would have been part of the songlines, and as such needed to be protected.

The meeting at the Gnarojin Community Garden then concluded and the group moved across to the northern section of Gnarojin Park for the onsite component of the consultation.

At approximately 14h00, the group reconvened at the northern end of Gnarojin Park at approximate location 516840mE and 6356150mN. This second meeting location was positioned adjacent to Narrogin Brook and the Peppermint Tree.





**Figure 11: GKB survey team onsite at Gnarojin Park (Approx location 516840mE and 6356150mN)**

Mr Preller summarised the outcomes from the previous discussions at the Community Garden Meeting centre, explaining that Mr Storey had provided some information to Mr Preller regarding Narrogin Brook prior to leaving.

Mr Storey recounted this discussion to the rest of the group, explaining that he was told by his grandfather that Narrogin Brook [which runs through Gnarojin Park and Loco Shed Camps site ID 21934] was part of a songline which Nyungars used to navigate as they traditionally travelled between the inland lakes out from Murrumuck in winter and the Narrogin area in summer. This understanding was passed down from his grandparents Ms Verna Parfitt and Mr Scotty Ugle who raised him.

Mr Preller enquired what cultural significance the creek had to the group to which several of the group requested that the creek should not be impacted as it was an important habitat and that also served as a place where traditional foods could be obtained. Ms Betty Ugle added that the reeds in the waterway were important as they were used by the old people to make baskets, and as such they should be looked after.

Mr Storey explained that ‘back in the day’ when the ‘old people’ were around, a proposal had been made for the creek to be diverted but they had objected. Mr Storey continued, explaining to the group that this objection must have meant that the Narrogin Brook was special to them then, and that in his opinion that Narrogin Brook was a place that the current generation also needed to look after. Mr Storey added that Narrogin Brook was one of the few running waterways in the region which made it a place of significance, adding that he considered this creek, which was named after running water, must have been part of a broader songline, possibly that which runs to the end of the Blackwood River.

In regard to proposed redevelopment plans, it was noted that the Gnarojin Park Masterplan identified several sections along the waterway where water purification strategies were proposed for possible incorporation into the Plan however, Ms Guy had advised that the Shire was unable to confirm the level and extent that these works may cover as additional hydrology studies were still being finalised.

Further discussion ensued with the GKB representatives objecting to any future proposals that may see Narrogin Brook realigned. The group concluded that they were supportive of plans to rehabilitate the Brook but were **not** supportive of non-specific plans that may include diversion. In the context of the limited information available regarding impact to Narrogin Brook, it is recommended that the Shire of Narrogin undertake additional consultation when more definitive plans associated with Water Treatment and Waterway are better known, and specifically if plans were proposed to divert the flow in any way.

Mr Preller enquired whether the group would be supportive of plans to make adjustments to the creek to improve the flow to which Ms Hayden stated that they were supportive of adjustments and rehabilitation, but that any proposed *re-alignment* would need re-consultation because the waterway was culturally significant to them.

Mr Preller enquired whether others in the group could provide further details on the specific cultural values that the waterway held for them to which several explained that it was important for traditional foods with Mr Storey reiterating that the waterway had spiritual significance directly associated with Waugal mythology and that realignment could potentially impact the cultural values of the songline associated with the waterway.

Mr Preller enquired whether there were any other places that the group could recall that were significant to the Nyungar community that may be impacted by the proposed redevelopment of Gnarojin Park to which they responded that the park had many significant artworks made by local Nyungars as well as a dancing ground which was located near to the pedestrian overpass that had not yet been discussed in any detail.

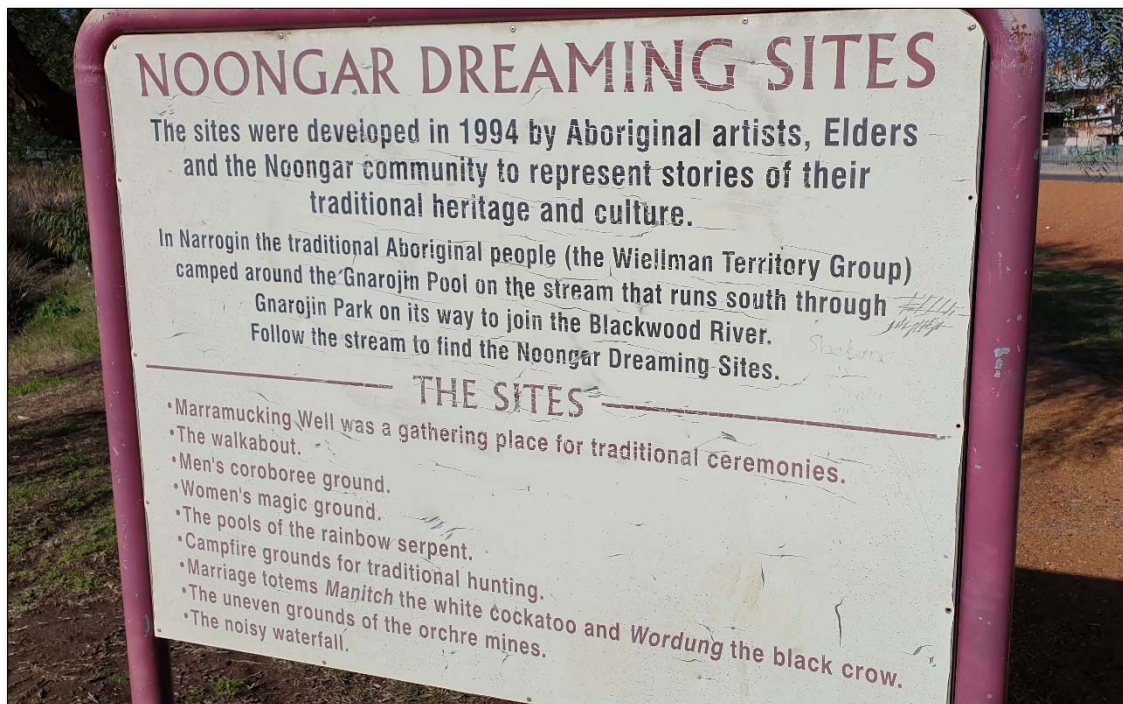


Figure 12: 'Noongar Dreaming Sites' signage in Gnarojin Park

Mr Preller reiterated that the previous recommendation that no impact should occur to the local artworks as they were considered special to the local Nyungar community, adding that this would be included in the ethnographic report.

Mr Preller asked the group whether the "Corroboree Ground" listed on the sign located next to the Peppermint Tree (see Figure 12) was the same corroboree and dancing ground which the group had mentioned previously, to which they responded that it was the same place.



The group explained that the ground was last used when the artwork in the park as opened sometime around 1999, but that prior to that the ground was known to be used by the ‘oldies’, “before our time”.

Mr Preller enquired whether the corroboree ground was still considered to be culturally significant, with the group expressing that the ground was a place their ‘old people’ had used. Ms Hayden added that they considered this corroboree ground to be a place where the old spirits are, “just like an old grave” as it had been used by the ‘old people’ and that the ‘old people’s’ spirits “are still there”.

Several other members of the group added that the Narrogin Corroboree Ground was a special place for local Narrogin Aboriginal people and an important place in the Narrogin area.



**Figure 13: Dr Winton recording the comments regarding Gnarojin Park and Narrogin Brook from Mr Basil Kickett, Ms Nola Williams with Mr Francis Bolton walking by. Group standing adjacent to the Narrogin Brook at approximate location 516920mE and 6355840mN.**

Mr Preller enquired whether there was any specific knowledge about the corroboree ground being used by the ‘old people’ to which Ms Hayden explained that they never camped around the corroboree ground as it was considered to be a place of spiritual and ceremonial significance.

Mr Preller explained that based on the information provided, that the Gnarojin Park Corroboree ground was likely to warrant submission of the information on an HISF form as it is likely to meet criteria to be considered an Aboriginal site but that some onsite coordinates would be required to identify the boundary. Mr Preller advised that the corroboree ground boundary would need to be visited and properly recorded to which the GKB representatives stated that this would be fine but that some had to leave. Mr Preller enquired whether any of the representatives had any additional information available that they would like recorded regarding the corroboree ground to which the group stated that it would be fine to continue the discussion with Mr Storey during the inspection.

Mr Preller explained to the group that an objective of the survey was to discuss places of significance within the Survey Area in relation to a section 18 notice that the Shire of Narrogin were proposing to submit in order to undertake works within the boundary of Lodged Places ID

21933 and 21934 and as such, requested whether the group were supportive of the proposed works as they had been described.

Ms Hayden stated that as long as the trees weren't being cut down then she was supportive. Several other members of the group also stated that they had no concerns or objections to the proposed redevelopment to occur, as long as the area bounded by Lodged Place ID 21933 Peppermint Tree was not disturbed, that the artworks were not disturbed, and that Narrogin Brook could be rehabilitated but not realigned.

Mr Preller enquired whether the group would like to add any additional recommendations for inclusion in the ethnographic report to which Ms Hayden requested that an additional recommendation to include employment for Aboriginal people on the redevelopment project should also be included.

With no additional matters raised, the heritage survey with the main group concluded the meeting at approximately 14h30.

#### **Inspection of the Narrogin Corroboree Ground with Mr Ross Storey**

At approximately 14h45, Mr Storey escorted Mr Preller and Dr Winton to the place which was known to be the Narrogin Corroboree Ground (approximate location 516896mE and 6355900mN).



Corroboree Ground (1): Looking west towards pedestrian bridge



Corroboree Ground (2): Looking east across Narrogin Creek with Hartoge Street in the background



Corroboree Ground (3): Looking north east across Narrogin Brook with Hartoge Street in the background



Corroboree Ground (4): Looking south east toward pedestrian bridge and Narrogin Brook

**Figure 14: Narrogin Corroboree Ground located in Gnarojin Park**

Mr Storey recounted his knowledge of the corroboree ground as a place that his grandmother had told him that the ground had been used by previous generations to gather and have corroborees and that it had been known as a dancing ground as far back as the 1940's.



Mr Preller enquired whether the place was still considered to be the preferred location for cultural celebrations to which Mr Storey responded that it definitely would and that it was the only place that would be used.

Mr Preller asked Mr Storey whether the corroboree ground was considered culturally significant to which Mr Storey responded,

“this place is special... all this area, from the bridge right down to where we were (i.e. the Peppermint Tree meeting place)... these significant places we don’t want touched as they have a much deeper significant meaning to us... a lot of these places have a lot more energy than the other places... you can feel it. The energy is from the old people, the old dancers that used the place and it is where we can pass our stories on and tell the young people that these places are still there for them as a part of their cultural heritage”

(See Appendix 3, for a more detailed transcript of the discussion between Mr Storey and Mr Preller regarding the corroboree ground.)

On review of the information provided by the GKB informants it is evident that the Narrogin corroboree ground is well known to the local Nyungar community. The informants advised that the ground was used for corroborees by the old people and that the place affords contemporary Nyungars a specific spiritual connection to the old people. Furthermore, the GKB representatives also noted that this location would almost definitely be chosen for any future ceremonies (including corroborees) adding that any future activities undertaken at the ground would require a smoking ceremony to acknowledge the old people and inform their spirits that the corroboree ground was being used for a specific purpose. From this, it is reasonable to conclude that the Gnarojin Park Corroboree Ground will likely to meet criteria outlined at section 5(b), 39(2)(b), 39(2)(c) and 39(3) of the *Aboriginal Heritage Act 1972*.

Dr Winton then recorded the boundary coordinates of the perimeter circle of rocks which Mr Storey explained were brought in to define the actual dancing ground. Based on this explanation, an additional 10 metre buffer was added to incorporate a nominal boundary around the actual dancing ground perimeter with co-ordinates provided at Table 4, Appendix 3.

## COMMUNITY CONSULTATION OUTCOMES

As a result of an ethnographic consultation held with representatives of the Gnaala Karla Booja WC1998/058 NTC group on Wednesday, 5<sup>th</sup> August 2020, **two new** ethnographic sites were reported to be located within the Gnarojin Park Masterplan redevelopment area. This includes Narrogin Brook, which was described to be associated with the Waugal mythological serpent, and the Gnarojin Park Corroboree Ground which was identified to be a ceremonial ground. Both of these places located within the Gnarojin Park Masterplan Survey Area are likely to be Aboriginal Sites under section 5(b) of the *Aboriginal Heritage Act 1972*.

On review of the information provided, Narrogin Brook is believed to be an important waterway in the local area, with it theorized that *narrogin* (the ‘place of water’, see Western Australian Land information Authority, 2020) was once part of a broader songline that came from the lake country in the east and “probably went all the way to the end of the Blackwood River”, however it was noted that the details of this songline have since been lost. During the discussions regarding the significance of the creek, it was evident that the local Nyungar community consider themselves to have a jural responsibility to maintain the integrity of the waterway on the basis that it was a place important enough to have been specifically named by the old people. The GKB informants also advised that waterway is valued as an important habitat for flora and fauna and a place where traditional bush foods are harvested.

Based on constraints to the information provided by the GKB informants, the recorded boundary for Narrogin Brook mythological site was constrained to the main channel of the waterway within the Survey Area. It is noted that whilst the mythological boundary for Narrogin Brook is likely to extend both upstream to its headwater and downstream to the Blackwood River, it was not possible to obtain further clarification to the extent as the knowledge was not passed down to the informants.

On review of the information provided by the GKB informants regarding the Gnarojin Park Corroboree Ground, it was evident that the corroboree ground was considered to be culturally significant by the local Nyungar community with it reported that the ground was used for corroborees by previous generations of Aboriginal people and that because of this, the site affords contemporary Nyungars a specific spiritual connection to the 'old people'.

The informants also advised that this location would almost definitely be chosen for any future ceremonies (including corroborees) adding that any activity undertaken at the corroboree ground would require a smoking ceremony to acknowledge the old people and inform the spirits that the corroboree ground was being used for a specific purpose. It is noted that the contemporary use of a ceremonial ground to enact traditional religious beliefs is a rarity in the region and there is potential that the Gnarojin Park Corroboree Ground may also be given positive assessment under section 5(c) of the *Aboriginal Heritage Act 1972*.

In addition to the two new Aboriginal Sites reported, new information was also obtained for Lodged Place ID 21933 Peppermint Tree with report that the tree was the birthplace for both Charlie Ugle junior **and** Marshall Ugle, and was also a central meeting location for Aboriginal people as they traversed between the Loco Shed Camps and Narrogin town.

During the consultation, an additional 'Narrogin bush baby birthing site' was also identified, located to the north (and outside) of the Survey Area. The GKB informants reported the 'Narrogin bush baby birthing site' to be the place a where Aboriginal mothers who lived in Narrogin had gone to give birth during the 1950's and 1960's. The location of the Narrogin bush baby birthing site is outside the Survey Area, described to be located between the Federal Street and west of Northam-Cranbrook Road / Pioneer Road. Due to time constraints, this place was only partially recorded, and as such, it is recommended that the Shire of Narrogin conduct more detailed recording if any activities are proposed to be conducted in this vicinity in the future.

In regard to the proposed redevelopment of Gnarojin Park, the GKB representatives were supportive of the Shire of Narrogin submitting a section 18 notice to the Minister to undertake activities within the boundary of Lodged Place ID 21934 Loco Shed Camps and Lodged Place ID 21933 Peppermint Tree but requested that no impact occur in the area surrounding the Peppermint Tree (i.e. Peruvian Pepper Tree (*Schinus molle*), that the existing artwork was not disturbed, and that no large trees were removed. During these discussions, the GKB informants also recommended that further consultation is undertaken by the Shire of Narrogin if Narrogin Brook was planned to be realigned.

In addition to the above, the GKB representatives also requested ongoing and continued engagement from the Shire of Narrogin on the project as they consider Gnarojin Park to be a place with high sentimental, historical and cultural value and wanted to be involved in the project where possible.

## RECOMMENDATIONS

As a result of the ethnographic survey the following recommendations are made in relation to the Western Australian *Aboriginal Heritage Act 1972* (AHA):

**It is recommended** that the **two new Aboriginal Sites** identified and recorded during the survey are reported as sites of significance under section 5 of the *Aboriginal Heritage Act 1972*. This includes the following:

- **Narrogin Brook mythological site** which was reported to be a place of special importance as it is believed to be part of an old songline and to have mythological values associated with the Waugal mythological serpent;
- **Gnarojin Corroboree Ground** which was reported to be an active ceremonial site that was used by the ‘old people’ for corroborees and is believed to be a place where the spirits of the ‘old people’ can be felt.

**It is recommended** that additional cultural information relating to Lodged Place ID 21933 Peppermint Tree that was recorded during the survey is submitted to the DPLH so that the Site File can be updated. This includes the following information:

- In addition to being the birthplace for Charlie Ugle (junior), Peppermint Tree is also reported to have been the birthing place for Marshall Ugle;
- Peppermint Tree is reported to have been the meeting place for Nyungars as they traversed between the Loco Shed Camps and the townsite of Narrogin.

**It is recommended** that information relating to the **one new potential Aboriginal Site**, the ‘Narrogin bush baby birthing site’ which was identified and **partially recorded** during the survey, is reported as a potential site of significance under section 5(b) of the *Aboriginal Heritage Act 1972*.

In order to ensure compliance with section 15 of the *Aboriginal Heritage Act 1972* (‘Report of findings’), **it is recommended** that the Shire of Narrogin facilitate the reporting of these newly identified places to DPLH.

**It is recommended** that the Shire of Narrogin seek consent under section 18 of the AHA in order to undertake the proposed redevelopment activities associated with the Gnarojin Park Masterplan within the extents of previously recorded places, Lodged Place ID 21934 Loco Shed Camps and Lodged Place ID 21933 Peppermint Tree.

**It is recommended** that the Shire of Narrogin seek consent under section 18 of the AHA in order to undertake the proposed redevelopment within the extents of newly recorded places, ‘Narrogin Brook mythological site’ and ‘Gnarojin Park Corroboree Ground’ on the basis that both of these places have potential to be given positive assessment as Aboriginal Sites under section 5 of the AHA.

**It is recommended** that this consent be granted as members of the Narrogin Nyungar community who are a part of the Gnaala Karla Booja WC1998/058 Native Title Claim group are supportive of the Gnarojin Park Masterplan on the proviso that:

- The Peppermint Tree and area surrounding the Peppermint Tree associated with Lodged Place ID 21933 Peppermint Tree are not impacted;
- Existing artworks associated with the *Gnarojin Park Nyoongah Revival Project* are not impacted;
- Additional consultation is conducted by the Shire of Narrogin with GKB representatives for any proposals that plan to realign Narrogin Brook.

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## **APPENDIX 1: DPLH SITES AND PLACES REGISTER SEARCH**

### Search Criteria

No Registered Aboriginal Sites in Shapefile - Survey\_Area

### Disclaimer

The *Aboriginal Heritage Act 1972* preserves all Aboriginal sites in Western Australia whether or not they are registered. Aboriginal sites exist that are not recorded on the Register of Aboriginal Sites, and some registered sites may no longer exist.

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Your heritage enquiry is on land within or adjacent to the following Indigenous Land Use Agreement(s): Gnaala Karla Booja People ILUA.

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The ILUAs bind the parties (including 'the State', which encompasses all State Government Departments and certain State Government agencies) to enter into a Noongar Standard Heritage Agreement (NSHA) when conducting Aboriginal Heritage Surveys in the ILUA areas, unless they have an existing heritage agreement. It is also intended that other State agencies and instrumentalities enter into the NSHA when conducting Aboriginal Heritage Surveys in the ILUA areas. It is recommended a NSHA is entered into, and an 'Activity Notice' issued under the NSHA, if there is a risk that an activity will 'impact' (i.e. by excavating, damaging, destroying or altering in any way) an Aboriginal heritage site. The Aboriginal Heritage Due Diligence Guidelines, which are referenced by the NSHA, provide guidance on how to assess the potential risk to Aboriginal heritage.

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If you are a State Government Department, Agency or Instrumentality, or have a heritage condition placed on your mineral or petroleum title by DMIRS, you should seek advice as to the requirement to use the NSHA for your proposed activity. The full ILUA documents, maps of the ILUA areas and the NSHA template can be found at <https://www.dpc.wa.gov.au/swnts/South-West-Native-Title-Settlement/Pages/default.aspx>.

Further advice can also be sought from the Department of Planning, Lands and Heritage at [heritageenquiries@dplh.wa.gov.au](mailto:heritageenquiries@dplh.wa.gov.au).

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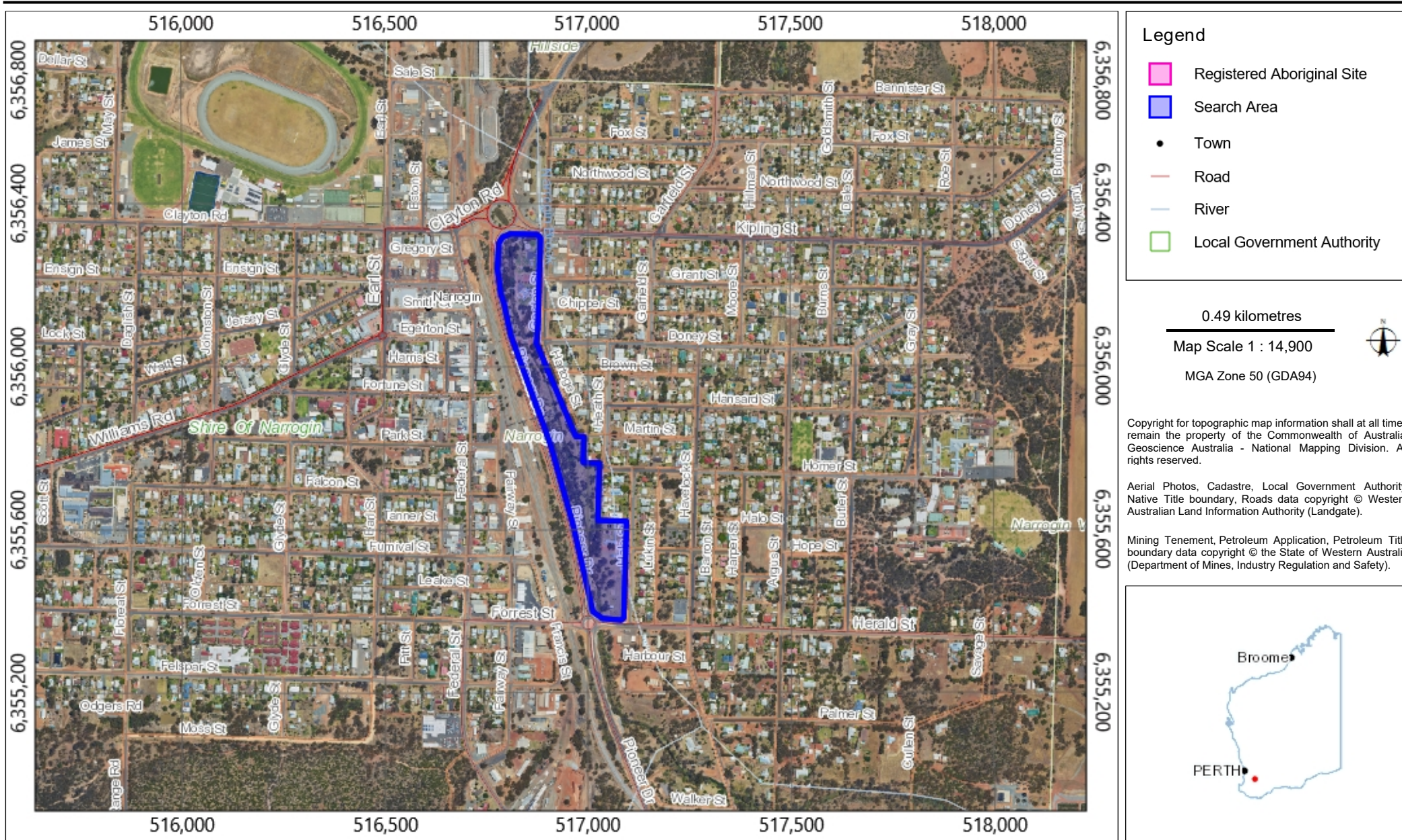
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# Aboriginal Heritage Inquiry System

## Map of Registered Aboriginal Sites

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### Search Criteria

#### 2 Other Heritage Places in Shapefile - Survey\_Area

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## List of Other Heritage Places

Terminology (NB that some terminology has varied over the life of the legislation)

Place ID/Site ID: This a unique ID assigned by the Department of Planning, Lands and Heritage to the place.

Status:

- Registered Site: The place has been assessed as meeting Section 5 of the Aboriginal Heritage Act 1972.
- Other Heritage Place which includes:
  - Stored Data / Not a Site: The place has been assessed as not meeting Section 5 of the Aboriginal Heritage Act 1972.
  - Lodged: Information has been received in relation to the place, but an assessment has not been completed at this stage to determine if it meets Section 5 of the Aboriginal Heritage Act 1972.

Access and Restrictions:

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- Boundary Restricted = No: Place location is shown as accurately as the information lodged with the Registrar allows.
- Boundary Restricted = Yes: To preserve confidentiality the exact location and extent of the place is not displayed on the map. However, the shaded region (generally with an area of at least 4km<sup>2</sup>) provides a general indication of where the place is located. If you are a landowner and wish to find out more about the exact location of the place, please contact the Department of Planning, Lands and Heritage.
- Restrictions:
  - No Restrictions: Anyone can view the information.
  - Male Access Only: Only males can view restricted information.
  - Female Access Only: Only females can view restricted information.

Legacy ID: This is the former unique number that the former Department of Aboriginal Sites assigned to the place. This has been replaced by the Place ID / Site ID.

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## Aboriginal Heritage Inquiry System

### List of Other Heritage Places

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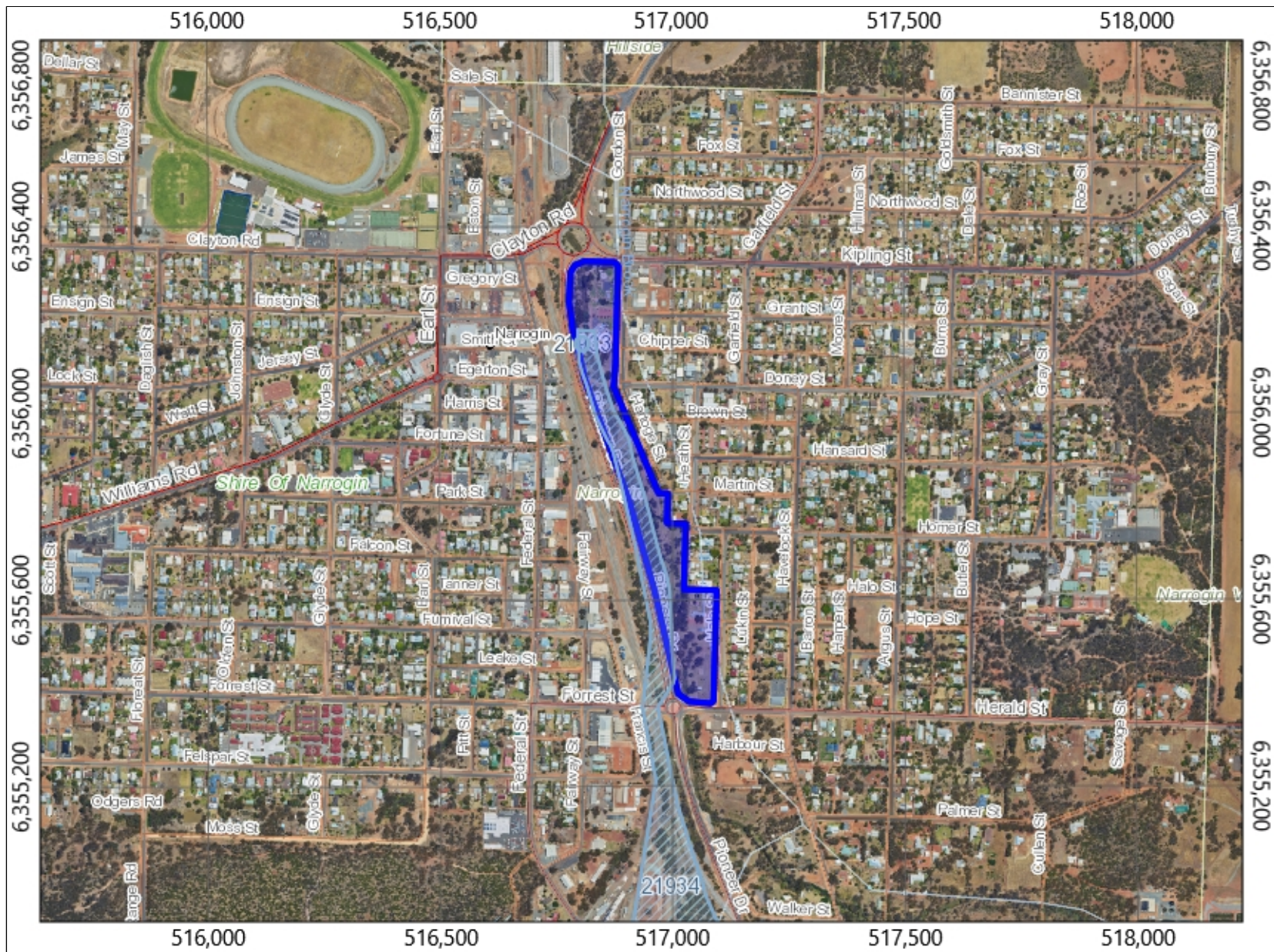
ID	Name	File Restricted	Boundary Restricted	Restrictions	Status	Type	Knowledge Holders	Coordinate	Legacy ID
21933	Peppermint Tree	No	No	No Gender Restrictions	Lodged	Birth Place	*Registered Knowledge Holder names available from DAA	516803mE 6356151mN Zone 50 [Reliable]	
21934	Loco Shed Camps	No	No	No Gender Restrictions	Lodged	Camp	*Registered Knowledge Holder names available from DAA	516987mE 6355449mN Zone 50 [Reliable]	



# Aboriginal Heritage Inquiry System

## Map of Other Heritage Places

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### Legend

- Other Heritage Place
- Search Area
- Town
- Road
- River
- Local Government Authority

0.49 kilometres

Map Scale 1 : 14,900

MGA Zone 50 (GDA94)



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## **APPENDIX 2: MAP OF THE PROJECT AREA IN RELATION TO ABORIGINAL HERITAGE SITES**







### **APPENDIX 3: INTERVIEW OF MR ROSS STOREY BY MR PRELLER REGARDING THE NARROGIN CORROBOREE GROUND**

Transcript of interview of Mr Storey by Mr Preller, regarding the Narrogin Corroboeree Ground,  
5<sup>th</sup> August 2020 at 2.55pm:

RS: My grandmother told me a long time ago, before our time the people would all  
gather and have corroborees

GP: And how long ago?

RS: Probably 1940's

GP: Was it known as a corroboree ground then?

RS: Yes, definitely

GP: Is this place acknowledged to have been a corroboree ground used by the 'old  
people' (i.e. pre-settlement Aboriginal people)

RS: Yes, this place has always been known as a corroboree ground

GP: And what of the rocks that have placed in a circle?

RS: Yes, we brought them in a few years ago

GP: Has the location always been in the same spot?

RS: Yes, always in the same spot. My grandmother had pointed this place out to me

GP: When was that?

RS: In around 1942

GP: Has the place ever been recorded by an anthropologist or registered (on AHIS)?  
(That is), when the place was included in the *Gnarojin Park Nyoongah Revival  
Project*, was it properly recorded?

RS: No anthropologists, only a few Elders

GP: What does this place mean to you now?

RS: We just call it the 'sitting down place'... but is not used as much now, not as  
much as when the old people were around

GP: And if you had a special event or a corroboree in Narrogin now, where would  
you do it

RS: Here, definitely... Maybe we should have another corroboree soon... Maybe  
for the opening!

GP: How would you feel if they wanted to turn this place into say (for example), a  
car park?

RS: No, we wouldn't want them to do anything like that... it would take away the significance of this place that it has for Nyungar people... take away the feeling that this place has.

GP: Do you have a feeling when you come here?

RS: Oh yeah... Oh yeah... definitely

GP: Is that something (the feeling that the place is special) that you think all the other Narrogin Nyungars have?

RS: Yes, definitely

GP: How well known do you think this place is to the local area?

RS: Very significant... everyone knows about it.

GP: And what about how well this place is known to other Aboriginal people outside of Narrogin area?

RS: Probably not so well known, but this is our place.. they have their places.

GP: And if you did a corroboree here, would you conduct any ritual or ceremony or acknowledge the old people

RS: Yes, we'd smoke it to let the old people that we were here and using this place

GP: Would it be different if another place further up were proposed to have a car park made versus this place? Is this place more special than other places in the area?

RS: Oh yes... this place is special... all this area, from the bridge right down to where we were (i.e. the Peppermint Tree meeting place)... these significant places we don't want touched as they have a much deeper significant meaning to us... a lot of these places have a lot more energy than the other places... you can feel it. The energy is from the old people, the old dancers that used the place and it is where we can pass our stories on and tell the young people that these places are still there for them as a part of their cultural heritage

GP: Do you see this as an important place for future generations?

RS: Oh yes... definitely... these places will benefit white fellas and black fellas as they offer somewhere to teach about our history. All people want to feel that energy... as long as it's here this will be the place where we would hold it.

GP: What if there were plans to move the corroboree ground to somewhere else?

RS: You can't do that... it like moving a songline, moving the creek... this is a special place in Narrogin

[Interview duration 8 min 18 sec]

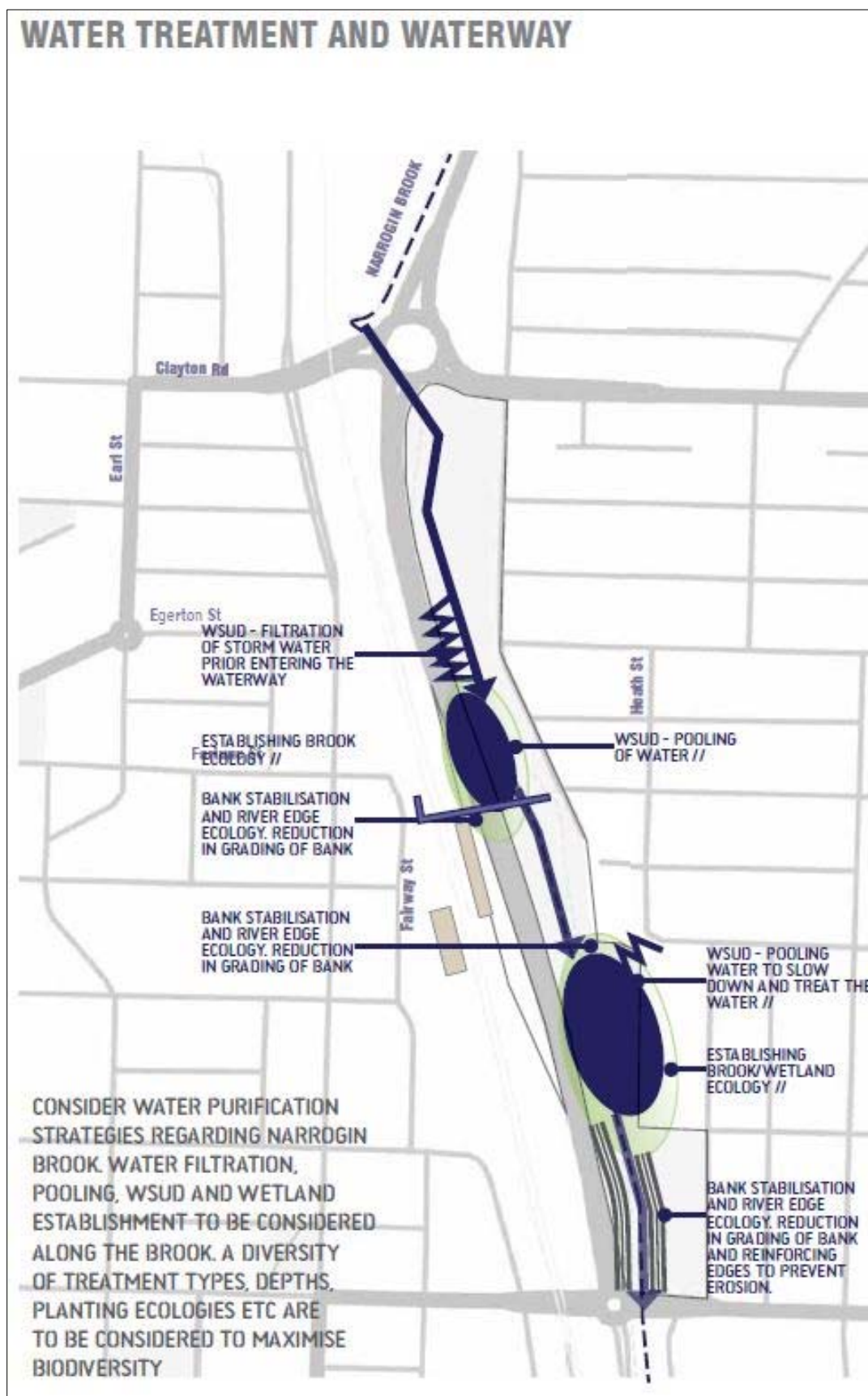
**Table 4. Perimeter Coordinates for the corroboree ground at Loco Shed Camps ID 21934.**

Perimeter Point ID	mE	mN
1	516894	6355893
2	516902	6355896
3	516905	6355908
4	516894	6355908
5	516889	6355901
6	516894	6355893

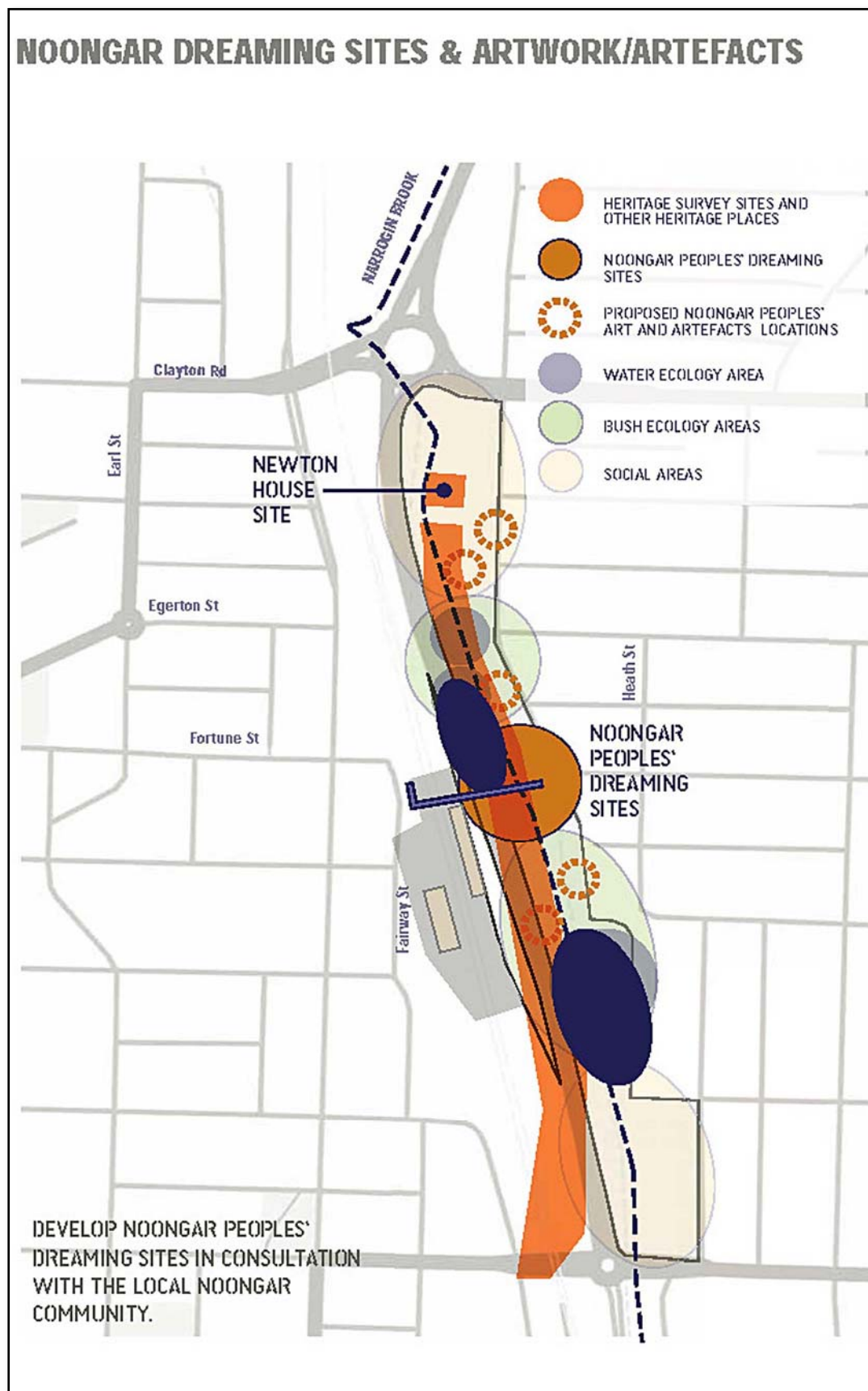


## **APPENDIX 4: EXTRACTS FROM THE GNAROJIN PARK MASTERPLAN**

GNAROJIN MASTERPLAN: WATER TREATMENT AND WATERWAY (Page 23)



## GNAROJIN MASTERPLAN: NOONGAR DREAMING SITES AND ARTWORK/ARTEFACTS (Page 25)





## APPENDIX 5: CORRESPONDENCE



Department of Planning,  
Lands and Heritage

Our ref: PLH00019/2020  
Enquiries: Katrina Bott 6551 7918

Ms Susan Guy  
Manager Community Leisure & Culture  
Shire of Narrogin  
PO Box 1145  
NARROGIN WA 6 312

Dear Ms Guy

### ADVICE REGARDING SHIRE OF NARROGIN – GNARROJIN PARK MASTERPLAN

Thank you for your email to the Department of Planning, Lands and Heritage (DPLH), dated 9 March 2020, seeking comment on the proposed Gnarojin Park detailed within the Gnarojin Park Masterplan.

A review of the Register of Places and Objects, DPLH Aboriginal Heritage Database and plans provided by yourself, confirms that the proposed area of the park intersects with Aboriginal heritage Place IDs 21934 (Loco Shed Camps) and 21933 (Peppermint Tree). However, the area has not been subject to comprehensive surveys to determine the extent of archaeological places on the land. It is noted that the masterplan proposed works such as a rock wall weir, playground and lighting upgrades. As the proposed works are within an known Aboriginal heritage places, you may need to submit a Section 18 application under the *Aboriginal Heritage Act 1972* (AHA). DPLH recommends that before a Section 18 application is submitted that you contact the South West Aboriginal Land and Sea Council as well as other knowledge holders in regards to potential impacts. For Aboriginal site IDs 21934 (Loco Shed Camps) and 21933 (Peppermint Tree) DPLH database lists the following as key knowledge holders:

- Mr Rebel Kickett;
- Mr Trevor Penny;
- Mrs Kathleen Jackson.
- Mrs Nora Ugle; and
- Ms Verna Ugle.

Postal address: Locked Bag 2506 Perth WA 6001 Street address: 140 William Street Perth WA 6000  
Tel: (08) 655 18002 Fax: (08) 655 19001 info@dplh.wa.gov.au www.dplh.wa.gov.au  
ABN 68 565 723 484  
wa.gov.au

If you have any questions regarding the above, please contact Ms Katrina Bott,  
Senior Heritage Officer on 6551 7918 or email [katrina.bott@dplh.wa.gov.au](mailto:katrina.bott@dplh.wa.gov.au)

Yours sincerely



Tanya Butler

**REGISTRAR OF ABORIGINAL SITES**

12

March 2020

### 10.1.2 SIGNAGE AT LOT 47 (NO. 31) FORTUNE STREET, NARROGIN

File Reference	A165718
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	ESM Strata Pty Ltd
Previous Item Numbers	Nil
Date	6 December 2021
Author	David Johnston – Planning Officer
Authorising Officer	Azhar Awang – Executive Manager Development and Regulatory Services
<b>Attachments</b> 1. Signage Design 2. Site Plan 3. Public Question and Response 4. Extract from Heritage Survey 2019	

#### Summary

Council is requested to consider a Retrospective Application for Planning Consent for Signage at Lot 47 (No. 31) Fortune Street, Narrogin.

#### Background

On 13 August 2020, the Shire received a question from a member of the public, regarding the signage that had been erected in Church Square. The question asked whether the sign had been approved and whether the impacts on the nearby former Baptist Church had been considered. The Shire conducted an investigation and found that the sign had not received a planning approval and that this was the first time the sign had been brought to the Shire's attention. It found from images of the area that the sign had been installed sometime between 2015 and 7 October 2018. The question and answer were published in the Minutes of the Ordinary Council Meeting on 25 August 2020.

Following on from this, the Shire requested that the Owners of the signage submit a retrospective planning application in order to assess the heritage impacts, compliance with the Local Planning Policy (D10 – Advertisement Design) and the former Town of Narrogin Town Planning Scheme No.2 (FTPS2).

The applicant submitted an application on 5 November 2020, however, did not pay the required planning fee. The Shire contacted the owner several times and received a response on 19 May 2021, requesting a delay for payment of the fee due to the large cost. After further emails, the Shire received a new application form on 20 August 2021 and the retrospective fee was paid on 9 September 2021.

The existing sign provides space for all nine tenancies in the Church Square shopping precinct to have their business names listed. Church Square shopping precinct has historically been unable to retain tenants. Church Square is characterised by several consulting rooms although in the past has included retail and cafes. The sign is approximately 3m in height and 1.2m wide (refer to Attachment 1).

## Consultation

Following receipt of the initial inquiry from the member of the public, the Planning Officer has been in regular consultation with the representative of the Applicant and conducted several site inspections.

## 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, Part V – Control of Advertisements; and
- Former Town of Narrogin – Signs, Hoardings and Bill Posting By-Laws 1986.

## Policy Implications

The following policies relate to the proposal:

- Local Planning Policy D10 – Advertisement Design.

## Financial Implications

A Retrospective Application for Planning Consent Fee of \$441 has been paid to the Shire of Narrogin.

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective:	2.	Social Objective (To provide community facilities and promote social interaction)
Outcome:	2.4	Cultural and heritage diversity is recognised
Strategy:	2.4.1	Maintain and enhance heritage assets
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 47 (No. 31) Fortune Street, Narrogin is zoned 'Central Business' under the FTPS2. The Policy Statement for the zoning states:

*"To provide for the function and development of the town centre primarily for retail shops and offices, Council will control the development of other uses and co-ordinate such uses to ensure that compatible development occurs in like areas."*

In FTPS2, the signage being considered falls under the definition of "Advertisement". The definition of 'Advertisement' in Clause 1.8.4 is as follows:

*"means any word, letter, model, sign, placard, board, notice device or representation, whether illuminated or not, in the nature of, and employed wholly or partly for the purposes of, advertisement, announcement or direction, and includes any hoarding or similar structure used, or adapted for use,*

*for the display of advertisements; and Advertising Sign shall be construed accordingly but does not include:*

- a) an advertising sign of less than 2m squared in area relating to the carrying out of building or similar work on land on which it is displayed, not being land which is normally used for those purposes;*
- b) an advertising sign of less than 2m squared in area announcing a local event of a religious, educational, cultural, political, social or recreational character not promoted or carried on for commercial purposes;*
- c) an advertising sign of less than 2m squared in area relating to the prospective sale or letting of the land or building on which it is displayed;*
- d) an advertising sign exhibited upon any land vested in or owned by the Minister for Railways which is directed only to persons upon or entering a railway station or platform or bus station; and*
- e) directional signs, street signs and other like signs erected by a public authority.”*

The signage being considered is controlled under Part 5 of FTPS2. Part 5.1 to part 5.4 state as follows:

#### **“5.1 POWER TO CONTROL ADVERTISEMENTS**

*5.1.1 For the purpose of this Scheme, the erection, placement and display of advertisements and the use of land or buildings for that purpose is development within the definition of the Act requiring, except as otherwise provided, the prior approval of the Council. Such planning approval is required in addition to any licence pursuant to Council's Signs and Hoarding and Bill Posting Bylaws.*

*5.1.2 Applications for Council's planning approval pursuant to this Part shall be submitted in accordance with the provisions of Clause 6.3 of the Scheme and shall be accompanied by a completed Additional Information Sheet in the form set out at Appendix V giving details of the advertisement(s) to be erected, placed or displayed on the land.*

#### **5.2 EXISTING ADVERTISEMENTS**

*Advertisements which:*

- a) were lawfully erected, placed or displayed prior to the approval of this Scheme; or*
- b) may be erected, placed or displayed pursuant to a licence or other approval granted by the Council prior to the approval of this Scheme, hereinafter in this Part referred to as 'existing advertisements', may, except as otherwise provided, continue to be displayed or be erected and displayed in accordance with the licence or approval as appropriate.*

#### **5.3 CONSIDERATION OF APPLICATIONS**

*Without limiting the generality of the matters which may be taken into account when making a decision upon an application for planning approval to erect, place or display an advertisement, Council shall examine each such application in the light of the objectives of the Scheme and with particular reference to the character and amenity of the locality within which it is to be displayed,*

*including its historic or landscape significance and traffic safety, and the amenity of adjacent areas which may be affected.*

#### 5.4 EXEMPTIONS FROM THE REQUIREMENT TO OBTAIN APPROVAL

*Subject to the provisions of the Main Roads (Control of Signs) Regulations 1983 and notwithstanding the provisions of Clause 5.1, the prior approval of the Council is not required in respect of those advertisements listed in Appendix VII which for the purpose of this Part are referred to as 'exempted advertisements'. The exemptions listed in Appendix VII do not apply to places, buildings, conservation areas or landscape protection zones which are either:*

- a) listed by the National Trust;*
- b) listed on the Register of the National Estate;*
- c) included in Local Authority Town Planning Schemes because of their heritage or landscape value."*

The existing sign requires a Planning Assessment and determination as the sign was erected after the approval of FTPS2 and is not exempted due to the local heritage listing of the former Baptist Church in FTPS2 and the Shire of Narrogin Local Heritage Survey 2019.

##### Local Heritage Survey

Under the Shire of Narrogin Local Heritage Survey 2019, Lot 7 (No 7/31) Fortune Street, Narrogin is heritage listed as Place No. 83. It is also listed in the FTPS No. 2 as Code No. 1 and on the inherit database as No. 1821.

The building which is the former Baptist Church is listed as Category B in the Local Heritage Survey. This means:

*"A place of considerable cultural heritage significance to Town of Narrogin that is worthy of recognition and protection through provisions of the Town of Narrogin Town Planning Scheme. Planning Application needs to be submitted to Town of Narrogin for any proposed development and referred to Regional Wheatbelt Heritage Adviser for comment. Recommend: Retain and conserve the place. Document the place per HCWA Archive recommendations if retention is not possible."*

As in Clause 5.4 above, the signage being considered requires assessment to determine the effect on the former Baptist Church which sits on the same lot.

##### Local Planning Policy D10 – Advertisement Design

Under Local Planning Policy D10, the existing sign is classed as a commercial sign. Being impacted by heritage and being a freestanding sign, the following parts relate:

##### "Heritage Buildings

*Heritage Buildings as Identified in the Town of Narrogin Town Planning Scheme 2, signs which extend the height of a building, dominate the building or screen parts of the building are not appropriate. Signs should be located on the gable end, parapet, verandah or awning edge or end, or above and below windows and generally, should not be fixed to windows."*

When viewed from Fortune Street, the existing sign does not extend the height of the building and appears to reach a little over half the height of the church. The signage is located to the eastern side

of the building, so does not have a visual impact when viewed from Fortune Street. There may be a minor impact when viewed from the corner of William Kennedy Way and Fortune Street. As the sign is freestanding, there is no material impact on the church.

*“Physical Characteristics*

*Style and colour are not restricted; however, they should be consistent with the building style and period, to the satisfaction of Council. Where possible, externally illuminated signs should be used. Flashing, pulsating or rotating signs are not appropriate. Internally illuminated and neon signs may only be permitted at the discretion of Council where the proposed sign refers to the Business Name only.”*

*Freestanding Signs*

*Where approved by Council, freestanding or sandwich board signs shall be of routed wood construction, consistent with the Heritage concept and shall be of a style and colour, which promotes this theme.”*

The existing sign is white freestanding metal sign which is not consistent with the building style and period. The sign is able to be edited with new lettering placed each time the tenancies change. The sign is not illuminated and only references business names of the tenancies in the Church Square shopping precinct.

*Signs, Hoardings, and Bill Posting By-Laws 1986*

Under the Signs, Hoardings, and Bill Posting By-Laws 1986, the existing sign is classed as a Pylon Sign being a sign that is *“supported on one or more piers or columns of brick, stone, concrete or steel of sufficient size and strength to support the sign under all conditions”*.

The existing sign needs to comply with the following clauses of the By-Laws:

*“4.1 Restrictions: A sign shall not be erected or maintained:*

- (a) so as to obstruct the view from a street or public place or traffic in any street or public place;*
- (b) so as to be likely to be confused with or mistaken for an official traffic light or sign or so as to contravene the Road Traffic Act 1974 and its amendments or the Traffic Regulations made thereafter;*
- (c) except with the specific approval of the Council on any ornamental tower, spire, dome or similar architectural feature or on a lift machinery room, bulkhead over stairs or other superstructure over the main roof of a building;*
- (d) on any land that is zoned in a Town Planning Scheme as residential or used for residential purposes other than a site of lawful non-conforming use other than residential unless specifically permitted in these by-laws;*
- (e) on any building of which the stability is, in the opinion of the Building Surveyor, likely to be affected by the sign;*
- (f) on a light or power pole without the approval of the relevant authority responsible for the erection of the pole:*

*4.2 Inscriptions on Signs: Except in the case of a hoarding or direction sign, signs generally shall only display one or more of the following:*



- (a) the name of one or more of the occupiers of the premises;*
- (b) details of the business or businesses carried on in the premises;*
- (c) details of the goods sold in the premises to which it is affixed and nothing more;*
- (d) any other matter specifically approved by the Council.*

**4.3 Existing Signs:** *Where an existing sign fails to conform to public safety standards a person receiving a direction from the Council to remove the sign shall remove it immediately upon receiving the direction. A person receiving such a direction may within 14 days of his receipt thereof appeal to the Council.*

#### **5.10 Pylon Signs.**

##### **5.10.1 A pylon sign shall:**

- (a) not have any part thereof less than 2.4m or more than 6m above the level of the ground immediately below it; and*
- (b) not exceed 2.5m measured in any direction across the face of the sign or have a greater superficial area than 4m<sup>2</sup>;*
- (c) not project more than 1m over any street;*
- (d) be supported on one or more piers or columns of brick, stone, concrete or steel of sufficient size and strength to support the sign under all conditions;*
- (e) where a pylon sign is supported on two or more piers or columns the space between the piers or columns shall not be wholly or partly filled in with any material below 2.4m above ground level;*
- (f) not, as to any part thereof, project over any street at a height of less than 2.4m;*
- (g) not be within 1.8m of the side boundaries of the lot on which it is erected unless the lot on which the pylon sign is erected abuts an intersecting street or right of way, when the Council may authorise the erection of the sign at a lesser distance than 1.8m;*
- (h) not have any part thereof less than 6m from any part of another sign erected on the same lot."*

The existing sign complies with Clause 4.1, 4.2, 5.10.1 (c), (d), (f), (g) and (h). It does not comply with 5.10.1 (a), (b) and (e). An assessment of these is as follows:

5.10.1 (a) is intended to prevent a sign from causing visual intrusion at the human level and to allow access underneath the sign. The existing sign is located in a garden bed and is 1.2m wide on each sign face. It is unlikely the sign causes any issues that clause 5.10.1 (a) seeks to address.

5.10.1 (b) is not met as the height of the sign at 3m exceeds the allowable 2.5m. The sign also has a surface area of 6.72m<sup>2</sup> (2.8x2.4) which exceeds the allowable 4m<sup>2</sup>. The increased surface area of the signage and height is so that the sign can accommodate nine business names and can be visible from both directions on Fortune Street. The impacts this creates are only visual and are not considered significant as to detract from the overall street scape and amenity of the area.

5.10.1 (e) refers to the same issues as 5.10.1 (a) where the existing sign is elevated 0.2m off the ground and not the required 2.4m preventing sight and access under the sign. This is not an issue due to the location of the sign in a garden bed and the small 1.2m width.

Based on the above assessment, it is considered that the existing sign is not adversely impacting the overall streetscape and surrounding amenity of the area and it is therefore recommended that Council support the retrospective approval of the existing sign.

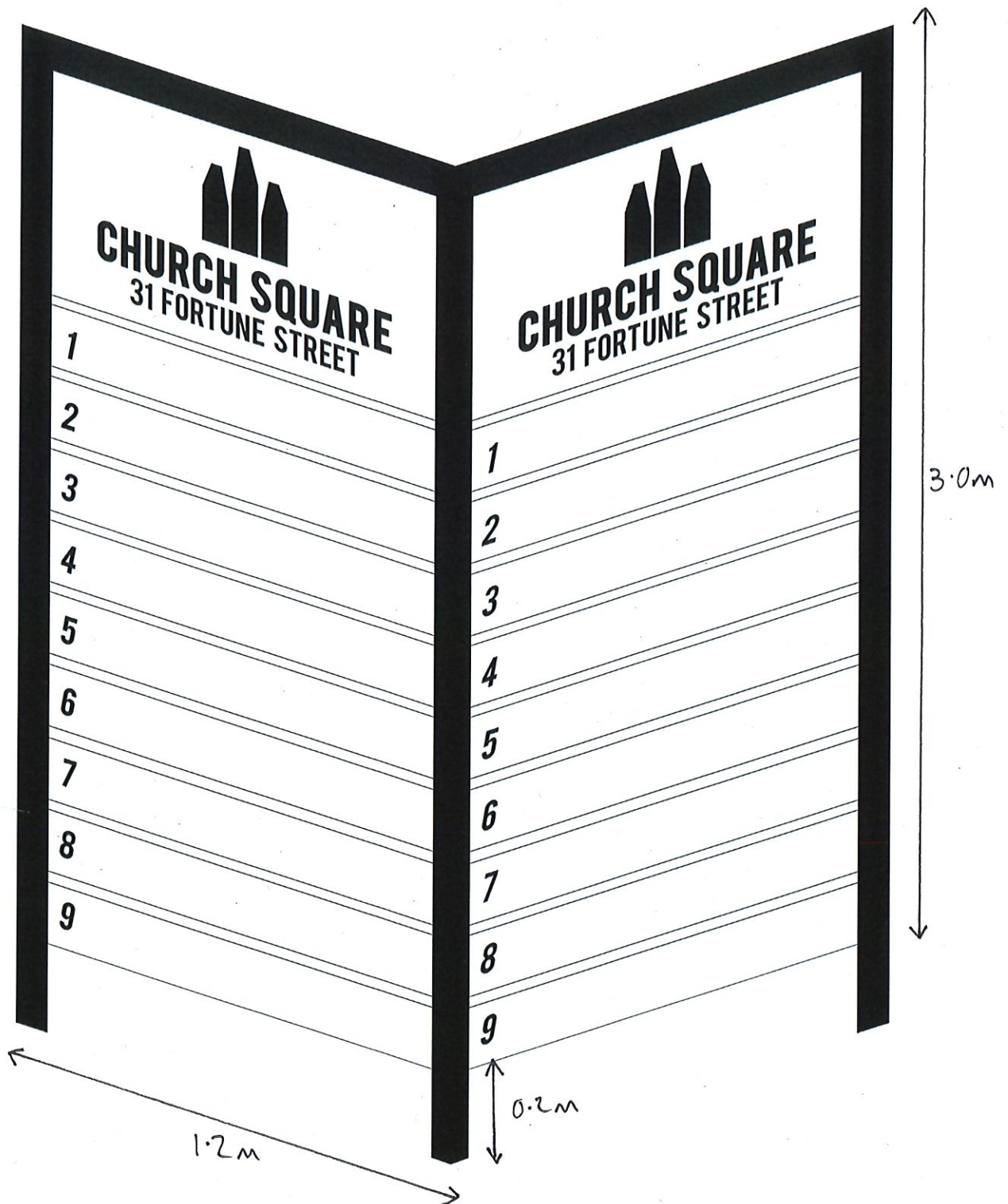
### Voting Requirements

Simple Majority

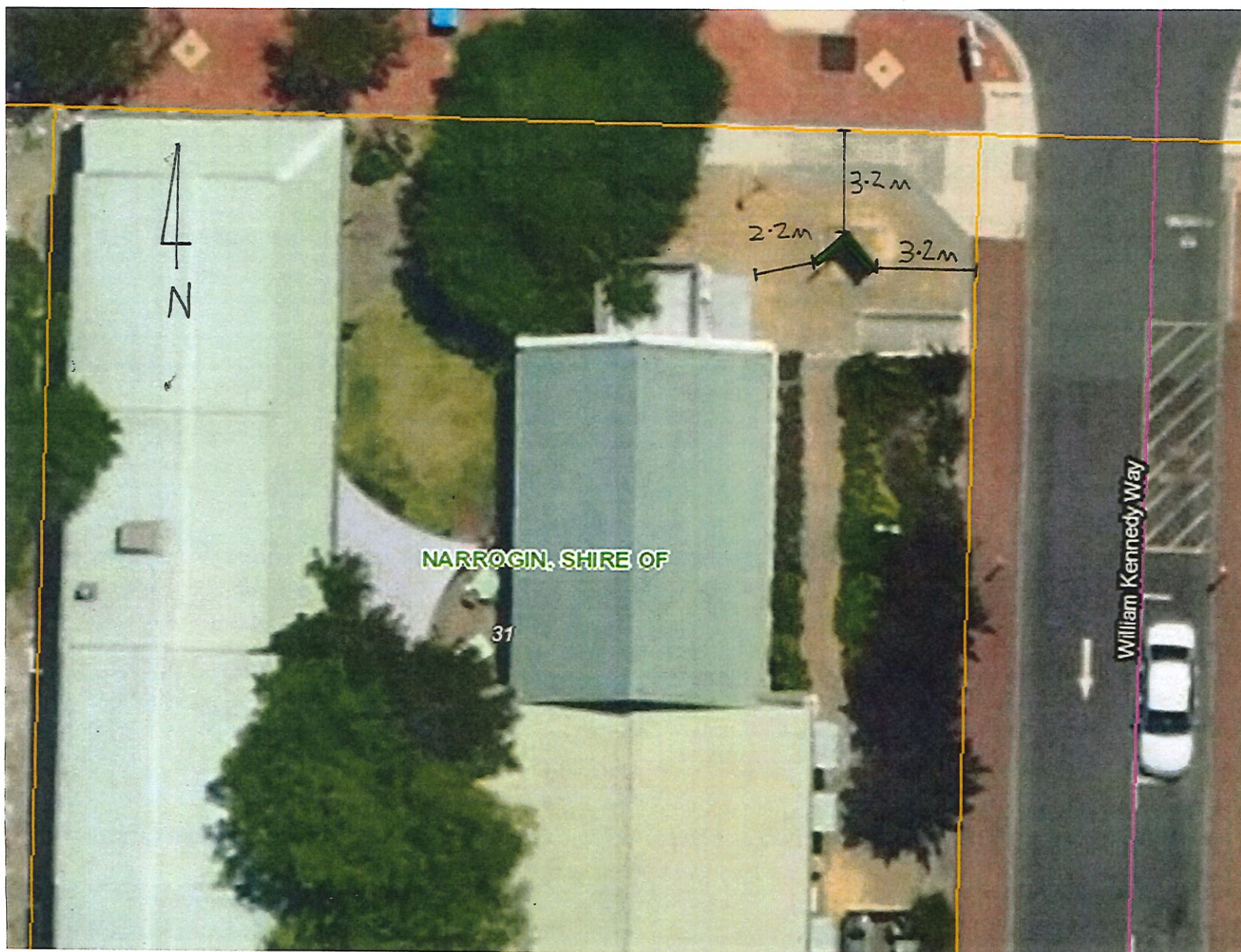
#### **OFFICERS' RECOMMENDATION**

That with respect to the Application for Planning Consent (Retrospective) for signage at Lot 47 (No. 31) Fortune Street, Narrogin, Council approves the application and grants retrospective approval for a sign licence subject to the following conditions:

1. The development is approved in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Chief Executive Officer.
2. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
3. The signage is to display the names of businesses in Church Square and no other advertising.
4. The sign is to be well maintained to the satisfaction of the Chief Executive Officer.
5. Any future signage on the lot is to be subject to a further Application for Planning Consent.







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

Name	Item No	Interest	Nature
Christmas And New Year Retail Trading Hours 2020	10.4.10	Impartiality	The Chief Executive Officer is a non-paid Board Member of the Narrogin Chamber of Commerce
Christmas And New Year Retail Trading Hours 2020	10.4.10	Impartiality	Cr Fisher is a non-paid Board Member of the Narrogin Chamber of Commerce
Proposed Lease of Portion of Reserve 9669 – Highbury Tennis Club	10.4.2	Impartiality	Cr Wiese is a committee member of the Highbury Tennis Club

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

Nil

### 5. PUBLIC QUESTION TIME

#### 5.1 Mr Max Werner – Signage/Advertising Board at Church Square, 47 Fortune Street

A summary of the question below was received from Mr Max Werner, 13 August 2020.

*“The recently erected sign at the front of Church Square, 47 Fortune Street Narrogin has a significant impact on visual properties and spatial configuration of the heritage building behind it, being the former Baptist Church, a building which is an integral heritage asset in terms of economic and cultural values, evoking deep nostalgia and childhood memories*

Mr Werner cited the draft Development Guidelines for Narrogin Town Centre Precinct:

- *Signs erected on heritage buildings, or any buildings in the Town Centre Precinct should be compatible with the character of the building, streetscape and heritage precinct.*
- *Signs should be located in appropriate positions on the building, be clear and easy to read from street, yet not be allowed to visually dominate the building or area.*

*The sign in its present spatial configuration obscures the prominent architectural features of the Church and should not have been erected... and the process has resulted in a deeply unsatisfactory situation.*

Mr Werner has asked the following question:

*“Does anyone know why the sign is still there?”*





The Shire of Narrogin has provided the following comments to Mr Werner:

*"Thank you for your question dated 13 August 2020 in regards to the signage at the Church Square Shopping Centre directed to the Council Meeting of 25 August 2020.*

*Our response, follows, which will be included in that agenda, together with a summary of your question. You are welcome to attend the Council Meeting at the Shire Council Chambers on that day, commencing at 7pm.*

*Your preamble and broad question was whether a sign application or planning application has been lodged, assessed and or approved. Further whether anyone at the Shire knew why the sign was still there?*

*I can confirm that a search of our correspondence indicates that we have not received an application for Planning Approval, Sign Licence or Building Approval. The sign appears to have been erected sometime after 2015 and before 7 October 2018, from our initial photographic research.*

*A sign of this size does require Planning Approval and lodgement of a Sign Application. The sign measures (across the two panels) 1.2m by 3.6m high.*

*Given the sign has been there without complaint for the last 2 years (at least), the question needs to be asked as to what action should now take place?*

*It should be noted that the sign in question has not previously been brought to the attention of the Shire.*

*Given an application (planning, building or sign licence) has not been applied for, you are correct that the sign has not been assessed for its compatibility with the Heritage building on the land upon which it is situated. The Former Baptist Church is a significant building in the Narrogin Townsite and our CBD and the planning of the site needs to reflect and honour this. Whether the current signage reflects this has not been assessed. The Shire will be writing to the owners and managers of the Church Square Shopping Centre in order to discuss the issues and hopefully come to an agreement on how to balance the need for signage, approvals and ensuring heritage values are protected.*

*Thank you for bringing this issue to our attention."*

**SHIRE OF NARROGIN**  
**Local Heritage Survey 2019**
**BAPTIST CHURCH (fmr)**  
**31 Fortune Street**
**PLACE No. 83**
**FORTUNE STREET GROUP**  
 Narrogin Town Centre Heritage Protection Area

**GRADE B:** High level of cultural heritage significance to Shire of Narrogin 'Heritage List.'  
 TPS: Development Application. Retain & conserve.

**CONTRIBUTION** to HPA: considerable


Place name	<b>BAPTIST CHURCH (fmr)</b>	
Address	31 Fortune Street (southwest cnr William Kennedy Way)	
Town/Region	<b>NARROGIN</b>	
Lot No	47	Assessment No. 165718

**STATEMENT OF SIGNIFICANCE**

It is a fine representative example of Federation Gothic architecture, and the use of local materials and the simple classic style of early churches. It represents a sense of place and associations with the Baptist Church between 1902 and c.1980. It makes a significant contribution to the Fortune Street context and the historical townscape of Narrogin.

**GRADE B:** Shire of Narrogin 'Heritage List.' TPS: Development Application. Retain & conserve.

<b>CONSTRUCTION DATE</b>	1902, 1920
Uses	Baptist church, 1980s Church Square- retail, shops and offices
<b>CONSTRUCTION MATERIALS:</b>	
Walls	Random face stone with rendered quoins
Roof	Corrugated metal cladding
Other	

<b>SHIRE OF NARROGIN</b> <b>Local Heritage Survey 2019</b>
<b>BAPTIST CHURCH (fmr)</b> <b>31 Fortune Street</b>
<b>PLACE No. 83</b>
FORTUNE STREET GROUP Narrogin Town Centre Heritage Protection Area
<b>GRADE B:</b> High level of cultural heritage significance to Shire of Narrogin 'Heritage List.' TPS: Development Application. Retain & conserve.
CONTRIBUTION to HPA: considerable

<b>ARCHITECTURAL STYLE:</b>	Reverend William Kennedy
<b>DESCRIPTION:</b> The single storey double volume stone building has a high-pitched gable roof. Three small arched windows are central above the gabled porch entry on the frontage. Three symmetrically placed arched stained glass windows are along each side of the building. Brick additions for a church hall to rear in 1920s. It was incorporated into the Church Square shopping centre in 1980s, and the sloping floor of the church was leveled.	
<b>CONDITION:</b> Good <b>INTEGRITY:</b> Low degree <b>AUTHENTICITY:</b> Moderate degree	
<b>HISTORICAL NOTES</b> The Church opened "free of debt" in September 1902. Materials donated to build the church. 3,000 bricks from Mr Piesse, Katanning, sand and granite locally, and carted by horse-drawn dray. It was the second church built in Narrogin. The first minister was a prominent Baptist, Rev. William Kennedy. The Baptist Church was used until a new large church was built on Williams Road in the 1980s. The original jarrah floor of the church sloped up from the altar to allow the congregation a clear view of the service. The floor was leveled for its new retail role as the focus building of a prominent retail centre, Church Square. A large tennis court was built at the east side, and this is now William Kennedy Way.	

<b>LISTINGS</b>	
Department Planning, Lands & Heritage	Inherit database No. 1821
Register of Heritage Places	
National Trust classified	
Shire of Narrogin: Heritage Inventory 1995, 2008, 2015	No. 35

<b>SUPPORTING INFORMATION/BIBLIOGRAPHY</b>

## **10.2 TECHNICAL AND RURAL SERVICES**

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

## 10.3 CORPORATE AND COMMUNITY SERVICES

### 10.3.1 SCHEDULE OF ACCOUNTS PAID – NOVEMBER - 2021

File Reference	12.1.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	2 December 2021
Author	Breanna Dorrington – Trainee Finance Officer
Authorising Officer	Frank Ludovico – Executive Manager Corporate & Community Services
Attachments	
1. Schedule of Accounts Paid – November 2021	

#### Summary

Council is requested to note the payments as presented in the Schedule of Accounts Paid for November 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

The Council's Policy Manual contains no policies that relate and nor are there any proposed.

#### 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 for November 2021 is presented to Council for notation. Below is a summary of activity.

<i>November 2021 Payments</i>		
<i>Payment Type</i>	<i>\$</i>	<i>%</i>
Cheque	988.50	0.10
EFT (incl Payroll)	828,921.90	53.70
Direct Debit	118,411.34	12.37
Credit Card	9,036.90	0.94
Trust		
Total Payments	957,358.64	100.00

<i>Local Spending</i>	<i>\$</i>	<i>%</i>
Local Suppliers	359,587.84	37.56
Payroll	314,864.13	32.89
Total	674,451.97	70.45

## Voting Requirements

Simple Majority

### OFFICERS' RECOMMENDATION

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

## Cheque Payments

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
1	598	05/11/2021	Shire Of Narrogin - Petty Cash-admin			\$ 393.00	L	F
2	INV NHC AUG-OCT 2021	04/11/2021	Shire Of Narrogin - Petty Cash-admin	NHC PETTY CASH RECOUP - August - October 2021	\$ 393.00			
3	600	12/11/2021	Shire Of Narrogin - Petty Cash-admin			\$ 240.00	L	
4	INV 011021	01/10/2021	Shire Of Narrogin - Petty Cash-admin	AGEDOTHER - CATS DRIVER MEALS - Petty Cash Recoup October 2021	\$ 240.00			
5	701	30/11/2021	Shire Of Narrogin - Petty Cash-admin			\$ 355.50	L	
6	INV 291121	29/11/2021	Shire Of Narrogin - Petty Cash-admin	PETTY CASH RECOUP NOVEMBER 2021	\$ 355.50			
					<b>Cheque Total \$</b>	<b>988.50</b>		

## EFT Payments

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
7	EFT17442	01/11/2021	Leigh Norman Ballard			\$ 160.00	L	
8	INV T6	27/10/2021	Leigh Norman Ballard	REFUND OF NOMINATION FEE COUNCIL ELECTIONS 2021	\$ 160.00			
9	EFT17443	01/11/2021	Clive Malcolm Bartron			\$ 80.00	L	
10	INV T6	27/10/2021	Clive Malcolm Bartron	REFUND OF NOMINATION FEE COUNCIL ELECTIONS 2021	\$ 80.00			
11	EFT17444	01/11/2021	Timothy Robert Wiese			\$ 80.00	L	
12	INV T6	27/10/2021	Timothy Robert Wiese	REFUND OF NOMINATION FEE COUNCIL ELECTIONS 2021	\$ 80.00			
13	EFT17445	01/11/2021	Brian Seale			\$ 80.00	L	
14	INV T6	27/10/2021	Brian Seale	REFUND OF NOMINATION FEE COUNCIL ELECTIONS 2021	\$ 80.00			
15	EFT17446	01/11/2021	Michelle Parker			\$ 80.00	L	
16	INV T6	27/10/2021	Michelle Parker	REFUND OF NOMINATION FEE COUNCIL ELECTIONS 2021	\$ 80.00			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
17	EFT17447	01/11/2021	Roxanne Rae McNab			\$ 80.00	L	
18	INV T6	27/10/2021	Roxanne Rae McNab	REFUND OF NOMINATION FEE COUNCIL ELECTIONS 2021	\$ 80.00			
19	EFT17448	01/11/2021	Raylene Storey			\$ 80.00	L	
20	INV T6	27/10/2021	Raylene Storey	REFUND OF NOMINATION FEE COUNCIL ELECTIONS 2021	\$ 80.00			
21	EFT17449	01/11/2021	Joshua John Pomykala			\$ 80.00	L	
22	INV T6	28/10/2021	Joshua John Pomykala	REFUND OF NOMINATION FEE COUNCIL ELECTIONS 2021	\$ 80.00			
23	EFT17451	03/11/2021	Department Of Human Services			\$ 234.81		
24	INV DEDUCTION	25/10/2021	Department Of Human Services	Payroll deductions	\$ 234.81			
25	EFT17452	03/11/2021	Australian Services Union Western Australian Branc			\$ 25.90		
26	INV DEDUCTION	25/10/2021	Australian Services Union Western Australian Branc	Payroll deductions	\$ 25.90			
27	EFT17453	05/11/2021	Best Office Systems			\$ 806.20	L	
28	INV 594050	20/10/2021	Best Office Systems	VARIOUS DEPARTMENTS - Photocopier Charges 20/09/2021-20/10/2021	\$ 686.20			
29	INV 594213	25/10/2021	Best Office Systems	PLAN - CONTRACT TOWN PLANNING - A1 Colour Maps	\$ 120.00			
30	EFT17454	05/11/2021	Synergy			\$ 1,069.56		
31	INV 2005369337	21/10/2021	Synergy	JOHN HIGGINS COMMUNITY COMPLEX BUILDING OPERATIONS - Electricity Usage 14/09/2021-13/10/2021	\$ 1,069.56			
32	EFT17455	05/11/2021	Narrogin Packaging			\$ 415.90	L	F
33	INV 00071721	22/10/2021	Narrogin Packaging	CHCP - GENERAL OFFICE EXPENSES - Gloves, Bin Liners & Kitchen Supplies (Jesse House)	\$ 360.40			
34	INV 00071744	26/10/2021	Narrogin Packaging	CHCP - GENERAL OFFICE EXPENSES - Paper Towel Dispenser (Jesse House)	\$ 55.50			
35	EFT17456	05/11/2021	Water Corporation			\$ 342.69		
36	INV 4UYHK	14/10/2021	Water Corporation	VARIOUS BUILDINGS - Water Usage	\$ 342.69			
37	EFT17457	05/11/2021	Susan Farrell			\$ 50.00	L	
38	INV 057	19/10/2021	Susan Farrell	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Various Ranges of Laundry	\$ 50.00			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
39	EFT17458	05/11/2021	Narrogin Betta Home Living			\$ 474.00	L	
40	INV 25710042285	18/10/2021	Narrogin Betta Home Living	SENIOR CITIZEN CENTRE BUILDING MAINTENANCE - Replacement of Stove Top & Delivery	\$ 474.00			
41	EFT17459	05/11/2021	Narrogin Glass & Quick Fit Windscreens			\$ 495.00	L	
42	INV 00056857	08/10/2021	Narrogin Glass & Quick Fit Windscreens	NO237 2020 CATERPILLAR CW34NN RUBBER TYRED ROLLER - Mirror Replacement x3	\$ 110.00			
43	INV 00056869	12/10/2021	Narrogin Glass & Quick Fit Windscreens	NGN847 MITSUBISHI OUTLANDER - Supply & Fit Tint	\$ 385.00			
44	EFT17460	05/11/2021	Country Paint Supplies			\$ 1,940.00	L	
45	INV 00070593	21/10/2021	Country Paint Supplies	RAILWAY STATION RESTORATION COVID RECOVERY PROJECT - Tiles	\$ 1,940.00			
46	EFT17461	05/11/2021	Toll Transport Pty Ltd			\$ 93.41		
47	INV 0510-T740710	10/10/2021	Toll Transport Pty Ltd	HEALTH - ANALYTICAL EXPENSES - Freight Charges 30/09/2021-04/10/2021	\$ 93.41			
48	EFT17462	05/11/2021	T Quip			\$ 1,619.55		
49	INV 104552 #12	05/10/2021	T Quip	1GPJ543 2018 TORO MOWER 7210 - Blades x45	\$ 1,619.55			
50	EFT17463	05/11/2021	Shire Of Narrogin			\$ 734.81	L	
51	INV A105203	08/09/2021	Shire Of Narrogin	FIRE - ESL PAYABLE ON SHIRE BUILDINGS - A105203 - 18 Stewart Road, Narrogin - Emergency Services Levy 2021/22	\$ 178.31			
52	INV A340165	08/09/2021	Shire Of Narrogin	FIRE - ESL PAYABLE ON SHIRE BUILDINGS - A340165 - Easton Street, Narrogin - Emergency Services Levy 2021/22	\$ 278.25			
53	INV A340061	08/09/2021	Shire Of Narrogin	FIRE - ESL PAYABLE ON SHIRE BUILDINGS - A340061 - Contine Road, Narrogin - Emergency Services Levy 2021/22	\$ 278.25			
54	EFT17464	05/11/2021	Signs Plus			\$ 61.50		F
55	INV 00168319	15/10/2021	Signs Plus	CHSP - RECRUITMENTS - Staff Name Badges x5	\$ 61.50			
56	EFT17465	05/11/2021	Melchiorre Plumbing & Gas			\$ 99.00	L	F
57	INV 213	08/09/2021	Melchiorre Plumbing & Gas	CHCP - CLIENT PURCHASES - Labour for Fitting Shower Rose	\$ 99.00			
58	EFT17466	05/11/2021	Belvedere Nursery			\$ 5,078.00	L	
59	INV I0000001857	20/10/2021	Belvedere Nursery	VARIOUS PARKS & OVALS - Custom Blend V11 Bulka Bag, Uflex & Callistemon Kings Parks	\$ 5,078.00			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
60	EFT17467	05/11/2021	Narrogin Pumps Solar And Spraying			\$ 103.40	L	
61	INV 00037353	19/10/2021	Narrogin Pumps Solar And Spraying	WASTE WATER TREATMENT - Chlorine 10KG	\$ 103.40			
62	EFT17468	05/11/2021	The Workwear Group Pty Ltd			\$ 415.23		
63	INV 13537273	04/10/2021	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Uniform 2021/22	\$ 44.00			
64	INV 13516415	04/10/2021	The Workwear Group Pty Ltd	PWO - EMTRS - ALLOWANCES - Uniform 2021/22	\$ 84.65			
65	INV 13557300	15/10/2021	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Uniforms 2021/22	\$ 286.58			
66	EFT17469	05/11/2021	AMPAC Debt Recovery Pty Ltd			\$ 12,376.37		
67	INV 78905	30/09/2021	AMPAC Debt Recovery Pty Ltd	RATES - DEBT COLLECTION EXPENSES - Debt Recovery September 2021	\$ 12,376.37			
68	EFT17470	05/11/2021	Narrogin Guardian Pharmacy			\$ 83.25	L	F
69	INV 381510	30/06/2021	Narrogin Guardian Pharmacy	CHCP - GENERAL OFFICE EXPENSES - Sodium Chloride	\$ 44.25			
70	INV 383599	31/07/2021	Narrogin Guardian Pharmacy	CHCP - GENERAL OFFICE EXPENSES - Account Overdue Charge	\$ 5.00			
71	INV 387789	30/09/2021	Narrogin Guardian Pharmacy	CHCP - GENERAL OFFICE EXPENSES - Webstercare & Account Overdue Charge	\$ 34.00			
72	EFT17471	05/11/2021	M & V Ranieri Building Contractors			\$ 44,000.00	L	
73	INV 680	21/10/2021	M & V Ranieri Building Contractors	COM - AMEN - BUILDING (CAPITAL) - CBD ABLUTION UPGRADES - RFQ 20/21-14 Smith Street Ablution Upgrade	\$ 44,000.00			
74	EFT17472	05/11/2021	Truck Centre (WA) Pty Ltd			\$ 68.09		
75	INV 9322556-000009	12/10/2021	Truck Centre (WA) Pty Ltd	NO2 2009 NISSAN UD TIP TRUCK - Brake Bearing Seal	\$ 68.09			
76	EFT17473	05/11/2021	The White Family Trust T/a Narrogin Valley Stockfeed			\$ 35.00	L	F
77	INV NVS71512	20/10/2021	The White Family Trust T/a Narrogin Valley Stockfeed	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Gas Exchange 8.5 KG	\$ 35.00			
78	EFT17474	05/11/2021	Narrogin Florist			\$ 75.00	L	
79	INV INV260	26/10/2021	Narrogin Florist	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Flowers of Condolence to Noel White on Passing of his Father	\$ 75.00			
80	EFT17475	05/11/2021	ASSA ABLOY Australia Pty Limited			\$ 454.78		PF
81	INV IN02082331	21/10/2021	ASSA ABLOY Australia Pty Limited	RAILWAY STATION RESTORATION COVID RECOVERY PROJECT - Passage Set TP	\$ 454.78			



	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
82	EFT17476	05/11/2021	The Dance Unit			\$ 285.00	L	
83	INV T5	18/10/2021	The Dance Unit	REFUND OF TOWN HALL HIRE BOND 16/10/2021	\$ 285.00			
84	EFT17477	05/11/2021	Stephanie Baily			\$ 990.00		
85	INV 2121	22/10/2021	Stephanie Baily	TOUR - PUBLIC RELATIONS & AREA PROMOTION - Deframe and Assess Water Damaged Works x18. Provide Quote for Conservation Treatment & Reframing	\$ 990.00			
86	EFT17478	05/11/2021	Bossea Pty Ltd			\$ 88.00		
87	INV INV-5138	21/10/2021	Bossea Pty Ltd	ADMIN - OFFICE EQUIPMENT MTCE - Collection & Delivery of Blue Confidential Bin for Destruction	\$ 88.00			
88	EFT17479	05/11/2021	BusWA Inc			\$ 285.00		
89	INV T5	22/10/2021	BusWA Inc	TOWN HALL KEY BOND REFUND 19/10/2021	\$ 285.00			
90	EFT17480	05/11/2021	Marie Jean Coles			\$ 525.19	L	
91	INV A287800	18/10/2021	Marie Jean Coles	RATES REFUNDS SUSPENSE A/C - A287800 84 NORTHWOOD STREET NARROGIN WA 6312	\$ 525.19			
92	EFT17481	05/11/2021	Jennifer Yuen Han Lai			\$ 373.35		
93	INV A250700	18/10/2021	Jennifer Yuen Han Lai	RATES REFUNDS SUSPENSE A/C - A250700 22 Jersey Street NARROGIN WA 6312	\$ 373.35			
94	EFT17482	05/11/2021	Narrogin Hire & Reticulation			\$ 67.75	L	
95	INV 00031564	22/10/2021	Narrogin Hire & Reticulation	MACKIE PARK MAINTENANCE/OPERATIONS - Reticulation Materials	\$ 12.75			
96	INV 00031596	27/10/2021	Narrogin Hire & Reticulation	CARAVAN PARK - RENEWAL DEVELOPMENT - General Materials	\$ 55.00			
97	EFT17483	05/11/2021	Best Office Systems			\$ 1,102.75	L	PF
98	INV 594506	26/10/2021	Best Office Systems	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - 3 Drawer Filing Cabinet	\$ 385.00			
99	INV 594716	28/10/2021	Best Office Systems	CHSP & CHCP - GENERAL EXPENDITURE - Filmore Mid Back Chair (Jessie House)	\$ 508.75			
100	INV 594801	02/11/2021	Best Office Systems	ADMIN - PRINTING & STATIONERY - Black Toner	\$ 209.00			
101	EFT17484	05/11/2021	Narrogin Packaging			\$ 606.40	L	
102	INV 00071726	23/10/2021	Narrogin Packaging	VARIOUS BUILDINGS - Cleaning Supplies	\$ 606.40			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
103	EFT17485	05/11/2021	Narrogin Fruit Market			\$ 454.30	L	
104	INV 0008202110221	22/10/2021	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Councillor Induction Night - Meal (14 people) - 20/10/2021	\$ 450.00			
105	INV 00032021102239	22/10/2021	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Full Cream Milk 2L	\$ 4.30			
106	EFT17486	05/11/2021	Water Corporation			\$ 423.00		
107	INV YYP3P	16/10/2021	Water Corporation	VARIOUS BUILDINGS - Water Usage 18/08/2021-25/10/2021	\$ 423.00			
108	EFT17487	05/11/2021	Makit Narrogin Hardware			\$ 3,149.56	L	
109	INV 114006	08/10/2021	Makit Narrogin Hardware	VARIOUS DEPARTMENTS - General Mateirials	\$ 278.80			
110	INV 114021	14/10/2021	Makit Narrogin Hardware	VARIOUS DEPARTMENTS - General Materials	\$ 2,050.36			
111	INV 114043	26/10/2021	Makit Narrogin Hardware	VARIOUS DEPARTMENTS - General Mateirials	\$ 674.20			
112	INV 114055	29/10/2021	Makit Narrogin Hardware	VARIOUS DEPARTMENTS - General Mateirials	\$ 146.20			
113	EFT17488	05/11/2021	Hancocks Home Hardware			\$ 89.00	L	
114	INV 371624	20/08/2021	Hancocks Home Hardware	GOVERNANCE FURNITURE & EQUIPMENT REPLACEMENTS - Furnishings for Mayors Parlour	\$ 89.00			
115	EFT17489	05/11/2021	Landgate			\$ 260.80		
116	INV 369406-10001100	27/10/2021	Landgate	RATES - VALUATION EXPENSES - GRV Chargeable (24/07/2021-17/09/2021)	\$ 70.40			
117	INV 10001100	01/11/2021	Landgate	RATES - VALUATION EXPENSES - Other DIL Invoices x5	\$ 190.40			
118	EFT17490	05/11/2021	Narrogin Earthmoving & Concrete Pty Ltd Atf The McNab Family Trust			\$ 330.00	L	PF
119	INV IV00000001409	13/10/2021	Narrogin Earthmoving & Concrete Pty Ltd Atf The McNab Family Trust	RAILWAY STATION RESTORATION COVID RECOVERY PROJECT - Hire Of Excavator	\$ 330.00			
120	EFT17491	05/11/2021	Westrac Pty Ltd			\$ 61.44		
121	INV PI6344772	27/10/2021	Westrac Pty Ltd	NO4141 2010 CATERPILLAR 432E BACKHOE LOADER - Hydraulic Sight Glass	\$ 61.44			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
122	EFT17492	05/11/2021	Geoff Perkins Farm Machinery Centre			\$ 2,964.65	L	PF
123	INV FNCS117302	26/10/2021	Geoff Perkins Farm Machinery Centre	SMALL PLANT - HOMECARE - Service & Blade Kit	\$ 164.40			
124	INV FNCS117301	28/10/2021	Geoff Perkins Farm Machinery Centre	SMALL PLANT - HOMECARE - Grip Adjuster, Blade Kit & Freight	\$ 138.25			
125	INV 102624	29/10/2021	Geoff Perkins Farm Machinery Centre	BOSS AERATOR - Tynes	\$ 2,662.00			
126	EFT17493	05/11/2021	Narrogin Newsagency			\$ 75.29	L	PF
127	INV 1537-287922	22/10/2021	Narrogin Newsagency	CHSP & LIB - PRINTING & STATIONERY - Stationery Order October 2021	\$ 70.77			
128	INV 288020	27/10/2021	Narrogin Newsagency	ADMIN - PRINTING & STATIONERY - Stationery Order October 2021	\$ 4.52			
129	EFT17494	05/11/2021	Narrogin Electrical Services			\$ 47,015.19	L	PF
130	INV 2415	22/07/2021	Narrogin Electrical Services	CHSP - SECURITY SYSTEM - Testing & Replacing Faulty Lights Outside (Jessie House)	\$ 267.30			
131	INV 2439	08/08/2021	Narrogin Electrical Services	THOMAS HOGG OVAL MAINTENANCE/OPERATIONS - Repair Electrical Board for Lights	\$ 830.15			
132	INV 2465	29/08/2021	Narrogin Electrical Services	CHSP - SECURITY SYSTEM - Reset Security Light near Carport (Jessie House)	\$ 93.50			
133	INV 2547	28/10/2021	Narrogin Electrical Services	CARAVAN PARK - RENEWAL DEVELOPMENT - Install New Electrical Sub Board & Poles (Part Payment)	\$ 45,824.24			
134	EFT17495	05/11/2021	Borgas Engineering Pty Ltd			\$ 247.50	L	
135	INV 8642	30/10/2021	Borgas Engineering Pty Ltd	CLAYTON OVAL MAINTENANCE/OPERATIONS - Remove Goal Posts	\$ 247.50			
136	EFT17496	05/11/2021	Narrogin Glass & Quick Fit Windscreens			\$ 1,009.71	L	
137	INV 00056829	08/10/2021	Narrogin Glass & Quick Fit Windscreens	NGN219 2019 NISSAN X-TRAIL - Stone Chip Repairs	\$ 77.00			
138	INV 00056956	22/10/2021	Narrogin Glass & Quick Fit Windscreens	NGN00 2019 HOLDEN ACADIA LTZ - Replacing Windscreen	\$ 932.71			
139	EFT17497	05/11/2021	RJ Smith Engineering			\$ 594.00	L	
140	INV 00016821	03/11/2021	RJ Smith Engineering	SIGNS & TRAFFIC CONTROL EXPENSES - Steel for Sign Posts	\$ 594.00			
141	EFT17498	05/11/2021	Octave Holdings Pty Ltd T/A Narrogin Toyota			\$ 940.90	L	
142	INV PI23048636	04/10/2021	Octave Holdings Pty Ltd T/A Narrogin Toyota	SMALL PLANT - Replacement Chain	\$ 26.11			
143	INV PI23048764	12/10/2021	Octave Holdings Pty Ltd T/A Narrogin Toyota	PWO - WORKS - PROTECTIVE CLOTHING - Face Sheild Helmet	\$ 34.79			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
144	INV PL23048795	13/10/2021	Octave Holdings Pty Ltd T/A Narrogin Toyota	ROADM - WORKSHOP/DEPOT EXPENSED EQUIPMENT - Arbour Saw	\$ 715.00			
145	INV PL23048998	26/10/2021	Octave Holdings Pty Ltd T/A Narrogin Toyota	SMALL PLANT - Gasket Sealent	\$ 55.00			
146	INV PL23049111	03/11/2021	Octave Holdings Pty Ltd T/A Narrogin Toyota	SMALL PLANT - Self Feeding Spool Cover x2	\$ 110.00			
147	EFT17499	05/11/2021	Bucher Municipal Pty Ltd - McDonald Johnston			\$ 1,803.95		
148	INV 1010281	10/08/2021	Bucher Municipal Pty Ltd - McDonald Johnston	1EUF156 HINO ROAD SWEEPER 2004 - Tow Bar Parts	\$ 990.28			
149	INV 1010408	11/08/2021	Bucher Municipal Pty Ltd - McDonald Johnston	1EUF156 HINO ROAD SWEEPER 2004 - Wheel Assembly & Tyres	\$ 813.67			
150	EFT17500	05/11/2021	Air Response			\$ 284.19	L	
151	INV 154117A	27/10/2021	Air Response	LYDEKER DEPOT BUILDING MAINTENANCE - Service Airconditioner, Replace Fitting & New Filter, Service Ice Machine	\$ 284.19			
152	EFT17501	05/11/2021	T Quip			\$ 88.65		
153	INV 105157	27/10/2021	T Quip	1GPJ543 2018 TORO MOWER 7210 - Filters For Service	\$ 88.65			
154	EFT17502	05/11/2021	P.H & K.E Gow			\$ 247.50	L	F
155	INV 1601	27/10/2021	P.H & K.E Gow	CEMETARY UPGRADE - Setout of Cemetery Pegs	\$ 247.50			
156	EFT17503	05/11/2021	Marketforce Pty Ltd			\$ 1,523.18		PF
157	INV 41287	26/10/2021	Marketforce Pty Ltd	MEMBERS - ADVERTISING & PROMOTIONS - Draft Narrogin Heritage Railway - Narrogin Observer 21/10/21	\$ 258.24			
158	INV 41284	26/10/2021	Marketforce Pty Ltd	CHCP - ADVERTISING & PROMOTIONS - Advertising Position (Enrolled Nurse) Narrogin Observer 7/10/21	\$ 368.96			
159	INV 41282	26/10/2021	Marketforce Pty Ltd	CHSP - ADVERTISING & PROMOTIONS - Advertising Position (Support Workers) Narrogin Observer 7/10/21	\$ 288.62			
160	INV 41283	26/10/2021	Marketforce Pty Ltd	CHSP - ADVERTISING & PROMOTIONS - Advertising Position (Finance Co-ordinator) Narrogin Observer 7/10/21	\$ 288.62			
161	INV 41285	26/10/2021	Marketforce Pty Ltd	CHSP - ADVERTISING & PROMOTIONS - Advertising Position (Support Workers) Pingelly Times 6/10/21	\$ 60.50			
162	INV 41286	26/10/2021	Marketforce Pty Ltd	OLOPS - ADMINISTRATION ALLOCATED - Advertising - Disposal of Abandoned Vehicles Narrogin Observer 21/10/21	\$ 258.24			
163	EFT17504	05/11/2021	Melchiorre Plumbing & Gas			\$ 137.50	L	F
164	INV 414	26/10/2021	Melchiorre Plumbing & Gas	CARAVAN PARK - RENEWAL DEVELOPMENT - Repair Damaged Water Pipe	\$ 137.50			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
165	EFT17505	05/11/2021	West Australian Newspapers Limited			\$ 860.00		
166	INV 1028037520211031	31/10/2021	West Australian Newspapers Limited	MEMBERS - ADVERTISING & PROMOTIONS - Full Page Newsletter - Narrogin Narrative October 2021	\$ 660.00			
167	INV 1028037520211031	31/10/2021	West Australian Newspapers Limited	FIRE PREVENTION/BURNING/CONTROL - ADVERTISING - Bushfire Directory 2021/22, Narrogin Observer 14/10/21	\$ 200.00			
168	EFT17506	05/11/2021	Narrogin Pumps Solar And Spraying			\$ 159.72	L	
169	INV 00037355	19/10/2021	Narrogin Pumps Solar And Spraying	NO4 2010 NISSAN UD TIP TRUCK AUTO - 6M of Pump Hose	\$ 159.72			
170	EFT17507	05/11/2021	The Workwear Group Pty Ltd			\$ 659.30		
171	INV 13555249	18/10/2021	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Uniform (A Spurling) 2021/22	\$ 156.60			
172	INV 13555260	18/10/2021	The Workwear Group Pty Ltd	PWO - EMTRS - ALLOWANCES - Uniforms (A. Allinson) 2021/22	\$ 153.30			
173	INV 13564788	22/10/2021	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Uniforms (I. Symonds) 2021/22	\$ 349.40			
174	EFT17508	05/11/2021	AMPAC Debt Recovery Pty Ltd			\$ 15,558.58		
175	INV 79721	31/10/2021	AMPAC Debt Recovery Pty Ltd	RATES - DEBT COLLECTION EXPENSES - Debt Recovery October 2021	\$ 15,558.58			
176	EFT17509	05/11/2021	YMCA WA			\$ 31,597.64	L	
177	INV SI-A010901	31/10/2021	YMCA WA	NRLC - CONTRACT MANAGEMENT EXPENSE - Actual Deficit for October 2021	\$ 31,597.64			
178	EFT17510	05/11/2021	Easifleet			\$ 2,227.87		
179	INV 021121	02/11/2021	Easifleet	NOVATED LEASES - Employee Expenses	\$ 2,227.87			
180	EFT17511	05/11/2021	Ross Storey			\$ 300.00	L	
181	INV 64	22/10/2021	Ross Storey	WALK CYCLE & MOUNTAIN BIKE TRAIL PROJECTS - Grant Certificate Presentation & Welcome to Country	\$ 300.00			
182	EFT17512	05/11/2021	J & D Rural Fencing			\$ 5,616.05	L	
183	INV INV-0039	26/10/2021	J & D Rural Fencing	SAN - GENERAL TIP MAINTENANCE - Upgrading of Waste Facility Entrance with Fencing & Gates	\$ 5,616.05			
184	EFT17513	05/11/2021	Conway Highbury Pty Ltd			\$ 303.88		
185	INV 601	31/10/2021	Conway Highbury Pty Ltd	OTHGOV - OTHER CONSULTANCY STATUTORY - Consultancy for provision of Governance Services Sept 2021 to Oct 2021.	\$ 303.88			



	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
186	EFT17514	05/11/2021	Japanese Truck & Bus Spares			\$ 226.40		
187	INV 423123	26/10/2021	Japanese Truck & Bus Spares	NO4846 2014 HINO 300 SERIES 3T TIPPER - Filters For Service	\$ 226.40			
188	INV 15003	28/10/2021	Narrogin Tyre Service	00NGN 2018 NISSAN NAVARA - Rear Tyres x2	\$ 583.00			
189	EFT17516	05/11/2021	Regional Communication Solutions			\$ 12,494.46	L	
190	INV INV-1401	02/11/2021	Regional Communication Solutions	ADMIN BUILDING CCTV - 16 x Cameras, Fittings & Labour	\$ 12,494.46			
191	EFT17517	05/11/2021	Rowe Group			\$ 715.00		
192	INV 8763-022	11/10/2021	Rowe Group	PLAN - CONTRACT TOWN PLANNING - Modification to Strategy & LPS3	\$ 715.00			
193	EFT17518	05/11/2021	AC & EJ Fulford			\$ 9,680.00		
194	INV 0000015	28/06/2021	AC & EJ Fulford	TIP MAINTENANCE - Fire Control Management - Hire of Plant & Machinery	\$ 9,680.00			
195	EFT17519	05/11/2021	Connelly Images			\$ 770.00		
196	INV M2796	02/11/2021	Connelly Images	TOUR - PUBLIC RELATIONS & AREA PROMOTIONS - Welcome to Narrogin sign (Tourist Information Bay)	\$ 770.00			
197	EFT17520	05/11/2021	Wild & Waste Free			\$ 124.17	L	F
198	INV 0079	30/10/2021	Wild & Waste Free	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Baking Ingredients (Jessie House)	\$ 124.17			
199	EFT17521	05/11/2021	Sherrin Rentals Pty Ltd			\$ 4,070.00	L	PF
200	INV 5162926	31/10/2021	Sherrin Rentals Pty Ltd	WAGIN-WICKEPIN ROAD - RENEWAL (RURAL) (RRG) - Watercart Dry hire 10 Days	\$ 4,070.00			
201	EFT17522	05/11/2021	The White Family Trust T/a Narrogin Valley Stockfeed			\$ 175.00	L	F
202	INV NVS72431-1	02/11/2021	The White Family Trust T/a Narrogin Valley Stockfeed	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - 45Kg Gas Bottle & Delivery	\$ 175.00			
203	EFT17523	05/11/2021	New Ground Water Services Pty Ltd			\$ 1,650.00		
204	INV 1018218	16/10/2021	New Ground Water Services Pty Ltd	TWIS DAMS - Mobilisation of Effluent Lines	\$ 1,650.00			
205	EFT17524	05/11/2021	RCPA (WA) Pty Ltd			\$ 2,047.98		PF
206	INV 310192	13/10/2021	RCPA (WA) Pty Ltd	WAGIN-WICKEPIN ROAD - RENEWAL (RURAL) (RRG) - Class 2 300 Concrete Pipes x10 & 300 Headwalls x4	\$ 2,047.98			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
207	EFT17525	05/11/2021	Earl Street Physiotherapy			\$ 77.00	L	F
208	INV 0022929	12/08/2021	Earl Street Physiotherapy	CHCP - CLIENT PURCHASES - Standard Consultation for Client	\$ 77.00			
209	EFT17526	05/11/2021	Narrogin Country Fresh Meats			\$ 154.28	L	F
210	INV 2	05/10/2021	Narrogin Country Fresh Meats	CHSP - GENERAL EXPENDITURE - Meat September 2021 (Jessie House)	\$ 154.28			
211	EFT17527	05/11/2021	Kunal Sarma			\$ 147.00	L	
212	INV 261021	26/10/2021	Kunal Sarma	MEMBERS EXPENSED MINOR ASSET PURCHASES - Councillor iPad Cases x3	\$ 147.00			
213	EFT17528	05/11/2021	Divine's Coffee Cups			\$ 200.00	L	
214	INV INV-00018	29/10/2021	Divine's Coffee Cups	ADMIN - TRAINING & DEVELOPMENT - Finance Team Building Workshop Meal	\$ 200.00			
215	EFT17529	05/11/2021	MC & SP Russell			\$ 541.24	L	PF
216	INV 06/21	13/10/2021	MC & SP Russell	RAILWAY STATION RESTORATION COVID RECOVERY PROJECT - Model Train Display - Reimbursement of Materials	\$ 541.24			
217	EFT17530	05/11/2021	Jessica Kennedy Acupuncture			\$ 100.00		F
218	INV 000118	07/10/2021	Jessica Kennedy Acupuncture	CHCP - CLIENT PURCHASES - Acupuncture Appointment (Client W. Butler)	\$ 100.00			
219	EFT17531	05/11/2021	Integrated ICT			\$ 998.14		
220	INV 18911	31/08/2021	Integrated ICT	ADMIN - INFORMATION SYSTEMS - Disaster Recovery Solution Veeam Replication Licenses & Monthly Storage	\$ 998.14			
221	EFT17532	05/11/2021	Lite n' Easy Pty Ltd			\$ 133.80		F
222	INV 5980816	19/10/2021	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy for Client	\$ 133.80			
223	EFT17533	05/11/2021	Richard Ockerse			\$ 48.35	L	
224	INV 281021	28/10/2021	Richard Ockerse	HEALTH - TRAINING & DEVELOPMENT - Meal Allowance	\$ 48.35			
225	EFT17534	05/11/2021	Guardian Safety Pendants			\$ 70.00		F
226	INV INV-18092	19/08/2021	Guardian Safety Pendants	CHCP - CLIENT PURCHASES - Guardian Telstra SIM Card	\$ 70.00			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
227	EFT17535	05/11/2021	Kevrek (Australia) Pty Ltd			\$ 6,820.00		
228	INV 27172	15/10/2021	Kevrek (Australia) Pty Ltd	NO591 2021 ISUZU D-MAX - Hydraulic Ute Mounted Crane	\$ 6,820.00			
229	EFT17536	05/11/2021	Bitumen Distributors Pty Ltd			\$ 10,010.00		
230	INV 00000019	21/10/2021	Bitumen Distributors Pty Ltd	ROAD MAINTINANCE GENERAL EXPENSES - 10,000L Emulsion & Delivery	\$ 10,010.00			
231	EFT17537	05/11/2021	Metal Artwork Creations			\$ 62.70		
232	INV 84991	27/10/2021	Metal Artwork Creations	MEMBERS PRINTING & STATIONERY - Desk Name Plates for Councillors	\$ 62.70			
233	PAYROLL 10	08/11/2021	PAYROLL	PAYROLL 10 - PPE 08/11/2021	\$ 162,969.86			
234	EFT17538	12/11/2021	Department Of Human Services			\$ 234.81		
235	INV DEDUCTION	08/11/2021	Department Of Human Services	Payroll deductions	\$ 234.81			
236	EFT17539	12/11/2021	Australian Services Union Western Australian Branc			\$ 25.90		
237	INV DEDUCTION	08/11/2021	Australian Services Union Western Australian Branc	Payroll deductions	\$ 25.90			
238	EFT17540	16/11/2021	Narrogin Packaging			\$ 272.80	L	F
239	INV 00071883	05/11/2021	Narrogin Packaging	CHCP - GENERAL OFFICE EXPENSES - Kitchen Supplies	\$ 272.80			
240	EFT17541	16/11/2021	Australia Post			\$ 470.37		
241	INV 1011014245	03/11/2021	Australia Post	VARIOUS DEPARTMENTS - Postal Charges October 2021	\$ 470.37			
242	EFT17542	16/11/2021	Great Southern Fuels			\$ 31,834.30	L	
243	INV OCT2021	31/10/2021	Great Southern Fuels	VARIOUS VEHICLES - Fuel Card Charges October 2021	\$ 6,163.50			
244	INV D2082686	01/11/2021	Great Southern Fuels	POC - FUELS AND OILS - Bulk Diesel x 17,000L	\$ 25,670.80			
245	EFT17543	16/11/2021	Water Corporation			\$ 757.96		
246	INV 9007713223	02/11/2021	Water Corporation	TOWN HALL (FEDERAL ST) BUILDING OPERATIONS - Water Usage (01/11/21 to 31/12/2021)	\$ 227.07			
247	INV 9007713979	02/11/2021	Water Corporation	GENERAL COMPUTERS 39 FEDERAL ST BUILDING OPERATIONS - Water Usage (01/11/21-31/12/21) (Back Charged)	\$ 227.07			
248	INV 9007713995	02/11/2021	Water Corporation	CAFE - 45 FEDERAL ST BUILDING OPERATIONS - Water Usage (01/11/21-31/12/21) (Back Charged)	\$ 303.82			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
249	EFT17544	16/11/2021	Knightline Computers			\$ 109.90	L	
250	INV 00074612	04/11/2021	Knightline Computers	HEALTH - CONTROL EXPENSES - Digital Microscope & Parts	\$ 109.90			
251	EFT17545	16/11/2021	Makit Narrogin Hardware			\$ 172.40	L	
252	INV 114032	18/10/2021	Makit Narrogin Hardware	VARIOUS DEPARTMENTS - General Materials	\$ 172.40			
253	EFT17546	16/11/2021	Hancocks Home Hardware			\$ 16.25	L	
254	INV 381697	10/11/2021	Hancocks Home Hardware	SMALL PLANT - HOMECARE - 2 Stroke Oil for Whipper Snipper	\$ 16.25			
255	EFT17547	16/11/2021	Parry's Pty Ltd			\$ 1,136.80	L	
256	INV 59096	05/10/2021	Parry's Pty Ltd	PWO - WORKS - PROTECTIVE CLOTHING - 2x Jeans	\$ 76.40			
257	INV 59508	15/10/2021	Parry's Pty Ltd	HEALTH -ALLOWANCES - Protective Clothing - 2x Hats	\$ 76.40			
258	INV 59438	15/10/2021	Parry's Pty Ltd	PWO - WORKS - PROTECTIVE CLOTHING - 3x Pants & 3x Hi-Vis Shirts	\$ 242.10			
259	INV 59542	18/10/2021	Parry's Pty Ltd	PWO - WORKS - PROTECTIVE CLOTHING - 1x Hat	\$ 25.50			
260	INV 59700	21/10/2021	Parry's Pty Ltd	PWO - WORKS - PROTECTIVE CLOTHING 2x Pants & 2x Shirts	\$ 127.50			
261	INV 59826	25/10/2021	Parry's Pty Ltd	PWO - WORKS - PROTECTIVE CLOTHING 2x Boots	\$ 378.20			
262	INV 59875	27/10/2021	Parry's Pty Ltd	PWO - WORKS - PROTECTIVE CLOTHING - 2x Pants	\$ 134.30			
263	INV 59966	29/10/2021	Parry's Pty Ltd	PWO - EMTRS - ALLOWANCES GEN - Protective Clothing - 2x Jeans	\$ 76.40			
264	EFT17548	16/11/2021	Narrogin Earthmoving & Concrete Pty Ltd Atf The McNab Family Trust			\$ 22,189.20	L	F
265	INV IV00000001457	31/10/2021	Narrogin Earthmoving & Concrete Pty Ltd Atf The McNab Family Trust	CARAVAN PARK - RENEWAL DEVELOPMENT - Carting Crusher Dust	\$ 1,309.00			
266	INV IV00000001458	31/10/2021	Narrogin Earthmoving & Concrete Pty Ltd Atf The McNab Family Trust	CARAVAN PARK - RENEWAL DEVELOPMENT - Supply and Install Concrete Slabs	\$ 20,880.20			
267	EFT17549	16/11/2021	Westrac Pty Ltd			\$ 88.84		
268	INV PI6349237	28/10/2021	Westrac Pty Ltd	NO686 1991 CATERPILLAR 12G GRADER - Supply of Service Filters	\$ 88.84			
269	EFT17550	16/11/2021	Geoff Perkins Farm Machinery Centre			\$ 57.27	L	PF
270	INV 103227	03/11/2021	Geoff Perkins Farm Machinery Centre	SMALL PLANT - HOMECARE - Line Star for Whipper Snipper	\$ 57.27			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
271	EFT17551	16/11/2021	Narrogin Newsagency			\$ 138.50	L	PF
272	INV 288220	01/11/2021	Narrogin Newsagency	LIB - SUBSCRIPTIONS & MEMBERSHIPS - Deliveries for the Period 01//221-01/1/2021 & Newspapers	\$ 84.90			
273	INV 288161	01/11/2021	Narrogin Newsagency	CHCP - GENERAL OFFICE EXPENSES - Deliveries for Period 01/10/2021-29/10/2021 and Newspapers	\$ 33.70			
274	INV 288277	02/11/2021	Narrogin Newsagency	CHSP - PRINTING & STATIONERY - Stationery Order October 2021	\$ 19.90			
275	EFT17552	16/11/2021	It Vision			\$ 218.90		
276	INV 36156	29/10/2021	It Vision	ADMIN - TRAINING & DEVELOPMENT - ITVision iINNOVATE21 Conference on 14/10/021 Alex & Kunal	\$ 218.90			
277	EFT17553	16/11/2021	S. Williams Plumbing			\$ 200.00	L	
278	INV 349	29/10/2021	S. Williams Plumbing	GENERAL COMPUTERS 39 FEDERAL ST BUILDING MAINTENANCE - Urgent Clearing of Blocked Drain	\$ 200.00			
279	EFT17554	16/11/2021	Narrogin Bearing Service			\$ 80.08	L	
280	INV IN190968	04/11/2021	Narrogin Bearing Service	NGN830 2017 FUSO FIGHTER 8T TIP TRUCK - 4x Shackles	\$ 80.08			
281	EFT17555	16/11/2021	Shire of Wagin			\$ 2,282.57	L	F
282	INV 10056	04/11/2021	Shire of Wagin	CHCP DOMESTIC ASSISTANCE - Client Ronalea Neil-Smith	\$ 390.00			
283	INV 10055	04/11/2021	Shire of Wagin	CHCP VARIOUS SERVICES - Client John Neil-Smith (04/08/2021-18/08/2021)	\$ 988.81			
284	INV 10303	04/11/2021	Shire of Wagin	CHCP VARIOUS SERVICES - Client J.Neil-Smith	\$ 903.76			
285	EFT17556	16/11/2021	Wa Country Health Service			\$ 2,338.60	L	F
286	INV 587436	09/11/2021	Wa Country Health Service	CHSP MEALS ON WHEELS CATERING CONTRACT - Meals August 2021	\$ 2,338.60			
287	EFT17557	16/11/2021	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)			\$ 1,005.89	L	
288	INV 64121888253	02/09/2021	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)	032NGN Mazda CX3 MMax Sport (EHO) (P65) - New Tyres & Services	\$ 511.69			
289	INV 6412198564	09/09/2021	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)	NO4871 2014 JOHN DEERE 670G GRADER W/ TOP CON (WORKS) - Repair to Grader Tyre	\$ 44.00			
290	INV 6412207817	15/09/2021	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)	NO2260 1994 THREE AXLE DOG TRAILER - New tyre x 1	\$ 407.20			
291	INV 6412220707	23/09/2021	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)	NO2260 1994 THREE AXLE DOG TRAILER (WORKS) (P970) - Float Tyre Repair	\$ 43.00			



	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
292	EFT17558	16/11/2021	WA Hino			\$ 1,011.44		
293	INV 277883	20/09/2021	WA Hino	NO4834 2014 HINO 300 SERIES CREW CAB - Sevice Filter Kit & Pad Disk Brakes Kit	\$ 1,011.44			
294	EFT17559	16/11/2021	Farmers Centre (Narrogin) Pty Ltd			\$ 370.18	L	
295	INV 80726	01/11/2021	Farmers Centre (Narrogin) Pty Ltd	2019 JCB 5CX BACKHOE LOADER - Parts for Service - 750Hr service (Fuel,Oil Air Filters)	\$ 370.18			
296	EFT17560	16/11/2021	Shire Of Narrogin			\$ 137.89	L	
297	INV 311021	31/10/2021	Shire Of Narrogin	TRANSWA - AGENT LIABILITY - Commission October 2021 Ticket Sales	\$ 137.89			
298	EFT17561	16/11/2021	New Security Installations Pty Ltd			\$ 1,144.00		F
299	INV 00014538	04/11/2021	New Security Installations Pty Ltd	CHCP - SECURITY SYSTEM - Commercial Welfare Check-In Monitoring (13/12/21-12/12/22)	\$ 1,144.00			
300	EFT17562	16/11/2021	Narrogin Chamber Of Commerce			\$ 3,730.00	L	
301	INV 00003863	14/10/2021	Narrogin Chamber Of Commerce	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Gratuity Payment - Various Employees	\$ 1,730.00			
302	INV 00003870	05/11/2021	Narrogin Chamber Of Commerce	TOUR - PUBLIC RELATIONS & AREA PROMOTION - Purchase of 200 x \$10 vouchers	\$ 2,000.00			
303	EFT17563	16/11/2021	John Parry Medical Centre			\$ 378.00	L	PF
304	INV 419700	01/11/2021	John Parry Medical Centre	ADMIN - RECRUITMENT - Pre employment medical test (V. Ward)	\$ 126.00			
305	INV 419936	03/11/2021	John Parry Medical Centre	CHCP - RECRUITMENT - Pre Employment Medical (J. Kerrison)	\$ 126.00			
306	INV 420014	04/11/2021	John Parry Medical Centre	CHCP - RECRUITMENT - Pre Employment Medical (G. Magill)	\$ 126.00			
307	EFT17564	16/11/2021	Melchiorre Plumbing & Gas			\$ 99.00	L	F
308	INV 453	09/11/2021	Melchiorre Plumbing & Gas	CHSP - OFFICE EQUIPMENT MTCE - Dishwasher Maintenance	\$ 99.00			
309	EFT17565	16/11/2021	Belvedere Nursery			\$ 49.70	L	F
310	INV 10000001865	03/11/2021	Belvedere Nursery	CHSP - GENERAL EXPENDITURE - Plants for Vegetable Garden	\$ 49.70			
311	EFT17566	16/11/2021	The Workwear Group Pty Ltd			\$ 1,369.90		
312	INV 13564783	22/10/2021	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Uniform 2021/22	\$ 190.40			
313	INV 13574258	26/10/2021	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Uniforms 2021/22	\$ 198.40			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
314	INV 13576940	28/10/2021	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Uniforms 2021/22	\$ 39.20			
315	INV 13574210	28/10/2021	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Uniform 2021/22	\$ 69.00			
316	INV 13576356	28/10/2021	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Uniform 2021/22	\$ 309.55			
317	INV 13574209	28/10/2021	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Uniform 2021/22	\$ 366.35			
318	INV 13584400	01/11/2021	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Uniform 2021/22	\$ 197.00			
319	EFT17567	16/11/2021	YMCA WA			\$ 5,780.01	L	
320	INV SI-A010890	02/11/2021	YMCA WA	PLAN - ADVERTISING - Hire of John Higgins Centre Half Hall - Draft Local Planning Scheme	\$ 280.01			
321	INV SI-A010893	02/11/2021	YMCA WA	OTHCUL - NARROGIN SHOW - Whole Facility Hire 13/10/21-17/10/21	\$ 5,500.00			
322	EFT17568	16/11/2021	United Security Enforcement Corporation			\$ 158.40		F
323	INV 00012492	01/11/2021	United Security Enforcement Corporation	CHCP - SECURITY SYSTEM - Alarm Response - Single Alarm Activation	\$ 158.40			
324	EFT17569	16/11/2021	Total Quality Clean			\$ 2,255.00	L	
325	INV 6315	23/10/2021	Total Quality Clean	ADMIN OFFICE BUILDING MAINTENANCE - Carpet Cleaning Front Reception Area	\$ 330.00			
326	INV 3616	06/11/2021	Total Quality Clean	ADMIN OFFICE BUILDING MAINTENANCE - Carpet Cleaning to Include: offices, chambers, meeting rooms, hallways	\$ 1,925.00			
327	EFT17570	16/11/2021	Truck Centre (WA) Pty Ltd			\$ 1,575.96		
328	INV 1654898-000001	01/11/2021	Truck Centre (WA) Pty Ltd	NO1 2018 NISSAN UD TIP TRUCK & NO3 2020 NISSAN UD TIP TRUCK - Full Service Kit (Fuel, Oil & Air)	\$ 1,036.23			
329	INV 1655185-000001	03/11/2021	Truck Centre (WA) Pty Ltd	VARIOUS VEHICLES - Supply Service Kit	\$ 539.73			
330	EFT17571	16/11/2021	Narrogin Auto Centre			\$ 1,149.41	L	
331	INV 304740	15/09/2021	Narrogin Auto Centre	1NO 2018 NISSAN NAVARA (CF) (P8164) - Service & Filters	\$ 326.66			
332	INV 306166	02/11/2021	Narrogin Auto Centre	1NO 2018 NISSAN NAVARA (CF) (P8164) - Service & Diagnose Dash Faults	\$ 674.25			
333	INV 306241	04/11/2021	Narrogin Auto Centre	NGN93 2020 ISUZU D-MAX SINGLE CAB (LEADINGHAND) (P18) - DPF Sensor Reset	\$ 148.50			
334	EFT17572	16/11/2021	Win Television WA Pty Ltd T/A WIN Television Network			\$ 1,320.00		
335	INV 1141362-4	31/10/2021	Win Television WA Pty Ltd T/A WIN Television Network	MEMBERS ADVERTISING Shire Promotion on WIN Network Oct - Month 4 of 4	\$ 1,320.00			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
336	EFT17573	16/11/2021	Telair Pty Ltd			\$ 1,420.00		
337	INV TA10781-028	31/10/2021	Telair Pty Ltd	VARIOUS DEPARTMENTS - Telair Telephone	\$ 1,420.00			
338	EFT17574	16/11/2021	Farmworks Narrogin Pty Ltd			\$ 572.00	L	
339	INV 89627	02/11/2021	Farmworks Narrogin Pty Ltd	SIGNS & TRAFFIC CONTROL EXPENSES - 1x Pallet Rapid Set	\$ 572.00			
340	EFT17575	16/11/2021	The White Family Trust T/a Narrogin Valley Stockfeed			\$ 42.95	L	F
341	INV NVS72656	05/11/2021	The White Family Trust T/a Narrogin Valley Stockfeed	CHSP - GENERAL EXPENDITURE - Fish & Aquarium Supplies	\$ 42.95			
342	EFT17576	16/11/2021	Rural Traffic Services			\$ 11,516.84		
343	INV 000035863	31/10/2021	Rural Traffic Services	WAGIN-WICKEPIN ROAD - RENEWAL (RURAL) (RRG) - Supply Traffic Management for New Construction Project	\$ 11,516.84			
344	EFT17577	16/11/2021	Thing-a-me-bobs			\$ 69.45	L	F
345	INV 1051	03/11/2021	Thing-a-me-bobs	CHCP - GENERAL OFFICE EXPENSES - Christmas Decorations and Paint	\$ 69.45			
346	EFT17578	16/11/2021	Surgical House Pty Ltd			\$ 510.01		F
347	INV A765063	09/08/2021	Surgical House Pty Ltd	CHCP - CLIENT PURCHASES - Various Medical Supplies	\$ 510.01			
348	EFT17579	16/11/2021	Jennifer Fowler			\$ 970.00	L	F
349	INV 213	31/10/2021	Jennifer Fowler	CHCP - CLIENT PURCHASES - Occupational Therapy Cognitive & Perceptual Assessment Report (Client E. Blanc)	\$ 970.00			
350	EFT17580	16/11/2021	Airport Lighting Specialists Pty Ltd			\$ 258.50		
351	INV IN23346	05/11/2021	Airport Lighting Specialists Pty Ltd	AIRSTrip & GROUNDS MAINTENANCE/OPERATIONS - Purchase of Airport Light lenses and Freight	\$ 258.50			
352	EFT17581	16/11/2021	Jessica Kennedy Acupuncture			\$ 100.00		F
353	INV 000125	04/11/2021	Jessica Kennedy Acupuncture	CHCP - CLIENT PURCHASES - Standard Acupuncture Consultation (Client W. Butler)	\$ 100.00			
354	EFT17582	16/11/2021	Integrated ICT			\$ 2,783.55		
355	INV 19464	27/10/2021	Integrated ICT	ADMIN - INFORMATION SYSTEMS - ConnectWise Automate Client & ConnectWise IT License	\$ 651.20			
356	INV 19514	31/10/2021	Integrated ICT	ADMIN - INFORMATION SYSTEMS - NBN Premium 100/40	\$ 198.00			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
357	INV 19631	31/10/2021	Integrated ICT	ADMIN - INFORMATION SYSTEMS - M365 Licenses Business Premium x29, Business Standard x25, Business Basic x22 & Advanced Threat Protection x 76	\$ 1,747.13			
358	INV 19630	31/10/2021	Integrated ICT	ADMIN - INFORMATION SYSTEMS - M365 Exclaimer Signatures x75	\$ 187.22			
359	EFT17583	16/11/2021	Guardian Safety Pendants			\$ 70.00		F
360	INV INV-20293	30/10/2021	Guardian Safety Pendants	CHSP - CLIENT PURCHASES - Renewal Guardian Telstra SIM Card (Client M. Williamson)	\$ 70.00			
361	EFT17584	16/11/2021	Mary Isobel Bathols (Estate of)			\$ 193.13	L	F
362	INV 11112021	11/11/2021	Mary Isobel Bathols (Estate of)	CHCP - REFUND OF UNSPENT MONIES - Client Deceased	\$ 193.13			
363	EFT17585	18/11/2021	Synergy			\$ 11,787.61		
364	INV 2021381197	01/11/2021	Synergy	ROADM - STREET LIGHTING MAINTENANCE/OPERATIONS - Electricity Usage 04/10/2021 - 01/11/2021	\$ 11,787.61			
365	EFT17586	18/11/2021	Narrogin Fruit Market			\$ 454.30	L	
366	INV 00032021102769	27/10/2021	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Full Cream Milk	\$ 4.30			
367	INV 0008202110281	28/10/2021	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Catering Lunches 27/10/2021	\$ 450.00			
368	EFT17587	18/11/2021	E & H Staphorst			\$ 98.01	L	
369	INV I-36755	11/11/2021	E & H Staphorst	NO2731 FOUR AXLE SIDE TIPPER TRAILER - Supply Only 2 x Brake Boosters	\$ 98.01			
370	EFT17588	18/11/2021	Kleenheat Gas			\$ 12,035.78		
371	INV 2723745	11/11/2021	Kleenheat Gas	NRLC - UTILITY - ELECTRICITY - Electricity Usage 01/10/2021 - 31/10/2021	\$ 9,764.90			
372	INV 2723727	11/11/2021	Kleenheat Gas	ADMIN OFFICE BUILDING OPERATIONS - Electricity Usage 01/10/2021 - 31/10/2021	\$ 628.56			
373	INV 2723717	11/11/2021	Kleenheat Gas	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Electricity Usage 01/10/2021 - 31/10/2021	\$ 1,642.32			
374	EFT17589	18/11/2021	Susan Farrell			\$ 50.00	L	
375	INV 271021	27/10/2021	Susan Farrell	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTION - Various Ranges of Laundry	\$ 50.00			
376	EFT17590	18/11/2021	Westrac Pty Ltd			\$ 683.88		
377	INV PI 6389139	09/11/2021	Westrac Pty Ltd	NO4141 2010 CATERPILLAR 432E BACKHOE LOADER - Tube Assembly	\$ 457.86			
378	INV PI 6397933	11/11/2021	Westrac Pty Ltd	NO4516 2013 CATERPILLAR CW34NN RUBBER TYRED ROLLER - Supply of Service Filters	\$ 226.02			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
379	EFT17591	18/11/2021	Narrogin Bearing Service			\$ 333.30	L	
380	INV IN191226	11/11/2021	Narrogin Bearing Service	NGN12070 2002 MOWER CATCHER TRAILER - V Belts x4	\$ 333.30			
381	EFT17592	18/11/2021	Narrogin Glass & Quick Fit Windscreens			\$ 471.66	L	
382	INV 00057093	08/11/2021	Narrogin Glass & Quick Fit Windscreens	RAILWAY INSTITUTE & OFFICE BUILDING MAINTENANCE - Repairs To Front Door	\$ 471.66			
383	EFT17593	18/11/2021	RJ Smith Engineering			\$ 353.10	L	
384	INV 00016991	10/11/2021	RJ Smith Engineering	STANDPIPE MAINTENANCE/OPERATIONS - Supply Tundish	\$ 353.10			
385	EFT17594	18/11/2021	Guy Maley			\$ 83.00	L	
386	INV 11112021	11/11/2021	Guy Maley	ANIMAL - ANIMAL DESTRUCTION - Reimbursement Firearms Licence	\$ 83.00			
387	EFT17595	18/11/2021	Fairway Carriers			\$ 440.00	L	PF
388	INV 44284	31/10/2021	Fairway Carriers	WAGIN-WICKEPIN ROAD - RENEWAL (RURAL) (RRG) - Transport of Concrete Pipes and Headwalls	\$ 440.00			
389	EFT17596	18/11/2021	Signs Plus			\$ 120.00		
390	INV 00168781	05/11/2021	Signs Plus	ADMIN - PRINTING & STATIONERY - Name Badges x8	\$ 120.00			
391	EFT17597	18/11/2021	Department of Mines, Industry Regulation and Safety			\$ 1,293.05		
392	INV T13	03/11/2021	Department of Mines, Industry Regulation and Safety	BSL PAYMENT - JULY 2021	\$ 56.65			
393	INV T13	03/11/2021	Department of Mines, Industry Regulation and Safety	BSL PAYMENT - AUGUST 2021	\$ 169.95			
394	INV T13	03/11/2021	Department of Mines, Industry Regulation and Safety	BSL PAYMENT - SEPTEMBER 2021	\$ 721.93			
395	INV T13	03/11/2021	Department of Mines, Industry Regulation and Safety	BSL PAYMENT - OCTOBER 2021	\$ 344.52			
396	EFT17598	18/11/2021	The Workwear Group Pty Ltd			\$ 744.80		
397	INV 13570295	28/10/2021	The Workwear Group Pty Ltd	PLAN - ALLOWANCES - Uniform Allowances (A. Awang) 2021/22	\$ 411.20			
398	INV 13576892	28/10/2021	The Workwear Group Pty Ltd	PWO - WORKS - Uniforms (T. Nicholls) 2021/22	\$ 333.60			
399	EFT17599	18/11/2021	Reface Industries Pty Ltd			\$ 627.51		
400	INV 00032531	09/11/2021	Reface Industries Pty Ltd	LIB - OFFICE EQUIPMENT MAINTENANCE - VMI Hybrid Annual Maintenance of Disc Cleaner	\$ 627.51			



	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
401	EFT17600	18/11/2021	Narrogin Quarry Operations			\$ 1,917.50	L	F
402	INV 00005508	26/10/2021	Narrogin Quarry Operations	CARAVAN PARK - RENEWAL DEVELOPMENT - 200T Metal Dust	\$ 1,917.50			
403	EFT17601	18/11/2021	Landmark Products Pty Ltd			\$ 192.06		
404	INV 905673567	08/10/2021	Landmark Products Pty Ltd	VERGE MAINTENANCE - 5L Red Marking Dye	\$ 192.06			
405	EFT17602	18/11/2021	Narrogin Small Engine Centre			\$ 77.00	L	F
406	INV 8	02/11/2021	Narrogin Small Engine Centre	SMALL PLANT - HOMECARE - Service and Maintenance for Brush Cutter	\$ 77.00			
407	EFT17603	18/11/2021	Narrogin Tyre Service			\$ 647.00	L	
408	INV 14762	08/10/2021	Narrogin Tyre Service	NGN830 2017 FUSO FIGHTER 8T TIP TRUCK - 1x Front Tyre Fitted	\$ 647.00			
409	EFT17604	18/11/2021	Kulker Carpentry And Construction			\$ 2,983.20	L	PF
410	INV IV00000000561	12/10/2021	Kulker Carpentry And Construction	RAILWAY STATION RESTORATION COVID RECPVERY PROJECT - Replace Timber Tops On Platform	\$ 2,983.20			
411	EFT17605	18/11/2021	Narrogin Florist			\$ 185.00	L	
412	INV INV267	11/11/2021	Narrogin Florist	- CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Wreath for Remembrance Day 2021	\$ 115.00			
413	INV INV266	11/11/2021	Narrogin Florist	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Bouquet for Ms L. Fish 100th Birthday	\$ 70.00			
414	EFT17606	18/11/2021	Thing-a-me-bobs			\$ 40.95	L	F
415	INV 1060	12/11/2021	Thing-a-me-bobs	CHCP - GENERAL OFFICE EXPENSES - Christmas Decorations	\$ 40.95			
416	EFT17607	18/11/2021	R&R Dawood Trading Pty Ltd			\$ 1,632.40	L	
417	INV 290698	09/10/2021	R&R Dawood Trading Pty Ltd	VARIOUS PUBLIC TOILETS - Various Toilet Supplies and Freight	\$ 1,632.40			
418	EFT17608	18/11/2021	Storalot			\$ 1,133.00		
419	INV H65	11/10/2021	Storalot	LIB - GENERAL OFFICE EXPENSES - Transport and Installation of Shelving	\$ 1,133.00			
420	EFT17609	18/11/2021	Tamara Leith Alexander ATFT Marramucking Trust			\$ 3,122.00	L	
421	INV 02112021	02/11/2021	Tamara Leith Alexander ATFT Marramucking Trust	ENVIRO - LANDCARE COMMUNITY PROJECTS - Landcare Grant for Revegetating Creek Line	\$ 3,122.00			
422	PAYROLL 11	22/11/2021	PAYROLL	PAYROLL 11 - PPE 22/11/2021		\$ 151,894.27		

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
423	EFT17610	25/11/2021	Narrogin Hire & Reticulation			\$ 151.50	L	
424	INV 00031684	03/11/2021	Narrogin Hire & Reticulation	CLAYTON OVAL MAINTENANCE/OPERATIONS - General Maintenance	\$ 18.60			
425	INV 00031692	04/11/2021	Narrogin Hire & Reticulation	CLAYTON OVAL MAINTENANCE/OPERATIONS - General Maintenance	\$ 16.24			
426	INV 00031705	08/11/2021	Narrogin Hire & Reticulation	CLAYTON OVAL MAINTENANCE/OPERATIONS - General Maintenance	\$ 87.90			
427	INV 00031810	09/11/2021	Narrogin Hire & Reticulation	NARROGIN SKATE PARK - Retic Supplies	\$ 28.76			
428	EFT17611	25/11/2021	Best Office Systems			\$ 270.00	L	
429	INV 594951	08/11/2021	Best Office Systems	ADMIN INFORMATION SYSTEMS - Repair Office Folding Machine	\$ 270.00			
430	EFT17612	25/11/2021	Coles			\$ 668.67		
431	INV 176	31/10/2021	Coles	VARIOUS DEPARTMENTS - Coles October 2021	\$ 668.67			
432	EFT17613	25/11/2021	Synergy			\$ 866.34		
433	INV 2009393347	15/11/2021	Synergy	JOHN HIGGINS COMMUNITY COMPLEX BUILDING OPERATIONS - Electricity Usage 21/10/2021 - 15/11/2021	\$ 866.34			
434	EFT17614	25/11/2021	Hancocks Home Hardware			\$ 377.95	L	
435	INV 381974	12/11/2021	Hancocks Home Hardware	ADMINISTRATION - PRINTING & STATIONERY 1x Black 40L Bin for Kitchen	\$ 49.95			
436	INV 382511	17/11/2021	Hancocks Home Hardware	SMALL PLANT - HOMECARE - Hedge Trimmers, Handsaw, Lopper, Secateurs & Sprayer	\$ 328.00			
437	EFT17615	25/11/2021	Narrogin Agricultural Repairs			\$ 424.00	L	F
438	INV 4365	17/11/2021	Narrogin Agricultural Repairs	SMALL PLANT - HOMECARE - Hedge Trimmer & 2x Jerry Cans	\$ 424.00			
439	EFT17616	25/11/2021	Narrogin Meals On Wheels			\$ 331.54	L	F
440	INV 101219	04/11/2021	Narrogin Meals On Wheels	CHSP MEALS ON WHEELS COMMITTEE - Meals Delivered to Clients for October 2021	\$ 331.54			
441	EFT17617	25/11/2021	Narrogin Glass & Quick Fit Windscreens			\$ 380.00	L	
442	INV 00057050	29/10/2021	Narrogin Glass & Quick Fit Windscreens	NGN0 2018 MITSUBISHI ASX (MCLC) (P4) - Repair Windscreen Crack	\$ 380.00			
443	EFT17618	25/11/2021	Great Southern Waste Disposal			\$ 43,652.40	L	
444	INV IV00000001771	05/11/2021	Great Southern Waste Disposal	BIN COLLECTION VARIOUS LOCATIONS - October 2021	\$ 43,652.40			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
445	EFT17619	25/11/2021	Public Transport Authority			\$ 587.46		
446	INV 311021	31/10/2021	Public Transport Authority	TRANSWA - AGENT LIABILITY - TransWA Ticket Sales October 2021	\$ 587.46			
447	EFT17620	25/11/2021	Octave Holdings Pty Ltd T/A Narrogin Toyota			\$ 8,019.74	L	
448	INV RI21100473	18/11/2021	Octave Holdings Pty Ltd T/A Narrogin Toyota	PURCHASE BUILDING SURVEYOR VEHICLE (P6)- Purchase of Corolla Hatch, With Floor Mats, and Tint & Proceeds on Disposal of 2019 Holden Trax LS	\$ 8,019.74			
449	EFT17621	25/11/2021	Air Response			\$ 187.17	L	F
450	INV 154050A	08/09/2021	Air Response	CHCP - CLIENT PURCHASES - Service Refrigerator for Client I. Horrex	\$ 125.00			
451	INV 153993A	08/09/2021	Air Response	CHCP - CLIENT PURCHASES - Service and Clean Kitchen & Bedroom Airconditioners for Client I. Horrex	\$ 62.17			
452	EFT17622	25/11/2021	Toll Transport Pty Ltd			\$ 279.56		
453	INV 0511-T740710	17/10/2021	Toll Transport Pty Ltd	VARIOUS DEPARMENTS - Freight Charges 28/09/221 - 13/10/21	\$ 215.61			
454	INV 0513-T740710	31/10/2021	Toll Transport Pty Ltd	VARIOUS DEPARTMENTS - Freight Charges 20/10/221 - 28/10/21	\$ 63.95			
455	EFT17623	25/11/2021	Narrogin Gasworx			\$ 2,389.00	L	F
456	INV 49046	27/08/2021	Narrogin Gasworx	CHCP - GENERAL OFFICE EXPENSES - Lift Chair Cover	\$ 100.00			
457	INV 49045	27/08/2021	Narrogin Gasworx	CHCP - OFFICE EQUIPMENT MTCE - Lift Chair	\$ 1,995.00			
458	INV 51501	17/11/2021	Narrogin Gasworx	CHCP - CLIENT PURCHASES - Tray Walker with Wheels for Client M. Williamson	\$ 145.00			
459	INV 51500	17/11/2021	Narrogin Gasworx	CHCP - CLIENT PURCHASES - Aluminum Shower Chair for Client P. Hoggard	\$ 149.00			
460	EFT17624	25/11/2021	New Security Installations Pty Ltd			\$ 1,480.05		
461	INV 00014495	19/11/2021	New Security Installations Pty Ltd	CHCP - SECURITY SYSTEM - Upgrade Current Security System and Install New Alarm Pads	\$ 1,480.05			
462	EFT17625	25/11/2021	Devon Conveyancing & Legal			\$ 5,000.00		
463	INV 181121	18/11/2021	Devon Conveyancing & Legal	STAFF HOUSING BUILDING - Deposit - Purchase 48A Grant Street	\$ 5,000.00			
464	EFT17626	25/11/2021	Narrogin Pumps Solar And Spraying			\$ 140.25	L	
465	INV 00037791	09/11/2021	Narrogin Pumps Solar And Spraying	LYDEKER DEPOT BUILDING MAINTENANCE - x3 Water Filters	\$ 140.25			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
466	EFT17627	25/11/2021	The Workwear Group Pty Ltd			\$ 592.70		
467	INV 13574208	28/10/2021	The Workwear Group Pty Ltd	PWO - EMTRS - Allowances - Uniforms 2021/22	\$ 49.96			
468	INV 13584282	03/11/2021	The Workwear Group Pty Ltd	RATES - Allowances - Uniforms 2021/22	\$ 248.54			
469	INV 13597311	08/11/2021	The Workwear Group Pty Ltd	PLAN - ALLOWANCES - Uniforms 2021/22	\$ 294.20			
470	EFT17628	25/11/2021	Narrogin Guardian Pharmacy			\$ 65.83	L	F
471	INV 1035374	19/11/2021	Narrogin Guardian Pharmacy	CHCP - CLIENT PURCHASES - Continence Supplies for Client	\$ 65.83			
472	EFT17629	25/11/2021	Azhar Awang			\$ 21.22		
473	INV 10112021	10/11/2021	Azhar Awang	PLAN - TRAINING & DEVELOPMENT - Parking Ticket	\$ 21.22			
474	EFT17630	25/11/2021	Truck Centre (WA) Pty Ltd			\$ 1,511.25		
475	INV 0087573-000001	11/11/2021	Truck Centre (WA) Pty Ltd	NO1 2018 NISSAN UD TIP TRUCK - Various Supplies	\$ 1,511.25			
476	EFT17631	25/11/2021	The White Family Trust T/a Narrogin Valley Stockfeed			\$ 17.00	L	F
477	INV NVS73471	17/11/2021	The White Family Trust T/a Narrogin Valley Stockfeed	CHCP - GENERAL OFFICE EXPENSES - Bird Seed	\$ 17.00			
478	EFT17632	25/11/2021	Surgical House Pty Ltd			\$ 175.90		F
479	INV A778851	15/11/2021	Surgical House Pty Ltd	CHSP - GENERAL OFFICE EXPENSES - Nursing Supplies	\$ 175.90			
480	EFT17633	25/11/2021	ASSA ABLOY Australia Pty Limited			\$ 4,421.97		PF
481	INV IN02087495	27/10/2021	ASSA ABLOY Australia Pty Limited	RAILWAY STATION RESTORATION COVID RECOVERY PROJECT Toilet Indicator with Emergency Release	\$ 303.46			
482	INV IN02088341	28/10/2021	ASSA ABLOY Australia Pty Limited	RAILWAY STATION RESTORATION COVID RECOVERY PROJECT - Various Supplies	\$ 4,118.51			
483	EFT17634	25/11/2021	Integrated ICT			\$ 4,925.05		
484	INV 19547	29/10/2021	Integrated ICT	ADMIN - INFORMATION SYSTEMS - After Hours Engineer	\$ 3,932.50			
485	INV 19513	31/10/2021	Integrated ICT	ADMIN - INFORMATION SYSTEMS - Various Services	\$ 992.55			
486	EFT17635	25/11/2021	Miracle Worker Migration Solutions Pty Ltd t/a MW Migration Solutions			\$ 1,800.00		F
487	INV INV-0027	09/11/2021	Miracle Worker Migration Solutions Pty Ltd t/a MW Migration Solutions	CHCP - SUBSCRIPTIONS & MEMBERSHIPS - Standard Business Sponsorship Application - Miracle Workers Migration	\$ 1,800.00			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
488	EFT17636	25/11/2021	Southern Cross Computer Systems Pty Ltd			\$ 2,303.40		
489	INV SI-00005863	15/11/2021	Southern Cross Computer Systems Pty Ltd	ADMIN - INFORMATION SYSTEMS - Various Computer Supplies	\$ 2,303.40			
490	EFT17637	25/11/2021	Libero Systems Pty Ltd			\$ 7,907.57		
491	INV INV-62765	06/10/2021	Libero Systems Pty Ltd	LIB - SUBSCRIPTIONS & MEMBERSHIPS - Libero Library Management System Annual Fee 01/10/2021-30/09/2022	\$ 7,907.57			
492	EFT17638	25/11/2021	Daily Living Products			\$ 2,850.00		F
493	INV 281513	18/11/2021	Daily Living Products	CHCP - CLIENT PURCHASES - Electric Donatello Recliner for Client E. Blanc	\$ 2,850.00			
494	EFT17639	25/11/2021	Mr G & Mrs C Stoiche			\$ 2,487.83		
495	INV A143900	15/11/2021	Mr G & Mrs C Stoiche	Rates refund for assessment A143900 2 ENSIGN STREET NARROGIN WA 6312	\$ 2,487.83			
496	EFT17640	25/11/2021	Forrest Personnel LTD			\$ 1,650.00		
497	INV 15112021	15/11/2021	Forrest Personnel LTD	LIB - REIMBURSEMENTS - Refund of Wage Subsidy Paid x2 J Warburton 28/06/2019-02/09/2019	\$ 1,650.00			
498	EFT17641	25/11/2021	Leading Age Services Australia LTD			\$ 1,608.75		F
499	INV 00018301	23/09/2021	Leading Age Services Australia LTD	CHCP - SUBSCRIPTIONS & MEMBERSHIPS - LASA Membership Fee October 2021 - June 2022	\$ 1,608.75			
500	EFT17642	30/11/2021	Narrogin Hire & Reticulation			\$ 503.81	L	
501	INV 00031677	03/11/2021	Narrogin Hire & Reticulation	MUSEUM BUILDING MAINTENANCE - Reticulation	\$ 33.00			
502	INV 00031839	11/11/2021	Narrogin Hire & Reticulation	MEMORIAL PARK MAINTENANCE/OPERATIONS - Reticulation Materials	\$ 247.00			
503	INV 00031833	11/11/2021	Narrogin Hire & Reticulation	MUSEUM BUILDING MAINTENANCE - Reticulation	\$ 153.50			
504	INV 00031949	18/11/2021	Narrogin Hire & Reticulation	GNARROGIN PARK MAINTENANCE/OPERATIONS - Reticulation	\$ 16.00			
505	INV 00031941	18/11/2021	Narrogin Hire & Reticulation	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Reticulation	\$ 37.47			
506	INV 00031953	18/11/2021	Narrogin Hire & Reticulation	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Reticulation	\$ 16.84			
507	EFT17643	30/11/2021	Narrogin Fruit Market			\$ 980.00	L	
508	INV 000822111101	10/11/2021	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECREATIONS - Catering for Councillor MBS Meeting 10/11/2021	\$ 450.00			



	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
509	INV 0008202111245	24/11/2021	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Catering for Council Meeting 24/11/21	\$ 450.00			
510	INV 0008202111243	24/11/2021	Narrogin Fruit Market	OTHCUL - AUSTRALIA DAY - Catering for Honours Advisory Committee Meeting	\$ 80.00			
511	EFT17644	30/11/2021	St John Ambulance Western Australia Ltd			\$ 160.00	L	F
512	INV FAINV00891714	02/09/2021	St John Ambulance Western Australia Ltd	CHCP - TRAINING & DEVELOPMENT - St John Ambulance First Aid Training	\$ 160.00			
513	EFT17645	30/11/2021	Nutrien Ag Solutions			\$ 192.06	L	
514	INV 905673567	08/10/2021	Nutrien Ag Solutions	VERGE MAINTENANCE - 5L Red Dye	\$ 192.06			
515	EFT17646	30/11/2021	Hancocks Home Hardware			\$ 101.30	L	PF
516	INV 383281	24/11/2021	Hancocks Home Hardware	CHCP - GENERAL OFFICE EXPENSES - Various Supplies	\$ 32.35			
517	INV 383299	24/11/2021	Hancocks Home Hardware	LYDEKER DEPOT BUILDING MAINTENANCE - x2 Jerry Cans	\$ 68.95			
518	EFT17647	30/11/2021	Susan Farrell			\$ 50.00	L	
519	INV 101121	10/11/2021	Susan Farrell	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Various Range of Laundry	\$ 50.00			
520	EFT17648	30/11/2021	DFES-Department of Fire & Emergency Services			\$ 84,548.19		
521	INV 153103	22/11/2021	DFES-Department of Fire & Emergency Services	FESA ESL LIABILITY - 2nd Quater Emergency Service Levy Contribution	\$ 84,548.19			
522	EFT17649	30/11/2021	Narrogin Agricultural Repairs			\$ 318.40	L	F
523	INV 264499	24/11/2021	Narrogin Agricultural Repairs	SMALL PLANT - HOMECARE - Hedge Trimmer Service	\$ 177.70			
524	INV 264513	25/11/2021	Narrogin Agricultural Repairs	SMALL PLANT - HOMECARE - Line Trimmer Service	\$ 91.20			
525	INV 264512	25/11/2021	Narrogin Agricultural Repairs	SMALL PLANT - HOMECARE - Replacement Chain for Chain Saw	\$ 49.50			
526	EFT17650	30/11/2021	Narrogin Newsagency			\$ 119.54	L	
527	INV 288188	01/11/2021	Narrogin Newsagency	ADMIN - PRINTING & STATIONARY - Newspapers	\$ 119.54			
528	EFT17651	30/11/2021	S. Williams Plumbing			\$ 485.00	L	
529	INV 353	19/11/2021	S. Williams Plumbing	VARIOUS PARKS - Toilet Repairs	\$ 485.00			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
530	EFT17652	30/11/2021	Narrogin Primary School			\$ 50.00	L	
531	INV 19/11/21	19/11/2021	Narrogin Primary School	MEMBERS - DONATIONS TO COMMUNITY GROUPS - Year 6 End of Year Award	\$ 50.00			
532	EFT17653	30/11/2021	Narrogin Bearing Service			\$ 140.51	L	
533	INV 191403	17/11/2021	Narrogin Bearing Service	NGN13362 2016 TRAILER (HACC) (P12) - Jockey Wheels & Bolts for Box Trailer	\$ 112.33			
534	INV IN191502	19/11/2021	Narrogin Bearing Service	1EYN610 KOMATSU WA380-6 WHEEL LOADER - Supply 2x Grease Nipples	\$ 28.18			
535	EFT17654	30/11/2021	RJ Smith Engineering			\$ 5,753.00	L	
536	INV 00013935	17/06/2021	RJ Smith Engineering	PARKS & GARDENS MAINTENANCE - Roof Plate For Library Garden Gazebo	\$ 269.50			
537	INV 00017260	22/11/2021	RJ Smith Engineering	LIFTING RAMPS - Supply and Install Dog Ramp and Lifter	\$ 5,483.50			
538	EFT17655	30/11/2021	Wa Country Health Service			\$ 2,090.00	L	F
539	INV 587433	09/11/2021	Wa Country Health Service	CHSP MEALS ON WHEELS CATERING CONTRACT - Meals September 2021	\$ 2,090.00			
540	EFT17656	30/11/2021	Octave Holdings Pty Ltd T/A Narrogin Toyota			\$ 14,635.60	L	F
541	INV RI21200779	03/09/2021	Octave Holdings Pty Ltd T/A Narrogin Toyota	PURCHASE NGN847 MITSUBISHI OUTLANDER (P10) - Purchase and Trade in of Vehicle	\$ 14,635.60			
542	EFT17657	30/11/2021	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)			\$ 304.52	L	
543	INV 6412247331	11/10/2021	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)	NO3 2020 NISSAN UD TIP TRUCK - Fitting of Two Drive Tyres & Tyre Recycling	\$ 70.40			
544	INV 6412269374	22/10/2021	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)	VARIOUS VEHICLES - Tyre Repairs	\$ 119.72			
545	INV 6412312843	18/11/2021	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)	VARIOUS VEHICLES - Various Works to Tyres	\$ 114.40			
546	EFT17658	30/11/2021	Narrogin Gasworx			\$ 1,955.00	L	F
547	INV 51759	25/11/2021	Narrogin Gasworx	CHCP - CLIENT PURCHASES - 1x Aluminium Shower Chair for Client B. Charles	\$ 155.00			
548	INV 51760	25/11/2021	Narrogin Gasworx	CHCP - CLIENT PURCHASES - Second Hand Golfer for Client K. Tompsett	\$ 1,800.00			
549	EFT17659	30/11/2021	Ikes Home Improvement & Glass Centre			\$ 12,184.70	L	PF
550	INV 00030917	19/11/2021	Ikes Home Improvement & Glass Centre	RAILWAY STATION RESTORATION COVIS RECOVERY PROJECT - Re-Glaze All Windows and Highlights in Train Station	\$ 12,184.70			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
551	EFT17660	30/11/2021	Narrogin Chamber Of Commerce			\$ 5,500.00	L	
552	INV 00003880	19/11/2021	Narrogin Chamber Of Commerce	OTHCUL - EVENT/FESTIVAL MATCHING FUNDING - Sponsorship Donation	\$ 5,500.00			
553	EFT17661	30/11/2021	John Parry Medical Centre			\$ 252.00	L	F
554	INV 417969	13/10/2021	John Parry Medical Centre	CHSP - RECRUITMENT - 1x Pre-Employment Medical for E. Oberholzer	\$ 126.00			
555	INV 420999	16/11/2021	John Parry Medical Centre	CHSP RECRUITMENT - Pre Employment Medical for Employee M. De-Waal	\$ 126.00			
556	EFT17662	30/11/2021	A & A Corasaniti Building Contractors Pty Ltd			\$ 1,292.50	L	
557	INV 249	24/11/2021	A & A Corasaniti Building Contractors Pty Ltd	HIGHBURY PUBLIC TOILETS MAINTENANCE - Replacement of Damaged Accessibility Door, Disposal & Painting	\$ 1,292.50			
558	EFT17663	30/11/2021	Melchiorre Plumbing & Gas			\$ 2,627.79	L	PF
559	INV 399	16/11/2021	Melchiorre Plumbing & Gas	RAILWAY STATION RESTORATION COVID RECOVERY PROJECT - Labour, Materials & Excavator Hire	\$ 2,627.79			
560	EFT17664	30/11/2021	Belvedere Nursery			\$ 65.00	L	
561	INV 10000001869	16/11/2021	Belvedere Nursery	PARKS & GARDENS MAINTENANCE - Bypass Prunners	\$ 65.00			
562	EFT17665	30/11/2021	Earl Street Surgery			\$ 220.00	L	
563	INV 231197LHAMIL	16/11/2021	Earl Street Surgery	PWO - WORKS - RECRUITMENT - Medical Client	\$ 220.00			
564	EFT17666	30/11/2021	Shire Of Cuballing			\$ 468.00	L	
565	INV 5570	11/11/2021	Shire Of Cuballing	WAGIN-WICKEPIN ROAD - RENEWAL (RURAL) (RRG) - Transport of Excavator (P977)	\$ 468.00			
566	EFT17667	30/11/2021	The Workwear Group Pty Ltd			\$ 947.25		
567	INV 13567607	22/10/2021	The Workwear Group Pty Ltd	LIB ALLOWANCES - Uniforms 2021/22	\$ 200.00			
568	INV 13568956	22/10/2021	The Workwear Group Pty Ltd	LIB ALLOWANCES - Uniforms 2021/22	\$ 200.00			
569	INV 13606996	12/11/2021	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Uniforms 2021/22	\$ 210.35			
570	INV 13607985	12/11/2021	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Uniforms 2021/22	\$ 283.05			
571	INV 13609951	16/11/2021	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Uniforms 2021/22	\$ 53.85			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
572	EFT17668	30/11/2021	Narrogin Quarry Operations			\$ 280.50	L	
573	INV 00005529	09/11/2021	Narrogin Quarry Operations	VERGE MAINTENANCE - 30t Crusher Dust	\$ 280.50			
574	EFT17669	30/11/2021	United Security Enforcement Corporation			\$ 158.40		F
575	INV 00012501	08/11/2021	United Security Enforcement Corporation	CHSP - SECURITY SYSTEM - Alarm Response Testing	\$ 158.40			
576	EFT17670	30/11/2021	Truck Centre (WA) Pty Ltd			\$ 1,146.38		
577	INV 1657305-000001	19/11/2021	Truck Centre (WA) Pty Ltd	VARIOS VEHICLES - Mudflaps	\$ 1,146.38			
578	EFT17671	30/11/2021	Corsign (WA) Pty Ltd			\$ 1,001.00		
579	INV 00061321	10/11/2021	Corsign (WA) Pty Ltd	SIGNS & TRAFFIC CONTROL EXPENSES - Various Signs for Narrogin Valley Rd	\$ 1,001.00			
580	EFT17672	30/11/2021	Narrogin Auto Centre			\$ 392.85	L	
581	INV 306700	22/11/2021	Narrogin Auto Centre	002NGN 2018 MITSUBISHI ASX (MF) (P47) - 45000km Service	\$ 392.85			
582	EFT17673	30/11/2021	Divine Framing			\$ 1,182.50		
583	INV INV-0086	17/11/2021	Divine Framing	OTHCUL - ARTWORK COLLECTION - Supply Art Labels for Art Collection	\$ 1,182.50			
584	EFT17674	30/11/2021	Carers Association of WA Inc			\$ 990.00		F
585	INV 26112021	26/11/2021	Carers Association of WA Inc	AGEDOTHER - BROKERED OUT REVENUE - Refund of Duplicated Payment Made	\$ 990.00			
586	EFT17675	30/11/2021	Wendy Maree le Bechee			\$ 129.00	L	F
587	INV 22112021	22/11/2021	Wendy Maree le Bechee	CHCP - GENERAL OFFICE EXPENSES - Christmas Tree	\$ 129.00			
588	EFT17676	30/11/2021	Earl Street Physiotherapy			\$ 323.60	L	F
589	INV 0023131	19/08/2021	Earl Street Physiotherapy	CHSP Client Purchases - Physiotherapy Standard Consult (Client I. Harper)	\$ 77.00			
590	INV 0023321	26/08/2021	Earl Street Physiotherapy	CHSP Client Purchases - Physiotherapy Standard Consult (Client I. Harper)	\$ 77.00			
591	INV 0023527	02/09/2021	Earl Street Physiotherapy	CHSP Client Purchases - Physiotherapy Standard Consult (Client I. Harper)	\$ 77.00			
592	INV 0025597	19/11/2021	Earl Street Physiotherapy	CHCP - CLIENT PURCHASES - Pedal Exerciser & Postage for Client A. Neale	\$ 92.60			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
593	EFT17677	30/11/2021	Narrogin Country Fresh Meats			\$ 345.62	L	F
594	INV 3	31/10/2021	Narrogin Country Fresh Meats	CHSP - GENERAL OFFICE EXPENDITURES - Meat for Social Group - October	\$ 345.62			
595	EFT17678	30/11/2021	Thing-a-me-bobs			\$ 139.40	L	F
596	INV 1061	17/11/2021	Thing-a-me-bobs	CHCP - GENERAL OFFICE EXPENSES - Flameless LED Tealight Candles	\$ 17.98			
597	INV 1065	23/11/2021	Thing-a-me-bobs	CHCP - GENERAL OFFICE EXPENSES - Gifts & Wrapping Paper for NHC Christmas Party	\$ 121.42			
598	EFT17679	30/11/2021	Surgical House Pty Ltd			\$ 1,067.48		F
599	INV SQ16388	21/09/2021	Surgical House Pty Ltd	CHCP - CLIENT PURCHASES - Medical Supplies for Client M. Williamson	\$ 399.52			
600	INV SQ16888	15/11/2021	Surgical House Pty Ltd	CHCP - CLIENT PURCHASES - Medical Supplies for Client M. Williamson	\$ 667.96			
601	EFT17680	30/11/2021	Spyker Technologies Pty Ltd T/A Spyker Business Solutions			\$ 2,179.85		
602	INV 2122199	22/11/2021	Spyker Technologies Pty Ltd T/A Spyker Business Solutions	OLOPS - CCTV MAINTENANCE - Instalation, Labour & Other Works for CCTV	\$ 2,179.85			
603	EFT17681	30/11/2021	ASSA ABLOY Australia Pty Limited			\$ 701.03		
604	INV IN02095378	08/11/2021	ASSA ABLOY Australia Pty Limited	MUSEUM BUILDING MAINTENANCE - Lock With Master Key System 6437	\$ 701.03			
605	EFT17682	30/11/2021	Alexander Mulenga			\$ 600.00	L	
606	INV 251121	25/11/2021	Alexander Mulenga	ADMIN - SUBSCRIPTIONS AND MEMBERSHIPS - Reimbursement for Chartered Account Membership Fee	\$ 600.00			
607	EFT17683	30/11/2021	Epic Fire Solutions T/As MCG Fire Services			\$ 5,691.34		
608	INV INV-1719	17/11/2021	Epic Fire Solutions T/As MCG Fire Services	TOWN HALL FIRE PANEL REPLACEMENT - Fire Panel Replacement	\$ 5,691.34			
609	EFT17684	30/11/2021	Christopher Williams			\$ 98.30	L	
610	INV 22112021	22/11/2021	Christopher Williams	PWO - WORKS - RECRUITMENT - Reimbursement MR Licence	\$ 98.30			
611	EFT17685	30/11/2021	Jennifer Fowler			\$ 1,769.00	L	F
612	INV 214	25/11/2021	Jennifer Fowler	CHCP - CLIENT PURCHASES - Assessment & Consultation for Client	\$ 1,769.00			
613	EFT17686	30/11/2021	Shred-X PTY LTD			\$ 660.24		
614	INV 01694923	30/09/2021	Shred-X PTY LTD	ADMIN - RECORDS MANAGEMENT - Archive Disposal September 2021	\$ 660.24			



	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
615	EFT17687	30/11/2021	Advanced Traffic Management (WA) Pty Ltd			\$ 7,702.75		PF
616	INV 151112.1	19/10/2021	Advanced Traffic Management (WA) Pty Ltd	WAGIN-WICKEPIN ROAD - RENEWAL (RURAL) (RRG) - Supply Traffic Management	\$ 7,702.75			
617	EFT17688	30/11/2021	The Wilson Trading Trust			\$ 14,300.00	L	
618	INV 000335	23/11/2021	The Wilson Trading Trust	WAGIN-WICKEPIN ROAD RENEWAL (RURAL) (RRG) - Gravel Supply from Local Paddock	\$ 14,300.00			
619	EFT17689	30/11/2021	Kye Learmonth			\$ 380.00	L	F
620	INV 124	24/11/2021	Kye Learmonth	CHCP - CLIENT PURCHASES - Materials Purchased & Labour for Client A. Clifton	\$ 380.00			
621	EFT17690	30/11/2021	Anthony Charles			\$ 135.00	L	
622	INV 22112021	22/11/2021	Anthony Charles	PWO - WORKS - RECRUITMENT - Reimbursement for Medical	\$ 135.00			
					<b>EFT Total \$</b>	<b>828,921.90</b>		

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
<b>Direct Debits</b>							
623	DD7018.1	01/11/2021	Aaron Joseph Cook		\$ 2,245.54		
624	INV CEO OCT 2021	01/11/2021	Aaron Joseph Cook	CEO STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent October 2021	\$ 2,245.54		
625	DD7020.1	04/11/2021	Elgas		\$ 8,209.93		
626	INV 0360802488	28/10/2021	Elgas	NRLC - UTILITY - GAS - Gas Supplied 4,001.0L	\$ 4,901.94		
627	INV 0360835157	21/10/2021	Elgas	NRLC - UTILITY - GAS - Gas Supplied 2,700.0L	\$ 3,307.99		
628	DD7031.1	08/11/2021	Aware Super		\$ 14,162.96		
629	INV SUPER	08/11/2021	Aware Super	Superannuation contributions	\$ 12,124.57		
630	INV DEDUCTION	08/11/2021	Aware Super	Payroll deductions	\$ 260.00		
631	INV DEDUCTION	08/11/2021	Aware Super	Payroll deductions	\$ 150.00		
632	INV DEDUCTION	08/11/2021	Aware Super	Payroll deductions	\$ 188.01		
633	INV DEDUCTION	08/11/2021	Aware Super	Payroll deductions	\$ 351.53		
634	INV DEDUCTION	08/11/2021	Aware Super	Payroll deductions	\$ 699.29		
635	INV DEDUCTION	08/11/2021	Aware Super	Payroll deductions	\$ 389.56		
636	DD7031.2	08/11/2021	Spirit Super		\$ 411.79		
637	INV SUPER	08/11/2021	Spirit Super	Superannuation contributions	\$ 308.84		
638	INV DEDUCTION	08/11/2021	Spirit Super	Payroll deductions	\$ 102.95		
639	DD7031.3	08/11/2021	Prime Super		\$ 604.18		
640	INV SUPER	08/11/2021	Prime Super	Superannuation contributions	\$ 604.18		
641	DD7031.4	08/11/2021	Lgia Super		\$ 993.91		
642	INV SUPER	08/11/2021	Lgia Super	Superannuation contributions	\$ 507.74		
643	INV DEDUCTION	08/11/2021	Lgia Super	Payroll deductions	\$ 300.00		
644	INV DEDUCTION	08/11/2021	Lgia Super	Payroll deductions	\$ 186.17		

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
645	DD7031.5	08/11/2021	Rest Superannuation			\$ 364.74		
646	INV SUPER	08/11/2021	Rest Superannuation	Superannuation contributions	\$ 364.74			
647	DD7031.6	08/11/2021	Essential Super			\$ 204.37		
648	INV SUPER	08/11/2021	Essential Super	Superannuation contributions	\$ 204.37			
649	DD7031.7	08/11/2021	Mercer Super Trust			\$ 145.28		
650	INV SUPER	08/11/2021	Mercer Super Trust	Superannuation contributions	\$ 145.28			
651	DD7031.8	08/11/2021	Colonial First State			\$ 1,384.94		
652	INV SUPER	08/11/2021	Colonial First State	Superannuation contributions	\$ 1,246.48			
653	INV DEDUCTION	08/11/2021	Colonial First State	Payroll deductions	\$ 138.46			
654	DD7031.9	08/11/2021	Bt Super For Life			\$ 460.90		
655	INV SUPER	08/11/2021	Bt Super For Life	Superannuation contributions	\$ 357.77			
656	INV DEDUCTION	08/11/2021	Bt Super For Life	Payroll deductions	\$ 103.13			
657	DD7041.1	03/11/2021	Keenan & Tania Wenning			\$ 1,386.67	L	
658	INV EMDRSNOV2021	03/11/2021	Keenan & Tania Wenning	EMDRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent November 2021	\$ 1,386.67			
659	DD7050.1	15/11/2021	Elgas			\$ 464.84		
660	INV 0360804433	04/11/2021	Elgas	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Gas Supplied 366.0L, GST	\$ 464.84			
661	DD7060.1	22/11/2021	Australian Taxation Office			\$ 44,277.00		
662	INV BASOCT21	31/10/2021	Australian Taxation Office	BAS OCTOBER 2021	\$ 44,277.00			
663	DD7063.1	23/11/2021	Sheriffs Office Perth			\$ 397.50		
664	INV 28460979	12/11/2021	Sheriffs Office Perth	OLOPS - FINES AND ENFORCEMENT REGISTER - FER10019959 - D3026	\$ 79.50			
665	INV 28460982	12/11/2021	Sheriffs Office Perth	OLOPS - FINES AND ENFOCEMENT REGISTER - FER10019963 - D6747	\$ 79.50			
666	INV 28460989	12/11/2021	Sheriffs Office Perth	OLOPS - FINES AND ENFORCEMENT REGISTER - FER10019970 - D6749	\$ 79.50			
667	INV 28460995	12/11/2021	Sheriffs Office Perth	OLOPS - FINES AND ENFORCEMENT REGISTER - FER10019974 - D6748	\$ 79.50			
668	INV 28461001	12/11/2021	Sheriffs Office Perth	OLOPS - FINES AND ENFORCEMENT REGISTER - FER10019980 - D6750	\$ 79.50			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
669	DD7065.1	22/11/2021	Aware Super			\$ 14,315.71		
670	INV SUPER	22/11/2021	Aware Super	Superannuation contributions	\$ 12,248.69			
671	INV DEDUCTION	22/11/2021	Aware Super	Payroll deductions	\$ 260.00			
672	INV DEDUCTION	22/11/2021	Aware Super	Payroll deductions	\$ 150.00			
673	INV DEDUCTION	22/11/2021	Aware Super	Payroll deductions	\$ 217.20			
674	INV DEDUCTION	22/11/2021	Aware Super	Payroll deductions	\$ 350.94			
675	INV DEDUCTION	22/11/2021	Aware Super	Payroll deductions	\$ 698.66			
676	INV DEDUCTION	22/11/2021	Aware Super	Payroll deductions	\$ 390.22			
677	DD7065.2	22/11/2021	Spirit Super			\$ 411.79		
678	INV SUPER	22/11/2021	Spirit Super	Superannuation contributions	\$ 308.84			
679	INV DEDUCTION	22/11/2021	Spirit Super	Payroll deductions	\$ 102.95			
680	DD7065.3	22/11/2021	Prime Super			\$ 617.85		
681	INV SUPER	22/11/2021	Prime Super	Superannuation contributions	\$ 617.85			
682	DD7065.4	22/11/2021	Lgia Super			\$ 993.91		
683	INV SUPER	22/11/2021	Lgia Super	Superannuation contributions	\$ 507.74			
684	INV DEDUCTION	22/11/2021	Lgia Super	Payroll deductions	\$ 300.00			
685	INV DEDUCTION	22/11/2021	Lgia Super	Payroll deductions	\$ 186.17			
686	DD7065.5	22/11/2021	Rest Superannuation			\$ 333.50		
687	INV SUPER	22/11/2021	Rest Superannuation	Superannuation contributions	\$ 333.50			
688	DD7065.6	22/11/2021	Essential Super			\$ 204.37		
689	INV SUPER	22/11/2021	Essential Super	Superannuation contributions	\$ 204.37			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
690	DD7065.7	22/11/2021	Mercer Super Trust			\$ 148.06		
691	INV SUPER	22/11/2021	Mercer Super Trust	Superannuation contributions	\$ 148.06			
692	DD7065.8	22/11/2021	Colonial First State			\$ 1,427.66		
693	INV SUPER	22/11/2021	Colonial First State	Superannuation contributions	\$ 1,289.20			
694	INV DEDUCTION	22/11/2021	Colonial First State	Payroll deductions	\$ 138.46			
695	DD7065.9	22/11/2021	Bt Super For Life			\$ 866.02		
696	INV SUPER	22/11/2021	Bt Super For Life	Superannuation contributions	\$ 762.16			
697	INV DEDUCTION	22/11/2021	Bt Super For Life	Payroll deductions	\$ 103.86			
698	DD7080.1	29/11/2021	Independence Australia Group			\$ 205.84		F
699	INV 71221151.01	03/11/2021	Independence Australia Group	CHCP - Client Purchases - Continence Products for Homecare Client P. Clifton	\$ 205.84			
700	DD7080.2	29/11/2021	Elgas			\$ 8,953.92		
701	INV 0360835992	11/11/2021	Elgas	NRLC - UTILITY - GAS - Gas Supplied 7050.0L	\$ 8,953.92			
702	DD7080.3	30/11/2021	Telstra			\$ 1,865.60		
703	INV K293943270-9	12/11/2021	Telstra	VARIOUS CHARGES - Mobile Phone Chargers November 2021	\$ 1,865.60			
704	DD7031.10	08/11/2021	Care Super			\$ 450.39		
705	INV SUPER	08/11/2021	Care Super	Superannuation contributions	\$ 398.08			
706	INV DEDUCTION	08/11/2021	Care Super	Payroll deductions	\$ 52.31			
707	DD7031.11	08/11/2021	MyNorth Super			\$ 179.90		
708	INV SUPER	08/11/2021	MyNorth Super	Superannuation contributions	\$ 179.90			
709	DD7031.12	08/11/2021	Qsuper			\$ 386.97		
710	INV SUPER	08/11/2021	Qsuper	Superannuation contributions	\$ 386.97			
711	DD7031.13	08/11/2021	Guild Super			\$ 111.98		
712	INV SUPER	08/11/2021	Guild Super	Superannuation contributions	\$ 111.98			



	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
713	DD7031.14	08/11/2021	ANZ Smart Choice Super			\$ 204.37		
714	INV SUPER	08/11/2021	ANZ Smart Choice Super	Superannuation contributions	\$ 204.37			
715	DD7031.15	08/11/2021	Bt Superwrap			\$ 443.01		
716	INV DEDUCTION	08/11/2021	Bt Superwrap	Payroll deductions	\$ 114.93			
717	INV SUPER	08/11/2021	Bt Superwrap	Superannuation contributions	\$ 328.08			
718	DD7031.16	08/11/2021	Sunsuper			\$ 659.87		
719	INV DEDUCTION	08/11/2021	Sunsuper	Payroll deductions	\$ 164.97			
720	INV SUPER	08/11/2021	Sunsuper	Superannuation contributions	\$ 494.90			
721	DD7031.17	08/11/2021	Hesta Superannuation			\$ 1,142.20		
722	INV SUPER	08/11/2021	Hesta Superannuation	Superannuation contributions	\$ 972.20			
723	INV DEDUCTION	08/11/2021	Hesta Superannuation	Payroll deductions	\$ 170.00			
724	DD7031.18	08/11/2021	Australiansuper			\$ 2,352.92		
725	INV DEDUCTION	08/11/2021	Australiansuper	Payroll deductions	\$ 111.49			
726	INV DEDUCTION	08/11/2021	Australiansuper	Payroll deductions	\$ 637.00			
727	INV SUPER	08/11/2021	Australiansuper	Superannuation contributions	\$ 1,604.43			
728	DD7031.19	08/11/2021	Mlc Masterkey			\$ 249.35		
729	INV SUPER	08/11/2021	Mlc Masterkey	Superannuation contributions	\$ 249.35			
730	DD7031.20	08/11/2021	Bt Super For Life			\$ 103.32		
731	INV SUPER	08/11/2021	Bt Super For Life	Superannuation contributions	\$ 103.32			
732	DD7031.21	08/11/2021	Cbus Super Fund			\$ 265.54		
733	INV SUPER	08/11/2021	Cbus Super Fund	Superannuation contributions	\$ 265.54			
734	DD7065.10	22/11/2021	Care Super			\$ 471.44		
735	INV SUPER	22/11/2021	Care Super	Superannuation contributions	\$ 419.13			
736	INV DEDUCTION	22/11/2021	Care Super	Payroll deductions	\$ 52.31			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
737	DD7065.11	22/11/2021	MyNorth Super			\$ 179.90		
738	INV SUPER	22/11/2021	MyNorth Super	Superannuation contributions	\$ 179.90			
739	DD7065.12	22/11/2021	Qsuper			\$ 393.62		
740	INV SUPER	22/11/2021	Qsuper	Superannuation contributions	\$ 393.62			
741	DD7065.13	22/11/2021	Guild Super			\$ 101.49		
742	INV SUPER	22/11/2021	Guild Super	Superannuation contributions	\$ 101.49			
743	DD7065.14	22/11/2021	ANZ Smart Choice Super			\$ 204.37		
744	INV SUPER	22/11/2021	ANZ Smart Choice Super	Superannuation contributions	\$ 204.37			
745	DD7065.15	22/11/2021	Bt Superwrap			\$ 456.24		
746	INV DEDUCTION	22/11/2021	Bt Superwrap	Payroll deductions	\$ 114.93			
747	INV SUPER	22/11/2021	Bt Superwrap	Superannuation contributions	\$ 341.31			
748	DD7065.16	22/11/2021	Host Plus			\$ 62.90		
749	INV SUPER	22/11/2021	Host Plus	Superannuation contributions	\$ 62.90			
750	DD7065.17	22/11/2021	Australiansuper			\$ 2,295.75		
751	INV DEDUCTION	22/11/2021	Australiansuper	Payroll deductions	\$ 112.35			
752	INV DEDUCTION	22/11/2021	Australiansuper	Payroll deductions	\$ 637.00			
753	INV SUPER	22/11/2021	Australiansuper	Superannuation contributions	\$ 1,546.40			
754	DD7065.18	22/11/2021	Hesta Superannuation			\$ 1,031.26		
755	INV DEDUCTION	22/11/2021	Hesta Superannuation	Payroll deductions	\$ 170.00			
756	INV SUPER	22/11/2021	Hesta Superannuation	Superannuation contributions	\$ 861.26			
757	DD7065.19	22/11/2021	Mlc Masterkey			\$ 258.53		
758	INV SUPER	22/11/2021	Mlc Masterkey	Superannuation contributions	\$ 258.53			
759	DD7065.20	22/11/2021	Bt Super For Life			\$ 105.30		
760	INV SUPER	22/11/2021	Bt Super For Life	Superannuation contributions	\$ 105.30			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
761	DD7065.21	22/11/2021	Cbus Super Fund			\$ 241.94		
762	INV SUPER	22/11/2021	Cbus Super Fund	Superannuation contributions	\$ 241.94			
					<b>Direct Debit Total \$</b>	<b>118,411.34</b>		

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

	CEO & EMCCS		GENERAL Credit Card Purchases				
763	DD7079.1	25/11/2021	General Credit Card Purchases			\$ 9,036.90	
764	INV DSOC0121	14/10/2021	General Credit Card Purchases	ADMIN - TRAINING & DEVELOPMENT - LG Professionals - Annual State Conference	\$ 1,230.00		
765	INV DSOC0921	28/10/2021	General Credit Card Purchases	ADMIN - TRAINING & DEVELOPMENT - Divines Coffee Shop - Breakfast Meeting with Chamber of Commerce	\$ 22.95		
766	INV FLOC0121	28/09/2021	General Credit Card Purchases	CHSP - ADVERTISING & PROMOTIONS - Seek - Job Advertisement (Finance Co-Ordination)	\$ 324.50		F
767	INV FLOC0221	28/09/2021	General Credit Card Purchases	CHSP - ADVERTISING & PROMOTIONS - Seek - Job Advertisement (Support Worker)	\$ 313.50		F
768	INV FLOC0321	04/10/2021	General Credit Card Purchases	CHCP - ADVERTISING & PROMOTIONS - Seek - Job Advertisement (Enrolled Nurse)	\$ 291.50		F
769	INV FLOC0421	15/11/2021	General Credit Card Purchases	INFORMATION SYSTEMS - Power Network - Greeting Messages Admin & Homecare October 2021	\$ 151.80		
770	INV FLOC0521	08/10/2021	General Credit Card Purchases	HEALTH - CONTROL EXPENSES - Instrument Choice - Food Thermometer	\$ 151.80		
771	INV FLOC0621	14/10/2021	General Credit Card Purchases	ADMIN - TRAINING & DEVELOPMENT - City of Perth Parking - Parking for Conference (F Ludovico)	\$ 16.15		
772	INV FLOC0721	22/10/2021	General Credit Card Purchases	OLOPS - CCTV MAINTENANCE - Dell Technologies - CCTV Camera Server Service, Extension 1 yr & Reinstatement Fee	\$ 2,195.60		
773	INV FLOC0821	26/10/2021	General Credit Card Purchases		\$ 27.00		
774	INV WLOC0121	08/10/2021	General Credit Card Purchases	CHCP - INFORMATION SYSTEMS - JB Hi Fi - iPhone & Accessories	\$ 1,411.89		F
775	INV WLOC0221	14/10/2021	General Credit Card Purchases	CHSP - GENERAL OFFICE EXPENSES - Thing-A-Me-Bobs - Farewell Gift (J Forrest)	\$ 29.99		F
776	INV WLOC0321	14/10/2021	General Credit Card Purchases	CHSP - GENERAL OFFICE EXPENSES - Narrogin Florist - Farewell Gift (J Forrest)	\$ 60.00		F
777	INV WLOC0421	27/10/2021	General Credit Card Purchases	CHCP - ADVERTISING & PROMOTIONS - Survey Monkey - Annual Subscription	\$ 828.00		F
778	INV DSOC0321	11/10/2021	General Credit Card Purchases	ADMIN - TRAINING & DEVELOPMENT - City of Perth Carpark - Parking Fees (D Stewart)	\$ 14.13		
779	INV DSOC0410	11/10/2021	General Credit Card Purchases	ADMIN - TRAINING & DEVELOPMENT - WOTIF - Accommodation Travelodge (D Stewart)	\$ 128.99		
780	INV DSOC0521	14/10/2021	General Credit Card Purchases	FIRE PREVENTION/BURNING/CONTROL - Wholesale SMS - Monthly Charges October 2021	\$ 17.60		

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
781	INV DSOC0621	20/10/2021	General Credit Card Purchases	MEMBERS - EXPENSED MINOR ASSET PURCHASES - Apple Store - 3x iPads for New Councillors	\$ 1,497.00			
782	INV DSOC0721	20/10/2021	General Credit Card Purchases	MEMBERS - EXPENSED MINOR ASSET PURCHASES - Apple Store - 3x iPad Covers	\$ 237.00			
783	INV DSOC0821	27/10/2021	General Credit Card Purchases	PWO - EMTRS - RECRUITMENT - Seek - Job Advertisement (Admin/ Tech Officer TRS)	\$ 324.50			
784	INV DSOC0721CR	22/10/2021	General Credit Card Purchases	MEMBERS - EXPENSED MINOR ASSET PURCHASES - Apple Store - 3x iPad Covers (Items Returned)	\$ (237.00)			

**Credit Card Total \$9,036.90**

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**Trust Total \$0.00**

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
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ABBREVIATIONS		Cheque Total (Less TD)	\$988.50	0.10%
PF	Partially Funded	Term Deposits (TD)		
I		EFT Total*	\$514,057.77	53.70%
F	Funded	Payroll Total*	\$314,864.13	32.89%
L	Local Supplier	Direct Debit Total	\$118,411.34	12.37%
R	Recoverable	Credit Card Total	\$9,036.90	0.94%
		Trust Total	\$0.00	0.00%
			<b>\$957,358.64</b>	100.00%
		Total (Less Term Deposits)	<b>\$957,358.64</b>	
* Please note Payroll totals				
		Local Suppliers	\$389,584.10	40.69%
		Employees	\$314,864.13	32.89%
		Combined Total	<b>\$704,448.23</b>	73.58%



### 10.3.2 MONTHLY FINANCIAL REPORTS – NOVEMBER 2021

File Reference	12.8.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	6 December 2021
Author	Manisha Barthakur – Senior Finance Officer- Strategic
Authorising Officer	Alex Mulenga – Manager Corporate Services
Attachments	
1. Monthly Financial Report for the period ended 30 November 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 November 2021 Monthly Financial Reports.

#### Consultation

Consultation has been undertaken with Executive Manager Corporate and Community Services.

#### Statutory Environment

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

#### Policy Implications

The Council's Policy Manual contains no policies that relate and nor are there any proposed.

#### 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 November 2021 Monthly Financial Report is presented for review.

## Voting Requirements

Simple Majority

### OFFICERS' RECOMMENDATION

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

**MONTHLY FINANCIAL REPORT**  
 (Containing the Statement of Financial Activity)  
**FOR THE PERIOD ENDED 30 NOVEMBER 2021**



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

**TABLE OF CONTENTS**

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

**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 NOVEMBER 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	637,778	837,127	199,349	31%	▲
Governance		5,060	5,060	2,256	39,084	36,828	1632%	▲
Law, Order and Public Safety		353,275	353,275	164,896	101,454	(63,442)	(38%)	▼
Health		19,950	19,950	8,313	5,853	(2,460)	(30%)	▼
Education and Welfare		2,034,744	2,034,745	944,167	977,426	33,258	4%	
Housing		8,364	8,364	3,434	1,486	(1,947)	(57%)	▼
Community Amenities		1,133,155	1,133,155	867,983	971,442	103,458	12%	▲
Recreation and Culture		66,916	66,916	6,402	28,432	22,030	344.1%	▲
Transport		284,138	284,138	128,581	206,767	78,186	61%	▲
Economic Services		365,849	365,849	365,849	142,081	(223,768)	(61%)	▼
Other Property and Services		161,900	161,900	132,392	71,758	(60,633)	(0)	▼
		<b>10,957,351</b>	<b>10,957,351</b>	<b>8,379,144</b>	<b>8,500,003</b>	<b>120,859</b>	<b>1%</b>	
<b>Expenditure from operating activities</b>								
General Purpose Funding		(322,483)	(322,483)	(135,432)	(120,252)	15,180	11%	▲
Governance		(696,880)	(696,879)	(273,845)	(209,997)	63,849	23%	▲
Law, Order and Public Safety		(969,586)	(969,585)	(430,863)	(400,103)	30,760	7%	▲
Health		(303,363)	(303,363)	(131,193)	(108,210)	22,983	18%	▲
Education and Welfare		(1,571,411)	(1,571,411)	(676,654)	(817,847)	(141,193)	(21%)	▼
Housing		(35,823)	(35,823)	(12,184)	(10,957)	1,227	10%	▲
Community Amenities		(1,540,165)	(1,540,165)	(652,180)	(542,397)	109,782	17%	▲
Recreation and Culture		(3,213,503)	(3,213,503)	(1,393,494)	(1,201,235)	192,259	14%	▲
Transport		(3,869,121)	(3,869,121)	(1,621,194)	(1,363,999)	257,194	16%	▲
Economic Services		(832,006)	(832,006)	(355,864)	(288,157)	67,708	19%	▲
Other Property and Services		(148,508)	(148,508)	(151,277)	(92,323)	58,955	39%	▲
		<b>(13,502,848)</b>	<b>(13,502,847)</b>	<b>(5,834,179)</b>	<b>(5,155,477)</b>	<b>678,702</b>		
<b>Operating activities excluded from budget</b>								
Add back Depreciation		3,274,599	3,274,599	1,364,416	1,220,942	(143,475)	(11%)	▼
Adjust (Profit)/Loss on Asset Disposal	12	108,822	108,822	61,509	0	(61,509)	(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	29	29	100%	
Adjust Rounding		0	0	0	0	0		
<b>Amount attributable to operating activities</b>		<b>3,232,269</b>	<b>3,232,271</b>	<b>6,365,057</b>	<b>6,547,351</b>	<b>594,606</b>		
<b>Investing Activities</b>								
Non-Operating Grants, Subsidies and Contributions		1,731,740	3,377,570	651,245	265,040	(386,205)	(59%)	▼
Land and Buildings	11	(2,526,000)	(2,526,000)	(1,092,500)	(292,251)	800,249	73%	▲
Plant and Equipment	11	(1,402,000)	(2,394,100)	(475,111)	(90,616)	384,495	81%	▲
Furniture and Equipment	11	(68,000)	(68,000)	(7,333)	(11,439)	(4,106)	100%	
Infrastructure Assets - Roads	11	(2,056,540)	(2,056,540)	0	(286,111)	(286,111)	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)	(44,444)	(300)	44,144	100%	▲
Infrastructure Assets - Aerodromes	11	(99,554)	(99,554)	(10,000)	0	10,000	100%	
Infrastructure Assets - Other	11	(732,650)	(837,381)	(169,841)	(45,400)	124,441	73%	▲
Infrastructure Assets- Bridges	12	0	(588,000)	0	0	0		
Proceeds from Disposal of Assets	12	407,000	407,000	0	47,727	47,727	(11931718%)	
Proceeds from Sale of Investments		0	0	0	0	0	100%	
<b>Amount attributable to investing activities</b>		<b>(5,059,004)</b>	<b>(5,098,005)</b>	<b>(1,147,985)</b>	<b>(699,462)</b>	<b>448,523</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)	(78,544)	(78,546)	(2)	(0%)	
Transfer from Reserves	10	4,170,391	4,209,391	0	0	(0)	(100%)	
Transfer to Reserves	10	(2,637,245)	(2,637,245)	0	(340)	(340)	(100%)	
<b>Amount attributable to financing activities</b>		<b>1,826,734</b>	<b>1,865,734</b>	<b>(78,544)</b>	<b>(78,885)</b>	<b>(342)</b>		
<b>Net Capital</b>		<b>(0)</b>	<b>(0)</b>	<b>5,138,528</b>	<b>5,769,004</b>	<b>0</b>	<b>1,042,788</b>	
<b>Total Net Operating + Capital</b>		<b>(0)</b>	<b>(0)</b>	<b>5,138,528</b>	<b>5,769,004</b>	<b>0</b>	<b>1,042,788</b>	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(0)</b>	<b>(0)</b>	<b>5,138,528</b>	<b>5,769,004</b>	<b>0</b>	<b>1,042,788</b>	

**KEY INFORMATION**

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

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

The material variance adopted by Council for the current year is \$15,000 or 10% whichever is the greater.

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

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 NOVEMBER 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>					
Governance	36,828	1632%	▲	Timing	Bank made a double payment of Rates for 2 properties (same owner) by mistake, in the process of refund
General Purpose Funding - Other	199,349	31%	▲	Timing	Variance due to timing of receipt of Financial Assistance Grant for first quarter.
Law, Order and Public Safety	(63,442)	(38%)	▼	Timing	Timing of Receipt of fire grant(\$132k), not fully received.
Recreation and Culture	22,030	344%	▲	Timing	Variance due to timing income of utility reimbursements from on charge and invoices to different debtors.
Transport	78,186	61%	▲	Timing	Variance due to receipt of direct road operational grant of 154k from MRWA, earlier than envisaged in budget.
Economic Services	(223,768)	(61%)	▼	Timing	Variance of (\$128k) due to timing of income from the caravan park fees; variance of (\$60k) from commercial property lease income, (\$25k) from standpipe income and (\$10k) from building fees (license & inspection etc)
Other Property and Services	(60,633)	(46%)	▼	Timing	Timing of private works income, being less than budget by (\$60k).
<b>Expenditure from operating activities</b>					
General Purpose Funding	15,180	11%	▲	Timing	Variance due to timing of admin allocation expenses.
Governance	63,849	23%	▲	Timing	Variance due to audit fees and some consulting fees, not billed yet.
Health	22,983	18%	▲	Timing	Timing of health inspection and admin expenses
Community Amenities	109,782	17%	▲	Timing	Variance due to timing of expenditure related to waste management of \$79k (such as tip maintenance, collection/disposal, great southern waste fees etc) and \$36k other maintenance areas such as public toilets.
Recreation and Culture	192,259	14%	▲	Timing	Variance due to timing of utility, maintenance, admin allocated expense for areas such as NRLC \$46k; public hall and civic centre of \$21k; and public areas/parks and gardens \$135k.
Transport	257,194	16%	▲	Timing	Variance due to timing of maintenance expenses on roads, footpaths, streets, bridges; variance of \$201k; \$54k in plant purchase payment and rest in aerodromes and transport licensing
Economic Services	67,708	19%	▲	Timing	Variance mainly due to timing of operations and maintenance expenses in tourism & area promotion of \$22k and building of \$36k.
<b>Investing Activities</b>					
Non-operating Grants, Subsidies and Contributions	(386,205)	(59%)	▼	Timing	Variance due to timing of Roads to recovery grants \$188k; LRCIP2 \$41k, Aero grants \$32k and Tourism Grants \$40k.
Capital Acquisitions	787,001	44%	▲	Timing	Various capital expenditure (eg Jessie House, 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 30 NOVEMBER 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 inconsistent with the *Local Government Act 1995* and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

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

#### THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

### 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

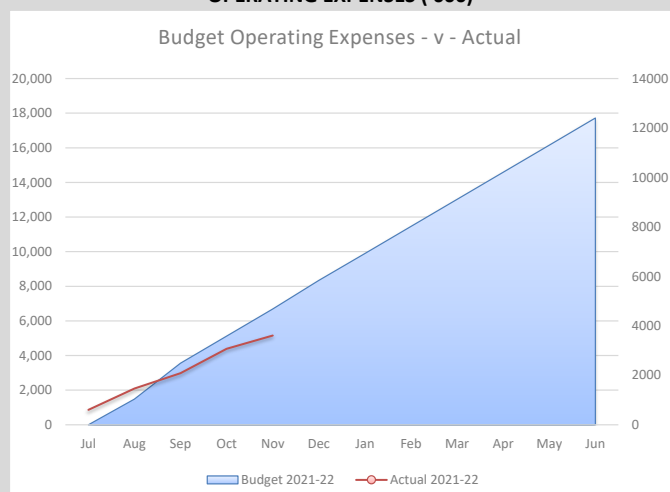
All figures shown in this statement are rounded to the nearest dollar.



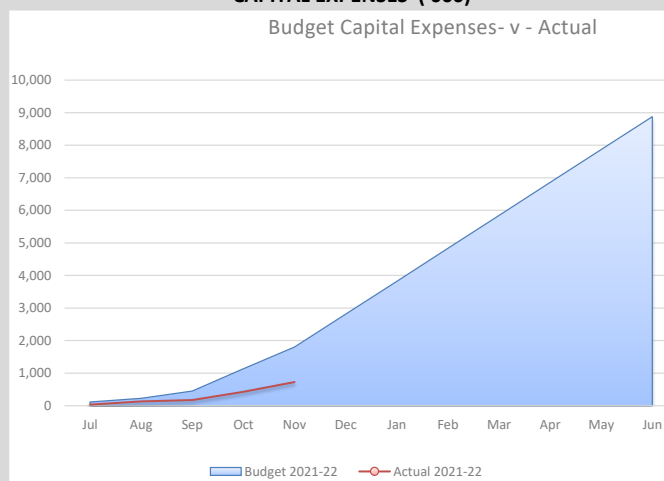
**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 30 NOVEMBER 2021**

**MONTHLY SUMMARY INFORMATION  
GRAPHS**

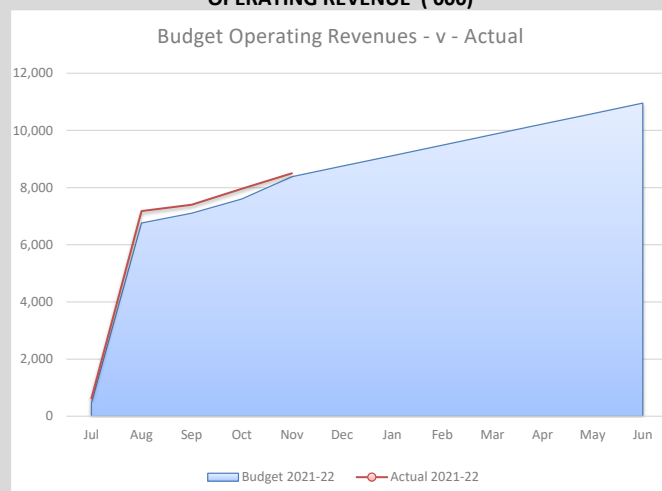
**OPERATING EXPENSES ('000)**



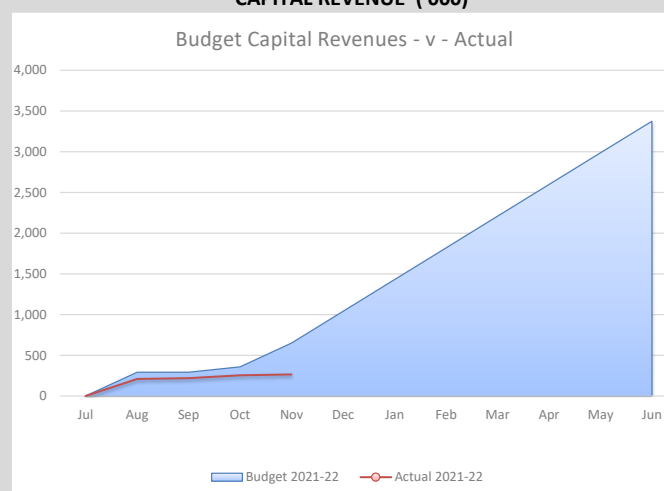
**CAPITAL EXPENSES ('000)**



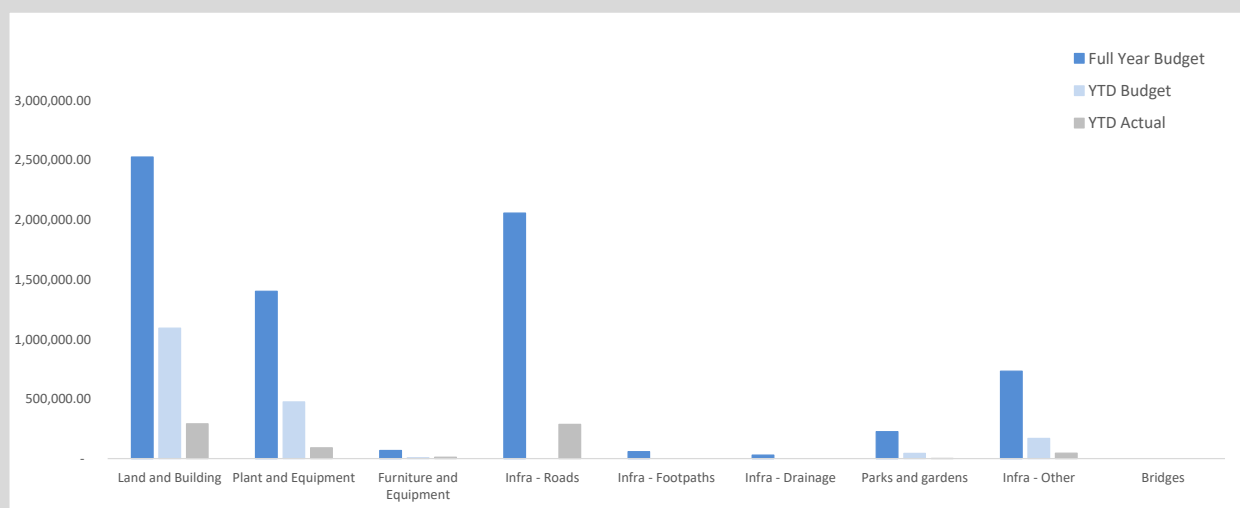
**OPERATING REVENUE ('000)**



**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 30 NOVEMBER 2021

## NET CURRENT ASSETS

### 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.

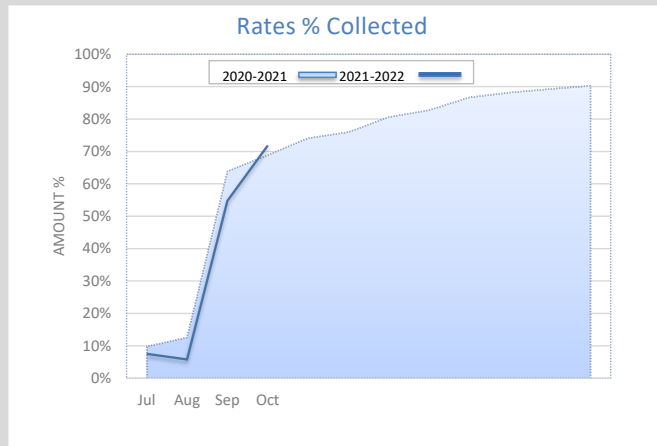
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021**

**OPERATING ACTIVITIES  
RECEIVABLES**

Rates Receivable	30 Jun 21	30 Nov 21	Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$		\$	\$	\$	\$	\$
<b>Opening Arrears Previous Years</b>	<b>495,899</b>	<b>476,999</b>	Receivables - General	48,465	16,405	28,598	75,046	168,515
Levied this year	3,175,827	3,238,638	Percentage	29%	10%	17%	45%	
Movement in Excess Rates	0	0						
Domestic Refuse Collection Charges	476,713	494,001						
Domestic Services (Additional)	3,164	3,744						
Commercial Collection Charge	0	45,322						
Commercial Collection Charge (Additional)	43,178	45,850						
Total Rates and Rubbish (YTD)	5,452,101	5,710,922	<b>Balance per Trial Balance</b>					
<u>Less Collections to date</u>	<u>(5,471,001)</u>	<u>(4,397,425)</u>	Rates Pensioner Rebate Claims					10,935
<b>Net Rates Collectable</b>	<b>476,999</b>	<b>1,790,497</b>	GST Input					104,289
% Collected	90.24%	77.00%	Provision For Doubtful Debts					(75,000)
			<b>Total Receivables General Outstanding</b>					<b>208,738.96</b>
			<b>Amounts shown above include GST (where applicable)</b>					
Pensioner Deferred Rates		(180,497)						
Pensioner Deferred ESL		(8,464)						
<b>Total Rates and Rubbish, ESL, Excess Rates</b>		<b>1,601,536</b>						

**KEY INFORMATION**

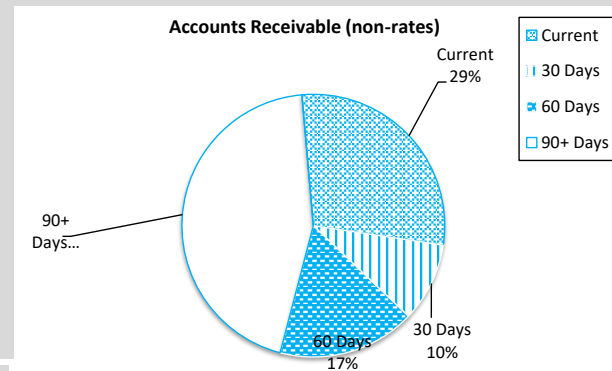
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.



Collected	Rates Due
<b>77%</b>	<b>\$1,601,536</b>

**SIGNIFICANT ACCOUNTING POLICIES**

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



<b>Debtors Due</b>
<b>\$208,739</b>
<b>Over 30 Days</b>
<b>71%</b>
<b>Over 90 Days</b>
<b>45%</b>

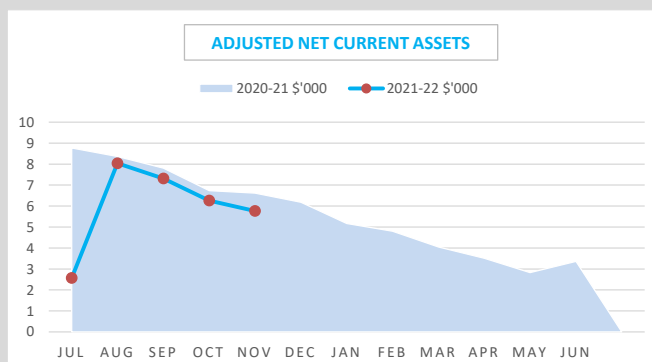
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021**

**OPERATING ACTIVITIES  
ADJUSTED NET CURRENT ASSETS**

	Last Years Closing 30 Jun 2021	This Time Last Year 30 Nov 2020	Year to Date Actual 30 Nov 2021
<b>Adjusted Net Current Assets</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Current Assets</b>			
Cash Unrestricted	2,657,173	5,555,089	4,796,262
Cash Restricted - Reserves	4,960,977	4,083,830	4,961,487
Cash Restricted - Bonds/Deposits	30,003	29,014	29,196
Receivables - Rates and Rubbish, ESL, Excess Rates	288,039	1,368,318	1,601,536
Receivables - Other	96,492	75,573	149,592
Inventories	9,960	17,676	30,690
	<b>8,042,643</b>	<b>11,129,500</b>	<b>11,568,763</b>
<b>Less: Current Liabilities</b>			
Payables	(677,323)	(39,044)	(450,189)
Loan Liability	(197,212)	(102,354)	(118,666)
Provisions	(783,461)	(711,328)	(749,986)
	<b>(1,657,996)</b>	<b>(852,727)</b>	<b>(1,318,841)</b>
<b>Net Current Asset Position</b>	<b>6,384,647</b>	<b>10,276,773</b>	<b>10,249,922</b>
Less: Cash Restricted	(4,960,977)	(4,083,830)	(4,961,487)
Add Back: Component of Leave Liability not Required to be funded	360,972	360,583	361,016
Add Back: Current Loan Liability	197,212	102,354	118,666
Adjustment for Trust Transactions Within Muni	0	(13,078)	887
<b>Net Current Funding Position</b>	<b>1,981,854</b>	<b>6,642,802</b>	<b>5,769,004</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>\$5.77 M</b>
<b>This Time Last Year</b>
<b>Surplus(Deficit)</b>
<b>\$6.64 M</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021**

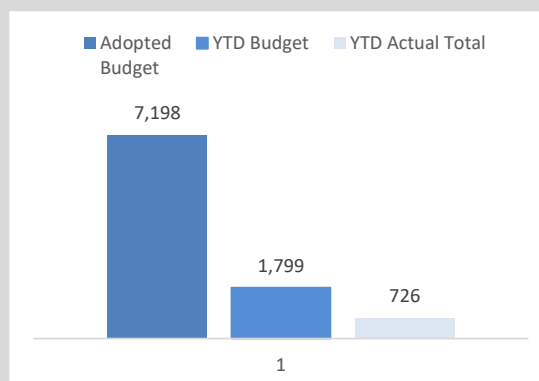
**INVESTING ACTIVITIES  
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted Budget	Current Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$	\$
Land and Buildings	2,526,000	2,526,000	1,092,500	292,251	800,249
Plant & Equipment	1,402,000	2,394,100	475,111	90,616	384,495
Furniture & Equipment	68,000	68,000	7,333	11,439	(4,106)
Roads	2,056,540	2,056,540	0	286,111	(286,111)
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	837,381	169,841	45,400	124,441
Parks and Gardens	225,000	225,000	44,444	300	44,144
Aerodromes	99,554	99,554	10,000	0	10,000
<b>Capital Expenditure Totals</b>	<b>7,197,744</b>	<b>8,882,575</b>	<b>1,799,230</b>	<b>726,118</b>	<b>1,073,112</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>\$8.88 M</b>	<b>\$.73 M</b>	<b>8%</b>

To be read in conjunction with Strategic Projects Tracker

INVESTING ACTIVITIES  
CAPITAL ACQUISITIONS (CONTINUED)

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>							
Hacc-Jessie house	4080360	BC052	900,000	900,000	0	3,000	(3,000)
Staff Housing	4090150	BC100	500,000	500,000	333,333	5,000	328,333
Town Hall (Federal St) Building Capital	4110160	BC156	30,000	30,000	12,500	0	12,500
Town Hall (Federal St) Fire Panel replacement	4110160	BC155	25,000	25,000	16,667	5,174	11,493
Town Hall Parapet Wall concrete Capping	4110160	BC180	20,000	20,000	20,000	18,000	2,000
NRLC Building Cap-Architectural Planning Study Concept Plan	4110260	BC165	20,000	20,000	0	0	0
Heritage- Laptop Upgrade for heritage Court House Museum	4110650	PE061	2,000	2,000	833	1,587	(754)
ANZAC war memorial repair & restoration	4110660	BC203	50,000	50,000	33,333	600	32,733
Fitout of Railway Station Building	4110660	BC207	50,000	50,000	33,333	0	33,333
Museum Restoration as per conservation Report	4110660	BC201	60,000	60,000	20,000	0	20,000
COM AMEN - Building (Capital) - CBD Ablution Upgrades	4100850	BC267	110,000	110,000	91,667	42,645	49,022
NRLC Building Capital 2018-19	4110260	BC161	40,000	40,000	0	0	0
Library - Stage 2	4110560	IO080B	20,000	20,000	0	0	0
Railway Station Resortation COVID recovery project	4110660	BC202	389,000	389,000	324,167	119,027	205,140
Caravan Park- Renewal Development including reseal	4130260	BC237	310,000	310,000	206,667	97,077	109,590
			<b>2,526,000</b>	<b>2,526,000</b>	<b>1,092,500</b>	<b>292,251</b>	<b>800,249</b>
<b>Plant and Equipment</b>							
Acquisition of Incident Control Vehicle	4050255	PA950	0	881,900	0	0	0
Acquisition of General Rescue Utility	4050255	PA951	0	110,200	0	0	0
CHCP- new Mitsubishi Outlander P10	4080455	PA010B	38,000	38,000	38,000	13,305	24,695
CHCP- new Toyota Camry P15	4080455	PA015B	28,000	28,000	28,000	0	28,000
CHCP- new fleet vehicle	4080455	PA071A	25,000	25,000	25,000	0	25,000
NGN219 CATS Vehicle 2021	4080750	PA014H	25,000	25,000	25,000	0	25,000
NGN00 EMDRS Vehicle 2021(1)	4100655	PA002L	55,000	55,000	36,667	0	36,667
NRLC-Manual Pool Vacuum	4110255	PE071	5,000	5,000	5,000	0	5,000
NRLC-Capital Emergency Repairs eg - Pool Filters-YMCA	4110255	PE072	96,000	96,000	21,333	0	21,333
NRLC-Capital Emergency Repairs eg - Pool Liner-YMCA	4110255	PE073	80,000	80,000	17,778	0	17,778
NRLC-Capital Emergency Repairs eg - Boiler-YMCA	4110255	PE074	75,000	75,000	16,667	0	16,667
ONO EMTRS Vehicle 2021 (1)	4120350	PA700L	55,000	55,000	0	0	0
Multi Tyre Roller (p8517)	4120350	PA8517	170,000	170,000	0	0	0
Flocon (p8215) Roadsealing - Trade old Flocon and purchase new	4120350	PA8215	350,000	350,000	0	0	0
Toro Lawn Mower (p59)	4120350	PA059A	35,000	35,000	0	0	0
Leading Hand Parks 4*4 vehicle (p21)	4120350	PA021B	35,000	35,000	23,333	0	23,333
MO Vehicle (p967)	4120350	PA967H	55,000	55,000	55,000	53,879	1,121
Construction Foreman 4x4 Vehicle (p8164)	4120350	PA8164B	45,000	45,000	30,000	0	30,000
Maintenance Foreman 4x4 Vehicle (p26)	4120350	PA026C	45,000	45,000	30,000	0	30,000
Parks Utility (p17)	4120350	PA017B	30,000	30,000	20,000	0	20,000
Building Surveyor Vehicle (p6)	4130350	PA006C	30,000	30,000	20,000	22,291	(2,291)
CEO Vehicle (p1)	4140585	PA001K	70,000	70,000	46,667	0	46,667
ONgn Emccs Vehicle 2019(2)	4140585	PA005K	55,000	55,000	36,667	0	36,667
			<b>1,402,000</b>	<b>2,394,100</b>	<b>475,111</b>	<b>90,616</b>	<b>384,495</b>



INVESTING ACTIVITIES  
CAPITAL ACQUISITIONS (CONTINUED)

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>Furniture and Equipment</b>							
Governance Furniture & Equipment Replacements	4040250	FE028	0	0	0	81	(81)
Admin Building CCTV	4040250	FE035	11,000	11,000	7,333	11,359	(4,025)
Altus HR system	4140580	FE101	57,000	57,000	0	0	0
			<b>68,000</b>	<b>68,000</b>	<b>7,333</b>	<b>11,439</b>	<b>(4,106)</b>
<b>Infrastructure - Roads</b>							
Wandering Road - Stabilise Defects	4120165	IR332	92,996	92,996	0	0	0
Leak St - New Seal over gravel	4120165	IR108	22,574	22,574	0	0	0
Chipper St -New Seal over gravel	4120165	IR106	21,410	21,410	0	0	0
Quigley st- New Seal over gravel	4120165	IR088	22,950	22,950	0	0	0
Narrogin Valley Rd - New Seal over gravel	4120165	IR212	139,916	139,916	0	0	0
Chomley Rd - Gravel re sheet	4120165	IR213	75,658	75,658	0	4,380	(4,380)
Spriggs Rd -Gravel re sheet	4120165	IR258	99,498	99,498	0	0	0
Cannell Rd - Gravel re sheet	4120165	IR336	161,230	161,230	0	0	0
Booth St - Gravel re sheet	4120165	IR065	25,060	25,060	0	7,320	(7,320)
Marrumucking Rd - Gravel re sheet	4120165	IR261	100,648	100,648	0	0	0
Congelin Narrogin Rd	4120166	R2R202	30,395	30,395	0	0	0
Florence Ave	4120166	R2R110	4,245	4,245	0	0	0
Goldsmith St	4120166	R2R053	3,520	3,520	0	0	0
Lavator St	4120166	R2R283	60,245	60,245	0	0	0
Normans Lake Siding Rd Renewal (R2R)	4120166	R2R255	65,125	65,125	0	0	0
Narrogin-Harrismith Road - Renewal (Local) (R2R)	4120166	R2R331	44,720	44,720	0	0	0
Ried Rd Renewal (R2R)	4120166	R2R333	48,845	48,845	0	0	0
Sagar St	4120166	R2R086	4,195	4,195	0	0	0
Scadden St	4120166	R2R070	21,355	21,355	0	0	0
Tarwonga Rd	4120166	R2R204	35,845	35,845	0	0	0
Tuhoy St	4120166	R2R127	2,355	2,355	0	0	0
Wald St	4120166	R2R113	3,255	3,255	0	0	0
Earl St	4120166	R2R002B	51,000	51,000	0	0	0
Wagin-Wickepin Road - Renewal (Rural) (RRG)	4120167	RRG207	550,899	550,899	0	274,206	(274,206)
Narrogin Harrismith - Stabilise defects	4120167	RRG331	236,601	236,601	0	0	0
Tarwonga Road Black Spot	4120167	RBS204	132,000	132,000	0	0	0
			<b>2,056,540</b>	<b>2,056,540</b>	<b>0</b>	<b>286,111</b>	<b>(286,111)</b>
<b>Infrastructure - Footpaths</b>							
Ensign St Footpath	4120175	IF003	50,000	50,000	0	0	0
Concrete Paths For Wilbur Park	4120175	IF053	8,000	8,000	0	0	0
			<b>58,000</b>	<b>58,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Infrastructure - Drainage</b>							
Drainage Easement Falcon St	4120180	ID000	30,000	30,000	0	0	0
			<b>30,000</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

INVESTING ACTIVITIES  
CAPITAL ACQUISITIONS (CONTINUED)

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)
					0	0	0
<b>Infrastructure - Bridges</b>							
Tarwonga Rd Bridge 4551	4120181	IB204	0	192,000	0	0	0
Whinbin Rock Rd Bridge 3125	4120181	IB205	0	396,000	0	0	0
			0	588,000	0	0	0
<b>Infrastructure - Other</b>							
TWIS Dams	4100350	IO078	51,500	51,500	34,333	42,631	(8,298)
Cemetery Upgrade	4100860	IO026	138,960	138,960	0	2,715	(2,715)
LED Lighting Upper Great Southern Hockey Association	4110265	IO164	330,000	409,000	90,888	0	90,888
May St Stormwater Catchment Dam	4110365	IO180	169,190	169,190	0	0	0
Public Arts projects identified by Townscape committee	4110860	IO113	25,000	25,000	5,556	0	5,556
Projects NEXIS (Capital)	4100860	IO150	8,000	8,000	6,667	0	6,667
Acquisition of Fast Fill Trailer	4050155	PA952	0	7,000	7,000	0	7,000
Narrogin Central BFB 120,000L Water Tank	4050165	IO134	0	8,919	8,919	0	8,919
Nomans Lake BFB 110,000L Water Tank	4050165	IO135	0	9,812	9,812	0	9,812
Water Pump For Depot Tanks - 3 Phase/ 3inch Transfer Pump	4120466	PE081	10,000	10,000	6,667	0	6,667
Caravan Park Resealing, Line Marking	4130265	IO081	0	0	0	0	0
			732,650	837,381	169,841	45,400	124,441
<b>Infrastructure - Parks &amp; Gardens</b>							
Electric BBQ For Highbury near Tennis Courts	4110360	IO124	10,000	10,000	0	0	0
Parks Naming Project	4110360	IO128	15,000	15,000	0	0	0
Walk Cycle & Mountain Bike Trails Projects	4110360	IO129	200,000	200,000	44,444	300	44,144
			225,000	225,000	44,444	300	44,144
<b>Infrastructure - Aerodromes</b>							
RADS Grant Narrogin Airport Patient Transfer Apron	4120460	BC220	69,554	69,554	0	0	0
Narrogin airport-Patient transfer facility	4120460	BC221	30,000	30,000	10,000	0	10,000
			99,554	99,554	10,000		10,000
<b>Grand Total</b>			<b>7,197,744</b>	<b>8,882,575</b>	<b>1,799,230</b>	<b>726,118</b>	<b>1,073,112</b>

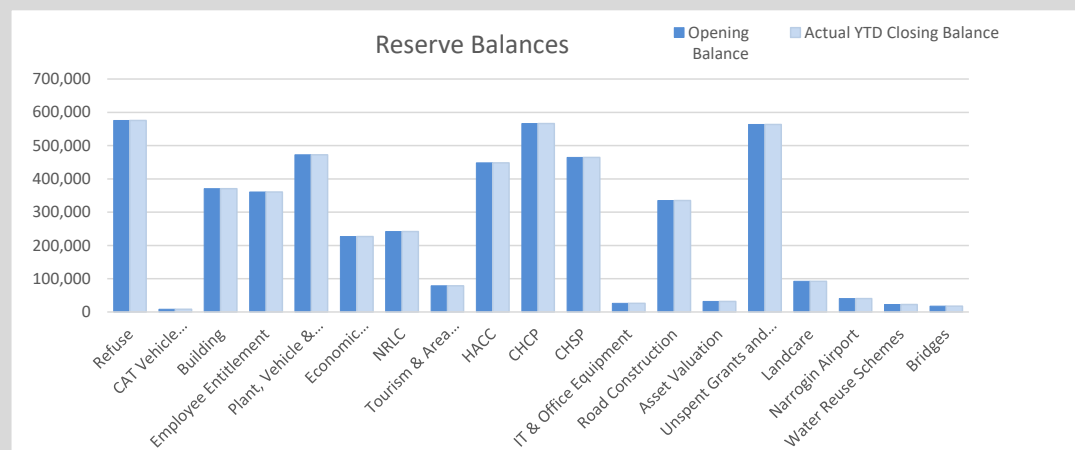
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021**

**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	61	38,737	0	23,848	0	590,520	575,412
CAT Vehicle Replacement	8,492	0	0	8,000	0	10,000	0	6,492	8,492
Building	370,750	180	60	0	0	196,000	0	174,930	370,810
Employee Entitlement	360,581	180	44	0	0	0	0	360,761	360,625
Plant, Vehicle & Equipment	472,420	230	50	425,000	0	677,000	0	220,650	472,469
Economic Development	227,022	110	28	0	0	200,000	0	27,132	227,050
NRLC	241,743	120	36	100,120	0	251,000	0	90,983	241,779
Tourism & Area Promotion	78,521	30	9	0	0	0	0	78,551	78,530
HACC	448,109	134	60	0	0	448,243	0	896,486	448,169
CHCP	566,113	280	26	759,634	0	994,907	0	331,120	566,139
CHSP	464,195	230	40	1,223,070	0	873,384	0	814,111	464,235
IT & Office Equipment	26,311	10	11	0	0	20,000	0	6,321	26,323
Road Construction	335,003	160	40	0	0	0	0	335,163	335,043
Asset Valuation	31,844	10	3	0	0	0	0	31,854	31,847
Unspent Grants and Contributions	563,029	280	23	0	0	376,435	0	186,874	563,052
Landcare	92,363	40	11	0	0	25,000	0	67,403	92,375
Narrogin Airport	40,171	20	0	15,000	3	0	0	55,191	40,174
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>505</b>	<b>2,635,061</b>	<b>3</b>	<b>4,170,391</b>	<b>0</b>	<b>4,305,123</b>	<b>4,942,171</b>

**KEY INFORMATION**



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 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
24/11/2021	IO164	LED Lighting Upper Great Southern Hockey Association	1124.01	Capital Expenditure			(79,000)	(79,000)
24/11/2021	3110230	NRLC - Contributions & Donations GEN	1124.01	Capital Income		39,500		(39,500)
24/11/2021	5110253	NRLC - Transfers from Reserve GEN	1124.01	Capital Income		39,500		0
								0

Shire of Narrogin

Strategic Projects 2021/22

For the Period Ended 30 November 2021

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

				1/07/2021	30/11/2021												
Item #	Account Number	GL / Job	Project Description	2021/22 Current Budget	Total Committed Expenditure	Responsible Officer		1st Quarter Jul- Sep	2nd Quarter Oct - Dec	3rd Quarter Jan - Mar	4th Quarter Apr - Jul	Comment					
1	4040250	FE035	Governance	11,000	11,359	Frank Ludovico	<div><div></div></div>										
			Members of Council														
			Admin Building CCTV									Complete					
			Law, Order, Public Safety														
			4050255					PA950	Acquisition of Incident Control Vehicle	881,900	-	Azhar Awang	<div><div></div></div>				Not Started, On Track
			4050255					PA951	Acquisition of General Rescue Utility	110,200	-	Azhar Awang	<div><div></div></div>				Not Started, On Track
			4050255					PA952	Acquisition of Fast Fill Trailer	7,000	-	Azhar Awang	<div><div></div></div>				Quotes to be received
			4050165					IO134	Narrogin Central BFB 120,000L Water Tank	8,919	9,434	Azhar Awang	<div><div></div></div>				Purchase order raised
4050165	IO135	Nomans Lake BFB 110,000L Water Tank	9,812	8,186	Azhar Awang	<div><div></div></div>				Purchase order raised							
3	4080360	BC052	Relocation of Home & Community Care	900,000	29,355	Frank Ludovico	<div><div></div></div>					On Track					
4	4080455	PA010B	Trade NGN847 Mitsubishi Outlander (P10)	38,000	13,305	Frank Ludovico	<div><div></div></div>					Purchase Order issued August 2021					
5	4080455	PA015B	Replacement for Caddy NGN1155 (P15)	28,000	3,350	Frank Ludovico	<div><div></div></div>					Purchase Order issued August 2021					
6	4050355	PA014H	NGN219 CATS Vehicle 2021	25,000	26,081	Frank Ludovico	<div><div></div></div>					Off track - Purchase Order issued October 2021					
7	4080455	PA071A	Purchase new Fleet vehicle (CHCP)	25,000	21,759	Frank Ludovico	<div><div></div></div>					Purchase Order issued August 2021					
7	4090150	BC100	Staff Housing Building (Capital)	500,000	585,200	Dale Stewart	<div><div></div></div>					Settlement Date 29/04/2022					
8	4100850	BC267	Smith Street Ablution Upgrade	110,000	102,155	Azhar Awang	<div><div></div></div>					Construction commenced - On Track as per schedule					
9	4100350	IO078	TWIS Dams	51,500	55,910	Torre Evans	<div><div></div></div>					Complete					
1	4100860	IO026	Cemetery Upgrade	138,960	2,940	Torre Evans	<div><div></div></div>					Started - On Track					
13	4110160	BC155	Town Hall Fire Panel Replacement	25,000	20,696	Azhar Awang	<div><div></div></div>					Purchase Order to be issued - On Track					
14	4110160	BC180	Parapet Wall Concrete Capping Town Hall	20,000	18,000	Azhar Awang	<div><div></div></div>					Completed					
15	4110160	BC150	Town Hall Stage Rigging	30,000	-	Azhar Awang	<div><div></div></div>					On Track					
16	4110260	BC165	Architectural Planning Study Concept Plan NRLC	20,000	-	Azhar Awang	<div><div></div></div>					Not Started					
17	4110260	BC161	NRLC Building Capital 2018-19	40,000	-	Azhar Awang	<div><div></div></div>					Seeking quotes					
18	4110255	PE071	Manual Pool Vacuum	5,000	-	Azhar Awang	<div><div></div></div>					With YMCA Management					
19	4110255	PE072	Capital Emergency Reparis eg - Pool Filters-YMCA	96,000	-	Azhar Awang	<div><div></div></div>					Not Started - only when required					
20	4110255	PE073	Capital Emergency Reparis eg - Pool Liner-YMCA	80,000	-	Azhar Awang	<div><div></div></div>					Not Started - only when required					
21	4110255	PE074	Capital Emergency Reparis eg - Boiler-YMCA	75,000	-	Azhar Awang	<div><div></div></div>					Not Started - only when required					
22	4110265	IO164	LED Lighting Upper Great Southern Hockey Association	409,000	-	Azhar Awang	<div><div></div></div>					Tender awarded					
1	4110360	IO124	Electric BBQ For Highbury near Tennis Courts	10,000	7,970	Torre Evans	<div><div></div></div>					Purchase Order issued, arriving December					
2	4110360	IO128	Parks Naming Project	15,000	-	Torre Evans	<div><div></div></div>					Not Started					
3	4110360	IO129	Walk Cycle & Mountain Bike Trails Projects	200,000	300	Azhar Awang	<div><div></div></div>					Funds received, MLC to action plan (Not Started)					
3	4110365	IO180	May St Stormwater Catchment Dam	169,190	-	Torre Evans	<div><div></div></div>					Deeds signed, RFQ December					

Item #	Account Number	GL / Job	Project Description	2021/22 Current Budget	Total Committed Expenditure	Responsible Officer		1st Quarter Jul- Sep	2nd Quarter Oct - Dec	3rd Quarter Jan - Mar	4th Quarter Apr - Jul	Comment
27	4110560	IO080B	<b>Libraries</b> Library Expansion Project Planning	20,000	-	Frank Ludovico	●					Seeking an Architect - On Track
1	4110660	BC203	<b>Heritage</b> 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	1,627	Azhar Awang	●					Complete
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	222,633	Dale Stewart	●					
1	4110860	IO150	<b>Other Culture</b> 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 - awaiting Townscape meeting Feb 2022
			<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	502,812	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	●					RFQ requested - December awarding
2	4120175	IF053	Concrete Paths For Wilbur Park	8,000	-	Torre Evans	●					RFQ requested - December awarding
			<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



				1/07/2021	30/11/2021							
Item #	Account Number	GL / Job	Project Description	2021/22 Current Budget	Total Committed Expenditure	Responsible Officer		1st Quarter Jul- Sep	2nd Quarter Oct - Dec	3rd Quarter Jan - Mar	4th Quarter Apr - Jul	Comment
5	4120350	PA001K	CEO Vehicle (p1)	70,000	59,062	Torre Evans	●					Purchase Order issued, delivery in Jan
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	●					Complete - payment not processed yet.
8	4120350	PA700L	ON0 EMTRS Vehicle 2021 (1)	55,000	46,253	Torre Evans	●					Purchase Order issued
9	4120350	PA006C	Purchase Building Surveyor vehicle (P6)	30,000	22,291	Torre Evans	●					Completed
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, mid Dec
			<b><u>Aerodromes</u></b>									
1	4120460	BC220	Aerodrome Building (Capital)	69,554	-	Torre Evans	●					On Track
2	4120460	BC221	Narrogin airport-Patient transfer facility	30,000	-	Torre Evans	●					St John Ambulance (on hold for)
			<b><u>Economic Services</u></b>									
			<b><u>Tourism &amp; Area Promotion</u></b>									
1	4130260	BC237	Caravan Park - Renewal Development	310,000	126,970	Torre Evans	●					Started, On Track
			<b><u>Other Property &amp; Services</u></b>									
			<b><u>Administration Overheads</u></b>									
1	4140580	FE101	Purchase of Altus HR system	57,000	56,489	Frank Ludovico	●					Supplier has indicated March 2022 delivery will not occur. Negotiating a new installation date. May need to be carried forward to 2022/23.

87			
TOTAL PROJECTS		8,882,575	3,333,122
	Capital Projects	8,882,575	3,333,122
	Operational Projects	-	-
		8,882,575	3,333,122

Value of Original Budget of Completed Projects:	\$204,500	Total projects:	87
Value of Actuals of Completed Projects:	\$200,366	Total complete:	7
\$ Under / (Over) of Completed Projects:	\$4,134	% complete:	8%
Actual v's Budget of Completed Projects %:	97.98%		

## 10.4 OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 10.4.1 COMMITTEES OF COUNCIL NOMINATIONS

File Reference	File No's 26.4.3/26.3.8
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	8 December 2021
Author	Dale Stewart – Chief Executive Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments 1. Committees of Council Nominations	

#### Summary

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

#### Background

In accordance with Local Government Act 1995 and pursuant to the Shire's Terms of References and the Standard Conditions for Establishment, the terms of the former Narrogin District Townscape Committee and former Australia Day and Honours Committee expired, and the Committees were disbanded, pending the outcome of the Biennial Local Government Election, which was held on 16 October 2021.

At the Ordinary Council Meeting held on 28 October 2021, Council endorsed the establishment of the Australia Day and Honours Advisory Committee and the Townscape Advisory Committee and adopted the Terms of Reference and Standard Conditions for both.

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

#### Consultation

The Shire invited nominations to fill the four (4) positions of community members on the Townscape Advisory Committee and the three (3) on the Australia Day and Honours Advisory Committee, with local advertising, direct marketing and through the Shire's website and Facebook. The closing date for submissions was 8 December 2021.

## Statutory Environment

Local Government Act 1995 –

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

## Policy Implications

The Council's Policy Manual contains no policies that relate and nor are there any proposed.

## Financial Implications

There are no relevant financial implications other than administrative.

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective	2.	Social Objective (To provide community facilities and promote social interaction)
Outcome:	2.3	Existing strong community spirit and pride is fostered, promoted and encouraged
Strategy:	2.3.2	Engage and support community groups and volunteers
Objective	4.	Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1	An efficient and effective organisation
Strategy:	4.1.1	Continually improve operational efficiencies and provide effective services
Strategy:	4.1.2	Continue to enhance communication and transparency

## Comment/Conclusion

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

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

Nominations were received from Vicki Chadwick, Debbie Broad and Clive Barton.

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

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

A nomination was received from Coral Mahoney.

### Voting Requirements

Absolute Majority

#### **OFFICERS' RECOMMENDATION**

That with respect to the committee nominations to the Townscape Advisory Committee, and the Australia Day and Honours Advisory Committee, Council note the ongoing vacancy for an Indigenous representative on the Townscape Advisory Committee and two positions on the Honours Committee and appoint the following nominees for a term of two years (expiring October 2023):

1. Townscape Advisory Committee:
  - a) Vicki Chadwick – Community member;
  - b) Debbie Broad– Community member; and
  - c) Clive Barton– Community member.
2. Australia Day and Honours Advisory Committee:
  - a) Coral Mahony – Community member.

# COMMITTEES OF COUNCIL NOMINATION FORM

(FCE0030)



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89 Earl Street  
PO Box 1145  
Narrogin WA 6312



(08) 9890 0900



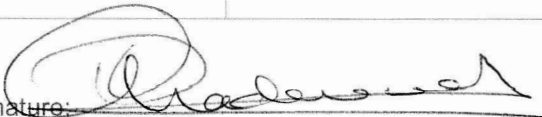
www.narrogin.wa.gov.au  
enquiries@narrogin.wa.gov.au

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

## MEMBERSHIP NOMINATION

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

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

Name of nominee	Vicki Chadwick		
Name of organisation (if applicable)			
Position title (for organisation nominations)			
Street Address	17895 Great Southern Highway, HILLSIDE WA 6312		
Postal Address	PO Box 164, NARROGIN 6312		
Telephone No		Mobile No	0408 951 643
Email Address	vickimchadwick@hotmail.com		
Signature: 	Date: 01/12/2021		

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

Interest	
I have been actively involved in the Townscape for 3 years, including Zoom meetings in 2020 due to COVID19.	
Being involved in this particular committee has been rewarding to see some of our recommendations being accepted by Council and the outcome shown aesthetically throughout the Narrogin & Highbury.	

Knowledge	
Over the three year period of being involved In Townscape my knowledge has	
considerably grown and gained experience in of budgeting requirements, etc to put	
forward recommendations to Council overall.	
Experience	
My involvement in various committees and being part of the community in general has	
helped in my roles as a Townscape committee member over the 3 years and this will continue	
if I'm accepted once more onto the committee, in representing the community.	
Skills	
Skills I rely on is good communication, willing to listen to all aspects of a discussion and	
to determine a good outcome for all. An advantage is being a local ratepayer for a number of	
years and listening to what our ratepayers want for Narrogin to continue to prosper.	

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

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

#### OFFICE USE

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



## COMMITTEES OF COUNCIL NOMINATION FORM

(FCEO030)



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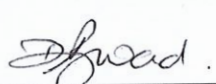
www.narrogin.wa.gov.au  
enquiries@narrogin.wa.gov.au

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

## MEMBERSHIP NOMINATION

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

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

Name of nominee	DEBBIE BROAD .		
Name of organisation (if applicable)	TOWNSCAPE ADVISORY COMMITTEE .		
Position title (for organisation nominations)	COMMITTEE MEMBER .		
Street Address	17 FURNIVAL STREET , NARROGIN .		
Postal Address			
Telephone No		Mobile No	0427 814748 .
Email Address	j.d.lifestyle@westnet.com.au .		
Signature:			Date: 8.12.2021 .

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


Interest	

Knowledge	
Experience	PREVIOUS TOWNSCAPE COMMITTEE MEMBER.
Skills	

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

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

#### OFFICE USE

Synergy Record #	ICR2125869	Records Officer's Signature	
File Location	26-3-8		
Council resolution		Executive Manager Signature	

## COMMITTEES OF COUNCIL NOMINATION FORM

(FCEO030)



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enquiries@narrogin.wa.gov.au

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

## MEMBERSHIP NOMINATION

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



Australia Day and Honours Advisory Committee



Townscape Advisory Committee

Name of nominee	Clive Malcolm BARTRON		
Name of organisation (if applicable)	—		
Position title (for organisation nominations)	—		
Street Address	28 HOMER STREET, NARROGIN		
Postal Address	As above.		
Telephone No	98811657	Mobile No	0438 811657
Email Address	clive@westnet.com.au.		
Signature:	CMBarton		Date: 7.12.2021.

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

Interest	High level of interest for the built and natural environments. Fully committed to the advancement and improvements of Narrogin and Highbury Townsites.
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Knowledge	Comprehensive knowledge of the 2016 Narrogin Townscape Plan. Deep understanding of the Narrogin communities' needs, in particular, the Longterm Strategic Plan.
Experience	Numerous years as a Town & Shire of Narrogin Councillor. Many years as a member of the Townscape Committees for both organisations. Previously Presiding Member for the Shire of Narrogin - Townscape committee.
Skills	Full understanding of the roles of committee member and chairperson of committees. Knowledge of the process and focus components of committee activities.

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

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

#### OFFICE USE

Synergy Record #	1C2125870	Records Officer's Signature	
File Location	26.3.8		
Council resolution		Executive Manager Signature	

# COMMITTEES OF COUNCIL NOMINATION FORM

(FCEO030)



Shire of  
**Narrogin**  
Love the life



89 Earl Street  
PO Box 1145  
Narrogin WA 6312



(08) 9890 0900



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

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

## MEMBERSHIP NOMINATION

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

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

Name of nominee	CORAL MALTON		
Name of organisation (if applicable)	Community Member.		
Position title (for organisation nominations)	/		
Street Address	4 Callan Way NARROGIN		
Postal Address	Box 568 NARROGIN		
Telephone No	—	Mobile No	0488 988160
Email Address	—		
Signature: Coral Mahony		Date: 23/11/21	

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


Interest	<del>Admin experience - Ags Ag. College</del>

Knowledge	
	Various committees involvement ~
Experience	
	Social & Outings officer - PROBUS.
	Treasurer in Agn Poultry Soc.
	Minute Secy - C.A.T.S.
	Volunteer Co-ordinator - Dryandra Country Visitor Centre.
Skills	
	Admin experience - Ag Ag. College 29 yrs.
	Own business in retirement
	- Row Preparation Shed.

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

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

#### OFFICE USE

Synergy Record #	ICR2125718	Records Officer's Signature	
File Location	26.4.3		
Council resolution		Executive Manager Signature	



## OFFICERS' RECOMMENDATION

That, with respect to the discussion on the recommendation for the recipients of the Citizen of the Year Awards which is to remain confidential until Australia Day 2022, the meeting be closed to the public, pursuant to Section 5.23(2)(b) of the Local Government Act 1995.

### 10.4.2 CITIZEN OF THE YEAR AWARDS

File Reference	File No 2.1.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	1 December 2021
Author	Sharon Bell - Community Development Officer
Authorising Officer	Dale Stewart - Chief Executive Officer
Attachments	
1. Nominations for Citizen of the Year (CONFIDENTIAL - provided under separate cover)	

### Summary

Council is requested to consider the nominations received for the 2022 Citizen of the Year Awards and to approve a nominee from each category for recognition at the Shire's Australia Day Community Breakfast to be held on Wednesday 26 January 2022.

### Background

The Council at its meeting held on 27 October 2021, adopted the Terms of Reference for the Australia Day and Honours Advisory Committee.

### Consultation

The Administration advertised calling for nominations for the following categories:

- Citizen of the Year;
- Citizen of the Year (Senior);
- Citizen of the Year (Youth); and
- Active Citizenship Award (Group or Event).

The advertising campaign commenced in August 2021 and concluded on 31 October 2021, and included social media, the Shire's website and an extensive email campaign, through various networks such as sporting and cultural groups and local schools.

This culminated in a meeting of the Council's Australia Day and Honours Advisory Committee, that has now made their recommendations.

### Statutory Environment

Notwithstanding that there are no relevant legislative requirements in relation to these awards, the Shire follows the recommended guidelines of the National Australia Day Council and Auspire, their Western Australian representative.

### Policy Implications

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

### Financial Implications

There will be minor additional costs due to printing and framing of certificates in recognition of nomination being included in this year's presentation ceremony. These costs as well as the cost of advertising the Awards program and the Awards presentation ceremony are contained within the 2021/2022 Budget GL 2110801 Australia Day. The cost of Citizen of the Year Award certificates is contained within the Shire's annual subscription to Auspire and the Community Citizen of the Year Awards program.

### Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective	2.	Social Objective (To provide community facilities and promote social interaction)
Strategy:	2.3.2	Engage and support community groups and volunteers
Strategy:	2.3.3	Facilitate and support community events

### Comment/Conclusion

A detailed summary of the nominees and their achievements are presented under a separate confidential cover.

The Committee members considered ways to acknowledge the unsuccessful nominees and agreed unanimously that all nominees will receive a Certificate of Nomination, acknowledging the nomination by their peers.

### Voting Requirements

Simple Majority

**OFFICERS' RECOMMENDATION**

That, with respect to the Citizen of the Year Awards 2022, Council endorse the recommendations of the Australia Day and Honours Advisory Committee as per the Confidential Attachment, and these remain embargoed until the winners are announced on Australia Day.

**OFFICERS' RECOMMENDATION**

That the meeting be re-opened to the public.

### 10.4.3 DRAFT REPEAL & AMENDMENT LOCAL LAW 2021 – FINAL ADOPTION

File Reference	19.6.4
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Item No 10.4.1, 25 August 2021 Res 0821.015
Date	7 December 2021
Author	Niel Mitchell - Governance Consultant
Authorising Officer	Dale Stewart - Chief Executive Officer
Attachments	
1. Draft Repeal and Amendment Local Law 2021	

#### Summary

To finalise the process of adoption of a Repeal and Amendment Local Law 2021.

#### Background

The proposed Repeal and Amendment Local Law –

- repeals the Bylaws Relating to Signs, Hoardings and Bill Posting
- amends other local laws for matters identified in the periodic local laws review of July 2021.

#### Consultation

Consultation has occurred with the following:

- Chief Executive Officer;
- Department of Fire and Emergency Services (DFES); and
- Department of Local Government, Sport and Cultural Industries (DLGSC).

#### Statutory Environment

The Local Government Act 1995 has the following relevant provisions:

- s.3.12 – Procedures for making local laws including:
  - Notice of purpose and effect of local law to be given by the person presiding;
  - Statewide public notice required, and copies to Minister/s immediately after notice given, minimum 6 weeks' notice;
  - Local Public notice also required to be given;
  - After notice period, all submissions to be considered, and local law may then be made by absolute majority;
  - Publication in Government Gazette required; and
  - Parliament to be advised within 10 working days of Gazettal.
- s.3.13 – Significant changes require recommencement of proposal;
- s.3.14 – Unless otherwise provided for, local laws come into effect 14 days after Gazettal; and

- s.3.15 – local public notice of the final adoption/making of a local law to be given.

The Interpretations Act 1984 has the following relevant provision:

- s.42(2) – after publication in the Government Gazette, Parliament may disallow within 14 sitting days of receipt.

In addition the following Acts permit the relevant local laws:

- Bush Fires Act 1954
- Cat Act 2011
- Cemeteries Act 1986
- Dog Act 1976.

### Policy Implications

The Council's Policy Manual contains no policies that relate and nor are there any proposed.

### Financial Implications

The cost for local public notice and publication in the Government Gazette, is estimated at \$1,500, which is included in advertising fees in the adopted Budget for the financial year 2021/22.

### Strategic Implications

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

### Comment/Conclusion

The purpose of this report is to:

- 1) consider the submissions received on the proposed local law and determine if any drafting amendment(s) are required as a result of the submissions received;
- 2) make the local law, incorporating all amendments as approved by Council;
- 3) authorise the affixing of the Common Seal to the local laws;
- 4) authorise the local laws publication in the *Government Gazette*; and
- 5) give local public notice, (after Gazettal), of the date the local laws will come into effect.

At the ordinary meeting held on 25 August 2021 Council resolved to commence the process to make the Repeal and Amendment Local Law.

Purpose: to revoke an old local law no longer required, to amend various continuing local laws for clarity, and improved administration of the local laws.

Effect: to revocation of an old local law now administered by the Local Planning Scheme, and improved clarity regarding the application and interpretation of provisions of continuing local laws.

The procedure for making local laws requires Council to advertise state-wide, advising of its intention to make a local law, and invite submissions to be made on the proposed local law for a six-week period. At the closure of the submission period, Council is to consider all submissions before making a local law.

Council advertised, both locally and state-wide, for public comment on the proposed Local Law.

An advertisement was placed in the Narrogin Observer on 9 September 2021 as well as on the website and notice boards, and in social media in accordance with the Regulations for local public notice. The submission period for public comment closed on 28 October 2021.

At the close of the submission period, responses had been received from:

- DFES, and
- DLGSC.

DFES suggested one minor change to wording.

DLGSC submission noted several minor aspects that required amendment.

No other submission was received.

None of the suggested changes altered the intent of the provision amended nor placed additional obligations on the community. Accordingly, it is considered that the amendments are not of a significant nature that requires re-advertising.

The attached draft has been amended from the proposed local law advertised for public submissions, in accordance with DFES and DLGSC comments.

Once formally adopted by Council, the:

- local law is to be published in the Government Gazette;
- local public notice given of adoption of the local laws (separate to previous advertising of proposals);
- copies are to be sent to Minister for Local Government and Minister for Fire and Emergency Services; and
- copies sent to the Parliamentary Joint Standing Committee on Delegated Legislation together with other required documentation, within 10 days of publication in the Government Gazette.

Please note:

- disallowance of the local law may be made by Parliament, and could take some time depending on sitting days. Given likely date of publication in the Government Gazette this will be February 2022;
- the JSCDL make request an undertaking from Council if they consider an amendment is required, but is not a substantial issue; and
- the local laws takes effect on the day stipulated in the local law, generally 14 days after publication in the Government Gazette.

This local law, once gazetted, will require each of the relevant local laws amended to be consolidated and placed on the Shire's website.

## Voting Requirements

Absolute Majority



## **OFFICERS' RECOMMENDATION**

That with respect to the draft Repeal and Amendment Local Law 2021, Council:

1. Resolve to make the Local Law as per the attached draft, incorporating amendments outlined by the Department of Fire and Emergency Services and the Department of Local Government, Sport and Cultural Industries;
2. Authorise the President and Chief Executive Officer to sign and affix the Common Seal to the Local Law; and
3. Authorise the Chief Executive Officer to;
  - a) Publish the Local Law in the Government Gazette and provide copies of the local law to the Minister for Local Government and Minister for Emergency Services; and
  - b) Forward a copy of the gazetted Local Law, explanatory memorandum and associated documentation to the Parliamentary Joint Standing Committee on Delegated Legislation for review.

**LOCAL GOVERNMENT ACT 1995  
BUSH FIRES ACT 1954  
CAT ACT 2011  
CEMETERIES ACT 1986  
DOG ACT 1976**

**SHIRE OF NARROGIN**

**REPEAL AND AMENDMENT LOCAL LAW 2021**

Under the powers conferred by the *Bush Fires Act 1954*, *Cat Act 2011*, *Cemeteries Act 1986*, *Dog Act 1976* and the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Narrogin resolved on \_\_\_\_\_ to adopt the following local law.

**1. Citation**

This local law may be cited as the *Shire of Narrogin Repeal and Amendment Local Law 2021*.

**2. Commencement**

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

**3. Bylaws Relating to Signs, Hoards and Bill Posting repealed**

The *Municipality of the Town of Narrogin By-laws Relating to Signs, Hoardings and Bill Posting* as published in the *Government Gazette* on 18 July 1986 are repealed.

**4. Bush Fire Brigades Local Law 2017 amended**

The *Shire of Narrogin Bush Fire Brigades Local Law 2017* published in the *Government Gazette* on 8 September 2017 is amended as follows –

- (a) delete clause 3.6;
- (b) after clause 3.5 insert –

**3.6 Training of bush fire control officers**

- (1) The local government is to supply each bush fire control officer and Captain with information and training materials which may be relevant to the performance of the bush fire brigade officers' functions, and any amendments made from time to time.
  - (2) Bush fire control officers are required to complete appropriate training as determined by the CEO, and which may include recognised prior learning, within 12 months of appointment, unless a course has been completed within the 4 years prior to appointment as a bush fire control officer.
  - (3) Bush fire control officers are required to complete appropriate training as determined by the CEO, and which may include recognition of prior learning, at least once every 5 years.
- (c) in clause 4.3(1) replace the words "No later than 30 April in" with the words "At least once".

**5. Cats Local Law 2016 amended**

The *Shire of Narrogin Cats Local Law 2016* published in the *Government Gazette* on 8 August 2016 is amended as follows –

- (a) in the Contents after "4.4 Additional conditions for approved cat breeders insert" –
  - 4.4A Variation of permit conditions
- (b) in clause 1.4 in the definition of **central business zone**; replace the word "mean" with the word "means";
- (c) in clause 3.1(b) delete the second instance of the word "is";
- (d) in subclauses 3.8(2) and (3) replace the words "the local government" with the words "an authorised person" in each instance;
- (e) after clause 4.4 insert new clause –

**4.4A Variation of permit conditions**

An authorised person may vary the conditions of a permit by giving not less than 14 days notice.

- (f) In Schedule 3 after item 5 insert –

5A	3.3(b)	Keeping more than 4 cats without a permit	200
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## 6. Cemetery Local Law 2016 amended

The *Shire of Narrogin Cemetery Local Law 2016* as published in the *Government Gazette* on 8 August 2016 is amended as follows –

- (a) in the Contents delete –
  - 2.4 Pre-need certificate
- (b) in clause 1.5 –
  - (i) in the definition of **natural stone** after “ceramics” insert “, unpolished concrete”;
  - (ii) delete the definition of **pre-need certificate**; and
  - (iii) in the definition of **standard grave** replace the word “2m” with the word “2.4m”;
- (c) delete clause 2.4;
- (d) in clause 2.5 delete the words “or holder of a pre-need certificate under clause 2.4”;
- (e) in clause 3.5 –
  - (i) delete subclause (2); and
  - (ii) in subclause (3) delete the words “or (2)”;
- (f) in clause 7.2 delete subclauses (1)(c)(iii) and (iv) and insert –
  - (iii) the base of the monument measured across the width of the grave shall not exceed 1.2m; and
  - (iv) the base of the monument measured along the length of the grave shall not exceed 600mm;
- (g) in clause 7.3 delete subclauses (1)(c)(iv) and (v) and insert –
  - (iv) the base of the headstone measured across the width of the grave shall not exceed 1.2m;
  - (v) the base of the headstone measured along the length of the grave shall not exceed 300mm; and
- (h) in Schedule 2, under “Payments may be made” –
  - (i) delete item (b); and
  - (ii) insert –
    - (b) by EFT (contact Shire office for details)

## 7. Dogs Local Law 2016 amended

The *Shire of Narrogin Dogs Local Law 2016* published in the *Government Gazette* on 8 August 2016 is amended as follows –

- (a) the Contents –
  - (i) delete –
    - 4.15 Objections and appeals
  - (ii) insert in order –
    - 3.6A Variation of permit conditions
    - 6.3 Objections and review
- (b) after clause 3.6 insert new clause –
  - 3.6A Variation of permit conditions**  
The local government may vary the conditions of a permit by giving not less than 14 days notice.
- (c) delete clause 4.15; and
- (d) after clause 6.2 insert –
  - 6.3 Objections and appeals**  
Any person who is aggrieved by the conditions imposed in relation to a permit, the revocation of a permit, or by the refusal of an authorised person to grant a permit may object to or appeal against the decision under Division 1 of Part 9 of the *Local Government Act 1995*.

## 8. Extractive Industries Local Law 2017 amended

The *Shire of Narrogin Extractive Industries Local Law 2017* as published in the *Government Gazette* on 8 September 2017 is amended as follows –

- (a) in clause 1.4 at the end of the definition of **site** replace the full stop with a semicolon;
- (b) in clause 3.1(1)(b)(i) and (2)(b) replace the word “CEO” with the words “local government” in each instance;
- (c) in clause 3.2(2)(j) after the words “Department of” insert the words “Water and”;
- (d) in clause 4.2(4) replace the word “CEO” with the words “local government” in each instance;
- (e) in clause 4.7(2)(c)(iii) insert the word “and” after the semi-colon;
- (f) in clause 5.3(a) after the words “Department of” insert the words “Water and”;
- (g) in clause 6.1(1)(c)(i) delete the word “by”;
- (h) delete clause 8.3 and insert –

### 8.3 Local government may undertake requirements of notice

If a person fails to comply with a notice referred to in clause 8.1, the local government may –

- (a) do the thing specified in the notice;
  - (b) take whatever remedial action it considers appropriate and which would have been if the breach or failure had not occurred; and
  - (c) recover all costs from the licensee, as a debt.
- (i) after clause 10.3 insert –

### 10.3A Issue of infringement notice

Where an authorised person has reason to believe that a person has committed an offence in respect of which a modified penalty may be imposed, he or she may issue to that person a notice in the form of Form 2 of Schedule 1 of the *Local Government (Functions and General) Regulations 1996*.

## 9. Fencing Law 2016 amended

The *Shire of Narrogin Fencing Local Law 2016* as published in the *Government Gazette* on 6 December 2016 is amended as follows –

- (a) in clause 1.5 –
  - (i) delete the definitions of **central business lot**, **general agriculture lot**, **height** and **residential lot**; and
  - (ii) insert in order –
    - central business lot** means a lot zoned as central business under the local planning scheme;
    - general agriculture lot** means a lot zoned as general agriculture under the local planning scheme;
    - height** in relation to a fence means the vertical distance between the top of the fence at any point and –
      - (a) the ground level; or
      - (b) where the ground levels on each side of the fence are not the same, the higher ground level, immediately below that point;
    - residential lot** means a lot zoned as residential under the local planning scheme;
- (b) in clause 3.5 replace the word “must” with the word “shall”;
- (c) in clause 3.8 replace the words “an authorised person” with the words “the local government in accordance with regulation 9 of the *Local Government (Uniform Local Provisions) Regulations 1996*”;
- (d) in clause 4.1 replace the word “must” with the word “shall”;
- (e) in clause 5.1(4) replace the word “must” with the word “shall”; and
- (f) in clause 5.2(3) replace the word “must” with the word “shall”.

## 10. Meeting Procedures local Law 2016 amended

The *Shire of Narrogin Meeting Procedures Local Law 2016* as published in the *Government Gazette* on 8 August 2016 is amended as follows –

- (a) in clause 1.5(1) –
  - (i) delete the definition of **member**; and
  - (ii) insert in order –
    - member** has the meaning given to it in section 1.4 of the Act, and where the context permits, a committee member;
- (b) in clause 2.1 after subclause (3) insert –
  - (4) Unless earlier determined by Council, a Committee established by Council ceases to exist immediately prior to the first ordinary meeting of the Council held after the next following ordinary local government election.
  - (5) Council may re-establish the Committee by resolution until the first meeting held after the next following ordinary local government election.
- (c) in clause 3.1(2) delete the words “on a twice monthly basis or otherwise”;
- (d) In clause 6.2(6) replace the words “Unless the Council resolves otherwise, once” with the word “Once”; and
- (e) In clause 18.7(2) replace the word “member” with the word “person”.

#### 11. **Parking Local Law 2016 amended**

The *Shire of Narrogin Parking Local Law 2016* as published in the *Government Gazette* on 8 August 2016 is amended as follows –

- (a) in the Contents –
  - (i) delete –
    - 7.5 Issue of infringement notice
    - 7.6 Withdrawal of infringement notice
    - Schedule 2 – Infringement notice and notice requiring owner of vehicle to identify vehicle
  - (ii) insert in order –
    - 7.5 Form of notices
- (b) delete clause 7.5 and insert –
  - 7.5 Form of notices**
  - For the purposes of this local law –
    - (a) the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*;
    - (b) the form of the infringement notice referred to in section 9.17 of the Act is that of Form 2 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*; and
    - (c) the form of the notice referred to in section 9.20 of the Act is that of Form 3 Schedule 1 of the *Local Government (Functions and General) Regulations 1996*.
- (c) delete clause 7.6; and
- (d) delete Schedule 2.

#### 12. **Public Places and Local Government Property Local Law 2016 amended**

The *Shire of Narrogin Public Places and Local Government Property Local Law 2016* published in the *Government Gazette* on 6 December 2016 is amended as follows –

- (a) in clause 1.6(1) in the definition of **licence** delete the words “by the local government”;
- (b) in clause 2.1 replace the words “local government” where first appearing with the word “Council”;
- (c) in clause 2.2 –
  - (i) delete subclause (1) and insert –
    - (1) The local government is to give local public notice of the intention to make a determination.
  - (ii) in subclauses (2)(a), (3), (4), (5) and (6) replace the words “local government” with the word “Council” in each instance;
  - (iii) in subclauses (5) and (6) replace the words “it is to give local public notice” with the words “local public notice is to be given” in each instance; and
  - (iv) delete subclause (8);
- (d) in clause 2.6 –

- (i) in subclauses (1) and (3) replace the words “local government” with the word “Council” in each instance; and
- (ii) in subclause (3) replace the words “it is to give local public notice” with the words “local public notice is to be given”;
- (e) in clause 4.8 replace the words “the local government” with the words “an authorised person”;
- (f) in clause 6.13 in subclauses (1) and (2) replace the word “Council” with the words “the local government” in each instance;
- (g) in clause 7.5(2)(b) replace the words “the local government” with the words “an authorised person”;
- (h) in clause 9.7 –
  - (i) in subclause (1) replace the words “The CEO” with the words “an authorised person”; and
  - (ii) in subclause (2) replace the words “CEO’s initiative” with the words “initiative of an authorised person”;
- (i) in clause 9.9(1) replace the word “CEO” with the words “local government”;
- (j) in clause 9.11 –
  - (i) in subclause (1) replace the words “The CEO” with the words “An authorised person”;
  - (ii) in subclause (2)(b) replace the word “CEO’s” with the words “authorised person’s”; and
  - (iii) in subclause (2)(d) delete the word “CEO’s”;
- (k) in clause 9.12 –
  - (i) in subclause (1) replace the words “the CEO” with the words “an authorised person” and replace the word “CEO” with the words “authorised person”; and
  - (ii) in subclauses (2)(a), (2)(c) and (3) replace the word “CEO” with the words “authorised person” in each instance;
- (l) in clause 9.13 –
  - (i) in subclause (1) replace the words “The CEO” with the words “An authorised person” and replace the word “CEO” with the words “authorised person”; and
  - (ii) in subclauses (2) replace the words “The CEO” with the words “An authorised person”;
- (m) in clause 9.15 replace the words “the CEO” with the words “an authorised person”;
- (n) in clause 9.16 replace the word “CEO” with the words “authorised person”; and
- (o) delete clause 9.18 and insert –

**9.18 Production of licence document for amendment**

If an authorised person amends or renews a licence, the licensee must, if required by an authorised person, produce the licence document to the authorised person for amendment within the period specified by the authorised person.

Dated \_\_\_\_\_

The Common Seal of the Shire of Narrogin was affixed by authority of a resolution of Council in the presence of –

L.N. BALLARD, President

D.R. STEWART, Chief Executive Officer



#### 10.4.4 2021/2022 BUDGET AMENDMENT – PURCHASE OF 48A GRANT STREET, NARROGIN

File Reference	A340190
Disclosure of Interest	The author discloses a financial, proximity and impartiality interest as the proposed tenant of the house being acquired.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	3 December 2021
Author	Dale Stewart – Chief Executive Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments 1. Contract of Sale of Land – Offer and Acceptance	

#### Summary

Council is requested to amend the Shire of Narrogin's 2021/2022 Budget to allow for the purchase of a property located at 48A Grant Street, Narrogin.

#### Background

In the current adopted 2021/2022 Budget, there is an expenditure provision amount of \$500,000 allocated for the purchase of an executive style house, for occupation by the Chief Executive Officer. A house has been identified and after liaising with the Shire President, Deputy Shire President and thereafter, Elected Members, negotiations entered into for the purchase of 48A Grant Street. An offer was made and subsequently accepted for the purchase amount of \$578,000.

#### Consultation

Consultation was undertaken with the Shire President and Deputy Shire President and thereafter with Elected Members at the Monthly Briefing Session of 10 November 2021. At that meeting it was confirmed that the property represented value and would 'fit the bill' of achieving a long term executive style house to attract and retain a Chief Executive Officer into the future.

#### 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 purchase is contained within the current financial year Budget (section 6.8 of the Local Government Act 1995), the additional amount, above budget, should ideally be supported by a Budget amendment.

#### Policy Implications

There are no relevant policy implications.

## Financial Implications

There is currently a budgeted amount of \$500,000 in the adopted 2021/2022 Budget for the purchase of an executive style house. The additional amount of \$78,000, plus an estimated \$2,000 of settlement costs, is proposed to be funded by a transfer from the Building Reserve.

The Shire's Building Reserve at the end of the current year is forecast to have a balance of \$174,930 prior to the Officer Recommendation, and \$94,930 after, if approved by the Council.

The Shire is an exempt body from paying stamp duty on purchases.

The Shire owns one other house, located in Hough St, Narrogin, which is occupied by another senior executive staff member of the Shire. That house is approximately 40 years old.

Where the Shire doesn't own suitable housing, the Shire provides rent subsidies to its Executive staff, including some Managers, and to the Chief Executive Officer.

The current house that is leased for the residence of the Chief Executive Officer, is leased from a private landlord, at \$500 per week (\$26,000 pa) and concludes in May 2022.

Purchase of a house will result in the rent previously being paid, able to be invested in the Shire's own asset. Principal and interest repayments of a \$500,000 loan, over a 20 year period, are approximately \$33,000 pa.

The current Budget also anticipated making provision for partial repayment of the loan through repayments of interest and principal of 6 months, equating to \$16,725.

If the loan is not taken out until late April or indeed May 2022, the majority of this amount will be saved.

The settlement date is scheduled for 29 April 2022, however if Municipal Fund cash flow does not require early draw down of the loan, the loan will be delayed until absolutely required.

## Strategic Implications

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

## Comment/Conclusion

The purchase of an executive style home was previously included in the 2021/2022 Budget, however, there are currently limited options within the town. The Shire's Chief Executive Officer, together with the Shire President and Deputy Shire President, viewed several potential properties over the last 6 months, with this proposed acquisition being seen as very good value.

The purchase of this property will aid in the attraction and retention of executive staff, and in particular, the Council's Chief Executive Officer.

## Voting Requirements

Absolute Majority

### **OFFICERS' RECOMMENDATION**

That with respect to the budgeted purchase of an executive style house for the occupation of the Shire's Chief Executive Officer, Council:

1. Endorse the actions of the Chief Executive Officer in submitting an offer to purchase 48A Grant Street, Narrogin;
2. Request the Chief Executive Officer to not draw down the budgeted loan until late April 2022 at the earliest; and
3. Amend the 2021/2022 Budget as follows:
  - a. Increase capital expenditure Job BC100 Staff Housing by \$80,000 from \$500,000 to \$580,000;
  - b. Increase the budgeted Transfer from the Building Reserve from \$196,000 to \$276,000;
  - c. Increase the budgeted Transfer from Reserves GL 5090160 from Nil to \$80,000; and
  - d. Note that the adopted end of year surplus/deficit position, remains at Nil.

# contract for sale of land or strata title by offer and acceptance



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**NOTICE:** Contracts must be lodged with the Office of State Revenue for duty assessment within two (2) months of the date the last person executes the Contract.  
**WARNING -** If the Buyer is not an Australian Citizen or Permanent Resident or a New Zealand Citizen then FIRB approval (and a special condition to this Contract) may be required.  
**WARNING -** If the Purchase Price is \$750,000 or more, Withholding Tax may apply to this Contract (see 2018 General Condition 3.7).  
**WARNING -** If GST is relevant to this transaction then the relevant GST provision should be outlined in the Special Conditions or in an attached GST Annexure, which forms part of this Contract.

TO:

As Agent for the ~~Seller~~ / Buyer

THE BUYER (FULL NAME AND ADDRESS)

SHIRE OF NARROGIN

PO BOX 1145, NARROGIN WA 6312

EMAIL: The Buyer consents to Notices being served at: ceo@narrogin.wa.gov.au

OFFERS TO PURCHASE (as joint tenants/tenants in common specifying the undivided shares) the Land and Property Chattels set out in the Schedule ("the Property") with vacant possession unless stated otherwise in the Special Conditions at the Purchase Price on the terms set out in the Schedule, the Conditions and the Special Conditions.

## SCHEDULE

The Property at:

48A GRANT STREET, NARROGIN WA 6312

Lot 3 Deposited/Survey/Strata/Diagram/Plan S079572 Whole / Part Vol 2985 Folio 159

A deposit of \$5000.00 of which \$NIL is paid now and \$5000.00 to be paid within 7 days of acceptance

to be held by DEVON CONVEYANCING AND LEGAL TRUST ACCOUNT

("the Deposit Holder"). The balance of the Purchase Price to be paid on the Settlement Date.

Purchase Price \$578,000.00

Settlement Date ON OR BEFORE 29TH APRIL 2022

Property Chattels Including FIXED FLOOR COVERINGS, WINDOW TREATMENTS, LIGHT FITTINGS, SECURITY SYSTEM, CAMERAS, DISHWASHER

## GST WITHHOLDING

1. Is this Contract concerning the taxable supply of new residential premises or potential residential land as defined in the GST Act? ☐ YES ☒ NO
2. If NO is ticked or no box is ticked (in which case the answer is deemed to be NO), then the Buyer is not required to make a payment under section 14-250 of the Taxation Administration Act 1953 (Cth).
3. If YES is ticked, then the 'GST Withholding Annexure' should be attached to this Contract.

### FINANCE CLAUSE IS APPLICABLE

LENDER

(NB: If blank, can be any Lender)

LATEST TIME: 4pm on:

AMOUNT OF LOAN:

SIGNATURE OF BUYER

### FINANCE CLAUSE IS NOT APPLICABLE

Signature of the Buyer if Finance Clause IS NOT applicable

**SIGN HERE**

## SPECIAL CONDITIONS

1. THIS OFFER IS SUBJECT TO THE PERIMETER FENCING BEING ON THE BOUNDARIES OF THE LAND PRIOR TO SETTLEMENT

NOTE: IF THIS DOCUMENT IS ON SEPARATE PAGES OR IS TO BE FAXED THEN ALL PARTIES SHOULD SIGN ALL PAGES.

Shire of Narrogin

Agenda Ordinary Council Meeting 15 December 2021

178/252

COMPILED BY: DEBRA 2021 LENDER: SHIRE OF NARROGIN CONTRACT FOR SALE OF LAND OR STRATA TITLE OFFERED AND ACCEPTANCE (REVISED 1-2-21)

# contract for sale of land or strata title by offer and acceptance



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## CONDITIONS

### 1. SUBJECT TO FINANCE

If the Buyer signs the "Finance Clause is not Applicable" box in the Schedule, or if no information is completed in the "Finance Clause is Applicable" box in the Schedule, then this Clause 1 does not apply to the Contract.  
If any information is completed in or the Buyer signs the "Finance Clause is Applicable" box in the Schedule then this Clause 1 applies to the Contract.

#### 1.1 Buyer's Obligation to Apply for Finance and Give Notice to the Seller

##### (a) The Buyer must:

- (1) immediately after the Contract Date make a Finance Application to the Lender using, if required by the Lender, the Property as security; and
- (2) use all best endeavours in good faith to obtain Finance Approval.
- (b) If the Buyer does not comply with Clause 1.1(a) or 1.1(c)(1) then the Contract will not come to an end under Clause 1.2 and the Buyer may not terminate the Contract under Clause 1.3. The rights of the Seller under this Clause 1.1 will not be affected if the Buyer does not comply with Clause 1.1.
- (c) The Buyer must immediately give to the Seller or Seller Agent:
  - (1) an Approval Notice if the Buyer obtains Finance Approval; or
  - (2) a Non Approval Notice if the Finance Application is rejected;at any time while the Contract is in force and effect.

#### 1.2 No Finance Approval by the Latest Time: Non Approval Notice Given

This Contract will come to an end without further action by either Party if on or before the Latest Time:

- (a) written Finance Approval has not been obtained or the Finance Application has been rejected; and
- (b) the Buyer gives a Non Approval Notice to the Seller or Seller Agent.

#### 1.3 No Finance Approval by the Latest Time: No Notice Given

If by the Latest Time:

- (a) the Buyer has not given an Approval Notice to the Seller or Seller Agent; and
  - (b) the Buyer has not given a Non Approval Notice to the Seller or Seller Agent;
- then this Contract will be in full force and effect unless and until either the Seller gives written Notice of termination to the Buyer or the Buyer terminates this Contract by giving a Non Approval Notice to the Seller or Seller Agent.

#### 1.4 Finance Approval: Approval Notice Given

If by the Latest Time, or if Clause 1.5 applies, before the Contract is terminated:

- (a) Finance Approval has been obtained; and
  - (b) the Buyer has given an Approval Notice to the Seller or Seller Agent;
- then this Clause 1 is satisfied and this Contract is in full force and effect.

#### 1.5 Notice Not Given by Latest Time: Seller's Right to Terminate

If by the Latest Time the Buyer has not given an Approval Notice or a Non Approval Notice to the Seller or Seller Agent then at any time until an Approval Notice or a Non Approval Notice is given, the Seller may terminate this Contract by written Notice to the Buyer.

#### 1.6 Buyer Must Keep Seller Informed: Evidence

- (a) If requested in writing by the Seller or Seller Agent the Buyer must:
  - (1) advise the Seller or Seller Agent of the progress of the Finance Application; and
  - (2) provide evidence in writing of the making of a Finance Application in accordance with Clause 1.1(a) and of any loan offer made, or any rejection; and
  - (3) if applicable, advise the Seller or Seller Agent of the reasons for the Buyer not accepting any loan offer.
- (b) If the Buyer does not comply with the request within 2 Business Days then the Buyer authorises the Seller or Seller Agent to obtain from the Lender the information referred to in Clause 1.6(a).

2. Acceptance of this offer will be sufficiently communicated to the Buyer if verbal or written notification is given by the Seller or Seller's Agent to the Buyer that the acceptance has been signed by the Seller.

3. The 2018 General Conditions are incorporated into this Contract so far as they are not varied by or inconsistent with the Conditions or Special Conditions of this Contract.

4. The parties consent to the information in this Contract being used/disclosed by REIWA and the Seller Agent in accordance with the privacy collection notices pursuant to the Australian Privacy Principles that appear on the REIWA and Seller Agent's websites.

### 1.7 Right To Terminate

If a Party has the right to terminate under this Clause 1, then:

- (a) termination must be effected by written Notice to the other Party;
- (b) Clauses 23 and 24 of the 2018 General Conditions do not apply to the right to terminate;
- (c) upon termination the Deposit and any other monies paid by the Buyer must be repaid to the Buyer;
- (d) upon termination neither Party will have any action or claim against the other for breach of this Contract, except for a breach of Clause 1.1 by the Buyer.

### 1.8 Waiver

The Buyer may waive this Clause 1 by giving written Notice to the Seller or Seller Agent at any time before the Latest Time, or if Clause 1.5 applies, before the Contract is terminated. If waived this Clause is deemed satisfied.

### 1.9 Definitions

In this Clause:

**Amount of Loan** means either the amount referred to in the Schedule or any lesser amount of finance referred to in the Finance Application. If the amount referred to in the Schedule is blank, then the amount will be an amount equivalent to the Purchase Price.  
**Approval Notice** means a Notice in writing given by the Buyer or the Lender to the Seller, or Seller Agent to the effect that Finance Approval has been obtained.  
**Finance Application** means an application made by or on behalf of the Buyer to the Lender to lend any monies payable under the Contract.

**Finance Approval** means:

- (a) a written approval by the Lender of the Finance Application or a written offer to lend or a written notification of an intention to offer to lend made by the Lender; and
- (b) for the Amount of Loan; and
- (c) which is unconditional or subject to terms and conditions:
  - (i) which are the Lender's usual terms and conditions for finance of a nature similar to that applied for by the Buyer; or
  - (2) which the Buyer has accepted by written communication to the Lender, but a condition which is in the sole control of the Buyer to satisfy will be treated as having been accepted for the purposes of this definition; or
  - (3) which, if the condition is other than as referred to in paragraphs (1) and (2) above includes:
    - (i) an acceptable valuation of any property;
    - (ii) attaining a particular loan to value ratio;
    - (iii) the sale of another property; or
    - (iv) the obtaining of mortgage insurance;and has in fact been satisfied.

**Latest Time** means:

- (a) the time and date referred to in the Schedule; or
- (b) if no date is nominated in the Schedule, then 4pm on the day falling 15 Business Days after the Contract Date.

**Lender** means:

- (a) the lender nominated in the Schedule; or
- (b) if no lender is nominated in the Schedule, any bank, building society, credit union or other institution which makes loans and in each case carries on business in Australia.

**Non Approval Notice** means a Notice in writing given by the Buyer or the Lender to the Seller, or Seller Agent to the effect that the Finance Application has been rejected or Finance Approval has not been obtained.

## BUYER [If a corporation, then the Buyer executes this Contract pursuant to the Corporations Act.]

Signature	Date	Signature	Date
Signature	Date	Signature	Date

## THE SELLER (FULL NAME AND ADDRESS) ACCEPTS the Buyer's offer

TAJAY NOMINEES PTY LTD  
PO BOX 1182, NARROGIN WA 6312  
EMAIL: The Seller consents to Notices being served at: [tracey.brandner@elders.com.au](mailto:tracey.brandner@elders.com.au)

## [If a corporation, then the Seller executes this Contract pursuant to the Corporations Act.]

Signature	Date	Signature	Date
Signature	Date	Signature	Date

### RECEIPT OF DOCUMENTS

The Buyer acknowledges receipt of the following documents:

1. This offer and acceptance
2. Strata disclosure & attachments (if strata)
3. 2018 General Conditions
4. Other

Signature	Signature
-----------	-----------

### RECEIPT OF DOCUMENTS

The Seller acknowledges receipt of the following documents:

1. This offer and acceptance
2. 2018 General Conditions
3. Other

Signature	Signature
-----------	-----------

## CONVEYANCER The Parties appoint their Representative below to act on their behalf and consent to Notices being served on that Representative's email address.

BUYER'S REPRESENTATIVE	SELLER'S REPRESENTATIVE
Name: LANE, BUCK AND HIGGINS	DEVON CONVEYANCING & LEGAL
Signature:	

#### 10.4.5 NARROGIN TENNIS CLUB - COURT RESURFACING PROJECT

File Reference	A115320
Disclosure of Interest	The Author has no Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Narrogin Tennis Club Inc.
Previous Item Numbers	Item 10.4.2 24 November 2020 Res 1120.009
Date	8 December 2021
Author	Dale Stewart – Chief Executive Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments 1. Letter to Shire 2. Resurfacing Budget	

#### Summary

The Narrogin Tennis Club seeks support of the Council for additional finance to complete their proposed Court Resurfacing Project. This project was originally planned to be funded under the Community Sport and Recreation Facilities Fund (CSRFF) Small Grants Scheme, however the Tennis Club has been notified that they have been unsuccessful in their application.

They specifically, seek the following from Council:

- A cash contribution of \$38,162 (which is equal to 1/3 of the total project cost);
- To act as the auspisor for the project; and
- To provide assistance with machinery, labour & materials if there is base preparation required prior to the laying of the new surfaces.

#### Background

The Narrogin Tennis Club had originally applied for this funding under the CSRFF Small Grants Scheme, however their application has been unsuccessful.

Council at its meeting of 24 November 2020 resolved with respect to a similar request, as follows:

*“That with respect to the request of the Narrogin Tennis Club Inc. to support their court resurfacing project, Council:*

- 1. Agree to a letter of support, general grant advice assistance (but not writing) and to auspice the proposed grant if required;*
- 2. Support a cash and or in-kind contribution of up to one-third, being \$66,728.33, of the total project cost of \$200,185.00, plus GST;*
- 3. Consider amending the 2020/21 Budget, or including it in the 2021/22 Budget (dependent upon timing) to reflect the project, should the grant application be successful, with Council’s contributory funding indicatively to be allocated from the second round of the Federal Government’s Local Roads and Community Infrastructure Program; and*
- 4. Authorise the Shire President and Chief Executive Officer to lobby for the inclusion of the project as an election commitment for the community of Narrogin from all State political parties.”*



As the project was not included in 'election promises' nor announced as unsuccessful through the CSRFF Round, both of which occurred prior to the adoption of the 21/22 Budget, it was not included in the current Budget.

It is noted that the amount requested now is significantly less than previously thought due to an error in the quotation provided to the Tennis Club by the supplier.

### Consultation

The Chief Executive Officer has discussed the proposal with the President of the Narrogin Tennis Club.

### Statutory Environment

The Council, if it were to agree to the request for financial consideration, needs to resolve to do so by an absolute majority, as the project is not contained within the current financial year Budget (section 6.8 of the Local Government Act 1995). The amount requires financing, and therefore a Budget amendment.

### Policy Implications

There are no known policy implications, however of recent years the precedent and practice (of the Council) is that the Shire generally supports infrastructure projects undertaken by sporting and cultural groups on its land and facilities to 1/3<sup>rd</sup>.

This request and proposal is consistent with that approach and demonstrates that the Clubs are either; leveraging external funds; or sufficiently financially sound and confident in their future, to be able to accommodate such infrastructure projects.

### Financial Implications

In summary;

Expenditure proposed: \$114,485.00 (plus GST) for resurfacing of 4 Synthetic Courts and 4 Plexipave courts. It is noted that the western most 2 synthetic court would remain in 'poor condition', somewhat surplus to need at the moment.

Income proposed:

Narrogin Tennis Club (cash)	\$72,448.33
Narrogin Tennis Club (in-kind)	\$3,875.00
Shire of Narrogin (cash) (representing 33.33%)	\$38,161.67
<b>TOTAL</b>	<b><u>\$114,485.00</u></b>

The proposed budget, however, does not account for the in-kind support that the Tennis Club has requested from the Shire of Narrogin, if needed. It is not anticipated that this will be required, however the Administration has made a small provision, should it be (with limitations).



Figure 1 12 Tennis Courts to the west of the NRLC Building

As the Club wishes to undertake the project at the conclusion of their current season, in approximately March 2022, it requires support 'out of budget'.

The Shire's contribution is proposed to be financed by a transfer from the Building Reserve, which is budgeted to have \$174,930 less \$80,000 (for the house acquisition at Item 10.4.4) at the end of the current financial year on current budget predictions (prior to this change).

### Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective	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 Club has noted that the Narrogin Tennis Club is the centre of the Upper Great Southern Tennis Zone and that some of its regular users include:

- Narrogin Senior High School
- Keith O'Brien – Junior Coaching
- Brad Bassett – Regional Coaching
- SunSmart School Tennis Classic – Regional Tournament.

Providing the resurfacing for the 8 courts will ensure that the facility continues to retain members and continues to attract regular events in future years, as well as reducing maintenance costs associated with the existing aging surfaces.

Depending upon wear and usage and environmental factors, Plexipave and synthetics surfaces typically last 8-15 years without any real need for repairs or replacement.

### Voting Requirements

Absolute Majority

#### **OFFICERS' RECOMMENDATION**

That with respect to the request of the Narrogin Tennis Club to support the Court Resurfacing Project, Council:

1. Act as auspisor for the project;
2. Provide assistance with the supplying of machinery, labour and materials, if required, due to base preparation prior to the resurfacing occurring to a maximum of \$2,000, funded from Member Donations Account General Ledger No. 2040120.
3. Amend the 2021/2022 Budget as follows:
  - a. Create new capital expenditure Job Tennis Courts \$114,485 from Nil;
  - b. Increase the budgeted income GL 5110254 REC – Other Income Contributions from Nil to \$76,323;
  - c. Increase the budgeted Transfer from the Building Reserve by \$38,162; and
  - d. Note that the adopted end of year surplus/deficit position, remains at Nil.

Narrogin Tennis Club Inc  
PO Box 306  
Narrogin WA 6312

Mr Dale Stewart  
Chief Executive Officer  
Shire of Narrogin  
PO Box 1145  
Narrogin WA 6312

Dear Dale

### **Narrogin Tennis Club - Court Resurfacing Project**

As discussed with you in recent weeks, the Narrogin Tennis Club (NTC) intends to resurface four synthetic courts that run parallel to Clayton Road and the four hard courts (Plexipave) at the rear of the Club. The current synthetic surface was laid approximately 20 years ago and has worn to a level where they are challenging to play on (raised lines) and unsafe (high sand content and slippery underfoot). The hardcourts were surfaced in 2012 and are at the end of their predicted 7 to 10-year life.

In February this year, we were unsuccessful with our funding application to the Dept of Local Government, Sport and Cultural Industries for the 6 synthetic courts. The Dept has advised us that a resurfacing project is unlikely to be successful under the CSRFF Small Grants scheme.

We have scaled back our project from 6 synthetic courts to 4 and added the 4 hard courts based on the Dept's advice. This will give us 8 well-presented courts (4 synthetic, 4 Plexipave). Our YIYO budget demonstrates that this is a sustainable project for the Club, with the support of the Shire.

The Narrogin Tennis Club is the centre of the Upper Great Southern Tennis Zone and a valuable part of the town's sporting precinct. The current regular users of the courts include:

- Narrogin Senior High School – physical education program
- Keith O'Brien – junior coaching
- Brad Bassett – regional coaching
- Sunsmart School Tennis Classic – regional tournament
- Community – court hire
- Members -
  - Tuesday morning social
  - Tuesday night 'Fast 4'
  - Wednesday night pennants
  - Saturday afternoon pennants
  - Sunday afternoon social

We request the support of the Shire to make this court resurfacing project a reality. Specifically, we seek the following from Council:

1. A cash contribution of \$38,162, equal to 1/3<sup>rd</sup> of the total project cost
2. Acting as auspisor for the project so that the GST of approximately \$11,000 isn't an additional project cost (NTC has an ABN but is not registered for GST)
3. Assistance with machinery, labour & materials if some base preparation is required prior to laying the new surface.

I have attached a project budget which calculates the proposed contribution from the Shire of \$38,162, net of GST.

I have also attached the quotes from Sports Surfaces for both the 4 synthetic and 4 Plexipave. There are significant cost savings if all courts can be upgraded simultaneously, and the quotations from Sports Surfaces are prepared on this basis.

We would appreciate if our request could be included in the agenda for the Council meeting scheduled for 15<sup>th</sup> December 2021

Please contact me if you have any questions.

Regards

A handwritten signature in black ink that reads "Dale Woodruff". The signature is written in a cursive, flowing style.

Dale Woodruff  
President

29/11/2021

Narrogin Tennis Club (NTC)  
 Resurfacing Project (4 synthetic courts and 4 Plexipave)  
 Project costs (estimated):

**Sports Surfaces quote:**

Supply and install 4 synthetic courts

Re-surface 4 Plexipave hard courts

**NTC In-kind:**

Remove nets and posts

Cut turf into sections and remove and roll for disposal

Remove turf from site

**Total Project Cost**

Labour Hours	Rate	Cost	Machinery Hours	Rate	Cost	External Contractor	Total
						\$ 74,870.00	\$ 74,870.00
						\$ 35,740.00	\$ 35,740.00
4	\$ 25.00	\$ 100.00					\$ 100.00
80	\$ 25.00	\$ 2,000.00	10	\$ 100.00	\$ 1,000.00		\$ 3,000.00
15	\$ 25.00	\$ 375.00	4	\$ 100.00	\$ 400.00		\$ 775.00
99	\$ 25.00	\$ 2,475.00	14	\$ 100.00	\$ 1,400.00	\$ 110,610.00	<b>\$ 114,485.00</b>

Proposed share of cost:

NTC:

Cash

In-kind

\$ 72,448.33

\$ 3,875.00

\$ 76,323.33

Shire of Narrogin

\$ 38,161.67

**\$ 114,485.00**

Notes:

All costs listed above are GST exclusive

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



## OFFICERS' RECOMMENDATION

That, with respect to the discussion on the report relating to the Chief Executive Officer's Annual Appraisal, the meeting be closed to the public, pursuant to Section 5.23(2)(a) of the Local Government Act 1995.

### 10.4.6 CHIEF EXECUTIVE OFFICER'S ANNUAL APPRAISAL

File Reference	Personal File
Disclosure of Interest	The Author has a Financial & Impartiality Interest that requires disclosure being the person's contract of employment.
Applicant	Dale Stewart and Leigh Ballard, Shire President
Previous Item Numbers	Item 10.4.5 27 October 2020 Res 1020.013.
Date	7 December 2021
Author	Dale Stewart - Chief Executive Officer
Authorising Officer	Dale Stewart - Chief Executive Officer
<b>Attachments</b> 1. Confidential Attachment – Performance Report (under separate cover) 2. Confidential Attachment – Summary Report (under separate cover) 3. Employment Contract (under separate cover)	

#### Summary

The Chief Executive Officer seeks agreement from the Council as to the officer's annual appraisal coordinated by the Shire President and facilitated by independent firm Price Consulting Group.

#### Background

The Chief Executive Officer commenced employment with the Shire of Narrogin on 31 May 2018, on a five-year fixed term performance-based Employment Contract, with an annual requirement for appraisal by the Council.

#### Consultation

The Chief Executive Officer has consulted with the Shire President and Deputy Shire President.

The Shire President and through the facilitator, consulted with and sought feedback from the Elected Members and several senior and direct report employees.

The outcome is a new set of agreed Key Performance Indicators for the coming 12 months, together with a review of the annual remuneration package of the Chief Executive Officer as required by the contract. The appraisal was conducted during the months of November/December 2021.

## Statutory Environment

The Chief Executive Officer's Contract of Employment (Attachment 1), contract law, employment law and relevant taxation law relates. Section 5.38 of the Local Government Act 1995 requires the local government to review the performance of the CEO at least once per annum.

Sections 5.39A and B of that Act specify regulations in relation to reviewing performance of a Chief Executive Officer.

Local Government (Administration) Regulations 1996, regulation 18FA also relates.

## Policy Implications

The Council's Policy Manual contains no policies that relate and nor are there any proposed.

The Council's 24 February 2021 adopted 'Standards for CEO Recruitment, Performance and Termination' pursuant to Schedule 2 — Model standards for CEO recruitment, performance and termination [Local Government Act 1995 S5.39A & Local Government (Administration) Regulations 1996 R18FA] also relates as follows:

*"16. Performance review process to be agreed between local government and Chief Executive Officer*

*(1) The local government and the CEO must agree on — (a) the process by which the CEO's performance will be reviewed; and (b) any performance criteria to be met by the CEO that are in addition to the contractual performance criteria.*

*(2) Without limiting subclause (1), the process agreed under subclause (1)(a) must be consistent with clauses 17, 18 and 19.*

*(3) The matters referred to in subclause (1) must be set out in a written document.*

*17. Carrying out a performance review (1) A review of the performance of the CEO by the local government must be carried out in an impartial and transparent manner. (2) The local government must — (a) collect evidence regarding the CEO's performance in respect of the contractual performance criteria and any additional performance criteria in a thorough and comprehensive manner; and (b) review the CEO's performance against the contractual performance criteria and any additional performance criteria, based on that evidence.*

*18. Endorsement of performance review by local government Following a review of the performance of the CEO, the local government must, by resolution of an absolute majority of the council, endorse the review.*

*19. CEO to be notified of results of performance review After the local government has endorsed a review of the performance of the CEO under clause 18, the local government must inform the CEO in writing of — (a) the results of the review; and (b) if the review identifies any issues about the performance of the CEO — how the local government proposes to address and manage those issues".*

## Financial Implications

The provisions of the Chief Executive Officer's Remuneration Package are contained within the Council's Budget and any variations to the Remuneration Package, pursuant to the outcomes of appraisal, must not exceed the value laid out by the State Government, pursuant to the Salaries and

Allowances Tribunal Determination of 8 April 2021 available here: [Local Government Chief Executive Officers and Elected Members Determination No 1 of 2021 \(www.wa.gov.au\)](http://www.wa.gov.au)

That determination included the following outcomes:

*“12. The Tribunal has determined that remuneration, fees, expenses and allowance ranges provided to CEOs and elected members will be maintained at current levels. The ranges remain appropriate within the wider framework of senior public offices and the current economic climate.*

*13. The Tribunal notes that each local government can set remuneration within the band to which it is allocated. Any increase, within the bands, must be determined by each local government through its own assessment of whether changes are justified”.*

The total employment package, inclusive of superannuation, salary, vehicle etc, that any Chief Executive Officer on salary band 3 (as per Narrogin).

### Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective	4.	Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1	An efficient and effective organisation
Strategy:	4.1.1	Continually improve operational efficiencies and provide effective services
Strategy:	4.1.2	Continue to enhance communication and transparency
Outcome:	4.2	An employer of choice
Strategy:	4.2.1	Provide a positive, desirable workplace

### Comment/Conclusion

Clause 3.3 of the officer's Employment Contract requires the Council and the Chief Executive Officer to agree who the Reviewer of the officer is to be. The Chief Executive Officer agreed with the Council as a whole being the Reviewer and utilising Price Consulting Group as an independent facilitator for this year's review.

Clauses 3 and 6 deal with the annual review and variations to the Officer's Remuneration Package.

For the Council's consideration and review.

### Voting Requirements

Whilst the Local Government Act 1995 does not specify that the Chief Executive Officer's review is to be by an absolute majority, the Model Standards, to which the Council has adopted, does specify that such reviews must be adopted by Absolute Majority (clause 18).

Appointment and renewals of contracts of Chief Executive Officer's must also be made by an absolute majority decision.

### **OFFICERS' RECOMMENDATION**

That with respect to the Chief Executive Officer's annual appraisal provided to Elected Members under confidential cover, the Council, pursuant to section 5.38, 5.39A and 5.39B of the Local Government Act 1995, and clauses 3 and 6 of the officer's employment contract, endorse the CEO Performance Review and the Remuneration Review, Key Result Areas and Key Performance Indicators contained therein including the confidential recommendations numbered 1, 2, 3 and 4.

### **SHIRE PRESIDENT'S RECOMMENDATION**

In accordance with sections 5.36 and 5.39(4) of the Local Government Act 1995, and clauses 2.2 of the Chief Executive Officer's employment contract, Council:

1. Notes that the current CEO remains suitably qualified for the position; and is satisfied with the provisions of the current employment contract; and
2. Authorises the Shire President and Deputy Shire President to enter into negotiations with the officer regarding a contract renewal for another term of 5 years, on the same terms, conditions and remuneration as the existing contract, with the exception of the requirement for a new probationary period and with it commencing on 31 May 2023; and
3. Subject to being satisfied with those negotiations, to authorise signing and affixing of the Shire's common seal to that contract by those two Elected Members.

### **OFFICERS' RECOMMENDATION**

That the meeting be re-opened to the public.

#### 10.4.7 LOCAL GOVERNMENT REFORM SUBMISSION

File Reference	13.5.4
Disclosure of Interest	The Author has an Impartiality Interest that requires disclosure as the reform references how Chief Executive Officer (CEO) Key Performance Indicators might be handled into the future and changes to the role of a CEO.
Applicant	Nil
Previous Item Numbers	Nil
Date	3 December 2021
Author	Dale Stewart – Chief Executive Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	1. Local Government Reform Summary of Proposed Reforms

#### Summary

The Western Australian Local Government Association (WALGA) are seeking submissions into the proposed Minister for Local Government's Local Government Act Reform process.

#### Background

The State Government have recently advised of a 3 month consultation period, which is due to close on Friday 4 February 2022, (postscript now extended to 25 February) on the proposed Local Government Act legislative reforms.

At WALGA's State Council Meeting held on Wednesday 1 December, the State Council resolved to approach the Minister for Local Government for an extension to the consultation period by 1 month due to the Christmas holiday period. A response has been received extending submissions now to 25 February 2022.

The following is the timeline and process for a sector submission on the Local Government Legislative Reform Program developed by WALGA:

- Friday 28 January 2022 - Local Governments requested to provide feedback to WALGA by 5pm;
- February 2022 – Zone Meetings to consider a draft sector submission;
- Wednesday 23 February at 4pm – WALGA Special Meeting of State Council via video conference to endorse submission; and
- Friday 25 February - WALGA to present submission to the State Government.

#### Consultation

Consultation has occurred with WALGA, Local Government Professionals (WA) and other Local Governments in the WALGA Central Country Zone.

#### Statutory Environment

The reforms relate to the Local Government Act 1995, an Act of State Parliament that has now been substantially in place since 1996, some 25 years.

## Policy Implications

The Council's Policy Manual contains no policies that relate and nor are there any proposed.

## Financial Implications

There are no known meaningful financial implications relative to this matter in excess of officer time and minor administrative cost. It should be noted that this comment relates to the submission process not the impact of any reform. This is too hypothetical to go into researching costs / savings in relation to the various proposed reforms at this stage.

## Strategic Implications

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

## Comment/Conclusion

The Department of Local Government, Sport and Cultural Industries notes the following:

*"Local government benefits all Western Australians. It is critical that local government works with:*

- a culture of openness to innovation and change*
- continuous focus on the effective delivery of services*
- respectful and constructive policy debate and democratic decision-making*
- an environment of transparency and accountability to ensure effective public engagement on important community decisions.*

*Since first coming to office in 2017, the McGowan Government has already progressed reforms to improve specific aspects of local government performance. This includes new laws that work to improve transparency, cut red tape, and support jobs growth and economic development - ensuring that local government works for the benefit of local communities.*

*Based on the significant volume of research and consultation undertaken over the past five years, the Minister for Local Government has now announced the most significant package of major reforms to local government in Western Australia since the Local Government Act 1995 was passed more than 25 years ago. The package is based on six major themes:*

- 1. Earlier intervention, effective regulation and stronger penalties*
- 2. Reducing red tape, increasing consistency and simplicity*
- 3. Greater transparency and accountability*
- 4. Stronger local democracy and community engagement*
- 5. Clear roles and responsibilities*
- 6. Improved financial management and reporting.*



*A large focus on the new reform is oversight and intervention where there are significant problems arising within a local government. The introduction of new intermediate powers for intervention will increase the number of tools available to more quickly address problems and dysfunction within local governments. The proposed system for early intervention has been developed based on similar legislation in place in other jurisdictions, including Victoria and Queensland. This will deliver significant benefits for small business, residents and ratepayers, industry, elected members and professionals working in the sector”.*

Elected Members should refer to the Attachment for a suggested response to each of the proposed matters slated for reform. Most are supported and relatively inconsequential.

Several are potentially far reaching, including;

- a maximum number of elected members (five) for smaller local governments up to 5,000 population;
- the election of Mayor / President by the people (for certain sized local governments);
- reversion to preferential voting for election of elected members; and
- compulsory live streaming and audio recording of meetings, including confidential meetings.

It is pleasing to see the Minister has listened to some of the concerns of the sector in relation to ‘size and scale’ with compliance and reporting.

The Council is free to alter any or all of the comments listed as ‘Shire of Narrogin Response’.

## **Voting Requirements**

Simple Majority

### **OFFICERS' RECOMMENDATION**

That with respect to the Minister for Local Government’s Local Government Reform Proposals, Council endorse this Shire’s responses, in accordance with the Attachment.

# Local Government Reform - Summary of Proposed Reforms

## **WALGA Advocacy Positions and Recommendations**

**November 2021**

## About WALGA

The WA Local Government Association (WALGA) is working for Local Government in Western Australia. As the peak industry body, WALGA advocates on behalf of 139 Western Australian Local Governments. As the united voice of Local Government in Western Australia, WALGA is an independent, membership-based organization representing and supporting the work and interests of Local Governments in Western Australia. WALGA provides an essential voice for 1,220 Elected Members, approximately 22,000 Local Government employees (16,500 Full Time Equivalent's) as well as over 2.5 million constituents of Local Governments in Western Australia.

## Contacts

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## Local Government Act Review Process

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WALGA through consultation with the Local Government Sector endorsed sector advocacy positions relating to Local Government Act amendments in March 2019 and December 2020. These advocacy positions were developed considering (but not limited to);

- The Department of Local Government, Sport and Cultural Industries (DLGSC) consultation on Act Reform (2017-2020)
- The City of Perth Inquiry Report (mid 2020)
- The State Parliament's Select Committee Report into Local Government (late 2020)

In December 2020, WALGA endorsed the following principles for any review of the Local Government Act.

## Local Government Reform – WALGA Principles

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That the following key principles be embodied in the Local Government Act:

1. Uphold the general competence principle currently embodied in the Local Government Act
2. Provide for a flexible, principles-based legislative framework
3. Promote a size and scale compliance regime
4. Promote enabling legislation that empowers Local Government to carry out activities beneficial to its community taking into consideration Local Governments' role in creating a sustainable and resilient community through:
  - i. Economic development
  - ii. Environmental protection, and
  - iii. Social advancement
5. Avoid red tape and 'de-clutter' the extensive regulatory regime that underpins the Local Government Act, and
6. The State Government must not assign legislative responsibilities to Local Governments unless there is provision for resources required to fulfil the responsibilities.

It is worth noting that of the above principles, items 1, 2, and 3 are addressed in these legislative reform proposals and principles 4 and 5 are partially addressed.

**Theme 1: Early Intervention, Effective Regulation and Stronger Penalties**

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
<b>1.1 Early Intervention Powers</b>		
<ul style="list-style-type: none"> <li>The Act provides the means to regulate the conduct of local government staff and council members and sets out powers to scrutinise the affairs of local government. The Act provides certain limited powers to: <ul style="list-style-type: none"> <li>Suspend or dismiss councils</li> <li>Appoint Commissioners</li> <li>Suspend or, order remedial action (such as training) for individual councillors.</li> </ul> </li> <li>The Act also provides the Director General with the power to: <ul style="list-style-type: none"> <li>Conduct Authorised Inquiries</li> <li>Refer allegations of serious or recurrent breaches to the State Administrative Tribunal</li> <li>Commence prosecution for an offence under the Act.</li> </ul> </li> <li>Authorised Inquiries are a costly and a relatively slow response to significant issues. Authorised Inquiries are currently the only significant tool for addressing significant issues within a local government.</li> <li>The Panel Report, City of Perth Inquiry, and the Select Committee Report made various recommendations related to the establishment of a specific office for local government oversight.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to establish a Chief Inspector of Local Government (the <b>Inspector</b>), supported by an Office of the Local Government Inspector (the <b>Inspectorate</b>).</li> <li>The Inspector would receive minor and serious complaints about elected members.</li> <li>The Inspector would oversee complaints relating to local government CEOs.</li> <li>Local Governments would still be responsible for dealing with minor behavioural complaints.</li> <li>The Inspector would have powers of a standing inquiry, able to investigate and intervene in any local government where potential issues are identified.</li> <li>The Inspector would have the authority to assess, triage, refer, investigate, or close complaints, having regard to various public interest criteria – considering laws such as the <i>Corruption, Crime and Misconduct Act 2003</i>, the <i>Occupational Safety and Health Act 1984</i>, the <i>Building Act 2011</i>, and other legislation.</li> <li>The Inspector would have powers to implement minor penalties for less serious breaches of the Act, with an appeal mechanism.</li> <li>The Inspector would also have the power to order a local government to address non-compliance with the Act or Regulations.</li> <li>The Inspector would be supported by a panel of <b>Local Government Monitors</b> (see item</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Items 1.1, 1.2 and 1.3 <u>generally align</u> with WALGA Advocacy Position 2.6.8 - ‘Establish Office of Independent Assessor’</p> <p><i>The Local Government sector supports:</i></p> <ol style="list-style-type: none"> <li><i>Establishing an Office of the Independent Assessor to replace the Standards Panel to provide an independent body to receive, investigate and assess complaints against Elected Members and undertake inquiries.</i></li> <li><i>Remove the CEO from being involved in processing complaints.</i></li> <li><i>That an early intervention framework of monitoring to support Local Governments be provided with any associated costs to be the responsibility of the State Government.</i></li> <li><i>An external oversight model for local level behavioural complaints made under Council Member, Committee Member and Candidate Codes of Conduct, that is closely aligned to the Victorian Councillor Complaints Framework.</i></li> </ol> <p><b>Comment</b></p> <p>The Local Government sector is in favour of early intervention and a swift response to potentially disruptive or dysfunctional behaviours. The Proposed Reforms state ‘<i>Local Governments would still be responsible for dealing with minor behavioural complaints</i>’ and therefore do not go as far as the Sector’s recent request for an external</p>

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
	<p>1.2).</p> <ul style="list-style-type: none"> <li>• The existing Local Government Standards Panel would be replaced with a new <b>Conduct Panel</b> (see item 1.3).</li> <li>• <b>Penalties</b> for breaches to the Local Government Act and Regulations will be reviewed and are proposed to be generally strengthened (see item 1.4).</li> <li>• These reforms would be supported by new powers to more quickly resolve issues within local government (see items 1.5 and 1.6).</li> </ul>	<p>oversight model for the independent assessment of local level complaints (State Council Res: 264.5/2021 – September 2021). However this will be mitigated with the Inspector able to respond to a Local Government having unresolved matters by appointing a monitor to assist the Local Government.</p> <p>It is expected the Local Government Inspector would be funded by the State Government, however it is noted that the cost of the Local Government Monitors and the Conduct Panel would be borne by the Local Government concerned.</p> <p><b>Recommendation</b></p> <ol style="list-style-type: none"> <li>1. Support the proposed reforms as they align with the sectors position on external oversight and support.</li> <li>2. Request the Minister to explore alternate mechanisms for resolving local level complaints.</li> </ol> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>• Support WALGA recommendation(s) bar requesting clarification about what is intended with respect to complaints about LG CEOs. In some communities the ‘Inspector’ could be kept very busy dealing with vexatious or frivolous complaints. E.g., only complaints about CEOs that have been made by an Elected Member, do not relate to other jurisdictions such as the Police, CCC,</li> </ul>



CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
		<p>etc. Clarification and detail required. Also, clarification that it is not a 'public' process that could damage reputations purely by virtue of 'an allegation' being made, when or if it is subsequently not substantiated.</p>
<b>1.2 Local Government Monitors</b>		
<ul style="list-style-type: none"> <li>There are currently no legislative powers for the provision of monitors/ temporary advisors.</li> <li>The DLGSC provides support and advice to local governments, however there is no existing mechanism for pre-qualified, specialised assistance to manage complex cases.</li> </ul>	<ul style="list-style-type: none"> <li>A panel of <b>Local Government Monitors</b> would be established.</li> <li>Monitors could be appointed by the Inspector to go into a local government and try to resolve problems.</li> <li>The purpose of Monitors would be to proactively fix problems, rather than to identify blame or collect evidence.</li> <li>Monitors would be qualified specialists, such as:                         <ul style="list-style-type: none"> <li>Experienced and respected former Mayors, Presidents, and CEOs - to act as mentors and facilitators</li> <li>Dispute resolution experts - to address the breakdown of professional working relationships</li> <li>Certified Practicing Accountants and other financial specialists - to assist with financial management and reporting issues</li> <li>Governance specialists and lawyers - to assist councils resolve legal issues</li> <li>HR and procurement experts - to help with processes like recruiting a CEO or undertaking a major land transaction.</li> </ul> </li> <li>Only the Inspector would have the power to</li> </ul>	<p>As above</p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li><b>Support WALGA recommendation(s)</b></li> </ul>

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
	<p>appoint Monitors.</p> <ul style="list-style-type: none"> <li>Local governments would be able to make requests to the Inspector to appoint Monitors for a specific purpose.</li> </ul> <p><b>Monitor Case Study 1 – Financial Management</b></p> <p>The Inspector receives information that a local government is not collecting rates correctly under the <i>Local Government Act 1995</i>. Upon initial review, the Inspector identifies that there may be a problem. The Inspector appoints a Monitor who specialises in financial management in local government. The Monitor visits the local government and identifies that the system used to manage rates is not correctly issuing rates notices. The Monitor works with the local government to rectify the error, and issue corrections to impacted ratepayers.</p> <p><b>Monitor Case Study 2 – Dispute Resolution</b></p> <p>The Inspector receives a complaint from one councillor that another councillor is repeatedly publishing derogatory personal attacks against another councillor on social media, and that the issue has not been able to be resolved at the local government level. The Inspector identifies that there has been a relationship breakdown between the two councillors due to a disagreement on council.</p> <p>The Inspector appoints a Monitor to host mediation sessions between the councillors. The Monitor works with the councillors to address the dispute. Through regular meetings, the councillors agree to a working relationship based on the</p>	

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
	council's code of conduct. After the mediation, the Monitor occasionally makes contact with both councillors to ensure there is a cordial working relationship between the councillors.	
<b>1.3 Conduct Panel</b>		
<ul style="list-style-type: none"> <li>The Local Government Standards Panel was established in 2007 to resolve minor breach complaints relatively quickly and provide the sector with guidance and benchmarks about acceptable standards of behaviour.</li> <li>Currently, the Panel makes findings about alleged breaches based on written submissions.</li> <li>The City of Perth Inquiry report made various recommendations that functions of the Local Government Standards Panel be reformed.</li> </ul>	<ul style="list-style-type: none"> <li>The Standards Panel is proposed to be replaced with a new Local Government <b>Conduct Panel</b>.</li> <li>The Conduct Panel would be comprised of suitably qualified and experienced professionals. Sitting councillors will not be eligible to serve on the Conduct Panel.</li> <li>The Inspector would provide evidence to the Conduct Panel for adjudication.</li> <li>The Conduct Panel would have powers to impose stronger penalties – potentially including being able to suspend councillors for up to three months, with an appeal mechanism.</li> <li>For very serious or repeated breaches of the Local Government Act, the Conduct Panel would have the power to recommend prosecution through the courts.</li> <li>Any person who is subject to a complaint before the Conduct Panel would have the right to address the Conduct Panel before the Panel makes a decision.</li> </ul>	<p>As above</p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li><b>Support WALGA recommendation(s)</b></li> </ul>
<b>1.4 Review of Penalties</b>		
<ul style="list-style-type: none"> <li>There are currently limited penalties in the Act for certain types of non-compliance with the Local Government Act.</li> </ul>	<ul style="list-style-type: none"> <li>Penalties for breaching the Local Government Act are proposed to be strengthened.</li> <li>It is proposed that the suspension of</li> </ul>	<p><u><b>Current Local Government Position</b></u></p> <p>Items 1.4 and 1.5 <u>expand upon</u> Advocacy Position 2.6.9 - 'Stand Down Proposal'</p>

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
	<p>councillors (for up to three months) is established as the main penalty where a councillor breaches the Local Government Act or Regulations on more than one occasion.</p> <ul style="list-style-type: none"> <li>• Councillors who are disqualified would not be eligible for sitting fees or allowances. They will also not be able to attend meetings, or use their official office (such as their title or council email address).</li> <li>• It is proposed that a councillor who is suspended multiple times may become disqualified from office.</li> <li>• Councillors who do not complete mandatory training within a certain timeframe will also not be able to receive sitting fees or allowances.</li> </ul>	<p><i>WALGA supports, in principle, a proposal for an individual elected member to be 'stood down' from their duties when they are under investigation, have been charged, or when their continued presence prevents Council from properly discharging its functions or affects the Council's reputation, subject to further policy development work being undertaken. Further policy development of the Stand Down Provisions must involve active consultation with WALGA and specific consideration of the following issues of concern to the Sector:</i></p> <ol style="list-style-type: none"> <li><i>1. That the Department of Local Government endeavour to ensure established principles of natural justice and procedural fairness are embodied in all aspects of the proposed Stand Down Provisions; and</i></li> <li><i>2. That activities associated with the term 'disruptive behaviour', presented as reason to stand down a defined Elected Member on the basis their continued presence may make a Council unworkable, are thoroughly examined and clearly identified to ensure there is awareness, consistency and opportunity for avoidance.</i></li> </ol> <p><b>Comment</b> The Local Government sector has long-standing advocacy positions supporting stronger penalties as a deterrent to disruptive Council Member behaviours. Clear guidance will be required to ensure there is consistent application of the power given to Presiding Members.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
		<p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>• <b>Support WALGA recommendation(s)</b></li> </ul>
<b>1.5 Rapid Red Card Resolutions</b>		
<ul style="list-style-type: none"> <li>• Currently, local governments have different local laws and standing orders that govern the way meetings run. Presiding members (Mayors and Presidents) are reliant on the powers provided in the local government standing orders local laws.</li> <li>• Differences between local governments is a source of confusion about the powers that presiding members have to deal with disruptive behaviours at council meetings.</li> <li>• Disruptive behaviour at council meetings is a very common cause of complaints. Having the Presiding Member be able to deal with these problems should more quickly resolve problems that occur at council meetings.</li> </ul>	<ul style="list-style-type: none"> <li>• It is proposed that Standing Orders are made consistent across Western Australia (see item 2.6). Published recordings of all meetings would also become standard (item 3.1).</li> <li>• It is proposed that Presiding Members have the power to “red card” any attendee (including councillors) who unreasonably and repeatedly interrupt council meetings. This power would: <ul style="list-style-type: none"> <li>○ Require the Presiding Member to issue a clear first warning</li> <li>○ If the disruptions continue, the Presiding Member will have the power to “red card” that person, who must be silent for the rest of the meeting. A councillor issued with a red card will still vote, but must not speak or move motions</li> <li>○ If the person continues to be disruptive, the Presiding Member can instruct that they leave the meeting.</li> </ul> </li> <li>• Any Presiding Member who uses the “red card” or ejection power will be required to notify the Inspector.</li> <li>• Where an elected member refuses to comply with an instruction to be silent or leave, or where it can be demonstrated that the presiding member has not followed the law in using these powers, penalties can be imposed</li> </ul>	<p>As above</p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>• <b>Support WALGA recommendation(s) noting that it could be open to abuse if not supported by clear guidelines.</b></li> </ul>

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
	through a review by the Inspector.	
<b>1.6 Vexatious Complaint Referrals</b>		
<ul style="list-style-type: none"> <li>No current provisions.</li> <li>The Act already provides a requirement for Public Question Time at council meetings.</li> </ul>	<ul style="list-style-type: none"> <li>Local governments already have a general responsibility to provide ratepayers and members of the public with assistance in responding to queries about the local government's operations. Local governments should resolve queries and complaints in a respectful, transparent and equitable manner.</li> <li>Unfortunately, local government resources can become unreasonably diverted when a person makes repeated vexatious queries, especially after a local government has already provided a substantial response to the person's query.</li> <li>It is proposed that if a person makes repeated complaints to a local government CEO that are vexatious, the CEO will have the power to refer that person's complaints to the Inspectorate, which after assessment of the facts may then rule the complaint vexatious.</li> </ul>	<p><b><u>Current Local Government Position</u></b>  Item 1.6 <b><u>expands upon</u></b> Advocacy Position 2.6.11 – 'Vexatious complainants in relation to FOI applications'  <i>WALGA advocates for the Freedom of Information Act 1992 (WA) to be reviewed, including consideration of:</i></p> <ol style="list-style-type: none"> <li><i>Enabling the Information Commissioner to declare vexatious applicants similar to the provisions of section 114 of the Right to Information Act 2009 (QLD);</i></li> <li><i>Enabling an agency to recover reasonable costs incurred through the processing of a Freedom of Information access application where the application is subsequently withdrawn; and</i></li> <li><i>Modernisation to address the use of electronic communications and information.</i></li> </ol> <p><b>Comment</b></p> <p>The Act has been expanded significantly in recent years to permit an increased level of public involvement, scrutiny and access to information relating to the decisions, operations and affairs of Local Government in WA. Introducing a means to limit capacity for unreasonable complainants to negatively impact Local Governments will provide a necessary balance between the openness and transparency of the sector and the reasonable entitlement of citizens to interact with their Local Government.</p>



Local Government Reform – Consultation on Proposed Reforms

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
		<p><b>Recommendation</b></p> <p><b>Supported</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>• <b>Support WALGA recommendation(s)</b></li> </ul>
<b>1.7 Minor Other Reforms</b>		

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
<ul style="list-style-type: none"> <li>Other minor reforms are being considered to enhance the oversight of local government.</li> <li>Ministerial Circulars have traditionally been used to provide guidance to the local government sector.</li> </ul>	<ul style="list-style-type: none"> <li>Potential other reforms to strengthen guidance for local governments are being considered.</li> <li>For example, one option being considered is the potential use of sector-wide guidance notices. Guidance notices could be published by the Minister or Inspector, to give specific direction for how local governments should meet the requirements of the Local Government Act and Regulations. For instance, the Minister could publish guidance notices to clarify the process for how potential conflicts of interests should be managed.</li> <li>It is also proposed (see item 1.1) that the Inspector has the power to issue notices to individual local governments to require them to rectify non-compliance with the Act or Regulations.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 1.7 <b>aligns</b> with Advocacy Position 2.6 - 'Support DLGSC as service provider / capacity builder'</p> <p><i>WALGA supports the continuance of the Department of Local Government, Sport and Cultural Industries as a direct service provider of compliance and recommend the Department fund its capacity building role through the utilisation of third party service providers. In addition, WALGA calls on the State Government to ensure there is proper resourcing of the Department of Local Government, Sport and Cultural Industries to conduct timely inquiries and interventions when instigated under the provisions of the Local Government Act 1995.</i></p> <p><b>Comment</b></p> <p>Operational guidance from the Department of Local Government, Sport and Cultural Industries leads to consistent understanding and application of statutory provisions by Local Government. The proposed reform that the Inspector issue non-compliance notices appears to replicate the Minister's powers under Section 9.14A – 'Notice to prevent continuing contravention'</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li><b>Support WALGA recommendation(s)</b></li> </ul>

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS

**Theme 2: Reducing Red Tape, Increasing Consistency and Simplicity**

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<b>2.1 Resource Sharing</b>		
<ul style="list-style-type: none"> <li>The Act does not currently include specific provisions to allow for certain types of resource sharing – especially for sharing CEOs.</li> <li>Regional local governments would benefit from having clearer mechanisms for voluntary resource-sharing.</li> </ul>	<ul style="list-style-type: none"> <li>Amendments are proposed to encourage and enable local governments, especially smaller regional local governments, to share resources, including Chief Executive Officers and senior employees.</li> <li>Local governments in bands 2, 3 or 4 would be able to appoint a shared CEO at up to two salary bands above the highest band. For example, a band 3 and a band 4 council sharing a CEO could remunerate to the level of band 1.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 2.1 <b><u>aligns</u></b> with Advocacy Position 2.6 – Local Government Legislation – ‘<i>Avoid red tape and ‘de-clutter’ the extensive regulatory regime that underpins the Local Government Act</i>’ and Advocacy Position 2.3.1 - ‘Regional Collaboration’.</p> <p><i>Local Governments should be empowered to form single and joint subsidiaries, and beneficial enterprises. In addition, compliance requirements of Regional Councils should be reviewed and reduced.</i></p> <p><b>Comment</b> The proposed reforms will rely upon statutory provisions that enable and enhance regional collaboration. Recent over-regulation of Regional Subsidiaries in 2016 resulted in no subsidiaries being formed since that time.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li><b>Support WALGA recommendation(s)</b></li> </ul>
<b>2.2 Standardisation of Crossovers</b>		
<ul style="list-style-type: none"> <li>Approvals and standards for crossovers (the section of driveways that run between</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to amend the <i>Local Government (Uniform Local Provisions)</i></li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p><b>Comment</b></p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<p>the kerb and private property) are inconsistent between local government areas, often with very minor differences.</p> <ul style="list-style-type: none"> <li>This can create confusion and complexity for homeowners and small businesses in the construction sector.</li> </ul>	<p><i>Regulations 1996</i> to standardise the process for approving crossovers for residential properties and residential developments on local roads.</p> <ul style="list-style-type: none"> <li>A Crossover Working Group has provided preliminary advice to the Minister and DLGSC to inform this.</li> <li>The DLGSC will work with the sector to develop standardised design and construction standards.</li> </ul>	<p>WALGA developed the Template Crossover Guideline and Specification resource in 2017 and have been part of the Minister's working group on red tape reduction that has been looking at standardisation of crossovers.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li><b>Support WALGA recommendation(s) as long as size and scale, regional, rural and remote examples are considered and able to be applied.</b></li> </ul>
<b>2.3 Introduce Innovation Provisions</b>		
<ul style="list-style-type: none"> <li>The <i>Local Government Act 1995</i> currently has very limited provisions to allow for innovations and responses to emergencies to (such as the Shire of Bruce Rock Supermarket).</li> </ul>	<ul style="list-style-type: none"> <li>New provisions are proposed to allow exemptions from certain requirements of the <i>Local Government Act 1995</i>, for: <ul style="list-style-type: none"> <li>Short-term trials and pilot projects</li> <li>Urgent responses to emergencies.</li> </ul> </li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>There is currently no advocacy position in relation to Item 2.3.</p> <p><b>Comment</b></p> <p>It is arguable communities expect all levels of Government will apply innovative solutions to complex and emerging issues difficult to resolve by traditional means. Exemptions constructed with appropriate checks and balances, particularly where expenditure of public funds are concerned, has potential to facilitate efficient and effective outcomes.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>• <b>Support WALGA recommendation(s)</b></li> </ul>
<b>2.4 Streamline Local Laws</b>		
<ul style="list-style-type: none"> <li>• Local laws are required to be reviewed every eight years.</li> <li>• The review of local laws (especially when they are standard) has been identified as a burden for the sector.</li> <li>• Inconsistency between local laws is frustrating for residents and business stakeholders.</li> </ul>	<ul style="list-style-type: none"> <li>• It is proposed that local laws would only need to be reviewed by the local government every 15 years.</li> <li>• Local laws not reviewed in the timeframe would lapse, meaning that old laws will be automatically removed and no longer applicable.</li> <li>• Local governments adopting Model Local Laws will have reduced advertising requirements.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Items 2.4, 2.5 and 2.6 <b><u>expand upon</u></b> Advocacy Position 2.6.35 - ‘Local law-making process should be simplified’.</p> <p><i>The Local Law making process should be simplified as follows:</i></p> <ul style="list-style-type: none"> <li>• <i>The requirement to give state-wide notice should be reviewed, with consideration given to Local Governments only being required to provide local public notice;</i></li> <li>• <i>Eliminate the requirement to consult on local laws when a model is used;</i></li> <li>• <i>Consider deleting the requirement to review local laws periodically. Local Governments, by administering local laws, will determine when it is necessary to amend or revoke a local law; and</i></li> <li>• <i>Introduce certification of local laws by a legal practitioner in place of scrutiny by Parliament’s Delegated Legislation Committee.</i></li> </ul> <p><b>Comment</b></p> <p>Proposed reforms meet the Sector’s preference for simplified local law-making processes. Model local laws are supported, whilst recognising the models themselves will require review by State</p>



CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p>Government departments with the relevant head of power. For example, the Model Local Law (Standing Orders) 1998 formed the basis of many Local Government meeting procedures local laws but no review was completed. This model was superseded by individual local laws with added contemporary provisions. This pattern will repeat itself if model local laws are not reviewed to remain contemporary to the Sector's requirements.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>• <b>Support WALGA recommendation(s)</b></li> </ul>
<b>2.5 Simplifying Approvals for Small Business and Community Events</b>		
<ul style="list-style-type: none"> <li>• Inconsistency between local laws and approvals processes for events, street activation, and initiatives by local businesses is frustrating for business and local communities.</li> </ul>	<ul style="list-style-type: none"> <li>• Proposed reforms would introduce greater consistency for approvals for: <ul style="list-style-type: none"> <li>○ alfresco and outdoor dining</li> <li>○ minor small business signage rules</li> <li>○ running community events.</li> </ul> </li> </ul>	<p>As above</p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>• <b>Support WALGA recommendation(s) as long as size and scale, regional, rural and remote examples are considered and able to be applied.</b></li> </ul>
<b>2.6 Standardised Meeting Procedures, Including Public Question Time</b>		
<ul style="list-style-type: none"> <li>• Local governments currently prepare individual standing order local laws.</li> <li>• The <i>Local Government Act 1995</i> and</li> </ul>	<ul style="list-style-type: none"> <li>• To provide greater clarity for ratepayers and applicants for decisions made by council, it is proposed that the meeting procedures and</li> </ul>	<p>As above</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<p>regulations require local governments to allocate time at meetings for questions from the public.</p> <ul style="list-style-type: none"> <li>• Inconsistency among the meeting procedures between local governments is a common source of complaints.</li> </ul>	<p>standing orders for all local government meetings, including for public question time, are standardised across the State.</p> <ul style="list-style-type: none"> <li>• Regulations would introduce standard requirements for public question time, and the procedures for meetings generally.</li> <li>• Members of the public across all local governments would have the same opportunities to address council and ask questions.</li> </ul>	<p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>• <b>Support WALGA recommendation(s) as long as size and scale, regional, rural and remote examples are considered and able to be applied.</b></li> </ul>
<p><b>2.7 Regional Subsidiaries</b></p>		

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<ul style="list-style-type: none"> <li>• Initiatives by multiple local governments may be managed through formal Regional Councils, or through less formal “organisations of councils”, such as NEWROC and WESROC.</li> <li>• These initiatives typically have to be managed by a lead local government.</li> <li>• In 2016-17, provisions were introduced to allow for the formation of Regional Subsidiaries. Regional Subsidiaries can be formed in line with the <i>Local Government (Regional Subsidiaries) Regulations 2017</i>.</li> <li>• So far, no Regional Subsidiary has been formed.</li> </ul>	<ul style="list-style-type: none"> <li>• Work is continuing to consider how Regional Subsidiaries can be best established to:                             <ul style="list-style-type: none"> <li>○ Enable Regional Subsidiaries to provide a clear and defined public benefit for people within member local governments</li> <li>○ Provide for flexibility and innovation while ensuring appropriate transparency and accountability of ratepayer funds</li> <li>○ Where appropriate, facilitate financing of initiatives by Regional Subsidiaries within a reasonable and defined limit of risk</li> <li>○ Ensure all employees of a Regional Subsidiary have the same employment conditions as those directly employed by member local governments.</li> </ul> </li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 2.7 <b><u>aligns</u></b> with Advocacy Position 2.3.1 - ‘Regional Collaboration’</p> <p><i>Local Governments should be empowered to form single and joint subsidiaries, and beneficial enterprises. In addition, compliance requirements of Regional Councils should be reviewed and reduced.</i></p> <p><b>Comment</b></p> <p>Under the Regional Subsidiary model, two or more Local Governments are able to establish a regional subsidiary to undertake a shared service function on behalf of its constituent Local Governments. The model provides increased flexibility when compared to the Regional Local Government model because regional subsidiaries are primarily governed and regulated by a charter rather than legislation. While the regional subsidiary model’s governance structure is primarily representative, the model also allows independent and commercially focussed directors to be appointed to the board of management.</p> <p>A key advantage of the regional subsidiary model is the use of a charter, as opposed to legislation, as the primary governance and regulatory instrument. Accordingly, the legislative provisions governing the establishment of regional subsidiaries should be light, leaving most of the regulation to the regional subsidiary charter, which can be adapted to suit the specific circumstances of each regional subsidiary.</p> <p><b>Recommendation</b></p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p><b>Supported</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>• <b>Support WALGA recommendation(s)</b></li> </ul>

### Theme 3: Greater Transparency & Accountability

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<b>3.1 Recordings and Live-Streaming of All Council Meetings</b>		
<ul style="list-style-type: none"> <li>• Currently, local governments are only required to make written minutes of meetings.</li> <li>• While there is no legal requirement for livestreaming or video or audio recording of council meetings, many local governments now stream and record their meetings.</li> <li>• Complaints relating to behaviours and decisions at meetings constitute a large proportion of complaints about local governments.</li> <li>• Local governments are divided into bands with the largest falling in bands 1 and 2, and</li> </ul>	<ul style="list-style-type: none"> <li>• It is proposed that all local governments will be required to record meetings.</li> <li>• Band 1 and 2 local governments would be required to livestream meetings, and make video recordings available as public archives.</li> <li>• Band 1 and 2 are larger local governments are generally located in larger urban areas, with generally very good telecommunications infrastructure, and many already have audio-visual equipment.</li> <li>• Band 1 and 2 local governments would be required to livestream meetings, and make</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 3.1 <b><u>expands upon</u></b> Advocacy Position 2.6 – ‘Promote a size and scale compliance regime’ and Advocacy Position 2.6.31 - ‘Attendance at Council Meetings by Technology’</p> <p><i>A review of the ability of Elected Members to log into Council meetings should be undertaken.</i></p> <p><b>Comment</b></p> <p>Local Governments introducing electronic meeting procedures and the means for remote public attendance in response to the COVID-19</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<p>smaller local governments falling bands 3 and 4. The allocation of local governments into bands is determined by The Salaries and Allowances Tribunal based on factors<sup>1</sup> such as:</p> <ul style="list-style-type: none"> <li>○ Growth and development</li> <li>○ Strategic planning issues</li> <li>○ Demands and diversity of services provided to the community</li> <li>○ Total expenditure</li> <li>○ Population</li> <li>○ Staffing levels.</li> </ul>	<p>video recordings available as public archives.</p> <ul style="list-style-type: none"> <li>• Several local governments already use platforms such as YouTube, Microsoft Teams, and Vimeo to stream and publish meeting recordings.</li> <li>• Limited exceptions would be made for meetings held outside the ordinary council chambers, where audio recordings may be used.</li> <li>• Recognising their generally smaller scale, typically smaller operating budget, and potential to be in more remote locations, band 3 and 4 local governments would be required to record and publish audio recordings, at a minimum. These local governments would still be encouraged to livestream or video record meetings.</li> <li>• All council meeting recordings would need to be published at the same time as the meeting minutes. Recordings of all confidential items would also need to be submitted to the DLGSC for archiving.</li> </ul>	<p>pandemic led to a swift uptake of streaming Council meetings. The proposed reform that Band 1 and 2 Local Governments will only be problematic where technical capability such as reliable bandwidth impact the district.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>• <b>Narrogin questions why the Department would need to insert itself in the role of being provided copies of confidential recordings. Surely local governments merely should be required to retain for 'x' number of years and then provide to the Department or other agencies if an incident or need occurred. Unnecessary red tape and bureaucracy and resourcing issue for the Department.</b></li> </ul>

<sup>1</sup> See page 3 of the [2018 Salaries and Allowance Tribunal Determination](#)  
Shire of Narrogin

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<b>3.2 Recording All Votes in Council Minutes</b>		
<ul style="list-style-type: none"> <li>A local government is only required to record which councillor voted for or against a motion in the minutes of that meeting if a request is made by an elected member at the time of the resolution during the meeting.</li> <li>The existing provision does not mandate transparency.</li> </ul>	<ul style="list-style-type: none"> <li>To support the transparency of decision-making by councillors, it is proposed that the individual votes cast by all councillors for all council resolutions would be required to be published in the council minutes, and identify those for, against, on leave, absent or who left the chamber.</li> <li>Regulations would prescribe how votes are to be consistently minuted.</li> </ul>	<p><b><u>Current Local Government Position</u></b> There is currently no advocacy position in relation to Item 3.2.</p> <p><b>Comment</b> There is an evolving common practice that Council Minutes record the vote of each Council Member present at a meeting.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li><b>Support WALGA recommendation(s)</b></li> </ul>
<b>3.3 Clearer Guidance for Meeting Items that may be Confidential</b>		



CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<ul style="list-style-type: none"> <li>The Act currently provides broad definitions of what type of matters may be discussed as a confidential item.</li> <li>There is limited potential for review of issues managed as confidential items under the current legislation.</li> </ul>	<ul style="list-style-type: none"> <li>Recognising the importance of open and transparent decision-making, it is considered that confidential meetings and confidential meeting items should only be used in limited, specific circumstances.</li> <li>It is proposed to make the Act more specific in prescribing items that may be confidential, and items that should remain open to the public.</li> <li>Items not prescribed as being confidential could still be held as confidential items only with the prior written consent of the Inspector.</li> <li>All confidential items would be required to be audio recorded, with those recordings submitted to the DLGSC.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>There is currently no advocacy position in relation to Item 3.3.</p> <p><b>Comment</b></p> <p>Clarifying the provisions of the Act has broad support within the sector. New reforms requiring Local Governments to video or audio record Council meetings (Item 3.1) will add to the formal record of proceedings that includes written Minutes. While being supported, the requirement to provide audio recordings of confidential matters to the DLGSC is queried on the basis that written and audio records can be readily accessed from a Local Government if required.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li><b>Support WALGA recommendation(s) although query what is not working with the current system? Seems to have worked well for the last 25 years from our perspective.</b></li> </ul>
<b>3.4 Additional Online Registers</b>		
<ul style="list-style-type: none"> <li>Local governments are required to provide information to the community through annual reports, council minutes and the publication of information online.</li> <li>Consistent online publication of information</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to require local governments to report specific information in online registers on the local government's website. Regulations would prescribe the information to be included.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>There is currently no advocacy position in relation to Item 3.4.</p> <p><b>Comment</b></p> <p>This proposal follows recent Act amendments that ensure a range of information is published</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<p>can substitute for certain material in annual reports.</p> <ul style="list-style-type: none"> <li>Consistency in online reporting across the sector will provide ratepayers with better information.</li> <li>These registers supplement the simplification of financial statements in Theme 6.</li> </ul>	<p>The following new registers, each updated quarterly, are proposed:</p> <ul style="list-style-type: none"> <li><b>Lease Register</b> to capture information about the leases the local government is party to (either as lessor or lessee)</li> <li><b>Community Grants Register</b> to outline all grants and funding provided by the local government</li> <li><b>Interests Disclosure Register</b> which collates all disclosures made by elected members about their interests related to matters considered by council</li> <li><b>Applicant Contribution Register</b> accounting for funds collected from applicant contributions, such as cash-in-lieu for public open space and car parking</li> <li><b>Contracts Register</b> that discloses all contracts above \$100,000.</li> </ul>	<p>on Local Government websites. WALGA has sought clarity that the contracts register excludes contracts of employment.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li><b>Support WALGA recommendation(s) as long as size and scale, regional, rural and remote examples are considered and able to be applied. E.g., leases above \$100,000 for example. No residential leases which might disclose the location of residents, families or employees.</b></li> </ul>
<b>3.5 Chief Executive Officer Key Performance Indicators (KPIs) be Published</b>		
<ul style="list-style-type: none"> <li>It is a requirement of the <i>Local Government Act 1995</i> that CEO performance reviews are conducted annually.</li> <li>The Model Standards for CEO recruitment and selection, performance review and termination require that a local government must review the performance of the CEO against contractual performance criteria.</li> <li>Additional performance criteria can be used for performance review by agreement between both parties.</li> </ul>	<ul style="list-style-type: none"> <li>To provide for minimum transparency, it is proposed to mandate that the KPIs agreed as performance metrics for CEOs: <ul style="list-style-type: none"> <li>Be published in council meeting minutes as soon as they are agreed prior to (before the start of the annual period)</li> <li>The KPIs and the results be published in the minutes of the performance review meeting (at the end of the period)</li> <li>The CEO has a right to provide written comments to be published alongside the KPIs and results to provide context as may be appropriate (for instance, the</li> </ul> </li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>There is currently no advocacy position in relation to Item 3.5.</p> <p><b>Comment</b></p> <p>In principle, this proposal has some merit and would be particularly effective if all CEO KPIs consistently reflect Strategic Community Plans and Corporate Business Plans of Local Governments, together with KPIs reflective of the CEO's statutory functions under Section 5.41 of the Act. This approach would inform the community of the CEO's performance related to the strategic direction and operational function of the Local Government.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<p>impact of events in that year that may have influenced the results against KPIs).</p>	<p>In practice, the drafting of statutory provisions will require sensitive consideration of certain KPIs i.e., those relating to issues affecting the workplace or identified risk-based concerns, to reflect the way Audit Committees currently deal with some internal control, risk and legislative compliance issues confidentially. This approach will protect the interests of Local Governments and other parties associated with such KPIs. It would be prudent for exemptions to be provided, based on matters of confidentiality.</p> <p>The proposed reforms and recent Act amendments signal a clear intent to permit closer community involvement and scrutiny of Local Government. However, negative consequences are likely if Local Government Council's responsibility as the employing authority of the CEO became blurred due to perceived community entitlement to comment, question and influence KPIs and the performance review process.</p> <p>Additionally, the publication of CEO KPI's will elevate this employment position to a high degree of public scrutiny seldom evident in the public or private sector, if at all. It is worth investigating whether the proposed reforms considered whether this factor could impact on the recruitment of CEO's, particularly from outside the Local Government sector.</p> <p>The results of performance reviews should be confidential information between the employer and employee and should not be published and should remain within the confidential human</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p>resource records of the organisation.</p> <p><b>Recommendation</b></p> <ol style="list-style-type: none"> <li>1. <b>Conditionally Support the reporting of CEO KPIs that are consistent with the strategic direction and operational function of the Local Government, subject to exemptions for publishing KPI's of a confidential nature;</b></li> <li>2. <b>Do not support the results of performance reviews being published.</b></li> </ol> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>• <b>Support WALGA recommendation(s)</b></li> </ul>

#### Theme 4: Stronger Local Democracy and Community Engagement

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<b>4.1 Community and Stakeholder Engagement Charters</b>		
<ul style="list-style-type: none"> <li>• There is currently no requirement for local governments to have a specific engagement charter or policy.</li> <li>• Many local governments have introduced charters or policies for how they will engage with their community.</li> <li>• Other States have introduced a specific requirement for engagement charters.</li> </ul>	<ul style="list-style-type: none"> <li>• It is proposed to introduce a requirement for local governments to prepare a community and stakeholder engagement charter which sets out how local government will communicate processes and decisions with their community.</li> <li>• A model Charter would be published to assist local governments who wish to adopt a standard form.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Items 4.1 and 4.2 <b><u>generally align</u></b> with Advocacy Position 2.6.34 - 'Support responsive, aspirational and innovative community engagement principles'</p> <p><i>The Local Government sector supports:</i></p> <ol style="list-style-type: none"> <li>1. <i>Responsive, aspirational and innovative community engagement principles</i></li> <li>2. <i>Encapsulation of aims and principles in a</i></li> </ol>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p><i>community engagement policy, and</i></p> <p>3. <i>The option of hosting an Annual Community Meeting to present on past performance and outline future prospects and plans.</i></p> <p><b>Comment</b></p> <p>As indicated in Item 4.1 commentary, many Local Governments have already developed stakeholder engagement charters, or similar engagement strategies, that reflect their unique communities of interest. The development of guidance by the DLGSC, based on standards such as the International Standard for Public Participation practice, is supported in favour of taking a prescriptive approach or conducting a survey for the sake of a survey.</p> <p>Item 4.2 has potential to provide benchmarking of community satisfaction levels across Band 1 and 2 Local Governments.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>• <b>Support WALGA recommendation(s)</b></li> </ul>
<b>4.2 Ratepayer Satisfaction Surveys (Band 1 and 2 local governments only)</b>		
<ul style="list-style-type: none"> <li>• Many local governments already commission independent surveying consultants to hold a satisfaction survey of residents/ratepayers.</li> </ul>	<ul style="list-style-type: none"> <li>• It is proposed to introduce a requirement that every four years, all local governments in bands 1 and 2 hold an independently-managed ratepayer satisfaction survey.</li> </ul>	As above

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<ul style="list-style-type: none"> <li>These surveys provide valuable data on the performance of local governments.</li> </ul>	<ul style="list-style-type: none"> <li>Results would be required to be reported publicly at a council meeting and published on the local government's website.</li> <li>All local governments would be required to publish a response to the results.</li> </ul>	<p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li><b>Support WALGA recommendation(s)</b></li> </ul>
<b>4.3 Introduction of Preferential Voting</b>		
<ul style="list-style-type: none"> <li>The current voting method for local government elections is first past the post.</li> <li>The existing first-past-the-post does not allow for electors to express more than one preference.</li> <li>The candidate with the most votes wins, even if that candidate does not have a majority.</li> <li>Preferential voting better captures the precise intentions of voters and as a result may be regarded as a fairer and more representative system. Voters have more specific choice.</li> </ul>	<ul style="list-style-type: none"> <li>Preferential voting is proposed be adopted as the method to replace the current first past the post system in local government elections.</li> <li>In preferential voting, voters number candidates in order of their preferences.</li> <li>Preferential voting is used in State and Federal elections in Western Australia (and in other states). This provides voters with more choice and control over who they elect.</li> <li>All other states use a form of preferential voting for local government.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 4.3 <b><u>does not align</u></b> with Advocacy Position 2.5.1 – ‘First Past the Post voting system’</p> <p><i>The Local Government sector supports:</i></p> <ol style="list-style-type: none"> <li><i>Four year terms with a two year spill</i></li> <li><i>Greater participation in Local Government elections</i></li> <li><i>The option to hold elections through:</i> <ul style="list-style-type: none"> <li><i>Online voting</i></li> <li><i>Postal voting, and</i></li> <li><i>In-person voting</i></li> </ul> </li> <li><i>Voting at Local Government elections to be voluntary</i></li> <li><i>The first past the post method of counting votes</i></li> </ol> <p><b>Comment</b></p> <p>It should be noted that the sector's advocacy against compulsory voting and “All in All out” 4 year terms has been successful and these items are not included in the reform proposals.</p> <p>The introduction of preferential voting will be a return to the system of voting prior to the <i>Local Government Act 1995</i>. The Local Government Advisory Board reported on voting systems in 2006 (<i>Local Government Structural Reform in</i></p>



CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p><i>Western Australia: Ensuring the Future Sustainability of Communities</i>) and provided the following comments in support of both first past the post voting and preferential voting:</p> <p><i>‘Comments in support of retaining first past the post include:</i></p> <ul style="list-style-type: none"> <li><i>• Quick to count. Preferential voting is time consuming to count.</i></li> <li><i>• Easily understood.</i></li> <li><i>• Removes politics out of campaigning. Preferential will encourage alliances formed for the distribution of preferences and party politics into local government.</i></li> <li><i>• Preferential voting allows election rigging through alliances or ‘dummy’ candidates.</i></li> <li><i>• In a preferential system, the person that receives the highest number of first preference votes does not necessarily get elected.’</i></li> </ul> <p><i>‘Comments in support of replacing first past the post include:</i></p> <ul style="list-style-type: none"> <li><i>• Preferential voting is more democratic and removes an area of confusion.</i></li> <li><i>• Preferential voting ensures that the most popular candidates are elected who best reflect the will of the voters.</i></li> <li><i>• Preferential system should be introduced. In FPP elections, candidates work together to get votes for each other. Preferential would make it more difficult for this practice to take place.</i></li> <li><i>• FPP does not adequately reflect the wishes of electors when there are three candidates or more.</i></li> <li><i>• FPP is unsuitable when there is more than one vacancy.</i></li> <li><i>• Allows for a greater representation from a range of interest groups and prevents domination of</i></li> </ul>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p><i>elections by mainstream party politics.'</i></p> <p>The Sector supports first past the post voting for its simplicity and fundamental apolitical nature, therefore the proposed reforms are not supported. Feedback is sought to ensure the advocacy position for first past the post elections remains the preferred option.</p> <p><b>Recommendation</b>  <b>Not currently supported - Local Government feedback requested</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>• <b>Support the Ministers proposal as the Council believes that preferential voting system delivers the person that the electors most support 'overall'. This system was in place prior to 1995 in the 1960 'Act'.</b></li> </ul>
<b>4.4 Public Vote to Elect the Mayor and President</b>		
<ul style="list-style-type: none"> <li>• The Act currently allows local governments to have the Presiding Member (the Mayor or President) elected either: <ul style="list-style-type: none"> <li>○ by the electors of the district through a public vote; or</li> <li>○ by the council as a resolution at a council meeting.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Mayors and Presidents of all local governments perform an important public leadership role within their local communities.</li> <li>• Band 1 and 2 local governments generally have larger councils than those in bands 3 and 4.</li> <li>• Accordingly, it is proposed that the Mayor or President for all band 1 and 2 councils is to be elected through a vote of the electors of</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 4.4 <b><u>does not align</u></b> with Advocacy Position 2.5.2 - 'Election of Mayors and Presidents be at the discretion of Local Government.'</p> <p><i>Local Governments should determine whether their Mayor or President will be elected by the Council or elected by the community.</i></p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<p>the district. Councils in bands 3 and 4 would retain the current system.</p> <ul style="list-style-type: none"> <li>A number of Band 1 and Band 2 councils have already moved towards Public Vote to Elect the Mayor and President in recent years, including City of Stirling and City of Rockingham.</li> </ul>	<p><b>Comment</b>            There are 43 Band 1 and 2 Local Governments with 22 popularly electing the Mayor or President:            Band 1 - 15            Band 2 - 7</p> <p>The remaining 21 Local Governments have a Council-elected Mayor or President. The cited examples of the City of Rockingham and City of Stirling electors determining by referendum to change the process for electing the Mayor are examples of the current system working as intended. There is no evidence of elector support for uniform direct election of Mayors.</p> <p><b>Recommendation</b></p> <p><b>Not currently supported - Local Government feedback requested</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>That the Council is of the view that the Mayor or Presidents of band 1 and 2 local governments should be elected by the elected members (their peers) and not by the people, in order that are accountable to the Council. Years of public inquiries and documented recommendations in local government in WA, have recommended against the practice proposed by the Minister.</li> </ul>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<b>4.5 Tiered Limits on the Number of Councillors</b>		
<ul style="list-style-type: none"> <li>The number of councillors (between 5-15 councillors) is decided by each local government, reviewed by the Local Government Advisory Board, and if approved by the Minister.</li> <li>The Panel Report recommended electoral reforms to improve representativeness.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to limit the number of councillors based on the population of the entire local government.</li> <li>Some smaller local governments have already been moving to having smaller councils to reduce costs for ratepayers.</li> <li>The <a href="#">Local Government Panel Report</a> proposed: <ul style="list-style-type: none"> <li>For a population of up to 5,000 – five councillors (including the President)</li> <li>population of between 5,000 and 75,000 – five to nine councillors (including the Mayor/President)</li> <li>population of above 75,000 – nine to fifteen councillors (including Mayor).</li> </ul> </li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 4.5 <b><u>does not align</u></b> with Advocacy Position 2.5.1 – ‘Councils consist of between six and 15 (including the Mayor/President)’</p> <p><i>Local Governments being enabled to determine the number of Elected Members required on the Council between six and 15 (including the Mayor/President)</i></p> <p><b>Comment</b></p> <p>The proposed reform to restrict Local Governments with populations under 5,000 to 5 Council Members does not reflect the varied communities of interest within this grouping. Some Local Governments are essentially regional centres such as the Shires of Katanning (9), Dandaragan (9), Merredin (9), Moora (9) and Northampton (9) (current Councillor numbers bracketed). Local Governments such as the Shire of Ngaanyatjarraku (9) manage substantial land areas, manage isolated communities such as the Shire of Meekatharra (7) and culturally diverse communities such as the Shire of Christmas Island (9). Some Local Governments with populations up to 5,000 warrant a greater number of Councillors to effectively share the representative role that Council Members play within their communities.</p> <p>The additional proposed reforms in population categories over 5,000 generally reflect the</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p>current Councillor numbers.</p> <p><b>Recommendation</b></p> <p><b>Recommend 5 to 7 Council Members for populations up to 5,000 and support the remaining proposed reforms.</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li><b>Support WALGA recommendation(s) and/or populations less than 1,000 should be no more than 5 elected members.</b></li> </ul>
<b>4.6 No Wards for Small Councils (Band 3 and 4 Councils only)</b>		
<ul style="list-style-type: none"> <li>A local government can make an application to be divided into wards, with councillors elected to those wards.</li> <li>Only about 10% of band 3 and 4 local governments currently have wards.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that the use of wards for councils in bands 3 and 4 is abolished.</li> <li>Wards increase the complexity of elections, as this requires multiple versions of ballot papers to be prepared for a local government's election.</li> <li>In smaller local governments, the population of wards can be very small.</li> <li>These wards often have councillors elected unopposed, or elect a councillor with a very small number of votes. Some local governments have ward councillors elected with less than 50 votes.</li> <li>There has been a trend in smaller local governments looking to reduce the use of wards, with only 10 councils in bands 3 and</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>There are no advocacy positions in relation to Items 4.6, 4.7, 4.8 or 4.9.</p> <p><b>Comment</b></p> <p>The proposed reform to discontinue wards in Band 3 and 4 Local Governments brings alignment with the majority and provides that affected Local Governments will no longer have to conduct 8 year ward reviews or make representation to the Local Government Advisory Board to revert to a no wards system.</p> <p>Remaining proposed reforms will improve and clarify election processes.</p> <p><b>Recommendation</b></p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	4 still having wards.	<p><b>Supported</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li><b>Support WALGA recommendation(s)</b></li> </ul>

#### 4.7 Electoral Reform – Clear Lease Requirements for Candidate and Voter Eligibility

<ul style="list-style-type: none"> <li>A person with a lease in a local government district is eligible to nominate as a candidate in that district.</li> <li>A person with a lease in a local government district is eligible to apply to vote in that district.</li> <li>The City of Perth Inquiry Report identified a number of instances where dubious lease arrangements put to question the validity of candidates in local government elections, and subsequently their legitimacy as councillors.</li> </ul>	<ul style="list-style-type: none"> <li>Reforms are proposed to prevent the use of “sham leases” in council elections. Sham leases are where a person creates a lease only to be able to vote or run as a candidate for council.</li> <li>The City of Perth Inquiry Report identified sham leases as an issue.</li> <li>Electoral rules are proposed to be strengthened: <ul style="list-style-type: none"> <li>A minimum lease period of 12 months will be required for anyone to register a person to vote or run for council.</li> <li>Home based businesses will not be eligible to register a person to vote or run for council, because any residents are already the eligible voter(s) for that</li> </ul> </li> </ul>	<p><b>As above</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li><b>Support WALGA recommendation(s)</b></li> </ul>
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	<p>address.</p> <ul style="list-style-type: none"> <li>○ Clarifying the minimum criteria for leases eligible to register a person to vote or run for council.</li> <li>• The reforms would include minimum lease periods to qualify as a registered business (minimum of 12 months), and the exclusion of home based businesses (where the resident is already eligible) and very small sub-leases.</li> <li>• The basis of eligibility for each candidate (e.g. type of property and suburb of property) is proposed to be published, including in the candidate pack for electors.</li> </ul>	
<b>4.8 Reform of Candidate Profiles</b>		
<ul style="list-style-type: none"> <li>• Candidate profiles can only be 800 characters, including spaces. This is equivalent to approximately 150 words.</li> </ul>	<ul style="list-style-type: none"> <li>• Further work will be undertaken to evaluate how longer candidate profiles could be accommodated.</li> <li>• Longer candidate profiles would provide more information to electors, potentially through publishing profiles online.</li> <li>• It is important to have sufficient information available to assist electors make informed decisions when casting their vote.</li> </ul>	<p>As above</p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>• <b>Support WALGA recommendation(s)</b></li> </ul>
<b>4.9 Minor Other Electoral Reforms</b>		
<ul style="list-style-type: none"> <li>• Other minor reforms are proposed to improve local government elections.</li> </ul>	<ul style="list-style-type: none"> <li>• Minor other electoral reforms are proposed to include: <ul style="list-style-type: none"> <li>○ The introduction of standard processes for vote re-counts if there is a very small margin between candidates (e.g. where there is a margin of less than 10 votes a recount will always be required)</li> <li>○ The introduction of more specific rules concerning local government council</li> </ul> </li> </ul>	<p>As above</p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>• <b>Support WALGA recommendation(s)</b></li> </ul>

	candidates' use of electoral rolls.	
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## Theme 5: Clear Roles and Responsibilities

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<b>5.1 Introduce Principles in the Act</b>		
<ul style="list-style-type: none"> <li>The Act does not currently outline specific principles.</li> <li>The Act contains a short "Content and Intent" section only.</li> <li>The Panel Report recommended greater articulation of principles</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to include new principles in the Act, including:                             <ul style="list-style-type: none"> <li>The recognition of Aboriginal Western Australians</li> <li>Tiering of local governments (with bands being as assigned by the Salaries and Allowances Tribunal)</li> <li>Community Engagement</li> <li>Financial Management.</li> </ul> </li> </ul>	<p><b>Current Local Government Position</b>                      Item 5.1 <u>generally aligns</u> with Advocacy Position 2.6 - Legislative Intent  <i>Provide flexible, principles-based legislative framework.</i></p> <p><b>Recommendation</b></p> <p><b>Supported</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li><b>Support WALGA recommendation(s)</b></li> </ul>
<b>5.2 Greater Role Clarity</b>		
<ul style="list-style-type: none"> <li>The Act provides for the role of council, councillor, mayor or president and CEO.</li> <li>The role of the council is to:                             <ul style="list-style-type: none"> <li>govern the local government's affairs</li> <li>be responsible for the performance of the local government's functions.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>The <u>Local Government Act Review Panel</u> recommended that roles and responsibilities of elected members and senior staff be better defined in law.</li> <li>It is proposed that these roles and responsibilities are further defined in the legislation.</li> <li>These proposed roles will be open to further consultation and input.</li> <li>These roles would be further strengthened through <b>Council Communications Agreements</b> (see item 5.3).</li> </ul>	<p><b>Current Local Government Position</b>                      Item 5.2 <u>aligns</u> with Advocacy Position 2.6.36 - 'Roles and Responsibilities'</p> <p><i>That clarification of roles and responsibilities for Mayors/ Presidents, Councillors and CEOs be reviewed to ensure that there is no ambiguity.</i></p> <p><b>Recommendation</b></p> <p><b>Supported</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li><b>Support WALGA recommendation(s)</b></li> </ul>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<p><b>5.2.1 - Mayor or President Role</b></p> <ul style="list-style-type: none"> <li>It is proposed to amend the Act to specify the roles and responsibilities of the Mayor or President.</li> <li>While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the Mayor or President is responsible for: <ul style="list-style-type: none"> <li>Representing and speaking on behalf of the whole council and the local government, at all times being consistent with the resolutions of council</li> <li>Facilitating the democratic decision-making of council by presiding at council meetings in accordance with the Act</li> <li>Developing and maintaining professional working relationships between councillors and the CEO</li> <li>Performing civic and ceremonial duties on behalf of the local government</li> <li>Working effectively with the CEO and councillors in overseeing the delivery of the services, operations, initiatives and functions of the local government.</li> </ul> </li> </ul>	<p>As above</p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>Support WALGA recommendation(s), noting that clarity is required about 'only speaking' about resolutions made by a Council. There are numerous times where a Mayor or President is asked to comment on matters relating to the district that the Council does not a position on. E.g., when a member of the community dies suddenly. Not practical or realistic in this narrow interpretation.</li> </ul>
	<p><b>5.2.2 - Council Role</b></p> <ul style="list-style-type: none"> <li>It is proposed to amend the Act to specify the roles and responsibilities of the Council,</li> </ul>	<p>As above</p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>Support WALGA recommendation(s)</li> </ul>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<p>which is the entity consisting of all of the councillors and led by the Mayor or President.</p> <ul style="list-style-type: none"> <li>• While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the Council is responsible for: <ul style="list-style-type: none"> <li>○ Making significant decisions and determining policies through democratic deliberation at council meetings</li> <li>○ Ensuring the local government is adequately resourced to deliver the local governments operations, services and functions - including all functions that support informed decision-making by council</li> <li>○ Providing a safe working environment for the CEO;</li> <li>○ Providing strategic direction to the CEO;</li> <li>○ Monitoring and reviewing the performance of the local government.</li> </ul> </li> </ul>	
	<p><b>5.2.3 - Elected Member (Councillor) Role</b></p> <ul style="list-style-type: none"> <li>• It is proposed to amend the Act to specify the roles and responsibilities of all elected councillors.</li> <li>• While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that every elected councillor is responsible for: <ul style="list-style-type: none"> <li>○ Considering and representing, fairly and without bias, the current and future interests of all people who live, work and visit the district (including for councillors elected for a particular ward)</li> </ul> </li> </ul>	<p>As above</p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>• <b>Support WALGA recommendation(s) but urge caution with the detail of interpreting when an elected member is wearing which hat in smaller communities.</b></li> </ul>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<ul style="list-style-type: none"> <li>○ Positively and fairly contribute and apply their knowledge, skill, and judgement to the democratic decision-making process of council</li> <li>○ Applying relevant law and policy in contributing to the decision-making of the council</li> <li>○ Engaging in the effective forward planning and review of the local governments' resources, and the performance of its operations, services, and functions</li> <li>○ Communicating the decisions and resolutions of council to stakeholders and the public</li> <li>○ Developing and maintaining professional working relationships with all other councillors and the CEO</li> <li>○ Maintaining and developing their knowledge and skills relevant to local government</li> <li>○ Facilitating public engagement with local government.</li> <li>• It is proposed that elected members should not be able to use their title (e.g. "Councillor", "Mayor", or "President") and associated resources of their office (such as email address) unless they are performing their role in their official capacity.</li> </ul>	
	<p><b>5.2.4 - CEO Role</b></p> <ul style="list-style-type: none"> <li>• The <i>Local Government Act 1995</i> requires local governments to employ a CEO to run the local government administration and implement the decisions of council.</li> </ul>	<p>As above</p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>• <b>Support WALGA recommendation(s)</b></li> </ul>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<ul style="list-style-type: none"> <li>• To provide greater clarity, it is proposed to amend the Act to specify the roles and responsibilities of all local government CEOs.</li> <li>• While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the CEO of a local government is responsible for:                         <ul style="list-style-type: none"> <li>○ Coordinating the professional advice and assistance necessary for all elected members to enable the council to perform its decision-making functions</li> <li>○ Facilitating the implementation of council decisions</li> <li>○ Ensuring functions and decisions lawfully delegated by council are managed prudently on behalf of the council</li> <li>○ Managing the effective delivery of the services, operations, initiatives and functions of the local government determined by the council</li> <li>○ Providing timely and accurate information and advice to all councillors in line with the Council Communications Agreement (see item 5.3)</li> <li>○ Overseeing the compliance of the operations of the local government with State and Federal legislation on behalf of the council</li> <li>○ Implementing and maintaining systems to enable effective planning, management, and reporting on behalf of the council.</li> </ul> </li> </ul>	



5.3 Council Communication Agreements		
<ul style="list-style-type: none"> <li>The Act provides that council and committee members can have access to any information held by the local government that is relevant to the performance of the member in their functions.</li> <li>The availability of information is sometimes a source of conflict within local governments.</li> </ul>	<ul style="list-style-type: none"> <li>In State Government, there are written Communication Agreements between Ministers and agencies that set standards for how information and advice will be provided.</li> <li>It is proposed that local governments will need to have Council Communications Agreements between the council and the CEO.</li> <li>These Council Communication Agreements would clearly specify the information that is to be provided to councillors, how it will be provided, and the timeframes for when it will be provided.</li> <li>A template would be published by DLGSC. This default template will come into force if a council and CEO do not make a specific other agreement within a certain timeframe following any election.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>There is no advocacy position in relation to Item 5.3.</p> <p><b>Comment</b></p> <p>The availability of information not already in the public domain to Councillors under Section 5.92 of the Act can become contentious in the absence of a clear statement in support of the function the Council Member is performing. This can place CEO's in the invidious position of ruling on the availability of a record of the Local Government, when it is also their function under Section 5.41(h) of the Act to <i>'ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law'</i>.</p> <p>Consistent availability of information motivates this proposed reform and it does not appear that individual Council Communication Agreements will be a means to that end. There is a better case for a uniform approach in the form of a regulated Agreement, in much the same way that the Communication Agreements between Ministers and agencies are based on provisions of the <i>Public Sector Management Act 1994</i>.</p> <p><b>Recommendation</b></p> <p><b>Support a consistent, regulated Communications Agreement.</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li><b>Support WALGA recommendation(s)</b></li> </ul>

5.4 Local Governments May Pay Superannuation Contributions for Elected Members		
<ul style="list-style-type: none"> <li>Elected members are eligible to receive sitting fees or an annual allowance.</li> <li>Superannuation is not paid to elected members. However, councillors can currently divert part of their allowances to a superannuation fund.</li> <li>Councils should be reflective and representative of the people living within the district. Local governments should be empowered to remove any barriers to the participation of gender and age diverse people on councils.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that local governments should be able to decide, through a vote of council, to pay superannuation contributions for elected members. These contributions would be additional to existing allowances.</li> <li>Superannuation is widely recognised as an important entitlement to provide long term financial security.</li> <li>Other states have already moved to allow councils to make superannuation contributions for councillors.</li> <li>Allowing council to provide superannuation is important part of encouraging equality for people represented on council – particularly for women and younger people.</li> <li>Providing superannuation to councillors recognises that the commitment to elected office can reduce a person's opportunity to undertake employment and earn superannuation contributions.</li> </ul>	<p><b><u>Current Local Government Position</u></b> There is no advocacy position in relation to Item 5.4.</p> <p><b><u>Comment</u></b> WALGA was in the process of consulting with the sector when this reform was announced. The feedback to date from Local Governments varied. The proposed discretionary approach will permit Local Governments to exercise general competence powers to make their own determination on paying superannuation to Council Members.</p> <p><b><u>Recommendation</u></b>  <b>Supported</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>That Council does not support the payment of superannuation to elected members due to the risk of confusion of the term 'employee' of the local government.</li> <li>Particularly not for local governments in bands 3 or 4</li> </ul>
5.5 Local Governments May Establish Education Allowances		
<ul style="list-style-type: none"> <li>Local government elected members must</li> </ul>	<ul style="list-style-type: none"> <li>Local governments will have the option of</li> </ul>	<p><b><u>Current Local Government Position</u></b></p>

<p>complete mandatory training.</p> <ul style="list-style-type: none"> <li>• There is no specific allowance for undertaking further education.</li> </ul>	<p>contributing to the education expenses for councillors, up to a defined maximum value, for tuition costs for further education that is directly related to their role on council.</p> <ul style="list-style-type: none"> <li>• Councils will be able to decide on a policy for education expenses, up to a maximum yearly value for each councillor. Councils may also decide not to make this entitlement available to elected members.</li> <li>• Any allowance would only be able to be used for tuition fees for courses, such as training programs, diplomas, and university studies, which relate to local government.</li> <li>• Where it is made available, this allowance will help councillors further develop skills to assist with making informed decisions on important questions before council, and also provide professional development opportunities for councillors.</li> </ul>	<p>Item 5.5 <b>generally aligns</b> with Advocacy Position 2.8 - Elected Member Training</p> <p><i>Support Local Governments being required to establish an Elected Member Training Policy to encourage training and include budgetary provision of funding for Elected Members;</i></p> <p><b>Comment</b> The proposal augments recent Act amendments that require Local Governments to adopt a professional development policy for Council Members. Many Local Governments now budget for training requirements that align with the policy statement.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>• <b>Support WALGA recommendation(s)</b></li> </ul>
<p><b>5.6 Standardised Election Caretaker period</b></p>		

<ul style="list-style-type: none"> <li>• There is currently no requirement for a formal caretaker period, with individual councils operating under their own policies and procedures.</li> <li>• This is commonly a point of public confusion.</li> </ul>	<ul style="list-style-type: none"> <li>• A statewide caretaker period for local governments is proposed.</li> <li>• All local governments across the State would have the same clearly defined election period, during which:                             <ul style="list-style-type: none"> <li>○ Councils do not make major decisions with criteria to be developed defining ‘major’</li> <li>○ Incumbent councillors who nominate for re-election are not to represent the local government, act on behalf of the council, or use local government resources to support campaigning activities.</li> <li>○ There are consistent election conduct rules for all candidates.</li> </ul> </li> </ul>	<p><b><u>Current Local Government Position</u></b>                      There is no advocacy position in relation to Item 5.6</p> <p><b>Comment</b>                      WALGA developed a template Caretaker Policy in 2017 on request for a consistent approach. There are no know instances where Caretaker Policy have led to unforeseen or unmanageable consequences impacting on decision-making functions.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>• <b>Support WALGA recommendation(s)</b></li> </ul>
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5.7 Remove WALGA from the Act		
<ul style="list-style-type: none"> <li>The Western Australian Local Government Association (WALGA) is constituted under the <i>Local Government Act 1995</i>.</li> <li>The Local Government Panel Report and the Select Committee Report included this recommendation.</li> </ul>	<ul style="list-style-type: none"> <li>The <a href="#">Local Government Panel Report</a> recommended that WALGA not be constituted under the <i>Local Government Act 1995</i>.</li> <li>Separating WALGA out of the Act will provide clarity that WALGA is not a State Government entity.</li> </ul>	<p><b><u>Current Local Government Position</u></b> There is no advocacy position in relation to Item 5.7.</p> <p><b><u>Comment</u></b> WALGA is conducting its own due diligence on this proposal, previously identified in the Local Government Review Panel Report. The outcome of this reform would require a transition of WALGA from a body constituted under the Act to an incorporated association. It is important to the Local Government sector that the provisions relating to the mutual self-insurance scheme and tender exempt prequalified supply panels remain in the Act and are not affected by this proposal. Further work is being carried out by WALGA to fully understand the effect this proposal will have on WALGA and the sector.</p> <p><b><u>Recommendation</u></b>  <b>WALGA to undertake its due diligence on this proposal and advise the sector accordingly.</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li><b>Support WALGA recommendation(s)</b></li> </ul>

5.8 CEO Recruitment		
<ul style="list-style-type: none"> <li>Recent amendments introduced provisions to standardise CEO recruitment.</li> <li>The recruitment of a CEO is a very important decision by a local government.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that DLGSC establishes a panel of approved panel members to perform the role of the independent person on CEO recruitment panels.</li> <li>Councils will be able to select an independent person from the approved list.</li> <li>Councils will still be able to appoint people outside of the panel with the approval of the Inspector.</li> </ul>	<p><b><u>Current Local Government Position</u></b> There is no advocacy position in relation to Item 5.8.</p> <p><b><u>Comment</u></b> The proposed reform augments the CEO Standards in relation to recruitment introduced in February 2021.</p> <p><b><u>Recommendation</u></b></p> <p><b><u>Supported</u></b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>Not support the proposal as it will incur additional costs and removes the responsibility from elected members who have been elected to ‘govern’ the affairs of the local government. Guidelines, training and support be provided for elected members in recruitment processes relating to its CEO.</li> </ul>

## Theme 6: Improved Financial Management and Reporting

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
6.1 Model Financial Statements and Tiered Financial Reporting		
<ul style="list-style-type: none"> <li>The financial statements published in the Annual Report is the main financial reporting currently published by local governments.</li> <li>Reporting obligations are the same for large (Stirling, Perth, Fremantle) and small</li> </ul>	<ul style="list-style-type: none"> <li>The Minister strongly believes in transparency and accountability in local government. The public rightly expects the highest standards of integrity, good governance, and prudent financial management in local government.</li> </ul>	<p><b><u>Current Local Government Position</u></b> Items 6.1 and 6.2 <b><u>generally align</u></b> with Advocacy Position 2.6 – Support a size and scale compliance regime and Advocacy Position 2.6.24 – Financial Management and Procurement.</p>



CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<p>(Sandstone, Wiluna, Dalwallinu) local governments, even though they vary significantly in complexity.</p> <ul style="list-style-type: none"> <li>The Office of the Auditor General has said that some existing reporting requirements are unnecessary or onerous - for instance, information that is not relevant to certain local governments, or that is a duplicate of other published information.</li> </ul>	<ul style="list-style-type: none"> <li>It is critically important that clear information about the financial position of local governments is openly available to ratepayers. Financial information also supports community decision-making about local government services and projects.</li> <li>Local governments differ significantly in the complexity of their operations. Smaller local governments generally have much less operating complexity than larger local governments.</li> <li>The Office of the Auditor General has identified opportunities to improve financial reporting, to make statements clearer, and reduce unnecessary complexity.</li> <li>Recognising the difference in the complexity of smaller and larger local governments, it is proposed that financial reporting requirements should be tiered – meaning that larger local governments will have greater financial reporting requirements than smaller local governments.</li> <li>It is proposed to establish standard templates for <b>Annual Financial Statements</b> for band 1 and 2 councils, and simpler, clearer financial statements for band 3 and 4.</li> <li><b>Online Registers</b>, updated quarterly (see item 3.4), would provide faster and greater transparency than current annual reports. Standard templates will be published for use by local governments.</li> <li><b>Simpler Strategic and Financial Planning</b> (item 6.2) would also improve the budgeting process.</li> </ul>	<p><i>The Local Government sector:</i></p> <ol style="list-style-type: none"> <li><i>Requests the Minister for Local Government to direct the Department of Local Government to prepare a Model set of Financial Statements and Annual Budget Statements for the Local Government sector, in consultation with the Office of the Auditor General.</i></li> <li><i>Requests the Department of Local Government to re-assess the amount of detail required to be included in annual financial reports, in particular for small and medium sized entities as suggested by the Office of Auditor General.</i></li> </ol> <p><b>Comment</b></p> <p>The Sector has a long-standing position for a broad review of the financial management and reporting provisions of the Act, which remain largely unchanged since commencing in 1996.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li><b>Support WALGA recommendation(s)</b></li> </ul>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<b>6.2 Simplify Strategic and Financial Planning</b>		
<ul style="list-style-type: none"> <li>Requirements for plans are outlined in the Local Government Financial Management and Administration Regulations.</li> <li>There is also the Integrated Planning and Reporting (IPR) framework.</li> <li>While many councils successfully apply IPR to their budgeting and reporting, IPR may seem complicated or difficult, especially for smaller local governments.</li> </ul>	<ul style="list-style-type: none"> <li>Having clear information about the finances of local government is an important part of enabling informed public and ratepayer engagement and input to decision-making.</li> <li>The framework for financial planning should be based around information being clear, transparent, and easy to understand for all ratepayers and members of the public.</li> <li>In order to provide more consistency and clarity across the State, it is proposed that greater use of templates is introduced to make planning and reporting clearer and simpler, providing greater transparency for ratepayers.</li> <li>Local governments would be required to adopt a standard set of plans, and there will be templates published by the DLGSC for use or adaption by local governments.</li> <li>It is proposed that the plans that are required are:                         <ul style="list-style-type: none"> <li>Simplified <b>Council Plans</b> that replace existing Strategic Community Plans and set high-level objectives, with a new plan required at least every eight years. These will be short-form plans, with a template available from the DLGSC</li> <li>Simplified <b>Asset Management Plans</b> to consistently forecast costs of maintaining the local government's assets. A new plan will be required at least every ten years, though local governments should update the plan regularly if the local government gains or disposes of major assets (e.g. land, buildings, or roads). A template will be</li> </ul> </li> </ul>	<p>As above</p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li><b>Support WALGA recommendation(s)</b></li> </ul>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<p>provided, and methods of valuations will be simplified to reduce red tape</p> <ul style="list-style-type: none"> <li>○ Simplified <b>Long Term Financial Plans</b> will outline any long term financial management and sustainability issues, and any investments and debts. A template will be provided, and these plans will be required to be reviewed in detail at least every four years</li> <li>○ A new <b>Rates and Revenue Policy</b> (see item 6.3) that identifies the approximate value of rates that will need to be collected in future years (referencing the Asset Management Plan and Long Term Financial Plan) – providing a forecast to ratepayers (updated at least every four years)</li> <li>○ The use of simple, one-page <b>Service Proposals</b> and <b>Project Proposals</b> that outline what proposed services or initiatives will cost, to be made available through council meetings. These will become <b>Service Plans</b> and <b>Project Plans</b> added to the yearly budget if approved by council. This provides clear transparency for what the functions and initiatives of the local government cost to deliver. Templates will be available for use by local governments.</li> </ul>	
<b>6.3 Rates and Revenue Policy</b>		
<ul style="list-style-type: none"> <li>• Local governments are not required to have a rates and revenue policy.</li> <li>• Some councils defer rate rises, resulting in the eventual need to drastically raise rates to cover unavoidable costs – especially for</li> </ul>	<ul style="list-style-type: none"> <li>• The Rates and Revenue Policy is proposed to increase transparency for ratepayers by linking rates to basic operating costs and the minimum costs for maintaining essential infrastructure.</li> <li>• A Rates and Revenue Policy would be required</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 6.3 <b><u>generally aligns</u></b> with Advocacy Position 2.1.6 - Rate Setting and WALGA's <b><u>Rate Setting Policy Statement</u></b>.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
the repair of infrastructure.	<p>to provide ratepayers with a forecast of future costs of providing local government services.</p> <ul style="list-style-type: none"> <li>• The Policy would need to reflect the Asset Management Plan and the Long Term Financial Plan (see item 6.2), providing a forecast of what rates would need to be, to cover unavoidable costs.</li> <li>• A template would be published for use or adaption by all local governments.</li> <li>• The <a href="#">Local Government Panel Report</a> included this recommendation.</li> </ul>	<p><i>Councils' deliberative rate setting processes reference their Integrated Planning Framework – a thorough strategic, financial and asset management planning process – and draw upon the community's willingness and capacity to pay.</i></p> <p><b>Recommendation</b></p> <p><b>Supported</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>• <b>Support WALGA recommendation(s)</b></li> </ul>
<b>6.4 Monthly Reporting of Credit Card Statements</b>		
<ul style="list-style-type: none"> <li>• No legislative requirement.</li> <li>• Disclosure requirements brought in by individual councils have shown significant reduction of expenditure of funds.</li> </ul>	<ul style="list-style-type: none"> <li>• The statements of a local government's credit cards used by local government employees will be required to be tabled at council at meetings on a monthly basis.</li> <li>• This provides oversight of incidental local government spending.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>There is no advocacy position in relation to Item 6.4.</p> <p><b>Comment</b></p> <p>This proposed reform reflects widespread common practice for credit card transactions to be included in monthly financial reports and lists of accounts paid.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>• <b>Support WALGA recommendation(s)</b></li> </ul>
<b>6.5 Amended Financial Ratios</b>		
<ul style="list-style-type: none"> <li>• Local governments are required to report</li> </ul>	<ul style="list-style-type: none"> <li>• Financial ratios will be reviewed in detail,</li> </ul>	<p><b><u>Current Local Government Position</u></b></p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<p>seven ratios in their annual financial statements.</p> <ul style="list-style-type: none"> <li>• These are reported on the MyCouncil website.</li> <li>• These ratios are intended to provide an indication of the financial health of every local government.</li> </ul>	<p>building on work already underway by the DLGSC.</p> <ul style="list-style-type: none"> <li>• The methods of calculating ratios and indicators will be reviewed to ensure that the results are accurate and useful.</li> </ul>	<p>Item 6.5 <b>aligns</b> with Advocacy Position 2.6.25 - Review and reduce financial ratios.</p> <p><i>Advocate to the Minister for Local Government to amend the Local Government (Financial Management) Regulations 1996 to prescribe the following ratios:</i></p> <ul style="list-style-type: none"> <li><i>a. Operating Surplus Ratio,</i></li> <li><i>b. Net Financial Liabilities Ratio,</i></li> <li><i>c. Debt Service Coverage Ratio, and</i></li> <li><i>d. Current Ratio.</i></li> </ul> <p><b>Recommendation</b></p> <p><b>Supported</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li>• <b>Support WALGA recommendation(s) noting that the key issue is the benchmarks set by the Department relating to the ratios that is the problem with perception of sustainability of the sector and many smaller local governments, and not taking into account regularly received Commonwealth and State untied grants should be factored in and not discounted.</b></li> </ul>
<b>6.6 Audit Committees</b>		

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<ul style="list-style-type: none"> <li>Local governments must establish an Audit Committee that has three or more persons, with the majority to be council members.</li> <li>The Audit Committee is to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under the Act.</li> <li>The Panel Report identified that Audit Committees should be expanded, including to provide improved risk management.</li> </ul>	<ul style="list-style-type: none"> <li>To ensure independent oversight, it is proposed the Chair of any Audit Committee be required to be an independent person who is not on council or an employee of the local government.</li> <li>Audit Committees would also need to consider proactive risk management.</li> <li>To reduce costs, it is proposed that local governments should be able to establish shared Regional Audit Committees.</li> <li>The Committees would be able to include council members but would be required to include a majority of independent members and an independent chairperson.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 6.6 <b><u>does not align</u></b> with Advocacy Position 2.2.4 – Accountability and Audit</p> <p><i>That audit committees of Local Government, led and overseen by the Council, have a clearly defined role with an Elected Member majority and chair.</i></p> <p><b>Comment</b></p> <p>The Sector's view is well established, that the Council must maintain, and be seen by the community to have, majority involvement and investment in the purpose of an Audit Committee. There is sector support for some independent members on the Audit Committee, however not a majority.</p> <p>The dual effect of the proposed reform is to guarantee a place for a majority of independent persons on Audit Committees, with the additional requirement that an independent person Chair this Committee. Presently, not all Local Government Audit Committees are able to include an independent person. This may be for a variety of reasons not least of which is a lack of suitable, available candidates with the required qualification, skill and experience.</p> <p>It would be counter-productive if the proposed reforms led to the appointment of unsuitable independent persons to a skills-based role. The concept of Regional Audit Committees has apparent merit in this case but there is no detail regarding practicalities; for example, is the Regional Audit Committee intended to include the same independent persons who will meet</p>



CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p>separately with each Local Government within the region?</p> <p>There is too little certainty that the imperative question of appropriate representation will be managed as a consequence of the proposed reforms for it to be supported.</p> <p>The proposal for the Audit Committees to also consider proactive risk management is supported.</p> <p><b>Recommendation</b></p> <ol style="list-style-type: none"> <li><b>1. Do not support majority independent members of the Audit Committee</b></li> <li><b>2. Support Audit Committees of Local Government with an Elected Member majority including independent members, and to consider proactive risk management issues.</b></li> </ol> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li><b>Adding an independent chair in rural areas will add cost and questionable benefit. It should be optional and scalable – Bands 3 and 4 where complexity is less should be optional.</b></li> </ul>
<b>6.7 Building Upgrade Finance</b>		
<ul style="list-style-type: none"> <li>The local government sector has sought reforms that would enable local governments to provide loans to property owners to finance for building improvements.</li> <li>This is not currently provided for under the</li> </ul>	<ul style="list-style-type: none"> <li>Reforms would allow local governments to provide loans to third parties for specific building improvements - such as cladding, heritage and green energy fixtures.</li> <li>This would allow local governments to lend funds to improve buildings within their district.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 6.7 <u>aligns</u> with Advocacy Position 2.6.26 - Building Upgrade Finance.</p> <p><i>The Local Government Act 1995 should be amended to enable a Building Upgrade Finance</i></p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<p>Act.</p> <ul style="list-style-type: none"> <li>The Local Government Panel Report included this recommendation.</li> </ul>	<ul style="list-style-type: none"> <li>Limits and checks and balances would be established to ensure that financial risks are proactively managed.</li> </ul>	<p><i>mechanism in Western Australia.</i></p> <p><b>Comment</b> Building Upgrade Finance would enable Local Governments to guarantee finance for building upgrades for non-residential property owners. In addition to building upgrades to achieve environmental outcomes, Local Governments have identified an opportunity to use this approach to finance general upgrades to increase the commercial appeal of buildings for potential tenants. In this way, BUF is viewed as means to encourage economic investment to meet the challenges of a soft commercial lease market and achieve economic growth.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p> <p><b>Shire of Narrogin Position</b></p> <ul style="list-style-type: none"> <li><b>Support WALGA recommendation(s)</b></li> </ul>
<b>6.8 Cost of Waste Service to be Specified on Rates Notices</b>		
<ul style="list-style-type: none"> <li>No requirement for separation of waste changes on rates notice.</li> <li>Disclosure will increase ratepayer awareness of waste costs.</li> <li>The Review Panel Report included this recommendation.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that waste charges are required to be separately shown on rate notices (for all properties which receive a waste service).</li> <li>This would provide transparency and awareness of costs for ratepayers.</li> </ul>	<p><b><u>Current Local Government Position</u></b> There is no advocacy position in relation to Item 6.8.</p> <p><b>Comment</b> This proposed reform will require a relatively simple calculation,</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>

Local Government Reform – Consultation on Proposed Reforms

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<b>Shire of Narrogin Position</b> <ul style="list-style-type: none"><li>• Support WALGA recommendation(s)</li></ul>



**11. ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

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

**13. CLOSURE OF MEETING**

There being no further business to discuss, the Presiding Member declared the meeting closed at \_\_\_\_ pm and pursuant to resolution 1021.012 of 27 October 2021, reminded Councillors of the next Ordinary Meeting of the Council, scheduled for 7.00 pm on Wednesday 23 February 2022, at this same venue.



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