



Shire of
Narrogin

MINUTES

ORDINARY COUNCIL MEETING

23 November 2022

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

A handwritten signature in black ink, appearing to be 'J. Mansfield'.

Signed:

Date: 24 November 2022

These minutes were confirmed at the Ordinary Council Meeting held on 14 December 2022

A handwritten signature in black ink, appearing to be 'M. Mansfield'.

Signed:

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

Acknowledgement of Noongar People

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

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

**Electronic copies of minutes and agendas are available
for download from the Shire of Narrogin website www.narrogin.wa.gov.au**

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



Shire of
Narrogin
Love the life

STRATEGIC COMMUNITY

SNAPSHOT

PLAN
2017-27

VISION

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

MISSION

Provide leadership, direction and opportunities for the community.

KEY PRINCIPLES

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

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

OUR VALUES

Care with Trust & Teamwork

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

Accountability - We accept responsibility for our actions and outcomes

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

Excellence - We go the extra mile to deliver outstanding services

Trust - We share without fear of consequences

Team Work - We work together for a common goal

ECONOMIC

Support growth and progress, locally and regionally...

Growth in revenue opportunities

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

Increased Tourism

- Promote, develop tourism and maintain local attractions

An effective well maintained transport network

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

Agriculture opportunities maintained and developed

- Support development of agricultural services

SOCIAL

Provide community facilities and promote social interaction...

Provision of youth services

- Develop and implement a youth strategy

Build a healthier and safer community

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

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

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

Cultural and heritage diversity is recognised

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

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

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

ENVIRONMENT

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

A preserved natural environment

- Conserve, enhance, promote and rehabilitate the natural environment

Effective waste services

- Support the provision of waste services

Efficient use of resources

- Increase resource usage efficiency

A well maintained built environment

- Improve and maintain built environment

CIVIC

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

An efficient and effective organisation

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

An employer of choice

- Provide a positive, desirable workplace

DISCLAIMER

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

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

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

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ORDINARY COUNCIL MEETING

23 NOVEMBER 2022

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member, President Ballard, declared the meeting open at 7:05 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 M Furr – Executive Manager Corporate & Community Services

Ms V Ward – Executive Assistant

Leave of Absence

Apologies

Mr T Evans – Executive Manager Technical & Rural Services

Absent

Nil

Visitors

2 Members of the public

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

Nil

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

5.1 Mr Gabrielle Smith

1. What is the Council going to do about the Aboriginal Land Trust Reserve land located near where the RevHeads event is held?

The Shire President advised that this land is controlled by the Aboriginal Lands Trust and as such the Shire has no control over it.

2. What is happening with Kooraminning?

The Chief Executive Officer advised that this property will be going to auction in coming months for failure to pay rates debts. It is currently with the Shire's debt collection agency.

3. What funding does the Shire provide for Aboriginal youth to participate in sporting facilities/activities?

The Shire President advised that this funding (Kids Sport) is provided by the State through the Department of Sport and Recreation.

4. Why is there no Men's Refuge in Narrogin?

The Shire President advised that this was a State Government funding issue and not something that local government provides. The Women's Refuge is funded by the State Government to Not For Profit groups.

5. Why is there not any indigenous person on Council?

The Shire President advised that Elected Members must nominate and be voted onto Council by the Narrogin Community.

5.2 Ms Raylene Storey

1. Has the Council investigated relocating the Revheads event to the Speedway venue?

The Shire President advised that this has been discussed with Revheads and at this stage they advised that they sought to stay at their current location.

2. As a Chief Executive Officer and Council Members are you aware that there are 7 Aboriginal Sites in and around town that are significant Culture and Sacred Grounds and what awareness is Council providing to the local community of these sites?

The Shire President requested Ms Storey to send through the locations of these sites.

4. Why is there no Aboriginal Flag within the Council Chambers?

The Shire President advised that the Aboriginal Flag flew each work day at the Shire's Offices (outside the building) however the question of whether the Council should fly the

flag in the Chambers has never been discussed and that would need to be a decision made as a Council.

5. Ms Storey stated that she felt that there was no discussion with the local elders on projects within Narrogin.

*The Shire President advised that there is collaboration especially in regard to works currently being undertaken at Gnarojin Creek.
CEO advised that Ms Storey received copy of report via email. He also provided an update of the works at the creek.*

5. Why does the Council not acknowledge the land on which the meeting is held prior to each Council Meeting?

The Shire President advised that an acknowledgement is included on the publication of every Council Minutes and Agenda and that the Elected Members have previously discussed this and felt that if it was done at each meeting it would not have the same impact and it would be seen to be a token gesture.

6. What is the status of the BBQ at Gnarojin Park?

The Chief Executive Officer advised that the BBQ has been installed and is fully functional.

6. APPLICATIONS FOR LEAVE OF ABSENCE

The next Council meeting is scheduled for 14 December 2022.

Nil

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

7.1 Ordinary Council Meeting

OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION 231122.001

Moved: Cr Seale

Seconded: Cr Pomykala

That the minutes of the Ordinary Council Meeting held on 26 October 2022 be confirmed as an accurate record of the proceedings.

CARRIED 9/0

For: President Ballard, Cr McNab, Cr Fisher, Cr Seale, Cr Pomykala, Cr Wiese, Cr Alexander, Cr Early.

Against: Nil

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Nil

9. PETITIONS, DEPUTATIONS, PRESENTATIONS OR SUBMISSIONS

Nil

10. MATTERS WHICH REQUIRE DECISIONS

10.1 DEVELOPMENT AND REGULATORY SERVICES

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

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 – OCTOBER 2022

File Reference	12.1.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	01 November 2022
Author	Nicole Johns – Customer Service Officer
Authorising Officer	Mark Furr – Executive Manager Corporate & Community Services
Attachments	1. Schedule of Accounts Paid – October 2022

Summary

Council is requested to note the payments as presented in the Schedule of Accounts Paid for October 2022.

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) and Local Government (Financial Management) Regulations 1996, clause 13 relates.

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 2022/23 Annual Budget or resulting from a Council resolution.

Strategic Implications

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

Comment/Conclusion

The Schedule of Accounts Paid – October 2022 is presented to Council for notation. Below is a summary of activity.

<i>October 2022 Payments</i>		
<i>Payment Type</i>	<i>\$</i>	<i>%</i>
Cheque	922.30	0.08
EFT (incl Payroll)	1,036,794.76	88.81
Direct Debit	125,504.60	10.75
Credit Card	4,219.64	0.36
Trust	0.00	0.00
Total Payments	1,167,441.30	100.00

<i>Local Spending</i>	<i>\$</i>	<i>%</i>
Local Suppliers	61,491.08	5.27
Payroll	313,474.03	26.85
Total	374,965.11	32.12

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to present a detailed listing of payments in the prescribed form would result in non-compliance with the Local Government (Financial Management) Regulations 1996, clause 13, which may result in a qualified audit.	Rare (1)	Minor (2)	Low (1-4)	Compliance Requirements	Accept Officer Recommendation

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; work health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of two (2) has been determined for this item. Any items with a risk rating of 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 231122.002

Moved: Cr McNab

Seconded: Cr Wiese

That with respect to the Schedule of Accounts Paid for October 2022, Council note the Report as presented.

CARRIED 9/0

For: President Ballard, Cr McNab, Cr Fisher, Cr Seale, Cr Pomykala, Cr Wiese, Cr Alexander, Cr Early.

Against: Nil

Cheque Payments

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
1	715	07/10/2022	Shire Of Narrogin - Petty Cash-admin			99.60		
2	INV DCVC SEPT	30/09/2022	Shire Of Narrogin - Petty Cash-admin	DCVC (VISITORS CENTRE) OTHER EXPENDITURE - Petty Cash Recoup September 2022	99.60			
3	716	31/10/2022	Shire Of Narrogin - Petty Cash-admin	NHCP Petty Cash Recoup Sep 2022		822.70		
4	INV SEP2022	30/09/2022	Shire Of Narrogin - Petty Cash-admin	AGEDOTHER - CATS DRIVER MEALS - Petty Cash Recoup September 2022	240.00			
5	INV NHC- SEP2022	30/09/2022	Shire Of Narrogin - Petty Cash-admin	NHCP Petty Cash Recoup Sep 2022	582.70			
Cheque Total \$					922.30			

EFT Payments

	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
6	EFT19520	05/10/2022	Narrogin Newsagency			54.60	L	F
7	INV 301707	01/10/2022	Narrogin Newsagency	CHCP - GENERAL OFFICE EXPENSES - Deliveries 01/09/22 - 30/09/22	54.60			
8	EFT19521	07/10/2022	Narrogin Packaging			303.00	L	
9	INV 00075794	21/09/2022	Narrogin Packaging	FITOUT OF RAILWAY STATION BUILDING - Soap Dispenser	303.00			
10	EFT19522	07/10/2022	Great Southern Fuels			30,734.05		
11	INV D2118908	29/09/2022	Great Southern Fuels	STOCK - PURCHASE OF STOCK MATERIALS - 200L Unleaded	359.69			
12	INV D2118907	29/09/2022	Great Southern Fuels	STOCK - PURCHASE OF STOCK MATERIALS - 15,000L Diesel	30,374.36			
13	EFT19523	07/10/2022	Narrogin Fruit Market			281.33	L	
14	INV 00042022091209	12/09/2022	Narrogin Fruit Market	PWO - GENERAL OFFICE EXPENSES - Weekly Office Order	44.65			
15	INV 00032022091921	19/09/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Weekly Office Order	59.23			
16	INV 0008202209192	19/09/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Weekly Office Order	58.56			
17	INV 0008202209201	20/09/2022	Narrogin Fruit Market	PWO - GENERAL OFFICE EXPENSES - Weekly Office Order	39.70			
18	INV 0008202209282	28/09/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Weekly Order	54.46			
19	INV 0008202209283	28/09/2022	Narrogin Fruit Market	PWO - GENERAL OFFICE EXPENSES - Weekly Office Order	24.73			
20	EFT19524	07/10/2022	Kleenheat Gas			981.45	L	

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
21	INV 4458459	01/09/2022	Kleenheat Gas	TOWN HALL (FEDERAL ST) BUILDING OPERATIONS - Service Charge 2022-23	145.24		
22	INV AUG 22	14/09/2022	Kleenheat Gas	ADMIN OFFICE BUILDING OPERATIONS - Electricity Usage 01/08/22 - 31/08/22	836.21		
23	EFT19525	07/10/2022	Makit Narrogin Hardware			635.27	L
24	INV 114658	01/09/2022	Makit Narrogin Hardware	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - General Materials	321.70		
25	INV 114702	28/09/2022	Makit Narrogin Hardware	VARIOUS DEPARTMENTS - General Materials	313.57		
26	EFT19526	07/10/2022	Landgate			618.80	
27	INV 378577	23/09/2022	Landgate	RATES - DEBT COLLECTION EXPENSES - Minimum Charge	71.80		
28	INV 378621	27/09/2022	Landgate	RATES - DEBT COLLECTION EXPENSES - Gross Rental Valuation Chargable	547.00		
29	EFT19527	07/10/2022	RJ Smith Engineering			159.00	L
30	INV 6448	29/09/2022	RJ Smith Engineering	FITOUT OF RAILWAY STATION BUILDING - Door Step/Ramp	159.00		
31	EFT19528	07/10/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota	SMALL PLANT - Replacement Brush Cutter		429.00	L
32	INV PI23054274	29/09/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota	SMALL PLANT - Replacement Brush Cutter	429.00		
33	EFT19529	07/10/2022	Bucher Municipal Pty Ltd - McDonald Johnston			14.99	
34	INV 1044935	27/09/2022	Bucher Municipal Pty Ltd - McDonald Johnston	1EUF156 HINO ROAD SWEEPER 2004 - 1x Key	14.99		
35	EFT19530	07/10/2022	Country Paint Supplies			201.00	L
36	INV 4899000939	29/09/2022	Country Paint Supplies	FITOUT OF RAILWAY STATION BUILDING - 4M3 Tiles	201.00		
37	EFT19531	07/10/2022	Toll Transport Pty Ltd			291.24	
38	INV 1554-T740710	18/09/2022	Toll Transport Pty Ltd	VARIOUS DEPARTMENTS - Freight	291.24		
39	EFT19532	07/10/2022	A & A Corasaniti Building Contractors Pty Ltd			2,090.00	L R
40	INV 357	30/09/2022	A & A Corasaniti Building Contractors Pty Ltd	PRIVATE WORKS - BUDGET PURPOSES ONLY - Re-Instate Paving on Kipling Street - Water Corp Burst	2,090.00		
41	EFT19533	07/10/2022	AFGRI Equipment Australia Pty Ltd			180.43	L
42	INV 2626798	21/09/2022	AFGRI Equipment Australia Pty Ltd	2017 JOHN DEERE RIDE ON MOWER - 1x Throttle Cable	180.43		
43	EFT19534	07/10/2022	Ryan Charles Francisco			1,100.00	L
44	INV 18	21/09/2022	Ryan Charles Francisco	FITOUT OF RAILWAY STATION BUILDING - Concrete Steps & Bin Base	1,100.00		

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
45	EFT19535	07/10/2022	Integrated ICT		4,116.09		
46	INV 23940	30/09/2022	Integrated ICT	MOBILE VIDEO CONFERENCE SOLUTION FOR THE COUNCIL CHAMBERS - Commbox Setup & Travel	3,482.49		
47	INV 23937	30/09/2022	Integrated ICT	ADMIN - INFORMATION SYSTEMS - Call Out to Fix Public WIFI & Travel	633.60		
48	EFT19536	07/10/2022	Narrogin Meals On Wheels		1,116.00	L	F
49	INV JUL-77	08/08/2022	Narrogin Meals On Wheels	CHSP MEALS ON WHEELS COMMITTEE - Meals on Wheels Deliveries July 22	318.00		
50	INV AUG-22	08/09/2022	Narrogin Meals On Wheels	CHSP MEALS ON WHEELS COMMITTEE - Meals on Wheels Deliveries August 22	393.00		
51	INV SEP-2022	06/10/2022	Narrogin Meals On Wheels	CHSP MEALS ON WHEELS COMMITTEE - Meals on Wheels Deliveries September 22	405.00		
52	PAY 8	12/10/2022	PAYROLL	Payroll 8 - 12/10/2022	153,756.84		
53	EFT19537	14/10/2022	Coles	VARIOUS DEPARTMENTS - Coles Account September 22	1,136.17	L	
54	INV 187	30/09/2022	Coles	VARIOUS DEPARTMENTS - Coles Account September 22	1,136.17		
55	EFT19538	14/10/2022	Synergy		14,016.69		
56	INV 2045580764	22/07/2022	Synergy	JOHN HIGGINS COMMUNITY COMPLEX BUILDING OPERATIONS - Electricity Usage 18/05/22 - 19/06/22	351.64		
57	INV 0130	12/08/2022	Synergy	LIONS PARK MAINTENANCE/OPERATIONS - Water Usage 07/06/22 - 03/08/22	88.64		
58	INV 2069594912	15/08/2022	Synergy	CEO STAFF HOUSING - Electricity Usage 23/06/22 - 12/08/22	506.73		
59	INV 2001686501	03/10/2022	Synergy	ROADM - STREET LIGHTING MAINTENANCE/OPERATIONS - Electricity Usage 25/08/22 - 24/09/22	12,554.67		
60	INV 2073634537	06/10/2022	Synergy	CEMETERY MAINTENANCE/OPERATIONS - Electricity Usage 05/08/22 - 05/10/22	122.40		
61	INV 2017660927	06/10/2022	Synergy	MUSEUM BUILDING OPERATIONS - Electricity Usage 06/08/22 - 05/10/22	392.61		
62	EFT19539	14/10/2022	Narrogin Packaging		577.20	L	PF
63	INV 00075830	28/09/2022	Narrogin Packaging	HIGHBURY PUBLIC TOILETS OPERATIONS - Cleaning Supplies	32.00		
64	INV 00075832	28/09/2022	Narrogin Packaging	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Cleaning Supplies	152.50		
65	INV 00075838	29/09/2022	Narrogin Packaging	CHSP & CHCP - GENERAL EXPENDITURE - 5l Orange Detergent	19.90		
66	INV 00076020	03/10/2022	Narrogin Packaging	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Retic	308.00		
67	INV 00076034	04/10/2022	Narrogin Packaging	MEMORIAL PARK MAINTENANCE/OPERATIONS - General Materials	34.00		
68	INV 00076033	04/10/2022	Narrogin Packaging	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Retic	23.00		

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
69	INV 00076029	04/10/2022	Narrogin Packaging	PARKS & GARDENS MAINTENANCE - Retic	7.80		
70	EFT19540	14/10/2022	Narrogin Fruit Market		121.60	L	
71	INV 00032022090514	05/09/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Weekly Office Order	49.77		
72	INV 00032022090513	05/09/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Weekly Office Order	71.83		
73	EFT19541	14/10/2022	Water Corporation		240.86		
74	INV 0131	05/10/2022	Water Corporation	LIONS PARK MAINTENANCE/OPERATIONS - Water Usage 03/08/22 - 04/10/22	240.86		
75	EFT19542	14/10/2022	Knightline Computers		49.90	L	
76	INV 00077176	28/09/2022	Knightline Computers	MOBILE VIDEO CONFERENCE SOLUTION FOR THE COUNCIL CHAMBERS - 1x Ethernet Cable	29.95		
77	INV 00077243	07/10/2022	Knightline Computers	ADMIN - INFORMATION SYSTEMS - HDMI to Displayport Cable for Homecare Reception	19.95		
78	EFT19543	14/10/2022	Narrogin Carpets & Curtains		1,045.00	L	F
79	INV B009702	12/09/2022	Narrogin Carpets & Curtains	CHCP - CLIENT PURCHASES - Lino for Clients Kitchen	1,045.00		
80	EFT19544	14/10/2022	Hancocks Home Hardware		229.21	L	
81	INV 414076	30/09/2022	Hancocks Home Hardware	TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE - Stage Rigging Materials	42.11		
82	INV 414011	30/09/2022	Hancocks Home Hardware	TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE - Stage Rigging Materials	164.45		
83	INV 414253	03/10/2022	Hancocks Home Hardware	TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE - Stage Rigging Repairs	22.65		
84	EFT19545	14/10/2022	Parry's Narrogin		620.45	L	
85	INV 70938	08/09/2022	Parry's Narrogin	PWO - WORKS - PROTECTIVE CLOTHING - 1x Boots, 2x Hi-Vis Shirts & 2x Pants	295.75		
86	INV 71289	21/09/2022	Parry's Narrogin	PWO - WORKS - PROTECTIVE CLOTHING - 2x Shirts & 2x Pants (S. Muller)	190.40		
87	INV 71288	21/09/2022	Parry's Narrogin	PWO - WORKS - PROTECTIVE CLOTHING - 2x Pants & 2x Shirt (T. Draper)	134.30		
88	EFT19546	14/10/2022	Walga		638.00		
89	INV SI-001849	30/09/2022	Walga	ADMIN - TRAINING & DEVELOPMENT - Local Government Act Advanced Training 28/11/22 (V Anderson)	638.00		
90	EFT19547	14/10/2022	Susan Farrell		50.00	L	
91	INV 14/09	14/09/2022	Susan Farrell	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Various Range of Laundry	50.00		
92	EFT19548	14/10/2022	DFES-Department of Fire & Emergency Services		9,398.51		

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
93	INV 154579	30/09/2022	DFES-Department of Fire & Emergency Services	FESA ESL LIABILITY - Emergency Service Levy 2022/23	9,398.51		
94	EFT19549	14/10/2022	Narrogin Agricultural Repairs		710.00	L	
95	INV 266014	05/09/2022	Narrogin Agricultural Repairs	SMALL PLANT - HOMECARE - Whipper Snipper Service	140.00		
96	INV 266140	28/09/2022	Narrogin Agricultural Repairs	SMALL PLANT - HOMECARE - Lawn Mower Service	570.00		
97	EFT19550	14/10/2022	Geoff Perkins Farm Machinery Centre		1,799.00	L	F
98	INV 6103	23/09/2022	Geoff Perkins Farm Machinery Centre	CHSP & CHCP - MOTOR VEHICLES EXPENSES - Lawnmower Purchase	1,799.00		
99	EFT19551	14/10/2022	Narrogin Newsagency		109.68	L	PF
100	INV 300065	01/09/2022	Narrogin Newsagency	CHSP - PRINTING & STATIONERY - Newspaper Deliveries September 2022	18.10		
101	INV 301759	01/10/2022	Narrogin Newsagency	LIB - SUBSCRIPTIONS & MEMBERSHIPS - Newspaper Deliveries September 21	91.58		
102	EFT19552	14/10/2022	It Vision		437.80		
103	INV 37538	30/09/2022	It Vision	ADMIN - TRAINING & DEVELOPMENT - IT Vision National Conference SFO-O & SFO-S	437.80		
104	EFT19553	14/10/2022	Narrogin Betta Home Living		894.00	L	F
105	INV 25710062869	15/08/2022	Narrogin Betta Home Living	CHCP - CLIENT PURCHASES - Smart TV & Back up Plan Repair	894.00		
106	EFT19554	14/10/2022	Borgas Engineering Pty Ltd		247.50		
107	INV 8825	08/10/2022	Borgas Engineering Pty Ltd	CLAYTON OVAL MAINTENANCE/OPERATIONS - Remove Goal Posts	247.50		
108	EFT19555	14/10/2022	Narrogin Glass & Quick Fit Windscreens		795.31	L	
109	INV 00059138	13/09/2022	Narrogin Glass & Quick Fit Windscreens	2019 JCB 5CX BACKHOE LOADER - Remove & Fit New Windscreen	795.31		
110	EFT19556	14/10/2022	RJ Smith Engineering		1,811.85	L	
111	INV 6386	28/09/2022	RJ Smith Engineering	2019 JCB 5CX BACKHOE LOADER - Repair to Bent Bucket Cracked Welds	1,499.85		
112	INV 6520	03/10/2022	RJ Smith Engineering	NO2260 1994 THREE AXLE DOG TRAILER - 9M Solid Lifting Chain	252.00		
113	INV 6544	04/10/2022	RJ Smith Engineering	CEMETERY MAINTENANCE/OPERATIONS - Mig Welding Wire	60.00		
114	EFT19557	14/10/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota		965.05	L	
115	INV JC24034940	16/08/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota	1NGN TOYOTA PRADO GXL DSL WAGON - 20,000km Service	570.96		
116	INV JC24035448	28/09/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota	032NGN MAZDA CX3 MAXX SPORT - 60,000km Service	394.09		

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
117	EFT19558	14/10/2022	Country Paint Supplies			128.00	L	
118	INV 4899000950	03/10/2022	Country Paint Supplies	FITOUT OF RAILWAY STATION BUILDING - Black Paint	128.00			
119	EFT19559	14/10/2022	Air Response			1,672.78	L	
120	INV 155564A	30/09/2022	Air Response	ADMIN OFFICE BUILDING MAINTENANCE - Replace Main PC Board to Cassette System	1,672.78			
121	EFT19560	14/10/2022	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)			1,305.29	L	
122	INV 6412761269	21/09/2022	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)	1NO 2022 TOYOTA HILUX 4X4 2.4L DSL DUAL CAB - 4x Tyres & Wheel Alignment	1,244.80			
123	INV 6412768703	28/09/2022	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)	NO3 2020 NISSAN UD TIP TRUCK - Fit, Balance & Dispose of 1x Steering Tyre	60.49			
124	EFT19561	14/10/2022	Toll Transport Pty Ltd			12.06		
125	INV 0555-T740710	25/09/2022	Toll Transport Pty Ltd	ESL - BFB PLANT AND EQUIPMENT MAINTENANCE - Freight	12.06			
126	EFT19562	14/10/2022	Narrogin Gasworx			244.95	L	
127	INV 60438	03/10/2022	Narrogin Gasworx	CARAVAN PARK UPGRADES (ABLUTION BLOCKS & KITCHEN) - Double Burner Cooker & Connections	244.95			
128	EFT19563	14/10/2022	New Security Installations Pty Ltd			915.20		F
129	INV 00015510	10/09/2022	New Security Installations Pty Ltd	CHSP & CHCP - SECURITY SYSTEM - Alarm Monitoring 25/10/22 to 24/10/23	915.20			
130	EFT19564	14/10/2022	A & A Corasaniti Building Contractors Pty Ltd			4,067.25	L	
131	INV 359	30/09/2022	A & A Corasaniti Building Contractors Pty Ltd	MUSEUM BUILDING (CAPITAL) - MUSEUM RESTORATION AS PER CONSERVATION REPORT - Replace Concre	2,585.00			
132	INV 360	04/10/2022	A & A Corasaniti Building Contractors Pty Ltd	MUSEUM BUILDING (CAPITAL) - MUSEUM RESTORATION AS PER CONSERVATION REPORT - Redirect Water	1,482.25			
133	EFT19565	14/10/2022	Marketforce Pty Ltd			1,151.00		
134	INV 45301	28/09/2022	Marketforce Pty Ltd	MEMBERS - ADVERTISING & PROMOTIONS - Non Payment of Rates Narrogin Observer	911.99			
135	INV 45302	28/09/2022	Marketforce Pty Ltd	MEMBERS - ADVERTISING - Lease of 38 Fortune Street (Westpac Bank) - Narrogin Observer	239.01			
136	EFT19566	14/10/2022	Belvedere Nursery			277.20	L	PF
137	INV 10000002013	31/08/2022	Belvedere Nursery	CHSP - GENERAL EXPENDITURE - Vegetables & Plants for Jessie House Garden	127.20			
138	INV 10000002029	05/10/2022	Belvedere Nursery	FITOUT OF RAILWAY STATION BUILDING - Plants	150.00			
139	EFT19567	14/10/2022	The Workwear Group Pty Ltd			983.74		
140	INV 13307590	30/06/2021	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Uniform Allowances (C. Klomp) 2021/22	150.27			

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
141	INV 13566984	27/10/2021	The Workwear Group Pty Ltd	PWO - EMTRS - ALLOWANCES - Uniform Allowance (T. Evans) 2021/22	392.00		
142	INV 14050150	07/06/2022	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Uniform Allowance (T. Baldwin) 2021/22	78.64		
143	INV 14358777	04/10/2022	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Staff Uniform Orders (V. Anderson) 2022/23	362.83		
144	EFT19568	14/10/2022	YMCA WA		35,359.46		
145	INV SI-A011441	30/09/2022	YMCA WA	NRLC - CONTRACT MANAGEMENT EXPENSE - Deficit Funding September 2022	35,359.46		
146	EFT19569	14/10/2022	Dan Turner		4,400.00	L	
147	INV 1600	05/10/2022	Dan Turner	ANZAC WAR MEMORIAL REPAIR & RESTORATION - Engineering & Project Supervision	4,400.00		
148	EFT19570	14/10/2022	WA Fire Appliances		2,420.00		
149	INV 104860	01/06/2022	WA Fire Appliances	ESL - SES SUBSIDY EXPENDITURE - Fit Shelving to SES Truck	2,420.00		
150	EFT19571	14/10/2022	Exteria		13,053.70		F
151	INV 00010719	29/09/2022	Exteria	CEMETERY UPGRADE - Skillion Park Shelters & Front Feature Louvre & Delivery	13,053.70		
152	EFT19572	14/10/2022	BKS Electrical Pty Ltd		990.00		IR
153	INV 3302	06/10/2022	BKS Electrical Pty Ltd	CARPARK MAINTENANCE - Insurance Claim - Remove Light at Westpac Building	990.00		
154	EFT19573	14/10/2022	Jamcra Pty Ltd T/a Howlett's Tree Service		13,626.80		
155	INV 00004435	05/10/2022	Jamcra Pty Ltd T/a Howlett's Tree Service	STREET TREE MAINTENANCE - Prune Street Trees Away From Power Lines	13,626.80		
156	EFT19574	14/10/2022	AFGRI Equipment Australia Pty Ltd		699.70		
157	INV 2624632	15/09/2022	AFGRI Equipment Australia Pty Ltd	NO4871 2014 JOHN DEERE 670G GRADER w/ TOP CON - Service Filters	699.70		
158	EFT19575	14/10/2022	Ryan Charles Francisco		1,925.00	L	
159	INV 21	20/09/2022	Ryan Charles Francisco	FITOUT OF RAILWAY STATION BUILDING - Repair Brickwork to Toilet & Lay Floor Tiles	1,925.00		
160	EFT19576	14/10/2022	Narrogin Tyre Service		1,048.00	L	
161	INV 102265	04/10/2022	Narrogin Tyre Service	NO2260 1994 THREE AXLE DOG TRAILER - Supply & Fit 2x Tyres, Tubes & Rust Band	1,048.00		
162	EFT19577	14/10/2022	Narrogin Auto Centre		820.73	L	
163	INV 315083	08/09/2022	Narrogin Auto Centre	NGN219 2019 NISSAN X-TRAIL - 10000km Service	462.94		
164	INV 315327	15/09/2022	Narrogin Auto Centre	002NGN 2020 MITSUBISHI ASX - 80,000 km Service	357.79		

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
165	EFT19578	14/10/2022	Win Television WA Pty Ltd T/A WIN Television Network			1,254.00		
166	INV 1374710-3	30/09/2022	Win Television WA Pty Ltd T/A WIN Television Network	TOUR - PUBLIC RELATIONS & AREA PROMOTION - TV Commercials Sept 2022	1,254.00			
167	EFT19579	14/10/2022	Telair Pty Ltd			1,537.50		
168	INV TA10781-039	30/09/2022	Telair Pty Ltd	VARIOUS DEPARTMENTS - Telair Telephone Charges for Administration September 2022	1,537.50			
169	EFT19580	14/10/2022	Safetycare Australia Pty Ltd			1,650.00		
170	INV 135131	20/09/2022	Safetycare Australia Pty Ltd	ADMIN - OCCUPATIONAL HEALTH & SAFETY - Safety Hub Subscription 14/10/22 - 14/10/23	1,650.00			
171	EFT19581	14/10/2022	Industrial Automation			1,398.10		
172	INV SINV-14931	15/08/2022	Industrial Automation	STANDPIPE MAINTENANCE/OPERATIONS - Annual Fee July 2022 - June 2023	1,398.10			
173	EFT19582	14/10/2022	OneMusic Australia			176.80		
174	INV 283791	02/10/2022	OneMusic Australia	VARIOUS LOCATIONS - Music Licence 01/10/22 - 31/12/22	176.80			
175	EFT19583	14/10/2022	BMR Mechanical Pty Ltd			1,410.24	L	
176	INV 1353	19/09/2022	BMR Mechanical Pty Ltd	990NGN 2015 MITSUBISHI FUSO ROSA - Battery Replacement	510.01			
177	INV 1375	05/10/2022	BMR Mechanical Pty Ltd	990NGN 2015 MITSUBISHI FUSO ROSA - 72,000km Service	900.23			
178	EFT19584	14/10/2022	Narrogin & Districts Plumbing Service			577.50	L	
179	INV 1054	01/09/2022	Narrogin & Districts Plumbing Service	MUSEUM BUILDING MAINTENANCE - Replace Broken Basin Tap & Damaged Urinal	577.50			
180	EFT19585	14/10/2022	Epic Fire Solutions T/As MCG Fire Services			682.00		
181	INV 2352	15/09/2022	Epic Fire Solutions T/As MCG Fire Services	TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE - Monthly Inspection, Installation of Red Fire Bell & Ext	682.00			
182	EFT19586	14/10/2022	Jennifer Fowler			150.00		F
183	INV 27 R	23/09/2022	Jennifer Fowler	CHCP - CLIENT PURCHASES - Aged Care Consultancy for Clients Family	150.00			
184	EFT19587	14/10/2022	Divine's Coffee Cups			247.50	L	
185	INV 00034	28/09/2022	Divine's Coffee Cups	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Catering for Council Meeting 28/09/22	247.50			
186	EFT19588	14/10/2022	Narrogin Auto Electrics			986.20	L	
187	INV 263849	05/09/2022	Narrogin Auto Electrics	NO2731 FOUR AXLE SIDE TIPPER TRAILER - Supply Only Indicators, Brakes & Reverse Lights	115.79			
188	INV 263847	07/09/2022	Narrogin Auto Electrics	1EYN610 KOMATSU WA380-6 WHEEL LOADER - 4x Indicator Globes & 2x 24V Headlight Globes	44.44			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
189	INV 263848	13/09/2022	Narrogin Auto Electrics	2019 JCB 5CX BACKHOE LOADER - Call Out to Find Fault, Rewire Electrics & Replace Fuse	116.50			
190	INV 263845	19/09/2022	Narrogin Auto Electrics	NO592 2021 ISUZU D-MAX 4X4 SX SINGLE CAB - Supply & Fit Battery	303.63			
191	INV 263846	29/09/2022	Narrogin Auto Electrics	NO2706 FOUR AXLE SIDE TIPPER TRAILER - Diagnose & Replace Fault in Wiring Harness	405.84			
192	EFT19589	14/10/2022	Integrated ICT			1,922.36		
193	INV 23809	16/09/2022	Integrated ICT	ADMIN - INFORMATION SYSTEMS - MC NBN Premium	198.00			
194	INV 23830	23/09/2022	Integrated ICT	ADMIN - INFORMATION SYSTEMS - Montly Preventative Maintenance, CW Automated & ConnectWise Lice	651.20			
195	INV 24039	30/09/2022	Integrated ICT	ADMIN - INFORMATION SYSTEMS - Disaster Recovery for Sept 2022	885.94			
196	INV 24040	30/09/2022	Integrated ICT	ADMIN - INFORMATION SYSTEMS - M365 Exclaimer Signatures for Sept 2022	187.22			
197	EFT19590	14/10/2022	Lite n' Easy Pty Ltd			1,015.44		F
198	INV 6515051	06/09/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals for Client	105.78			
199	INV 6464089	06/09/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals for Client	119.05			
200	INV 6489018	06/09/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals for Client	99.45			
201	INV 6501699	13/09/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals for Client	74.28			
202	INV 6514104	20/09/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals for Client	99.45			
203	INV 6488984	20/09/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Melas for Client	119.05			
204	INV 6552168	27/09/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals for Client	179.88			
205	INV 6514071	04/10/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite & Easy Meals for Client	119.05			
206	INV 6539507	04/10/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite & Easy Meals for Client	99.45			
207	EFT19591	14/10/2022	Guardian Safety Pendants			70.00		F
208	INV 32340	19/08/2022	Guardian Safety Pendants	CHCP - CLIENT PURCHASES - Safety Pendant for Client	70.00			
209	EFT19592	14/10/2022	Ground Up Building & Construction			947.00		
210	INV 00293	05/10/2022	Ground Up Building & Construction	TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE - Roof Inspection & Clean Gutters	665.50			
211	INV 00294	05/10/2022	Ground Up Building & Construction	TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE - Fix Leak in Roof	281.50			
212	EFT19593	14/10/2022	IRIS Consulting Group PTY LTD			638.00		

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
213	INV 00002059	22/09/2022	IRIS Consulting Group PTY LTD	ADMIN - TRAINING & DEVELOPMENT - Records Digitisation Program Training (V Anderson) 27/10/22	638.00			
214	EFT19594	14/10/2022	Forms Express Pty Ltd			23.10		
215	INV 241895	30/09/2022	Forms Express Pty Ltd	RATES - PRINTING AND STATIONERY - E-Notice Returns	23.10			
216	EFT19595	14/10/2022	Creative Spaces			4,925.25		
217	INV 00002026	29/09/2022	Creative Spaces	FITOUT OF RAILWAY STATION BUILDING - Visitor Centre Fitout & Interpretation Design	4,925.25			
218	EFT19596	14/10/2022	John Warburton			84.31		
219	INV 41022	04/10/2022	John Warburton	SUSPENSE ACCOUNT - Refund of Personal Credit From Johns Building Supplies	84.31			
220	EFT19597	14/10/2022	Amy Lazenby			481.74		
221	INV 230922	23/09/2022	Amy Lazenby	ADMIN - TRAINING & DEVELOPMENT - Reimbursement of Accomodation & Meals	481.74			
222	EFT19598	14/10/2022	Risley Catulong			235.00		
223	INV 29092022	23/09/2022	Risley Catulong	HEALTH - SALARIES & WAGES - Reimbursement of Police Clearance, Medical & D&A	235.00			
224	EFT19599	14/10/2022	Kay Weaver			385.00		
225	INV 30/09/22	30/09/2022	Kay Weaver	LIB - PRINTING & STATIONERY - Reimbursement of Shire of Narrogin Barcodes	385.00			
226	EFT19600	20/10/2022	Department Of Human Services			317.91		
227	INV DEDUCTION	10/10/2022	Department Of Human Services	Payroll deductions	317.91			
228	EFT19601	20/10/2022	Australian Services Union Western Australian Branc			25.90		
229	INV DEDUCTION	10/10/2022	Australian Services Union Western Australian Branc	Payroll deductions	25.90			
230	EFT19602	21/10/2022	Narrogin Hire & Reticulation			110.00	L	
231	INV 00076009	03/10/2022	Narrogin Hire & Reticulation	TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE - Mobile Scaffold Hire for Stage Rigging Repairs	110.00			
232	EFT19603	21/10/2022	Best Office Systems			298.00		
233	INV 608204	11/10/2022	Best Office Systems	LIB - OFFICE EQUIPMENT MAINTENANCE - 2x Toner Cartridges for Public Printer	298.00			
234	EFT19604	21/10/2022	Synergy			4,273.94		
235	INV 2053639886	10/10/2022	Synergy	LIONS PARK MAINTENANCE/OPERATIONS - Electricity Usage 05/08/22 - 04/10/22	137.12			
236	INV 2033660376	10/10/2022	Synergy	OLD SHIRE DEPOT - FELSPAR ST - BUILDING OPERATIONS - Electricity Usage 05/08/22 - 04/10/22	117.36			

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
237	INV 2021662622	10/10/2022	Synergy	LYDEKER DEPOT BUILDING OPERATIONS - Electricity Usage 05/08/22 - 04/10/22	1,562.22		
238	INV 2033661701	11/10/2022	Synergy	TOWN HALL (FEDERAL ST) BUILDING OPERATIONS - Electricity Usage 05/08/22 - 05/10/22	1,240.82		
239	INV 2013666632	11/10/2022	Synergy	LIBRARY BUILDING OPERATIONS - Electricity Usage	562.09		
240	INV 2005661981	11/10/2022	Synergy	HISTORY HALL BUILDING OPERATIONS - Electricity Usage 06/08/22 - 05/10/22	132.06		
241	INV 2053641248	11/10/2022	Synergy	EMDRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Electricity Usage 06/08/22 - 05/10/22	150.04		
242	INV 2033662779	12/10/2022	Synergy	SUNDRY DRY PARK/RESERVES MAINTENANCE/OPERATIONS - Electricity Usage 09/08/22 - 06/10/22	242.57		
243	INV 2013667904	12/10/2022	Synergy	MICHAEL BROWN PARK BUILDINGS OPERATIONS - Electricity Usage 12/08/22 - 11/10/22	129.66		
244	PAY - ADHOCK	20/10/2022	PAYROLL	PAYROLL - ADHOCK 20/10/2022	938.95		
245	EFT19605	21/10/2022	Narrogin Packaging			461.50	L
246	INV 00075928	01/10/2022	Narrogin Packaging	VARIOUS DEPARTMENTS - Cleaning Supplies	461.50		
247	EFT19606	21/10/2022	Australia Post			333.42	
248	INV 1011875853	03/10/2022	Australia Post	VARIOUS DEPARTMENTS - Postal Charges September 2022	333.42		
249	EFT19607	21/10/2022	Narrogin Fruit Market			775.38	L
250	INV 0008202210033	03/10/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Weekly Office Order	34.68		
251	INV 000420221010115	10/10/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Weekly Office Order	37.70		
252	INV 00042022101061	10/10/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Weekly Office Order	63.00		
253	INV 0008202210115	11/10/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - MBS Catering 12/10/22	450.00		
254	INV 0008202210114	11/10/2022	Narrogin Fruit Market	OTHCUL - FESTIVAL & EVENTS - Morning Tea for Museum Volunteers	190.00		
255	EFT19608	21/10/2022	Water Corporation			1,080.71	
256	INV 0161	11/10/2022	Water Corporation	THOMAS HOGG OVAL BUILDINGS OPERATIONS - Water Usage 06/08/22 - 10/10/22	98.42		
257	INV 0133	11/10/2022	Water Corporation	MICHAEL BROWN PARK BUILDINGS OPERATIONS - Water Usage 06/08/22 - 10/10/22	976.70		
258	INV 0128	11/10/2022	Water Corporation	SUNDRY DRY PARKS/RESERVES MAINTENANCE/OPERATIONS - Water Usage 06/08/22 - 10/10/22	5.59		
259	EFT19609	21/10/2022	Kleenheat Gas			787.21	L
260	INV 4445396	30/08/2022	Kleenheat Gas	HIGHBURY HALL BUILDING OPERATIONS - Cylinder Service Charge 2022/23	72.62		

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
261	INV SEPT 22	13/10/2022	Kleenheat Gas	ADMIN OFFICE BUILDING OPERATIONS - Electricity Usage 01/09/22 - 30/09/22	714.59		
262	EFT19610	21/10/2022	Knightline Computers		24.95	L	
263	INV 00077287	12/10/2022	Knightline Computers	ADMIN - INFORMATION SYSTEMS - Ethernet to USB Adapter	24.95		
264	EFT19611	21/10/2022	Makit Narrogin Hardware	CHCP - CLIENT PURCHASES - Medication Lockbox for Client	70.00	L	F
265	INV 114688	14/09/2022	Makit Narrogin Hardware	CHCP - CLIENT PURCHASES - Medication Lockbox for Client	70.00		
266	EFT19612	21/10/2022	Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust		450.00	L	
267	INV 1949	07/10/2022	Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcn: 2017 VOLVO EC220DL EXCAVATOR - Float Excavator from O'Neill Rd to Depot	450.00			
268	EFT19613	21/10/2022	Westrac Pty Ltd		463.31		
269	INV PI7240450	25/07/2022	Westrac Pty Ltd	1EVP731 2015 CAT SKID STEER LOADER - Service Kit & Wheel Nuts	291.14		
270	INV PI7503237	11/10/2022	Westrac Pty Ltd	NO4516 2021 CATERPILLAR CW34 CTS ROLLER - Supply Only Adjustable Seat Bolts	172.17		
271	EFT19614	21/10/2022	Narrogin Agricultural Repairs		68.00	L	F
272	INV 265433	21/06/2022	Narrogin Agricultural Repairs	SMALL PLANT - HOMECARE - Catcher Replacement Bag for Mower	68.00		
273	EFT19615	21/10/2022	Narrogin & Districts Senior Citizens Centre	OTHCUL - FESTIVAL & EVENTS - Catering for Seniors Week	100.00	L	
274	INV 111022	11/10/2022	Narrogin & Districts Senior Citizens Centre	OTHCUL - FESTIVAL & EVENTS - Catering for Seniors Week	100.00		
275	EFT19616	21/10/2022	Air Response		2,085.10	L	
276	INV A201800	11/10/2022	Air Response	Rates refund for assessment A201800 23 Furnival Street NARROGIN WA 6312	2,085.10		
277	EFT19617	21/10/2022	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)		107.91	L	
278	INV 6412787147	11/10/2022	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)	NO4 2010 NISSAN UD TIP TRUCK AUTO - Remove & Fit Tyres to Rims	65.41		
279	INV 6412787148	11/10/2022	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)	1NO 2022 TOYOTA HILUX 4X4 2.4L DSL DUAL CAB - Puncture Repair & Balance	42.50		
280	EFT19618	21/10/2022	New Security Installations Pty Ltd		1,338.70		
281	INV 00015280	11/08/2022	New Security Installations Pty Ltd	LIBRARY BUILDING OPERATIONS - Service Call Out	394.90		
282	INV 00015578	07/10/2022	New Security Installations Pty Ltd	ADMIN OFFICE BUILDING OPERATIONS - Alarm Monitoring 28/11/22 - 27/11/23	943.80		
283	EFT19619	21/10/2022	LGISWA		856.72		
284	INV 100-150451	24/08/2022	LGISWA	VARIOUS DEPARTMENTS - Workcare Actual Adjustments 2022/23	856.72		

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
285	EFT19620	21/10/2022	Belvedere Nursery	CEMETERY MAINTENANCE/OPERATIONS - 6x Bags of Cow Manure & 2 Roses		117.70	L
286	INV 1000002032	07/10/2022	Belvedere Nursery	CEMETERY MAINTENANCE/OPERATIONS - 6x Bags of Cow Manure & 2 Roses	117.70		
287	EFT19621	21/10/2022	Central Country Zone WALGA			2,200.00	
288	INV 0165	08/08/2022	Central Country Zone WALGA	MEMBERS - SUBSCRIPTIONS & PUBLICATIONS - Subscription 01/07/22 - 30/06/23	2,200.00		
289	EFT19622	21/10/2022	Narrogin Pumps Solar And Spraying			93.50	L
290	INV 00044912	05/10/2022	Narrogin Pumps Solar And Spraying	NO4 2010 NISSAN UD TIP TRUCK AUTO - 2.5M Pressure Hose	93.50		
291	EFT19623	21/10/2022	The Workwear Group Pty Ltd			382.86	
292	INV 14344542	27/09/2022	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Uniform (D. Stewart) 2022/23	382.86		
293	EFT19624	21/10/2022	Itvision User Group Inc			770.00	
294	INV 00000794	18/07/2022	Itvision User Group Inc	ADMIN - SUBSCRIPTIONS AND MEMBERSHIPS - IT Vision User Group Subscription 2022/23	770.00		
295	EFT19625	21/10/2022	YMCA WA			250.00	
296	INV SI-A011482	10/10/2022	YMCA WA	ADMIN - OCCUPATIONAL HEALTH & SAFETY - Gym Membership (M. Furr)	250.00		
297	EFT19626	21/10/2022	Easifleet			8,266.56	
298	INV 310822	31/08/2022	Easifleet	NOVATED LEASES - Employee Expenses Pay Date 31/08/2022	2,066.64		
299	INV 140922	14/09/2022	Easifleet	NOVATED LEASES - Employee Expenses Pay Date 14/09/2022	2,066.64		
300	INV 280922	28/09/2022	Easifleet	NOVATED LEASES - Employee Expenses Pay Date 28/09/2022	2,066.64		
301	INV 121022	12/10/2022	Easifleet	NOVATED LEASES - Employee Expenses Pay Date 12/10/2022	2,066.64		
302	EFT19627	21/10/2022	Narrogin Agricultural Society Inc.			50.00	L
303	INV 101022	10/10/2022	Narrogin Agricultural Society Inc.	OTHCUL - NARROGIN SHOW - Sponsorship for Shire Presidents Photography Award 2022/23	50.00		
304	EFT19628	21/10/2022	Narrogin Guardian Pharmacy			23.60	L F
305	INV 412798	31/08/2022	Narrogin Guardian Pharmacy	CHCP - GENERAL OFFICE EXPENSES - Nursing Supplies	23.60		
306	EFT19629	21/10/2022	United Security Enforcement Corporation			316.80	F
307	INV 00012691	27/06/2022	United Security Enforcement Corporation	CHSP & CHCP - SECURITY SYSTEM - Alarm Response	158.40		
308	INV 00012773	26/09/2022	United Security Enforcement Corporation	CHCP & CHSP - SECURITY SYSTEM - Alarm Response	158.40		

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
309	EFT19630	21/10/2022	Gd & Ja Stevens gd & Ja Stevens		1,524.60	L	PF
310	INV 1463	01/09/2022	Gd & Ja Stevens gd & Ja Stevens	RAILWA STATION RESTORATION COVID RECOVERY PROJECT - Install Gyprock & Build Wall	1,524.60		
311	EFT19631	21/10/2022	The White Family Trust T/a Narrogin Valley Stockfeed		125.00	L	
312	INV 95844	12/10/2022	The White Family Trust T/a Narrogin Valley Stockfeed	ANIMAL POUND MAINTENANCE - Dog Food	125.00		
313	EFT19632	21/10/2022	New Cornwall Hotel		450.00	L	
314	INV 040822	04/08/2022	New Cornwall Hotel	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Catering MBS 14/09/22	450.00		
315	EFT19633	21/10/2022	Narrogin Gliding Club Inc		2,500.00	L	
316	INV 181022	18/10/2022	Narrogin Gliding Club Inc	OTHCUL - COMMUNITY CHEST - Community Chest Fund 22/23	2,500.00		
317	EFT19634	21/10/2022	Narrogin & Districts Plumbing Service		1,563.65	L	
318	INV 1030E	14/08/2022	Narrogin & Districts Plumbing Service	NRLC GROUDS MAINTENANCE - Repairs to Heating System	1,145.65		
319	INV 1073	11/09/2022	Narrogin & Districts Plumbing Service	SMITH STREET PUBLIC TOILETS (COLES CARPARK) MAINTENANCE - Inspect & Repair Leaking Urinal	275.00		
320	INV 1093	13/10/2022	Narrogin & Districts Plumbing Service	MACKIE PARK PUBLIC TOILETS AND OFFICE MAINTENANCE - Inspect & Repair Split Copper Pipe	143.00		
321	EFT19635	21/10/2022	Stephanie Baily		5,498.00		
322	INV 2225	11/10/2022	Stephanie Baily	OTHCUL - ARTWORK COLLECTION - Frame 3x Artwork	845.00		
323	INV 15634	11/10/2022	Stephanie Baily	OTHCUL - ARTWORK COLLECTION - Conservation Treatment & Framing of Artwork	4,653.00		
324	EFT19636	21/10/2022	Bossea Pty Ltd		88.00		
325	INV 6507	12/08/2022	Bossea Pty Ltd	ADMIN - OFFICE EQUIPMENT MTCE - Collect & Deliver Confidential Bin 11/08/22	88.00		
326	EFT19637	21/10/2022	Ground Up Building & Construction		654.50		
327	INV 00297	12/10/2022	Ground Up Building & Construction	BUILDING MAINTENANCE-OLD JEWELERS SHOP - Removal of Front Elevation Viewing Cabinets & Associated	654.50		
328	EFT19638	21/10/2022	Specialist Wholesalers T/as Truckline		114.88		
329	INV 8060760	12/10/2022	Specialist Wholesalers T/as Truckline	NO2260 1994 THREE AXLE DOG TRAILER - Supply 2x Service Brake Chamber	114.88		
330	EFT19639	21/10/2022	WA Country Health Service - WACHS Wheatbelt CVP		285.00		
331	INV 11102022	11/10/2022	WA Country Health Service - WACHS Wheatbelt CVP	TOWN HALL FACILITIES BOND - PAYMENTS - Bond Refund 20/06/22 - 21/06/22 Non for Profit & No Alcohol	285.00		
332	EFT19640	21/10/2022	Christine Lamb		547.76		

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
333	INV A273000	14/10/2022	Christine Lamb	Rates refund for assessment A273000 11 MAY STREET NARROGIN WA 6312		547.76		
334	EFT19641	21/10/2022	Amy Lazenby			12.28		
335	INV 11/10	17/10/2022	Amy Lazenby	RATES - TRAINING & DEVELOPMENT - Reimbursement for Parking Fees		12.28		
336	EFT19642	21/10/2022	Dean Wayne Hird			1,388.43		
337	INV 211022	21/10/2022	Dean Wayne Hird	RATES DEBTORS - Refund of Overpaid Rates		1,388.43		
338	EFT19643	21/10/2022	Home & Driving OT Services Pty Ltd			1,235.00		F
339	INV INV020987	23/09/2022	Home & Driving OT Services Pty Ltd	CHCP - CLIENT PURCHASES - OT Consult & Therapy Report for Client		1,235.00		
340	EFT19644	21/10/2022	Michael Chin			1,518.50		F
341	INV 12102022	12/10/2022	Michael Chin	OTHCUL - FESTIVAL & EVENTS - Bike Monthly Workshop 2022/23		1,518.50		
342	EFT19645	21/10/2022	Linda O' Gorman			251.70		
343	INV 13102022	13/10/2022	Linda O' Gorman	ADMIN - RECRUITMENT - Reimbursement of Medical, D&A, & Police Clearance		251.70		
344	EFT19646	28/10/2022	Synergy			3,049.95		
345	INV 2085635209	11/10/2022	Synergy	MEMORIAL PARK MAINTENANCE/OPERATIONS - Electricity Usage 06/08/22 - 05/10/22		133.53		
346	INV 2073637008	11/10/2022	Synergy	SUNDRY DRY PARK/RESERVES MAINTENANCE/OPERATIONS - Electricity Usage 06/08/22 - 05/10/22		117.36		
347	INV 2017666907	13/10/2022	Synergy	CEO STAFF HOUSING - Electricity Usage 13/08/22 - 12/10/22		498.60		
348	INV 2033663605	13/10/2022	Synergy	BMX PARK - Electricity Usage 09/08/22 - 07/10/22		118.13		
349	INV 2069642635	13/10/2022	Synergy	WASTE FACILITIES BUILDING OPERATIONS - Electricity Usage 09/08/22-07/10/22		317.25		
350	INV 2093633518	14/10/2022	Synergy	MACKIE PARK MAINTENANCE/OPERATIONS - Electricity Usage 16/08/22 - 13/10/22		345.75		
351	INV 2009664817	14/10/2022	Synergy	GNAROJIN PARK MAINTENANCE/OPERATIONS - Electricity Usage 16/08/22 - 13/10/22		298.73		
352	INV 2021669632	19/10/2022	Synergy	COMMUNITY GARDEN MAINTENANCE/OPERATIONS - Electricity Usage 13/08/2022 - 13/10/2022		169.28		
353	INV 2017671447	19/10/2022	Synergy	TOUR- VISITORS CENTRE BUILDING OPERATIONS - Electricity Usage - 16/08/22-13/10/22		537.48		

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
354	INV 2061645332	19/10/2022	Synergy	ROADM - STREET LIGHTING MAINTENANCE/OPERATIONS - Electricity Usage 16/08/22-13/10/22	390.45		
355	INV 2029660355	19/10/2022	Synergy	MUSEUM BUILDING OPERATIONS - Electricity Usage 16/08/22-13/10/22	123.39		
356	EFT19647	28/10/2022	Narrogin Packaging		5,673.20	L	PF
357	INV 00074232	25/06/2022	Narrogin Packaging	VARIOUS PUBLIC TOILETS - Cleaning Supplies	499.20		
358	INV 00075851	30/09/2022	Narrogin Packaging	CHCP & CHSP - GENERAL OFFICE EXPENSES - Interleave Towel & Toiletpaper	202.50		
359	INV 00076100	06/10/2022	Narrogin Packaging	CHSP - GENERAL EXPENDITURE - Rectangle Table Cloths & 2Ply Lunch Dark Napkins	49.50		
360	INV 00076102	06/10/2022	Narrogin Packaging	PARKS & GARDENS MAINTENANCE - 32x Sprinklers	4,720.00		
361	INV 00076243	13/10/2022	Narrogin Packaging	HIGHBURY PUBLIC TOILETS MAINTENANCE - 2x Soap Dispenser	202.00		
362	EFT19648	28/10/2022	Water Corporation		103.42	L	
363	INV 0038	11/10/2022	Water Corporation	NORTHWOOD PARK - MAINTENANCE/OPERATIONS - Water Usage 06/08/22 - 10/10/22	32.31		
364	INV 0160	13/10/2022	Water Corporation	OLD RAILWAY TENNIS BUILDING OPERATIONS - Water Usage 10/08/22 - 12/10/22	71.11		
365	EFT19649	28/10/2022	Hancocks Home Hardware	SMALL PLANT - HOMECARE - 1x Two Stroke Oil	32.50		
366	INV 416160	19/10/2022	Hancocks Home Hardware	SMALL PLANT - HOMECARE - 1x Two Stroke Oil	16.25		
367	INV 416163	19/10/2022	Hancocks Home Hardware	SMALL PLANT - HOMECARE - 1x Two Stroke Oil	16.25		
368	EFT19650	28/10/2022	Walga		70.00		
369	INV SI-002648	05/10/2022	Walga	MEMBERS - MEMBERS CONFERENCE/TRAINING EXPENSES - Head of Agency Breakfast L. Ballard	70.00		
370	EFT19651	28/10/2022	Narrogin Newsagency		36.02	L	PF
371	INV 301732	01/10/2022	Narrogin Newsagency	ADMIN - PRINTING & STATIONERY - Newspaper Deliveries September 22	22.02		
372	INV 296000301815	03/10/2022	Narrogin Newsagency	CHCP - GENERAL OFFICE EXPENSES - Lanyard for Homecare	14.00		
373	EFT19652	28/10/2022	Narrogin Bearing Service		32.58	L	
374	INV IN200766	12/10/2022	Narrogin Bearing Service	SMALL PLANT - HOMECARE - Male Adaptor & Coupling Sealing	32.58		

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
375	EFT19653	28/10/2022	Narrogin Glass & Quick Fit Windscreens	2017 VOLVO EC220DL EXCAVATOR - Supply Only Lower Front Windscreen Laminated 380x820	171.69	L	
376	INV 00059366	14/10/2022	Narrogin Glass & Quick Fit Windscreens	2017 VOLVO EC220DL EXCAVATOR - Supply Only Lower Front Windscreen Laminated 380x820	171.69		
377	EFT19654	28/10/2022	Great Southern Waste Disposal		47,026.89		
378	INV 2174	12/10/2022	Great Southern Waste Disposal	BIN COLLECTION VARIOUS DEPARTMENTS - September 22	47,026.89		
379	EFT19655	28/10/2022	RJ Smith Engineering	FITOUT OF RAILWAY STATION BUILDING - Supply Ally Door Step Infill	85.00	L	
380	INV 6829	14/10/2022	RJ Smith Engineering	FITOUT OF RAILWAY STATION BUILDING - Supply Ally Door Step Infill	85.00		
381	EFT19656	28/10/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota		398.58		
382	INV JC24035200	05/09/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota	NGN10179 2018 TOYOTA HIACE - 20,000km Service	332.16		
383	INV PI23054174	20/09/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota	SMALL PLANT - Brushcutter Cord	66.42		
384	EFT19657	28/10/2022	Bucher Municipal Pty Ltd - McDonald Johnston		383,350.00		
385	INV 1047003	20/10/2022	Bucher Municipal Pty Ltd - McDonald Johnston	SWEEPER TRUCK 2015 - Purchase of 1 Demo Model V65t Road Sweeper Unit	383,350.00		
386	EFT19658	28/10/2022	Country Paint Supplies		161.52		
387	INV 4801007218	20/10/2022	Country Paint Supplies	CLAYTON OVAL MAINTENANCE/OPERATIONS - Cricket Wicket Line Marking Paint	161.52		
388	EFT19659	28/10/2022	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)	NO03 2021 ISUZU D-MAX - 4x Tyres Fitted	917.20	L	
389	INV 10043036	17/10/2022	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)	NO03 2021 ISUZU D-MAX - 4x Tyres Fitted	917.20		
390	EFT19660	28/10/2022	Toll Transport Pty Ltd		1,224.59		
391	INV 0546-T740710	24/07/2022	Toll Transport Pty Ltd	VARIOUS LOCATIONS - Freight	1,200.53		
392	INV 0556 - T740710	16/10/2022	Toll Transport Pty Ltd	VARIOUS LOCATIONS - Freight	24.06		
393	EFT19661	28/10/2022	Signs Plus		337.00		F
394	INV 00178703	14/10/2022	Signs Plus	CHCP - ADVERTISING & PROMOTIONS - Magnetic Signs for Homecare	337.00		
395	EFT19662	28/10/2022	John Parry Medical Centre		158.00	L	F

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
396	INV 448835	11/10/2022	John Parry Medical Centre	CHSP & CHCP - RECRUITMENT - Reimbursement for Medical (B. Hughes)	158.00		
397	EFT19663	28/10/2022	Mensheds Narrogin Incorporated		1,000.00	L	
398	INV 211022	21/10/2022	Mensheds Narrogin Incorporated	OTHCUL - COMMUNITY CHEST - Community Chest Funds 2022/23	1,000.00		
399	EFT19664	28/10/2022	Melchiorre Plumbing & Gas		271.59		F
400	INV 1851	19/10/2022	Melchiorre Plumbing & Gas	CHSP - BUILDING MAINTENANCE - Convert Taps to Basin Mixer Jessie House	271.59		
401	EFT19665	28/10/2022	Belvedere Nursery		65.00	L	
402	INV 10000002041	21/10/2022	Belvedere Nursery	STREET TREE MAINTENANCE - 10x Trees Kipling Street	65.00		
403	EFT19666	28/10/2022	Narrogin Pumps Solar And Spraying		1,089.13	L	
404	INV 00045097	13/10/2022	Narrogin Pumps Solar And Spraying	CARAVAN PARK ABLUTION BLOCK (NEW) BUILDING MAINTENANCE - New Pump	1,089.13		
405	EFT19667	28/10/2022	Traffic Force		2,507.74		
406	INV 0031343	16/10/2022	Traffic Force	OTHCUL - NARROGIN SHOW - Traffic Management Plan & Implementation	2,507.74		
407	EFT19668	28/10/2022	The Workwear Group Pty Ltd		783.28		
408	INV 14319760	13/09/2022	The Workwear Group Pty Ltd	LIB - ALLOWANCES Uniform (T.Winn) 2022/23	200.61		
409	INV 14346817	26/09/2022	The Workwear Group Pty Ltd	LIB - GEN OFFICE EXPENSES - Uniform (S.Seton) 2022/23	201.47		
410	INV 14346167	27/09/2022	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Staff Uniform Orders (L. Munnik) 2022/23	195.88		
411	INV 14342627	27/09/2022	The Workwear Group Pty Ltd	LIB - OTHER EXPENSES - Staff Uniform Orders (S. Winn) 2022/23	185.32		
412	EFT19669	28/10/2022	YMCA WA		500.00		F
413	INV 251022	25/10/2022	YMCA WA	OTHCUL - FESTIVAL & EVENTS GEN WA Bike Month Event - Catering	500.00		
414	EFT19670	28/10/2022	Narrogin Cabinet Makers		247.50	L	
415	INV 00003128	14/10/2022	Narrogin Cabinet Makers	FITOUT OF RAILWAY STATION BUILDING - Kitchen Install 2.5hrs	247.50		
416	EFT19671	28/10/2022	United Security Enforcement Corporation		158.40		F

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
417	INV 00012794	17/10/2022	United Security Enforcement Corporation	CHSP & CHCP - SECURITY SYSTEM - Alarm Response Single Alarm Activation 13/10/2022	158.40		
418	EFT19672	28/10/2022	Griffin Valuation Advisory		11,440.00		
419	INV 2069	23/09/2022	Griffin Valuation Advisory	ADMIN - CONSULTS - Desktop Valuation	11,440.00		
420	EFT19673	28/10/2022	Jcb Construction Equipment Australia		3,469.30		
421	INV J1R135860P	19/10/2022	Jcb Construction Equipment Australia	2019 JCB 5CX BACKHOE LOADER - Supply Back Window & Inner Frame	3,469.30		
422	EFT19674	28/10/2022	Corsign (WA) Pty Ltd		660.00		
423	INV 00070150	12/10/2022	Corsign (WA) Pty Ltd	SIGNS & TRAFFIC CONTROL EXPENSES - Bollard Base	660.00		
424	EFT19675	28/10/2022	Dx Print Group		462.00		
425	INV 00096573	19/10/2022	Dx Print Group	ADMIN - PRINTING & STATIONERY - Business Cards - Manager Environmental Health & Regional Environme	231.00		
426	INV 00096592	24/10/2022	Dx Print Group	ADMIN - PRINTING & STATIONERY - Business Cards - Manager Environmental Health & Regoinal Environme	231.00		
427	EFT19676	28/10/2022	Narrogin Tyre Service		1,718.00	L	
428	INV 101556	26/07/2022	Narrogin Tyre Service	1EVP731 2015 CAT SKID STEER LOADER - 4x New Tyres	1,100.00		
429	INV 102388	17/10/2022	Narrogin Tyre Service	NO4846 2014 HINO 300 SERIES 3T TIPPER (WORKS) (P8220)Supply and fit 2 x 205/85R16 Toyo M134 117N 1	618.00		
430	EFT19677	28/10/2022	Narrogin Skip Bin Service		209.00	L	
431	INV 1526	30/09/2022	Narrogin Skip Bin Service	LYDEKER DEPOT BUILDING MAINTENANCE - Skip Bin Service September 22	209.00		
432	EFT19678	28/10/2022	Narrogin Auto Centre		247.04	L	
433	INV 316101	17/10/2022	Narrogin Auto Centre	NGN219 2019 NISSAN X-TRAIL - 20,000km Service	247.04		
434	EFT19679	28/10/2022	Telair Pty Ltd		320.00		
435	INV 12842	17/10/2022	Telair Pty Ltd	TOUR- VISITORS CENTRE BUILDING OPERATIONS - 1x Yealink W76P Handset; User Build & Config; Complex	320.00		
436	EFT19680	28/10/2022	Farmworks Narrogin Pty Ltd		220.00	L	
437	INV 96045	12/10/2022	Farmworks Narrogin Pty Ltd	SIGNS & TRAFFIC CONTROL EXPENSES - Star Pickets For Rural Road Numbers	220.00		

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
438	EFT19681	28/10/2022	Thing-a-me-bobs		33.98	L	F
439	INV 1156	29/09/2022	Thing-a-me-bobs	CHSP & CHCP - GENERAL EXPENDITURE - Acrylic Paint & Glitter Paint	33.98		
440	EFT19682	28/10/2022	Manisha Barthakur		125.06		
441	INV 101022	10/10/2022	Manisha Barthakur	RATES - TRAINING & DEVELOPMENT Uber Expenses	125.06		
442	EFT19683	28/10/2022	Edwards Isuzu Ute		440.08	L	
443	INV 49022	27/09/2022	Edwards Isuzu Ute	P5 ONGN ISUZU MUX LSM 4X4 - Car Service 15,000kms	440.08		
444	EFT19684	28/10/2022	Integrated ICT		13,725.47		
445	INV 23487	31/08/2022	Integrated ICT	MOBILE VIDEO CONFERENCE SOLUTION FOR THE COUNCIL CHAMBERS - Multiple Items	12,109.90		
446	INV 23934	30/09/2022	Integrated ICT	ADMIN - INFORMATION SYSTEMS - Office 365 Licenses	1,615.57		
447	EFT19685	28/10/2022	Lite n' Easy Pty Ltd		208.13		F
448	INV 6576866	11/10/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals for Client	108.68		
449	INV 6551119	11/10/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals for Client	99.45		
450	EFT19686	28/10/2022	Flight Plan Digital T/A Live Life Alarms		527.00		F
451	INV 157997	21/10/2022	Flight Plan Digital T/A Live Life Alarms	CHCP - CLIENT PURCHASES - Mobile Personal Alarm with Warranty - (L. Burges)	527.00		
452	EFT19687	28/10/2022	Shakespeare Solutions Pty Ltd		376.20		
453	INV 2613	28/09/2022	Shakespeare Solutions Pty Ltd	VARIOUS LOCATIONS - Picture Hanging Rails	376.20		
454	EFT19688	28/10/2022	Dr Ilario da Silva		220.00		
455	INV 243008LAINE	12/07/2022	Dr Ilario da Silva	PWO - WORKS - RECRUITMENT - Long Work Medical (O.PLAYLE)	220.00		
456	EFT19689	28/10/2022	Jemm Mowing & Carpet Cleaning Service		76.00		F
457	INV 91	17/10/2022	Jemm Mowing & Carpet Cleaning Service	CHCP - CLIENT PURCHASES - Carpet Cleaning Services (J.Thorne)	76.00		
458	EFT19690	28/10/2022	Association Of Caravan Clubs of Western Australia		500.00		

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
459	INV 00684	12/10/2022	Association Of Caravan Clubs of Western Australia	TOUR - PUBLIC RELATIONS & AREA PROMOTION - Caravan Park Advertisement in WA Caravan & Camping h	500.00		
460	EFT19691	28/10/2022	N & M Plumbing		2,354.00		F
461	INV 00007578	16/10/2022	N & M Plumbing	GOOD SHED ROOF AND WALL RESTORATION - Pressure & Flow Test for Hydrant & Hose Reel	2,354.00		
462	EFT19692	28/10/2022	CSSTECH		5,934.04		
463	INV 1000239	21/10/2022	CSSTECH	IT UPGRADES - Various Items	5,934.04		
464	EFT19693	28/10/2022	Kerri-ann Hudson		390.95		
465	INV 12092022	12/09/2022	Kerri-ann Hudson	FIRE - PROTECTIVE CLOTHING REIMBURSEMENT - Uniform 2022/23 (K.Hudson)	390.95		
466	EFT19694	28/10/2022	Australian Institute Of Building Surveyors		240.00		
467	INV 40015	28/09/2022	Australian Institute Of Building Surveyors	ADMIN - TRAINING & DEVELOPMENT - Webinar Event Residential Timber Frames and Changes (B. Kittow &	240.00		
468	EFT19695	28/10/2022	Jtagz Pty Ltd		182.38		
469	INV 00024546	24/10/2022	Jtagz Pty Ltd	ANIMAL PRINTING & STATIONARY - WrapStrap Tags x260	182.38		
470	EFT19696	28/10/2022	Cassey Klomp		92.60		
471	INV 251022	25/10/2022	Cassey Klomp	ADMIN - TRAINING - Reimbursement Meal & Parking	92.60		
472	PAY 9	24/10/2022	PAYROLL	Payroll - 24/10/2022	158,778.24		
473	EFT19697	31/10/2022	Department Of Human Services		317.91		
474	INV DEDUCTION	24/10/2022	Department Of Human Services	Payroll deductions	317.91		
475	EFT19698	31/10/2022	Australian Services Union Western Australian Branc		25.90		
476	INV DEDUCTION	24/10/2022	Australian Services Union Western Australian Branc	Payroll deductions	25.90		
				EFT Total	1,036,794.76		

Direct Debits

477	DD8089.1	03/10/2022	Keenan & Tania Wenning		1,386.67		
478	INV EMDRS 031022	03/10/2022	Keenan & Tania Wenning	EMDRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent & Internet September 2022	1,386.67		

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
479	DD8104.1	04/10/2022	Elgas			22,502.36		
480	INV 0360908237	19/08/2022	Elgas	NRLC - CONTRACT MANAGEMENT EXPENSE - Gas Supplied 7,844.0L	10,011.53			
481	INV 0360811364	26/08/2022	Elgas	NRLC - CONTRACT MANAGEMENT EXPENSE - Gas Supplied 4,000.0L	5,105.32			
482	INV 0360839718	29/08/2022	Elgas	NRLC - UTILITY - GAS - Gas Supplied 5,650.0L	7,211.27			
483	INV 1610838925	01/09/2022	Elgas	ADMIN - BUILDING MAINTENANCE - Gas Service Charge 01/09/22 - 30/08/23	174.24			
484	DD8104.2	04/10/2022	Rac Businesswise			208.00		
485	INV 357816	31/07/2022	Rac Businesswise	NGN219 2019 NISSAN X-TRAIL - Business Renewal 2022-23	208.00			
486	DD8104.3	04/10/2022	Telstra			3,361.09		
487	INV K814095111-4	12/09/2022	Telstra	VARIOUS DEPARTMENTS - Telephone Charges September 2022	3,361.09			
488	DD8104.4	04/10/2022	Independence Australia Group			378.40		F
489	INV 71533744.01	14/09/2022	Independence Australia Group	CHCP - CLIENT PURCHASES - Continence Underwear for Client	143.75			
490	INV 71533741.02	15/09/2022	Independence Australia Group	CHCP - CLIENT PURCHASES - Mattress Protector & Continence Underwear for Client	234.65			
491	DD8138.1	14/10/2022	Elders Real Estate Pty Ltd			350.00		
492	INV EMTRS RENT 141022	14/10/2022	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent Week Ending 14/10/22	350.00			
493	DD8138.2	17/10/2022	Sandwai Pty Ltd			1,100.00		F
494	INV 171022	17/10/2022	Sandwai Pty Ltd	CHSP - INFORMATION SYSTEMS - Monthly Charges October 2022	1,100.00			
495	DD8139.1	10/10/2022	Aware Super			16,331.47		
496	INV SUPER	10/10/2022	Aware Super	Superannuation contributions	14,009.80			
497	INV DEDUCTION	10/10/2022	Aware Super	Payroll deductions	260.00			
498	INV DEDUCTION	10/10/2022	Aware Super	Payroll deductions	150.00			
499	INV DEDUCTION	10/10/2022	Aware Super	Payroll deductions	195.75			
500	INV DEDUCTION	10/10/2022	Aware Super	Payroll deductions	364.48			
501	INV DEDUCTION	10/10/2022	Aware Super	Payroll deductions	457.48			
502	INV DEDUCTION	10/10/2022	Aware Super	Payroll deductions	893.96			
503	DD8139.2	10/10/2022	Rest Superannuation			187.66		
504	INV SUPER	10/10/2022	Rest Superannuation	Superannuation contributions	187.66			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
505	DD8139.3	10/10/2022	Essential Super			459.66		
506	INV SUPER	10/10/2022	Essential Super	Superannuation contributions	459.66			
507	DD8139.4	10/10/2022	Mercer Super Trust			171.43		
508	INV SUPER	10/10/2022	Mercer Super Trust	Superannuation contributions	171.43			
509	DD8139.5	10/10/2022	Colonial First State			925.16		
510	INV SUPER	10/10/2022	Colonial First State	Superannuation contributions	800.54			
511	INV DEDUCTION	10/10/2022	Colonial First State	Payroll deductions	124.62			
512	DD8139.6	10/10/2022	Bt Super For Life			853.42		
513	INV SUPER	10/10/2022	Bt Super For Life	Superannuation contributions	733.95			
514	INV DEDUCTION	10/10/2022	Bt Super For Life	Payroll deductions	119.47			
515	DD8139.7	10/10/2022	Care Super			92.61		
516	INV SUPER	10/10/2022	Care Super	Superannuation contributions	92.61			
517	DD8139.8	10/10/2022	MyNorth Super			299.90		
518	INV SUPER	10/10/2022	MyNorth Super	Superannuation contributions	299.90			
519	DD8139.9	10/10/2022	Mlc Masterkey			457.36		
520	INV SUPER	10/10/2022	Mlc Masterkey	Superannuation contributions	457.36			
521	DD8148.1	20/10/2022	Australian Taxation Office			39,895.00		
522	INV PAYGPPE10/10/2022	20/10/2022	Australian Taxation Office	PAYG September - PPE 10/10/2022	39,895.00			
523	DD8149.1	10/10/2022	Australiansuper			105.73		
524	INV SUPER	20/10/2022	Australiansuper	Superannuation contributions	105.73			
525	DD8159.1	21/10/2022	Elders Real Estate Pty Ltd			350.00		
526	INV EMTRS RENT 21102022	21/10/2022	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent Week Ending 21/10/2022	350.00			
527	DD8160.1	24/10/2022	Easifleet			924.70		
528	INV 164682	24/10/2022	Easifleet	FIRE - MOTOR VEHICLE EXPENSES - Lease of Holden Colorado (NGN12398) for Bushfire Risk Planning Co-Orc	924.70			
529	DD8161.1	17/10/2022	Sandwai Pty Ltd			1,100.00		F
530	INV 17102022	17/10/2022	Sandwai Pty Ltd	CHSP INFORMATION SYSTEMS - Monthly Charges 17/10/2022	1,100.00			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
531	DD8162.1	07/10/2022	Elders Real Estate Pty Ltd			350.00		
532	INV EMTRS RENT 07102022	07/10/2022	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent Week Ending 07/10/2022	350.00			
533	DD8175.1	24/10/2022	Aware Super			16,474.51		
534	INV SUPER	24/10/2022	Aware Super	Superannuation contributions	14,185.72			
535	INV DEDUCTION	24/10/2022	Aware Super	Payroll deductions	260.00			
536	INV DEDUCTION	24/10/2022	Aware Super	Payroll deductions	150.00			
537	INV DEDUCTION	24/10/2022	Aware Super	Payroll deductions	196.20			
538	INV DEDUCTION	24/10/2022	Aware Super	Payroll deductions	359.96			
539	INV DEDUCTION	24/10/2022	Aware Super	Payroll deductions	481.17			
540	INV DEDUCTION	24/10/2022	Aware Super	Payroll deductions	841.46			
541	DD8175.2	24/10/2022	Essential Super			446.74		
542	INV SUPER	24/10/2022	Essential Super	Superannuation contributions	446.74			
543	DD8175.3	24/10/2022	Mercer Super Trust			176.58		
544	INV SUPER	24/10/2022	Mercer Super Trust	Superannuation contributions	176.58			
545	DD8175.4	24/10/2022	Colonial First State			957.47		
546	INV SUPER	24/10/2022	Colonial First State	Superannuation contributions	828.50			
547	INV DEDUCTION	24/10/2022	Colonial First State	Payroll deductions	128.97			
548	DD8175.5	24/10/2022	Bt Super For Life			893.84		
549	INV SUPER	24/10/2022	Bt Super For Life	Superannuation contributions	777.44			
550	INV DEDUCTION	24/10/2022	Bt Super For Life	Payroll deductions	116.40			
551	DD8175.6	24/10/2022	Care Super			97.24		
552	INV SUPER	24/10/2022	Care Super	Superannuation contributions	97.24			
553	DD8175.7	24/10/2022	MyNorth Super			293.66		
554	INV SUPER	24/10/2022	MyNorth Super	Superannuation contributions	293.66			
555	DD8175.8	24/10/2022	Host Plus			1,111.00		
556	INV SUPER	24/10/2022	Host Plus	Superannuation contributions	896.02			

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
557	INV DEDUCTION	24/10/2022	Host Plus	Payroll deductions		214.98		
558	DD8175.9	24/10/2022	Mlc Masterkey			274.10		
559	INV SUPER	24/10/2022	Mlc Masterkey	Superannuation contributions	274.10			
560	DD8139.10	10/10/2022	Public Sector Superannuation Accumulation Plan			214.59		
561	INV SUPER	10/10/2022	Public Sector Superannuation Accumulation Plan	Superannuation contributions	214.59			
562	DD8139.11	10/10/2022	AMP Life Limited			132.01		
563	INV SUPER	10/10/2022	AMP Life Limited	Superannuation contributions	132.01			
564	DD8139.12	10/10/2022	Ausralian Retirement Trust			741.61		
565	INV SUPER	10/10/2022	Ausralian Retirement Trust	Superannuation contributions	570.47			
566	INV DEDUCTION	10/10/2022	Ausralian Retirement Trust	Payroll deductions	171.14			
567	DD8139.13	10/10/2022	Military Super			302.92		
568	INV SUPER	10/10/2022	Military Super	Superannuation contributions	302.92			
569	DD8139.14	10/10/2022	Bt Superwrap			490.77		
570	INV DEDUCTION	10/10/2022	Bt Superwrap	Payroll deductions	114.93			
571	INV SUPER	10/10/2022	Bt Superwrap	Superannuation contributions	375.84			
572	DD8139.15	10/10/2022	Host Plus			1,099.53		
573	INV SUPER	10/10/2022	Host Plus	Superannuation contributions	891.83			
574	INV DEDUCTION	10/10/2022	Host Plus	Payroll deductions	207.70			
575	DD8139.16	10/10/2022	Australiansuper			2,644.94		
576	INV DEDUCTION	10/10/2022	Australiansuper	Payroll deductions	170.75			
577	INV SUPER	10/10/2022	Australiansuper	Superannuation contributions	2,474.19			
578	DD8139.17	10/10/2022	Hesta Superannuation			206.63		
579	INV SUPER	10/10/2022	Hesta Superannuation	Superannuation contributions	206.63			
580	DD8139.18	10/10/2022	Bt Super For Life			141.36		
581	INV SUPER	10/10/2022	Bt Super For Life	Superannuation contributions	141.36			
582	DD8139.19	10/10/2022	Cbus Super Fund			278.43		

	Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
583	INV SUPER	10/10/2022	Cbus Super Fund	Superannuation contributions		278.43		
584	DD8139.20	10/10/2022	Prime Super			401.90		
585	INV SUPER	10/10/2022	Prime Super	Superannuation contributions	401.90			
586	DD8175.10	24/10/2022	Public Sector Superannuation Accumulation Plan			202.73		
587	INV SUPER	24/10/2022	Public Sector Superannuation Accumulation Plan	Superannuation contributions	202.73			
588	DD8175.11	24/10/2022	AMP Life Limited			101.39		
589	INV SUPER	24/10/2022	AMP Life Limited	Superannuation contributions	101.39			
590	DD8175.12	24/10/2022	Ausralian Retirement Trust			780.96		
591	INV SUPER	24/10/2022	Ausralian Retirement Trust	Superannuation contributions	600.74			
592	INV DEDUCTION	24/10/2022	Ausralian Retirement Trust	Payroll deductions	180.22			
593	DD8175.13	24/10/2022	Vision Super Saver			302.92		
594	INV SUPER	24/10/2022	Vision Super Saver	Superannuation contributions	302.92			
595	DD8175.14	24/10/2022	Bt Superwrap			464.48		
596	INV DEDUCTION	24/10/2022	Bt Superwrap	Payroll deductions	114.93			
597	INV SUPER	24/10/2022	Bt Superwrap	Superannuation contributions	349.55			
598	DD8175.15	24/10/2022	Hesta Superannuation			259.90		
599	INV SUPER	24/10/2022	Hesta Superannuation	Superannuation contributions	259.90			
600	DD8175.16	24/10/2022	Australiansuper			2,849.16		
601	INV DEDUCTION	24/10/2022	Australiansuper	Payroll deductions	176.77			
602	INV SUPER	24/10/2022	Australiansuper	Superannuation contributions	2,672.39			
603	DD8175.17	24/10/2022	Bt Super For Life			135.40		
604	INV SUPER	24/10/2022	Bt Super For Life	Superannuation contributions	135.40			
605	DD8175.18	24/10/2022	Cbus Super Fund			407.40		
606	INV SUPER	24/10/2022	Cbus Super Fund	Superannuation contributions	407.40			
607	DD8175.19	24/10/2022	Prime Super			648.40		
608	INV SUPER	24/10/2022	Prime Super	Superannuation contributions	648.40			

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
609	DD8175.20	24/10/2022	Rest Superannuation		181.41		
610	INV SUPER	24/10/2022	Rest Superannuation	Superannuation contributions	181.41		
				Direct Debit Total \$	125,504.60		

Credit Card Purchases

CEO & EMCCS		GENERAL Credit Card Purchases					
613	DD8150.1	24/10/2022	General Credit Card Purchases	MEMBERS - MEMBERS CONFERENCE/TRAINING EXPENSES GEN 2022 LG Convention Dinner		4,219.64	
614	INV PRSEP0122	12/09/2022	General Credit Card Purchases	CHCP -CLIENT PURCHASES GEN Death notification	26.12		F
615	INV DSSEP0322	07/09/2022	General Credit Card Purchases	ADMIN - TRAVEL & ACCOMMODATION GEN Crown Burswood Hotel Accomodation 1 night	210.78		
616	INV DSSEP0422	08/09/2022	General Credit Card Purchases	ADMIN - Travel & Accommodation GEN Meal	59.95		
617	INV DSSEP0522	14/09/2022	General Credit Card Purchases	CHCP - RECRUITMENT GEN Advertisement of administration officer - reception	346.50		F
618	INV DSSEP0622	15/09/2022	General Credit Card Purchases	WholesaleSMS Pty Ltd Melbourne	17.60		
619	INV DSSEP0722	15/09/2022	General Credit Card Purchases	CEO STAFF HOUSING Security Cameras x3 CEO Housing	297.00		
620	INV DSSEP0822	15/09/2022	General Credit Card Purchases	ADMIN OFFICE BUILDING MAINTENANCE Prefabricated Concrete General Requiremen	188.91		
621	INV DSSEP0922	19/09/2022	General Credit Card Purchases	CEO STAFF HOUSING SD Card for Security Cameras x2	48.00		
622	INV PRSEP0222	15/09/2022	General Credit Card Purchases	CHCP - Subscriptions & Memberships GEN 12 month subscription 13/09/2022 - 13/09/2023	74.95		F
623	INV PRSEP0322	26/09/2022	General Credit Card Purchases	CHCP - Subscriptions & Memberships GEN Registration cost for dementia symposium	338.00		F
624	INV MFSEP0122	31/08/2022	General Credit Card Purchases	ADMIN - Information Systems GEN Various IT Accesories	160.43		
625	INV MFSEP0222	14/09/2022	General Credit Card Purchases	ADMIN - Various IT Items	212.90		
626	INV MFSEP0322	16/09/2022	General Credit Card Purchases	ADMIN & CHSP - INFORMATION SYSTEMS GEN Messages on Hold by GoGo September 2022	151.80		F
627	INV MFSEP0422	28/09/2022	General Credit Card Purchases	NGN182 TOYOTA HILUX 4x2 Workmate Utility (NHC)	480.20		
628	INV DSSEP0122	31/08/2022	General Credit Card Purchases	ADMIN - Training & Development GEN LG Professionals Annual Conference	1,350.00		
629	INV DSSEP0222	06/09/2022	General Credit Card Purchases	MEMBERS - MEMBERS CONFERENCE/TRAINING EXPENSES GEN 2022 LG Convention Dinner	256.50		
				Credit Card Total	\$4,219.64		

Chq/EFT/DD	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
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ABBREVIATIONS				
PF	Partially Funded		Cheque Total (Less TD)	\$922.30 0.08%
I	Insurance		Term Deposits (TD)	\$0.00 0.00%
F	Funded		EFT Total*	\$723,320.73 61.96%
L	Local Supplier		Payroll Total*	\$313,474.03 26.85%
R	Recoverable		Direct Debit Total	\$125,504.60 10.75%
PR	Partially Recoverable		Credit Card Total	\$4,219.64 0.36%
			Trust Total	\$0.00 0.00%
				\$1,167,441.30 100.00%
			Total (Less Term Deposits)	\$1,167,441.30
			Local Suppliers	\$61,491.08 5.27%
			Employees	\$313,474.03 26.85%
			Combined Total	\$374,965.11 32.12%

* Please note Payroll totals

10.3.2 MONTHLY FINANCIAL REPORTS – OCTOBER 2022

File Reference	12.8.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	14 November 2022
Author	Mark Furr – Executive Manager Corporate & Community Services
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	1. Monthly Financial Report for the period ended 30 October 2022

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

Nil

Consultation

Consultation has been undertaken with Manager Corporate 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 2022-23 Annual Budget or resulting from a Council resolution.

Council is requested to review the October 2022 Monthly Financial Reports, noting that Council is advised of the following matters for October 2022:

- The Opening Funding Surplus remains consistent with end of year reporting for 2021/22;
- Rates received to date is 72% of the total to be collected, and there is still more than \$1.8M outstanding;
- It is difficult to determine an accurate comparative figure of financial hardship declared in 2021/22 and 2022/23, however it can be noted that at the same period last year there were approximately

25 properties that had not paid their balances and these balances still remain unpaid in this financial year;

- In this financial year there has been one (1) formal submission declaring financial hardship, and there is a total of 192 properties still to make payments and therefore they are tracking towards final demand letters;
- After further review the individual properties identified for auction, the Kooramining, Lock and Northwood properties will have a Form 5 (state-wide public advertisement of intent to sell), issued on the 1 December 2022 and this will be advertised in the West Australian, Shire Website, social media and Shire Notice Boards;
- The Administration will then provide to the Registrar of Titles or Deeds, a memorial, (a copy of the state-wide public notice), and this is to be registered on the Certificate of Title for each property referred to in the memorial. This will also be lodged with Landgate;
- The Shire must then appoint a time, of no less than 3 months from the issue of the Form 5 and no longer than 12 months after the service of the form, a date of the public auction;
- The current amount of \$145k for 90+ day debts consists of an outstanding amount for the Narrogin Storm Water Harvesting Dam grant of \$33k, from the Department of Water and Environmental Regulation, which will be paid as per the Grant Agreement;
- Additionally, the amount of \$55k for the Hockey Club remains an agreed debt that will be carried until the end of the financial year. These two (2) amounts equate to 89% of the total 90 day debtors, (\$88k);
- The remaining 90 day debt total of \$9,853 is comprised of a total of twelve (12) debtors, one of which is a long term debtor (former tenant of one of the Shire's commercial properties) from which legal and bailiff assistance is ongoing;
- A total of 288 invoices were paid in October, of which 81% were paid within 30 days. A new creditors clerk is being trained in this area of financial management, after the resignation of the incumbent;
- The NAB Term Deposit expires in November and will yield interest of \$20k on the \$2M invested; the principal amount will be rolled over for a further 90 days and secures a higher interest rate of 3.65% from 2.05% for the term. The current Bankwest deposit of \$2M expires in February 2023;
- The budgeted amount of \$90k of managed cash interest in both Reserves and Municipal Accounts is on track to be achieved in 2022/23, and a further \$1M cash is to be invested in November bringing the total Municipal cash invested this year to \$5M;
- The proceeds from the disposal of the Plant - Jet Patcher, (PD8169) was not represented in the 2022/23 budget and therefore the revenue of \$20,000 was not adopted into the budget;
- The proceeds from the disposal of the Plant - Dynapak Padfoot, (PD8514A), was not represented in the 2022/23 budget and therefore the revenue of \$40,000 was not adopted into the budget;
- Due to increased plant operating and other associated costs (fuel and bitumen seal), additional State Blackspot LGA funding of \$15,000 has been approved by Main Roads WA for the Tarwonga Road Blackspot capital expenditure project (GL 4120168, Job RBS204); and
- The project is currently funded with \$88k of grant revenue and \$44k of municipal funding totalling \$132k, but now requires an additional \$7,500 of municipal funds to combine with the additional \$15k from Main Roads WA resulting in a revised project allocation of \$154,500.

Strategic Implications

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

Comment/Conclusion

The October 2022 Monthly Financial Report is presented for review.

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to monitor the Shire's ongoing financial performance would increase the risk of a negative impact on the Shire's Financial position. As the monthly report is a legislative requirement, non-compliance may result in a qualified audit.	Rare (1)	Moderate (3)	Low (1-4)	Compliance Requirements	Accept Officer Recommendation

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; work health and safety, financial, service interruption, compliance, reputation, and environment. A risk matrix has been prepared and a risk rating of three (3) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Voting Requirements

Absolute Majority

OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 231122.003

Moved: Cr Broad

Seconded: Cr Early

That with respect to the Monthly Financial Reports for October 2022 (as amended), Council:

1. Note the Reports as presented.
2. Amend the 2022/23 Budget as follows:
 - a. Increase GL 5120350, Job PD8218 Capital Revenue from \$0 to \$20,000;
 - b. Increase GL5120350, Job PD8514A Capital Revenue from \$0 to \$40,000;
 - c. Increase GL4120168, Job RBS204 Grant Revenue from \$88,000 to \$103,000;
 - d. Increase GL4120168, Job RBS204 Municipal Funds from \$44,000 to \$51,500; and
 - e. Note that amendments to the Adopted Budget for 2022/23, in accordance with revised changes, maintains a balanced budget (Nil Surplus / Deficit).

**CARRIED 9/0
BY ABSOLUTE MAJORITY**

For: President Ballard, Cr McNab, Cr Fisher, Cr Seale, Cr Pomykala, Cr Wiese, Cr Alexander, Cr Early.

Against: Nil

MONTHLY FINANCIAL REPORT
 (Containing the Statement of Financial Activity)
FOR THE PERIOD ENDED 31 OCTOBER 2022



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

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STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Annual Budget	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
FOR THE PERIOD ENDED 31 OCTOBER 2022								
		\$	\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)		2,550,000	2,550,000	2,550,000	2,582,116	32,116		1%
Revenue from operating activities								
General Purpose Funding - Rates		5,429,467	5,429,467	5,429,467	5,417,364	(12,103)	(0%)	
General Purpose Funding - Other		921,965	921,965	261,257	292,878	31,620	12%	▲
Governance		1,153	1,153	1,153	1,540	387	34%	
Law, Order and Public Safety		265,136	265,136	127,192	193,813	66,621	52%	▲
Health		17,313	17,313	5,771	11,724	5,953	103%	
Education and Welfare		2,094,046	2,094,046	848,348	618,898	(229,450)	(27%)	▼
Housing		17,651	17,651	5,884	7,572	1,689	29%	
Community Amenities		1,214,051	1,214,051	956,000	1,020,296	64,296	7%	
Recreation and Culture		57,575	57,575	11,358	14,827	3,469	30.5%	
Transport		358,876	358,876	149,838	205,262	55,424	37%	▲
Economic Services		444,393	444,393	147,766	125,126	(22,640)	(15%)	▼
Other Property and Services		178,115	178,115	59,386	36,976	(22,410)	(38%)	▼
		10,999,740	10,999,740	8,003,421	7,946,277	(57,144)	(1%)	
Expenditure from operating activities								
General Purpose Funding		(303,377)	(385,653)	(129,586)	(54,370)	75,216	58%	▲
Governance		(662,558)	(699,875)	(224,518)	(171,811)	52,707	23%	▲
Law, Order and Public Safety		(853,867)	(814,982)	(294,321)	(233,419)	60,902	21%	▲
Health		(338,061)	(319,742)	(112,754)	(72,004)	40,750	36%	▲
Education and Welfare		(2,078,303)	(2,019,445)	(709,806)	(576,137)	133,669	19%	▲
Housing		(57,524)	(57,524)	(9,081)	(9,409)	(328)	(4%)	
Community Amenities		(1,651,084)	(1,500,222)	(508,028)	(431,154)	76,874	15%	▲
Recreation and Culture		(3,332,463)	(3,322,803)	(1,185,393)	(1,045,057)	140,336	12%	▲
Transport		(3,463,725)	(3,704,030)	(1,246,013)	(1,194,271)	51,742	4%	
Economic Services		(819,671)	(792,107)	(275,284)	(222,304)	52,980	19%	▲
Other Property and Services		(160,124)	(104,372)	(154,272)	(97,690)	56,582	37%	▲
		(13,720,755)	(13,720,754)	(4,849,056)	(4,107,625)	741,431		
Operating activities excluded from budget								
Add back Depreciation		2,947,189	2,947,189	982,396	1,007,605	25,209	3%	
Adjust (Profit)/Loss on Asset Disposal	12	67,476	67,476	22,492	(71)	(22,563)	(100%)	▼
Adjust Employee Benefits Provision (Non-Current)		0	0	0	0	0	0%	
Adjust Deferred Pensioner Rates (Non-Current)		0	0	0	0	0	0%	
Movement in Leave Reserve (Added Back)		0	0	0	0	0	0%	
Stock increase		0	0	0	0	0	0%	
Amount attributable to operating activities		2,843,650	2,843,650	6,709,254	7,428,302	686,932		
Investing Activities								
Non-Operating Grants, Subsidies and Contributions		4,504,873	4,519,873	1,126,218	923,095	(203,123)	100%	
Purchase of Investments at fair value through P&L		7,795	7,795	0	0	0	0%	
Land and Buildings		(2,800,382)	(2,800,382)	(893,855)	(125,421)	768,434	86%	▲
Plant and Equipment	11	(2,390,600)	(2,405,600)	(794,199)	(354,374)	439,825	55%	▲
Furniture & Equipment	11	(588,674)	(588,674)	(112,558)	(19,597)	92,961	100%	▲
Infrastructure Assets - Roads	12	(2,393,823)	(2,265,065)	(757,706)	(89,014)	668,692	100%	▲
Infrastructure Assets - Footpaths	11	(51,000)	(51,000)	(17,000)	0	17,000	100%	▲
Infrastructure Assets - Road Drainage	11	(30,000)	(30,000)	(10,000)	0	10,000	100%	▲
Infrastructure Assets - Parks and Gardens	11	(350,520)	(350,520)	(163,512)	(44,716)	118,795	100%	▲
Infrastructure Assets - Aerodromes	11	(30,000)	(30,000)	(13,000)	(8,517)	4,483	100%	▲
Infrastructure Assets- Bridges	12	(588,000)	(588,000)	(196,000)	0	196,000	100%	▲
Infrastructure Assets- Other	12	(515,733)	(515,733)	(99,158)	(64,506)	34,652	35%	▲
Proceeds from Disposal of Assets	12	232,000	232,000	0	455	455	0%	▲
Proceeds from insurance		0	0	0	0	0	100%	▲
Amount attributable to investing activities		(4,994,064)	(4,865,306)	(1,930,769)	217,405	2,148,174		▲
Financing Activities								
Proceeds from New Debentures	13	450,000	450,000	0	0	0	0%	▼
Proceeds from Advances		0	0	0	0	0	0%	
Repayment of Debentures	13	(214,581)	(214,581)	(19,922)	(19,921)	1	0%	▼
Self-Supporting Loan Principal		0	0	0	0	0	0%	
Transfer from Reserves	10	4,550,959	4,422,201	0	0	0	0%	
Advances to Community Groups		0	0	0	0	0	0%	
Transfer to Reserves	10	(2,635,964)	(2,635,964)	0	0	0	0%	
Amount attributable to financing activities		2,150,414	2,021,656	(19,922)	(19,921)	1		
Net Capital		(0)	1	4,758,567	7,625,786	2,835,107		
Total Net Operating + Capital		(0)	1	4,758,567	7,625,786	2,835,107		
Closing Funding Surplus(Deficit)	3	(0)	1	4,758,567	7,625,786	2,835,107		

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 2 for an explanation of the reasons for the variance.
The material variance adopted by Council for the current year is \$15,000 or 10% whichever is the greater.
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022**

**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 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
	\$	%			
Revenue from operating activities					
Law, Order and Public Safety	66,621	52%	▲	Timing	Income higher due to early receipt of Bush Fire Mitigation Officer Grant funding received from DFES (153k)
Education and Welfare	(229,450)	(27%)	▼	Timing	Income lower and attributed to higher predicted CHSP YTD budget revenue and phasing than actual, (215k) as well as lower revenue by month, being less than the actual.
Transport	55,424	37%	▲	Timing	Income higher due to receipt of grant from Mainroads WA and the subsequent budgeted phasing of revenue by month being less than the actual.
Economic Services	(22,640)	(15%)	▼	Timing	Lower income variance mainly attributed to lower commercial lease fees (9k), lower revenue for insoection fees, (2k), and standpipe income (8k).
Other Property and Services	(22,410)	(38%)	▼	Timing	Variance mainly due to the timing of income from private and public works (8k) and variation to admin allocations as per Council resolution.
Expenditure from operating activities					
General Purpose Funding	75,216	58%	▲	Timing	Expenditure lower mainly due to variation to admin allocations (14k) and timing of debt collection and valuation expenses (34k), lower salary costs (13k), and general expenses below expected amounts to date.
Governance	52,707	23%	▲	Timing	Expenditure lower due to timing of expenditure in audit fees (18k), valuations (8k), consultancy costs (7k), and admin allocation variation (21k).
Education and Welfare	133,669	19%	▲	Timing	Variance mainly due to combination of budgeted salary expense not commenced yet and timing of services being provided to CHSP and CHCP customers as well as variation to admin allocations.
Health	40,750	36%	▲	Timing	Expenditure lower due to Health Officer vacancy at the beginning of the financial year resulting in lower salary and wage costs. Vacancy now filled.
Community Amenities	76,874	15%	▲	Timing	Timing of expenditure in waste management (9k), amenities costs, (39k) other admin costs , salaries & wages in town planning (30k). Phasing of budgeted expenditure being greater than the current actual expenditure.
Economic Services	52,980	19%	▲	Timing	Expenditure lower due to timing of building control wages (8k) , lower tourism costs, (24k), reduced admin allocations (11k) and other economic operational costs.
Investing Activities					
Capital Acquisitions	2,350,843	77%	▲	Timing	Project expenditure lower than predicted budget, however the variance is predominantly comprised of outstanding project purchase orders (2,245k), confirming this variance is merely a timing issue.

KEY INFORMATION

- ▲ Favourable variance
- ▼ Unfavourable variance

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 OCTOBER 2022**

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

BASIS OF ACCOUNTING

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

SIGNIFICANT ACCOUNTING POLICIES

GOODS AND SERVICES TAX

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

CRITICAL ACCOUNTING ESTIMATES

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

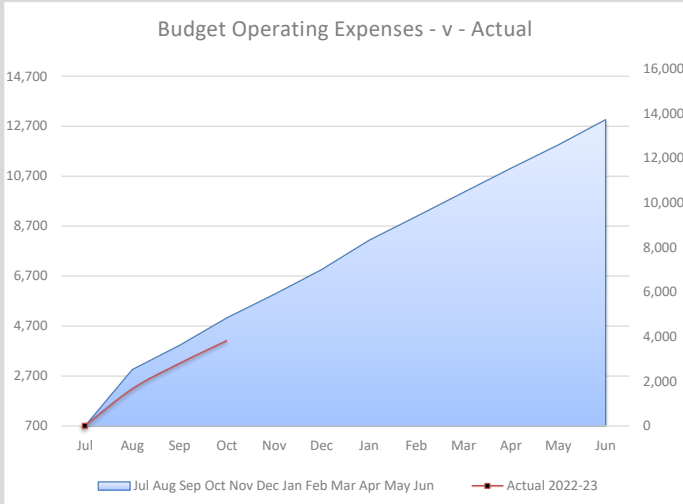
ROUNDING OFF FIGURES

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

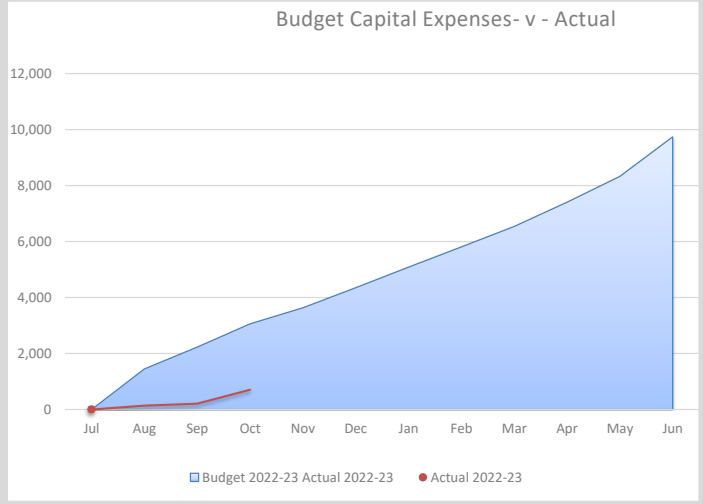
**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 OCTOBER 2022**

**MONTHLY SUMMARY INFORMATION
GRAPHS**

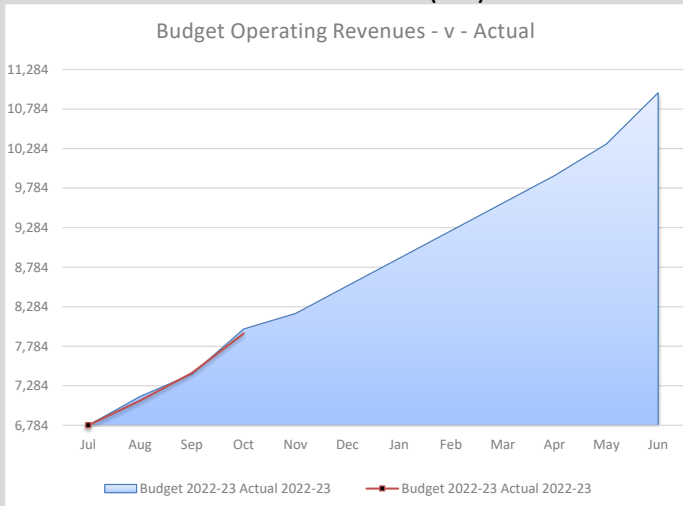
OPERATING EXPENSES ('000)



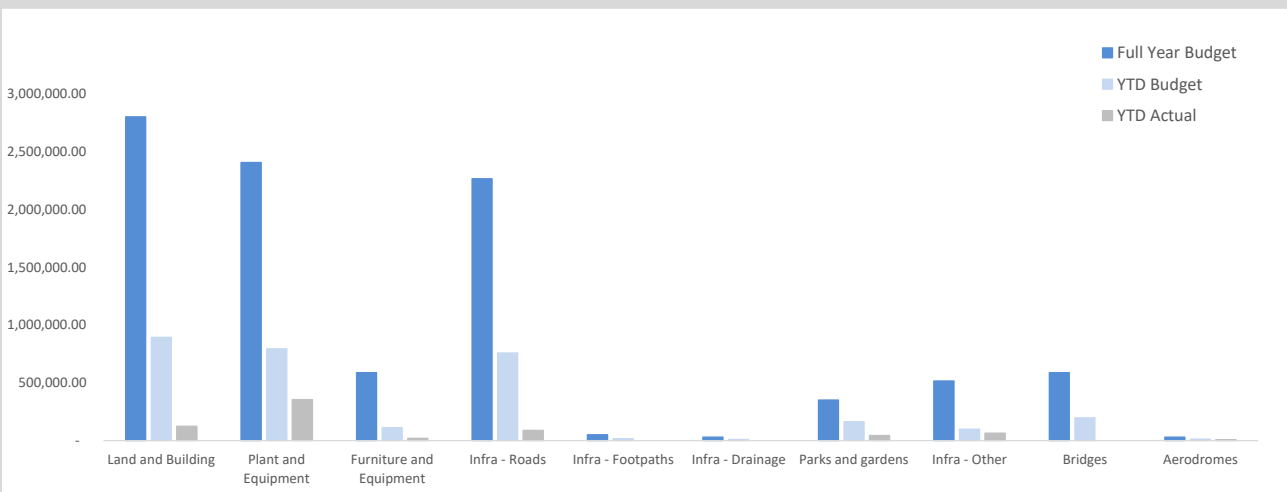
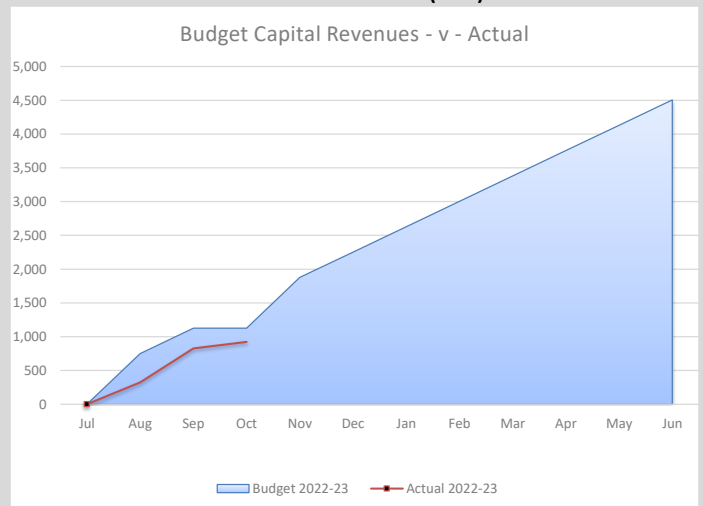
CAPITAL EXPENSES ('000)



OPERATING REVENUE ('000)



CAPITAL REVENUE ('000)



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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022**

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 Local Government's operational cycle. In the case of liabilities where Local Government does not have 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 resale where it is held as non current based on the Local Government'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 Local Government 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 Local Government 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 Local Government 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 Local Government has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

INVENTORIES

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022**

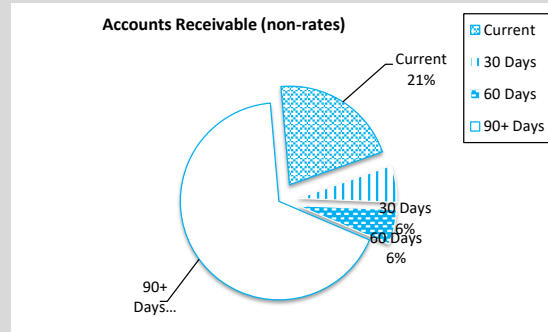
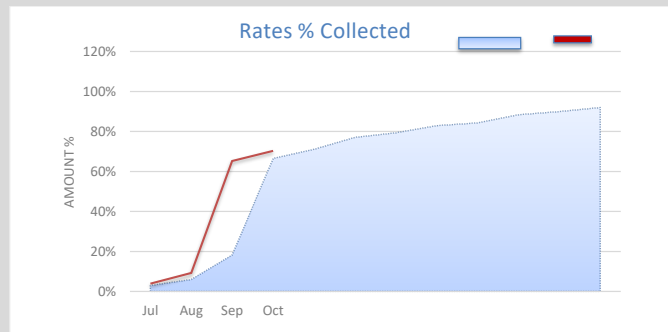
**OPERATING ACTIVITIES
RECEIVABLES**

Rates Receivable	30 Jun 22	31 Oct 22
	\$	\$
Opening Arrears Previous Years	476,999	581,945
RATES - Rates Levied - GRV	3,236,553	3,407,588
RATES - Rates Levied - UV	1,061,898	1,134,890
RATES - Minimum Rates Levied - GRV	605,360	645,213
RATES - Minimum Rates Levied - UV	201,942	229,673
RATES - Interim Rates Levied - GRV	10,525	14,338
RATES - Back Rates Levied - GRV	(891)	5,231
RATES - Ex-Gratia Rates (CBH, etc.)	10,627	11,525
Instalment Admin fee	0	29,711
Priave S/Pool Inspection fees	1,914	1,860
Domestic Refuse Collection Charges	493,743	510,113
Domestic Services (Additional)	3,807	4,106
Commercial Collection Charge	45,561	47,082
Commercial Collection Charge(additional)	45,330	47,338
Domestic Recycling Service	180,224	186,472
Non-Rateable Collection Charge	39,984	73,541
Non-Rateable Additional Pick Up	33,345	37,338
Commercial Additional Pick Up	25,573	25,636
FESA ESL	280,218	296,485
Total Rates and Rubbish (YTD)	6,275,714	6,708,136
Less Collections to date	(6,317,638)	(5,223,356)
Net Rates Collectable	435,075	2,066,725
% Collected (Current and Arrears)	93.56%	71.65%
Pensioner Deferred Rates		(195,110)
Pensioner Deferred ESL		(8,986)
Total Rates and Rubbish, ESL, Excess Rates		1,862,629

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	30,549	8,828	8,377	97,853	145,607
Percentage	21%	6%	6%	67%	
Balance per Trial Balance					
Rates Pensioner Rebate Claims					166,952
GST Input					925
Provision For Doubtful Debts (including Rates)					(136,225)
Total Receivables General Outstanding					177,257.83

Amounts shown above include GST (where applicable)

KEY INFORMATION



Debtors Due
\$145,607
Over 30 Days
6%
Over 90 Days
67%

Collected	Rates Due
72%	\$1,862,629

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022

OPERATING ACTIVITIES
ADJUSTED NET CURRENT ASSETS

FOR THE PERIOD ENDED 31 OCTOBER 2022

Current Assets

Cash Unrestricted
Cash Restricted - Reserves
Cash Restricted - Term Deposits
Cash Restricted - Trust
Receivables - Rates and Rubbish, ESL, Excess Rates
Receivables - Other
Inventories

Less: Current Liabilities

Payables
Loan Liability
Provisions

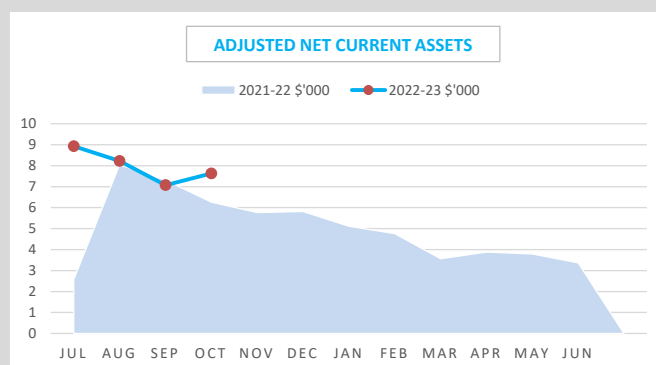
Net Current Asset Position

Less: Cash Restricted
Add Back: Component of Leave Liability not Required to be funded
Add Back: Current Loan Liability
Adjustment for Trust Transactions Within Muni
Non cash Opening Contract liability adjustment
Net Current Funding Position

	Last Years Closing	This Time Last Year	Year to Date Actual
	30 Jun 2022	31 Oct 2021	31 Oct 2022
	\$	\$	\$
8,802,199	12,147,681	13,336,742	
(1,010,812)	(581,521)	(491,027)	
(411,917)	(197,212)	(214,581)	
(695,826)	(749,986)	(695,826)	
(2,118,555)	(1,528,719)	(1,401,434)	
6,683,644	10,618,961	11,935,307	
(4,872,927)	(4,677,561)	(4,882,479)	
361,204	361,016	361,204	
411,917	197,212	214,581	
(1,721)	(2,690)	(2,827)	
2,582,116	6,496,938	7,625,786	

SIGNIFICANT ACCOUNTING POLICIES

Please see page 5 for information on significant accounting policies relating to Net Current Assets.



KEY INFORMATION

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

Year YTD Actual

Surplus(Deficit)

\$7.63 M

This Time Last Year

Surplus(Deficit)

\$6.5 M

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

	Investment Value \$	Maturity Date	Rate	Institution	Investment %
<u>Cash Restricted (Reserves)</u>					
NAB	2,000,000	15/11/2022	2.05%	NAB	50%
Bankwest (Note: Investment made subsequent to month end)	2,000,000	20/02/2023	2.00%	Bankwest	50%
	<u>4,000,000</u>				<u>100%</u>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022**

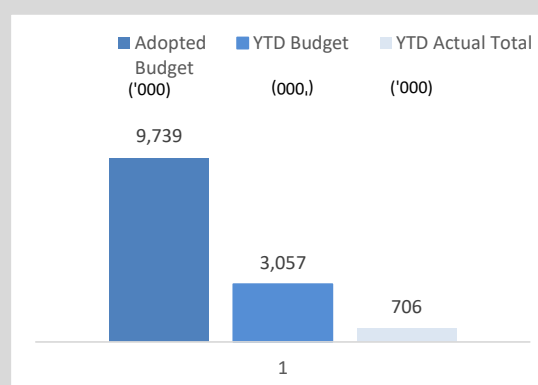
**INVESTING ACTIVITIES
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted Budget	Current Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$	\$
Land and Buildings	2,800,382	2,800,382	893,855	125,421	768,434
Plant & Equipment	2,390,600	2,405,600	794,199	354,374	439,825
Furniture & Equipment	588,674	588,674	112,558	19,597	92,961
Roads	2,393,823	2,265,065	757,706	89,014	668,692
Footpaths	51,000	51,000	17,000	0	17,000
Road Drainage	30,000	30,000	10,000	0	10,000
Infrastructure- Bridges	588,000	588,000	196,000	0	196,000
Other Infrastructure	515,733	515,733	99,158	64,506	34,652
Parks and Gardens	350,520	350,520	163,512	44,716	118,795
Aerodromes	30,000	30,000	13,000	8,517	4,483
Capital Expenditure Totals	9,738,732	9,624,974	3,056,987	706,144	2,350,843

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
	\$9.74 M	\$9.62 M	\$.71 M	7%

To be read in conjunction with Strategic Projects Tracker

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022INVESTING ACTIVITIES
CAPITAL ACQUISITIONS (CONTINUED)

	Account Number	JOB	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance Under(Over)	
			\$	\$	\$	\$	\$	
Capital Expenditure								
Land and Buildings								
0.00	Land Development Opportunity	4130640	LB030	40,000	40,000	13,333	0	13,333
0.00	SES Training / Meeting Room	4050260	BC265	62,210	62,210	20,737	0	20,737
0%	Relocation of Homecare	4080360	BC052	868,545	868,545	289,515	0	289,515
0%	Smith St Public toilets(Coles Carpark)	4100165	IO184	10,000	10,000	3,333	0	3,333
0%	Recycling shed (Tip Shop)	4110160	BC274	50,000	50,000	16,667	0	16,667
0%	Town Hall Parapet Wall concrete Capping	4110160	BC181	20,000	20,000	6,667	0	6,667
33%	Mayor's Parlour (Town Hall) Hot Water System (Zipsystem/ Miniboil)	4110160	BC182	5,000	5,000	1,667	1,650	17
0%	Town Hall Plan Upgrades- Heating, Cooling & Sundry (Circuit West)	4110160	BC183	50,000	50,000	16,667	0	16,667
5%	Town Hall Stage Upgrade/ EWP / Rigging	4110160	BC184	55,000	55,000	18,333	2,631	15,702
31%	Fitout of Railway Station Building	4110660	BC207	75,000	75,000	25,000	23,411	1,589
59%	Museum Restoration as per conservation Report	4110660	BC201	45,355	45,355	15,118	26,660	(11,542)
0%	Covered Stage -Rec Centre for music/sound at west end of Alby Park	4110260	BC273	50,000	50,000	0	0	0
11%	Rec Centre Stadium LED Lighting	4110260	BC166	35,000	35,000	0	3,881	(3,881)
0%	Installation of Custom Orb Sheeting to Sections of Walls of Court 1 & 3 at NRLC	4110260	BC272	30,000	30,000	0	0	0
0%	Railway Dam Toilets	4110355	BC275	53,817	53,817	0	0	0
0%	Library Extension	4110560	IO080B	400,000	400,000	133,333	0	133,333
49%	Railway Station Resortation COVID recovery project	4110660	BC202	100,000	100,000	50,000	49,410	590
15%	ANZAC War Memorial Repair & Restoration	4110660	BC203	45,455	45,455	15,152	6,803	8,349
100%	Caravan Park - Renewal Development	4130260	BC237	0	0	0	165	(165)
15%	Caravan park upgrades(ablution blocks & Kitchen)	4130260	BC238	45,000	45,000	15,000	6,681	8,319
100%	Visitor Information Bay Upgrade (Williams Road)	4130260	IO094	0	0	0	94	(94)
0%	Caravan Park- Renewal Development including reseal	4130260	BC239	450,000	450,000	150,000	800	149,200
6%	Building Maintenance-Old jewellers shop	4130650	BC277	10,000	10,000	3,333	595	2,738
1%	Good Shed Roof and Wall Restoration	4130650	BC278	300,000	300,000	100,000	2,640	97,360
				2,800,382	2,800,382	893,855	125,421	768,434

		Account Number	JOB	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance Under(Over)
Plant and Equipment								
0%	Narrogin Regional Homecare Ute	4050355	PA073A	45,000	45,000	15,000	0	15,000
0%	P56 Fuso Rosa (Bus)	4050355	PA072A	190,000	190,000	63,332	0	63,332
0%	P43 Toyota Corolla	4070355	PA043C	25,000	25,000	8,333	0	8,333
0%	50KV Generator and Trailer	4080455	PE075	35,000	35,000	0	0	0
0%	Acquisition of Fast Fill Trailer	4050155	PA952	0	15,000	0	0	0
0%	Acquisition of Incident Control Vehicle	4050255	PA950	881,900	881,900	293,967	0	293,967
0%	Acquisition of General Rescue Utility	4050255	PA951	110,200	110,200	36,733	0	36,733
0%	XC Class Train Mural Project	4100655	IO131	20,000	20,000	6,667	0	6,667
42%	NRLC- Irrigation Pump	4110255	PE161	13,500	13,500	13,500	5,636	7,864
100%	Depot Security Upgrade	4120155	PE048	0	0	0	237	(237)
0%	Bob Cat	4120350	PA835A	80,000	80,000	26,667	0	26,667
0%	John Deere Ride On Mower(Parks)	4120350	PA066A	10,000	10,000	3,333	0	3,333
0%	John Deere Ride on Mower(Caravan Park)	4120350	PA039A	10,000	10,000	3,333	0	3,333
100%	Sweeper Truck 2015	4120350	PA024A	350,000	350,000	116,667	348,500	(231,833)
0%	Hino 300 Series Crew Cab	4120350	PA8219A	100,000	100,000	33,333	0	33,333
0%	Single Cab Ute Isuzu(Parks/Curator)	4120350	PA018C	35,000	35,000	11,667	0	11,667
0%	2018 Mitsubishi (MCLC)	4120350	PA004E	30,000	30,000	10,000	0	10,000
0%	2018 Mitsubishi (MF/MCS)	4120350	PA047G	30,000	30,000	10,000	0	10,000
0%	2018 Holden(EHO)	4120350	PA065A	30,000	30,000	10,000	0	10,000
0%	2020 Isuzu (Senior Ranger)	4120350	PA8163C	45,000	45,000	15,000	0	15,000
0%	Flocon (p8215) Roadsealing - Trade old Flocon and purchase new	4120350	PA8215	350,000	350,000	116,667	0	116,667
100%	Jet Patcher (p8218)- Straight disposal	4120350	PA8169	0	0	0	0	0
				2,390,600	2,405,600	794,199	354,374	439,825
Furniture and Equipment								
0%	Additional Public CCTV Camera's - Installation	4040250	FE037	200,000	200,000	66,667	0	66,667
95%	Mobile Video Conference Solution for the Council Chambers	4040250	FE039	15,000	15,000	5,000	14,202	(9,202)
0%	Replacement of Copier at Library	4110550	FE034	4,000	4,000	1,333	0	1,333
0%	NRLC-Capital Emergency Reparis eg - Pool Filters-YMCA	4110255	PE072	96,000	96,000	0	0	0
0%	NRLC-Capital Emergency Reparis eg - Pool Liner-YMCA	4110255	PE073	80,000	80,000	0	0	0
0%	NRLC-Capital Emergency Reparis eg - Boiler-YMCA	4110255	PE074	75,000	75,000	0	0	0
0%	Replacement of Copier at Homecare	4040250	PE076	10,000	10,000	3,333	0	3,333
0%	2XCopier Replacement &Upgrade-New	4140580	FE102	20,000	20,000	6,667	0	6,667
0%	Purchase of Altus HR system	4140580	FE101	48,674	48,674	16,225	0	16,225
13%	IT Upgrades as per Asset Management Plan(Altus PO & Other IT Assets)	4140580	FE103	40,000	40,000	13,333	5,395	7,939
				588,674	588,674	112,558	19,597	92,961

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022INVESTING ACTIVITIES
CAPITAL ACQUISITIONS (CONTINUED)

		Account Number	JOB	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance Under(Over)	
Infrastructure - Roads									
100%		Marrumucking Rd - Gravel re sheet (Renewal)	4120165	IR261	0	0	0	0	
0%		Design New Intersection for Wanerie and Cooramining Roads	4120165	IR338	40,000	40,000	13,333	0	13,333
100%		NGN Valley Rd (Construction) 3.5km out it transport	4120165	IR339	200,000	0	0	0	0
0%		Park Street Widening (From Federal St to Church)	4120165	IR340	13,424	13,424	4,518	0	4,518
1%		Gorden Street Stabilising	4120165	IR341	59,329	59,329	19,878	301	19,577
0%		Manaring Rd Re-sheet (Currently Quartz)	4120165	IR342	182,320	182,320	61,296	0	61,296
0%		Flavel Road Re-sheet (Currently Quartz)	4120165	IR343	22,929	22,929	7,708	0	7,708
0%		Highbury West Re-sheet (Currently Quartz)	4120165	IR345	35,578	35,578	11,968	0	11,968
0%		Pethybridge Rd Re-sheet (Currently Quartz)	4120165	IR346	103,337	103,337	34,751	0	34,751
0%		Cowcher Rd Re-Sheet (Currently Gravel)	4120165	IR347	31,366	31,366	10,543	0	10,543
0%		Chomley Road Seal (Weise)	4120165	IR349	30,087	30,087	10,068	0	10,068
0%		Two Solar Speed Detection Signs	4120155	PE080	22,000	22,000	7,333	0	7,333
0%		Airport- Seal Gravel Runway (100% RAPS Funded)	4120466	IO0185	201,390	201,390	67,163	0	67,163
0%		WSFN Wandering Road Development Works	4120167	IR337	75,000	75,000	25,000	0	25,000
9%		Chomley Rd - Gravel re sheet	4120167	RRG338	424,275	424,275	142,282	38,316	103,966
0%		Spriggs Rd -Gravel re sheet	4120167	RRG339	244,797	244,797	81,793	0	81,793
0%		Cannell Rd - Gravel re sheet	4120167	RRG340	163,492	163,492	54,663	0	54,663
0%		Bottle Creek Place (R2R) Reseal	4120166	R2R337	11,088	9,800	3,268	0	3,268
0%		George Street (R2R) Reseal	4120166	R2R338	23,166	14,500	4,832	0	4,832
0%		Narrogin Valley Road - Renewal (Rural) (R2R)	4120167	R2R212	0	200,000	66,668	50,397	16,271
0%		Highbury West Road - Renewal	4120166	R2R216	15,714	16,000	5,332	0	5,332
0%		Katta Road (R2R) Reseal	4120166	R2R339	95,953	25,100	8,368	0	8,368
0%		McCormick Way (R2R) Reseal	4120166	R2R340	8,415	6,100	2,032	0	2,032
0%		Newman Street (R2R) Reseal	4120166	R2R341	5,940	4,600	1,532	0	1,532
0%		Pitt Street (R2R) Reseal	4120166	R2R342	6,600	4,600	1,532	0	1,532
0%		Range Road (R2R) Reseal	4120166	R2R343	51,071	45,100	15,032	0	15,032
0%		Stewart Place (R2R) Reseal	4120166	R2R344	6,270	7,941	2,648	0	2,648
0%		Stewart Road (R2R) Reseal	4120166	R2R345	22,572	25,000	8,332	0	8,332
0%		Tanner Street (R2R) Reseal	4120166	R2R346	4,950	6,000	2,000	0	2,000
0%		Wiese Road (Town) (R2R) Reseal	4120166	R2R347	23,760	14,000	4,668	0	4,668
0%		Chomley Road (R2R) Reseal	4120166	R2R213	77,000	45,000	15,000	0	15,000
0%		Highbury East Rd Culvert Upgrade	4120166	R2R348	60,000	60,000	20,000	0	20,000
0%		Tarwonga Road Black Spot	4120167	RBS204	132,000	132,000	44,165	0	44,165
					2,393,823	2,265,065	757,706	89,014	668,692
Infrastructure - Footpaths									
0%		Burns street Footpath(Kippling to Doney)	4120175	IF055	22,000	22,000	7,333	0	7,333
0%		Doney Street Footpath	4120175	IF056	29,000	29,000	9,667	0	9,667
					51,000	51,000	17,000	0	17,000
Infrastructure - Drainage									
0%		Drainage Easement Falcon St	4120180	ID000	30,000	30,000	10,000	0	10,000
					30,000	30,000	10,000	0	10,000

		Account Number	JOB	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance Under(Over)	
Infrastructure - Bridges									
0%		Tarwonga Rd Bridge 4551	4120181	IB204	192,000	192,000	64,000	0	64,000
0%		Whinbin Rock Rd Bridge 3125	4120181	IB205	396,000	396,000	132,000	0	132,000
				588,000	588,000	196,000		0	196,000
Infrastructure - Other									
0%		TWIS Distribution Pipes Replacement	4100350	IO002	15,000	15,000	5,000	0	5,000
0%		May St Stormwater Catchment Dam	4110365	IO180	6,424	6,424	2,141	0	2,141
21%		Public Art Strategy - Implementation & Carry Over	4110860	IO113	45,455	45,455	30,303	9,350	20,953
64%		Single Electric BBQ for Gnarojin park near Skate park (to replace the former one)	4110860	FE036	10,000	10,000	0	6,385	(6,385)
0%		Two Inclusive Play Equipment Activities at Highbury \$50k (as requested by HDCC)	4110365	IO181	50,000	50,000	0	0	0
82%		Two wheelchair accessible table settings at Highbury	4110365	IO182	7,000	7,000	0	5,730	(5,730)
0%		Upgrade of lighting to LED at Clayton Oval, Narrogin - Narrogin Hawks Football- Subject to Grant	4110355	BC279	243,000	243,000	0	0	0
		Parks Naming Project	4110360	IO128	0	0	0	1,750	(1,750)
30%		Walk Cycle & Mountain Bike Trails Projects	4110360	IO129	138,854	138,854	61,713	41,291	20,422
				515,733	515,733	99,158		64,506	34,652
Infrastructure - Parks & Gardens									
57%		Cemetery Upgrade	4100860	IO026	62,505	62,505	20,835	35,791	(14,956)
0%		Mackie Park Financial Planning Office Kitchenette	4110850	BC130	8,000	8,000	2,667	0	2,667
4%		Narrogin Tennis Courts Lighting & Surface Upgrading	4110360	IO127	210,015	210,015	140,010	8,925	131,085
0%		Provision for Accessible Toilets at Thomas Hogg Oval	4110355	BC269	50,000	50,000	0	0	0
0%		Thomas Hogg Oval Toilet Facility Demolition	4110360	BC268	20,000	20,000	0	0	0
				350,520	350,520	163,512		44,716	118,795
Infrastructure - Aerodromes									
28%		Narrogin airport-Patient transfer facility	4120460	BC221	30,000	30,000	13,000	8,517	4,483
				30,000	30,000	13,000		8,517	4,483
Grand Total					9,738,732	9,624,974	3,056,987	706,144	2,350,843

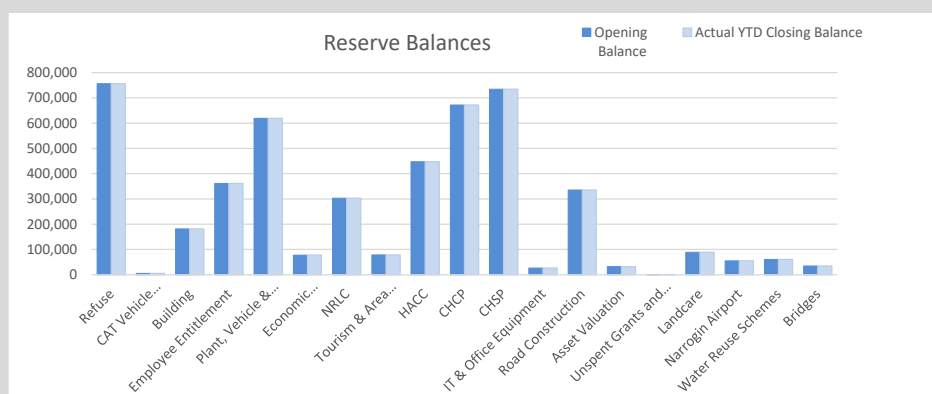
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022

OPERATING ACTIVITIES
CASH AND INVESTMENTS

Cash Backed Reserve
Reserve Name

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	756,251	9,390	0	47,390	0	35,000	0	768,641	756,251
CAT Vehicle Replacement	5,869	70	0	8,070	0	0	0	13,939	5,869
Building	181,118	2,240	0	2,240	0	150,355	0	33,003	181,118
Employee Entitlement	361,204	4,470	0	4,470	0	0	0	365,674	361,204
Plant, Vehicle & Equipment	619,492	7,680	0	432,680	0	833,000	0	219,172	619,492
Economic Development	77,403	950	0	950	0	40,000	0	38,353	77,403
NRLC	302,714	3,750	0	53,750	0	351,000	0	5,464	302,714
Tourism & Area Promotion	78,654	970	0	970	0	0	0	79,624	78,654
HACC	447,241	5,454	0	5,454	0	447,241	0	5,454	447,241
CHCP	671,570	8,320	0	759,083	0	906,578	0	524,075	671,570
CHSP	734,562	9,100	0	1,232,801	0	1,532,194	0	435,169	734,562
IT & Office Equipment	26,449	320	0	320	0	0	0	26,769	26,449
Road Construction	335,587	4,160	0	4,160	0	200,000	0	139,747	335,587
Asset Valuation	31,898	390	0	390	0	0	0	32,288	31,898
Unspent Grants and Contributions	132	0	0	0	0	0	0	132	132
Landcare	89,218	886	0	886	0	5,000	0	85,104	89,218
Narrogin Airport	55,198	680	0	15,680	0	0	0	70,878	55,198
Water Reuse Schemes	60,432	430	0	17,930	0	15,000	0	63,362	60,432
Bridges	35,002	740	0	48,740	0	35,591	0	48,151	35,002
	4,869,993	60,000	0	2,635,964	0	4,550,959	0	2,954,998	4,869,993

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022**

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
	2030199	RATES - Administration Allocated	280922.006	Operational Expenditure			(38,639)	(38,639)
	2030299	GENGRANT - Administration Allocated	280922.006	Operational Expenditure			(19,319)	(57,958)
	2030399	INVEST - Administration Allocated	280922.006	Operational Expenditure			(5,000)	(62,958)
	2030499	GENFUND - Administration Allocated	280922.006	Operational Expenditure			(19,319)	(82,277)
	2040199	MEMBERS - Administration Allocated	280922.006	Operational Expenditure		19,637		(62,640)
	2040299	OTHGOV - Administration Allocated	280922.006	Operational Expenditure			(56,955)	(119,595)
	2050199	FIRE - Administration Allocated	280922.006	Operational Expenditure		19,318		(100,277)
	2050299	ESL- Administration Allocated	280922.006	Operational Expenditure			(19,319)	(119,596)
	2050399	ANIMAL - Administration Allocated	280922.006	Operational Expenditure		19,319		(100,277)
	2050499	OLOPS - Administration Allocated	280922.006	Operational Expenditure		19,567		(80,710)
	2070399	HEALTH - Administration Allocated	280922.006	Operational Expenditure		19,319		(61,391)
	2070699	OTH HEALTH - Administration Allocated	280922.006	Operational Expenditure			(1,000)	(62,391)
	2080199	PRE-SCHOOL - Administration Allocated	280922.006	Operational Expenditure		8,159		(54,232)
	2080499	CHCP - Administration Allocated	280922.006	Operational Expenditure			(31,925)	(86,157)
	2080599	CHSP - Administration Allocated	280922.006	Operational Expenditure			(2,152)	(88,309)
	2080699	AGEDSNRS - Administration Allocated	280922.006	Operational Expenditure		32,800		(55,509)
	2080799	AGEDOTHER - Administration Allocated	280922.006	Operational Expenditure			(9,659)	(65,168)
	2080899	WELFARE - Administration Allocated	280922.006	Operational Expenditure		61,635		(3,533)
	2100199	SAN - Administration Allocated	280922.006	Operational Expenditure		131,542		128,009
	2100299	SANOTH - Administration Allocated	280922.006	Operational Expenditure		38,637		166,647
	2100899	COM AMEN - Administration Allocated	280922.006	Operational Expenditure			(19,319)	147,328
	2110199	HALLS - Administration Allocated	280922.006	Operational Expenditure		19,319		166,647
	2110299	NRLC - Administration Allocated	280922.006	Operational Expenditure			(19,318)	147,328
	2110399	REC - Administration Allocated	280922.006	Operational Expenditure			(19,319)	128,009
	2110699	HERITAGE - Administration Allocated	280922.006	Operational Expenditure			(9,659)	118,350
	2110899	OTHCUL - Administration Allocated	280922.006	Operational Expenditure		38,637		156,987
	2120299	ROADM - Administration Allocated	280922.006	Operational Expenditure			(172,684)	(15,697)
	2120399	PLANT - Administration Allocated	280922.006	Operational Expenditure			(19,319)	(35,016)
	2120499	AERO - Administration Allocated	280922.006	Operational Expenditure			(19,319)	(54,335)
	2120599	LICENSING - Administration Allocated	280922.006	Operational Expenditure			(28,978)	(83,313)
	2130199	RURAL - Administration Allocated	280922.006	Operational Expenditure		18,978		(64,335)
	2130299	TOUR - Administration Allocated	280922.006	Operational Expenditure		19,319		(45,016)
	2130399	BUILD - Administration Allocated	280922.006	Operational Expenditure		19,319		(25,697)
	2130499	SALEYARDS - Administration Allocated	280922.006	Operational Expenditure			(1,000)	(26,697)
	2130699	ECONOM - Administration Allocated	280922.006	Operational Expenditure			(28,978)	(55,676)
	2140199	PRIVATE - Administration Allocated	280922.006	Operational Expenditure		14,317		(41,359)
	2140299	PWO - Administration Allocated	280922.006	Operational Expenditure		73,011		31,653
	2140399	Plant Operating Costs-Administration Allocated	280922.006	Operational Expenditure			(31,653)	(0)
	IR339	Ngn Valley Rd (Construction) 3.5Km Out It Transport	280922.002	Capital Expenses			(200,000)	(200,000)
	R2R212	Narrogin Valley Road - Renewal (Rural) (R2R)	280922.002	Capital Expenses		200,000		0
	5120150	ROADC - Transfers From Reserve	280922.002	Capital Income			(128,758)	(128,758)
	R2R213	Chomley Road (R2R) Reseal Slk 15.23 - 16.81	280922.002	Capital Expenses		32,000		(96,758)
	R2R216	Highbury West Road - Renewal (Rural) (R2R)	280922.002	Capital Expenses			(286)	(97,044)
	R2R337	Bottle Creek Place (R2R) Reseal Slk 0 - 0.26	280922.002	Capital Expenses		1,288		(95,756)
	R2R338	George Street (R2R) Reseal Slk 0.36 - 0.77	280922.002	Capital Expenses		8,666		(87,090)
	R2R339	Katta Road (R2R) Reseal Slk 004-0.79	280922.002	Capital Expenses		70,853		(16,237)
	R2R340	Mccormick Way (R2R) Reseal Slk 0 - 0.18	280922.002	Capital Expenses		2,315		(13,922)
	R2R341	Newman Street (R2R) Reseal Slk 0 - 0.15	280922.002	Capital Expenses		1,340		(12,582)
	R2R342	Pitt Street (R2R) Reseal Slk 0.02 - 0.13	280922.002	Capital Expenses		2,000		(10,582)
	R2R343	Range Road (R2R) Reseal Slk 0 - 1.37	280922.002	Capital Expenses		5,971		(4,611)
	R2R344	Stewart Place (R2R) Reseal Slk 0 - 0.15	280922.002	Capital Expenses			(1,671)	(6,282)
	R2R345	Stewart Road (R2R) Reseal Slk 0 - 0.53	280922.002	Capital Expenses			(2,428)	(8,710)
	R2R346	Tanner Street (R2R) Reseal Slk 0 - 0.148	280922.002	Capital Expenses			(1,050)	(9,760)
	R2R347	Wiese Road (Town) (R2R) Reseal Slk 0 -0.409	280922.002	Capital Expenses		9,760		0
						907,026	(907,026)	

Project Title/Task	Job	COA	Original Budget	Current Budget	Outstanding PO Exp to 30/10/22	Actual Exp to 30/10/22	Total Committed Expenditure	Budget Remaining (incl P/Os)	Category	Current Risk Rating (completion by 30/6/23)	Comments	Accountability	Responsible Exec	Responsible Officer	Status	% Complete	Start Date	Due Date	Year Due Date
Mobile Video Conference Solution for the Council Chambers & Committee Room	FE039	4040250	\$15,000	\$15,000	\$0	\$14,202	\$14,202	\$798	ITC Acquisition	Low	17/08/22 - Solution scoping completed, quotes obtained and preferred Supplier identified. 30/08/22 - MVC solutions for Chamber and Meeting Room on track for early completion. 17/10/22 - Project completed 28 Aug 22	Corporate & Community Services	Mark Furr	Kunal Sarma	Complete	100%	01/08/22	17/10/22	2022
Additional Public CCTV Camera's - Installation (subject to grant)	FE037	4050455	\$200,000	\$200,000	\$0	\$0	\$0	\$200,000	ITC Acquisition	High	15/08/22 - Project meeting scheduled with IT Officer 16/08/22. 15/08/22 - Investigating Telstra credits to assist funding of project. 15/08/22 - Investigating available grants to proceed. 09/09/22 - Continuing to investigate grant opportunities, those reviewed to date identify CCTV as not applicable. Continue to pursue grant opportunity. 17/10/22 - No change to previous update. 14/11/22 - No grant opportunities found for this project; therefore, project may not be able to proceed in 22/23	Corporate & Community Services	Mark Furr	Kunal Sarma	Off Track	0%	01/10/22	31/12/22	2022
SES Building Project	BC265	4050260	\$62,210	\$62,210	\$0	\$0	\$0	\$62,210	Consultancy	Low	to inform ESL Grant request in 23/24	Development & Regulatory Services	Azhar Awang	Azhar Awang	On Track	0%	01/10/22	31/12/22	2022
Acquisition of Incident Control Vehicle	PA950	4050255	\$881,900	\$881,900	\$0	\$0	\$0	\$881,900	Vehicle Acquisition	Low	17/8/2022 - To be fabricated by DFES 31/08/22 - Still awaiting receipt of vehicle 13/10/22 - DFES advised delivery will be some time away up to 2 years	Development & Regulatory Services	Azhar Awang	Azhar Awang	On Track	0%	01/07/22	30/06/23	2023
PA952 21/22 Fast Fill Trailer (Carryover from 21/22)	PA952	4050155	\$0.00	\$7,000.00	\$7,000	\$0	\$7,000	\$0	Vehicle Acquisition	Low	Budget Amended OCM 25/10/22 as C/Over not included in original	Development & Regulatory Services	Azhar Awang	Azhar Awang	On Track	50%	01/07/22	30/06/23	2023
PA952 21/22 Fast Fill Trailer (Carryover from 21/22)	PA953	4050155	\$0.00	\$8,000.00	\$0	\$0	\$0	\$8,000	Vehicle Acquisition	High	Budget Amended OCM 25/10/22 as C/Over not included in original	Development & Regulatory Services	Azhar Awang	Azhar Awang	On Track	20%	01/07/22	30/06/23	2023
Acquisition of General Rescue Utility	PA951	4050255	\$110,200	\$110,200	\$0	\$0	\$0	\$110,200	Vehicle Acquisition	Low	17/8/2022 - To be fabricated by DFES 31/08/22 - Still awaiting receipt of vehicle 13/10/22 - DFES advised delivery has been delayed and will be a minimum of 18 months.	Development & Regulatory Services	Azhar Awang	Azhar Awang	On Track	0%	01/07/22	30/06/23	2023
Narrogin Regional Homecare Ute	PA073A	4080455	\$45,000	\$45,000	\$22,488	\$0	\$22,488	\$22,512	Vehicle Acquisition	Low	15/08/22 - Meeting with EMTRS to commence procurement process for vehicle. 30/08/22 - RFQ created and disseminated to local providers. 21/09/22 - Quotes received option to purchase being determined and expect to submit purchase order in coming days 17/10/22 - Vehicle purchased and already delivered to Homecare.	Corporate & Community Services	Mark Furr	Paula Raworth	Complete	100%	01/10/22	17/10/22	2022
P56 Fusio Rosa (Bus)	PA072A	4080455	\$190,000	\$190,000	\$0	\$0	\$0	\$190,000	Vehicle Acquisition	Low	15/08/22 - Meeting with EMTRS to commence procurement process for vehicle. 30/08/22 - RFQ being prepared for dissemination to local providers. 17/10/22 - No change to previous update and within project timeframes 14/11/22 - RFQ being prepared for Dec 22.	Corporate & Community Services	Mark Furr	Paula Raworth	On Track	5%	01/10/22	31/12/22	2022
P43 Toyota Corolla	PA043C	4080455	\$25,000	\$25,000	\$0	\$0	\$0	\$25,000	Vehicle Acquisition	Low	15/08/22 - Meeting with EMTRS to commence procurement process for vehicle. 30/08/22 - RFQ created and disseminated to local providers. 21/09/22 - RFQ completed, and quotes received, however RFQ process halted to allow consideration of new EV legislation from 01 Jul 22 17/10/22 - New legislation considered however relevant EV's not suitable for Homecare purpose and so reverting back to original RFQ determinations and finalising procurement. 14/11/22 - Preferred supplier identified and liaising to secure delivery of vehicle.	Corporate & Community Services	Mark Furr	Paula Raworth	On Track	75%	01/10/22	31/12/22	2022
Replacement of Copier at Homecare	PE076	4080450	\$10,000	\$10,000	\$9,967	\$0	\$9,967	\$33	ITC Acquisition	Low	15/08/22 - Project meeting scheduled with IT Officer 16/08/22. 21/09/22 - Quotes obtained for Copiers, and preferred provider has been identified. 17/10/22 - Awaiting delivery. 14/11/22 - Copier delivered and installed, project complete.	Corporate & Community Services	Mark Furr	Kunal Sarma	Complete	100%	01/10/22	31/12/22	2022
Relocation of Narrogin Regional Homecare Services	BC052	4080360	\$868,545	\$868,545	\$0	\$0	\$0	\$868,545	Building Construction/Mtce	High	Client - CEO (extreme political risk) 15/08/22 - Project meeting on 19/08 to discuss and agree project scope in consideration of previous resolution and activity associated to project in 21/22 31/08/22 - Meeting with Senior Citizen Centre Committee to take place with SP, CEO and EMCCS. Date to be confirmed by Client. EMCCS and MCCS visited Senior Citizen Centre. 17/10/22 - No further update at this time. 14/11/22 - No further update at this time.	Corporate & Community Services	Mark Furr	Paula Raworth	On Track	0%	27/07/22	30/06/23	2023
Mackie Park Financial Counseling Office Kitchenette	BC130	4100850	\$8,000	\$8,000	\$0	\$0	\$0	\$8,000	Building Construction/Mtce	Low	Liaising with Counseling Tenant- Meeting with stakeholders 8/11. Quotes required to develop scope of works if proceeding with any works. Quotes from contractors near completion.	Development & Regulatory Services	Azhar Awang	Ben Kittow	On Track	10%	01/01/23	31/03/23	2023
Recycling Shed (Tip Shop) - Subject to Grant	BC274	4100160	\$50,000	\$50,000	\$0	\$0	\$0	\$50,000	Building Construction/Mtce	High	17/8/2022 - Working with CDO for available funding through Lotterywest on Infrastructure.	Development & Regulatory Services	Azhar Awang	Azhar Awang	On Track	0%	01/01/23	31/03/23	2023
Landfill facility revegetation	IO184	4100165	\$10,000	\$10,000	\$0	\$0	\$0	\$10,000	Other	Low	CEO is client Need to discuss required landscape design. Met John for earthworks and Sue is ordering tube stock.	Development & Regulatory Services	Torre Evans	Torre Evans	On Track	0%	27/07/22	01/05/23	2023
May St Stormwater Catchment Dam	IO180	4110365	\$6,424	\$6,424	\$0	\$0	\$0	\$6,424	Other	Low	Fence to be completed early November	Technical & Rural Services	Torre Evans	John Warburton	On Track	90%	27/07/22	31/12/22	2022
Retic Pipe Upgrade Clayton Oval TWIS Dam	IO002	4100350	\$15,000	\$15,000	\$13,613	\$0	\$13,613	\$1,387	Other	Low	Works schedule November	Technical & Rural Services	Torre Evans	John Warburton	On Track	50%	01/01/23	31/03/23	2023
Cemetery Upgrade	IO026	4100860	\$62,502	\$62,502	\$0	\$35,791	\$35,791	\$26,711	Other	Low	Grant project Complete and to be acquitted. Shelters, seats and bin surrounds delivered. Installation of the furniture was not part of the grant however will occur in November 2022.	Technical & Rural Services	Torre Evans	John Warburton	On Track	75%	27/07/22	25/11/22	2022
Railway Dam Eco Toilets (LRCIP 3)	BC275	4110355	\$53,817	\$53,817	\$0	\$0	\$0	\$53,817	Building Construction/Mtce	Low	Flooding Impact - Agree on site- EHO's reviewing septic system supplied in quotes. Confirmation of correct system required to award work.	Development & Regulatory Services	Azhar Awang	Ben Kittow	On Track	10%	01/10/22	31/12/22	2022
Fitout of Railway Station Building	BC207	4110660	\$75,000	\$75,000	\$11,418	\$23,411	\$34,829	\$40,171	Consultancy Other	Low	Progressing well and on track for completion on time.	Office of CEO	Dale Stewart	Dale Stewart	On Track	5%	01/07/22	31/12/22	2022
Railway Station Restoration COVID recovery project	BC202	4110660	\$100,000	\$100,000	\$18,990	\$49,410	\$68,400	\$31,600	Building Construction/Mtce	Low	Progressing well and on track for completion on time.	Office of CEO	Dale Stewart	Dale Stewart	On Track	95%	01/10/22	31/12/22	2022
Museum Restoration as per conservation Report	BC201	4110660	\$60,000	\$45,355	\$51,645	\$26,660	\$78,305	-\$32,950	Building Construction/Mtce	Low	Retic to be reinstated to landscaping.	Development & Regulatory Services	Azhar Awang	Ben Kittow	On Track	95%	01/10/22	31/12/22	2022
Public Art Strategy - Implementation & Carry Over	IO113	4110860	\$45,455	\$45,455	\$2,273	\$9,350	\$11,623	\$33,832	Other	Low	Commenced	Development & Regulatory Services	Azhar Awang	Susan Guy	On Track	0%	01/10/22	31/03/23	2023
Single Electric BBQ for Gnaroin park near Skate park (to replace the former one)	FE036	4110860	\$10,000	\$10,000	\$800	\$6,385	\$7,185	\$2,815	Other	Low	Delivered, installed and operational.	Technical & Rural Services	Torre Evans	Sue Roopchand	Complete	100%	01/10/22	31/03/23	2023
Two Inclusive Play Equipment Activities at Highbury \$50k (as requested by HDCC)	IO181	4110365	\$50,000	\$50,000	\$0	\$0	\$0	\$50,000	Other	Low	Have met with HDCC PIO issued. Delivery time March/April 2023.	Technical & Rural Services	Torre Evans	Sue Roopchand	On Track	50%	01/01/23	31/03/23	2023
Two wheelchair accessible table settings at Highbury	IO182	4110365	\$7,000	\$7,000	\$0	\$5,730	\$5,730	\$1,270	Other	Low	Delivered. Need to install	Technical & Rural Services	Torre Evans	Sue Roopchand	On Track	80%	01/01/23	31/03/23	2023
Provision for Accessible (Relocatable) Toilets at Thomas Hogg Oval	BC269	4110355	\$50,000	\$50,000	\$0	\$0	\$0	\$50,000	Building Construction/Mtce	Low	Quote to be reviewed. EHO approval of system specified required. Further budget allocation may be required if project proceeds.	Development & Regulatory Services	Azhar Awang	Ben Kittow	On Track	10%	01/01/23	31/03/23	2023
Thomas Hogg Oval Toilet Facility Demolition	BC268	4110360	\$20,000	\$20,000	\$321	\$0	\$321	\$19,679	Building Construction/Mtce	Low	Liaise with and consider timing / Revheads Eagles	Development & Regulatory Services	Azhar Awang	Ben Kittow	On Track	0%	01/10/22	31/03/23	2023
Walk Cycle & Mountain Bike Trails Projects	IO129	4110360	\$138,854	\$138,854	\$97,563	\$41,291	\$138,854	\$0	Other	Low	Liaise Doug Sawkins	Development & Regulatory Services	Azhar Awang	Susan Guy	On Track	70%	27/07/22	31/03/23	2023
Replacement of Library Copier	FE034	4110550	\$4,000	\$4,000	\$0	\$0	\$0	\$4,000	ITC Acquisition	Low	15/08/22 - Project meeting scheduled with IT Officer 16/08/22. 30/08/22 - Review of asset and determination that use is considerably less than criteria for replacement and therefore will not be considered for replacement until next financial year. 50k copies in 5 years as opposed to expected shelf life of 500k in 5 years.	Corporate & Community Services	Mark Furr	Kunal Sarma	No Longer Proceeding This Budget	0%	01/01/23	31/03/23	2023
XC Class Train Mural Project	IO131	4110670	\$20,000	\$20,000	\$0	\$0	\$0	\$20,000	Other	High		Office of CEO	Dale Stewart	Dale Stewart	On Track	0%	01/10/22	31/03/23	2023
ANZAC War memorial repair & restoration	BC203	4110660	\$45,455	\$45,455	\$6,703	\$6,803	\$13,506	\$31,949	Building Construction/Mtce	Low	New ceiling has been completed. Painting contractor to commence work in March 2023 with completion by the 31/3/2023. Approval from the Heritage Council to match with existing colour.	Development & Regulatory Services	Azhar Awang	Ben Kittow	On Track	85%	27/07/22	31/03/23	2023
Upgrade of lighting to LED at Clayton Oval, Narrogin. - Narrogin Hawks Football- Subject to Grant	BC279	4110355	\$243,000	\$243,000	\$0	\$0	\$0	\$243,000	Other	Medium	Client Hawks	Development & Regulatory Services	Azhar Awang	Ben Kittow	On Track	0%	01/01/23	30/06/23	2023

Library Extension Project (LRCP 3)	IO80B	4110560	\$400,000	\$400,000	\$6,100	\$0	\$6,100	\$393,900	Building Construction/Mtce	High	(LRCP 3) Relocation / logistics during construction? 15/08/22 - Project scoping meeting scheduled for 16/08. 30/08/22 - Meetings with Architect to confirm ACC and DRS 21/09/22 - RFT expected in Oct 22 - Final detail being determined after Engineer's work is completed. 17/10/22 - RFT to be completed by 27 October for dissemination; additional documentation required being sourced and intensive engagement between stakeholders (Architect, Certifier, Structural Engineer to finalise required work). This process along with sewer realignment project separate to RFT process. 20/10/22 - Planning application lodged and approved. 14/11/22 - RFT written and now only waiting for drawings to be certified after further delay from external stakeholders, expected mid-November.	Development & Regulatory Services	Mark Furr	Ben Kittow	On Track	15%	27/07/22	30/06/23	2023
Public Halls, Civic Centres																			
Mayor's Parlour (Town Hall) Hot Water System (Zipsystem/ Miniboil)	BC182	4110160	\$5,000	\$5,000	\$0	\$1,650	\$1,650	\$3,350	Other	Low	Liaise Arts Narrogin	Development & Regulatory Services	Azhar Awang	Ben Kittow	Complete	100%	01/10/22	31/12/22	2022
Equipment for Town Hall (Fans, Stage Light ..)	BC181	4110160	\$20,000	\$20,000	\$0	\$0	\$0	\$20,000	Other	Low	Liaise Arts Narrogin	Development & Regulatory Services	Azhar Awang	Ben Kittow	On Track	0%	01/10/22	31/03/23	2023
Town Hall Plan Upgrades- Heating, Cooling & Sundry (Circuit West)	BC183	4110160	\$50,000	\$50,000	\$0	\$0	\$0	\$50,000	Other	Low	Liaise Arts Narrogin	Development & Regulatory Services	Azhar Awang	Ben Kittow	On Track	0%	01/10/22	31/03/23	2023
Town Hall Stage Upgrade/ EWP / Rigging	BC184	4110160	\$55,000	\$55,000	\$19,681	\$2,631	\$22,312	\$32,688	Other	Low	Liaise Arts Narrogin 17/8/2022 - PO issued to Peter Jago of Spirited Thinking to develop the design for the rigging and the needs of the event organiser including stakeholders.	Development & Regulatory Services	Azhar Awang	Azhar Awang	On Track	5%	01/10/22	31/03/23	2023
50 KV Generator & Trailer- Subject to Grant	PE075	4110255	\$35,000	\$35,000	\$0	\$0	\$0	\$35,000	Plant & Equip Acquisition	High	EMDRS to source funding.	Development & Regulatory Services	Azhar Awang	Azhar Awang	On Track	0%	01/10/22	31/12/22	2022
Narrogin Tennis Courts Lighting & Surface Upgrading (LRCP 3)	IO127	4110360	\$210,015	\$210,015	\$197,215	\$8,925	\$206,140	\$3,875	Other	Low	(LRCP 3) - Lighting Component Quote of Vizona for Lighting Component let for \$35,700 plus GST - project 10 weeks from 31/7/22 - Courts Component Quote to Sports Surfaces accepted and let - timing of product availability not until March 2023- Need to recoup 2/3rds cash from NTC nearing completion	Office of CEO	Dale Stewart	Dale Stewart	On Track	10%	28/07/22	30/04/23	2023
NRLC- Irrigation Pump	PE161	4110255	\$13,500	\$13,500	\$5,750	\$5,636	\$11,386	\$2,114	Plant & Equip Acquisition	Low	Installation now complete 27/10/22	Technical & Rural Services	Torre Evans	John Warburton	Complete	100%	27/07/22	31/12/22	2022
Rec Centre Stadium LED Lighting	BC166	4110260	\$35,000	\$35,000	\$26,038	\$3,881	\$29,919	\$5,081	Building Construction/Mtce	Low	Keeling Electrical Group has been began work 14/11. LED 500lux lights to court 1, 2 & 3.	Development & Regulatory Services	Azhar Awang	Azhar Awang	On Track	50%	01/10/22	31/03/23	2023
Installation of Custom Orb Sheeting to Sections of Walls of Court 1 & 3 at NRLC	BC272	4110260	\$30,000	\$30,000	\$0	\$0	\$0	\$30,000	Building Construction/Mtce	Low	Refer CEO what is expected - Liaise YMCA- Builders quotes are pending.	Development & Regulatory Services	Azhar Awang	Ben Kittow	On Track	0%	01/10/22	31/03/23	2023
Sound Shell at Alby Park	BC273	4110260	\$50,000	\$50,000	\$7,480	\$0	\$7,480	\$42,520	Building Construction/Mtce	Medium	Judith McDougall has provided preliminary drawings. Amendments after review are underway.	Development & Regulatory Services	Azhar Awang	Ben Kittow	On Track	5%	01/01/23	30/06/23	2023
Pool Filters-NRLC	PE072	4110255	\$96,000	\$96,000	\$0	\$0	\$0	\$96,000	Other	Medium	Liaise YMCA re pool downtime - timing / need	Development & Regulatory Services	Azhar Awang	Ben Kittow	On Track	0%	01/10/22	30/06/23	2023
Pool Liner-NRLC	PE073	4110255	\$80,000	\$80,000	\$0	\$0	\$0	\$80,000	Other	Medium	Liaise YMCA re pool downtime - timing / need	Development & Regulatory Services	Azhar Awang	Ben Kittow	On Track	0%	01/10/22	30/06/23	2023
Boiler-NRLC	PE074	4110255	\$75,000	\$75,000	\$0	\$0	\$0	\$75,000	Other	Medium	Liaise YMCA re pool downtime - timing / need	Development & Regulatory Services	Azhar Awang	Ben Kittow	On Track	0%	01/10/22	30/06/23	2023
Bottle Creek Place (R2R) Reseal SLK 0 - 0.26	R2R337	4120166	\$11,088	\$11,088	\$7,774	\$0	\$7,774	\$3,314	Road Reseal	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	Torre Evans	John Warburton	On Track	10%	01/01/23	31/03/23	2023
George Street (R2R) Reseal SLK 0.36 - 0.77	R2R338	4120166	\$23,166	\$23,166	\$12,259	\$0	\$12,259	\$10,907	Road Reseal	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	Torre Evans	John Warburton	On Track	10%	01/01/23	31/03/23	2023
Highbury West Road (R2R) Reseal SLK 5.15 - 5.65	R2R216	4120166	\$15,714	\$15,714	\$16,100	\$0	\$16,100	-\$386	Road Reseal	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	Torre Evans	John Warburton	On Track	10%	01/01/23	31/03/23	2023
Katta Road (R2R) Reseal SLK 0.04 - 0.79	R2R339	4120166	\$95,953	\$95,953	\$24,279	\$0	\$24,279	\$71,674	Road Reseal	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	Torre Evans	John Warburton	On Track	10%	01/01/23	31/03/23	2023
McCormick Way (R2R) Reseal SLK 0 - 0.18	R2R340	4120166	\$8,415	\$8,415	\$5,796	\$0	\$5,796	\$2,619	Road Reseal	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	Torre Evans	John Warburton	On Track	10%	01/01/23	31/03/23	2023
Newman Street (R2R) Reseal SLK 0 - 0.15	R2R341	4120166	\$5,940	\$5,940	\$4,140	\$0	\$4,140	\$1,800	Road Reseal	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	Torre Evans	John Warburton	On Track	10%	01/01/23	31/03/23	2023
Pitt Street (R2R) Reseal SLK 0.02 - 0.13	R2R342	4120166	\$6,600	\$6,600	\$4,089	\$0	\$4,089	\$2,511	Road Reseal	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	Torre Evans	John Warburton	On Track	10%	01/01/23	31/03/23	2023
Range Road (R2R) Reseal SLK 0 - 1.37	R2R343	4120166	\$51,071	\$51,071	\$48,525	\$0	\$48,525	\$2,546	Road Reseal	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	Torre Evans	John Warburton	On Track	10%	01/01/23	31/03/23	2023
Stewart Place (R2R) Reseal SLK 0 - 0.15	R2R344	4120166	\$6,270	\$6,270	\$5,106	\$0	\$5,106	\$1,164	Road Reseal	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	Torre Evans	John Warburton	On Track	10%	01/01/23	31/03/23	2023
Stewart Road (R2R) Reseal SLK 0 - 0.53	R2R345	4120166	\$22,572	\$22,572	\$19,578	\$0	\$19,578	\$2,994	Road Reseal	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	Torre Evans	John Warburton	On Track	10%	01/01/23	31/03/23	2023
Tanner Street (R2R) Reseal SLK 0 - 0.148	R2R346	4120166	\$4,950	\$4,950	\$4,425	\$0	\$4,425	\$525	Road Reseal	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	Torre Evans	John Warburton	On Track	10%	01/01/23	31/03/23	2023
Wiese Road (Town) (R2R) Reseal SLK 0 - 0.409	R2R347	4120166	\$23,760	\$23,760	\$11,288	\$0	\$11,288	\$12,472	Road Reseal	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	Torre Evans	John Warburton	On Track	10%	01/01/23	31/03/23	2023
Chomley Road (R2R) Reseal SLK 15.23 - 16.81	R2R213	4120166	\$77,000	\$77,000	\$29,072	\$0	\$29,072	\$47,928	Road Reseal	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	Torre Evans	John Warburton	On Track	10%	01/01/23	31/03/23	2023
Highbury East Rd Culvert Upgrade	R2R348	4120166	\$60,000	\$60,000	\$0	\$0	\$0	\$60,000	Road Construction	Low	Works in January	Technical & Rural Services	Torre Evans	John Warburton	On Track	10%	01/01/23	31/03/23	2023
Aerodrome																			
Airport Patient Transfer Facility St John Ambulance / RFDS	BC221	4120460	\$30,000	\$30,000	\$0	\$8,517.00	\$8,517	\$21,483	Building Construction/Mtce	Low	Check income treatment 21/22 and 22/23	Office of CEO	Dale Stewart	Dale Stewart	On Track	10%	01/07/22	30/11/22	2022
Airport- Seal Gravel Runway (RAPS Funded)	IO185	4120466	\$201,390	\$201,390	\$163,200	\$0	\$163,200	\$38,190	Road Construction	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	Torre Evans	John Warburton	On Track	0%	01/01/23	31/03/23	2023
Regional Road Group																			
RRG Mckenzie Rd (Construction)-New seal over gravel - SLK 0 - 1.85	RRG338	4120167	\$424,275	\$424,275	\$162,816	\$38,316	\$201,132	\$223,143	Road Construction	Low	Construction started October	Technical & Rural Services	Torre Evans	John Warburton	On Track	50%	01/01/23	31/03/23	2023
RRG Nomans Lake Siding Rd (Rehab) SLK - 0.03 - 2.07	RRG339	4120167	\$244,797	\$244,797	\$72,442	\$0	\$72,442	\$172,355	Road Construction	Low	December	Technical & Rural Services	Torre Evans	John Warburton	On Track	0%	01/01/23	31/03/23	2023
RRG Wanerie Rd (Rehab) SLK 4.1 - 5.3	RRG340	4120167	\$163,492	\$163,492	\$47,411	\$0	\$47,411	\$116,081	Road Construction	Low	December	Technical & Rural Services	Torre Evans	John Warburton	On Track	0%	01/01/23	31/03/23	2023
Wheatbelt Secondary Freight Network																			
WSFN Wandering Road Development Works	IR337	4120164	\$75,000	\$75,000	\$11,500	\$0	\$11,500	\$63,500	Road Construction	Low	December	Technical & Rural Services	Torre Evans	John Warburton	On Track	0%	01/04/23	30/06/23	2023
Black Spot programme																			
Blackspot Tanwonga Rd (Rehab) SLK 15.5 - 16	RBS204	4120168	\$132,000	\$132,000	\$46,530	\$0	\$46,530	\$85,470	Road Construction	Low	February	Technical & Rural Services	Torre Evans	John Warburton	On Track	0%	01/01/23	31/03/23	2023
Drainage Construction																			
Drainage Easement Falcon St	ID000	4120180	\$30,000	\$30,000	\$0	\$0	\$0	\$30,000	Road Construction	Medium	Awaiting administration completion from DRS	Technical & Rural Services	Torre Evans	John Warburton	On Track	50%	01/01/23	31/03/23	2023
Muni Funded Roadworks																			
NGN Valley Rd (Construction) SLK 4.83 - 6.83	IR339	4120165	\$200,000	\$200,000	\$126,000	\$50,397	\$126,000	\$74,000	Road Construction	Low	November	Technical & Rural Services	Torre Evans	John Warburton	On Track	0%	01/01/23	31/03/23	2023
Park Street Widening (From Federal St to Church)	IR340	4120165	\$13,423	\$13,423	\$0	\$0	\$0	\$13,423	Road Construction	Low	November	Technical & Rural Services	Torre Evans	John Warburton	On Track	0%	01/01/23	31/03/23	2023
Gorden Street Stabilising	IR341	4120165	\$59,329	\$59,329	\$23,220	\$301	\$23,521	\$35,808	Road Construction	Low	December	Technical & Rural Services	Torre Evans	John Warburton	On Track	0%	01/01/23	31/03/23	2023
Design new Intersection for Wanerie and Cooramining Roads	IR338	4120165	\$40,000	\$40,000	\$0	\$0	\$0	\$40,000	Consultancy	Low	May	Technical & Rural Services	Torre Evans	John Warburton	On Track	0%	01/04/23	30/06/23	2023
Manaring Rd Re-sheet (Currently Quartz)	IR342	4120165	\$182,321	\$182,321	\$0	\$0	\$0	\$182,321	Road Resheet	Low	June	Technical & Rural Services	Torre Evans	John Warburton	On Track	0%	01/04/23	30/06/23	2023
Flavel Road Re-sheet (Currently Quartz)	IR343	4120165	\$22,929	\$22,929	\$0	\$0	\$0	\$22,929	Road Resheet	Low	June	Technical & Rural Services	Torre Evans	John Warburton	On Track	0%	01/04/23	30/06/23	2023
Highbury West Re-sheet (Currently Quartz)	IR344	4120165	\$35,578	\$35,578	\$0	\$0	\$0	\$35,578	Road Resheet	Low	June	Technical & Rural Services	Torre Evans	John Warburton	On Track	0%	01/04/23	30/06/23	2023
Pethybridge Rd Re-sheet (Currently Quartz)	IR346	4120165	\$103,337	\$103,337	\$0	\$0	\$0	\$103,337	Road Resheet	Low	June	Technical & Rural Services	Torre Evans	John Warburton	On Track	0%	01/04/23	30/06/23	2023
Cowcher Rd Re-Sheet (Currently Gravel)	IR347	4120165	\$31,366	\$31,366	\$0	\$0	\$0	\$31,366	Road Resheet	Low	June	Technical & Rural Services	Torre Evans	John Warburton	On Track	0%	01/04/23	30/06/23	2023
Chomley Road Seal (Wiese) (Under policy 12.14)	IR349	4120165	\$30,087	\$30,087	\$0	\$0	\$0	\$30,087	Road Construction	Low	Obtain payment before completing	Technical & Rural Services	Torre Evans	John Warburton	On Track	0%	01/04/23	30/06/23	2023
Two Solar (Mobile) Speed Detection Signs	PE080	4120155	\$22,000	\$22,000	\$20,540	\$0	\$20,540	\$1,460	ITC Acquisition Plant & Equip Acquisition	Low	PO issued awaiting delivery	Technical & Rural Services	Torre Evans	Sue Roopchand	On Track	80%	01/04/23	30/06/23	2023
Footpath Construction																			
Burns Street Footpath (Kipling to Doney St)	IF055	4120175	\$22,000	\$22,000	\$19,450	\$0	\$19,450	\$2,550	Footpath Construction	Low	RFQ complete and awarded. Install before December 2022.	Technical & Rural Services	Torre Evans	John Warburton	On Track	50%	01/01/23	31/03/23	2023
Doney Street Footpath (Butler to Grey St)	IF056	4120175	\$29,000	\$29,000	\$19,450	\$0	\$19,450	\$9,550	Footpath Construction	Low	RFQ complete and awarded. Install before December 2022.	Technical & Rural Services	Torre Evans	John Warburton	On Track	50%	01/01/23	31/03/23	2023
Plant Replacement Purchases																			

Hino 300 Series Crew Cab	PA8219A	4120350	\$100,000	\$100,000	\$109,262	\$0	\$109,262	-\$9,262	Vehicle Acquisition	Low	PIO issued, delivery March. Over expense counterbalanced and indeed small savings to budget made, by compensating increased trade.	Technical & Rural Services	Torre Evans	John Warburton	On Track	85%	01/01/23	31/03/23	2023
Single Cab Ute Isuzu (Parks/Curator)	PA018C	4120350	\$35,000	\$35,000	\$0	\$0	\$0	\$35,000	Vehicle Acquisition	Low	RFQ in progress	Technical & Rural Services	Torre Evans	John Warburton	On Track	0%	01/01/23	31/03/23	2023
2018 Mitsubishi (MCLC)	PA004E	4120350	\$30,000	\$30,000	\$40,690	\$0	\$40,690	-\$10,690	Vehicle Acquisition	Low	Replaced with PHEV Hybrid, slightly over Budget however this additional expenditure will be made up in the first 12 months from FBT exemption. Additions funds made on sale of trade vehicle. Delivery early November.	Technical & Rural Services	Torre Evans	Torre Evans	On Track	90%	01/01/23	31/03/23	2023
2018 Mitsubishi (MF)	PA047G	4120350	\$30,000	\$30,000	\$44,532	\$0	\$44,532	-\$14,532	Vehicle Acquisition	Low	Replaced with PHEV Hybrid, slightly over Budget however this additional expenditure will be made up in the first 12 months from FBT exemption. Additions funds made on sale of trade vehicle. Delivery early November.	Technical & Rural Services	Torre Evans	Torre Evans	On Track	90%	01/01/23	31/03/23	2023
2018 Holden (EHO)	PA065A	4120350	\$30,000	\$30,000	\$40,690	\$0	\$40,690	-\$10,690	Vehicle Acquisition	Low	Replaced with PHEV Hybrid, slightly over Budget however this additional expenditure will be made up in the first 12 months from FBT exemption. Additions funds made on sale of trade vehicle. Delivery early November.	Technical & Rural Services	Torre Evans	Torre Evans	On Track	90%	01/01/23	31/03/23	2023
2020 Isuzu (Senior Ranger)	PA8163C	4120350	\$45,000	\$45,000	\$55,892	\$0	\$55,892	-\$10,892	Vehicle Acquisition	Low	Senior Ranger to facilitate RFO - over expense counterbalanced by matching increased trade	Technical & Rural Services	Torre Evans	Guy	On Track	50%	01/01/23	31/03/23	2023
Tarwonga Road Bridge (MRWA Facilitate)	IB204	4120181	\$192,000	\$192,000	\$0	\$0	\$0	\$192,000	Bridge Construction	Low	MRWA facilitation design and delivery	Technical & Rural Services	Torre Evans	Torre Evans	On Track	0%	01/01/23	30/06/23	2023
Whinbin Rock Road Bridge (MRWA Facilitate)	IB205	4120181	\$396,000	\$396,000	\$0	\$0	\$0	\$396,000	Bridge Construction	Low	MRWA facilitation design and delivery	Technical & Rural Services	Torre Evans	Torre Evans	On Track	0%	01/01/23	30/06/23	2023
Caravan park upgrades(ablution blocks & Kitchen)	BC238	4130260	\$45,000	\$45,000	\$380	\$6,681	\$7,061	\$37,939	Building Construction/Mtce	Low	RFQ for rendering in progress, painting of ablutions to be in summer. Stainless steel benches and tables in camp kitchen installed.	Technical & Rural Services	Torre Evans	John Warburton	On Track	25%	27/07/22	31/12/22	2022
Construction of 3 chalets at Caravan Park	BC239	4130260	\$450,000	\$450,000	\$356	\$800	\$1,156	\$448,844	Building Construction/Mtce	Medium	Tender has closed 14/11/22. Only one submission received, not compliant. Will discuss options with the Executive.	Technical & Rural Services	Torre Evans	Torre Evans	On Track	25%	01/10/22	31/12/22	2022
Land Development Opportunity	LB030	4130640	\$40,000	\$40,000	\$0	\$0	\$0	\$40,000	Other	Medium		Office of CEO	Dale Stewart	Dale Stewart	On Track	0%	01/08/22	30/11/22	2022
Building Maintenance - Old Jewellers Shop	BC277	4130650	\$10,000	\$10,000	\$17,912	\$595	\$18,507	-\$8,507	Building Construction/Mtce	Low	Over exp authorised by CEO - unbudgeted income will compensate from proposed tenancy. New A/C to be installed to complete works entirely.	Development & Regulatory Services	Azhar Awang	Ben Kittow	On Track	95%	01/10/22	31/12/22	2022
Good Shed Roof & Wall Restoration (LRCP 3)	BC278	4130650	\$300,000	\$300,000	\$0	\$2,640	\$2,640	\$297,360	Building Construction/Mtce	Medium	Heritage Application lodged. Referral number P3521-50123.	Office of CEO	Dale Stewart	Dale Stewart	On Track	2%	01/10/22	30/06/23	2023
2 Copiers Replacement at Shire office (Main & Gen printer)	FE100	4140580	\$20,000	\$20,000	\$0	\$0	\$0	\$20,000	ITC Acquisition	Low	15/08/22 - Project meeting scheduled with IT Officer 16/08/22. 21/09/22 - Quotes received as part of procurement process, preferred provider selected and will be ordered in following weeks. 17/10/22 - Awaiting delivery. 14/11/22 - Copiers delivered and installed, project complete.	Corporate & Community Services	Mark Furr	Kunal Sama	Complete	100%	27/07/22	31/12/22	2022
Altus Payroll software implementation	FE101	4140580	\$48,674	\$48,674	\$48,674	\$2,009	\$48,674	\$0	ITC Acquisition	Low	15/08/22 - Meeting with Altus project manager (Tania Read) scheduled for 18/08 to recommence work for completion by Dec 22. 30/08/22 - Project recommenced, weekly meetings and Go live scheduled for 25 Nov 22. 21/09/22 - Parallel pay run in September, progressing well and go live date 25 Nov 22 all on track. 17/10/22 - No further update at this time, project progressing as expected. 14/11/22 - User training provided, and parallel pay runs being finalized. Go live date amended by vendor to Jan 23 to mitigate any risks and ensure no errors during holiday period.	Corporate & Community Services	Mark Furr	Lucille Munnik	On Track	85%	01/10/22	31/12/22	2022
IT Upgrades as per Asset Management Plan	FE103	4140580	\$40,000	\$40,000	\$16,007	\$5,395	\$21,402	\$18,598	ITC Acquisition	Low	15/08/22 - Project meeting scheduled with IT Officer 16/08/22. 31/08/22 - Quotes being obtained to meet requirements of project, all on track 17/10/22 - Assets being purchased, Procurement project not yet commenced (15k)	Corporate & Community Services	Mark Furr	Kunal Sama	On Track	50%	01/04/23	30/06/23	2023
			\$9,688,374	\$9,688,729	\$2,213,211	\$706,144	\$2,866,712	\$6,822,017											

10.4 OFFICE OF THE CHIEF EXECUTIVE OFFICER

10.4.1 PROVISION OF MUTUAL AID FOR RECOVERY DURING EMERGENCIES – MEMORANDUM OF UNDERSTANDING (MOU)

File Reference	14.5.1
Disclosure of Interest	The Author has no Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	16 November 2022
Author	Dale Stewart – Chief Executive Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	1. Current Local Government Memorandum of Understanding

Summary

Council is asked to endorse the Shire President and Chief Executive Officer having authority to sign the next iteration of the Local Government Memorandum of Understanding for the Provision of Mutual Aid during Emergencies and Post Incident Recovery (MOU) as detailed in Attachment 1 to:

- Facilitate the provision of mutual aid between partnering Local Governments (LG) during emergencies and post incident recovery.
- Enhance the capacity of our communities to cope in times of difficulty.
- Demonstrate the capacity and willingness of participating LGs to work co-operatively and share resources within the region.

Background

At the WALGA Central Country Zone meeting which will be held on 25 November 2022, there is a proposed item which will look to extend the current MOU. The current MOU was adopted by Council at its Ordinary meeting held on 25 September 2019.

Consultation

In 2019, there was consultation with the then Chief Bushfire Control Officer, with no issues arising, but no other community consultation or engagement as undertaken or is considered necessary.

Statutory Environment

There are no statutory provisions relevant to this matter.

Policy Implications

There are no current policies relevant nor are there any proposed.

Financial Implications

Should Council respond to a request from a LG in the Central Country Zone, the Shire costs would relate to staff salary/wages whilst assisting in the emergency and any loss, damage or cost associated with the provision of support (i.e. plant, equipment, Protective clothing etc.), unless otherwise agreed in writing.

In many instances the loss of plant and equipment would be covered under the Shire's insurance, however there may be an insurance excess on particular plant or equipment that the Shire may have to meet.

The LG requesting the assistance will be responsible for all incidental cost associated with the provider's personnel and equipment such as catering, accommodation, WHS, transport, fuel and storage.

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	2. Social Objective (To provide community facilities and promote social interaction)
Outcome:	2.2 Build a healthier and safer community
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	3. Environment Objective (Conserve, protect and enhance our natural and built environment)
Outcome:	3.3 Efficient use of resources
Strategy:	3.3.1 Increase resource usage efficiency
Objective	4. Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1 An efficient and effective organisation
Strategy:	4.1.1 Continually improve operational efficiencies and provide effective services

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That Council chooses to not sign the MOU then an emergency occurs beyond the Shire's capacity.	Unlikely (2)	Moderate (3)	Medium (5-9)	Business & Community Disruption	Mitigate Risk and sign the MOU

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of six (6) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Comment/Conclusion

The current MOU has been in operation since 2019 with no known issues. It was to some effect used during the Narrogin East Bushfire, which involved the Shires of Cuballing, Wickopin and Narrogin. Authority is being sought for the Shire President and Chief Executive Officer to be granted permission to sign the next version of the MOU.

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 231122.004

Moved: Cr Seale

Seconded: Cr Fisher

That with respect to partnering agreement for the provision of mutual aid for recovery during emergencies, that will promote cooperation between the Central Country Zone Local Governments in emergency events, Council authorise the Shire President and CEO to sign and/or affix the Common Seal, as required, to any new Memorandum of Understanding (MOU) for the Provision of Mutual Aid during Emergencies and Post Incident Recovery, subject to it being consistent with the principles of the current MOU.

CARRIED 9/0

For: President Ballard, Cr McNab, Cr Fisher, Cr Seale, Cr Pomykala, Cr Wiese, Cr Alexander, Cr Early.

Against: Nil

Local Government MoU

This Memorandum of Understanding is made on the 21st day of February 2020.

Parties to the Agreement

**Shire of Beverley,
Shire of Brookton
Shire of Corrigin
Shire of Cuballing,
Shire of Dumbleyung,
Shire of Kulin,
Shire of Lake Grace,
Shire of Narrogin,
Shire of Pingelly,
Shire of Quairading,
Shire of Wagin,
Shire of Wandering,
Shire of West Arthur,
Shire of Wickepin,
Shire of Williams**

Hereinafter called the 'partnering LGs' 'parties' or 'partners'

Aim

This Memorandum of Understanding (MOU) sets out a basic framework for cooperation between the Local Governments named, to promote cooperation in a disaster event which affects one or more of the partnering LGs.

The guiding principle of this MOU is that any support given to a partnering LG in a particular emergency event shall be voluntary and of a level that will not unduly compromise the operability of the partnering LG providing the support.

Purpose

To facilitate the provision of mutual aid between partnering LGs during emergencies and post incident recovery.

To enhance the capacity of our communities to cope in times of difficulty.

To demonstrate the capacity and willingness of participating LGs to work co-operatively and share resources within the region.

Partnering Objectives

Partners to this MOU, in times of community distress due to an emergency incident, agree where possible to:

1. Provide whatever resources may reasonably be available within the capacity of that LG to respond to the emergency incident if requested;
2. Provide at its absolute discretion, whatever resources may be available within the means of that LG to assist with post incident recovery in the community.

Allocation of Resources

1. This MOU acknowledges that the allocation of a partnering LG's personnel and plant resources is an operational issue, and as such is the responsibility of the CEO of the LG seeking to offer aid.
2. This MOU seeks to demonstrate that the CEO's commitment to supporting other LGs in need is supported by the Elected Members of each participating Council.

Responsibilities

The partners to this MOU recognise their responsibilities to have adequate arrangements in place in order to be in a position to respond to non-natural and natural disasters.

This MOU recognises that each LG will have its own LEMPs in place in accordance with the *Emergency Management Act 2005*. However, the intention of this MOU is to improve the efficiency of joint response to a disaster, share experiences, enhance cooperation between partnering LGs and improve regional resilience to disaster events.

The parties acknowledge that the provisions of this document are not intended to create binding legal obligations between them.

The parties acknowledge that:

1. nothing in this document authorises a party to incur costs or expenses on behalf of the other party; and
2. a party has no authority to act for, or to create or assume any responsibility obligation or liability on behalf of, the other party.

Partnering Expectations

1. To provide where possible both physical and human resources to assist with the immediate response and recovery. Ongoing protracted assistance may be needed,

this may be subject to further negotiation and agreement in writing between the partners concerned.

2. Where possible, and if appropriate, the affected LG must utilise internal resources and local contractors before requesting assistance from another LG. This will ensure LGs are not seen to be competing with local businesses or offers of assistance.
3. All requests for support will be made through the Incident Controller (IC) of the designated Hazard Management Agency (HMA) for the incident, in consultation with the designated Local Recovery Coordinator (LRC) and the Local Emergency Coordinator (LEC).
4. All equipment provided must be covered by the partners own insurance, each LG is responsible for ensuring insurance policies allow for the provision of mutual aid.
5. Each individual Council will be responsible for continued salary and any workers compensation insurance for their own staff regardless of where they are operating during the disaster event.
6. Each LG will be responsible for any loss, damage or cost associated with the provision of support unless otherwise agreed in writing.
7. The LG requesting support will be responsible for all incidental costs associated with the provider's personnel and equipment such as catering, accommodation, OHS issues, transport, fuel and storage.

Cost Recovery

The Disaster Recovery Funding Arrangements, Western Australia (DRFAWA) guidelines provide for the reimbursement of expenditure incurred by partnering LGs during a disaster event. Each partnering LG is responsible for maintaining an accurate record of its expenditure during an event.

In the event the emergency is declared a Disaster, State and Commonwealth funding assistance will be sought in compliance with relevant State and Commonwealth Policies.

The affected partnering LG area will claim these costs accordingly under the DRFAWA guidelines.

In the event a partnering LG's resources and/or equipment are required to assist another partnering LG, these costs may not be claimable via DRFAWA. Therefore, any intended claim for reimbursement is a matter between partnering LGs.

Duration and Amendment

The MOU will come into effect at the date which all parties have signed the agreement.

This MOU can be reviewed at any time but cannot be amended except with the written consent of all partners.

Term

Unless mutually extended, terminated or parties withdraw, this MOU will expire on 31 December 2022.

Withdrawal

Any partner may withdraw from this MOU by giving 90 days written notice to the partnering LG's and the State Emergency Management Committee.

Notices

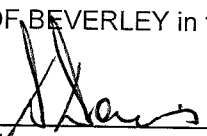
Communications in relation to this MOU should be addressed to:

The Executive Officer, Central Country Zone of WALGA.


Execution

EXECUTED by the Parties

SHIRE OF BEVERLEY in the presence of:

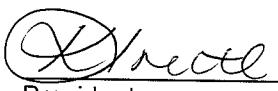


President

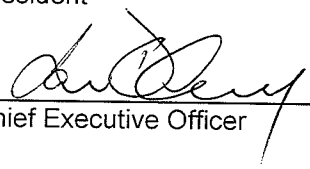


Chief Executive Officer

SHIRE OF BROOKTON in the presence of:




President

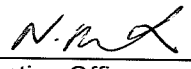


Chief Executive Officer

SHIRE OF CORRIGIN in the presence of:

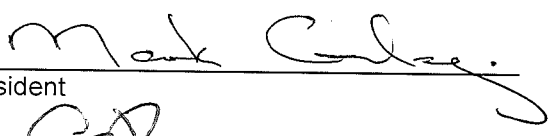


President

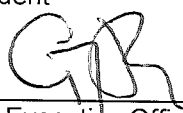


Chief Executive Officer

SHIRE OF CUBALLING in the presence of:

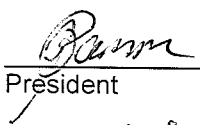


President

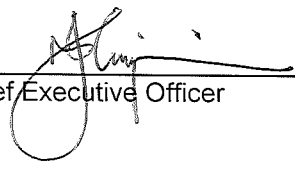


Chief Executive Officer

SHIRE OF DUMBLEYUNG in the presence of:



President




Chief Executive Officer

SHIRE OF KULIN in the presence of:

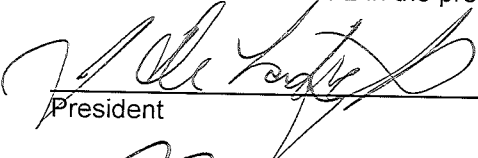


President




Chief Executive Officer

SHIRE OF LAKE GRACE in the presence of:




President

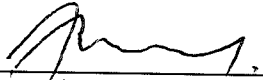


Chief Executive Officer

SHIRE OF NARROGIN in the presence of:




President




Chief Executive Officer

SHIRE OF PINGELLY in the presence of:



President



Chief Executive Officer

SHIRE OF QUAIRADING in the presence of:

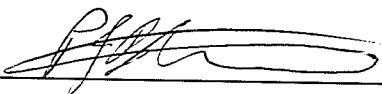


President




Chief Executive Officer

SHIRE OF WAGIN in the presence of:




President




Chief Executive Officer (ACTING)

SHIRE OF WANDERING in the presence of:

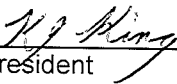


President




Chief Executive Officer

SHIRE OF WEST ARTHUR in the presence of:



President




Chief Executive Officer

SHIRE OF WICKEPIN in the presence of:



President



Chief Executive Officer

SHIRE OF WILLIAMS in the presence of:

President



Chief Executive Officer

10.4.2 APPLICATION FOR LEASE – HOLYOAKE AUSTRALIAN INSTITUTE FOR ALCOHOL AND DRUG ADDICTION RESOLUTION INC

File Reference	A315600
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Holyoake Australian Institute For Alcohol And Drug Addiction Resolution Inc
Previous Item Numbers	Nil
Date	16 November 2022
Author	Dale Stewart – Chief Executive Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	1. Draft Lease with Map of Property

Summary

In accordance with section 6.15 sub para (1), b, (i), of the Local Government Act 1995, the Council is requested to consider a request by Holyoake Australian Institute For Alcohol And Drug Addiction Resolution Inc (Holyoake) to lease Shops 1 and 2 (and adjoining office) at 82 & 86 Federal Street, Narrogin WA 6312, from an early as possible date in December 2022, on the presumption that no public submissions are received by the Shire within the statutory advertising period.

Background

Holyoake is a counselling and support organisation that offers programs supporting individuals who are affected by alcohol, drugs or mental health issues.

An independent market appraisal of \$21,450 annual rent was received by the Shire on 11 February 2021 and has been deemed by management to be still valid.

Holyoake very keen to continue services in Narrogin, resulting in agreed terms, subject to approval by the Shire, of \$21,450 per annum plus GST, with CPI increase annually, plus outgoings, with a commencement date of occupancy from December 2022 until 30 June 2027 with the option of an additional 5 years. Holyoake have also requested the right to fitout the premises, with the Chief Executive Officer's approval.

Consultation

Consultation has occurred with the following:

- Chief Executive Officer – Shire of Narrogin; and
- Holyoake.

Pursuant to Section 3.58 of the Local Government Act 1995 and Regulation 30 of the Local Government (Functions and General) Regulations 1996, advertising will occur as follows:

- The Narrogin Observer for a minimum period of 14 days, closing at 4pm on Friday 9 December 2022;
- The Shire's Website under public notices;

- The Shire’s Public Notice Boards; and
- The Shire’s Facebook Account.

Statutory Environment

The following legislation relates to the proposal:

- The Local Government Act 1995 S3.58 (disposal of land by private treaty);
- The Local Government (Function and General) Regulations 1996 Regulation 30; and
- The Council’s Delegation Register Number 3.4 – Disposing of Land – leases, rentals etc relates and the Chief Executive Officer has no delegation applicable.

Specifically, section 3.58(3) of the Local Government Act 1995 states:

“(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —

- a) it gives local public notice of the proposed disposition — (i) describing the property concerned; and (ii) giving details of the proposed disposition; and (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and*
- b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision, and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*

(4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —

- (a) the names of all other parties concerned; and*
- (b) the consideration to be received by the local government for the disposition; and*
- (c) the market value of the disposition —*
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*
 - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.”*

Not being a retail tenancy, nor within a retail shopping centre, the Commercial Tenancy (Retail Shops) Agreements Act 1985 does not apply.

Policy Implications

The Council’s Policy Number 1.14 – Community Engagement relates and has been complied with.

Financial Implications

The market rent (payable monthly in advance) is based on an appraisal received on 11 February 2021 and management reviewed in November 2022, together with the cost of all normal commercial arrangement outgoings, including utilities and rates.

The proposed lease offer exceeds adopted budget figures and therefore no adverse impact on the current budget for 2022/23; and provide continued revenue for life of the lease

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

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Underutilisation of leasable Shire assets reduces capacity to generate revenue.	Possible (3)	Insignificant (1)	Low (1-4)	Asset Sustainability	Accept Officer Recommendation, subject to no negative submissions

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation, and environment. A risk matrix has been prepared and a risk rating of three (3) has been determined for this item. Any items with a risk rating of 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Comment/Conclusion

In accordance with Section 3.58 of the Local Government Act 1995, the Officers determination of this application is that the negotiated terms and conditions of the proposed lease are satisfactory, and on the presumption that no negative submissions, regarding the intent to lease to Holyoake, are received, then this lease arrangement should be approved.

Council is requested to consider the Officers recommendation.

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 231122.005

Moved: Cr Pomykala

Seconded: Cr Early

That with respect to the proposed lease of Shops 1 and 2, 82-86 Federal Street, Narrogin to Holyoake Australian Institute For Alcohol And Drug Addiction Resolution Inc, Council:

1. Resolve that it believes that the valuation is still a true indication of market valuation and remains fair and reasonable; and
2. Subject to there being no negative submissions during the advertising period, authorise the Shire President and the Chief Executive Officer to prepare, sign, and affix the common seal to a new commercial lease to Holyoake, for a term expiring 30 June 2027, plus a five (5) year option, for a lease fee being \$21,450 plus GST, with CPI increase annually, plus outgoings, with a commencement date of occupancy from mid December 2022 in keeping with the principles of the Draft Lease (Attachment 1).

CARRIED 9/0

For: President Ballard, Cr McNab, Cr Fisher, Cr Seale, Cr Pomykala, Cr Wiese, Cr Alexander, Cr Early.

Against: Nil

**Lease Portion of Town Hall
Complex Buildings (Portion
of Lots 51 and 52 on Crown
Grant (Portion of 82-86
Federal St, Narrogin)**

Shire of Narrogin

&

Holyoake Australian Institute For Alcohol And
Drug Addiction Resolution Inc

Disclaimer

This document has been prepared as a template for the Shire of Narrogin (**Shire**).

McLeods cannot be held responsible for any errors of the Shire in preparing this document.

If something arises which is not addressed in the template then we advise the Shire to contact us to seek advice.

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Details

Parties

Shire of Narrogin

of PO Box 1145, Narrogin, Western Australia
(Lessor)

Holyoake Australian Institute For Alcohol And Drug Addiction Resolution Inc

of PO Box 375
Northam WA 6401
(Lessee)

Background

- A The Lessor is registered as the proprietor of the land.
- B The Lessor has agreed to lease and the Lessee has agreed to take a lease of the Premises upon the terms and conditions contained in this Deed.

Agreed terms

1. Definitions

In this Lease, unless otherwise required by the context or subject matter:

Amounts Payable means the Rent and any other money payable by the Lessee under this Lease;

Authorised Person means:

- (a) an agent, employee, licensee or invitee of the Lessor; and
- (b) any person visiting the Premises with the express or implied consent of any person mentioned in paragraph (a);

CEO means the Chief Executive Officer for the time being of the Lessor or any person appointed by the Chief Executive Officer to perform any of her or his functions under this Lease;

Commencement Date means the date of commencement of the Term specified in **Item 4** of the Schedule;

Contaminated Sites Act means the *Contaminated Sites Act 2003 (WA)*;

CPI means the Consumer Price Index (All Groups) Perth number published from time to time by the Australian Bureau of Statistics;

DER means the Department of Water and Environmental Regulation of Western Australia;

Environmental Contamination has the same meaning as the word “contaminated” in the Contaminated Sites Act;

EPA means the Environment Protection Agency of Western Australia;

Encumbrance means a mortgage, charge, lien, pledge, easement, restrictive covenant, writ, warrant or caveat and the claim stated in the caveat;

Further Term means each further term specified in **Item 3** of the Schedule;

Good Repair means good and substantial tenantable repair and in clean, good working order and condition;

Interest Rate means the rate at the time the payment falls due being 2% greater than the Lessor’s general overdraft rate on borrowings from its bankers on amounts not exceeding \$100,000.00;

Land means the land described at **Item 1** of the Schedule;

Lease means this deed as supplemented, amended or varied from time to time;

Lessee’s Agents includes:

- (a) the sublessees, employees, agents, contractors, invitees and licensees of the Lessee; and
- (b) any person on the Leased Premises by the authority of a person specified in paragraph (a);

Lessee’s Covenants means the covenants, agreements and obligations set out or implied in this Lease or imposed by law to be performed and observed by any person other than the Lessor;

Lessor’s Covenants means the covenants, agreements and obligations set out or implied in this Lease, or imposed by law to be observed and performed by the Lessor;

Notice means each notice, demand, consent or authority given or made to any person under this Lease;

Party means the Lessor or the Lessee according to the context;

Premises means the premises described at **Item 1** of the Schedule;

Rent means the rent specified in **Item 5** of the Schedule;

Schedule means the Schedule to this Lease;

Term means the term of years specified in **Item 2** of the Schedule and any Further Term; and

Termination means expiry by effluxion of time or sooner determination of the Term or any period of holding over.

2. Interpretation

In this Lease, unless expressed to the contrary:

- (a) words importing:
 - (i) the singular includes the plural and vice versa; and
 - (ii) a gender or genders include each other gender;
- (b) if a word or phrase is assigned a particular meaning, other grammatical forms of that word or phrase have a corresponding meaning;
- (c) a reference to:
 - (i) a natural person includes a body corporate or local government;
 - (ii) a body corporate or local government includes a natural person;
 - (iii) a professional body includes a successor to or substitute for that body;
 - (iv) a Party includes its legal personal representatives, successors and assigns and if a Party comprises two or more persons, the legal personal representatives, successors and assigns of each of those persons;
 - (v) a statute, includes an ordinance, code, regulation, award, town planning scheme, regulation, local law, by-law, requisition, order or other statutory instruments made under any of them and a reference to any of them, whether or not by name, includes any amendments to, re-enactments of or replacements of any of them from time to time in force;
 - (vi) a right includes a benefit, remedy, discretion, authority or power;
 - (vii) an obligation includes a warranty or representation and a reference to a failure to observe or perform an obligation includes a breach of warranty or representation;
 - (viii) this Lease or provisions of this Lease or any other deed, agreement, instrument or contract includes a reference to:
 - (A) both express and implied provisions; and
 - (B) that other deed, agreement, instrument or contract as varied, supplemented, replaced or amended;
 - (ix) writing includes any mode of representing or reproducing words in tangible and permanently visible form and includes facsimile transmissions;
 - (x) any thing (including, without limitation, any amount) is a reference to the whole or any part of it and a reference to a group of things or persons is a reference to any one or more of them; and
 - (xi) a subparagraph, paragraph, subclause, clause, Item, Schedule or Annexure is a reference to, respectively, a subparagraph, paragraph, subclause, clause, Item, Schedule or Annexure of this Lease;

- (d) the covenants and obligations on the part of the Lessee not to do or omit to do any act or thing include:
 - (i) covenants not to permit that act or thing to be done or omitted to be done by a Lessee's Agent; and
 - (ii) a covenant to take all reasonable steps to ensure that that act or thing is not done or omitted to be done;
- (e) the meaning of general words or phrases is not limited by specific examples introduced by 'including', 'for example' or similar expressions; and
- (f) if a Party comprises two or more persons, the covenants and agreements on their part bind them and must be observed and performed by them jointly and each of them severally, and may be enforced against any one or more of them.

3. Minister for Lands Consent

Clause not applicable.

4. Grant of lease

The Lessor, subject to clause 3 of this Lease, leases to the Lessee the Premises for the Term subject to:

- (a) all Encumbrances;
- (b) the payment of the Amounts Payable; and
- (c) the performance and observance of the Lessee's Covenants.

5. Quiet enjoyment

Except as provided in the Lease, and subject to the performance and observance of the Lessee's Covenants the Lessee may quietly hold and enjoy the Premises during the Term without any interruption or disturbance from the Lessor or persons lawfully claiming through or under the Lessor.

6. Rent and other payments

The Lessee covenants with the Lessor:

Rent

To pay to the Lessor the Rent in the manner set out at **Item 5** of the Schedule on and from the Commencement Date clear of any deductions.

Outgoings

- (1) To pay to the Lessor or to such person as the Lessor may from time to time direct punctually all the following outgoings or charges, assessed or incurred in respect of the Premises:
 - (a) local government rates, specified area rates, taxes, service and other charges and including charges for rubbish and garbage removal;

- (b) water, drainage and sewerage rates, charges for disposal of stormwater, meter rent and excess water charges;
 - (c) telephone, electricity, gas and other power and light charges including but not limited to meter rents and the cost of installation of any meter, wiring, internet connections or telephone connection;
 - (d) land tax and metropolitan regional improvement tax on a single ownership basis;
 - (e) premiums, excess and other costs arising from the insurance obtained by the Lessor pursuant to **clause 8.2**. For the avoidance of doubt, the parties agree:
 - (i) that if such premium or cost does not include a separate assessment or identification of the Premises or the Land, the Lessee must pay a proportionate part of such premium or cost determined by the Lessor acting reasonably; and
 - (ii) such insurance will include insurance for the full replacement value of buildings; and
 - (f) any other consumption charge or cost, statutory impost or other obligation incurred or payable by reason of the Lessee's use and occupation of the Premises.
- (2) If the Premises are not separately charged or assessed the Lessee will pay to the Lessor a proportionate part of any charges or assessments referred to in **clause 6(1)** being the proportion that the Premises bears to the total area of the land or premises included in the charge or assessment.

Interest

Without affecting the rights, power and remedies of the Lessor under this Lease, to pay to the Lessor interest on demand on any Amounts Payable which are unpaid for 7 days computed from the due date for payment until payment is made and any interest payable under this paragraph will be charged at the Interest Rate.

Costs

- (3) To pay to the Lessor on demand:
- (a) all duty, fines and penalties payable under the *Duties Act 2008* and other statutory duties or taxes payable on or in connection with this Lease;
 - (b) all registration fees in connection with this Lease; and
 - (c) all legal costs of and incidental to the instructions for the preparation, execution and stamping of this Lease and all copies.
- (4) To pay to the Lessor all costs, legal fees, disbursements and payments incurred by or for which the Lessor is liable in connection with or incidental to:
- (a) the Amounts Payable or obtaining or attempting to obtain payment of the Amounts Payable under this Lease;
 - (b) any breach of covenant by the Lessee or the Lessee's Agents;

- (c) the preparation and service of a notice under Section 81 of the *Property Law Act 1969* requiring the Lessee to remedy a breach even though forfeiture for the breach may be avoided in a manner other than by relief granted by a Court;
- (d) any work done at the Lessee's request; and
- (e) any action or proceedings arising out of or incidental to any matters referred to in this **clause 6** or any matter arising out of this Lease.

Accrual of amounts payable

Amounts Payable accrue on a daily basis.

7. Rent Review

As per Item 6 of the Schedule.

8. Insurance

Insurance required

The Lessee must effect and maintain with insurers approved by the Lessor (noting the Lessor's and the Lessee's respective rights and interest in the Premises) for the time being:

- (a) adequate public liability insurance for a sum not less than the sum set out at **Item 8** of the Schedule in respect of any one claim or such greater amount as the Lessor may from time to time reasonably require;
- (b) insurance against all risks as the Lessor may require, of all plate glass windows, doors and display show cases forming part of or within the Premises for a sum which is not less than its full insurable value;
- (c) insurance to cover the Lessee's fixtures, fittings, equipment and stock against loss or damage by fire, fusion, smoke, lightning, flood, storm, tempest, earthquake, sprinkler leakage, water damage and other usual risks against which a Lessee can and does ordinarily insure in their full replacement value, and loss from theft or burglary;
- (d) employers' indemnity insurance including workers' compensation insurance in respect of all employees of the Lessee employed in, about or on the Premises; and
- (e) any other policy of insurance which the Lessor may reasonably require or specify from time to time.

Building Insurance to be effected by Lessor

The Lessor shall effect and keep effected insurance to the full insurable value on a replacement or reinstatement value basis of the Premises against damage arising from fire, tempest, storm, earthquake, explosion, aircraft, or other aerial device including items dropped from any device, riot, commotion, flood, lightning, act of God, fusion, smoke, rainwater, leakage, impact by vehicle, machinery breakdown and malicious acts or omissions and other standard insurable risks and the Lessee will reimburse the Lessor for any premiums, excess or other costs arising therefrom.

Details and receipts

In respect of the insurances required by **clause 8** the Lessee must:

- (f) upon renewal of any insurance policy immediately forward to the Lessor copies of Certificates of Currency and details of the insurances as held by the Lessee;
- (g) promptly pay all premiums and produce to the Lessor each policy or certificate of currency and each receipt for premiums or certificate of currency issued by the insurers; and
- (h) notify the Lessor immediately:
 - (i) when an event occurs which gives rise or might give rise to a claim under or which could prejudice a policy of insurance; or
 - (ii) when a policy of insurance is cancelled.

Lessee May be Required to Pay Excess on Insurances

The Lessee AGREES with the Lessor that it shall be responsible to pay any excess payable in connection with the insurances referred to in **clause 8**.

Not to invalidate

The Lessee must not do or omit to do any act or thing or bring or keep anything on the Premises which might:

- (i) render any insurance effected under **clause 8** on the Premises, or any adjoining premises, void or voidable; or
- (j) cause the rate of a premium to be increased for the Premises or any adjoining premises (except insofar as an approved development may lead to an increased premium).

Report

Each Party must report to the other promptly in writing and in an emergency verbally:

- (k) any damage to the Premises of which they are or might be aware; and
- (l) any circumstances of which they are aware and which are likely to be a danger or cause any damage or danger to the Premises or to any person in or on the Premises.

Settlement of claim

The Lessor may, but the Lessee may not without prior written consent of the Lessor, settle or compromise any claims under any policy of insurance required by **clause 8**.

Lessor as attorney

Deleted

9. Indemnity

Lessee responsibilities

- (1) The Lessee is subject to the same responsibilities relating to persons and property to which the Lessee would be subject if during the Term the Lessee were the owner and occupier of the freehold of the Premises.
- (2) The Lessee is responsible and liable for all acts or omissions of the Lessee's Agents on the Premises and for any breach by them of any covenants or terms in this Lease required to be performed or complied with by the Lessee.

Indemnity

- (3) The Lessee indemnifies, and shall keep indemnified, the Lessor and the Minister for Lands from and against all actions, claims, costs, proceedings, suits and demands whatsoever which may at any time be incurred or suffered by the Lessor or the Minister for Lands, or brought, maintained or made against the Lessor, in respect of:
 - (a) any loss whatsoever (including loss of use);
 - (b) injury or damage of, or to, any kind of property or thing; and
 - (c) the death of, or injury suffered by, any person,

caused by, contributed to, or arising out of, or in connection with, whether directly or indirectly:

- (i) the use or occupation of the Premises by the Lessee or the Lessee's Agents;
- (ii) any work carried out by or on behalf of the Lessee on the Premises;
- (iii) the Lessee's activities, operations or business on, or other use of any kind of, the Premises;
- (iv) the presence of any Contamination, Pollution or Environmental Harm in on or under the Premises or adjoining land caused or contributed to by the act, neglect or omission of the Lessee or the Lessee's Agents;
- (v) any default by the Lessee in the due and punctual performance, observance and compliance with any of the Lessee's covenants or obligations under this Lease;
or
- (vi) an act or omission of the Lessee.

Obligations Continuing

The obligations of the Lessee under this clause:

- (d) are unaffected by the obligation of the Lessee to take out insurance, and the obligations of the Lessee to indemnify are paramount, however if insurance money is received by

the Lessor for any of the obligations set out in this clause then the Lessee's obligations under **clause 9** will be reduced by the extent of such payment.

- (e) continue after the expiration or earlier determination of this Lease in respect of any act, deed, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Lease.

No indemnity for Lessor's negligence

The parties agree that nothing in this clause shall require the Lessee to indemnify the Lessor, its officers, servants, or agents against any loss, damage, expense, action or claim arising out of a negligent or wrongful act or omission of the Lessor, or its servants, agents, contractors or invitees.

Release

- (4) The Lessee:
 - (a) agrees to occupy and use the Premises at the risk of the Lessee; and
 - (b) releases to the full extent permitted by law, the Lessor and the Minister for Lands from:
 - (i) any liability which may arise in respect of any accident or damage to property, the death of any person, injury to any person, or illness suffered by any person, occurring on the Premises or arising from the Lessee's use or occupation of the Premises by;
 - (ii) loss of or damage to the Premises or personal property of the Lessee; and
 - (iii) all claims, actions, loss, damage, liability, costs and expenses arising from or connected with (directly or indirectly) the presence of any Contamination, Pollution or Environmental Harm in, on or under the Premises or surrounding area
- except to the extent that such loss or damage arises out of a negligent or wrongful act or omission of the Lessor, or its servants, agents, contractors or invitees.
- (5) The release by the Lessee continues after the expiration or earlier determination of this Lease in respect of any act, deed, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Lease.

10. Limit of Lessor's liability

No liability for loss on Premises

The Lessor will not be liable for loss, damage or injury to any person or property in or about the Premises however occurring unless caused by the lessor.

Limit on liability for breach of Lessor's covenants

- (1) The Lessor is only liable for breaches of the Lessor's Covenants set out in this Lease which occur while the Lessor is registered as the proprietor in fee simple in the Premises.

- (2) The Lessor will not be liable for any failure to perform and observe any of the Lessor's Covenants due to any cause beyond the Lessor's control.

11. Maintenance, repair and cleaning

Generally

- (1) The Lessee AGREES during the Term and for so long as the Lessee remains in possession or occupation of the Premises to maintain, replace, repair, clean and keep the Premises (which for the avoidance of doubt includes the Lessor's Fixtures and Fittings) and Appurtenances in Good Repair having regard to the age of the Premises at the Commencement Date PROVIDED THAT this subclause shall not impose on the Lessee any obligation:

- (a) to carry out repairs or replacement that are necessary as a result of fair and reasonable wear and tear, EXCEPT when such repair or replacement is necessary because of any act or omission of or on the part of the Lessee (or its servants, agents, contractors or invitees), or the Lessor's insurances are invalidated by any act, neglect or default by the Lessee (or its servants, agents, contractors or invitees); and
- (b) in respect of any structural maintenance, replacement or repair EXCEPT when such maintenance, repair or replacement is necessary because of any act or omission of or on the part of the Lessee (or its servants, agents, contractors or invitees), or by the Lessee's particular use or occupancy of the Premises.

- (2) In discharging the obligations imposed on the Lessee under this subclause, the Lessee shall where maintaining, replacing, repairing or cleaning:

- (a) any electrical fittings and fixtures;
- (b) any plumbing;
- (c) any air-conditioning fittings and fixtures;
- (d) any gas fittings and fixtures,

in or on the Premises use only licensed trades persons, or such trades persons as may be approved by the Lessor and notified to the Lessee, which approval shall not be unreasonably withheld.

- (3) The Lessee must take such reasonable action as is necessary to:

- (a) prevent, if it has occurred as a result of the Lessee's use of the Premises; and
- (b) rectify or otherwise ameliorate,

the effects of erosion, drift or movement of sand, soil, dust or water on or from the Premises.

Cleaning

The Lessee must at all times keep the Premises clean, tidy, unobstructed and free from rubbish.

Repair

Unless such damage is the Lessor's responsibility pursuant to the terms of the Lease, the Lessee must promptly repair at its own expense to the satisfaction of the Lessor, any damage to the

Premises, regardless of how the damage is caused and replace any of the Lessor's fixtures and fittings which are or which become damaged.

Responsibility for Securing the Premises

The Lessee must ensure the Premises, including Lessor's and Lessee's fixtures and fittings, are appropriately secured at all times.

Maintain surroundings

- (4) The Lessee must regularly inspect and maintain in good condition any part of the Premises which surrounds any buildings, including but not limited to any flora, gardens, lawns, shrubs, hedges and trees.
- (5) The Lessee agrees that any major pruning of trees must be undertaken by a qualified tree surgeon.
- (6) If any flora, trees or lawn dies the Lessee must replace the flora, trees or lawn at its own expense.
- (7) The Lessee must plant and care for such trees on the Premises as the Lessor may from time to time reasonably require.
- (8) The Lessee may not remove any trees, shrubs or hedges without first consulting with and obtaining the approval of the Lessor, except where necessary for urgent safety reasons.

Lessor's Fixtures and Fittings

The Lessee covenants and agrees that the Lessor's Fixtures and Fittings will remain the property of the Lessor and must not be removed from the Premises at any time.

Pest control

With the exception of termite control, the Lessee must keep the Premises free of any pests and vermin and the cost of extermination will be borne by the Lessee.

Painting

- (9) The Lessee must on or before each repainting date as stated in **Item 9** of the Schedule paint with at least 2 coats of paint those parts of the Premises usually painted internally.
- (10) All painting carried out on the Premises must be carried out in a professional manner; and the contractor or other person engaged by the Lessee to paint the Premises must:
 - (a) do so in a proper manner using good quality materials;
 - (b) have the colour and quality of the materials approved in writing by the Lessor before the work commences;
 - (c) comply with all reasonable directions given or requests made by the Lessor; and
 - (d) be finished in a proper and workmanlike manner.

Drains

- (11) The Lessee must keep and maintain the waste pipes drains and conduits originating in the Premises or connected thereto in a clean clear and free flowing condition and must pay to the

Lessor upon demand the cost to the Lessor of clearing any blockage which may occur in such waste pipes, drains and conduits between the external boundaries of the Premises and the point of entry thereof into any trunk drain unless such blockage has been caused without neglect or default on the part of the Lessee.

- (12) The Lessee must not permit the drains, toilets, grease traps (if any) and other sanitary appliances on the Premises to be used for any purpose other than that for which they were constructed and must not allow any foreign matter or substance to be thrown therein.

12. Use

Restrictions on use

(1) Generally

The Lessee must not and must not suffer or permit a person to:

- (a) use the Premises or any part of it for any purpose other than the Permitted Purpose; or
- (b) use the Premises for any purpose which is not permitted under any local or town planning scheme, local laws, acts, statutes or any law relating to health.

(2) No offensive or illegal acts

The Lessee must not and must not suffer or permit a person to do or carry out on the Premises any harmful, offensive or illegal act, matter or thing.

(3) No nuisance

The Lessee must not and must not suffer or permit a person to do or carry out on the Premises any thing which causes a nuisance, damage or disturbance to the Lessor or to owners or occupiers of adjoining properties.

(4) No dangerous substances

The Lessee must not and must not suffer or permit a person to store any dangerous compound or substance on or in the Premises, otherwise than in accordance with the following provisions:

- (a) any such storage must comply with all relevant statutory provisions;
- (b) all applications for the approval or renewal of any licence necessary for such storage must be first referred to the Lessor;
- (c) the Lessor may within its absolute discretion refuse to allow the storage of any particular dangerous compound or substance on the Premises; and
- (d) upon the request of the Lessor, the Lessee will provide a list of all dangerous compounds or substances stored on the Premises.

(5) No harm or stress

The Lessee must not and must not suffer or permit a person to do any act or thing which might result in excessive stress or harm to any part of the Premises.

(6) No signs

The Lessee must not and must not suffer or permit a person to display from or affix any signs, notices or advertisements on the Premises without the prior written consent of the Lessor.

(7) No smoking

The Lessee must not suffer or permit a person to smoke inside any building or other enclosed area on the Premises.

(8) Consumption of alcohol

Deleted.

(9) Sale of Alcohol

The Lessee will not sell or supply liquor from the Premises or allow liquor to be sold or supplied from the Premises without the prior written consent of the Lessor and then only in accordance with the provisions of the *Liquor Control Act 1988*, *Health (Food Hygiene) Regulations 1993*, *Liquor Licensing Regulations 1989* and any other relevant written laws that may be in force from time to time.

(10) Removal of rubbish

The Lessee must keep the Premises free from dirt and rubbish and to store and keep all trade waste and garbage in proper receptacles.

(11) No pollution

The Lessee must do all things necessary to prevent pollution or contamination of the Premises by garbage, refuse, waste matter, oil and other pollutants.

No warranty

The Lessor gives no warranty:

- (a) as to the use to which the Premises may be put; or
- (b) that the Lessor will issue any consents, approvals, authorities, permits or licences required by the Lessee under any statute for its use of the Premises.

Lessee to Observe Copyright

In the event that the Lessee or any person sub-leasing, hiring, or in temporary occupation of the Premises provides, contracts for, or arranges for the performance, exhibition or display of any music or work of art the copyright of which is not vested in the Lessee or that person, the Lessee shall ensure that all obligations in regard to payment of copyright or licensing fees with the owner or licensor of the copyright are met before any such performance, exhibition or display is held.

Premises Subject to Restriction

The Lessee accepts the Premises for the Term subject to any existing prohibition or restriction on the use of the Premises.

Indemnity for Costs

The Lessee indemnifies the Lessor against any claims or demands for all costs, on a solicitor client basis, reasonably incurred by the Lessor by reason of any claim in relation to any matters set out in this **clause 12**.

13. Alcohol

Consumption of alcohol

The Lessee COVENANTS AND AGREES:

- (a) not to use or allow the Premises to be used for the consumption or sale of alcohol without first obtaining the written consent of the Lessor, and the Lessor shall determine any such application in its absolute discretion; and
- (b) that it shall not make an application for a licence or permit under the Liquor Control Act 1988 for the Premises, or apply for an amendment to a licence or permit it has been granted, without first obtaining the written consent of the Lessor.

Liquor licence

The Lessee COVENANTS AND AGREES that if a licence or permit is granted under the Liquor Control Act 1988 for the Premises it must:

- (c) comply with any requirements attaching to the licence or permit at its cost and where any alteration is required to the Premises **clause 15** shall apply;
- (d) comply with the requirements of the Harm Minimisation Policy (as amended from time to time) of the Department of Racing, Gaming & Liquor, which will require, without limitation the following:
 - (i) the development and implementation of a House Management Policy and Code of Conduct (as defined by the Harm Minimisation Policy) for the Premises, and such policies must be displayed in a prominent position on the Premises at all times; and
 - (ii) the development and implementation of a Management Plan (as defined by the Harm Minimisation Policy) for the Premises.
- (e) provide a copy of the licence or permit (as well as a copy of any document referred to in the licence or permit, including without limitation a copy of the House Management Policy, Code of Conduct and Management Plan (as defined by the Harm Minimisation Policy)) to the Lessor as soon as practicable after the date of grant; and
- (f) indemnify and keep indemnified the Lessor from and against any breach of the Liquor Control Act 1988, Health (Food Hygiene) Regulations 1993, Liquor Control Regulations 1989 or the licence or permit or any conditions imposed thereupon for which it may be liable as the owner of the Premises.

14. Minimise nuisance to neighbours

- (1) Deleted

15. Alterations

Restriction

- (1) The Lessee must not without prior written consent:
 - (a) (i) from the Lessor;
 - (ii) from any other person from whom consent is required under this Lease;
 - (iii) required under statute in force from time to time, including but not limited to the planning approval of the Lessee under a town planning scheme of the Lessee;
- (b) make or allow to be made any alteration, addition or improvements to or demolish any part of the Premises; or
- (c) subject to the performance of the Lessee's obligations in **clause 11**, remove any flora or fauna, alter or cut down any flora, or sell, remove or otherwise dispose of any flora, sand, gravel, timber or other materials from the Premises.

Consent

- (2) If the Lessor and any other person whose consent is required under this Lease or at law consents to any matter referred to in **clause 15** the Lessor may:
 - (a) consent subject to conditions; and
 - (i) require that work be carried out in accordance with plans and specifications approved by the Lessor or any other person giving consent; and
 - (ii) require that any alteration be carried out to the satisfaction of the Lessor under the supervision of an engineer or other consultant; and
 - (b) if the Lessor consents to any matter referred to in **clause 15**:
 - (i) the Lessor gives no warranty that the Lessor will issue any consents, approvals, authorities, permits or policies under any statute for such matters; and
 - (ii) the Lessee must apply for and obtain all such consent approvals, authorities, permits or policies as are required at law before undertaking any alterations, additions, improvements or demolitions.

Cost of Works

All works undertaken under this **clause 15** will be carried out at the Lessee's expense.

Conditions

If any of the consents given by the Lessor or other persons whose consent is required under this Lease or at law require other works to be done by the Lessee as a condition of giving consent, then the Lessee must at the option of the Lessor either:

- (c) carry out those other works at the Lessee's expense; or

- (d) permit the Lessor to carry out those other works at the Lessee's expense, in accordance with the Lessor's requirements.

16. Lessor's right of entry

Entry on Reasonable Notice

The Lessee must permit entry by the Lessor or any Authorised Person onto the Premises without notice in the case of an emergency, and otherwise upon reasonable notice:

- (a)
 - (i) at all reasonable times;
 - (ii) with or without workmen and others; and
 - (iii) with or without plant, equipment, machinery and materials;
- (b) for each of the following purposes:
 - (i) to inspect the state of repair of the Premises and to ensure compliance with the terms of this Lease;
 - (ii) to carry out any survey or works which the Lessor considers necessary, however the Lessor will not be liable to the Lessee for any compensation for such survey or works provided they are carried out in a manner which causes as little inconvenience as is reasonably possible to the Lessee;
 - (iii) to comply with the Lessor's Covenants or to comply with any notice or order of any authority in respect of the Premises for which the Lessor is liable; and
 - (iv) to do all matters or things to rectify any breach by the Lessee of any term of this Lease but the Lessor is under no obligation to rectify any breach and any rectification under this **clause 16(b)(iv)** is without prejudice to the Lessor's other rights, remedies or powers under this Lease.

Costs of Rectifying Breach

All costs and expenses incurred by the Lessor as a result of any breach referred to at **clause 16(b)(iv)** together with any interest payable on such sums will be a debt due to the Lessor and payable to the Lessor by the Lessee on demand.

17. Statutory obligations and notices

Comply with Statutes

The Lessee must:

- (a) comply promptly with all statutes and local laws from time to time in force relating to the Premises;
- (b) apply for, obtain and maintain in force all consents, approvals, authorities, licences and permits required under any statute for the use of the Premises specified at **clause 12**;

- (c) ensure that all obligations in regard to payment for copyright or licensing fees are paid to the appropriate person for all performances, exhibitions or displays held on the Premises; and
- (d) comply promptly with all orders, notices, requisitions or directions of any competent authority relating to the Premises or to the business the Lessee carries on at the Premises.

Indemnity if Lessee Fails to Comply

The Lessee indemnifies the Lessor and the Minister for Lands against:

- (e) failing to perform, discharge or execute any of the items referred to in **clause 17**; and
- (f) any claims, demands, costs or other payments of or incidental to any of the items referred to in **clause 17**.

18. Report to Lessor

The Lessee must immediately report to the Lessor:

- (a) any act of vandalism or any incident which occurs on or near the Premises which involves or is likely to involve a breach of the peace or become the subject of a report or complaint to the police and of which the Lessee is aware or should be aware;
- (b) any occurrence or circumstances in or near the Premises of which it becomes aware, which might reasonably be expected to cause, in or on the Premises, pollution of the environment; and
- (c) all notices, orders and summonses received by the Lessee and which affect the Premises and immediately deliver them to the Lessor.

19. Default

Events of Default

A default occurs if:

- (a) the Lessee is in breach of any of the Lessee's Covenants for 28 days after a Notice has been given to the Lessee to rectify the breach or to pay compensation in money;
- (b) the association is wound up whether voluntarily or otherwise;
- (c) the Lessee passes a special resolution under the *Associations Incorporation Act 1997* altering its rules of association in a way that makes its objects or purposes inconsistent with the use permitted by this Lease;
- (d) a mortgagee takes possession of the property of the Lessee under this Lease;
- (e) any execution or similar process is made against the Premises on the Lessee's property;
- (f) the Premises are vacated, or otherwise not used, in the Lessor's reasonable opinion, for the Permitted Purpose for six month period; or
- (g) a person other than the Lessee or a permitted sublessee or assignee is in occupation or possession of the Premises or in receipt of a rent and profits.

Forfeiture

On the occurrence of any of the events of default specified in **clause 19** the Lessor may:

- (h) without notice or demand at any time enter the Premises and on re-entry the Term will immediately determine;
- (i) by notice to the Lessee determine this Lease and from the date of giving such notice this Lease will be absolutely determined; and
- (j) by notice to the Lessee elect to convert the unexpired portion of the Term into a tenancy from month to month when this Lease will be determined as from the giving of the notice and until the tenancy is determined the Lessee will hold the Premises from the Lessor as a tenant from month to month under **clause 20**,

but without affecting the right of action or other remedy which the Lessor has in respect of any other breach by the Lessee of the Lessee's Covenants or releasing the Lessee from liability in respect of the Lessee's Covenants.

Lessor may remedy breach

If the Lessee:

- (k) fails or neglects to pay the Amounts Payable by the Lessee under this Lease; or
- (l) does or fails to do anything which constitutes a breach of the Lessee's Covenants,

then, after the Lessor has given to the Lessee notice of the breach and the Lessee has failed to rectify the breach within a reasonable time, the Lessor may without affecting any right, remedy or power arising from that default pay the money due or do or cease the doing of the breach as if it were the Lessee and the Lessee must pay to the Lessor on demand the Lessor's cost and expenses of remedying each breach or default.

Acceptance of Amount Payable By Lessor

Demand for or acceptance of the Amounts Payable by the Lessor after an event of default has occurred will not affect the exercise by the Lessor of the rights and powers conferred on the Lessor by the terms of the Lease or at law and will not operate as an election by the Lessor to exercise or not to exercise any right or power.

Essential Terms

Each of the Lessee's Covenants in **clauses 6** (Rent and Other Payments), **7** (Insurance), **9** (Indemnity), **11** (Maintenance, Repair and Cleaning), **12** (Use), **26** (Assignment, Subletting and Charging) and **33** (Goods and Services Tax), is an essential term of this Lease but this **clause 19** does not mean or imply that there are no other essential terms in this Lease.

Breach of Essential Terms

If the Lessee breaches an essential term of this Lease then, in addition to any other remedy or entitlement of the Lessor:

- (m) the Lessee must compensate the Lessor for the loss or damage suffered by reason of the breach of that essential term;

- (n) the Lessor will be entitled to recover damages against the Lessee in respect of the breach of an essential term; and
- (o) the Lessee covenants with the Lessor that if the Term is determined:
 - (i) for breach of an essential term or the acceptance by the Lessor of a repudiation of this Lease by the Lessee; or
 - (ii) following the failure by the Lessee to comply with any notice given to the Lessee to remedy any default,

the Lessee must pay to the Lessor on demand the total of the Amounts Payable under this Lease which would have been payable by the Lessee for the unexpired balance of the Term as if the Term had expired by effluxion of time together with the losses incurred or reasonably expected to be incurred by the Lessor as a result of the early determination including but not limited to the costs of re-letting or attempting to re-let the Premises;
- (p) the Lessee agrees that the covenant set out in this **clause 19(o)** will survive termination or any deemed surrender at law of the estate granted by this Lease;
- (q) the Lessee may deduct from the amounts referred to at **clause 19(o)** the Rent and other money which the Lessor reasonably expects to obtain by re-letting the Premises between the date of Termination and the date on which the Term would have expired by effluxion of time; and
- (r) the Lessor must take reasonable steps to mitigate its losses and endeavour to re-let the Premises at a reasonable rent and on reasonable terms but the Lessor is not required to offer or accept rent or terms which are the same or similar to the rent or terms contained or implied in this Lease.

20. Damage or destruction of Premises

Abatement of Rent

If the Premises are at any time during the Term, without neglect or default of the Lessee, destroyed or damaged by fire or other risk covered by insurance so as to render the same unfit for the occupation and use of the Lessee, then the Rent or a proportionate part thereof (according to the nature and extent of the damage) shall abate until the Premises have been rebuilt or made fit for the occupation and use of the Lessee, and in case of any dispute arising under this provision the same will be referred to arbitration under the provisions of the *Commercial Arbitration Act 1985* and the full Rent must be paid without any deduction or abatement until the date of the arbitrator's award whereupon the Lessor will refund to the Lessee any Rent which according to the aware appears to have been overpaid.

Total Damage or Destruction

If the premises are at any time during the Term destroyed or damaged to an extent as to be wholly unfit for the occupation and use of the Lessee either party may be notice in writing to the other of them given within sixty (60) days after the event elect to cancel and terminate this lease. The term will terminate upon such notice being given and the Lessee must vacate the premises and surrender the same to the Lessor, but such termination will be without prejudice however to the liability of the Lessee under this Lease up to the date of termination.

21. Option to renew

If the Lessee at least one month, but not earlier than 12 months, prior to the date for commencement of the Further Term gives the Lessor a Notice to grant the Further Term and:

- (a) all consents and approvals required by the terms of this Lease or at law have been obtained; and
- (b) there is no subsisting default by the Lessee at the date of service of the Notice in:
 - (i) the payment of Amounts Payable; or
 - (ii) the performance or observance of the Lessee's Covenants,

the Lessor shall **consider**, at the lessors absolute discretion, granting to the Lessee a lease for the Further Term at the Rent and on terms and conditions similar to this Lease other than this **clause 21** in respect of any Further Term previously taken or the subject of the present exercise and on such other terms and conditions as the Lessor may consider appropriate.

22. Holding over

If the Lessee remains in possession of the Premises after the expiry of the Term with the consent of the Lessor, the Lessee will be a monthly tenant of the Lessor at a rent equivalent to one twelfth of the Rent for the period immediately preceding expiry of the Term and otherwise on the same terms and conditions of this Lease provided that all consents required under this Lease or at law have been obtained to the Lessee being in possession of the Premises as a monthly tenant.

23. Restore premises

Prior to Termination, the Lessee at the Lessee's expense must restore the Premises to a condition consistent with the observance and performance by the Lessee of the Lessee's Covenants under this Lease fair wear and tear excepted.

24. Yield up the premises

Peacefully surrender

On Termination the Lessee must:

- (a) peacefully surrender and yield up to the Lessor the Premises in a condition consistent with the observance and performance of the Lessee's Covenants under this Lease;
- (b) surrender to the Lessor all keys and security access devices and combination for locks providing an access to or within the Premises held by the Lessee whether or not provided by the Lessor.

25. Removal of property from Premises

Remove property prior to termination

Prior to Termination, unless otherwise mutually agreed between the parties, the Lessee must remove from the Premises all property of the Lessee which is not a fixture other than air-

conditioning plant and fire equipment, security alarms and security systems and other fixtures and fittings which in the opinion of the Lessor form an integral part of the Premises and promptly make good, to the satisfaction of the Lessor, any damage caused by the removal.

Lessor can remove property on re-entry

On re-entry the Lessor will have the right to remove from the Premises any property of the Lessee and the Lessee indemnifies the Lessor against all damage caused by the removal of and the cost of storing that property.

26. Casual Hire of Premises

Casual Hire

- (1) The Lessee may hire out the Premises or any part thereof on a casual basis only PROVIDED:
 - (a) such use is consistent at all times with the Permitted Purpose;
 - (b) the Lessee ensures any hirer complies strictly with the relevant terms of this Lease; and
 - (c) the Lessee obtains the prior written consent for any hire arrangements, which consent may be withheld by the Lessor in its absolute discretion.
- (2) For the purposes of this Lease, “casual hire” means any hire of the Premises by the Lessee to a third party for a period of no more than 48 hours in any calendar month and does not include any formal transfer, assignment or sublease of the Premises.

Lessee remains responsible for Premises at all times

The Lessee ACKNOWLEDGES that at all times, including when the Premises are hired to a third party, it remains responsible for the Premises, including without limitation any damage that may be caused or occurs during any hire period.

27. Assignment, Subletting and Charging

No assignment or sub-letting without consent

The Lessee must not assign the leasehold estate in the Premises nor Sub-let, part with possession, or dispose of the Premises or any part of the Premises without the prior written consent of the Lessor and any other persons whose consent is required under the terms of this Lease or at law.

Lessor’s Consent to Assignment and Sub-letting

Provided all parties whose consent is required, under this Lease or at law, to an assignment or Sub-letting, give their consent and any assignment or sublease is for a purpose consistent with the use of the Premises permitted by this Lease then the Lessor may not unreasonably withhold its consent to the assignment or Sub-letting of the leasehold estate created by this Lease if:

- (a) the proposed assignee or sublessee is a respectable and responsible person of good financial standing capable of continuing the permitted use for non-profit making community purposes;

- (b) all Amounts Payable due and payable have been paid and there is no existing unremedied breach, whether notified to the Lessee or not, of any of the Lessee's Covenants;
- (c) the Lessee procures the execution by:
 - (i) the proposed assignee of a deed of assignment; or
 - (ii) the proposed sublessee of a deed of sublease,
 to which the Lessor is a party and which deed is prepared and completed by the Lessor's solicitors; and
- (d) the assignment contains a covenant by the assignee or sublessee with the Lessor to pay all Amounts Payable and to perform and observe all the Lessee's Covenants.

Where sublessee is a community group

If the proposed sublessee is a community group, whether or not a body corporate or unincorporated, the Lessor may not require a deed of sublease under **clause 27(c)**.

Consents of Assignee Supplementary

The covenants and agreements on the part of any assignee will be supplementary to the Lessee's Covenants and will not release the assigning lessee from the Lessee's Covenants.

Property Law Act 1969

Sections 80 and 82 of the *Property Law Act 1969* are excluded.

Costs for assignment and sub-letting

If the Lessee wishes to assign or sub-let the leasehold estate created by this Lease the Lessee must pay all reasonable professional and other costs, charges and expenses, incurred by the Lessor or other person whose consent is required under this Lease, of and incidental to:

- (e) the enquiries made by or on behalf of the Lessor as to the respectability, responsibility and financial standing of each proposed assignee or sublessee;
 - (f) any consents required under this Lease or at law; and
 - (g) all other matters relating to the proposed assignment or sub-letting,
- whether or not the assignment or Sub-letting proceeds.

No mortgage or charge

The Lessee must not mortgage nor charge the Premises.

28. Disputes

Referral of Dispute: Phase 1

Except as otherwise provided any dispute arising out of this Lease is to be referred in the first instance in writing to the Lessor's Representative as nominated in writing by the Lessor from

time to time (**the Lessor's Representative**) who shall convene a meeting within 10 days of receipt of such notice from the Lessee or such other period of time as is agreed to by the parties between the Lessor's Representative and an officer of the Lessee for the purpose of resolving the dispute (**the Original Meeting**).

Referral of Dispute: Phase 2

In the event the dispute is not resolved in accordance with **clause 28** of this Lease then the dispute shall be referred in writing to the CEO of the Lessor who shall convene a meeting within 10 days of the Original Meeting or such other date as is agreed to by the parties between the CEO and the President of the Lessee for the purpose of resolving the dispute.

Appointment of Arbitrator: Phase 3

In the event the dispute is not resolved in accordance with **clause 28** of this Lease then the dispute shall be determined by a single arbitrator under the provisions of the *Commercial Arbitration Act 1985* (as amended from time to time) and the Lessor and the Lessee may each be represented by a legal practitioner.

Payment of Amounts Payable to Date of Award

The Lessee must pay the Amounts Payable without deduction to the date of the award of the Arbitrator or the date of an agreement between the Parties whichever event is the earlier, and if any money paid by the Lessee is not required to be paid within the terms of the award of the Arbitrator or by agreement between the Lessor and the Lessee then the Lessor will refund to the Lessee the monies paid

29. Prior notice of proposal to change rules

The Lessee agrees that it will not change its rules of association under the Associations Incorporations Act 2015 without notifying the Lessor of its intention to make such a change prior to consideration of the required special resolution.

30. Provision of information

The Lessee agrees to provide to the Lessor:

- (a) a copy of the Lessee's audited annual statement of accounts for each year;
- (b) advice of any changes in its office holders during the Term; and
- (c) any information reasonably required by the Lessor.

31. Right to terminate upon notice

- (a) Notwithstanding any other provision of this Lease, the Parties AGREE that either party may terminate this Lease for any reason upon six months written notice to the other party.
- (b) If this Lease is terminated in accordance with this clause, **clause 24** will apply.

32. Caveat

No absolute caveat

The Lessee nor any person on behalf of the Lessee will, without the prior written consent of the Lessor, lodge any absolute caveat at Landgate against the Certificate of Title for the Land, to protect the interests of the Lessee under this Lease.

CEO & Lessor as attorney

Deleted

Ratification

The Lessee undertakes to ratify all the acts performed by or caused to be performed by the Lessor, its agent or attorney under this clause.

Indemnity

The Lessee indemnifies the Lessor against:

- (a) any loss arising directly from any act done under this clause. and
- (b) all costs and expenses incurred in connection with the performance of any act by the attorney on behalf of the Lessee under this clause.

33. Goods and services tax

Definitions

- (1) The following definitions apply for the purpose of this clause:
 - (a) **Act** means the Commonwealth's *A New Tax System (Goods and Services Tax) Act 1999* and associated Acts and subsidiary legislation;
 - (b) **Consideration** means the Amounts Payable or any other money payable to the Lessor under this Lease, but does not include the amount of the GST which may apply to the Amounts Payable or other money payable under the Act;
 - (c) **GST** means a tax under the Act levied on a Supply including but not limited to the Amounts Payable or other money payable to the Lessor for goods or services or property or any other thing under this Lease; and
 - (d) **Supply** means a good or service or any other thing supplied by the Lessor under this Lease and includes but is not limited to a grant of a right to possession of the Premises.

Lessee to pay GST

- (2) The Consideration will be increased by the amount of the GST, if any, which the Lessor is required under the Act to pay on any Supply made under this Lease.
- (3) The Lessee must pay any increase referred to at **clause 33(2)** whether it is the Lessee or any other person who takes the benefit of any Supply.

- (4) The Lessee must pay the amount of the GST to the Lessor at the same time and in the same manner as the Lessee is required to pay the Consideration under this Lease.

Consideration in Kind

If consideration in kind is accepted by the Lessor for any Supply made under this Lease, the GST amount payable to the Lessor under **clause 33(3)** in respect of the consideration in kind will be calculated by using the prevailing market value of the consideration in kind as determined by the Lessor.

- (5) No Contribution from Lessor

If the Lessee is required under this Lease to make any payment of money or give other consideration to a third party for outgoings, goods, services and benefits of any kind, the Lessee is not entitled to any contribution from the Lessor for any GST payable by it to any person.

- (6) Statement of GST paid is Conclusive

A written statement given to the Lessee by the Lessor of the amount of the GST that the Lessor pays or is liable to pay or account for is conclusive as between the Parties except in the case of an obvious error.

- (7) Tax Invoices

For each payment by the Lessee under this clause the Lessor agrees to promptly deliver to the Lessee, as required under the Act, tax invoices and adjustment notes in a form which complies with the Act, so as to enable the Lessee to claim input tax credits or decreasing adjustments for Supplies.

- (8) Reciprocity

If the Lessee furnishes any Supplies to the Lessor under this Lease, then the requirements set out in this clause with respect to the Lessee will apply to the Lessor with the necessary changes.

34. No Fetter

Notwithstanding any other provision of this Lease, the Parties acknowledge that the Lessor is a local government established by the *Local Government Act 1995*, and in that capacity, the Lessor may be obliged to determine applications for consents, approvals, authorities, licences and permits having regard to any Written Law governing such applications including matters required to be taken into consideration and formal processes to be undertaken, and the Lessor shall not be taken to be in default under this Lease by performing its statutory obligations or exercising its statutory discretions, nor shall any provision of this Lease fetter the Lessor in performing its statutory obligations or exercising any discretion.

35. Additional Terms Covenants and Conditions

Each of the terms, covenants and conditions (if any) specified in **Item 10** of the Schedule are part of this Lease and are binding on the Lessor and the Lessee as if incorporated into the body of this Lease.

36. Commercial Tenancy Act

If at any time and for so long as the *Commercial Tenancy (Retail Shops) Agreements Act 1985* applies to this Lease and a provision of that Act conflicts with a provision of this Lease, then each conflicting provision of this Lease is deemed to be amended to the extent necessary to comply with that Act.

37. Acts by agents

All acts and things which the Lessor is required to do under this Lease may be done by the Lessor, the CEO, an officer or the agent, solicitor, contractor or employee of the Lessor.

38. Governing law

This Lease is governed by and is to be interpreted in accordance with the laws of Western Australia and, where applicable, the laws of the Commonwealth of Australia.

39. Statutory powers

The powers conferred on the Lessor by or under any statutes for the time being in force are, except to the extent that they are inconsistent with the terms and provisions expressed in this Lease, in addition to the powers conferred on the Lessor in this Lease.

40. Notice

Form of delivery

A Notice to a Party must be in writing and may be given or made:

- (a) by delivery to the Party personally; or
- (b) by addressing it to the Party and leaving it at or posting it by registered post to the address of the Party appearing in this Lease or any other address nominated by a Party by Notice to the other.

Service of notice

A Notice to a Party is deemed to be given or made:

- (c) if by personal delivery, when delivered;
- (d) if by leaving the Notice at an address specified in **clause 40(b)**, at the time of leaving the Notice, provided the Notice is left during normal business hours; and
- (e) if by post to an address specified in **clause 40(b)**, on the second business day following the date of posting of the Notice.

Signing of notice

A Notice to a Party may be signed:

- (f) if given by an individual, by the person giving the Notice;

- (g) if given by a corporation, by a director, secretary or manager of that corporation;
- (h) if given by a local government, by the CEO;
- (i) if given by an association incorporated under the *Associations Incorporation Act 2015*, by any person authorised to do so by the board or committee of management of the association; or
- (j) by a solicitor or other agent of the individual, corporation, local government or association giving the Notice.

41. Severance

If any part of this Lease is or becomes void or unenforceable, that part is or will be severed from this Lease to the intent that all parts that are not or do not become void or unenforceable remain in full force and effect and are unaffected by that severance.

42. Variation

This Lease may be varied only by deed executed by the parties subject to such consents as are required by this Lease or at law.

43. Moratorium

The provisions of a statute which would but for this clause extend or postpone the date of payment of money, reduce the rate of interest or abrogate, nullify, postpone or otherwise affect the terms of this Lease do not, to the fullest extent permitted by law, apply to limit the terms of this Lease.

44. Further assurance

The Parties must execute and do all acts and things necessary or desirable to implement and give full effect to the terms of this Lease.

45. Payment of money

Any Amounts Payable to the Lessor under this Lease must be paid to the Lessor at the address of the Lessor referred to in the Lease or as otherwise directed by the Lessor by Notice from time to time.

46. Waiver

No general waiver

Failure to exercise or delay in exercising any right, power or privilege in this Lease by a Party does not operate as a waiver of that right, power or privilege.

Partial exercise of right power or privilege

A single or partial exercise of any right, power or privilege does not preclude any other or further exercise of that right, power or privilege or the exercise of any other right, power or privilege.

Schedule

Item 1 Land and Premises

Land

Portion of Lots 51 and 52 on Crown Grant (Portion of 82-86 Federal St, Narrogin) Narrogin, and comprising portion of the Town Hall Buildings Complex, known as Shops 1 and 2 as depicted in GREEN fill on Annexure 1.

Premises

That part of the Land depicted on the plan in GREEN outline annexed hereto as **Annexure 1**, including all buildings, structures, alterations, additions and improvements on that part of the Land, or erected on that part of the Land during the Term.

Item 2 Term

Commencing on December 2022 and expiring on 30 November 2027.

Item 3 Further Term

Five (5) years commencing on 1 December 2027 and expiring on 30 November 2032.

Item 4 Commencement Date

December 2022.

Item 5 Rent

\$21,450 plus GST per annum, payable in equal parts. monthly in advance.

Item 6 Rent Review

The rent at Item 5 will be reviewed annually by the Lessor and increased by the percentage increase in the Consumer Price Index (CPI) for Perth for the preceding year as at 31 March, with the first review due as at 31 March 2024.

Item 7 Permitted purpose

Uses permitted are approved are for the administration services associated with delivering outcomes consistent with the objects and reasons of the Lessee including mental health and alcohol and drug addiction support, but do not include crisis care or accommodation support.

Item 8 Public liability insurance

Ten million dollars (\$10,000,000.00).

Item 9 Repainting Dates

31 October 2027.

Item 10 Additional terms and covenants

- a) The Lessee is to pay outgoings including but not limited to all, water and sewerage rates, local authority rates and refuse charges, emergency service levies (ESL) and utilities on the property.
- b) Water utility charges and electricity charges will be reimbursed to the Lessor in an agreed percentage by the Lessee, as can be reasonably ascertained and agreed between the parties if no sub meters can be utilised.

Given the nature of the Town Hall Complex having multiple users, with respect to clause b), the agreed percentage will be reviewed annually between the Lessor and Lessee.

- c) The Lessor and Lessee acknowledge that the Town Hall Complex has a number of uses and that the Lessee has unfettered access to the Town Hall Complex Ground Floor Ablution Facilities (only) (marked as Male and Female Toilets on Appendix 1) for its employees but not clients. The Lessor will maintain and service the Ablutions in keeping with acceptable standards at its cost.
- d) The Lessors Building Surveyor or appointed agents or shall, at least on an annual basis (in conjunction with the Lessee) inspect all leased buildings and land to ascertain their state of maintenance pursuant to the lease to determine the priority future and long term maintenance to be undertaken by either party pursuant to the lease.
- e) Pursuant to Clause 11.8; the Lessor requires that all painting carried out on the Premises be completed to a professional standard.

Signing page

EXECUTED[

2022

THE COMMON SEAL of the **SHIRE OF NARROGIN** was hereunto affixed in the presence of:

President Leigh Ballard

Chief Executive Officer Dale Stewart

Signed by Holyoake Australian Institute For Alcohol And Drug Addiction Resolution Inc pursuant to the constitution of the Lessee in the presence of each of the undersigned each of whom hereby declares by the execution of this document that he or she holds the office in the Lessee indicated under his or her name-

Office Holder Sign

Office Holder Sign

Name:

Name:

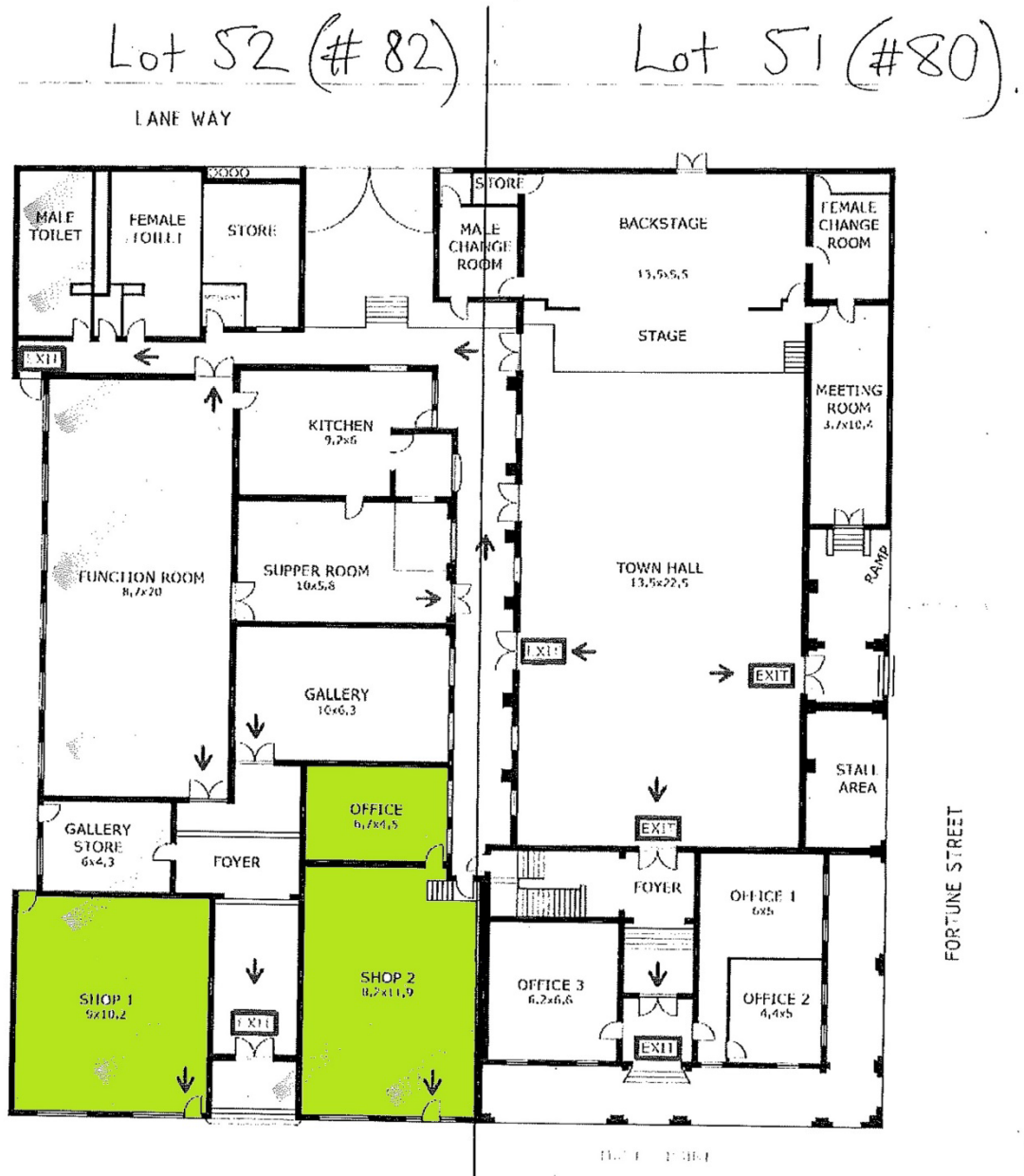
Address:

Address:

Office Held:

Office Held:

Annexure 1 – Sketch of Premises (Green Fill)



OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 231122.006

Moved: Cr Seale

Seconded: Cr Broad

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 2023, the meeting be closed to the public pursuant to Section 5.23(2)(b) of the Local Government Act 1995.

CARRIED 9/0

For: President Ballard, Cr McNab, Cr Fisher, Cr Seale, Cr Pomykala, Cr Wiese, Cr Alexander, Cr Early.

Against: Nil

10.4.3 2022 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	Nil
Previous Item Numbers	Nil
Date	11 November 2022
Author	Sharon Bell - Community Development Officer
Authorising Officer	Dale Stewart - Chief Executive Officer
Attachments	<ol style="list-style-type: none">CONFIDENTIAL Nominations Citizen of the Year (provided under separate cover)CONFIDENTIAL Australia Day and Honours Advisory Committee Minutes (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 Thursday 26 January 2023.

Background

Typically, only a few nominations are received each year despite an active campaign in print and social media, and via direct emails to sporting and community groups, and local schools. The Shire's Australia Day and Honours Advisory Committee sought Council's support to amend the Terms of Reference to allow previous year's unsuccessful nominations to be kept on file in a 'nomination pool', to be presented for consideration in future years, in the event that not many nominations are received.

At the Ordinary Council Meeting held on 27 November 2019, Council resolved to amend the Terms of Reference to read as follows

“Unsuccessful nominees may be either recommended and / or re-considered in future years”.

At the Australia Day and Honours Advisory Committee meeting held on 26 October 2020, the Committee resolved as follows.

That, with respect to the Citizen of the Year Award nominations, the Committee resolves to reconsider the unsuccessful nominations at the next meeting of the Australia Day and Honours Committee meeting to be held on 9 November 2020.

Consultation

The author has consulted with:

- Chief Executive Officer; and
- Australia Day and Honours Advisory Committee.

Statutory Environment

There are no relevant statutory implications.

Policy Implications

There are no relevant policy implications.

Financial Implications

There will be minor additional costs due to printing and framing of certificates in recognition of nominations 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 2022/2023 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

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
COVID-19 impacts community attendance	Possible (3)	Moderate (3)	Medium (5-9)	Business & Community Disruption	Accept Risk

Community does not support one (1) or more of the nominees	Unlikely (2)	Minor (2)	Low (1-4)	Engagement Practices	Accept Risk
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Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and risk ratings of nine (9) and four (4) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Comment/Conclusion

A detailed summary of the nominees and their achievements are presented under 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 AND COUNCIL RESOLUTION 231122.007

Moved: Cr Early

Seconded: Cr Wiese

That Council with respect to the Citizen of the Year Awards 2022, 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 2023.

CARRIED 9/0

For: President Ballard, Cr McNab, Cr Fisher, Cr Seale, Cr Pomykala, Cr Wiese, Cr Alexander, Cr Early.

Against: Nil

OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 231122.008

Moved: Cr Fisher

Seconded: Cr Seale

That the meeting be re-opened to the public.

CARRIED 9/0

For: President Ballard, Cr McNab, Cr Fisher, Cr Seale, Cr Pomykala, Cr Wiese, Cr Alexander, Cr Early.

Against: Nil

11. ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING

Nil

13. CLOSURE OF MEETING

There being no further business to discuss, the Presiding Member declared the meeting closed at 8.04 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 14 December 2022, at this same venue.



Shire of
Narrogin
Love the life

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