



## AGENDA

### ORDINARY COUNCIL MEETING

22 FEBRUARY 2023

#### NOTICE OF ORDINARY MEETING OF COUNCIL

Dear Elected Members & Community Members

Pursuant to resolution 261022.009 of 26 October 2022, an Ordinary Meeting of the Shire of Narrogin will be held on 22 February 2023 in the Shire of Narrogin Council Chambers, 89 Earl Street, Narrogin, commencing at 7:00 pm.

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

Dale Stewart  
**Chief Executive Officer**

### **Acknowledgement of Noongar People**

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

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

**Electronic copies of minutes and agendas are available  
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electronic format (disk or emailed), audio or Braille**



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

# STRATEGIC COMMUNITY PLAN

SNAPSHOT

2017-27

## VISION

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

## MISSION

Provide leadership, direction and opportunities for the community.

## KEY PRINCIPLES

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

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

## OUR VALUES

### Care with Trust & Teamwork

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

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

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

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

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

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

## ECONOMIC



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

#### Growth in revenue opportunities

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

#### Increased Tourism

- Promote, develop tourism and maintain local attractions

#### An effective well maintained transport network

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

#### Agriculture opportunities maintained and developed

- Support development of agricultural services

## SOCIAL



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

#### Provision of youth services

- Develop and implement a youth strategy

#### Build a healthier and safer community

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

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

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

#### Cultural and heritage diversity is recognised

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

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

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

## ENVIRONMENT



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

#### A preserved natural environment

- Conserve, enhance, promote and rehabilitate the natural environment

#### Effective waste services

- Support the provision of waste services

#### Efficient use of resources

- Increase resource usage efficiency

#### A well maintained built environment

- Improve and maintain built environment

## CIVIC



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

#### An efficient and effective organisation

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

#### An employer of choice

- Provide a positive, desirable workplace

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

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## **ORDINARY COUNCIL MEETING 22 FEBRUARY 2023**

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### **1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS**

The Presiding Member, President Ballard, declared the meeting open at 7:00 pm.

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

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

Cr G Broad – Deputy Shire President (Presiding Member)

Cr R McNab

Cr M Fisher

Cr B Seale

Cr J Pomykala

Cr T Wiese

Cr T Alexander

Cr J Early

#### **Staff**

Mr D Stewart – Chief Executive Officer

Mr A Awang – Executive Manager Development & Regulatory Services

Mr T Evans – Executive Manager Technical & Rural Services

Mr M Furr – Executive Manager Corporate & Community Services

Ms V Ward – Executive Assistant

#### **Leave of Absence**

#### **Apologies**

Mr L Ballard – Shire President

#### **Absent**

#### **Visitors**

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

Name	Item No	Interest	Nature
Dale Stewart	10.4.3	Impartiality/Financial	CEO would become the paid Returning Officer in the event that the Council decide not to appoint the WAEC to conduct the 2023 election.

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

Nil

**5. PUBLIC QUESTION TIME**

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

The next Council meeting is scheduled for 22 March 2023.

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

7.1 Ordinary Council Meeting

**OFFICER'S RECOMMENDATION**

That the minutes of the Ordinary Council Meeting held on 14 December 2022 be confirmed as an accurate record of the proceedings.

7.2 Special Council Meeting

**OFFICER'S RECOMMENDATION**

That the minutes of the Special Council Meeting held on 8 February 2023 be confirmed as an accurate record of the proceedings.

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

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

## 10. MATTERS WHICH REQUIRE DECISIONS

### 10.1 DEVELOPMENT AND REGULATORY SERVICES

#### 10.1.1 ENVIRONMENTAL HEALTH POLICY

File Reference	24.6.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Item 10.1.1, 24 November 2021 Res. 1124.002
Date	08 February 2023
Author	Peter Toboss – Manager Environmental Health Services
Authorising Officer	Azhar Awang – Executive Manager Development and Regulatory Services
Attachments	1. Draft Environmental Health Policy

#### Summary

Council's consideration is requested to adopt the draft Environmental Health Policy. Local governments address environmental health standards within their jurisdiction through the administration of legislation, provision of environmental health services and through community education.

The main purpose of the Environmental Health Policy is to provide a consolidated description of the services that Council provides that contribute to positive public health and environmental health outcomes for the community. The Environmental Health Policy and Environmental Health Plan (to be developed) provides a consistent, coordinated and professional approach to delivering environmental health services.

#### Background

The Shire of Narrogin's Public Health Plan 2021-2026, was adopted at the Ordinary Council Meeting held on 24 November 2021. The development of the Public Health Plan used an evidenced-based framework, supported by a sound understanding and acknowledgement of the many factors in our environments and residential areas that affect health and wellbeing.

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

Environmental health protection was one of five priority health issues identified. The Environmental Health Policy explains Council's commitment to working collaboratively with the state government, business operators and residents to address environmental health issues and improve the quality of life for people who work and/or live in Narrogin.



## Consultation

Given the broad nature of this strategic policy and it confirming existing practices, the Administration is of the view that external consultation, with the community, community groups or food handling premises, regarding the adoption of the policy, is not required.

Internal consultation has occurred with the Executive Management Team and the Shire's Environmental Health Team.

## Statutory Environment

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

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

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

## Policy Implications

The report recommends to Council the adoption of a new policy.

## Financial Implications

The Environmental Health Policy reflects what we are doing now through the delivery of existing services, advocacy and communication. The Policy is aligned with the Council's Adopted Budget, through the employment of Environmental Health Officers and Community Development Officers. Any specific initiatives or projects to be activated as part of the Shire's Public Health Plan will be brought forward for Council consideration with Council's Budget, on an as needs basis.

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective:	2.	Social Objective (To provide community facilities and promote social interaction)
Outcome:	2.2	Build a healthier and safer community
Strategy:	2.2.1	Support the provision of community security services and facilities
Outcome:	2.3	Existing strong community spirit and pride is fostered, promoted and encouraged
Strategy:	2.3.3	Facilitate and support community events
Objective:	3.	Environment Objective (Conserve, protect and enhance our natural and built environment)
Outcome:	3.1	A preserved natural environment

Strategy:	3.1.1	Conserve, enhance, promote and rehabilitate the natural environment
Outcome:	3.2	Effective waste services
Strategy:	3.2.1	Support the provision of waste services
Outcome:	3.4	A well maintained built environment
Strategy:	3.4.1	Improve and maintain built environment
Objective:	4.	Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1	An efficient and effective organisation
Strategy:	4.1.1	Continually improve operational efficiencies and provide effective services
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)
Inability to have the Environmental Health Policy in place is a failure of the Shire's commitment to the implementation of a key priority health issue identified in the Shire's Public Health Plan.	Unlikely (2)	Minor (2)	Low (1-4)	Compliance Requirements	Accept Officer Recommendation

### Risk Matrix

Consequence \ Likelihood		Consequence				
		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 4 (four) has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk)

will be added to the Risk Register, and any item with a risk rating over 16 will require a specific risk treatment plan to be developed.

### **Comment/Conclusion**

Local Governments have statutory responsibilities for promoting standards of environmental health within their area through the administration of legislation, provision of environmental health services and community education initiatives. The purpose of the Policy is to demonstrate the Council's commitment to prevent and reduce incidences of disease, illness, and harm, by undertaking activities which support a healthy environment for all community members and outlines the strategic responsibilities of the Environmental Health Officers in this regard.

### **Voting Requirements**

Simply Majority

#### **OFFICERS' RECOMMENDATION**

That with respect to the Environmental Health Policy, Council adopt the Environmental Health Policy as per Attachment 1.

## 1.1 Environmental Health Policy

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

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

**History** Adopted **TBA**

### Policy Statement

This Environmental Health Policy (the Policy) outlines the objectives, principles, and approach to managing environmental health matters in the Shire of Narrogin (SoN) area.

The Policy supplements the SoN Public Health Plan 2021-2026 and sets out:

- Environmental health responsibilities at Commonwealth, State, and Local Government level;
- Principles for environmental health in the SoN area; and
- Priorities for dealing with environmental health matters in the SoN area.

### Responsibilities

Environmental health practice is about creating and maintaining environments that promote good public health outcomes within the community, including addressing behaviours that impact on these factors. Environmental health also includes environmental protection at the interface between people and the environment, including management of air quality, waste, waterways and noise.

Managing environmental health is the responsibility of all community members, businesses, and all tiers of government in Australia.

#### **Federal**

The National Environmental Health Council (enHealth) is the peak national environmental health advisory group. enHealth consists of members of relevant Commonwealth, State, and Territory health Departments, the New Zealand Ministry of Health, and the National Health and Medical Research Council. EnHealth provides national leadership on environmental health issues and implements the Australian National Environmental Health Strategy.

#### **State**

The Environmental Health Directorate (the EHD) of the WA Department of Health, Public and Aboriginal Health Division, is the government sector with responsibility for maintaining public and environmental health standards across WA. EHD main role is to ensure appropriate management strategies, such as legislation, guidelines, surveillance, monitoring and public education, are in place to prevent disease, illness, injury, disability and premature death arising from environmental exposures and other environmental health impacts.

#### **Local**

Local Governments have statutory responsibilities for promoting standards of environmental health within their area through the administration of legislation, provision of environmental health services and community education initiatives.

### Principles

SoN work directly with our community to prevent and reduce incidences of disease, illness, and harm, by undertaking activities which support a healthy environment for all community members. In dealing with environmental health matters, SoN provide these services by:

- Undertaking activities and services in order of risk-based approach.
- Balancing the needs of the built environment and economic development with the health of our community.

- Creating and maintaining an environment that promotes good public health outcomes by assessing and controlling factors that will prevent and reduce the incidence of disease, illness, or harm in our community.
- Working in collaboration with State Government and industry to create and implement initiatives which aim to improve levels of voluntary compliance with relevant legislative obligations.
- Providing access to educational materials for our community and industry to increase understanding of relevant legislative obligations.
- Developing and maintaining standard operating procedures that support consistent and effective routine monitoring, management of complaints, and identification of emerging issues.

### **Other Useful Documents**

#### **related documents**

- *Shire of Narrogin Community Strategic Plan 2017 - 2027*

#### **relevant legislation**

- *Public Health Act 2016*
- *Food Act 2008*
- *Health (Miscellaneous Provisions) Act 1911*
- *Local Government Act 1995*
- *Tobacco Product Control Act 2006*
- *Environmental Protection Act 1985*
- *Liquor Control Act 1988*
- *Contaminated Sites Act 2003*
- *Shire of Narrogin Health Law 2022*

– End of Policy

### 10.1.2 CONTRACT VARIATION – YMCA WA

File Reference	20.1.3
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	YMCA WA
Previous Item Numbers	Item 10.4.3, 27 April 2022 Res. 0427.014
Date	13 February 2023
Author	Azhar Awang – Executive Manager Development and Regulatory Services
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	<ol style="list-style-type: none"><li>1. Letter of request from YMCA WA</li><li>2. Financial report for the month of December from YMCA WA</li></ol>

#### Summary

Council's consideration is requested from the YMCA WA for a contract variation for an additional amount of \$23,165 plus GST, in the 2022/23 financial year, to manage the Narrogin Regional Leisure Centre at 50 Clayton Road, Narrogin.

#### Background

The Shire is in receipt of a letter from the YMCA WA seeking a variation to the current contract with the Shire of Narrogin to manage the Narrogin Regional Leisure Centre (NRLC) in line with section 8.2.2(h) of the contract agreement.

The YMCA WA is seeking an additional amount of \$23,165 for the current 2022-23 budget, bringing the total budget for the management of NRLC from \$385,740 to \$408,905. According to the YMCA WA, the variation represents the difference between the estimated budget and the forecast expenditure incorporating:

- Increase in wages as handed down by Fair Work Commission in the Annual Wage Review on 15 June 2022, from 3% to 4.6%;
- A reduction in Worker's Compensation costs to 1.7%; and
- Increase in management expenses to offer a higher wage to secure the Centre Manager position.

#### Consultation

The following consultation has occurred:

- Senior Manager of the YMCA;
- Chief Executive Officer; and
- Executive Manager Corporate and Community Services.

#### Statutory Environment

Section 8.2. of the contract agreement, which states as follows:

## 8.2 Variation for reasons beyond the YMCA's reasonable control

- (1) *Subject to paragraph (2) below, the Town and the YMCA agree that the approved Operating Budgets may be varied by the Town in an amount or amounts determined by the Town, acting reasonable and in consultation with the YMCA, for a reason or reasons beyond the reasonable control of the YMCA, including but not limited to:*
- (a) *acts of God, including fire, bushfire, lightning, storm, tidal wave, cyclone, hurricane, earthquake, landslide, mudslide, washouts and flood;*
  - (b) *epidemics, public health scares or outbreaks of disease;*
  - (c) *war, revolution or other state of armed hostility of a like nature;*
  - (d) *insurrection, civil disturbances or riot (except where arising within the custodial areas);*
  - (e) *collisions or accidents which constitute a major catastrophe, an example being an aircraft crash or nuclear contamination;*
  - (f) *unavailability or lack of reasonable availability in the State of labour;*
  - (g) *a strike, lockout, or other industrial disturbance or restraint of labour which also involved employees; and*
  - (h) *an action or event which occurs which could not at the time of preparing the Operating Budgets for the year, have been reasonably expected to occur and which has or could materially alter the capacity of the YMCA to operate within the parameters of the approved Operating Budgets.*
- (2) *Prior to varying the approved Operating Budgets in accordance with paragraph (1), the YMCA must provide to the Town reasonable evidence within a reasonable period of time, as to the need for the amendment to the approved Operating Budgets and the steps taken by the YMCA to minimise the impact upon the approved Operating Budgets.*

### Policy Implications

There are no Council Policies that relate.

### Financial Implications

In the 2022/2023 Budget, Council adopted a budget deficit of \$385,740 (plus GST) for the Management fees of operating the Narrogin Regional Leisure Centre by the YMCA WA. This was an increase of \$41,037 from 2021/2022 budget, as a result of increase in staffing costs (additional 2 days of admin support) and the cost of pool chemicals.

The Shire currently pays for all the utility bills (Electricity, Gas and Water) and has allocated a total of \$393,813.12 in the 2022/2023 Budget. The Shire has also allocated a number of big ticket capital items in the plant and equipment, which has been allocated in this year's budget, such as:

- Replacement of Boiler - \$85k;
- Pool filters - \$96k; and
- Pool liner - \$80k.

The Council has also allocated in its budget for the following works:

- LED lighting upgrade - \$35k; and
- Custom orb sheeting to backwall for courts 1 and 3 - \$30k.

In addition, as per the contract agreement the Shire pays for all maintenance costs above \$5,000.

Following are list of invoices for works required, which was highlighted in the Aquatic Services – Service and Inspection Report for the Shire of Narrogin on 21 November 2022:

- ASQ20220584: Atlas PCT-300 #1 candle replacement \$10,567 (to be completed, still waiting on parts to arrive);
- ASQ20220585: Atlas PCT-300 #2 candle replacement \$10,567 (to be completed, still waiting on parts to arrive);
- ASQ20220929: Effluent (backwash) pump \$3398 (complete);
- ASQ20220931: Vac out and clean effluent tank \$10,214 (complete);
- ASQ20220933: Trade waste meter \$5,901 (complete);
- ASQ20220935: Wet-vac DE delivery system \$7167 (to be completed, still waiting on parts to arrive);
- ASQ20220938: Atlas PCT-300 tube plate and pressure plate replacement \$23,240 (pending);
- A new Dolphin cleaner purchased at a cost of \$5098 (complete);
- ASQ20220832: Chlorine booster line replumbing \$832 (complete);
- ASQ20220932: DE separation tank socks \$1,076 (complete);
- ASQ20220936: Chemical Order – Sodium Hypochlorite \$3540 (complete);
- ASQ20220937: Chemical signage and pipework markings \$1117 (to be completed, still waiting on parts to arrive);
- ASQ20220939: UV investigation \$960 (to be completed, still waiting on parts to arrive); and
- ASQ20220940: Technician travel costs \$1,019 (to be completed, still waiting on parts to arrive).

### 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

### Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That the Council refuses the variation, and the contractor seeks mediation on the matter.	Possible (3)	Minor (2)	Medium (5-9)	Management of Facilities, Venues, Events and Services	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; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 6 (six) 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

Council entered into a management contract with the YMCA WA in 2014 for a period of five (5) years period with a five (5) year option at the Council's discretion. The contract was extended in June 2019 for a further five (5) year term, expiring on 30 June 2024.

According to the YMCA WA, request for a variation has been made after it had taken steps to minimise the impact upon the approved Operating Budgets as follows:

1. *Over the first quarter of 2022, the YMCA WA investigated whether other staffing levels could be reduced to offset the increase, or if other expense savings could be identified. This was not possible without impacting service delivery at the centre. The 3% included in the budget was the best estimate based on information available at time of budget preparation, however the Fair Work dictated increase was significantly higher (4.6%).*
2. *The YMCA WA have been working to reduce Workers Compensation premiums and were able to negotiate a reduction on the previous rate applied and have reflected this saving in the varied budget.*

With the departure of the previous Manager, The YMCA WA has been successful in recruiting a new Centre Manager (Gabrielle Puntel), who commenced in November 2022. During the period of the previous Manager leaving and the appointment of the new manager, the YMCA WA appointed an Acting Manager to manage the day to day operation of the NRLC. It is understood from the General Manager of the YMCA WA, that there was a total increase of \$16,000 related to management wages.

Based on the Monthly financial report produced by the YMCA WA, in the month of December the income generated from the centre was \$55,272 with a total expense of \$91,702 for the month, a net loss of \$36,430. The final net position for the December month of Actual in comparison to the forecast budget is a deficit of \$6,681 and the total for the year ending in the December month is \$72,691.

It has also been reported by YMCA WA, that there have been resignations from the Duty Manager, one Lifeguard and a Customer Service Officer. This has affected the service delivery of the NRLC, in

particular having to reduce the operating hours of the pool due to available qualified and trained lifeguard and Duty Manager.

It is recommended that the Council does not support the contract variation request from the YMCA WA due to the following reasons:

- The Council is not satisfied that the YMCA WA has adequately demonstrated that it has taken steps to minimise the impact upon the approved Operating Budget 2022/2023, to support the contract variation for additional funds in accordance with section 8.2 of the contract agreement;
- That the Council had already contributed an additional funds of \$41,037 adopted in the 2022/2023 budget set by the YMCA WA incorporating an increase of 7% in Management fee and 3% CPI increase on wages;
- The YMCA WA incurring costs related to change over of staffing and management, that were within its remit and control to mitigate;
- The YMCA WA could and should have, in our opinion, predicted labour cost pressures (above 3%) when forecasting and presenting its Budget;
- The monthly financials presented year to date only reflect six (6) months actuals and there is six (6) months of cost and income management to counter and manage the perceived predicted financial overrun to the deficit budget, and this request is therefore premature. This, in turn, does not demonstrate that the contractor is pursuing all reasonable avenues (other than reduced opening times, which would not be acceptable) to manage the potential for overruns; and.
- There is insufficient evidence to support the further additional funds request by YMCA WA.

## Voting Requirements

Simple Majority

### OFFICERS' RECOMMENDATION

That with respect to the contract variation by the YMCA WA, for the management of the Narrogin Regional Leisure Centre (NRLC) at 50 Clayton Road, Narrogin, Council:

1. Refuse to support the contract variation of an additional amount of \$23,165 plus GST, for the current 2022/2023 Budget, for the reasons outlined in the report and it not satisfying the requirements of section 8.2 of the contract; and
2. Request that the YMCA WA implement appropriate cost management and income generation initiatives to mitigate the proposed operating shortfall whilst, at the same time, complying with its obligations under the contract, to ensure that the facilities agreed opening and closing times, in particular, the Aquatics, are maintained, where reasonably practical to do so notwithstanding acknowledged labour shortages.



27 October 2022

Dale Stewart  
Chief Executive Officer  
Shire of Narrogin  
PO Box 1145  
Narrogin WA 6312

Dear Dale

***Variation to Contract for the Management of Narrogin Regional Leisure Centre 1 July 2014 – 30 June 2024***

The YMCA WA seek a variation to our current contract with the Shire of Narrogin to manage the Narrogin Recreation Centre in line with section 8.2.2 (h) to the total value of \$23,165 for the current 2022 – 23 budget year.

This amount is the difference between the original budget of \$385,740 and the revised budget of \$408,905.

The variation represents the difference between the estimated budget and confirmed expenditure incorporating:

1. An increase in budgeted wage uplift from 3% to 4.6% because of changes to the Modern Award rates handed down by the Fair Work Commission in the Annual Wage Review on 15 June 2022.
2. A reduction in Workers' Compensation costs to 1.7%.
3. An increase in management expenses which reflects the current workforce demands and need to offer a higher wage to secure staff into the Centre Manager position.

These changes prompted an investigation by the YMCA WA over the first quarter of the budget year July to September to see if costs could be absorbed, however this was found not to be the case. The YMCA WA is now requesting the variation be implemented by the Shire of Narrogin and request the shire send a variation to the existing contract along with a new payment schedule to reflect the increase.

Should further clarification be required please do not hesitate to make contact by email to [michelle.champion@ymcawa.org.au](mailto:michelle.champion@ymcawa.org.au) or on 0448 252 010.

Yours sincerely

Michelle Champion  
General Manager Youth Community and Leisure  
YMCA WA

Profit & Loss for Narrogin Leisure Centre as at Dec 22

Acct No.	Acct Description	Year to Date				Current Month			
		Actual	Budget	Variance	Var %	Actual	Budget	Variance	Var %
<b>INCOME</b>									
ADMIN	Administration	-	-	0	-	-	-	0	-
AQUAED	Aquatic Education	34,261	28,582	5,679	19.9%	3,652	4,385	(733)	(16.7)%
CAFE	Cafe	25,546	27,572	(2,026)	(7.3)%	5,124	5,405	(282)	(5.2)%
CHILDTERM	Childrens Term Programs	318	2,396	(2,078)	(86.7)%	55	458	(404)	(88.1)%
CRECHE	Creche	1,251	2,553	(1,302)	(51.0)%	195	255	(60)	(23.4)%
FACRENTAL	Facility Rental	99,681	98,055	1,626	1.7%	15,959	12,988	2,972	22.9%
GROUPLIT	Group Fitness	11,402	16,119	(4,718)	(29.3)%	1,115	1,283	(168)	(13.1)%
HEALTHCLUB	Health Club	94,656	98,505	(3,849)	(3.9)%	15,526	15,609	(83)	(0.5)%
OPERATIONS	Operations	-	-	0	-	211	-	(211)	-
RECSWIM	Recreation Swimming	58,686	63,037	(4,350)	(6.9)%	13,585	11,918	1,667	14.0%
SPORTSCOMP	Sports Competitions	5,509	10,093	(4,584)	(45.4)%	272	3,216	(2,944)	(91.5)%
<b>TOTAL INCOME</b>		<b>331,309</b>	<b>346,912</b>	<b>(15,602)</b>		<b>55,272</b>	<b>55,517</b>	<b>(245)</b>	
<b>EXPENSES</b>									
ADMIN	Administration	109,872	107,255	(2,617)	(2.4)%	24,153	18,240	(5,912)	(32.4)%
AQUAED	Aquatic Education	29,752	26,594	(3,157)	(11.9)%	5,178	4,470	(709)	(15.9)%
CAFE	Cafe	15,715	13,586	(2,129)	(15.7)%	5,080	2,703	(2,377)	(87.9)%
CHILDTERM	Childrens Term Programs	2,146	1,915	(231)	(12.1)%	466	376	(90)	(24.0)%
CRECHE	Creche	23,721	15,200	(8,522)	(56.1)%	3,706	1,893	(1,813)	(95.8)%
CUSTSERVE	Customer Service	39,336	40,695	1,359	3.3%	6,423	6,846	423	6.2%
DUTYMANAGE	Duty Management	78,033	89,103	11,069	12.4%	6,835	14,978	8,143	54.4%
FACRENTAL	Facility Rental	-	-	0	-	-	-	0	-
GROUPLIT	Group Fitness	26,433	27,415	983	3.6%	3,922	1,010	(2,912)	(288.5)%
HEALTHCLUB	Health Club	-	921	921	-	-	155	155	-
INSURANCE	Insurance	4,117	4,140	23	0.6%	686	690	4	0.6%
MANAGEMENT	Management	60,146	50,249	(9,896)	(19.7)%	11,094	8,453	(2,640)	(31.2)%
MARKETING	Marketing	130	1,900	1,770	93.2%	130	300	170	56.7%
OPERATIONS	Operations	104,363	77,748	(26,616)	(34.2)%	9,047	9,088	41	0.5%
RECSWIM	Recreation Swimming	108,369	84,979	(23,390)	(27.5)%	14,984	14,845	(139)	(0.9)%
SPORTSCOMP	Sports Competitions	76	3,420	3,344	97.8%	-	1,220	1,220	-
<b>EXPENSES TOTAL</b>		<b>602,209</b>	<b>545,120</b>	<b>(57,089)</b>		<b>91,702</b>	<b>85,266</b>	<b>(6,436)</b>	
<b>Net Result</b>		<b>(270,899)</b>	<b>(198,208)</b>	<b>(72,691)</b>		<b>(36,430)</b>	<b>(29,749)</b>	<b>(6,681)</b>	

### 10.1.3 MANAGEMENT OF NOISE FROM SPORTING, CULTURAL AND ENTERTAINMENT VENUES – REGULATION 18 AND 19B POLICY

File Reference	19.2.2
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	13 February 2023
Author	Peter Toboss – Manager Environmental Health Services
Authorising Officer	Azhar Awang – Executive Manager Development and Regulatory Services
Attachments	1. Management of noise from sporting, cultural and entertainment venues: Regulation 18 and 19B Policy

#### Summary

This report seeks Council's consideration of a policy for Approval for Venues for Sporting, Cultural or Entertainment Events. The purpose of the Policy is to provide clear guidance for the Chief Executive Officer (CEO) when considering future applications from venues, to approve a set number of cultural and entertainment events, under the Environmental Protection (Noise) Regulations 1997.

This Policy has been drafted to achieve consistency in decision making, applications approval process and to provide some background and guidance on generally acceptable outcomes.

#### Background

The *Environmental Protection (Noise) Regulations 1997* are the State laws that administer and control environmental noise. Environmental noise sources include transport, industry and neighbourhood activities such as air conditioning units, construction, musical instruments and radios/stereos. It is local government who is generally responsible for ensuring compliance and enforcement with the noise regulations.

The Environmental Protection (Noise) Regulations 1997 sets strict restrictions on the amount of environmental noise that is permitted to be generated by people or businesses. Cultural and entertainment businesses are allowed to exceed the normally applicable restrictions during specified events so long as they obtain approval, as per the Regulations, from the CEO of the applicable local government.

The regulations contain 'prescribed standards' for noise, including allowable decibel levels at a receiver (known as assigned noise levels) and control of certain 'annoying' characteristics, for example tonality.

There are several special case regulations which cover activities that are generally of a temporary nature and/or perceived community benefit. These are exempt from complying with the prescribed

standards and instead must comply with specific requirements in the regulations. They include approved public events (Regulation 18) and approved venues (Regulation 19B).

Applications for approval can be made to either run individual noncomplying events under Regulation 18, or via a more complex process, to approve a venue for multiple events under Regulation 19B. The power of each local government's CEO to approve such applications is delegated from the Department of Water and Environmental Regulation. Applications for approval of individual events have been routinely processed over the years. Under this proposed policy, the Shire's CEO could then consider applications for entertainment venue approval, under the Regulations, which would otherwise generally need to be referred to Council for approval. To date, no applications have even been received by the Shire under, Regulation 19B, nor has any been granted approval by the CEO.

### Regulation 18 events

In the case of a sporting, cultural and entertainment event, the noise emissions from an approved event are permitted to exceed the assigned levels in the Regulations, provided that the occupier or applicant complies with the event's conditions of approval. An event would be approved by the 'delegate Chief Executive Officer (CEO)' – this means either the CEO of the Department of Water and Environmental Regulation (DWER CEO), or the CEO of the local government (LG CEO) acting under delegated authority from the DWER CEO. This delegation of authority was gazetted on 20 December 2013. The delegate CEO can approve an event, if satisfied that its noise emissions would exceed the assigned levels and it would lose its character and usefulness if it had to meet the assigned levels. The delegate CEO can approve up to two events per year at one venue, and additional events if satisfied that the majority of the affected residents have no objection to the holding of the extra events. The Annual RevHeads events, last blast of Summer and in November, are approved by the Shire's CEO under a 'Reg 18' approval, with the application fee donated by the Shire, pursuant to the Council's Adopted Budget, without, at present, any guiding policies as to conditions.

### Regulation 19B - Approved venues

Prior to 2013, venue occupiers could only apply to a local government for an event approval under Regulation 18. The CEO of a local government can only issue two Regulation 18 approvals at a venue in any twelve month period, and each event requires a separate application and approval.

Regulation 18 approvals work well for one-off events, however the process is onerous for both venue occupiers and local government. WA has also seen an increasing number of entertainment events being held in recent years.

The *Environmental Protection (Noise) Regulations 1997* were amended in 2013 after significant consultation with local governments, key industry stakeholders and community members to introduce a specific regulation to manage major event venues (Regulation 19B).

Regulation 19B provides an approval process for major venues such as Thomas Hogg Oval, Dandaloo Park (the Motorcross Park) and Narrogin Speedway that hold large events on a regular basis throughout the year. The occupier of a venue may apply for approval to host a specific number and type of 'notifiable events'.

A venue approval will allow noise emissions from events to exceed the assigned noise levels stipulated in the regulations, provided events are carried out in accordance with the venue's approval.

A Regulation 19B venue approval provides fairness, certainty and protection for the community and local government as to what sorts of events they can expect from the venue, and also for the venue occupier as to the tenure for the viable operation of the venue.

This Policy has been drafted to achieve consistency in decision making and to provide some background and guidance on generally acceptable outcomes. The Policy specifies maximum limits on the quantity, frequency and duration of cultural and entertainment events and takes into consideration any existing approvals that are in place for assessment of new applications. It will inform the CEO of the Council's views on acceptable outcomes and provide context for assessment of submitted Regulation 19B applications.

As approval of Regulation 19B application is authority delegated to the local government CEO, from the Chief Executive Officer of the Department of Water and Environmental Regulation, the Shire's CEO must base any approval of an application on their merits and cannot be directed by Council regarding the matter. Submissions on such applications may be received by the CEO from any affected party, including Council. Applicants must comply with the *Environmental Protection (Noise) Regulations 1997*.

## Consultation

The following consultation has occurred:

- Executive Manager Development and Regulatory Services; and
- Department of Water and Environmental Regulation (Noise Branch).

If this Policy is adopted, the Shire would write to the Narrogin Speedway Inc. and Narrogin Dirtbike Association (Inc.) and encourage them to seek a formal 'Venue' approval, for, for example, a 3 year duration. The CEO would assess the applications in accordance with the Policy. The absence of a such an approval, leaves both organisations and their activities, and indeed the Shire, susceptible to complaints about noise. An approval essentially 'exempts' the activities from needing to comply with 'neighbourhood' noise regulations and gives legal authority to what they are already doing, generally, it is fair to say, without many complaints.

Elected Members might wish therefore to critique the practical application of the generic 'conditions' in the policy, such as times of operation, which days or evenings are acceptable etc, such as the curfew of 10.59pm on a Saturday evening. The Administration is aware, for example, that it is only generally with an adverse wind (an easterly), that the nighttime activity of Speedway events may generate one or two noise complaints. However, it is generally only accompanied when the 'last event' is delayed, and continues to about midnight, that any complaint has historically been subsequently received.

Both these Associations have been asked to make comment on the proposed generic conditions, and it is hoped that these will be received in time for the Council Meeting. It is anticipated that the 10.59pm curfew for Speedway is the only issue that this particular Association may wish to make comment on.

## Statutory Environment

The Environmental Protection (Noise) Regulations 1997 Regulation 18(3) states:

*"Where the CEO is satisfied that a proposed sporting, cultural or entertainment event that is to be open to the public*

*(a) is likely to result in the emission of noise in contravention of the standard prescribed under regulation 7; and*

*(b) would lose its character or usefulness if it were required to comply with that standard,*

*the CEO may approve the event, subject to such conditions as the CEO thinks fit, for the purposes of this regulation”.*

Regulation 19B(2) states:

*“The occupier of a venue may apply to the CEO for —*

*(a) approval of the venue at which a number of notifiable events may be held during a period specified in the approval; or*

*(b) an amendment of a venue approval (other than an amendment of the period of the approval)”.*

The Environmental Protection Act 1986 Delegation No. 112 states:

*“I, Jason Banks, in my capacity as Acting Chief Executive Officer of the Department of Environment Regulation responsible for the administration of the Environmental Protection Act 1986 (“the Act”), and pursuant to section 20 of the Act, hereby delegate to any person for the time being holding or acting in the office of a Chief Executive Officer under the Local Government Act 1995, my powers and duties under the Environmental Protection (Noise) Regulations 1997, other than this power of delegation, in relation to—*

*(a) waste collection and other works—noise management plans relating to specified works under regulation 14A or 14B;*

*(b) bellringing or amplified calls to worship—the keeping of a log of bellringing or amplified calls to worship requested under regulation 15(3)(c)(vi);*

*(c) community activities—noise control notices in respect of community noise under regulation 16;*

*(d) motor sport venues—noise management plans in relation to motor sport venues under Part 2 Division 3;*

*(e) shooting venues—noise management plans in relation to shooting venues under Part 2 Division 4;*

*(f) calibration results—requesting, under regulation 23(b), details of calibration results undertaken and obtained under Schedule 4;*

*(g) sporting, cultural and entertainment events—approval of events or venues for sporting, cultural and entertainment purposes under Part 2 Division 7, subject to the following limitation —*

*(i) Subregulation 18(13)(b) is not delegated”.*

## **Policy Implications**

The principles and broad intent of this policy have been collaboratively developed internally to ensure compliance with the *Environmental Protection (Noise) Regulations 1997* and the needs of the Shire.



## Financial Implications

There are no financial implications associated with the officer recommendation. The Shire may charge application fees up to a maximum of \$15,000 as set by the Regulations. The fee is charged on receipt of any Regulation 19B application. It is emphasised that the Shire's CEO, under the Regulations, may waive or reduce these fees, to which the officer always has, down to nil (donated and referenced in the Annual Budget).

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective:	2.	Social Objective (To provide community facilities and promote social interaction)
Outcome:	2.2	Build a healthier and safer community
Strategy:	2.2.1	Support the provision of community security services and facilities
Outcome:	2.3	Existing strong community spirit and pride is fostered, promoted and encouraged
Strategy:	2.3.3	Facilitate and support community events
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)
Not adopting a policy guiding the Chief Executive Officer may provide insufficient guidance on how the officer approaches and approves or refuses applicants under that officer's otherwise sole discretion, leading to community group and / or community dissatisfaction.	Unlikely (2)	Minor (2)	Low (1-4)	Engagement Practices	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; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of four (4) has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 16 will require a specific risk treatment plan to be developed.

### Comment/Conclusion

Council's consideration is requested to adopt a policy that will assist the Shire to balance the sometimes-conflicting tensions of being a centre for culture and the arts and caring for the wellbeing of our residents and the environment its community share. This balance is needed to prevent decisions being made that are overly prescriptive, or that allow residents to be exposed to unreasonable and damaging levels of noise from cultural and entertainment events.

The Policy is intended to address permanent venues which propose to hold regular outdoor concerts and events that would produce noise in excess of the levels generally permitted under the Regulations. This would include such venues as the Thomas Hogg Oval, Dandaloo Park and Narrogin Speedway.

Other venues such as pubs and clubs that provide amplified music and live entertainment, whilst not excluded from applying for a Regulation 19B approval, should be designed as fit-for-purpose facilities and are expected to routinely operate in compliance with the prescribed noise levels. They may still however apply for Regulation 18 approvals, allowing them to exceed the prescribed noise levels for individual events, and these applications will continue to be processed on their merits.

The Policy provides for consideration of the below principles when considering Regulation 19B approval applications:

- Cumulative Impact of multiple Regulation 19 approvals;
- Limiting the maximum number of notifiable events;
- Limiting the frequency of notifiable events;
- Limiting the duration of notifiable events;
- Setting the end time for notifiable events; and
- Limiting the duration of the initial approval.

It should be noted that, in addition to the Policy, the Shire's CEO may require any Regulation 19B applicant to complete any relevant survey or provide any information necessary to satisfy the CEO in making a decision.

Regulation 19B(8) states:

*“Before making a decision under subregulation (7) the CEO –*

- (a) Must give the following a reasonable opportunity to make a submission on whether or not the venue should be approved or the amendment should be made –*
  - (i) The Executive Director, Public Health;*
  - (ii) The Director of Liquor Licensing;*
  - (iii) The occupier of any noise sensitive premises within 1km of the venue;*
  - (iv) The local government of each district in which noise emissions received from the venue are likely to fail to comply with the standard prescribed under regulation 7”;*

Lastly, an approval for a venue may be subject to any condition the Shire’s CEO believes necessary, including the compulsory conditions as set in the Regulations. That being to:

- (a) specify the maximum number and type of notifiable events that may be held at the venue during a period specified in the approval;
- (b) specify the earliest time at which a notifiable event held at the venue may begin and the latest time at which a notifiable event may end;
- (c) specify the maximum duration of a notifiable event held at the venue;
- (d) specify the maximum allowable noise level of a notifiable event held at the venue;
- (e) specify the manner in which occupiers affected by noise emissions from a notifiable event at the venue are to be advised that the event is to be held at the venue;
- (f) specify the manner in which complaints from members of the public about noise emissions from a notifiable event at the venue are to be managed; and
- (g) provide for the manner in which community consultation is to be conducted by the applicant for approval of the venue.

## Voting Requirements

Simply Majority

### OFFICERS' RECOMMENDATION

That with respect to the management of noise from sporting, cultural and entertainment venues: Regulation 18 and 19B Policy, Council:

1. Note that the Chief Executive Officer is delegated as the ‘delegate Chief Executive Officer’ of the CEO of the Department of Environment Regulation, for the purposes of the *Environmental Protection (Noise) Regulations 1997* and pursuant to and limited by Delegation No. 112 as detailed in the State’s’ Government Gazette, 20 December 2013; and
2. Adopt the Approval of Venues for Sporting, Cultural or Entertainment Events: Regulation 18 and 19B Policy, provided in Attachment 1.

## 1.1 Council Policy – Approval for Venues for sporting, cultural or entertainment events: Regulation 18 and 19B Policy

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<b>Statutory context</b>	<i>Environmental Protection Act 1986 and the Environmental Protection (Noise) Regulations 1997, Delegation to the Shire's CEO, No. 112, gazetted 20/12/2013.</i>	
<b>Corporate context</b>	Council Policy	
<b>History</b>	Adopted	TBA

### **Policy Scope**

The Council recognises the economic / social and cultural value derived from sporting, cultural or entertainment events. This policy is to ensure a balance between the Council's commitment to be a vibrant events centre and its vision of being a leading regional economic driver and a socially interactive and inclusive community, in operating under its delegations to approve public events and outdoor entertainment venues in accordance with the *Environmental Protection (Noise) Regulations 1997* (the regulations).

Noise is managed under the provisions of the *Environmental Protection (Noise) Regulations 1997*, which allow different noise levels dependant on the type of premises receiving the noise (residential / noise sensitive, commercial / or Industrial) and the surrounding land uses and traffic volume on nearby roads.

The regulations provide for events that would exceed the permitted levels for events such as concerts, sporting and community activities to gain conditional approved by the CEO in the form of a Regulation 16 approval for community events, a Regulation 18 approval for one-off events and Regulation 19B approval for events held at entertainment venues.

This Policy is to address permanent venues which propose to hold regular outdoor concerts and events that would produce noise in excess of the levels permitted under the regulations. Other venues while not excluded from applying for a Regulation 19B approval are expected to comply with the noise levels prescribed or apply for Regulation 18 approvals for special events.

This policy is not intended to apply to venues that are substantially indoors who should manage their noise emissions via appropriate venue management and application of suitable noise attenuation.

### **Policy Statement**

This policy is provided to inform the CEO of the Council's acceptability criteria for applications to approve Venues under Part 2, Division 7 of the *Environmental Protection (Noise) Regulations 1997*, acting as a submission to the CEO for their consideration. It is acknowledged that the CEO alone is delegated by the Chief Executive Officer of the Department of Water and Environmental Regulation to consider and approve applications for Venues under Part 2, Division 7 of the *Environmental Protection (Noise) Regulations 1997*.

The policy also allows the delegate CEO to approve an event if they are satisfied that its noise emissions would exceed the assigned levels and it would lose its character and usefulness if it had to meet the assigned levels. The delegate CEO can approve up to two events per year at one venue, and additional events if satisfied the majority of the affected residents have no objection to the holding of the extra events.

### **Policy principles**

In considering applications submitted under Regulation 18 and 19B the Shire will be guided by the following principles which address issues not clearly defined In the regulations and may be specifically

applicable to the Shire of Narrogin, considering population density and proximity of residential premises to entertainment venues of various types:

- Cumulative impact - the proximity of a Venue application to other Venues which already have an approval under Regulation 19B or are the subject of another current application will be taken into consideration. Where a 1km radius around a Venue overlaps with the 1km radius around another approved or currently proposed Venue, the cumulative noise impacts on noise sensitive premises within the overlap area will be given particular weight in assessing an application. Noise modelling will be considered when assessing venues that may jointly impact noise sensitive premises;
- Precautionary principle - where a Venue has not previously been the subject of an approval under Regulation 19B or Regulation 18, the Shire may limit the duration of an initial approval to not more than 3 years;
- Precautionary principle - limit the number of notifiable events permitted to be held in any 12 month financial year. Consideration will be given to the spread of events throughout each 12 month period, balancing traditional demand for more events in the spring months against excessive impacts on local communities from multiple events in a short span of time;
- Precautionary principle - limit the event duration to a maximum of 8 hours with a strict 10 pm noise curfew for events held on Sunday - Thursday, and a strict 10:59 pm noise curfew for events held on Friday - Saturday. Event proposals that wish to exceed the event period of 8 hours and/or curfew time to submit a separate Regulation 18 application. If approved this approval will count as 1 of the approved Regulation 19B events;
- Precautionary principle - limit line and sound check for a period of 2 hours after 10 am on the day of the event. Sound checks to be limited to PA testing and noise limit assessing, not used for extended band practice and or jamming.

### **Application Requirements**

An application for Venue Approval is required to be made by the Venue / Organiser to the CEO of the Shire in accordance with the requirements of the Regulations and with any supporting documents the applicant may see as relevant and that the CEO may request.

### **Fees**

Fees associated with the application need to be proportionate with the cost of assessing and processing the application. The regulation recommends that an application for approval is to be made at least 60 days before the event and be accompanied by a fee of \$1,000.

An application for approval may be made between 21 and 59 days of the event if the application is accompanied by the application fee of \$1,000 in addition to a late fee, equal to one quarter of the application fee. An application may be made less than 21 days before the event if, in addition to receiving the application fee and late fee, the delegate CEO is satisfied that there are exceptional circumstances for the application not being made earlier.

Notwithstanding the above, the delegate CEO may, in his or her discretion, waive or reduce the application fee. If a late fee is applicable to the circumstances, the late fee remains equal to a quarter of the application fee. For example, if a delegate CEO decides to reduce the application fee for a community event to \$100 and a late fee is applicable, the late fee will be \$25.

### **Definitions and abbreviations**

**CEO** - The Chief Executive Officer of the Shire of Narrogin

**Act** - The Environmental Protection Act 1986.

**Regulations** - The Environmental Protection (Noise) Regulations 1997.

**Venue** - permanent premises which propose to hold regular outdoor concerts and events that would produce noise in excess of those permitted under the regulations and for which noise cannot be controlled by venue attenuation or other noise management procedures.

**Notifiable event** means a sporting/ cultural or entertainment event that —

- (a) is open to the public; and
- (b) is likely to result in noise emissions, other than community noise, that do not comply with the standard prescribed under regulation 7; and
- (c) is not an approved event or an event for which application for approval under regulation 18 has been made.

The CEO of the Local Government has been delegated powers under the Regulations to approve applications to emit noise / from sporting, cultural and entertainment events, exceeding the standard set by the Regulations.

### **Relevant documents**

- *Guide to management of noise from sporting, cultural and entertainment venues Environmental Protection (Noise) Regulations 1997.*

– End of Policy

## **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 – DECEMBER 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	07 January 2023
Author	Nicole Johns – Customer Service Officer
Authorising Officer	Mark Furr – Executive Manager Corporate & Community Services
Attachments	1. Schedule of Accounts Paid – December 2022 (under separate cover)

#### Summary

Council is requested to note the payments as presented in the Schedule of Accounts Paid for the month indicated (December 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

## 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.

## Comment/Conclusion

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

<i>December 2022 Payments</i>		
<i>Payment Type</i>	<i>\$</i>	<i>%</i>
Cheque	1,108.30	0.07
EFT (incl Payroll)	1,245,685.54	74.29
Direct Debit	420,982.83	25.11
Credit Card	8,896.47	0.53
Trust	0.00	0.00
Total Payments	1,676,673.14	100.00

<i>Local Spending</i>	<i>\$</i>	<i>%</i>
Local Suppliers	272,429.53	16.25
Payroll	328,646.11	19.60
Total	601,075.64	35.85

## Voting Requirements

Simple Majority

### **OFFICERS' RECOMMENDATION**

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

## Cheque Payments

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
1	718	14/12/2022	Shire Of Narrogin - Petty Cash-admin			1,108.30		
2	INV CATS OCTOBER 22	25/11/2022	Shire Of Narrogin - Petty Cash-admin	AGEDOTHER - CATS DRIVER MEALS - Petty Cash Recoup October 22	240.00			
3	INV CATS NOVEMBER 22	01/12/2022	Shire Of Narrogin - Petty Cash-admin	AGEDOTHER - CATS DRIVER MEALS - Petty Cash Recoup November 22	210.00			
4	INV DEC 2022	08/12/2022	Shire Of Narrogin - Petty Cash-admin	DCVC (VISITORS CENTRE) OTHER EXPENDITURE - Petty Cash Recoup December 2022	86.05			
5	INV NHC - NOV22	08/12/2022	Shire Of Narrogin - Petty Cash-admin	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Petty Cash Recoup Nov 22	572.25			
<b>Cheque Total \$</b>					<b>1,108.30</b>			

## EFT Payments

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
6	EFT19917	08/12/2022	Narrogin Packaging			375.40	L	
7	INV 00076760	07/11/2022	Narrogin Packaging	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Vinyl Gloves	375.40			F
8	EFT19918	08/12/2022	Great Southern Fuels			33,028.12	L	
9	INV D2124728	23/11/2022	Great Southern Fuels	STOCK - PURCHASE OF STOCK MATERIALS - 16,000 Ltrs Diesel	32,845.30			
10	INV D2124774	23/11/2022	Great Southern Fuels	STOCK - PURCHASE OF STOCK MATERIALS - 100Ltrs of Unleaded fuel	182.82			
11	EFT19919	08/12/2022	Water Corporation			5,266.62		
12	INV APPLICATION	23/11/2022	Water Corporation	PARKS & GARDENS MAINTENANCE - Railway Dam Water Corp Application	4,784.35			
13	INV 0132	01/12/2022	Water Corporation		482.27			
14	EFT19920	08/12/2022	Kleenheat Gas			2,384.79		
15	INV OCTOBER 2022	29/11/2022	Kleenheat Gas	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Electricity Usage 01/10/2022-31/10/2022	2,384.79			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
16	EFT19921	08/12/2022	Narrogin Newsagency			7.00	L	F
17	INV 1245	01/11/2022	Narrogin Newsagency	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Newspaper Deliveries	7.00			
18	EFT19922	08/12/2022	Great Southern Waste Disposal			43,353.20	L	
19	INV IV00000002209	10/11/2022	Great Southern Waste Disposal	COLLECTION VARIOUS DEPARTMENTS - September 22	43,353.20			
20	EFT19923	08/12/2022	Narrogin Gasworx			1,984.00	L	F
21	INV 61126	26/10/2022	Narrogin Gasworx	CHCP -Client Purchases GEN - Tray Walker - Indoor - Aspire Champ / Blk	784.00			
22	INV 61946	24/11/2022	Narrogin Gasworx	CHCP -Client Purchases GEN - Revolution Swivel Chair	1,200.00			
23	EFT19924	08/12/2022	Argus Pest Control			8,250.00	L	PF
24	INV 1479	24/11/2022	Argus Pest Control	RAILWAY STATION RESTORATION COVID RECOVERY PROJECT - Tremite Treatment	8,250.00			
25	EFT19925	08/12/2022	St Matthews Primary School			285.00	L	
26	INV REQUISITION	21/11/2022	St Matthews Primary School	TOWN HALL FACILITIES BOND - Bond Refund St Matthews Primary School	285.00			
27	EFT19926	08/12/2022	GJ & SE Kulker			3,850.00	L	
28	INV 712	30/10/2022	GJ & SE Kulker	FITOUT OF RAILWAY STATION BUILDING - Painting of toilets, Artisits residence walls & Frames,	3,850.00			
29	EFT19927	08/12/2022	Melchiorre Plumbing & Gas			355.08	L	
30	INV 1935	11/11/2022	Melchiorre Plumbing & Gas	CHCP -CLIENT PURCHASES - Hot Water System Repairs	355.08			
31	EFT19928	08/12/2022	Department Of Human Services			317.91		
32	INV DEDUCTION	05/12/2022	Department Of Human Services	Payroll deductions	317.91			
33	EFT19929	08/12/2022	Australian Services Union Western Australian Branc			25.90		
34	INV DEDUCTION	05/12/2022	Australian Services Union Western Australian Branc	Payroll deductions	25.90			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
35	EFT19930	08/12/2022	Regional Communication Solutions			1,870.00	L	
36	INV INV1895	17/11/2022	Regional Communication Solutions	ESL - BFB MINOR ASSET PURCHASES - Purchase of 2 Cel-Fi Go Mobile pack - Portable Vehicle Unit	1,870.00			
37	EFT19931	08/12/2022	Elgas			5,041.92		
38	INV 0361052696	23/11/2022	Elgas	NRLC - UTILITY - GAS - Gas Supplied 3800.0L	5,041.92			
39	EFT19932	08/12/2022	Thing-a-me-bobs			104.40	L	F
40	INV 1162	04/11/2022	Thing-a-me-bobs	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Jessie House christmas crafts	10.00			
41	INV 28/11/2022	28/11/2022	Thing-a-me-bobs	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Jessie House Christmas Crafts	94.40			
42	EFT19933	08/12/2022	Jennifer Fowler			1,839.00		F
43	INV 222	09/11/2022	Jennifer Fowler	CHCP -CLIENT PURCHASES - Cognitive assessment	1,164.00			
44	INV 223	18/11/2022	Jennifer Fowler	CHCP -CLIENT PURCHASES - Occupational Therapy Consultation	675.00			
45	EFT19934	08/12/2022	Lite n' Easy Pty Ltd			1,056.51		F
46	INV 6081837	21/10/2021	Lite n' Easy Pty Ltd	CHCP -CLIENT PURCHASE - Lite N Easy	84.87			
47	INV 6236522	29/03/2022	Lite n' Easy Pty Ltd	CHCP -CLIENT PURCHASES - Lite N Easy	109.30			
48	INV 66270989	15/11/2022	Lite n' Easy Pty Ltd	CHCP -CLIENT PURCHASE - Lite n Easy	203.39			
49	INV 6638325	15/11/2022	Lite n' Easy Pty Ltd	CHCP -CLIENT PURCHASES - Lite n Easy	97.48			
50	INV 6588580	15/11/2022	Lite n' Easy Pty Ltd	CHCP -CLIENT PURCHASES - Lite n Easy	121.95			
51	INV 6612696	15/11/2022	Lite n' Easy Pty Ltd	CHCP -CLIENT PURCHASES - Lite n Easy	103.05			
52	INV 6648815	22/11/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy	169.06			
53	INV 6650247	22/11/2022	Lite n' Easy Pty Ltd	CHCP -CLIENT PURCHASES - Lite n Easy	167.41			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
54	EFT19935	08/12/2022	Peter Toboss			44.99		
55	INV REQUISITION	30/11/2022	Peter Toboss	032NGN MAZDA CX3 MAXX SPORT (EHO) - Vehicle Floor Mats	44.99			
56	EFT19936	08/12/2022	Angel Mickle			243.59		
57	INV 301122	30/11/2022	Angel Mickle	ADMIN Training & Development - DOT Training - Accomodation & Meals	243.59			
58	EFT19937	08/12/2022	Talis Consultings Pty Ltd Atf Talis Unit Trust			8,800.00		
59	INV 26800	31/10/2022	Talis Consultings Pty Ltd Atf Talis Unit Trust	OTHGOV - VALUATION EXPENSES - Desktop valuation of Infrastructure assets 2021/22	8,800.00			
60	EFT19938	08/12/2022	Linda O' Gorman			321.56		
61	INV 301122	30/11/2022	Linda O' Gorman	ADMIN Training & Development	321.56			
62	EFT19939	08/12/2022	Emprise Pty Ltd T/A Emprise Mobility			4,135.00		F
63	INV IN754482	17/11/2022	Emprise Pty Ltd T/A Emprise Mobility	CHCP -CLIENT PURCHASE - Configura Comfort Recline & Lift Chair with Reduction Kit, Handset & Shipping	4,135.00			
64	EFT19940	08/12/2022	Stephen Savage			648.11		
65	INV A268800	02/12/2022	Stephen Savage	Rates refund for assessment A268800 41 Lock Street NARROGIN WA 6312	648.11			
66	EFT19941	08/12/2022	Tourism Council Western Australia			401.20		
67	INV I-00006567	31/10/2022	Tourism Council Western Australia	FITOUT OF RAILWAY STATION BUILDING - Visitor Centre Flags and Accessories (poles/spikes)	401.20			
68	EFT19942	08/12/2022	Danielle Rowe			780.00		
69	INV A115800	30/11/2022	Danielle Rowe	Rates refund for assessment A115800 84 CLAYTON ROAD NARROGIN WA 6312	780.00			
70	EFT19943	08/12/2022	Susan Weston			359.50		
71	INV A277400	05/12/2022	Susan Weston	Rates refund for assessment A277400 45 NARRAKINE ROAD NARROGIN WA 6312	359.50			
72	EFT19944	08/12/2022	Vanessa Maree Ward			522.49		
73	INV REQUISITION	08/12/2022	Vanessa Maree Ward	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Shopping Christmas Party	522.49			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
74	EFT19945	14/12/2022	Narrogin Packaging			1,550.74	L	
75	INV 00076741	04/11/2022	Narrogin Packaging	HIGHBURY PUBLIC TOILETS OPERATIONS - Cleaning Supplies	108.25			
76	INV 00076686	01/11/2022	Narrogin Packaging	HIGHBURY PUBLIC TOILETS OPERATIONS - Cleaning Supplies	529.45			
77	INV 00076743	05/11/2022	Narrogin Packaging	HIGHBURY PUBLIC TOILETS OPERATIONS - Cleaning Supplies	440.54			
78	INV 00077104	19/11/2022	Narrogin Packaging	HIGHBURY PUBLIC TOILETS OPERATIONS - Cleaning Supplies	472.50			
79	EFT19946	14/12/2022	St John Ambulance Western Australia Ltd			69.92		F
80	INV CYINV0031584	09/11/2022	St John Ambulance Western Australia Ltd	CHCP - MOTOR VEHICLE EXPENSES - Workplace Vehicle First Aid Kit	69.92			
81	EFT19947	14/12/2022	Hancocks Home Hardware			229.80	L	PF
82	INV 419639	07/12/2022	Hancocks Home Hardware	RAILWAY STATION RESORTATION - Temporaray Lock Change	221.80			
83	INV 419994	07/12/2022	Hancocks Home Hardware	RAILWAY STATION BUILDING OPERATIONS - Key cut x 2	8.00			
84	EFT19948	14/12/2022	DFES-Department of Fire & Emergency Services			89,539.79		
85	INV 154846	21/11/2022	DFES-Department of Fire & Emergency Services	FESA ESL LIABILITY - 2nd Quarter Contribution 2022/23	89,539.79			
86	EFT19949	14/12/2022	Narrogin Agricultural Repairs			175.00	L	
87	INV 266528	23/11/2022	Narrogin Agricultural Repairs	SMALL PLANT - 3x Chainsaw Bars	175.00			
88	EFT19950	14/12/2022	Narrogin Electrical Services			326.83	L	
89	INV 2958	30/11/2022	Narrogin Electrical Services	MACKIE PARK MAINTENANCE/OPERATIONS - Install Power For Lights in Tree	326.83			
90	EFT19951	14/12/2022	Narrogin Bearing Service			59.95	L	
91	INV IN202355	23/11/2022	Narrogin Bearing Service	ROADM - WORKSHOP/DEPOT EXPENSED EQUIPMENT - x1 30m Measure Tape	59.95			
92	EFT19952	14/12/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota			538.99	L	
93	INV JC24036070	15/11/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota	1NGN TOYOTA PRADO GXL DSL WAGON - 30,000km Service	538.99			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
94	EFT19953	14/12/2022	Country Paint Supplies			15.45	L	
95	INV 4801008084	28/11/2022	Country Paint Supplies	FITOUT OF RAILWAY STATION BUILDING - Paint Thinner (remove sikaflex)	15.45			
96	EFT19954	14/12/2022	Melchiorre Plumbing & Gas			225.50	L	
97	INV 1956	28/11/2022	Melchiorre Plumbing & Gas	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Unblock Caravan Toilet Dump Point	225.50			
98	EFT19955	14/12/2022	Narrogin Pumps Solar And Spraying			115.90	L	
99	INV 00045956	21/11/2022	Narrogin Pumps Solar And Spraying	WASTE WATER TREATMENT - 10KG Chlorine	115.90			
100	EFT19956	14/12/2022	Steele's Guns & Outdoors			705.00		
101	INV 83818	21/11/2022	Steele's Guns & Outdoors	PWO - WORKS - PROTECTIVE CLOTHING - WorkBoots x2	470.00			
102	INV 83996	30/11/2022	Steele's Guns & Outdoors	PWO - WORKS - PROTECTIVE CLOTHING - Olivers Hi Leg Zip Boots size 10	235.00			
103	EFT19957	14/12/2022	YMCA WA			250.00	L	PR
104	INV SI-A011550	14/11/2022	YMCA WA	ADMIN - OCCUPATIONAL HEALTH & SAFETY - 3 Month Full Centre Membership A Prysiazha	250.00			
105	EFT19958	14/12/2022	Lotex Filter Cleaning Service			118.57		
106	INV 00008521	15/09/2022	Lotex Filter Cleaning Service	POC - PARTS & REPAIRS - Filter Cleaning	118.57			
107	EFT19959	14/12/2022	Ryan Charles Francisco			6,710.00	L	
108	INV 25	22/11/2022	Ryan Charles Francisco	MAY ST STORMWATER CATCHMENT DAM - Install Fence to Dam	6,710.00			
109	EFT19960	14/12/2022	Narrogin Tyrepower			1,206.00	L	
110	INV 102922	24/11/2022	Narrogin Tyrepower	NO05 ISUZU D MAX CREW CAB UTE - 4 x new tyres	1,206.00			
111	EFT19961	14/12/2022	Regional Communication Solutions			1,870.00	L	
112	INV INV-1895	07/12/2022	Regional Communication Solutions	ESL - BFB MINOR ASSET PURCHASES - 2 Cel-Fi Go Mobile pack - Portable Vehicle Unit	1,870.00			



		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
113	EFT19962	14/12/2022	Narrogin & Districts Plumbing Service			148.50	L	
114	INV INV-1182	07/12/2022	Narrogin & Districts Plumbing Service	MACKIE PARK PUBLIC TOILETS AND OFFICE MAINTENANCE - Fix toilet	148.50			
115	EFT19963	14/12/2022	Vizona			28,132.50		
116	INV INV-0336	25/11/2022	Vizona	NARROGIN TENNIS COURTS LIGHTING & SURFACE UPGRADING - Upgrade to Lighting at Narrogin Tennis Courts	28,132.50			
117	EFT19964	14/12/2022	ITR Pacific Pty Ltd			772.20		
118	INV 556785	29/11/2022	ITR Pacific Pty Ltd	NO4719 2019 JOHN DEERE 620G GRADER (WORKS) - 27 x Scarifier teeth	772.20			
119	EFT19965	14/12/2022	Bce Surveying Pty Ltd			9,564.50		PF
120	INV 00012448	22/11/2022	Bce Surveying Pty Ltd	RRG MCKENZIE RD (CONSTRUCTION)-NEW SEAL OVER GRAVEL - SLK 0 - 1.85 - Feature survey and design	9,564.50			
121	EFT19966	14/12/2022	Flight Plan Digital T/A Live Life Alarms			45.00		F
122	INV INV-12915	01/12/2022	Flight Plan Digital T/A Live Life Alarms	CHCP -CLIENT PURCHASES - Live Life Alarm Pendant Annual Renewal for Client	45.00			
123	EFT19967	14/12/2022	InterFire Agencies			1,244.44		
124	INV INV-12387	15/11/2022	InterFire Agencies	ESL - BFB GENERAL EXPENSES - Purchase of PPE	205.81			
125	INV INV-12438	17/11/2022	InterFire Agencies	ESL - BFB GENERAL EXPENSES - Purchase of PPE	782.47			
126	INV INV-12439	17/11/2022	InterFire Agencies	ESL - BFB GENERAL EXPENSES - Purchase of PPE	256.16			
127	EFT19968	14/12/2022	Sigma Companies Group Pty Ltd			327.80		
128	INV 161178	07/12/2022	Sigma Companies Group Pty Ltd	WASTE WATER TREATMENT - Four 10ltr Tubs of Chlorine	327.80			
129	EFT19969	14/12/2022	Slimline Warehouse			1,451.92		
130	INV 426139	07/12/2022	Slimline Warehouse	FITOUT OF RAILWAY STATION BUILDING - Multi Level Cubes Colour	1,451.92			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
131	EFT19970	14/12/2022	Goodyear Auto Care Narrogin			344.00	L	
132	INV 100163	01/12/2022	Goodyear Auto Care Narrogin	NO3 2020 NISSAN UD TIP TRUCK (WORKS) (P8216) - Repair to Tyre	60.00			
133	INV 100164	01/12/2022	Goodyear Auto Care Narrogin	NO2706 FOUR AXLE SIDE TIPPER TRAILER (WORKS) (P969) - Fitting and Disposal of Tyres	92.00			
134	INV 100162	01/12/2022	Goodyear Auto Care Narrogin	NO3 2020 NISSAN UD TIP TRUCK (WORKS) (P8213) - Fitting and disposal of Tyres	192.00			
135	EFT19971	14/12/2022	LS & MJ Shepherd & Sons			383.89	L	
136	INV A340301	12/12/2022	LS & MJ Shepherd & Sons	Rates refund for assessment A340301 456 TAYLOR ROAD YILLIMINNING 6312	383.89			
137	EFT19972	14/12/2022	Great Southern Fuels			8,375.95	L	
138	INV NOVEMBER 2022	30/11/2022	Great Southern Fuels	VARIOUS VEHICLES - Fuel Card Charges November 22	8,375.95			
139	EFT19973	14/12/2022	Borgas Engineering Pty Ltd			7,700.00	L	
140	INV 8743	27/06/2022	Borgas Engineering Pty Ltd	ESL - BFB MINOR ASSET PURCHASES - Fast Fill Trailer for Nomans Lake	7,700.00			
141	EFT19974	14/12/2022	Voxson			17,594.01		
142	INV 00112842	04/11/2022	Voxson	SOLAR SPEED DETECTION SIGNS - Supply and Delivery of 2 Solar Speed Detection signs	17,594.01			
143	EFT19975	19/12/2022	Narrogin Packaging			427.15	L	
144	INV 00076329	17/10/2022	Narrogin Packaging		370.50			
145	INV 00077055	22/11/2022	Narrogin Packaging	ANIMAL POUND OPERATIONS - Bleach	56.65			
146	EFT19976	19/12/2022	Parry's Narrogin			62.90	L	
147	INV 72550	28/10/2022	Parry's Narrogin	PWO - WORKS - PROTECTIVE CLOTHING - Uniform 2x Pants 2x Shirts	62.90			
148	EFT19977	19/12/2022	Susan Farrell			50.00	L	
149	INV 097	09/11/2022	Susan Farrell	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Various Range of Laundry	50.00			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
150	EFT19978	19/12/2022	Westrac Pty Ltd			247.76		
151	INV PI 76030388	15/11/2022	Westrac Pty Ltd	NO237 2020 CATERPILLAR CW34NN RUBBER TYRED (P8516) - Supply only service filters	247.76			
152	EFT19979	19/12/2022	RJ Smith Engineering			39.36	L	
153	INV 7837	18/11/2022	RJ Smith Engineering	NO3 2020 NISSAN UD TIP TRUCK (P8213) - 31mm high impact socket	39.36			
154	EFT19980	19/12/2022	Air Response			357.50	L	
155	INV 155757A	08/11/2022	Air Response	HEALTH - CONTROL EXPENSES - Removal of pigeon from Air Conditioner and installation of Bird Mesh	357.50			
156	EFT19981	19/12/2022	Gbr Mechanical			683.20	L	
157	INV INV-1246	08/11/2022	Gbr Mechanical	NO01 TOYOTA HILUX 4X4 2.8L DSL D/C - 40,000km service	683.20			
158	EFT19982	19/12/2022	Easifleet			2,066.64		
159	INV 211122	21/11/2022	Easifleet	NOVATED LEASES - Employee Expenses Pay Date 21/11/2022	2,066.64			
160	EFT19983	19/12/2022	Vandenbergh Veterinary Group Pty Ltd			59.95	L	
161	INV 261400	22/11/2022	Vandenbergh Veterinary Group Pty Ltd	ANIMAL POUND OPERATIONS - Parvo Test	59.95			
162	EFT19984	19/12/2022	Narrogin Tyrepower			4,136.00	L	
163	INV 102813	17/11/2022	Narrogin Tyrepower	NO3 2020 NISSAN UD TIP TRUCK (P8213) - Supply and Fit 4 x Tyres	4,136.00			
164	EFT19985	19/12/2022	BMR Mechanical Pty Ltd			838.90		
165	INV INV-1476	22/11/2022	BMR Mechanical Pty Ltd	NO4 2010 NISSAN UD TIP TRUCK AUTO (P8217) - Diagnose fuel problem ,Cam angle sensor replace and labour	838.90			
166	EFT19986	19/12/2022	Earl Street Physiotherapy			80.00	L	F
167	INV 0033621	09/11/2022	Earl Street Physiotherapy	CHCP -CLIENT PURCHASES - Standard Physiotherapy Consultation for Client	80.00			
168	EFT19987	19/12/2022	Epic Fire Solutions T/As MCG Fire Services			213.40		
169	INV INV-2494	17/11/2022	Epic Fire Solutions T/As MCG Fire Services	WASTE FACILITIES BUILDING MAINTENANCE - Annual service of Fire extinguisher	213.40			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
170	EFT19988	19/12/2022	Hersey's Safety			271.52		
171	INV 48265	08/11/2022	Hersey's Safety	PWO - WORKS - PROTECTIVE CLOTHING - 3 x boxes latex gloves & 12 pairs pvc dipped gloves	271.52			
172	EFT19989	19/12/2022	Lite n' Easy Pty Ltd			241.00		F
173	INV 6539468	18/10/2022	Lite n' Easy Pty Ltd	CHCP -CLIENT PURCHASES - Lite n Easy Meals - for Client	119.05			
174	INV 6562864	01/11/2022	Lite n' Easy Pty Ltd	CHCP -CLIENT PURCHASES - Lite n Easy Meals - Meals for Client	121.95			
175	EFT19990	19/12/2022	Dormakaba Australia PTY LTD			242.00		
176	INV 35WA1038235	20/11/2022	Dormakaba Australia PTY LTD	FIRE - EXPENSED MINOR ASSET PURCHASES - repairs to front door	242.00			
177	EFT19991	19/12/2022	ORH Truck Solutions Pty Ltd			484.00		
178	INV 1-050742	14/11/2022	ORH Truck Solutions Pty Ltd	NO3 2020 NISSAN UD TIP TRUCK (P8213) - Supply Tipping Ram	484.00			
179	EFT19992	19/12/2022	Peter Toboss			33.50		
180	INV 01112022	01/11/2022	Peter Toboss	HEALTH - ANALYTICAL EXPENSES - Thermometer x 2 & Measuring Jug	33.50			
181	EFT19993	22/12/2022	Synergy			12,728.72		
182	INV 2097652719	02/12/2022	Synergy	ROADM - STREET LIGHTING MAINTENANCE/OPERATIONS - Electricity Usage 25/10/2022 - 09/11/2022	12,593.09			
183	INV 2029699443	05/12/2022	Synergy	CEMETERY MAINTENANCE/OPERATIONS - Electricity Usage 06/10/2022 - 02/12/2022	135.63			
184	EFT19994	22/12/2022	Narrogin Fruit Market			160.63	L	
185	INV 0008202211215	21/11/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTION - Weekly Office Order	60.21			
186	INV 0008202211282	28/11/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTION - Weekly Office Order	36.58			
187	INV 00042022120545	05/12/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTION - Weekly Office Order	63.84			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
188	EFT19995	22/12/2022	Total Undercar			104.50		
189	INV 00520	06/07/2022	Total Undercar	NO03 2021 Isuzu d-max (WORKS) - Wheel Alignment	104.50			
190	EFT19996	22/12/2022	Department Of Finance Shared Services State Library of WA			694.07		
191	INV RI034033	23/11/2022	Department Of Finance Shared Services State Library of WA	LIB - OTHER EXPENSES - Freight Recoup July to December 2022	694.07			
192	EFT19997	22/12/2022	Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust			1,782.00	L	
193	INV 02030	30/11/2022	Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust	CEMETERY GRAVE DIGGING - Sand for grave backfills	1,782.00			
194	EFT19998	22/12/2022	Susan Farrell			100.00	L	
195	INV 098	26/11/2022	Susan Farrell	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Various Range of Laundry	50.00			
196	INV 099	07/12/2022	Susan Farrell	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Various Range of Laundry	50.00			
197	EFT19999	22/12/2022	Narrogin Newsagency			215.05	L	
198	INV 1355/303062	01/12/2022	Narrogin Newsagency	LIB - PRINTING & STATIONERY - Newspaper Deliveries November 2022	191.65			
199	INV 713/303037	01/12/2022	Narrogin Newsagency	ADMIN - PRINTING & STATIONERY - Newspaper Deliveries November 22	23.40			
200	EFT20000	22/12/2022	Allans Bobcat And Truck Hire			1,650.00	L	
201	INV 00001604	30/11/2022	Allans Bobcat And Truck Hire	CEMETERY GRAVE DIGGING - 6 X Grave Diggs	1,650.00			
202	EFT20001	22/12/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota			428.10	L	
203	INV JC24035769	26/10/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota	NGN417 2020 MAZDA BT-50 - Repairs to Lymp mode	361.68			
204	INV P123055163	01/12/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota	SMALL PLANT - 1x Roll of bruchcutter cable	66.42			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
205	EFT20002	22/12/2022	Narrogin Gasworx			30.00	L	
206	INV 62077	29/11/2022	Narrogin Gasworx	PARKS & GARDENS MAINTENANCE - Replacement Gas Bottle	30.00			
207	EFT20003	22/12/2022	Farmers Centre (Narrogin) Pty Ltd	NO4141 2010 CATERPILLAR 432E BACKHOE LOADER - 1x Hydraulic Hose		107.84	L	
208	INV 85889	05/12/2022	Farmers Centre (Narrogin) Pty Ltd	NO4141 2010 CATERPILLAR 432E BACKHOE LOADER - 1x Hydraulic Hose	107.84			
209	EFT20004	22/12/2022	Marketforce Pty Ltd			793.94		
210	INV 46021	24/11/2022	Marketforce Pty Ltd	ADMIN - ADVERTISING - Narrogin Observer Amendment to Local Law 2022	315.92			
211	INV 46020	24/11/2022	Marketforce Pty Ltd	MEMBERS - ADVERTISING & PROMOTIONS - 2023 Ordinary Council Meeting Dates	239.01			
212	INV 46022	24/11/2022	Marketforce Pty Ltd	PLAN - CONTRACT TOWN PLANNING - Advertising Mast Tower 248 Cornwall Rd Minigin	239.01			
213	EFT20005	22/12/2022	Department Of Human Services			254.63		
214	INV DEDUCTION	19/12/2022	Department Of Human Services	Payroll deductions	254.63			
215	EFT20006	22/12/2022	Narrogin Bargain Barn			215.00	L	
216	INV 35	08/11/2022	Narrogin Bargain Barn	FITOUT OF RAILWAY STATION BUILDING - Artist in Residency	215.00			
217	EFT20007	22/12/2022	YMCA WA			230.00	L	
218	INV SI-A011554	17/11/2022	YMCA WA	ADMIN - OCCUPATIONAL HEALTH & SAFETY - 3 Month Aquatic Membership (G Maley)	230.00			
219	EFT20008	22/12/2022	Torre Tasman Evans			146.52		
220	INV REQUISITION	22/11/2022	Torre Tasman Evans	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Electricity Usage 05/08/2022 - 04/10/2022	13.08			
221	INV REQUISITION	12/12/2022	Torre Tasman Evans	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Electricity Usage 05/10/22 - 01/12/22	133.44			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
222	EFT20009	22/12/2022	Cemeteries & Crematoria Association Of Western Aus			110.00		
223	INV 1441	11/11/2022	Cemeteries & Crematoria Association Of Western Aus	CEMETRY MAINTENANCE/OPERATIONS - Gravesafe training course November 22	110.00			
224	EFT20010	22/12/2022	Ross Storey			1,500.00	L	
225	INV 82	19/12/2022	Ross Storey	OTHCUL - INDIGENOUS CULTURAL EVENTS - Painting of Scenery at Front Counter	1,500.00			
226	EFT20011	22/12/2022	Australian Services Union Western Australian Branc			25.90		
227	INV DEDUCTION	19/12/2022	Australian Services Union Western Australian Branc	Payroll deductions	25.90			
228	EFT20012	22/12/2022	Aquatic Services WA Pty Ltd			792.00		
229	INV 20173402	21/11/2022	Aquatic Services WA Pty Ltd	POOL FILTERS-NRLC - Site Visit - Inspection and Report on Maintenace schedule of all Plant Room equipment & Minor mainteance tasks	792.00			
230	EFT20013	22/12/2022	Narrogin Tyrepower			22.00	L	
231	INV 103048	02/12/2022	Narrogin Tyrepower	NO3 2020 NISSAN UD TIP TRUCK - Fit 2 x extension valves	22.00			
232	EFT20014	22/12/2022	Win Television WA Pty Ltd T/A WIN Television Network			1,255.10		
233	INV 1443363-2	30/11/2022	Win Television WA Pty Ltd T/A WIN Television Network	PUBLIC RELATIONS - TV Commercials Nov 2022	1,255.10			
234	EFT20015	22/12/2022	Sherrin Rentals Pty Ltd			8,800.00		PF
235	INV 5180677	30/11/2022	Sherrin Rentals Pty Ltd	RRG MCKENZIE RD (CONSTRUCTION)-NEW SEAL OVER GRAVEL - 23 Day water cart hire	8,800.00			
236	EFT20016	22/12/2022	Narrogin & Districts Plumbing Service			165.00	L	
237	INV 1177	24/11/2022	Narrogin & Districts Plumbing Service	CEMETERY PUBLIC TOILETS MAINTENANCE-PLUMBING - Unblock Toilets	165.00			
238	EFT20017	22/12/2022	ITR Pacific Pty Ltd			1,327.35		
239	INV 556969	01/12/2022	ITR Pacific Pty Ltd	1EYN610 KOMATSU WA380-6 WHEEL LOADER - Supply only cutting edges for loader bucket	1,327.35			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
240	EFT20018	22/12/2022	Keeling Electrical Group Pty Ltd			29,611.20	L	
241	INV 1293	27/11/2022	Keeling Electrical Group Pty Ltd	REC CENTRE STADIUM LED LIGHTING - Replace Court 1, 2 & 3 Lighting With LED	29,611.20			
242	EFT20019	22/12/2022	Narrogin Gas Services			218.70	L	
243	INV 524	28/11/2022	Narrogin Gas Services	CAFE 45 FEDERAL ST BUILDING MAINTENANCE - Install bird batten	218.70			
244	EFT20020	22/12/2022	Tim The Sign Man			148.50		
245	INV 00031935	30/11/2022	Tim The Sign Man	TOUR- VISITORS CENTRE BUILDING OPERATIONS - Custom Made Braille Sign for Toilet Block	148.50			
246	EFT20021	22/12/2022	Coles			1,054.98	L	
247	INV 30112022	30/11/2022	Coles	VARIOUS DEPARTMENTS - Coles Account Novemeber 2022	1,054.98			
248	EFT20022	22/12/2022	Australia Post			468.52	L	
249	INV 1012020258	03/12/2022	Australia Post	VARIOUS DEPARTMENTS - Postal Charges November	468.52			
250	EFT20023	22/12/2022	Leigh Norman Ballard			11,666.00		
251	INV DEC 2022	19/12/2022	Leigh Norman Ballard	MEMBERS - PRESIDENTS ALLOWANCE AND SITTING FEES - 01/10/2022 - 31/12/2022	11,666.00			
252	EFT20024	22/12/2022	Murray John Fisher			2,471.00		
253	INV DEC 2022	20/12/2022	Murray John Fisher	MEMBERS - MEMBERS SITTING FEES - 01/10/2022 - 31/10/2022	2,471.00			
254	EFT20025	22/12/2022	Timothy Robert Wiese			2,471.00		
255	INV DEC 2022	20/12/2022	Timothy Robert Wiese	MEMBERS - MEMBERS SITTING FEES - 01/10/2022 - 31/12/2022	2,471.00			
256	EFT20026	22/12/2022	Brian Seale			2,471.00		
257	INV DEC 2022	20/12/2022	Brian Seale	MEMBERS - MEMBERS SITTING FEES - 01/10/2022 - 31/12/2022	2,471.00			



		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
258	EFT20027	22/12/2022	BMR Mechanical Pty Ltd			942.47	L	
259	INV 1527	07/12/2022	BMR Mechanical Pty Ltd	NO05 ISUZU D MAX CREW CAB UTE - 60,000km Service	942.47			
260	EFT20028	22/12/2022	Graham Kenneth Broad			3,977.25		
261	INV DEC 2022	20/12/2022	Graham Kenneth Broad	MEMBERS - DEPUTY PRESIDENTS ALLOWANCE AND SITTING FEES - 01/10/2022 - 31/10/2022	3,977.25			
262	EFT20029	22/12/2022	Jaqueline Freyer Early			2,471.00		
263	INV DEC 2022	20/12/2022	Jaqueline Freyer Early	MEMBERS - MEMBERS SITTING FEES - 01/10/2022 - 31/12/2022	2,471.00			
264	EFT20030	22/12/2022	ASSA ABLOY Australia Pty Limited			918.10		PF
265	INV IN02376839	02/12/2022	ASSA ABLOY Australia Pty Limited	RAILWAY STATION RESORTATION COVID RECOVERY PROJECT - Replacement of Keys and Locks	918.10			
266	EFT20031	22/12/2022	Roxanne Rae McNab			2,471.00		
267	INV DEC 2022	20/12/2022	Roxanne Rae McNab	MEMBERS - MEMBERS SITTING FEES - 01/10/2022 - 31/12/2022	2,471.00			
268	EFT20032	22/12/2022	Joshua John Pomykala			2,471.00		
269	INV DEC 2022	20/12/2022	Joshua John Pomykala	MEMBERS - MEMBERS SITTING FEES - 01/10/2022 - 31/12/2022	2,471.00			
270	EFT20033	22/12/2022	Tamara Alexander			2,545.99		
271	INV DEC 2022	20/12/2022	Tamara Alexander	MEMBERS - MEMBERS SITTING FEES - 01/10/2022 - 31/12/2022	2,545.99			
272	EFT20034	23/12/2022	Narrogin Hire & Reticulation			335.50	L	
273	INV 00077446	06/12/2022	Narrogin Hire & Reticulation	SMALL PLANT - Diamind Blade For Quick Cut Saw	335.50			
274	EFT20035	23/12/2022	Best Office Systems			1,295.96	L	
275	INV 610030	22/11/2022	Best Office Systems	ADMIN - OFFICE EQUIPMENT MTCE - Photocopier Charges November 2023	1,295.96			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
276	EFT20036	23/12/2022	Synergy			6,070.19		
277	INV 2061684242	05/12/2022	Synergy	MUSEUM BUILDING OPERATIONS - Electricity Useage 06/12/222 - 02/12/202	273.78			
278	INV 2037697184	07/12/2022	Synergy	LIONS PARK MAINTENANCE/OPERATIONS - Electricity Usage 05/10/2022 - 01/12/2022	124.45			
279	INV 2085681666	07/12/2022	Synergy	LYDEKER DEPOT BUILDING OPERATIONS - Electricity Usage 05/10/2022 - 01/12/2022	858.87			
280	INV 2093676414	07/12/2022	Synergy	OLD SHIRE DEPOT - FELSPAR ST - BUIDLING OPERATIONS - ElectricityUsage 05/10/2022 - 01/12/2022	111.58			
281	INV 2085682793	08/12/2022	Synergy	MEMORIAL PARK MAINTENANCE/OPERATIONS - Electricity Usage 06/10/2022 - 02/12/2022	230.75			
282	INV 2025708193	08/12/2022	Synergy	EMDRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Electricity Usage 06/10/2022 - 02/12/2022	134.34			
283	INV 2017713996	08/12/2022	Synergy	TOWN HALL (FEDERAL ST) BUILDING OPERATIONS - Electricity Usage 06/10/2022 - 02/12/2022	859.76			
284	INV 2005711819	08/12/2022	Synergy	HISTORY HALL BUILDING OPERATIONS - Electricity Usage 06/10/2022 - 02/12/2022	113.98			
285	INV 2037698257	08/12/2022	Synergy	SUNDRY DRY PARKS/RESERVES MAINTENANCE/OPERATIONS - Electricity Usage 06/10/2022 - 02/12/2022	112.18			
286	INV 2021713952	09/12/2022	Synergy	SUNDRY DRY PARKS/RESERVES MAINTENANCE/OPERATIONS - Electricity Usage 07/10/2022 - 05/12/2022	219.02			
287	INV 2057696212	12/12/2022	Synergy	BMX PARK - Electricity Usage 08/10/2022 - 06/12/2022	117.54			
288	INV 2041699165	12/12/2022	Synergy	WASTE FACILITIES BUILDING OPERATIONS - Electricity Usage 08/10/2022 - 06/12/2022	309.14			
289	INV 2061689390	12/12/2022	Synergy	30 GRAY ST BUILDING OPERATIONS - Electricity Usage 13/10/2022 - 09/12/2022	150.72			
290	INV 2069690605	12/12/2022	Synergy	CEO STAFF HOUSING - Electricity Usage 13/10/2022 - 09/12/2022	219.84			
291	INV 2021714984	13/12/2022	Synergy	GNARAJIN PARK MAINTENANCE/OPERATIONS - Electricity Usage 14/12/2022 - 12/12/2022	411.58			
292	INV 2037701565	13/12/2022	Synergy	MACCKIE PARK MAINTENANCE/OPERATIONS - Electricity Usage 14/10/2022 - 12/12/2022	304.07			
293	INV 2017717165	13/12/2022	Synergy	OLD SHIRE OFFICE BUILDING OPERATIONS - Electricity Usage 14/10/2022 - 12/12/2022	286.80			
294	INV 2045700549	14/12/2022	Synergy	THOMAS HOGG OVAL BUILDINGS OPERATIONS - Electricity Usage 13/10/2022 - 08/12/2022	1,231.79			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
295	EFT20037	23/12/2022	Narrogin Packaging			2,963.49	L	
296	INV 0076683	01/11/2022	Narrogin Packaging	WASTE WATER TREATMENT - Yamit Screen Filter	13.20			
297	INV 00076694	01/11/2022	Narrogin Packaging	MUSEUM BUILDING OPERATIONS - Miscellaneous	9.90			
298	INV 00077197	06/11/2022	Narrogin Packaging	MACKIE PARK PUBLIC TOILETS AND OFFICE OPERATIONS - Cleaning Supplies	160.00			
299	INV 00076761	07/11/2022	Narrogin Packaging	SYDNEY HALL PARK MAINTENANCE/OPERATIONS - 9 Volt Battery & Raindial	252.00			
300	INV 00076898	09/11/2022	Narrogin Packaging	KERB MAINTENANCE - PVC Caps	8.70			
301	INV 00076867	10/11/2022	Narrogin Packaging	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Tea bags 1000 for Jessie House	58.75			F
302	INV 00076946	14/11/2022	Narrogin Packaging	WASTE WATER TREATMENT - Coupling	447.75			
303	INV 00077021	16/11/2022	Narrogin Packaging	SYDNEY HALL PARK MAINTENANCE/OPERATIONS - Valve Box, Solenoid Valve, 9 Volt Battery	81.60			
304	INV 00077072	17/11/2022	Narrogin Packaging	MUSEUM BUILDING OPERATIONS - Various Maintenance Items	150.98			
305	INV 00077112	21/11/2022	Narrogin Packaging	MUSEUM BUILDING OPERATIONS - Red Bush, PVC Elbow, Class 12 PVC	25.17			
306	INV 00077123	22/11/2022	Narrogin Packaging	NRLC GROUNDS MAINTENANCE - Coupling	26.25			
307	INV 00077211	23/11/2022	Narrogin Packaging	MUSEUM BUILDING MAINTENANCE - Various Items	94.06			
308	INV 00077167	24/11/2022	Narrogin Packaging	OTHCUL - EVENT/PROJECT PROMOTION - Instant Scaffold	70.00			
309	INV 00077206	28/11/2022	Narrogin Packaging	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Cleaning Supplies	210.48			
310	INV 00077409	03/12/2022	Narrogin Packaging	MEMORIAL PARK TOILETS OPERATIONS - Cleaning Supplies	343.65			
311	INV 00077408	03/12/2022	Narrogin Packaging	HIGHBURY PUBLIC TOILETS OPERATIONS - Cleaining Supplies	32.00			
312	INV 00077468	07/12/2022	Narrogin Packaging	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Litre Bottle & Trigger Spray	25.20			F
313	INV 00077480	08/12/2022	Narrogin Packaging	WASTE WATER TREATMENT - Yamit Screen Filter	953.80			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
314	EFT20038	23/12/2022	Narrogin Fruit Market			1,170.74	L	
315	INV 00042022112157	21/11/2022	Narrogin Fruit Market	PWO - GENERAL OFFICE EXPENSES - Weekly Depot Order	39.65			
316	INV 0008202211272	27/11/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - November OCM Catering	450.00			
317	INV 0008202211273	27/11/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Catering LG Professionals WA Wheatbelt South 24 November	319.00			
318	INV 0008202211274	27/11/2022	Narrogin Fruit Market	TOUR - PUBLIC RELATIONS & AREA PROMOTION - Visitor Centre Working Group Meeting Catering	119.60			
319	INV 00042022112943	29/11/2022	Narrogin Fruit Market	PWO - GENERAL OFFICE EXPENSES - Weekly Depot Order	44.65			
320	INV 00042022120550	05/12/2022	Narrogin Fruit Market	PWO - GENERAL OFFICE EXPENSES - Weekly Depot Order	38.34			
321	INV 0008202212072	07/12/2022	Narrogin Fruit Market	OTHCUL - AUSTRALIA DAY - Advisory Committee meeting catering	159.50			
322	EFT20039	23/12/2022	Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust			26,565.00	L	
323	INV IV00000002056	02/12/2022	Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust	VARIOUS ROADS - Gravel Pushing	26,565.00			
324	EFT20040	23/12/2022	Narrogin Meals On Wheels			627.00	L	F
325	INV NOV-22	01/12/2022	Narrogin Meals On Wheels	CHSP MEALS ON WHEELS COMMITTEE - Meals delivery November	627.00			
326	EFT20041	23/12/2022	Narrogin Newsagency			737.42	L	
327	INV 302828	22/11/2022	Narrogin Newsagency	VARIOUS DEPARTMENTS - PRINTING & STATIONERY - Admin Monthly Stationery Order November 2022	702.52			
328	INV 303014	01/12/2022	Narrogin Newsagency	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Delivery of News Papers for Jessie House	32.80			F
329	INV 303357	15/12/2022	Narrogin Newsagency	ADMIN - PRINTING & STATIONERY - Admin Monthly Stationery Order October 2022	2.10			
330	EFT20042	23/12/2022	Narrogin Betta Home Living			1,051.00	L	
331	INV 25710070030	05/12/2022	Narrogin Betta Home Living	FITOUT OF RAILWAY STATION BUILDING - Washing Machine & Dryer	1,051.00			
332	EFT20043	23/12/2022	Judith Mcdougall			3,557.40	L	F
333	INV 2397	29/11/2022	Judith Mcdougall	LIBRARY EXTENSION - Variation to Working Drawings	3,557.40			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
334	EFT20044	23/12/2022	RJ Smith Engineering			513.69	L	
335	INV 8279	06/12/2022	RJ Smith Engineering	NO3 2020 NISSAN UD TIP TRUCK (WORKS) (P8213) - Repairs to tipping ram	340.89			
336	INV 8277	06/12/2022	RJ Smith Engineering	NO2731 FOUR AXLE SIDE TIPPER TRAILER (WORKS) (P968) - Rubber matting 2400x1200x4.5mm 4 meters	172.80			
337	EFT20045	23/12/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota			2,210.14	L	
338	INV JC24035610	10/10/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota	NGN10179 2018 TOYOTA HIACE (NHC) - Electrical Repair & Supply of Step Motor	1,762.41			
339	INV JC24035878	31/10/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota	NGN839 2019 TOYOTA CORROLA CVT ASCENT (CHCP) - Service	300.99			
340	INV 9I23055165	01/12/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota	LANEWAY MAINTENANCE - Brush cutter heads x 2	146.74			
341	EFT20046	23/12/2022	Narrogin Amcal Chemist			79.95	L	
342	INV 984215	30/11/2022	Narrogin Amcal Chemist	VARIOUS DEPARTMENTS - Medical Supplies	79.95			
343	EFT20047	23/12/2022	Narrogin Chamber Of Commerce			1,560.00	L	
344	INV 00004208	07/12/2022	Narrogin Chamber Of Commerce	OTHFUL - CHRISTMAS LIGHTS - Christmas Lights Competition Prizes	600.00			
345	INV 00004207	07/12/2022	Narrogin Chamber Of Commerce	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Staff Gratuity Vouchers	960.00			
346	EFT20048	23/12/2022	Easifleet			2,792.60		
347	INV 161222	16/12/2022	Easifleet	NOVATED LEASES - Employee Expenses Pay Date 05/12/2022	1,396.30			
348	INV 16122022	16/12/2022	Easifleet	NOVATED LEASE - Employee Expenses Pay Date 19/12/2022	1,396.30			
349	EFT20049	23/12/2022	Cemeteries & Crematoria Association Of Western Aus			125.00		
350	INV 1389	12/10/2022	Cemeteries & Crematoria Association Of Western Aus	ADMIN - SUBSCRIPTIONS AND MEMBERSHIPS - Annual Membership Renewal 2022/23	125.00			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
351	EFT20050	23/12/2022	Conway Highbury Pty Ltd			584.38		
352	INV 730	30/11/2022	Conway Highbury Pty Ltd	OTHGOV - OTHER CONSULTANCY - STATUTORY - Consultancy for Provision of Governance Services 01/08/2022 - 30/06/2023	584.38			
353	EFT20051	23/12/2022	Gd & Ja Stevens gd & Ja Stevens			770.00	L	
354	INV 1483	29/11/2022	Gd & Ja Stevens gd & Ja Stevens	MACKIE PARK PUBLIC TOILETS AND OFFICE MAINTENANCE - Toilet Repairs	770.00			
355	EFT20052	23/12/2022	O'Rourke Electric Services			2,686.00	L	
356	INV INV-2027	02/12/2022	O'Rourke Electric Services	ADMIN OFFICE BUILDING MAINTENANCE - Inspect & fix light switch	132.00			
357	INV INV-2028	02/12/2022	O'Rourke Electric Services	BUILDING MAINTENANCE-OLD JEWELLERS SHOP - Supply and Install Air Conditioner	2,554.00			
358	EFT20053	23/12/2022	Narrogin Auto Centre			194.14	L	
359	INV 317551	02/12/2022	Narrogin Auto Centre	NGN219 2019 NISSAN X-TRAIL (CATS) - 30,000km Service	194.14			
360	EFT20054	23/12/2022	Telair Pty Ltd			1,571.95		
361	INV TA10781-041	30/11/2022	Telair Pty Ltd	VARIOUS DEPARTMENTS - Telephone Charges November 2022	1,571.95			
362	EFT20055	23/12/2022	Elgas			11,746.07		
363	INV 0360811923	20/12/2022	Elgas	NRLC - UTILITY - Gas Supplied 4717L	6,310.50			
364	INV 0360811921	20/12/2022	Elgas	NRLC - UTILITY - Gas Supplied 183L	244.82			
365	INV 0360834747	20/12/2022	Elgas	NRLC - UTILITY - Gas Supplied 3880L	5,190.75			
366	EFT20056	23/12/2022	Earl Street Physiotherapy			160.00	L	F
367	INV 0034155	01/12/2022	Earl Street Physiotherapy	CHCP -CLIENT PURCHASES - Standard Consultation	80.00			
368	INV 0034209	05/12/2022	Earl Street Physiotherapy	CHCP -CLIENT PURCHASES GEN - Standard Consultation	80.00			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
369	EFT20057	23/12/2022	Narrogin & Districts Plumbing Service			137.00	L	
370	INV INV-1198	08/12/2022	Narrogin & Districts Plumbing Service	HARRIS ST PUBLIC TOILETS (MUSEUM) MAINTENANCE - Inspect & Repair Mens Urinal	137.00			
371	EFT20058	23/12/2022	Astrotourism WA Pty Ltd			4,400.00		
372	INV 1205	09/12/2022	Astrotourism WA Pty Ltd	TOUR - PUBLIC RELATIONS & AREA PROMOTION - Membership Astrotourism Towns 2022/23 (Stargazing Event April 2023)	4,400.00			
373	EFT20059	23/12/2022	Jennifer Fowler			900.00	L	F
374	INV 30U	06/12/2022	Jennifer Fowler	CHCP - CLIENT PURCHASES - Occupational Therapy Consultations (Various Clients)	900.00			
375	EFT20060	23/12/2022	Narrogin Auto Electrics			295.00		
376	INV 264279	15/11/2022	Narrogin Auto Electrics	NO4883 NEW HOLLAND T5060 TRACTOR (P867) - Supply only Heavy Duty Battery	295.00			
377	EFT20061	23/12/2022	Integrated ICT			2,035.99		
378	INV 24640	27/11/2022	Integrated ICT	ADMIN - INFORMATION SYSTEMS - Disaster Recovery for Financial Year 2022-23	203.50			
379	INV 24629	27/11/2022	Integrated ICT	ADMIN - INFORMATION SYSTEMS - NBN 2 inks for Financial Year 2022-23.	198.00			
380	INV 24718	30/11/2022	Integrated ICT	ADMIN - INFORMATION SYSTEMS - Office 365 licenses	1,634.49			
381	EFT20062	23/12/2022	Shred-X PTY LTD			1,543.40		
382	INV 01924642	30/11/2022	Shred-X PTY LTD	ADMIN - PRINTING & STATIONERY - Archive Disposal November 2022	1,543.40			
383	EFT20063	23/12/2022	Sapio Pty Ltd			2,893.14		
384	INV 221211	22/11/2022	Sapio Pty Ltd	OLOPS - CCTV MAINTENANCE - Public CCTV Camera Quarterly Maintenance for Year 3 of 3 for RFQ 1920-10	2,893.14			
385	EFT20064	23/12/2022	Sigma Companies Group Pty Ltd			154.00		
386	INV 161178	24/11/2022	Sigma Companies Group Pty Ltd	WASTE WATER TREATMENT - Chlorine Freight	154.00			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
387	EFT20065	23/12/2022	Terpkos Engineering Pty Ltd			1,595.00		F
388	INV 20868	05/12/2022	Terpkos Engineering Pty Ltd	LIBRARY EXTENSION - Main Sewer Extension	1,595.00			
389	EFT20066	23/12/2022	Sai Global Limited	BUILD - SUBSCRIPTIONS & MEMBERSHIPS GEN - Annual Subscriptions - Australian Standards for Building Services		1,622.14		
390	INV SAIG1IS-1243425	02/12/2022	Sai Global Limited	BUILD - SUBSCRIPTIONS & MEMBERSHIPS GEN - Annual Subscriptions - Australian Standards for Building Services	1,622.14			
391	EFT20067	23/12/2022	Ritu Bala			185.00	L	
392	INV REQUISITION	13/12/2022	Ritu Bala	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Service at Staff Christmas Party	185.00			
393	EFT20068	23/12/2022	Narrogin Packaging			198.00	L	
394	INV 00077322	29/11/2022	Narrogin Packaging	NRLC GROUNDS MAINTENANCE - 25mm Compression Coupling	11.50			
395	INV 00077471	07/12/2022	Narrogin Packaging	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Staff Christmas Party	43.00			
396	INV 00077727	12/12/2022	Narrogin Packaging	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Spit & Bainmaree for Staff Xmas Party	143.50			
397	EFT20069	23/12/2022	Water Corporation			5,682.87		
398	INV 0133	05/12/2022	Water Corporation	SYDNEY HALL WAY PARK MAINTENANCE/OPERATIONS Water usage 4/10/22 to 2/12/22	520.24			
399	INV 0172	05/12/2022	Water Corporation	13 HOUGH STREET OPERATIONS - Water Usage 05/10/22 to 2/12/22	266.46			
400	INV 9007713397	08/12/2022	Water Corporation	ADMIN OFFICE BUILDING OPERATIONS - Water Usage 05/10/202 - 01/12/2022	796.72			
401	INV 9007713442	08/12/2022	Water Corporation	SENIOR CITIZEN CENTRE BUILDING OPERATING EXPENSES - Water Usage 06/10/2022 - 01/12/2022	111.32			
402	INV 0131	08/12/2022	Water Corporation	MUSEUM BUILDING OPERATIONS - Water Usage 6/10/22 to 5/12/22	5.59			
403	INV 9007731261	12/12/2022	Water Corporation	COMMUNITY GARDEN MAINTENANCE/OPERATIONS - Water Usage 12/10/2022 - 09/12/2022	384.71			
404	INV 0090	12/12/2022	Water Corporation	STANDPIPE MAINTENANCE/OPERATIONS - Water Charges 14/10/22 to 14/12/22	705.94			
405	INV 0163	14/12/2022	Water Corporation	MCKENZIE ROAD RE-SEAL (STANDPIPE MAINTENANCE/OPERATIONS) - Water Usage 13/10/22 to 13/12/22	1,387.31			



		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
406	INV 0163	15/12/2022	Water Corporation	STANDPIPE MAINTENANCE/OPERATIONS - Water Charges 14/10/22 to 14/12/22	723.28			
407	INV 0093	15/12/2022	Water Corporation	HIGHBURY PUBLIC TOILETS - Water Usage 14/10/22 to 14/12/22	195.79			
408	INV 0159	15/12/2022	Water Corporation	STANDPIPE MAINTENANCE/ OPERATIONS - Water Charges 18/10/22 to 14/12/22	16.78			
409	INV 0139	15/12/2022	Water Corporation	HIGHBURY HALL BUILDING OPERATIONS - Water Charges 14/10/22 to 14/12/22	497.87			
410	INV 0142	16/12/2022	Water Corporation	STANDPIPE MAINTENANCE/OPERATIONS - Water Charges 19/10/22 to 15/12/22	11.19			
411	INV 0165	19/12/2022	Water Corporation	STANDPIPE MAINTENANCE/OPERATION - Water Charges 20/10/22 to 28/11/22	59.67			
412	EFT20070	23/12/2022	St John Ambulance Western Australia Ltd			1,375.00		F
413	INV FAINV01034436	22/11/2022	St John Ambulance Western Australia Ltd	NARROGIN AIRPORT-PATIENT TRANSFER FACILITY - Concrete Footpath	1,375.00			
414	EFT20071	23/12/2022	Total Undercar			108.25	L	
415	INV O0795	26/10/2022	Total Undercar	NGN13362 2016 TRAILER - Supply & Fit Tyre	108.25			
416	EFT20072	23/12/2022	Kleenheat Gas			12,170.44		
417	INV NOVEMBER 2022	01/12/2022	Kleenheat Gas	ADMIN OFFICE BUILDING OPERATIONS - Electricity Usage 01/11/2022 - 30/11/2022	586.48			
418	INV NOVEMBER 22	01/12/2022	Kleenheat Gas	NRLC - UTILITY - ELECTRICITY - Electricity Usage 01/11/2022 - 30/11/2022	10,033.12			
419	INV NOVEMBER 2022	01/12/2022	Kleenheat Gas	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Electricity Usage 01/11/2022-31/11/2022	1,550.84			
420	EFT20073	23/12/2022	Nutrien Ag Solutions	MAINTENANCE/OPERATIONS - Various Location		3,432.00	L	
421	INV 908010070	23/11/2022	Nutrien Ag Solutions	MAINTENANCE/OPERATIONS - Various Location	3,432.00			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
422	EFT20074	23/12/2022	Makit Narrogin Hardware			1,853.77	L	
423	INV 114810	10/11/2022	Makit Narrogin Hardware	GENERAL MAINTENANCE - Various Buildings	483.10			
424	INV 114829	17/11/2022	Makit Narrogin Hardware	CHCP - CLIENT PURCHASES - 1x Digital Safe	70.00			F
425	INV 114830	17/11/2022	Makit Narrogin Hardware	GENERAL MAINTENANCE - Various Buildings	825.65			
426	INV 114843	23/11/2022	Makit Narrogin Hardware	BUILDING MAINTENANCE - Library and Animal Pound Materials	19.12			
427	INV 114839	23/11/2022	Makit Narrogin Hardware	GENERAL MAINTENANCE - Various Buildings	455.90			
428	EFT20075	23/12/2022	Hancocks Home Hardware	CHSP - GENERAL EXPENDITURE - Double Roller Catch		128.70	L	F
429	INV 420906	02/12/2022	Hancocks Home Hardware	CHSP - GENERAL EXPENDITURE - Double Roller Catch	128.70			
430	EFT20076	23/12/2022	Westrac Pty Ltd			86,790.08		
431	INV 1800025398	28/11/2022	Westrac Pty Ltd	CATERPILLAR SKID STEER LOADER - Supply new loader	86,790.08			
432	EFT20077	23/12/2022	RJ Smith Engineering			85.00	L	
433	INV 00006199	11/03/2020	RJ Smith Engineering	LIB - GENERAL OFFICE EXPENSES - 5x 15L Water Bottles	85.00			
434	EFT20078	23/12/2022	Toll Transport Pty Ltd			425.88		
435	INV 0561-T740071	27/11/2022	Toll Transport Pty Ltd	VARIOUS DEPARTMENT Freight Charges	185.77			
436	INV 0559-T740710	06/12/2022	Toll Transport Pty Ltd	VARIOUS DEPARTMENTS Freight Charges	33.22			
437	INV 0560-T740710	13/12/2022	Toll Transport Pty Ltd	VARIOUS DEPARTMENT Freight Charges	206.89			
438	EFT20079	23/12/2022	LGISWA			218,000.82		
439	INV 100-152665	11/11/2022	LGISWA	VARIOUS DEPARTMENTS Insurance Cover (Public Liability, Workers Comp, Property, Bushfire, Crime & Cyber Liability, Personal Accident, Corporate Travel, Management Liability and Motor Fleet)	218,000.82			
440	EFT20080	23/12/2022	Lr Sims & Co			5,456.00	L	F
441	INV 00000398	16/12/2022	Lr Sims & Co	CHCP - CLIENT PURCHASES - Ramp for Client	5,456.00			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
442	EFT20081	23/12/2022	Narrogin Pumps Solar And Spraying			912.84		
443	INV 00046047	25/11/2022	Narrogin Pumps Solar And Spraying	NRLC Grounds Maintenance - Pump for Backwash Tank	912.84			
444	EFT20082	23/12/2022	The Workwear Group Pty Ltd			695.68		
445	INV 14443173	09/11/2022	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Staff Uniform Orders (D Johnston) 2022/23	342.86			
446	INV 14444141	10/11/2022	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Staff Uniform Orders (S Roopchand) 2022/23	191.86			
447	INV 1447	18/11/2022	The Workwear Group Pty Ltd	AMIN - ALLOWANCES - WorkWear Uniforms (N Johns) 2022/23	43.96			
448	INV 14480101	29/11/2022	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Staff Uniform Orders (S Roopchand) 2022/23	69.00			
449	INV 14495396	30/11/2022	The Workwear Group Pty Ltd	ADMIN - ALLOWANCES - Staff Uniform Orders (R Stringer) 2022/23	48.00			
450	EFT20083	23/12/2022	Fulton Hogan			3,444.54		
451	INV 17142969	07/12/2022	Fulton Hogan	ROAD MAINTENANCE GENERAL EXPENSES - 10t Cold Mix Delivered	3,444.54			
452	EFT20084	23/12/2022	AMPAC Debt Recovery Pty Ltd	RATES - DEBT COLLECTION EXPENSES - Debt Collection November 2022		3,440.39		
453	INV 90765	30/11/2022	AMPAC Debt Recovery Pty Ltd	RATES - DEBT COLLECTION EXPENSES - Debt Collection November 2022	3,440.39			
454	EFT20085	23/12/2022	YMCA WA			38,904.46	L	
455	INV SI-A011362	27/07/2022	YMCA WA	MEMBERS - Donations to Community Groups - John Higgins Hire and Associated Costs	1,240.00			
456	INV SI-A011445	19/09/2022	YMCA WA	ADMIN - Occupational Health & Safety - 3mth Family Membership (L Munnik)	490.00			
457	INV SI-A011588	30/11/2022	YMCA WA	NRLC - CONTRACT MANAGEMENT EXPENSES - Deficit Funding	35,359.46			
458	INV SI-A011563	30/11/2022	YMCA WA		1,815.00			
459	EFT20086	23/12/2022	Ross Storey			4,970.67	L	
460	INV 16403	22/12/2022	Ross Storey	PUBLIC ART STRATEGY - IMPLEMENTATION & CARRY OVER - Railway Station Mural	4,970.67			
461	EFT20087	23/12/2022	Wren Oil			16.50		
462	INV 142483	09/12/2022	Wren Oil	SAN - WASTE RECYCLING - Oil Waste Disposal and Admin Compliance Fees	16.50			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
463	EFT20088	23/12/2022	United Security Enforcement Corporation			316.80		F
464	INV 00012818	21/11/2022	United Security Enforcement Corporation	CHSP SECURITY SYSTEM - Alarm Response	158.40			
465	INV 00012826	27/11/2022	United Security Enforcement Corporation	CHSP SECURITY SYSTEM Alarm Response	158.40			
466	EFT20089	23/12/2022	Lotex Filter Cleaning Service			103.86		
467	INV 00008669	03/11/2022	Lotex Filter Cleaning Service	POC - PARTS & REPAIRS - November Air Filter Cleaning	103.86			
468	EFT20090	23/12/2022	Major Motors Pty Ltd			863.71		
469	INV 1278167	30/11/2022	Major Motors Pty Ltd	NO209 ISUZU FTS139/260 FIRE UNIT - Service to Fire Unit	863.71			
470	EFT20091	23/12/2022	Department Of Planning, Lands And Heritage			10,883.00		
471	INV 23122022	22/12/2022	Department Of Planning, Lands And Heritage	SUSPENSE ACCOUNT - Renewable Diesel Biorefinery Devolpment Assesment Panel Fee	10,883.00			
472	EFT20092	23/12/2022	The White Family Trust T/a Narrogin Valley Stockfeed			125.00	L	
473	INV NVS99590	02/12/2022	The White Family Trust T/a Narrogin Valley Stockfeed	ANIMAL POUND MAINTENANCE Dog Food	125.00			
474	EFT20093	23/12/2022	Narrogin Fresh	VARIOUS DEPARTMENTS - Narrogin Fresh Account		2,214.36		
475	INV DECEMBER 2022	23/12/2022	Narrogin Fresh	VARIOUS DEPARTMENTS - Narrogin Fresh Account	2,214.36			
476	EFT20094	23/12/2022	Danka Scholtz Von Lorenz			4,779.41		
477	INV 81	17/12/2022	Danka Scholtz Von Lorenz	OTHCUL - ARTWORK COLLECTION - Charnnock woman. Completion of Artwork Maintenance	4,779.41			
478	EFT20095	23/12/2022	Thing-a-me-bobs			96.91		
479	INV 1168	25/11/2022	Thing-a-me-bobs	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTION - Christmas Decorations	46.45			
480	INV 1171	01/12/2022	Thing-a-me-bobs	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTION - Christmas Decorations	15.00			
481	INV 1174	08/12/2022	Thing-a-me-bobs	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTION - Christmas Decorations	29.46			
482	INV 1175	16/12/2022	Thing-a-me-bobs	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTION - Christmas Decorations	6.00			
483	EFT20096	23/12/2022	Epic Fire Solutions T/As MCG Fire Services			319.00		
484	INV INV2524	29/11/2022	Epic Fire Solutions T/As MCG Fire Services	TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE - Monthly Inspection of FDAS and EVAC Test	319.00			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
485	EFT20097	23/12/2022	Manisha Barthakur			39.00		
486	INV REQ15122022	15/12/2022	Manisha Barthakur	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Vegetarian Starters for Christmas Party	39.00			
487	EFT20098	23/12/2022	Narrogin Auto Electrics			33.70		
488	INV 264281	08/11/2022	Narrogin Auto Electrics	NOS91 2021 ISUZU D-MAX - Mechanic vehicle	33.70			
489	EFT20099	23/12/2022	Integrated ICT			1,574.19		
490	INV 24812	30/11/2022	Integrated ICT		651.20			
491	INV 24803	30/11/2022	Integrated ICT	ADMIN - INFORMATION SYSTEMS - Disaster Recovery for Financial Year 2022-23.	922.99			
492	EFT20100	23/12/2022	Lite n' Easy Pty Ltd			1,356.78		F
493	INV 660058	08/11/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals for Client	66.72			
494	INV 6625255	22/11/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals for Client	91.18			
495	INV 6660344	29/11/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals for Client	178.30			
496	INV 6612647	29/11/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals for Client	121.95			
497	INV 6637242	29/11/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals for Client	103.05			
498	INV 6649028	06/12/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals for Client	103.05			
499	INV 6671954	06/12/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals for Client	81.35			
500	INV 6683864	13/12/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals for Client	108.68			
501	INV 6637156	13/12/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals for Client	121.95			
502	INV 6684281	13/12/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals for Client	160.80			
503	INV 6661230	13/12/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals for Client	103.05			
504	INV 6682159	13/12/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals for Client	116.70			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
505	EFT20101	23/12/2022	Lucille Munnik			311.53		
506	INV REQ12122022	12/12/2022	Lucille Munnik	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Christmas Party Decorations	311.53			
507	EFT20102	23/12/2022	Flight Plan Digital T/A Live Life Alarms			527.00		F
508	INV 00125213	01/12/2022	Flight Plan Digital T/A Live Life Alarms	CHCP - Client Purchases - Live Life Alarm	527.00			
509	EFT20103	23/12/2022	Narrogin Freightlines			40.02		
510	INV 9496	09/04/2022	Narrogin Freightlines	WASTE WATER TREATMENT - Chem Bottle	40.02			
511	EFT20104	23/12/2022	Mark Furr			534.93		
512	INV REQ16122022	16/12/2022	Mark Furr	STF HOUSE - STAFF HOUSING BUILDING OPERATIONS - Internet Services June - December	534.93			
513	EFT20105	23/12/2022	Forms Express Pty Ltd			648.89		
514	INV 242919	21/12/2022	Forms Express Pty Ltd	RATES - PRINTING AND STATIONERY - Instalment 3 Reminders	648.89			
515	EFT20106	23/12/2022	Keeling Electrical Group Pty Ltd			226.88		PF
516	INV 1305	08/12/2022	Keeling Electrical Group Pty Ltd	RAILWAY STATION RESTORATION COVID RECOVERY PROJECT - Relocation costs of DCVC Electrical Inspection and Report of Sub meter- Circuits of each premises	226.88			
517	EFT20107	23/12/2022	Matprint Pty Ltd			330.00		F
518	INV AU21604-B	08/12/2022	Matprint Pty Ltd	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Client Fall Prevention Mat	330.00			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding	
519	EFT20108	23/12/2022	Narrogin Towns Cricket Club Inc			2,500.00			
520	INV REQ091222	09/12/2022	Narrogin Towns Cricket Club Inc	OTHCUL - Community Chest Fund 2022/23	2,500.00				
					<b>EFT Total \$</b>	<b>917,039.43</b>			

### Direct Debits

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
521	DD8317.2	05/12/2022	Rest Superannuation			212.36		
522	INV SUPER	05/12/2022	Rest Superannuation	Superannuation contributions	212.36			
523	DD8317.3	05/12/2022	Essential Super			439.51		
524	INV SUPER	05/12/2022	Essential Super	Superannuation contributions	439.51			
525	DD8317.4	05/12/2022	Mercer Super Trust			179.18		
526	INV SUPER	05/12/2022	Mercer Super Trust	Superannuation contributions	179.18			
527	DD8317.5	05/12/2022	Colonial First State			957.47		
528	INV SUPER	05/12/2022	Colonial First State	Superannuation contributions	828.50			
529	INV DEDUCTION	05/12/2022	Colonial First State	Payroll deductions	128.97			
530	DD8317.6	05/12/2022	Bt Super For Life			842.11		
531	INV SUPER	05/12/2022	Bt Super For Life	Superannuation contributions	725.71			
532	INV DEDUCTION	05/12/2022	Bt Super For Life	Payroll deductions	116.40			
533	DD8317.7	05/12/2022	MyNorth Super			299.75		
534	INV SUPER	05/12/2022	MyNorth Super	Superannuation contributions	299.75			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
535	DD8317.8	05/12/2022	Mlc Masterkey			368.08		
536	INV SUPER	05/12/2022	Mlc Masterkey	Superannuation contributions	368.08			
537	DD8317.9	05/12/2022	Public Sector Superannuation Accumulation Plan			226.45		
538	INV SUPER	05/12/2022	Public Sector Superannuation Accumulation Plan	Superannuation contributions	226.45			
539	DD8319.1	05/12/2022	Keenan & Tania Wenning			1,386.67		
540	INV EMDRS 05122022	05/12/2022	Keenan & Tania Wenning	EMDRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent & Internet 05/12/2022	1,386.67			
541	DD8342.1	19/12/2022	Australian Taxation Office			41,737.00		
542	INV PAYGPPE05.12.2022	16/12/2022	Australian Taxation Office	PAYG DECEMBER - PPE 05/12/2022	41,737.00			
543	DD8348.1	19/12/2022	Aware Super			16,932.23		
544	INV SUPER	19/12/2022	Aware Super	Superannuation contributions	14,558.48			
545	INV DEDUCTION	19/12/2022	Aware Super	Payroll deductions	260.00			
546	INV DEDUCTION	19/12/2022	Aware Super	Payroll deductions	150.00			
547	INV DEDUCTION	19/12/2022	Aware Super	Payroll deductions	198.80			
548	INV DEDUCTION	19/12/2022	Aware Super	Payroll deductions	382.57			
549	INV DEDUCTION	19/12/2022	Aware Super	Payroll deductions	473.51			
550	INV DEDUCTION	19/12/2022	Aware Super	Payroll deductions	908.87			
551	DD8348.2	19/12/2022	Rest Superannuation			223.46		
552	INV SUPER	19/12/2022	Rest Superannuation	Superannuation contributions	223.46			
553	DD8348.3	19/12/2022	Essential Super			446.74		
554	INV SUPER	19/12/2022	Essential Super	Superannuation contributions	446.74			
555	DD8348.4	19/12/2022	Mercer Super Trust			145.96		
556	INV SUPER	19/12/2022	Mercer Super Trust	Superannuation contributions	145.96			



		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
557	DD8348.5	19/12/2022	Colonial First State			1,019.23		
558	INV SUPER	19/12/2022	Colonial First State	Superannuation contributions	876.01			
559	INV DEDUCTION	19/12/2022	Colonial First State	Payroll deductions	143.22			
560	DD8348.6	19/12/2022	Bt Super For Life			869.69		
561	INV SUPER	19/12/2022	Bt Super For Life	Superannuation contributions	753.29			
562	INV DEDUCTION	19/12/2022	Bt Super For Life	Payroll deductions	116.40			
563	DD8348.7	19/12/2022	MyNorth Super			293.66		
564	INV SUPER	19/12/2022	MyNorth Super	Superannuation contributions	293.66			
565	DD8348.8	19/12/2022	Mlc Masterkey			420.34		
566	INV SUPER	19/12/2022	Mlc Masterkey	Superannuation contributions	420.34			
567	DD8348.9	19/12/2022	Public Sector Superannuation Accumulation Plan			221.01		
568	INV SUPER	19/12/2022	Public Sector Superannuation Accumulation Plan	Superannuation contributions	221.01			
569	DD8361.1	23/12/2022	Australian Taxation Office			45,654.27		
570	INV PAYGPPE19.12.2022.	23/12/2022	Australian Taxation Office	PAYG December - PPE 19/12/2022	45,654.27			
571	DD8365.1	12/12/2022	Elders Real Estate Pty Ltd			350.00	L	
572	INV EMTRS RENT 021222	02/12/2022	Elders Real Estate Pty Ltd	EMDRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent Week Ending 02/12/22	350.00			
573	DD8368.1	23/12/2022	Elders Real Estate Pty Ltd	EMDRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent Week Ending 12/12/22		360.00	L	
574	INV EMTRS RENT 121222	12/12/2022	Elders Real Estate Pty Ltd	EMDRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent Week Ending 12/12/22	360.00			
575	DD8372.1	23/12/2022	Telstra			2,098.02		
576	INV K063539701-0	04/12/2022	Telstra	CHSP- TELEPHONE / MOBILES - Telephone Charges November 2022	2,098.02			
577	DD8377.1	28/12/2022	Xero			59.00		
578	INV 28122022	28/12/2022	Xero	CHSP - INFORMATION SYSTEMS - Xero Monthly Subscripion December 2022	59.00			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
579	DD8378.1	28/12/2022	Easifleet			924.70		
580	INV 167256	28/12/2022	Easifleet	FIRE - MOTOR VEHICLE EXPENSES - Lease of Holdon Colorado (NGN12398) for Bushfire Risk Planning	924.70			
581	DD8379.1	27/12/2022	WA Treasury Corporation			8,177.43		
582	INV 127	28/12/2022	WA Treasury Corporation	Loan No. 127 Interest payment - Industrial Land	8,177.43			
583	DD8379.2	29/12/2022	WA Treasury Corporation			9,710.78		
584	INV 130	28/12/2022	WA Treasury Corporation	Loan No. 130 Interest payment -	9,710.78			
585	DD8394.1	19/12/2022	Elders Real Estate Pty Ltd			360.00	L	
586	INV EMTRS RENT 19122022	19/12/2022	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent Week Ending 19/12/2022	360.00			
587	DD8394.3	15/12/2022	Sandwai Pty Ltd			1,100.00		
588	INV 05012023	15/12/2022	Sandwai Pty Ltd	CHSP - INFORMATION SYSTEMS - Montly Charges November 2022	1,100.00			
589	DD8402.1	19/12/2022	WA Treasury Corporation			5,203.30		
590	INV 121B	19/12/2022	WA Treasury Corporation	Loan No. 121B Interest payment - Repayment of NLC Loan	5,203.30			
591	DD8407.1	28/12/2022	Xero			-59.00		
592	INV 28122022	28/12/2022	Xero	CHSP - INFORMATION SYSTEMS - Xero Monthly Subscription December 2022	-59.00			
593	DD8407.2	28/12/2022	Easifleet			-924.70		
594	INV 167256	28/12/2022	Easifleet	FIRE - MOTOR VEHICLE EXPENSES - Lease of Holdon Colorado (NGN12398) fo Bushfire Risk Planning	-924.70			
595	DD8410.1	28/12/2022	Xero			59.00		
596	INV 28122022	28/12/2022	Xero	CHSP - INFORMATION SYSTEMS - Xero Monthly Charges December 2022	59.00			
597	DD8410.2	28/12/2022	Easifleet			924.70		
598	INV 167256	28/12/2022	Easifleet	FIRE - MOTOR VEHICLE EXPENSES - Lease of Holden Colorado (NGN12398) for Bushfire Risk Planning	924.70			
599	DD8412.1	29/12/2022	Elders Real Estate Pty Ltd			360.00		
600	INV EMTRS RENT 29122022	29/12/2022	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent Week Ending 30/12/2022	360.00			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
601	DD8421.1	01/12/2022	Bossea Pty Ltd			-88.00	L	
602	INV INV-6825	01/12/2022	Bossea Pty Ltd	ADMIN - OFFICE EQUIPMENT MTCE - Collect & Deliver Confidential Bin 10/11/2022 - Bounced Payment	-88.00			
603	DD8425.1	31/12/2022	Department of Transport			265,730.60		
604	INV T1 22/23	31/12/2022	Department of Transport	EOD DOT December 2022	265,730.60			
605	DD8317.10	05/12/2022	AMP Life Limited			147.77		
606	INV SUPER	05/12/2022	AMP Life Limited	Superannuation contributions	147.77			
607	DD8317.11	05/12/2022	Vision Super Saver			302.92		
608	INV SUPER	05/12/2022	Vision Super Saver	Superannuation contributions	302.92			
609	DD8317.12	05/12/2022	Ausralian Retirement Trust			767.52		
610	INV SUPER	05/12/2022	Ausralian Retirement Trust	Superannuation contributions	590.40			
611	INV DEDUCTION	05/12/2022	Ausralian Retirement Trust	Payroll deductions	177.12			
612	DD8317.13	05/12/2022	Bt Superwrap			461.52		
613	INV DEDUCTION	05/12/2022	Bt Superwrap	Payroll deductions	114.93			
614	INV SUPER	05/12/2022	Bt Superwrap	Superannuation contributions	346.59			
615	DD8317.14	05/12/2022	Host Plus			1,129.88		
616	INV SUPER	05/12/2022	Host Plus	Superannuation contributions	914.90			
617	INV DEDUCTION	05/12/2022	Host Plus	Payroll deductions	214.98			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
618	DD8317.15	05/12/2022	Australiansuper			2,668.08		
619	INV DEDUCTION	05/12/2022	Australiansuper	Payroll deductions	165.38			
620	INV SUPER	05/12/2022	Australiansuper	Superannuation contributions	2,502.70			
621	DD8317.16	05/12/2022	Hesta Superannuation			244.05		
622	INV SUPER	05/12/2022	Hesta Superannuation	Superannuation contributions	244.05			
623	DD8317.17	05/12/2022	Bt Super For Life			180.31		
624	INV SUPER	05/12/2022	Bt Super For Life	Superannuation contributions	180.31			
625	DD8317.18	05/12/2022	Cbus Super Fund			322.95		
626	INV SUPER	05/12/2022	Cbus Super Fund	Superannuation contributions	322.95			
627	DD8317.19	05/12/2022	Prime Super			652.45		
628	INV SUPER	05/12/2022	Prime Super	Superannuation contributions	652.45			
629	DD8348.10	19/12/2022	AMP Life Limited			147.87		
630	INV SUPER	19/12/2022	AMP Life Limited	Superannuation contributions	147.87			
631	DD8348.11	19/12/2022	Vision Super Saver			302.92		
632	INV SUPER	19/12/2022	Vision Super Saver	Superannuation contributions	302.92			
633	DD8348.12	19/12/2022	Ausralian Retirement Trust			767.52		
634	INV SUPER	19/12/2022	Ausralian Retirement Trust	Superannuation contributions	590.40			
635	INV DEDUCTION	19/12/2022	Ausralian Retirement Trust	Payroll deductions	177.12			
636	DD8348.13	19/12/2022	Bt Superwrap			461.52		
637	INV DEDUCTION	19/12/2022	Bt Superwrap	Payroll deductions	114.93			
638	INV SUPER	19/12/2022	Bt Superwrap	Superannuation contributions	346.59			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
639	DD8348.14	19/12/2022	Host Plus			1,167.92		
640	INV SUPER	19/12/2022	Host Plus	Superannuation contributions	952.94			
641	INV DEDUCTION	19/12/2022	Host Plus	Payroll deductions	214.98			
642	DD8348.15	19/12/2022	Australiansuper			2,675.61		
643	INV DEDUCTION	19/12/2022	Australiansuper	Payroll deductions	160.87			
644	INV SUPER	19/12/2022	Australiansuper	Superannuation contributions	2,514.74			
645	DD8348.16	19/12/2022	Hesta Superannuation			177.80		
646	INV SUPER	19/12/2022	Hesta Superannuation	Superannuation contributions	177.80			
647	DD8348.17	19/12/2022	Bt Super For Life			264.17		
648	INV SUPER	19/12/2022	Bt Super For Life	Superannuation contributions	264.17			
649	DD8348.18	19/12/2022	Cbus Super Fund			282.49		
650	INV SUPER	19/12/2022	Cbus Super Fund	Superannuation contributions	282.49			
651	DD8348.19	19/12/2022	Prime Super			636.56		
652	INV SUPER	19/12/2022	Prime Super	Superannuation contributions	636.56			

**Direct Debit Total \$ 420,982.83**

### Credit Card Purchases

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
653	DD8355.1	28/12/2022	General Credit Card Purchases			8,896.47		
654	INV DSNOV0122	13/09/2022	General Credit Card Purchases	ADMIN - INFORMATION SYSTEMS - Smartsheet Dashboard	2,994.07			
655	INV MFNOV0122	07/11/2022	General Credit Card Purchases	AIRSTRIP & GROUNDS MAINTENANCE/OPERATIONS - ACMA renewal of radio communication apparatus licence.	507.00			
656	INV FEESNOV22	31/10/2022	General Credit Card Purchases	INVEST - BANK FEES AND CHARGES NAB Intitial Tran Fee	89.82			
657	INV FEESNOV2022	31/10/2022	General Credit Card Purchases	INVEST - BANK FEES AND CHARGES NAB Initial Tran Fee	83.16			
658	INV DSNOV0222	28/08/2022	General Credit Card Purchases	ADMIN - INFORMATION SYSTEMS - Smartsheet Licence x7	2,772.00			
659	INV DSNOV0322	04/11/2022	General Credit Card Purchases	ADMIN - TRAINING & DEVELOPMENT - Accomodation	398.96			

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
660	INV DSN0V0422	31/10/2022	General Credit Card Purchases	FIRE - FIRE PREVENTION/BURNING/CONTROL - Monthly Charge for SMS October	17.60			
661	INV DSN0V0522	28/11/2022	General Credit Card Purchases	MEMBERS - MEMBERS CONFERENCE/TRAINING EXPENSES - LGIS - WHS & VBF Forum	33.50			
662	INV DSN0V0622	21/11/2022	General Credit Card Purchases	ADMIN - OTHER EMPLOYEE EXPENSES - IPAA individual membership 2023	195.00			
663	INV MFNOV0322	15/11/2022	General Credit Card Purchases	ADMIN - TRAVEL & ACCOMMODATION - Accomodation Cemetery Training	360.00			
664	INV MFNOV0422	21/11/2022	General Credit Card Purchases	ADMIN - TRAINING & DEVELOPMENT - DOT training accomdation and meals	1,293.56			
665	INV MFNOV0222	30/11/2022	General Credit Card Purchases	VARIOUS DEPARTMENTS - Greeting Messages November 2022	151.80			
<b>Credit Card Total</b>					<b>\$ 8,896.47</b>			

ABBREVIATIONS		Cheque Total (Less TD)	\$1,108.30	0.07%
PF	Partially Funded	Term Deposits (TD)		
I	Insurance	EFT Total*	\$917,039.43	54.69%
F	Funded	Payroll Total*	\$328,646.11	19.60%
L	Local Supplier	Direct Debit Total	\$420,982.83	25.11%
R	Recoverable	Credit Card Total	\$8,896.47	0.53%
PR	Partially Recoverable	Trust Total	\$0.00	0.00%
			<b>\$1,676,673.14</b>	100.00%
		<b>Total (Less Term Deposits)</b>	<b>\$1,676,673.14</b>	
	* Please note Payroll totals			
		Local Suppliers	\$272,429.53	16.25%
		Employees	\$328,646.11	19.60%
		<b>Combined Total</b>	<b>\$601,075.64</b>	35.85%
				35.85%

### 10.3.2 SCHEDULE OF ACCOUNTS PAID – JANUARY 2023

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	09 February 2023
Author	Nicole Johns – Customer Service Officer
Authorising Officer	Mark Furr – Executive Manager Corporate & Community Services
Attachments	1. Schedule of Accounts Paid – January 2023 (under separate cover)

#### Summary

Council is requested to note the payments as presented in the Schedule of Accounts Paid for the month indicated (January 2023).

#### 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

## 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.



### Comment/Conclusion

The Schedule of Accounts Paid – January 2023 is presented to Council for notation. Below is a summary of activity.

<i>January 2022 Payments</i>		
<i>Payment Type</i>	<i>\$</i>	<i>%</i>
Cheque	292.60	0.03
EFT (incl Payroll)	945,533.87	82.80
Direct Debit	191,541.37	16.77
Credit Card	4,512.49	0.40
Trust	0.00	0.00
Total Payments	1,141,880.33	100.00

<i>Local Spending</i>	<i>\$</i>	<i>%</i>
Local Suppliers	247,049.55	21.64
Payroll	334,558.57	29.30
Total	581,608.12	50.93

### Voting Requirements

Simple Majority

#### **OFFICERS' RECOMMENDATION**

That with respect to the Schedule of Accounts Paid for January 2023, Council note the Report as presented.

**Cheque Payments**

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
1	719	06/01/2023	Shire Of Narrogin - Petty Cash-admin	AGEDOTHER - CATS DRIVER MEALS - Petty Cash Recoup December 2022		292.60	
2	JAN 2023	05/01/2023	Shire Of Narrogin - Petty Cash-admin	DCVC (VISITORS CENTRE) OTHER EXPENDITURE - Petty Cash Recoup December 2022	97.60		
3	JAN 2023	05/01/2023	Shire Of Narrogin - Petty Cash-admin	AGEDOTHER - CATS DRIVER MEALS - Petty Cash Recoup December 2022	195.00		
				<b>Cheque Total \$</b>	<b>292.60</b>		

**EFT Payments**

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
4	EFT20109	09/01/2023	Synergy		2113.54		
5	2085684238	09/12/2022	Synergy	MICHAEL BROWN PARK BUILDINGS OPERATIONS - Electricity Supply 12/10/2022 - 08/12/2022	123.88		
6	2017715413	12/12/2022	Synergy	13 HOUGH STREET OPERATIONS - Electricity Supply 08/10/2022 - 06/12/2022	11.69		
7	2029710045	16/12/2022	Synergy	FAIRWAY DEPOT BUILDING OPERATIONS - Electricity Supply 14/10/2022 - 12/12/2022	125.92		
8	2045701928	16/12/2022	Synergy	ROADM - STREET LIGHTING MAINTENANCE/OPERATIONS - Electricity Supply 14/10/2022 - 12/12/2022	479.19		
9	2021718389	16/12/2022	Synergy	JOHN HIGGINS COMMUNITY COMPLEX BUILDING OPERATIONS - Electricity Supply 15/11/2022 - 12/12/2022	368.87		
10	2017720333	16/12/2022	Synergy	TOUR- VISITORS CENTRE BUILDING OPERATIONS - Electricity supply 14/10/2022 - 12/12/2022	354.92		
11	2017719673	16/12/2022	Synergy	COMMUNITY GARDEN MAINTENANCE OPERATIONS - Electricity Supply 14/10/2022 - 12/12/2022	179.81		
12	2049709600	21/12/2022	Synergy	HIGHBURY PUBLIC TOILETS OPERATIONS - Electricity Supply 20/10/2022 - 16/12/2022	152.00		
13	EFT20110	09/01/2023	Narrogin Packaging		1165.93	L	
14	00077621	12/12/2022	Narrogin Packaging	NRLC GROUNDS MAINTENANCE - Raindial & Battery	258.50		
15	00077616	12/12/2022	Narrogin Packaging	CBD PARKS - MAINTENANCE/OPERATIONS - Cleaner for BBQ's	44.61		
16	00077713	17/12/2022	Narrogin Packaging	VARIOUS BUILDINGS - Cleaning products for toilets	512.82		
17	0077812	22/12/2022	Narrogin Packaging	VERGE MAINTENANCE - Outdoor Controller	350.00		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
18	EFT20111	09/01/2023	Narrogin Fruit Market		874.08	L	
19	000420221212189	12/12/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Weekly Office Order	4.95		
20	008202212121	12/12/2022	Narrogin Fruit Market	PWO - GENERAL OFFICE EXPENSES - Weekly Depot Order	51.60		
21	0008202212133	13/12/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Weekly Office Order	49.11		
22	000420221219148	19/12/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Weekly Office Order	54.47		
23	00042022121947	19/12/2022	Narrogin Fruit Market	PWO - GENERAL OFFICE EXPENSES - Weekly Depot Order	39.70		
24	0008202212205	20/12/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Light lunch for Lotterywest Grant Certificate Presentation Event	224.25		
25	0008202212206	20/12/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Council Meeting 14 December 2022	450.00		
26	EFT20112	09/01/2023	Water Corporation		571.94		
27	0161	02/12/2022	Water Corporation	MUSEUM BUILDING OPERATIONS - Water Usage 05/10/2022 - 01/12/2022	571.94		
28	EFT20113	09/01/2023	Knightline Computers		39.00	L	
29	77872	08/12/2022	Knightline Computers	ADMIN - INFORMATION SYSTEMS - 1 x VGA to Display Adapter	39.00		
30	EFT20114	09/01/2023	Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust		504.90	L	
31	IV00000002069	14/12/2022	Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust	ADMIN OFFICE BUILDING MAINTENANCE - Concrete to repair path	504.90		
32	EFT20115	09/01/2023	Westrac Pty Ltd		507.17		
33	PI 7740550	14/12/2022	Westrac Pty Ltd	NO237 2020 CATERPILLAR CW34NN RUBBER TYRED ROLLER - Supply only service filters	507.17		
34	EFT20116	09/01/2023	Narrogin Agricultural Repairs		227.00	L	
35	261728	22/12/2022	Narrogin Agricultural Repairs	SMALL PLANT - HOMECARE - Honda Mower Blade & Trimmer Line	172.00		
36	266687	22/12/2022	Narrogin Agricultural Repairs	SMALL PLANT - HOMECARE - Honda Trimmer Head	55.00		
37	EFT20117	09/01/2023	Narrogin Electrical Services		3250.50		
38	2962	14/12/2022	Narrogin Electrical Services	ADMINISTRATION OFFICE- Installation of 6 Electric Vehicle Charging points	3250.50		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
39	EFT20118	09/01/2023	Great Southern Waste Disposal		90098.02	L	
40	IV00000002112	12/08/2022	Great Southern Waste Disposal	RUBBISH COLLECTION VARIOUS DEPARTMENTS - July 22	46740.94		
41	IV00000002279	12/12/2022	Great Southern Waste Disposal	RUBBISH COLLECTION VARIOUS DEPARTMENTS - November 22	43357.08		
42	EFT20119	09/01/2023	RJ Smith Engineering		241.10	L	PF
43	8435	13/12/2022	RJ Smith Engineering	RAILWAY STATION RESORTATION COVID RECOVERY PROJECT - 700 x 700 Steel Plate 50x50 Angaline 1.5 Meters Cutting Discs	206.80		
44	8520	15/12/2022	RJ Smith Engineering	NO3 2020 NISSAN UD TIP TRUCK - Supply only 20mmx2mm flat bar 6mm steel rod	34.30		
45	EFT20120	09/01/2023	Wa Country Health Service		4856.50		F
46	617249	20/12/2022	Wa Country Health Service	CHSP MEALS ON WHEELS CATERING CONTRACT - November 2022	1907.40		
47	617247	20/12/2022	Wa Country Health Service	CHSP MEALS ON WHEELS CATERING CONTRACT - October 2022	1525.70		
48	617245	20/12/2022	Wa Country Health Service	CHSP MEALS ON WHEELS CATERING CONTRACT - September 2022	1423.40		
49	EFT20121	09/01/2023	Toll Transport Pty Ltd		453.65		
50	0562-T740710	04/12/2022	Toll Transport Pty Ltd	VARIOUS DEPARTMENTS - Freight Charges	95.44		
51	0563-T740710	11/12/2022	Toll Transport Pty Ltd	VARIOUS DEPARTMENTS - Freight Charges	291.90		
52	0564-T740710	18/12/2022	Toll Transport Pty Ltd	VARIOUS DEPARTMENTS - Freight Charges	66.31		
53	EFT20122	09/01/2023	Narrogin Gasworx		1372.22	L	
54	62588	16/12/2022	Narrogin Gasworx	CHCP -CLIENT PURCHASES - Revolution Swivel Chair	1200.00		F
55	62694	20/12/2022	Narrogin Gasworx	NO1225 KOMATSU FG25T-12 FORKLIFT - Supply only 2 x 15Kg gas bottles	172.22		
56	EFT20123	09/01/2023	New Security Installations Pty Ltd		246.00		
57	00015655	15/12/2022	New Security Installations Pty Ltd	TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE - 4x Ultima Metal Button Remote with Slide for Lessor Centre	246.00		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
58	EFT20124	09/01/2023	Narrogin Chamber Of Commerce		150.00	L	
59	00004225	20/12/2022	Narrogin Chamber Of Commerce	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Staff Gratuity Vouchers	150.00		
60	EFT20125	09/01/2023	Marketforce Pty Ltd		884.58		
61	46310	15/12/2022	Marketforce Pty Ltd	ADMIN ADVERTISING - Lease Shop 2 84 Federal St - Holyoake	277.46		
62	46308	15/12/2022	Marketforce Pty Ltd	ADMIN ADVERTISING - Proposed Renewable Diesel Biorefinery - Narrogin Observer 8 December 2022	258.24		
63	46309	15/12/2022	Marketforce Pty Ltd	PWO WORKS RECRUITMENT - Plant Operator General Hand - Narrogin Observer 15/12/22	348.88		
64	EFT20126	09/01/2023	Melchiorre Plumbing & Gas		618.09	L	PF
65	2020	15/12/2022	Melchiorre Plumbing & Gas	CARAVAN PARK - Unblock camp kitchen	165.00		
66	2045	19/12/2022	Melchiorre Plumbing & Gas	RAILWAY STATION RESORTATION COVID RECOVERY PROJECT - Install iso valve to toilet	453.09		
67	EFT20127	09/01/2023	The Workwear Group Pty Ltd		407.22		
68	14530164	12/12/2022	The Workwear Group Pty Ltd	ADMIN ALLOWANCES - Uniform (C Klomp) 2022/23	407.22		
69	EFT20128	09/01/2023	Fulton Hogan		285614.63		PF
70	17190620	12/12/2022	Fulton Hogan	NGN VALLEY RD (CONSTRUCTION) - 2 Coat Seal	134828.10		
71	17190616	20/12/2022	Fulton Hogan	RRG MCKENZIE RD (CONSTRUCTION) - New seal over gravel	150786.53		
72	EFT20129	09/01/2023	YMCA WA		185.00		
73	SI-A11615	20/12/2022	YMCA WA	ADMIN - OCCUPATIONAL HEALTH & SAFETY - 3 Month Gym Membership (R Saraus)	185.00		
74	EFT20130	09/01/2023	Komatsu Australia Pty Ltd		175.49		
75	003024141	15/12/2022	Komatsu Australia Pty Ltd	1EYN610 KOMATSU WA380-6 WHEEL LOADER - Supply only service filters	175.49		
76	EFT20131	09/01/2023	Dx Print Group		462.00		
77	00096838	16/12/2022	Dx Print Group	ADMIN - PRINTING & STATIONERY - Postage Paid Envelopes	462.00		
78	EFT20132	09/01/2023	Regional Communication Solutions		2200.00	L	
79	INV-1942	15/12/2022	Regional Communication Solutions	NO01 & 1NO TOYOTA HILUX - Cel Fi Go Mobile Pack	2200.00		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
80	EFT20133	09/01/2023	Farmworks Narrogin Pty Ltd		1120.50	L	
81	96982	13/12/2022	Farmworks Narrogin Pty Ltd	DRAINAGE MAINTENANCE GENERAL - Double Gate & Hinges for May Street Dam	1094.50		
82	97166	23/12/2022	Farmworks Narrogin Pty Ltd	TIP MAINTENANCE - Lime for the septage ponds 20 kgs back	26.00		
83	EFT20134	09/01/2023	The White Family Trust T/a Narrogin Valley Stockfeed		35.00	L	
84	NVS100563	16/12/2022	The White Family Trust T/a Narrogin Valley Stockfeed	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Gas Bottle	35.00		
85	EFT20135	09/01/2023	Elgas		4147.24		
86	0360811937	14/12/2022	Elgas	NRLC - UTILITY - GAS - Gas Supplied 3,100.0L	4147.24		
87	EFT20136	09/01/2023	New Cornwall Hotel		600.00	L	
88	434	18/12/2022	New Cornwall Hotel	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Vegetarian and Vegan Meals for Christmas Party	600.00		
89	EFT20137	09/01/2023	Thing-a-me-bobs		23.46	L	F
90	1176	16/12/2022	Thing-a-me-bobs	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Christmas Crafts & Stickers - Jessie House	23.46		
91	EFT20138	09/01/2023	ASSA ABLOY Australia Pty Limited		1213.31		
92	IN2385117	12/12/2022	ASSA ABLOY Australia Pty Limited	TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE - Replace door locks to Old Jewellery store & former Arts narrogin offices.	53.66		
93	IN02386647	15/12/2022	ASSA ABLOY Australia Pty Limited	TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE - Replace door locks to Old Jewellery store & former Arts narrogin offices.	1159.65		
94	EFT20139	09/01/2023	Narrogin Auto Electrics		507.50	L	
95	264280	22/11/2022	Narrogin Auto Electrics	NO2 2009 NISSAN UD TIP TRUCK - Repair and regas airconditioning unit	507.50		
96	EFT20140	09/01/2023	Lite n' Easy Pty Ltd		219.75		F
97	6692425	20/12/2022	Lite n' Easy Pty Ltd	CHCP -CLIENT PURCHASES - Lite n Easy	116.70		
98	6672133	20/12/2022	Lite n' Easy Pty Ltd	CHCP -CLIENT PURCHASES - Lite n Easy	103.05		
99	EFT20141	09/01/2023	Georgina Paterson		2500.00		
100	16394	08/12/2022	Georgina Paterson	TOWNSCAPE AC PUBLIC ARTS PROJECT - Mural on Gnarojin Park Irrigation Water Tank	2500.00		
101	EFT20142	09/01/2023	Creative Spaces		2451.63		
102	00002069	16/12/2022	Creative Spaces	FITOUT OF RAILWAY STATION BUILDING - Visitor Centre Fitout and Interpretation Design	2451.63		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
103	EFT20143	09/01/2023	Tourism Council Western Australia		1430.00		
104	R-01223-568	21/11/2022	Tourism Council Western Australia	TOUR- VISITORS CENTRE BUILDING OPERATIONS - 2023 Membership Renewal - Golden i Visitor Centre	1430.00		
105	EFT20144	09/01/2023	Goodyear Auto Care Narrogin		1441.50	L	
106	100264	21/12/2022	Goodyear Auto Care Narrogin	1GPJ543 2018 TORO MOWER - Repair tyre and new tube	51.50		
107	10059	21/12/2022	Goodyear Auto Care Narrogin	1NO 2022 TOYOTA HILUX 4X4 2.4L DSL DUAL CAB - Fit Tyres and Wheel Alignment	1294.00		
108	100250	21/12/2022	Goodyear Auto Care Narrogin	NO3 2020 NISSAN UD TIP TRUCK - Fitting, Balance & Disposal of tyre	96.00		
109	EFT20145	09/01/2023	Mjb Industries Pty Ltd		18335.97		
110	00010815	19/12/2022	Mjb Industries Pty Ltd	HIGHBURY EAST RD CULVERT UPGRADE - Concrete pipes	18335.97		
111	EFT20146	09/01/2023	Perth Commercial Fridges & Equipment		4738.00		
112	00014069	02/12/2022	Perth Commercial Fridges & Equipment	OTHFUL - AUSTRALIA DAY - Double Glass Door 1000ltr Display Fridge	4738.00		
113	EFT20147	12/01/2023	Best Office Systems		1708.84	L	
114	611150	16/12/2022	Best Office Systems	TOUR- VISITORS CENTRE BUILDING OPERATIONS - x2 Toner Cartridges	239.93		
115	611260	19/12/2022	Best Office Systems	TOUR - VISITORS CENTRE BUILDING OPERATIONS - Electric Whiteboard Maintenance	180.00		
116	611373	20/12/2022	Best Office Systems	VARIOUS DEPARTMENTS - Photocopier Charges December 22	1288.91		
117	EFT20148	12/01/2023	Synergy		12225.91		
118	2033729325	03/01/2023	Synergy	ROADM - STREET LIGHTING MAINTENANCE/OPERATIONS - Electricity Supply 25/11/22 - 24/12/22	12225.91		
119	EFT20149	12/01/2023	Narrogin Packaging		1265.97	L	
120	00077771	20/12/2022	Narrogin Packaging	HIGHBURY PUBLIC TOILETS OPERATIONS - Cleaning Supplies	140.25		
121	00077776	21/12/2022	Narrogin Packaging	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Cleaning Supplies	425.55		
122	00077879	24/12/2022	Narrogin Packaging	VARIOUS BUILDINGS - Cleaning Products For Toilets	533.80		
123	00078004	30/12/2022	Narrogin Packaging	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Serviettes, Containers & Lids, Detergent	105.40		F
124	00078063	03/01/2023	Narrogin Packaging	PARKS & GARDENS MAINTENANCE - x1 Sprinkler Nipple	1.57		
125	00078084	05/01/2023	Narrogin Packaging	WASTE WATER TREATMENT - x 2 Barrell Union, x1 Primer, x1 Glue	59.40		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
126	EFT20150	12/01/2023	Australia Post		760.28		
127	1012095725	03/01/2023	Australia Post	VARIOUS DEPARTMENTS - Postal Charges December 2022	760.28		
128	EFT20151	12/01/2023	Great Southern Fuels		37663.86	L	
129	D2129588	22/12/2022	Great Southern Fuels	STOCK - PURCHASE OF STOCK MATERIALS - 150L of Unleaded	254.34		
130	D2129550	22/12/2022	Great Southern Fuels	STOCK - PURCHASE OF STOCK MATERIALS - 15,000 LTRS of Diesel	28583.78		
131	00031307	31/12/2022	Great Southern Fuels	VARIOUS VEHICLES - Fuel Card Charges December 22	8825.74		
132	EFT20152	12/01/2023	Narrogin Fruit Market		225.00	L	
133	0008202212134	13/12/2022	Narrogin Fruit Market	WORKS - OHS AND TOOLBOX MEETINGS - Christmas Lunch	225.00		
134	EFT20153	12/01/2023	St John Ambulance Western Australia Ltd		1560.00		F
135	FAINV01044394	05/01/2023	St John Ambulance Western Australia Ltd	CHSP - OCCUPATIONAL HEALTH & SAFETY - First Aid Training	120.00		
136	FAINV01044396	05/01/2023	St John Ambulance Western Australia Ltd	CHSP - OCCUPATIONAL HEALTH & SAFETY - First Aid Training	120.00		
137	FAINV01044397	05/01/2023	St John Ambulance Western Australia Ltd	CHSP - OCCUPATIONAL HEALTH & SAFETY - First Aid Training	120.00		
138	FAINV01044398	05/01/2023	St John Ambulance Western Australia Ltd	CHSP - OCCUPATIONAL HEALTH & SAFETY - First Aid Training	120.00		
139	FAINV01044411	05/01/2023	St John Ambulance Western Australia Ltd	CHSP - OCCUPATIONAL HEALTH & SAFETY - First Aid Training	120.00		
140	FAINV01044448	05/01/2023	St John Ambulance Western Australia Ltd	CHSP - OCCUPATIONAL HEALTH & SAFETY - First Aid Training	120.00		
141	FAINV01044449	05/01/2023	St John Ambulance Western Australia Ltd	CHSP - OCCUPATIONAL HEALTH & SAFETY - First Aid Training	120.00		
142	FAINV01044450	05/01/2023	St John Ambulance Western Australia Ltd	CHSP - OCCUPATIONAL HEALTH & SAFETY - First Aid Training	120.00		
143	FAINV01044451	05/01/2023	St John Ambulance Western Australia Ltd	CHSP - OCCUPATIONAL HEALTH & SAFETY - First Aid Training	120.00		
144	FAINV01044464	05/01/2023	St John Ambulance Western Australia Ltd	CHSP - OCCUPATIONAL HEALTH & SAFETY - First Aid Training	120.00		
145	FAINV01044465	05/01/2023	St John Ambulance Western Australia Ltd	CHSP - OCCUPATIONAL HEALTH & SAFETY - First Aid Training	120.00		
146	FAINV01044466	05/01/2023	St John Ambulance Western Australia Ltd	CHSP - OCCUPATIONAL HEALTH & SAFETY - First Aid Training	120.00		
147	FAINV01044467	05/01/2023	St John Ambulance Western Australia Ltd	CHSP - OCCUPATIONAL HEALTH & SAFETY - First Aid Training	120.00		



	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
148	EFT20154	12/01/2023	Nutrien Ag Solutions		3107.50		
149	908006100	23/11/2022	Nutrien Ag Solutions	PARKS & GARDENS MAINTENANCE - 50x 25kg Fertiliser	3107.50		
150	EFT20155	12/01/2023	Landgate		245.68		
151	379335	25/10/2022	Landgate	RATES - VALUATION EXPENSES - Gross Rental Valuations Chargeable - Minimum Charge	71.80		
152	380519	19/12/2022	Landgate	PLAN - TITLE/COMPANY SEARCHES - Rural UV Interim Valuation Shared	173.88		
153	EFT20156	12/01/2023	Parry's Narrogin		916.30	L	
154	72659	01/11/2022	Parry's Narrogin	PWO - WORKS - PROTECTIVE CLOTHING - Uniform - x2 pants, x2 Shirts (R Titko)	127.50		
155	72916	09/11/2022	Parry's Narrogin	PWO - WORKS - PROTECTIVE CLOTHING - x2 pants, x3 shirts, x1Hat Neck Flap (C Kernutt)	247.35		
156	73070	14/11/2022	Parry's Narrogin	PWO - WORKS - PROTECTIVE CLOTHING - x1 shirt, x1 Work boots (K Hart)	224.40		
157	73373	23/11/2022	Parry's Narrogin	PWO - WORKS - PROTECTIVE CLOTHING - 2 x shirts, 1 x pants (L Howell)	126.65		
158	73625	29/11/2022	Parry's Narrogin	PWO - WORKS - PROTECTIVE CLOTHING - 2x Shirts 2x Pants (J Abraham)	190.40		
159	EFT20157	12/01/2023	Westrac Pty Ltd		169.33		
160	7774556	23/12/2022	Westrac Pty Ltd	NO4141 2010 CATERPILLAR 432E BACKHOE LOADER - Supply service filters (Air,Fuel & oil filters)	169.33		
161	EFT20158	12/01/2023	Narrogin Newsagency		33.10	L	F
162	303641	03/01/2023	Narrogin Newsagency	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Newspaper Delivery December 2022	33.10		
163	EFT20159	12/01/2023	It Vision		1751.20		
164	37964	30/12/2022	It Vision	ADMIN - INFORMATION SYSTEMS - Onboarding Module for Altus HR/Payroll system	1751.20		
165	EFT20160	12/01/2023	Narrogin Liquor Barons		1943.18	L	
166	00064712	27/12/2022	Narrogin Liquor Barons	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Christmas Party December 2022	1943.18		
167	EFT20161	12/01/2023	Kulker Plumbing Service		120.00	L	
168	13310	03/01/2023	Kulker Plumbing Service	STANDPIPE MAINTENANCE/OPERATIONS - Test Registered Air Gap	120.00		
169	EFT20162	12/01/2023	Narrogin Glass & Quick Fit Windscreens		1023.96	L	
170	00059756	13/12/2022	Narrogin Glass & Quick Fit Windscreens	ONO ISUZU M-UX - Supply and Fit Windscreen	1023.96		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
171	EFT20163	12/01/2023	RJ Smith Engineering		3829.00	L	
172	8688	21/12/2022	RJ Smith Engineering	CEMETERY MAINTENANCE/OPERATIONS - Extended Shovels For Grave Prep	230.00		
173	8713	22/12/2022	RJ Smith Engineering	LIB - GENERAL OFFICE EXPENSES - Water For Public Consumption	102.00		
174	8884	07/01/2023	RJ Smith Engineering	NO209 ISUZU FTS139/260 FIRE UNIT - Repair to rear tail light bracket	40.00		
175	8885	07/01/2023	RJ Smith Engineering	1EYN610 KOMATSU WA380-6 WHEEL LOADER - Repairs to Tree Grabs (Labour & parts)	3457.00		
176	EFT20164	12/01/2023	Octave Holdings Pty Ltd T/A Narrogin Toyota		497.97	L	
177	JC24036638	05/01/2023	Octave Holdings Pty Ltd T/A Narrogin Toyota	RANGER VEHICLE - Mazda BT-50 NGN417 45,000 km service	497.97		
178	EFT20165	12/01/2023	Country Paint Supplies		180.48	L	
179	4899001036	06/12/2022	Country Paint Supplies	RRG MCKENZIE RD (CONSTRUCTION)- White marking paint x12	93.60		PF
180	4801008793	03/01/2023	Country Paint Supplies	FITOUT OF RAILWAY STATION BUILDING - Paint Supplies	17.85		
181	4801008789	03/01/2023	Country Paint Supplies	FITOUT OF RAILWAY STATION BUILDING - Paint Supplies	69.03		
182	EFT20166	12/01/2023	Toll Transport Pty Ltd		41.60		
183	0566-T740710	01/01/2023	Toll Transport Pty Ltd	VARIOUS DEPARTMENTS - Freight Charges	41.60		
184	EFT20167	12/01/2023	Narrogin Amcal Chemist		27.50	L	
185	110123	11/01/2023	Narrogin Amcal Chemist	ADMIN - OCCUPATIONAL HEALTH & SAFETY - Flu Vaccination 04/07/2021 (V Anderson)	27.50		
186	EFT20168	12/01/2023	Narrogin Pumps Solar And Spraying		50.48	L	
187	00046638	19/12/2022	Narrogin Pumps Solar And Spraying	NO4 2010 NISSAN UD TIP TRUCK AUTO - Various Camlock's	50.48		
188	EFT20169	12/01/2023	YMCA WA		36489.46	L	
189	SI-A011646	31/12/2022	YMCA WA	NRLC - CONTRACT MANAGEMENT EXPENSE - Deficit Funding December 2022	35359.46		
190	SI-A011626	31/12/2022	YMCA WA	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - John Higgins, Kitchen, Kindy Gym & Movie Full Day Hire Plus Cleaning Fee (Shire of Narrogin Christmas Party)	1130.00		
191	EFT20170	12/01/2023	Allworks Civil		450.00		
192	00154	03/01/2023	Allworks Civil	ROAD MAINTENANCE GENERAL EXPENSES - Reserved Parking Remarketing	450.00		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
193	EFT20171	12/01/2023	AFGRI Equipment Australia Pty Ltd		63.33		
194	2652081	16/11/2022	AFGRI Equipment Australia Pty Ltd	2017 JOHN DEERE RIDE ON MOWER - 3 Lawn Mower Blades	63.33		
195	EFT20172	12/01/2023	Narrogin Tyrepower		190.00	L	
196	103145	12/12/2022	Narrogin Tyrepower	ONO ISUZU M-UX - Wheel rotation, balance and alignment	190.00		
197	EFT20173	12/01/2023	Quality Press		293.70		
198	INV062248	21/10/2022	Quality Press	FIRE PREVENTION - x 50 Identification stickers for Volunteer Fire Fighter vehicles	293.70		
199	EFT20174	12/01/2023	Regional Communication Solutions		512.16	L	
200	INV-1947	23/12/2022	Regional Communication Solutions	MEMBERS - EXPENSED MINOR ASSET PURCHASES - x1 Fisheye Camera	512.16		
201	EFT20175	12/01/2023	Telair Pty Ltd		1838.19		
202	TA10781-042	31/12/2022	Telair Pty Ltd	VARIOUS DEPARTMENTS - Telephone Charges December 2022	1838.19		
203	EFT20176	12/01/2023	Scavenger Supplies Pty Ltd		1111.00		
204	INV-16904	20/12/2022	Scavenger Supplies Pty Ltd	ESL - BFB PLANT AND EQUIPMENT MAINTENANCE - Various Items	1111.00		
205	EFT20177	12/01/2023	Sherrin Rentals Pty Ltd		2794.00		PF
206	5180853	09/12/2022	Sherrin Rentals Pty Ltd	RRG MCKENZIE RD (CONSTRUCTION)-NEW SEAL OVER GRAVEL - 6 Day water cart hire	2794.00		
207	EFT20178	12/01/2023	Elgas		4115.51		
208	0360835497	22/12/2022	Elgas	NRRLC - UTILITY - GAS - Gas Supplied 2,620.0L	3505.08		
209	0361052503	28/12/2022	Elgas	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Gas Supplied 83.0L	111.03		
210	0368141749	03/01/2023	Elgas	NRRLC - UTILITY - GAS - Gas Supplied 7500.0L	332.75		
211	0368141748	03/01/2023	Elgas	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Gas Supplied 210 KG	166.65		
212	EFT20179	12/01/2023	Earl Street Physiotherapy	CHCP - CLIENT PURCHASES - Standard Consultation	50.00	L	F
213	0034818	05/01/2023	Earl Street Physiotherapy	CHCP - CLIENT PURCHASES - Standard Consultation	50.00		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
214	EFT20180	12/01/2023	Williams Rural Supplies		2624.80		PF
215	313558	10/11/2022	Williams Rural Supplies	RRG MCKENZIE RD -NEW SEAL OVER GRAVEL - Supply 3m x 6m Reconstituted Storm Water Pipes	1574.88		
216	314408	29/11/2022	Williams Rural Supplies	RRG MCKENZIE RD -NEW SEAL OVER GRAVEL - Supply 2 m x 6 m Reconstituted Storm Water Pipes	1049.92		
217	EFT20181	12/01/2023	Edwards Isuzu Ute		429.00	L	
218	R49912	08/12/2022	Edwards Isuzu Ute	ONO ISUZU M-UX - 15,000 Km service	429.00		
219	EFT20182	12/01/2023	Integrated ICT		1052.70		
220	24990	19/12/2022	Integrated ICT	ADMIN - INFORMATION SYSTEMS - Monthly Preventive Maintenance for financial year 2022-23	651.20		
221	25034	19/12/2022	Integrated ICT	ADMIN - INFORMATION SYSTEMS - M365 Exclaimer Signatures for Financial Year 2022-23.	203.50		
222	25025	19/12/2022	Integrated ICT	ADMIN - INFORMATION SYSTEMS - NBN 2 inks for Financial Year 2022-23	198.00		
223	EFT20183	12/01/2023	Lite n' Easy Pty Ltd		713.47		F
224	6690739	27/12/2022	Lite n' Easy Pty Ltd	CHCP -CLIENT PURCHASES - Lite N Easy - Client Purchase	154.11		
225	6699367	27/12/2022	Lite n' Easy Pty Ltd	CHCP -CLIENT PURCHASES - Lite N Easy - Client Purchase	107.91		
226	6683137	27/12/2022	Lite n' Easy Pty Ltd	CHCP -CLIENT PURCHASES - Lite N Easy - Client Purchase	103.43		
227	6704463	03/01/2023	Lite n' Easy Pty Ltd	CHCP -CLIENT PURCHASES - Lite N Easy - Client purchase	109.38		
228	6705884	03/01/2023	Lite n' Easy Pty Ltd	CHCP -CLIENT PURCHASES - Lite N Easy - Client Purchase	98.18		
229	6692681	03/01/2023	Lite n' Easy Pty Ltd	CHCP -CLIENT PURCHASES - Lite N Easy - Client Purchase	140.46		
230	EFT20184	12/01/2023	Malcom Thompson Pumps		6325.00		
231	SLI21121231	09/01/2023	Malcom Thompson Pumps	NRLC - IRRIGATION PUMP - Spare Pump for TWIS	6325.00		
232	EFT20185	12/01/2023	Hanson Construction Materials		1949.61		
233	74403602	23/12/2022	Hanson Construction Materials	ROAD MAINTENANCE GENERAL EXPENSES - 28.2T 5mm Single Size Basalt	1949.61		
234	EFT20186	12/01/2023	Narrogin Freightlines		2609.57	L	
235	INV-11177	30/12/2022	Narrogin Freightlines	HIGHBURY EAST RD CULVERT UPGRADE - Delivery of Concrete Pipes	2609.57		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
236	EFT20187	12/01/2023	Karen White		1461.68		F
237	23122022	23/12/2022	Karen White	CHSP - TRAINING & DEVELOPMENT - 33% of Study Fees	1461.68		
238	EFT20188	12/01/2023	BW & AM Saunders & Co		48400.00	L	
239	666	09/01/2023	BW & AM Saunders & Co	VARIOUS ROAD CONSTRUCTIONS - Supply Gravel	48400.00		
240	EFT20189	12/01/2023	Talis Consultings Pty Ltd Atf Talis Unit Trust		2596.00		
241	27645	31/12/2022	Talis Consultings Pty Ltd Atf Talis Unit Trust	OTHGOV VALUATION EXPENSES - Valuation report & Auditor Queries	2596.00		
242	EFT20190	12/01/2023	Kingussie Farming Pty Ltd		15431.81		
243	A340296	09/01/2023	Kingussie Farming Pty Ltd	Rates refund for assessment A340296 LOT 4788 CAMPBELLS ROAD YILLIMINNING 6312	8825.64		
244	A340295	09/01/2023	Kingussie Farming Pty Ltd	Rates refund for assessment A340295 LOT 1673 CAMPBELLS ROAD YILLIMINNING 6312	2736.24		
245	A340294	09/01/2023	Kingussie Farming Pty Ltd	Rates refund for assessment A340294 LOT 11208 CAMPBELLS ROAD YILLIMINNING 6312	3869.93		
246	EFT20191	12/01/2023	Premium Publishers		2024.00		
247	0004417	28/11/2022	Premium Publishers	TOUR - PUBLIC RELATIONS & AREA PROMOTION - 2023 Agoplanner Advert	2024.00		
248	EFT20192	12/01/2023	Kalab Hart		126.00		
249	27042022	12/01/2023	Kalab Hart	PWO - WORKS - RECRUITMENT - Pre-employment Medical Reimbursement	126.00		
250	EFT20193	18/01/2023	Department Of Human Services		254.63		
251	DEDUCTION	02/01/2023	Department Of Human Services	Payroll deductions	254.63		
252	EFT20194	18/01/2023	Australian Services Union Western Australian Branc		25.90		
253	DEDUCTION	02/01/2023	Australian Services Union Western Australian Branc	Payroll deductions	25.90		
254	EFT20195	20/01/2023	Department Of Human Services		254.63		
255	DEDUCTION	16/01/2023	Department Of Human Services	Payroll deductions	254.63		
256	EFT20196	20/01/2023	Australian Services Union Western Australian Branc		25.90		
257	DEDUCTION	16/01/2023	Australian Services Union Western Australian Branc	Payroll deductions	25.90		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
258	EFT20197	20/01/2023	Best Office Systems		418.00	L	
259	611782	13/01/2023	Best Office Systems	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Printer cartridges	418.00		
260	EFT20198	20/01/2023	Coles		1635.72		
261	190	31/12/2022	Coles	VARIOUS DEPARTMENTS - Coles Account December 2022	1635.72		
262	EFT20199	20/01/2023	Water Corporation		719.37		
263	9007714242	02/12/2022	Water Corporation	CEMETERY MAINTENANCE/OPERATIONS - Water usage 01/11/2022 - 31/12/2022	578.56		
264	9007708133	02/12/2022	Water Corporation	FAIRWAY DEPOT BUILDING OPERATIONS - Water Usage 07/10/2022 - 01/12/2022	140.81		
265	EFT20200	20/01/2023	Kleenheat Gas		9743.48		
266	DECEMBER 22	12/01/2023	Kleenheat Gas	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Electricity Supply 01/12/2022 - 31/12/2022	1432.91		
267	DECEMBER 22	12/01/2023	Kleenheat Gas	NRLC - UTILITY - ELECTRICITY - Electricity Supply 01/12/2022 - 31/12/2022	8310.57		
268	EFT20201	20/01/2023	Makit Narrogin Hardware		1641.90	L	
269	114769	01/11/2022	Makit Narrogin Hardware	VARIOUS DEPARTMENTS - Various Items	400.10		
270	114860	02/12/2022	Makit Narrogin Hardware	VARIOUS DEPARTMENTS - Various Items	459.20		
271	114879	08/12/2022	Makit Narrogin Hardware	VARIOUS DEPARTMENTS - Various Items	322.30		
272	114891	13/12/2022	Makit Narrogin Hardware	VARIOUS DEPARTMENTS - Various Items	257.30		
273	114895	14/12/2022	Makit Narrogin Hardware	VARIOUS DEPARTMENTS - Various Items	117.40		
274	114906	21/12/2022	Makit Narrogin Hardware	LYDEKER DEPOT BUILDING MAINTENANCE - Pressured Spray Bottles & Tie Down Straps	85.60		
275	EFT20202	20/01/2023	Narrogin Newsagency		5.10	L	
276	713	01/01/2023	Narrogin Newsagency	ADMIN - PRINTING & STATIONERY - Newspaper deliveries December 22	5.10		
277	EFT20203	20/01/2023	Mcleods		187.00		
278	127627	03/01/2023	Mcleods	OTHGOV - AUDIT FEES - Annual Audit 2022	187.00		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
279	EFT20204	20/01/2023	Narrogin Bearing Service		129.95		F
280	IN200758	12/10/2022	Narrogin Bearing Service	SMALL PLANT HOMECARE - Tyre Inflator	129.95		
281	EFT20205	20/01/2023	RJ Smith Engineering		46.76	L	
282	7948	22/11/2022	RJ Smith Engineering	LIONS PARK MAINTENANCE/OPERATIONS - Supply only 50 x 50 Square steel tube	46.76		
283	EFT20206	20/01/2023	Narrogin Cottage Homes Inc.		75.00	L	F
284	21679	17/01/2023	Narrogin Cottage Homes Inc.	CHCP -CLIENT PURCHASES - Installation of Hand Held Shower Hose	75.00		
285	EFT20207	20/01/2023	Melchiorre Plumbing & Gas		215.38	L	
286	2085	05/01/2023	Melchiorre Plumbing & Gas	MUSEUM BUILDING MAINTENANCE - Fix water leak	215.38		
287	EFT20208	20/01/2023	West Australian Newspapers Limited		1360.00		
288	10280375221130	30/11/2022	West Australian Newspapers Limited	ADVERTISING - Narrogin Narrative November 2023	680.00		
289	1028037520221231	31/12/2022	West Australian Newspapers Limited	MEMBERS ADVERTISING & PROMOTIONS - Narrogin Narrative December 2023	680.00		
290	EFT20209	20/01/2023	State Emergency Service		4000.00		
291	008	19/10/2022	State Emergency Service	ESL - SES SUBSIDY EXPENDITURE - LGGS Funding 2022/23	4000.00		
292	EFT20210	20/01/2023	YMCA WA		490.00	L	
293	SI-A011663	16/01/2023	YMCA WA	ADMIN - OCCUPATIONAL HEALTH & SAFETY - 3 month Gym Membership (L Munnik)	490.00		
294	EFT20211	20/01/2023	Narrogin Agricultural Society Inc.		2000.00	L	
295	64	05/01/2023	Narrogin Agricultural Society Inc.	OTHCUL - NARROGIN SHOW - Shire Contribution to Ag Show 2022	2000.00		
296	EFT20212	20/01/2023	AFGRI Equipment Australia Pty Ltd		20900.00		
297	2676615	09/01/2023	AFGRI Equipment Australia Pty Ltd	JOHN DEERE RIDE ON MOWER - Purchase 2022 Ride On Mower	10600.00		
298	2676615	09/01/2023	AFGRI Equipment Australia Pty Ltd	JOHN DEERE RIDE ON MOWER - Purchase 2022 Ride On Mower	10300.00		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
299	EFT20213	20/01/2023	Win Television WA Pty Ltd T/A WIN Television Network	TOUR - PUBLIC RELATIONS & AREA PROMOTION - TV Commercials Dec 2022		1325.50	
300	1443363-3	21/12/2022	Win Television WA Pty Ltd T/A WIN Television Network	TOUR - PUBLIC RELATIONS & AREA PROMOTION - TV Commercials Dec 2022	1325.50		
301	EFT20214	20/01/2023	The White Family Trust T/a Narrogin Valley Stockfeed			470.00	L
302	NVS102414	12/01/2023	The White Family Trust T/a Narrogin Valley Stockfeed	ANIMAL POUND MAINTENANCE - Dog Food	80.00		
303	NVS102312	12/01/2023	The White Family Trust T/a Narrogin Valley Stockfeed	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Gas Supplied 2 x 45kg	390.00		
304	EFT20215	20/01/2023	Elgas			6712.61	
305	0361053743	12/01/2023	Elgas	NRLC UTILITY GAS - Gas Supplied 5076.0L	6712.61		
306	EFT20216	20/01/2023	Integrated ICT			2558.71	
307	25307	30/12/2022	Integrated ICT	ADMIN - INFORMATION SYSTEMS - Office 365 licenses	1634.49		
308	25265	30/12/2022	Integrated ICT	ADMIN - INFORMATION SYSTEMS - Disaster Recovery for Financial Year 2022-23	924.22		
309	EFT20217	20/01/2023	Lite n' Easy Pty Ltd			360.88	F
310	6715554	10 JAN 0202	Lite n' Easy Pty Ltd	CHCP CLIENT PURCHASES - Lite N Easy - Client Purchase	93.95		
311	6717218	10/01/2023	Lite n' Easy Pty Ltd	CHCP CLIENT PURCHASES - Lite N Easy - Client Purchases	144.98		
312	6683041	10/01/2023	Lite n' Easy Pty Ltd	CHCP CLIENT PURCHASES - Lite N Easy - Client Purchases	121.95		
313	EFT20218	20/01/2023	InterFire Agencies			703.55	
314	INV-12478	21/01/2022	InterFire Agencies	ESL - BFB GENERAL EXPENSES GEN - Bushfire Volunteer PPE	128.08		
315	INV-12442	18/11/2022	InterFire Agencies	ESL - BFB GENERAL EXPENSES GEN - Bushfire Volunteer PPE	575.47		
316	EFT20219	20/01/2023	ORH Truck Solutions Pty Ltd			114.40	
317	1-050712	10/11/2022	ORH Truck Solutions Pty Ltd	NO3 2020 NISSAN UD TIP TRUCK - Supply hydraulic tank cap and one filter element	114.40		



	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
318	EFT20220	20/01/2023	Dongolocking Plumbing and Gas		572.00	L	
319	00002723	12/01/2023	Dongolocking Plumbing and Gas	BUILDING MAINTENANCE-OLD JEWELLERS SHOP - Remove Inspection cap and reduce riser Install new flush mounted cap.	572.00		
320	EFT20221	20/01/2023	Australian Institute Of Building Surveyors		75.00		
321	39990	27/09/2022	Australian Institute Of Building Surveyors	ADMIN - TRAINING & DEVELOPMENT - Webinar 5/10/2022 B.Kittow	75.00		
322	EFT20222	20/01/2023	Goodyear Auto Care Narrogin		45.00		
323	100387	16/01/2023	Goodyear Auto Care Narrogin	NGN15581 2021 ISUZU D MAX - Puncture repair	45.00		
324	EFT20223	20/01/2023	Auspire - The Australia Day Council (WA)		2033.45		
325	INV-1429	04/01/2023	Auspire - The Australia Day Council (WA)	OTHCUL - AUSTRALIA DAY - Unity Lapel Pin, Little Red Yellow Black Book, Shipping	2033.45		
326	EFT20224	20/01/2023	Syed Mohammed Wadan		460.00		
327	A255000	13/01/2023	Syed Mohammed Wadan	Rates refund for assessment A255000 75 KIPLING STREET NARROGIN WA 6312	460.00		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
328	EFT20225	27/01/2023	Water Corporation		10465.17		
329	9007713231	02/12/2022	Water Corporation	TOWN HALL (FEDERAL ST) BUILDING OPERATIONS - Water Supply 05/10/2022 - 01/12/2022	550.91		
330	9007715114	02/12/2022	Water Corporation	SMITH ST PUBLIC TOILETS (COLES CARPARK) OPERATIONS - Water Usage 06/10/2022 - 01/12/2022	564.26		
331	9007713119	02/12/2022	Water Corporation	RAILWAY INSTITUTE HALL & OFFICE BUILDING OPERATIONS - Water Usage 06/10/2022 - 01/12/2022	193.04		
332	9007713987	02/12/2022	Water Corporation	OLD SHIRE OFFICE BUILDING OPERATIONS - Water Usage 07/10/2022 - 01/12/2022	136.09		
333	9007714250	02/12/2022	Water Corporation	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Water Usage 05/10/2022 - 01/12/2022	486.83		
334	9007713952	02/12/2022	Water Corporation	MACKIE PARK MAINTENANCE/OPERATIONS - Water Supply 07/10/2022 - 01/12/2022	122.97		
335	9007723333	06/12/2022	Water Corporation	THOMAS HOGG OVAL BUILDINGS OPERATIONS - Water Supply 10/10/2022 - 05/12/2022	95.63		
336	9007723317	06/12/2022	Water Corporation	MICHAEL BROWN PARK BUILDINGS OPERATIONS - Water Usage 10/10/2022 - 05/12/2022	640.51		
337	9007721653	06/12/2022	Water Corporation	CROQUET CLUBROOMS BUILDING OPERATIONS - Water Usage 06/11/2022 - 05/12/2022	427.01		
338	9007721573	06/12/2022	Water Corporation	MAY ST PUBLIC TOILETS OPERATIONS - Water Usage 04/10/2022 - 05/12/2022	142.18		
339	9007713418	06/12/2022	Water Corporation	LIBRARY BUILDING OPERATIONS - Water Usage 05/10/2022 - 01/12/2022	50.59		
340	9007721602	06/12/2022	Water Corporation	CHSP - BUILDING WATER - Water Usage 07/10/22 - 05/12/22	399.70		F
341	9007721610	06/12/2022	Water Corporation	NRLC - UTILITY - WATER - Water Usage 07/10/22 - 05/12/22	6655.45		
342	EFT20226	27/01/2023	St John Ambulance Western Australia Ltd		19256.54		F
343	FAINV01022858	12/10/2022	St John Ambulance Western Australia Ltd	NARROGIN AIRPORT-PATIENT TRANSFER FACILITY - Cabnitary to wet area and in aircrew rest area	5555.00		
344	FAINV01046077	11/01/2023	St John Ambulance Western Australia Ltd	NARROGIN AIRPORT-PATIENT TRANSFER FACILITY - Facility Grant for Driveway and Drainage Earthworks	13701.54		
345	EFT20227	27/01/2023	Kleenheat Gas		528.48		
346	2723727	12/01/2023	Kleenheat Gas	ADMIN OFFICE BUILDING OPERATIONS - Electricity Usage 01/12/22 - 31/12/2022	528.48		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
347	EFT20228	27/01/2023	Hancocks Home Hardware		80.00	L	PF
348	419776	30/12/2022	Hancocks Home Hardware	RAILWAY STATION RESORTATION COVID RECOVERY PROJECT - Keys cut	80.00		
349	EFT20229	27/01/2023	Landgate		84.60		
350	121006080.3100	03/01/2023	Landgate	PLAN - TITLE/COMPANY SEARCHES - Copy of Certificate of Title	84.60		
351	EFT20230	27/01/2023	Public Transport Authority		916.29		
352	SALES NOVEMBER	30/11/2022	Public Transport Authority	TRANSWA - AGENT LIABILITY - Ticket Sales November 2022	440.90		
353	SALES DECEMBER	23/12/2022	Public Transport Authority	TRANSWA - AGENT LIABILITY - Ticket Sales December 2022	475.39		
354	EFT20231	27/01/2023	Toll Transport Pty Ltd		139.15		
355	0565-T740710	25/12/2022	Toll Transport Pty Ltd	VARIOUS DEPARTMENTS - Freight Charges	139.15		
356	EFT20232	27/01/2023	Narrogin Panel Beating Service		750.00	L	
357	10245	11/01/2023	Narrogin Panel Beating Service	NGN93 2020 ISUZU D-MAX SINGLE CAB - Insurance Excess (Claim MO0059662)	750.00		
358	EFT20233	27/01/2023	Shire Of Narrogin		164.21		
359	NOVEMBER	29/11/2022	Shire Of Narrogin	TRANSWA - AGENT LIABILITY - Commission November 2022	81.85		
360	DECEMBER	23/12/2022	Shire Of Narrogin	TRANSWA - AGENT LIABILITY - Commision December 2022	82.36		
361	EFT20234	27/01/2023	LGISWA		-696.54		
362	100-150078	01/08/2022	LGISWA	VARIOUS DEPARTMENT - LGIS Property Adjustment for 2021/2022	696.54		
363	EFT20235	27/01/2023	Narrogin Chamber Of Commerce		200.00	L	
364	00004236	19/01/2023	Narrogin Chamber Of Commerce	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Employee Innovation and Recognition Award B Kittow	200.00		
365	EFT20236	27/01/2023	Lgis Risk Management Echelon Australia Pty Ltd		8910.00		
366	156-023027	13/12/2022	Lgis Risk Management Echelon Australia Pty Ltd	ADMIN - OCCUPATIONAL HEALTH & SAFETY - Regional Risk Co-Ordinator Fee Dec 22	8910.00		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
367	EFT20237	27/01/2023	Jason Signmakers		2888.60		
368	234291	12/01/2023	Jason Signmakers	SIGNS & TRAFFIC CONTROL EXPENSES - 200 x PVC Flexible guild posts with red & white delineators	2888.60		
369	EFT20238	27/01/2023	Pk Floor Sanding		680.00	L	
370	231222	23/12/2022	Pk Floor Sanding	RAILWAY STATION BUILDING OPERATIONS - Repair floor boards and replace 3 boards	680.00		
371	EFT20239	27/01/2023	Fulton Hogan		192654.44		
372	17264095	25/01/2023	Fulton Hogan	VARIOUS ROADS - R2R Reseals	192654.44		
373	EFT20240	27/01/2023	Easifleet		2792.60		
374	04012023	23/01/2023	Easifleet	NOVATED LEASES - Employee Expenses Pay Date 02/01/2023	1396.30		
375	18012023	23/01/2023	Easifleet	NOVATED LEASES - Employee Expenses Pay Date 16/01/2023	1396.30		
376	EFT20241	27/01/2023	Cemeteries & Crematoria Association Of Western Aus		85.00		
377	REQUISITION	19/01/2023	Cemeteries & Crematoria Association Of Western Aus	ADMIN - TRAINING & DEVELOPMENT - CCAWA Seminar - W Russell	85.00		
378	EFT20242	27/01/2023	Noel Barrett White		21.28	L	
379	27012023	27/01/2023	Noel Barrett White	ANIMAL POUND MAINTENANCE - Pound Supplies	21.28		
380	EFT20243	27/01/2023	United Security Enforcement Corporation		158.40		
381	00012859	16/01/2023	United Security Enforcement Corporation	30 GRAY ST BUILDING OPERATIONS - Alarm Response	158.40		
382	EFT20244	27/01/2023	Regional Communication Solutions		3008.28		
383	INV-1958	12/01/2023	Regional Communication Solutions	LYDEKER DEPOT BUILDING MAINTENANCE - Cabling for 5 cameras & 6 focal turret network cameras	3008.28		
384	EFT20245	27/01/2023	OneMusic Australia		172.96		
385	311302	02/01/2023	OneMusic Australia	VARIOUS DEPARTMENTS - Music Licence January 2023 - March 2023	172.96		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
386	EFT20246	27/01/2023	Epic Fire Solutions T/As MCG Fire Services		783.75		
387	INV-2605	12/01/2023	Epic Fire Solutions T/As MCG Fire Services	TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE - Monthly service and FDAS & EVAC Test	583.00		
388	INV - 2616	17/01/2023	Epic Fire Solutions T/As MCG Fire Services	TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE - Emergency Lighting Test	200.75		
389	EFT20247	27/01/2023	Edwards Isuzu Ute		193.08		
390	28692	23/12/2022	Edwards Isuzu Ute	NO03 2021 ISUZU D-MAX - Supply service filters	193.08		
391	EFT20248	27/01/2023	InterFire Agencies		1232.27		
392	INV-12769	12/12/2022	InterFire Agencies	ESL - BFB GENERAL EXPENSES - PPE	577.89		
393	INV-12476	21/12/2022	InterFire Agencies		654.38		
394	EFT20249	27/01/2023	Narrogin Gas Services		419.60		
395	532	15/12/2022	Narrogin Gas Services	HARRIS ST PUBLIC TOILETS (MUSEUM) MAINTENANCE - Modify Door Height, Replace Hinges and Privacy Lock	419.60		
396	EFT20250	27/01/2023	Vanessa Maree Ward		21.52		
397	270123	27/01/2023	Vanessa Maree Ward	OTHCUL - AUSTRALIA DAY - Goods purchased for Australia Day Event	21.52		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
398	EFT20251	27/01/2023	Auspire - The Australia Day Council (WA)		8.00		
399	INV-1400	03/01/2023	Auspire - The Australia Day Council (WA)	OTHCUL - AUSTRALIA DAY - 4 x Certificate of Appreciation A4	8.00		
				<b>EFT Total \$</b>	<b>945,533.87</b>		

**Direct Debits**

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
400	DD8381.1	02/01/2023	Aware Super		16636.34		
401	SUPER	02/01/2023	Aware Super	Superannuation contributions	14261.39		
402	DEDUCTION	02/01/2023	Aware Super	Payroll deductions	260.00		
403	DEDUCTION	02/01/2023	Aware Super	Payroll deductions	150.00		
404	DEDUCTION	02/01/2023	Aware Super	Payroll deductions	190.50		
405	DEDUCTION	02/01/2023	Aware Super	Payroll deductions	346.97		
406	DEDUCTION	02/01/2023	Aware Super	Payroll deductions	478.03		
407	DEDUCTION	02/01/2023	Aware Super	Payroll deductions	949.45		
408	DD8381.2	02/01/2023	Rest Superannuation		244.65		
409	SUPER	02/01/2023	Rest Superannuation	Superannuation contributions	244.65		
410	DD8381.3	02/01/2023	Essential Super		448.07		
411	SUPER	02/01/2023	Essential Super	Superannuation contributions	448.07		
412	DD8381.4	02/01/2023	Mercer Super Trust		106.03		
413	SUPER	02/01/2023	Mercer Super Trust	Superannuation contributions	106.03		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
414	DD8381.5	02/01/2023	Colonial First State		1029.53		
415	SUPER	02/01/2023	Colonial First State	Superannuation contributions	883.93		
416	DEDUCTION	02/01/2023	Colonial First State	Payroll deductions	145.60		
417	DD8381.6	02/01/2023	Bt Super For Life		828.03		
418	SUPER	02/01/2023	Bt Super For Life	Superannuation contributions	712.46		
419	DEDUCTION	02/01/2023	Bt Super For Life	Payroll deductions	115.57		
420	DD8381.7	02/01/2023	MyNorth Super		294.52		
421	SUPER	02/01/2023	MyNorth Super	Superannuation contributions	294.52		
422	DD8381.8	02/01/2023	Mlc Masterkey		387.28		
423	SUPER	02/01/2023	Mlc Masterkey	Superannuation contributions	387.28		
424	DD8381.9	02/01/2023	Public Sector Superannuation Accumulation Plan		179.02		
425	SUPER	02/01/2023	Public Sector Superannuation Accumulation Plan	Superannuation contributions	179.02		
426	DD8413.1	03/01/2023	Keenan & Tania Wenning		1386.67		
427	EMDRS 03012023	03/01/2023	Keenan & Tania Wenning	EMDRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent and Internet 03/01/2023	1386.67		
428	DD8424.1	05/01/2023	Elders Real Estate Pty Ltd		360.00		
429	EMTRS RENT 05012023.1	05/01/2023	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent Week Ending 05/01/2023	360.00		
430	DD8440.1	16/01/2023	Sandwai Pty Ltd		1100.00		
431	16012023	16/01/2023	Sandwai Pty Ltd	CHSP - INFORMATION SYSTEMS - Monthly Charges December 2022	1100.00		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
432	16/01/2023	Aware Super			18437.97		
433	16/01/2023	Aware Super	Superannuation contributions	15737.54			
434	16/01/2023	Aware Super	Payroll deductions	260.00			
435	16/01/2023	Aware Super	Payroll deductions	150.00			
436	16/01/2023	Aware Super	Payroll deductions	225.69			
437	16/01/2023	Aware Super	Payroll deductions	369.57			
438	16/01/2023	Aware Super	Payroll deductions	770.26			
439	16/01/2023	Aware Super	Payroll deductions	924.91			
440	16/01/2023	Rest Superannuation			181.41		
441	16/01/2023	Rest Superannuation	Superannuation contributions	181.41			
442	16/01/2023	Essential Super			471.21		
443	16/01/2023	Essential Super	Superannuation contributions	471.21			
444	16/01/2023	Mercer Super Trust			142.72		
445	16/01/2023	Mercer Super Trust	Superannuation contributions	142.72			
446	16/01/2023	Colonial First State			398.60		
447	16/01/2023	Colonial First State	Superannuation contributions	398.60			
448	16/01/2023	Bt Super For Life	Payroll deductions		871.50		
449	16/01/2023	Bt Super For Life	Superannuation contributions	751.88			
450	16/01/2023	Bt Super For Life	Payroll deductions	119.62			



	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
451	DD8452.7	16/01/2023	Care Super		92.61		
452	SUPER	16/01/2023	Care Super	Superannuation contributions	92.61		
453	DD8452.8	16/01/2023	MyNorth Super		293.66		
454	SUPER	16/01/2023	MyNorth Super	Superannuation contributions	293.66		
455	DD8452.9	16/01/2023	Mlc Masterkey		408.38		
456	SUPER	16/01/2023	Mlc Masterkey	Superannuation contributions	408.38		
457	DD8453.1	13/01/2023	Elders Real Estate Pty Ltd		360.00		
458	EMTRS RENT 12012023	12/01/2023	Elders Real Estate Pty Ltd	EMTRS Staff Housing Rental Property Expenses - Rent Week Ending 12/01/2023	360.00		
459	DD8458.1	20/01/2023	Australian Taxation Office		53515.81		
460	PAYGPPE16.01.2023	20/01/2023	Australian Taxation Office	PAYG JANUARY - PPE 16/01/2023	53515.81		
461	DD8461.1	20/01/2023	Elders Real Estate Pty Ltd		360.00		
462	DMTRS RENT 19012023	19/01/2023	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent Week Ending 20/01/2023	360.00		
463	DD8464.1	23/01/2023	Telstra		1866.15		
464	K425908901-0	04/01/2023	Telstra	VARIOUS DEPARTMENTS - Telephone Charges December 22	1866.15		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
465	24/01/2023	WA Treasury Corporation			4515.27		
466	24/01/2023	WA Treasury Corporation	VARIOUS LOANS - Accrued Guarantees Fee for Period Ending 31/12/22	4515.27			
467	18/01/2023	WA Treasury Corporation			5203.72		
468	18/01/2023	WA Treasury Corporation	Loan No. 121B Interest payment - Repayment of NLC Loan	5203.72			
469	27/01/2023	Xero			59.00		F
470	27/01/2023	Xero	CHSP - INFORMATION SYSTEMS - Xero Monthly Subscription January 2023	59.00			
471	27/01/2023	Elders Real Estate Pty Ltd			360.00		
472	27/01/2023	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent Week Ending 27/01/2023	360.00			
473	19/01/2023	Australian Taxation Office			42569.00		
474	19/01/2023	Australian Taxation Office	PAYG JANUARY - PPE02/01/2023	42569.00			
475	30/01/2023	Aware Super			15462.94		
476	30/01/2023	Aware Super	Superannuation contributions	13306.23			
477	30/01/2023	Aware Super	Payroll deductions	260.00			
478	30/01/2023	Aware Super	Payroll deductions	202.15			
479	30/01/2023	Aware Super	Payroll deductions	355.59			
480	30/01/2023	Aware Super	Payroll deductions	577.21			
481	30/01/2023	Aware Super	Payroll deductions	711.76			
482	30/01/2023	Aware Super	Payroll deductions	50.00			
483	30/01/2023	Rest Superannuation			183.91		
484	30/01/2023	Rest Superannuation	Superannuation contributions	183.91			
485	30/01/2023	Essential Super			488.69		
486	30/01/2023	Essential Super	Superannuation contributions	488.69			
487	30/01/2023	Mercer Super Trust			175.75		
488	30/01/2023	Mercer Super Trust	Superannuation contributions	175.75			

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
489	DD8485.5	30/01/2023	Colonial First State		398.60		
490	SUPER	30/01/2023	Colonial First State	Superannuation contributions	398.60		
491	DD8485.6	30/01/2023	Bt Super For Life		827.35		
492	SUPER	30/01/2023	Bt Super For Life	Superannuation contributions	702.40		
493	DEDUCTION	30/01/2023	Bt Super For Life	Payroll deductions	124.95		
494	DD8485.7	30/01/2023	Care Super		115.76		
495	SUPER	30/01/2023	Care Super	Superannuation contributions	115.76		
496	DD8485.8	30/01/2023	MyNorth Super		272.13		
497	SUPER	30/01/2023	MyNorth Super	Superannuation contributions	272.13		
498	DD8485.9	30/01/2023	Mlc Masterkey		478.92		
499	SUPER	30/01/2023	Mlc Masterkey	Superannuation contributions	478.92		
500	DD8381.10	02/01/2023	AMP Life Limited		18.06		
501	SUPER	02/01/2023	AMP Life Limited	Superannuation contributions	18.06		
502	DD8381.11	02/01/2023	Vision Super Saver		319.66		
503	SUPER	02/01/2023	Vision Super Saver	Superannuation contributions	319.66		
504	DD8381.12	02/01/2023	Australian Retirement Trust		821.25		
505	SUPER	02/01/2023	Australian Retirement Trust	Superannuation contributions	631.73		
506	DEDUCTION	02/01/2023	Australian Retirement Trust	Payroll deductions	189.52		
507	DD8381.13	02/01/2023	Bt Superwrap		461.52		
508	DEDUCTION	02/01/2023	Bt Superwrap	Payroll deductions	114.93		
509	SUPER	02/01/2023	Bt Superwrap	Superannuation contributions	346.59		
510	DD8381.14	02/01/2023	Host Plus		1145.15		
511	SUPER	02/01/2023	Host Plus	Superannuation contributions	930.17		
512	DEDUCTION	02/01/2023	Host Plus	Payroll deductions	214.98		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
513	02/01/2023	Australiansuper			2533.15		
514	DEDUCTION	02/01/2023	Australiansuper	Payroll deductions	157.57		
515	SUPER	02/01/2023	Australiansuper	Superannuation contributions	2375.58		
516	DD8381.16	02/01/2023	Hesta Superannuation		242.72		
517	SUPER	02/01/2023	Hesta Superannuation	Superannuation contributions	242.72		
518	DD8381.17	02/01/2023	Bt Super For Life		317.06		
519	SUPER	02/01/2023	Bt Super For Life	Superannuation contributions	317.06		
520	DD8381.18	02/01/2023	Cbus Super Fund		244.48		
521	SUPER	02/01/2023	Cbus Super Fund	Superannuation contributions	244.48		
522	DD8381.19	02/01/2023	Prime Super		521.45		
523	SUPER	02/01/2023	Prime Super	Superannuation contributions	521.45		
524	DD8452.10	16/01/2023	Public Sector Superannuation Accumulation Plan		193.13		
525	SUPER	16/01/2023	Public Sector Superannuation Accumulation Plan	Superannuation contributions	193.13		
526	DD8452.11	16/01/2023	AMP Life Limited		160.26		
527	SUPER	16/01/2023	AMP Life Limited	Superannuation contributions	160.26		
528	DD8452.12	16/01/2023	Australian Retirement Trust		767.52		
529	SUPER	16/01/2023	Australian Retirement Trust	Superannuation contributions	590.40		
530	DEDUCTION	16/01/2023	Australian Retirement Trust	Payroll deductions	177.12		

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
531	16/01/2023	Vision Super Saver			302.92		
532	16/01/2023	Vision Super Saver	Superannuation contributions	302.92			
533	16/01/2023	Bt Superwrap			568.20		
534	16/01/2023	Bt Superwrap	Payroll deductions	114.93			
535	16/01/2023	Bt Superwrap	Superannuation contributions	453.27			
536	16/01/2023	Host Plus			1182.35		
537	16/01/2023	Host Plus	Superannuation contributions	967.37			
538	16/01/2023	Host Plus	Payroll deductions	214.98			
539	16/01/2023	Australiansuper	Superannuation contributions		2313.74		
540	16/01/2023	Australiansuper	Payroll deductions	168.45			
541	16/01/2023	Australiansuper	Superannuation contributions	2145.29			
542	16/01/2023	Hesta Superannuation			191.71		
543	16/01/2023	Hesta Superannuation	Superannuation contributions	191.71			
544	16/01/2023	Bt Super For Life			148.02		
545	16/01/2023	Bt Super For Life	Superannuation contributions	148.02			
546	16/01/2023	Cbus Super Fund			347.49		
547	16/01/2023	Cbus Super Fund	Superannuation contributions	347.49			
548	16/01/2023	Prime Super			675.93		
549	16/01/2023	Prime Super	Superannuation contributions	675.93			
550	30/01/2023	Public Sector Superannuation Accumulation Plan			214.59		
551	30/01/2023	Public Sector Superannuation Accumulation Plan	Superannuation contributions	214.59			
552	30/01/2023	AMP Life Limited			150.56		
553	30/01/2023	AMP Life Limited	Superannuation contributions	150.56			

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
554	30/01/2023	Ausralian Retirement Trust			767.52		
555	30/01/2023	Ausralian Retirement Trust	Superannuation contributions	590.40			
556	30/01/2023	Ausralian Retirement Trust	Payroll deductions	177.12			
557	30/01/2023	Vision Super Saver			282.99		
558	30/01/2023	Vision Super Saver	Superannuation contributions	282.99			
559	30/01/2023	Bt Superwrap			478.59		
560	30/01/2023	Bt Superwrap	Payroll deductions	114.93			
561	30/01/2023	Bt Superwrap	Superannuation contributions	363.66			
562	30/01/2023	Host Plus			1136.78		
563	30/01/2023	Host Plus	Superannuation contributions	921.80			
564	30/01/2023	Host Plus	Payroll deductions	214.98			
565	30/01/2023	Australiansuper			2510.72		
566	30/01/2023	Australiansuper	Payroll deductions	152.18			
567	30/01/2023	Australiansuper	Superannuation contributions	2358.54			
568	30/01/2023	Hesta Superannuation			187.33		
569	30/01/2023	Hesta Superannuation	Superannuation contributions	187.33			
570	30/01/2023	Bt Super For Life			159.90		
571	30/01/2023	Bt Super For Life	Superannuation contributions	159.90			
572	30/01/2023	Cbus Super Fund			240.96		
573	30/01/2023	Cbus Super Fund	Superannuation contributions	240.96			

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
574	30/01/2023	Prime Super			424.46		
575	30/01/2023	Prime Super	Superannuation contributions	424.46			
<b>Direct Debit Total \$</b>				<b>191,541.37</b>			

### Credit Card Purchases

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
576	23/01/2023	General Credit Card Purchases	RRG MCKENZIE ROAD CONSTRUCTION - Vehicle Overload infringement		4512.49		
577	01/12/2022	General Credit Card Purchases	MEMBERS CIVIC FUNCTIONS - Christmas Decorations	229.00			
578	01/12/2022	General Credit Card Purchases	FIRE PREVENTION/BURNING/CONTROL - Top Up	357.50			
579	07/12/2022	General Credit Card Purchases	VARIOUS DEPARTMENTS - Frames	589.95			
580	08/12/2022	General Credit Card Purchases	ADMIN ADVERTISING - Community Development Officer Advert	302.50			
581	13/12/2022	General Credit Card Purchases	HEALTH - Pool Tests Reagents	100.10			
582	15/12/2022	General Credit Card Purchases	FIRE PREVENTION/BURNING/CONTROL - Monthly Charges	17.60			
583	16/12/2022	General Credit Card Purchases	RAILWAY STATION BUILDING MAINTENANCE - Shower Curtain & Rings	33.50			
584	20/12/2022	General Credit Card Purchases	HOMECARE ADVERTISING - Cook Advert	236.50			
585	23/12/2022	General Credit Card Purchases	ADMIN ADVERTISING - Senior Finance Officer Strategic Advert	346.50			
586	12/12/2022	General Credit Card Purchases	MEMBERS CIVIC FUNCTIONS - Christmas Function Meat	505.16			
587	29/12/2022	General Credit Card Purchases	CHSP SOCIAL SUPPORT GROUP - Fresh Goods for client lunches	23.78			
588	01/12/2022	General Credit Card Purchases	MEMBERS CIVIC FUNCTIONS - Christmas Decorations	119.00			
589	02/12/2022	General Credit Card Purchases	ADMIN SUBSCRIPTIONS AND MEMBERSHIPS - LGPRO Membership	398.25			
590	05/12/2022	General Credit Card Purchases	MEMBERS CIVIS FUNCTIONS - Christmas Decorations Refund	-14.00			

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
591	05/12/2022	General Credit Card Purchases	MEMBERS CIVIS FUNCTIONS - Christmas Decorations Refund	-7.00			
592	12/12/2022	General Credit Card Purchases	MEMBERS CIVIS FUNCTIONS - Christmas Cutlery/Plates	114.85			
593	12/12/2022	General Credit Card Purchases	MEMBERS CIVIS FUNCTIONS - Rolls for Christmas Function	107.50			
594	16/12/2022	General Credit Card Purchases	VARIOUS DEPARTMENTS - Greeting Messages December 2022	151.80			
595	21/12/2022	General Credit Card Purchases	RRG MCKENZIE ROAD CONSTRUCTION - Vehicle Overload infringement	900.00			
<b>Credit Card Total</b>				<b>\$4,512.49</b>			

ABBREVIATIONS		Cheque Total (Less TD)	\$292.60	0.03%
PF	Partially Funded	Term Deposits (TD)		
I	Insurance	EFT Total*	\$610,975.30	53.51%
F	Funded	Payroll Total*	\$334,558.57	29.30%
L	Local Supplier	Direct Debit Total	\$191,541.37	16.77%
R	Recoverable	Credit Card Total	\$4,512.49	0.40%
PR	Partially Recoverable	Trust Total	\$0.00	0.00%
			<b>\$1,141,880.33</b>	100.00%
		<b>Total (Less Term Deposits)</b>	<b>\$1,141,880.33</b>	
	* Please note Payroll totals			
		Local Suppliers	\$247,049.55	21.64%
		Employees	\$334,558.57	29.30%
		<b>Combined Total</b>	<b>\$581,608.12</b>	50.93%



### 10.3.3 MONTHLY FINANCIAL REPORTS – DECEMBER 2022 AND JANUARY 2023

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	9 February 2023
Author	Executive Manager Corporate & Community Services
Authorising Officer	Chief Executive Officer
<b>Attachments</b> 1. Monthly Financial Report for December 2022 2. Monthly Financial Report for January 2023 3. Strategic Projects Tracker – January 2023	

#### 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

Due to there being no Ordinary Council Meeting in January 2023, Council is requested to review the December 2022 and January 2023 Monthly Financial Reports.

#### Consultation

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

#### Statutory Environment

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

#### Policy Implications

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

#### Financial Implications

All expenditure has been approved via adoption of the 2022/23 Annual Budget or resulting from a Council resolution.

Council is requested to review the December 2022 and January 2023 Monthly Financial Reports, noting that Council is advised of the following matters for both December 2022 and January 2023:

- As a consequence of financial audit findings, the Opening Funding Surplus has been adjusted, down from \$2,550,000 to \$2,539,663, a variant of \$10,337 or 0.003% against original end of year reporting for 2021/22;

- The Finance team has engaged with all Executive and Managers as part of the required budget review; the outcome of which is presented as a separate agenda item for Council consideration;
- Rates received to date is 84% of the total to be collected, and there is still more than \$940,861 to be collected. It should be noted that of this amount there is approximately \$200k related to Pensioner Rate Deferments;
- The current amount of \$99k for 90+ day debts includes 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 at acquittal;
- Additionally the amount of \$55k for the Upper Great Southern Hockey Association 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 \$11,031 is comprised of a total of eleven (11) debtors, of which is a long term debtor (a former tenant for \$7k) for which legal proceedings is ongoing.
- A total of 576 invoices were paid in December 2022 and January 2023, of which 80% were paid within 30 days. This figure is lower than previous months and this is, to some extent attributed to, the December and January holiday period, and the Finance Team are working towards achieving the operationally agreed Key Performance Indicator, of 95% of Creditors being paid within 30 days; and
- Investment in Term Deposits is currently \$4.5M. It is intended that by the end of February a total of \$6M of Shire funds will be invested in Term Deposits, at the best interest rate that can be negotiated at the time. The Administration is confident that the budgeted interest earnings for Municipal Funds and Reserve Funds, will be exceeded. This is also reflected in the Budget Review.

### Strategic Implications

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

### 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-	Rare (1)	Moderate (3)	Low (1-4)	Compliance Requirements	Accept Officer Recommendation

compliance may result in a qualified audit.					
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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; 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 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**

The December 2022 and January 2023 Monthly Financial Report is presented for review.

**Voting Requirements**

Simple Majority

<p><b>OFFICERS' RECOMMENDATION</b></p> <p>That with respect to the Monthly Financial Reports for December 2022 and January 2023, Council note the Reports as presented.</p>
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**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**FOR THE PERIOD ENDED 31 DECEMBER 2022**



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

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STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 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.
<b>FOR THE PERIOD ENDED 31 DECEMBER 2022</b>								
		\$	\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)		2,550,000	2,550,000	2,550,000	2,539,662	(10,338)	(0%)	
<b>Revenue from operating activities</b>								
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	466,434	515,974	49,540	11%	▲
Governance		1,153	1,153	1,153	1,540	387	34%	
Law, Order and Public Safety		265,136	265,136	132,818	234,619	101,801	77%	▲
Health		17,313	17,313	8,656	12,413	3,757	43%	
Education and Welfare		2,094,046	2,094,046	1,047,893	1,066,555	18,663	2%	
Housing		17,651	17,651	8,825	10,860	2,035	23%	
Community Amenities		1,214,051	1,214,051	1,020,512	1,177,290	156,777	15%	▲
Recreation and Culture		57,575	57,575	13,788	53,730	39,942	289.7%	▲
Transport		358,876	358,876	179,438	225,870	46,432	26%	▲
Economic Services		444,393	444,393	221,649	227,305	5,656	3%	
Other Property and Services		178,115	178,115	89,072	56,249	(32,823)	(37%)	▼
		<b>10,999,740</b>	<b>10,999,740</b>	<b>8,619,705</b>	<b>8,999,770</b>	<b>380,064</b>	<b>4%</b>	
<b>Expenditure from operating activities</b>								
General Purpose Funding		(303,377)	(385,653)	(192,833)	(110,573)	82,260	43%	▲
Governance		(662,558)	(699,875)	(354,367)	(270,381)	83,986	24%	▲
Law, Order and Public Safety		(853,867)	(814,982)	(420,752)	(405,772)	14,980	4%	
Health		(338,061)	(319,742)	(162,085)	(122,322)	39,764	25%	▲
Education and Welfare		(2,078,303)	(2,019,445)	(1,025,798)	(845,652)	180,146	18%	▲
Housing		(57,524)	(57,524)	(13,562)	(16,903)	(3,340)	(25%)	
Community Amenities		(1,651,084)	(1,500,222)	(752,865)	(624,687)	128,177	17%	▲
Recreation and Culture		(3,332,463)	(3,322,803)	(1,716,298)	(1,675,097)	41,200	2%	
Transport		(3,463,725)	(3,704,030)	(1,855,234)	(1,687,508)	167,726	9%	
Economic Services		(819,671)	(792,261)	(403,547)	(351,869)	51,678	13%	▲
Other Property and Services		(160,124)	(104,449)	(114,990)	(23,543)	91,447	80%	▲
		<b>(13,720,755)</b>	<b>(13,720,985)</b>	<b>(7,012,331)</b>	<b>(6,134,306)</b>	<b>878,025</b>		
<b>Operating activities excluded from budget</b>								
Add back Depreciation		2,947,189	2,947,189	1,473,595	1,541,314	67,719	5%	
Adjust (Profit)/Loss on Asset Disposal	12	67,476	67,476	33,738	3,149	(30,589)	(91%)	▼
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%	
<b>Amount attributable to operating activities</b>		<b>2,843,650</b>	<b>2,843,419</b>	<b>5,664,707</b>	<b>6,949,588</b>	<b>1,295,219</b>		
<b>Investing Activities</b>								
Non-Operating Grants, Subsidies and Contributions		4,504,873	4,520,103	2,252,437	879,407	(1,373,030)	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)	(1,372,449)	(232,484)	1,139,965	83%	▲
Plant and Equipment	11	(2,390,600)	(2,405,600)	(1,444,548)	(581,436)	863,112	60%	▲
Furniture & Equipment	11	(588,674)	(588,674)	(176,337)	(70,126)	106,211	100%	▲
Infrastructure Assets - Roads	12	(2,393,823)	(2,287,565)	(1,132,528)	(369,065)	763,463	100%	▲
Infrastructure Assets - Footpaths	11	(51,000)	(51,000)	(25,500)	0	25,500	100%	▲
Infrastructure Assets - Road Drainage	11	(30,000)	(30,000)	(15,000)	0	15,000	100%	▲
Infrastructure Assets - Parks and Gardens	11	(350,520)	(350,520)	(276,520)	(93,921)	182,599	100%	▲
Infrastructure Assets - Aerodromes	11	(30,000)	(30,000)	(18,000)	(9,767)	8,233	100%	▲
Infrastructure Assets- Bridges	12	(588,000)	(588,000)	(294,000)	0	294,000	100%	▲
Infrastructure Assets- Other	12	(515,733)	(515,733)	(151,948)	(92,044)	59,904	39%	▲
Proceeds from Disposal of Assets	12	232,000	292,000	232,000	57,091	(174,909)	0%	▲
Proceeds from insurance		0	0	0	0	0	0%	▲
<b>Amount attributable to investing activities</b>		<b>(4,994,064)</b>	<b>(4,827,576)</b>	<b>(2,422,394)</b>	<b>(512,345)</b>	<b>1,910,049</b>	<b>0%</b>	<b>▲</b>
<b>Financing Activities</b>								
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)	(95,045)	(101,375)	(6,330)	(7%)	▼
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%	
<b>Amount attributable to financing activities</b>		<b>2,150,414</b>	<b>2,021,656</b>	<b>(95,045)</b>	<b>(101,375)</b>	<b>(6,330)</b>		
<b>Net Capital</b>		<b>(0)</b>	<b>37,500</b>	<b>3,147,272</b>	<b>6,335,868</b>	<b>3,198,938</b>		
<b>Total Net Operating + Capital</b>		<b>(0)</b>	<b>37,500</b>	<b>3,147,272</b>	<b>6,335,868</b>	<b>3,198,938</b>		
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(0)</b>	<b>37,500</b>	<b>3,147,272</b>	<b>6,335,868</b>	<b>3,198,938</b>		

**KEY INFORMATION**

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

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

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

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 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
	\$	%			
<b>Revenue from operating activities</b>					
General Purpose Funding - Other	49,540	11%	▲	Timing	Variance due to improved interest rates and, therefore more investment income received for the period.
Law, Order and Public Safety	101,801	77%	▲	Timing	Income higher due to timing of receipt of Bush Fire Mitigation Officer Grant funding received from DFES \$153k.
Community Amenities	156,777	15%	▲	Timing	Increased income due to increase in planning application fees from Future Energy Australia \$45k, and increase in non-rateable collection and additional pickup charges \$51k.
Recreation and Culture	39,942	290%	▲	Timing	Variance due to timing of insurance and utility reimbursements from on-charge lease clients.
Transport	46,432	26%	▲	Timing	Income higher due to timing of operational grant from Mainroads WA.
Other Property and Services	(32,823)	(37%)	▼	Timing	Variance mainly due to the timing of income from private and public works and variation to admin allocations as per Council resolution.
<b>Expenditure from operating activities</b>					
General Purpose Funding	82,260	43%	▲	Timing	Expenditure lower mainly due to variation to admin allocations \$21k and timing of debt collection and valuation expenses \$44k, timing of rates salary cost transfer \$25k, and general expenses below expected amounts to date.
Governance	83,986	24%	▲	Timing	Expenditure lower due to timing of expenditure in audit fees \$27k, valuations \$8k, consultancy costs \$16k, and admin allocation variation \$31k.
Education and Welfare	180,146	18%	▲	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	39,764	25%	▲	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	128,177	17%	▲	Timing	Timing of expenditure in waste management \$29k, amenities costs, \$39k other admin costs , salaries & wages in town planning \$30k.
Economic Services	51,678	13%	▲	Timing	Expenditure lower due to timing of building control wages \$8k , lower tourism costs, \$24k, reduced admin allocations \$11k and other economic operational costs.
Other Property and Services	91,447	80%	▲	Timing	Variance mainly due to timing of expenditure on admin overheads and recovery from plant operating costs
<b>Investing Activities</b>					
Capital Acquisitions	3,457,987	70%	▲	Timing	Project expenditure lower than budget mainly due to timing of Roading projects \$763k; plant and equipment \$603k; and land and buildings \$1,097k.

**KEY INFORMATION**

▲ Favourable variance

▼ Unfavourable variance

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 DECEMBER 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.

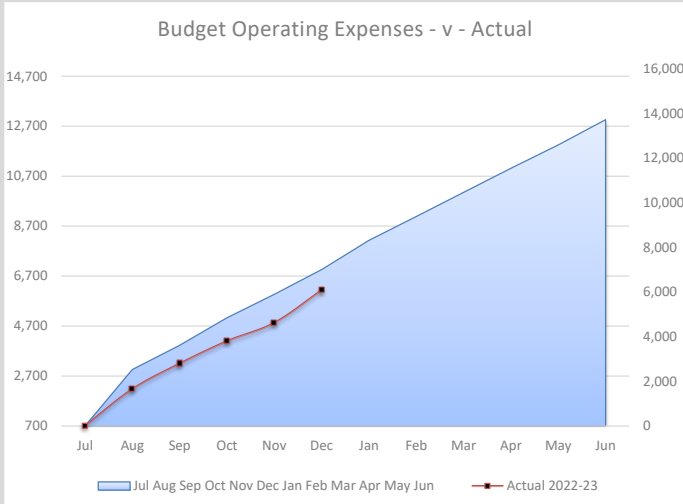
**ROUNDING OFF FIGURES**

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

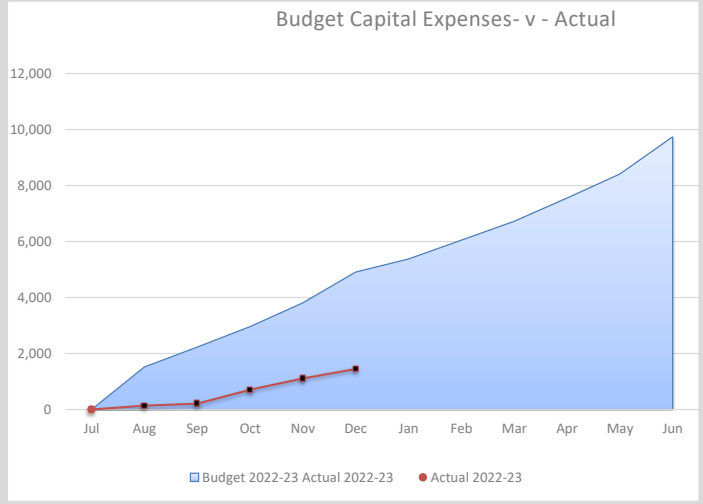
**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 DECEMBER 2022**

**MONTHLY SUMMARY INFORMATION  
GRAPHS**

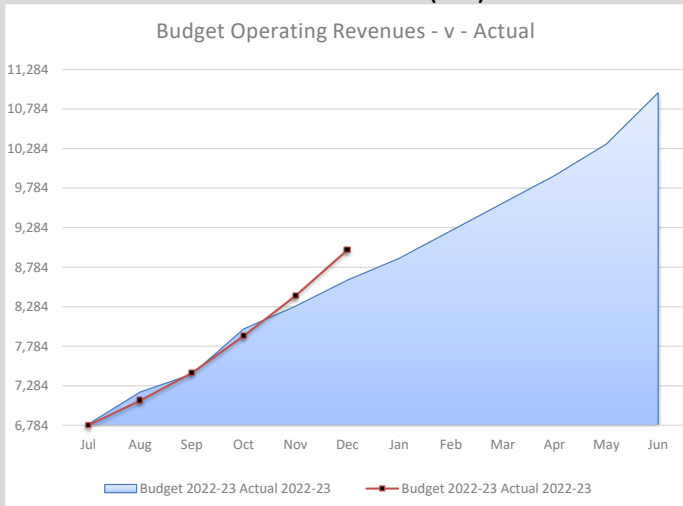
**OPERATING EXPENSES ('000)**



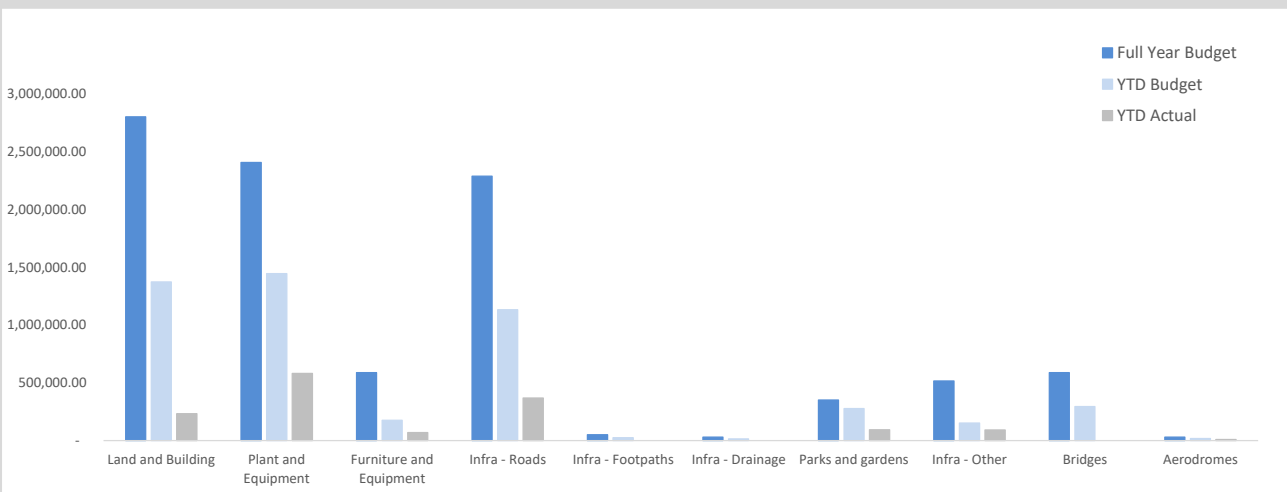
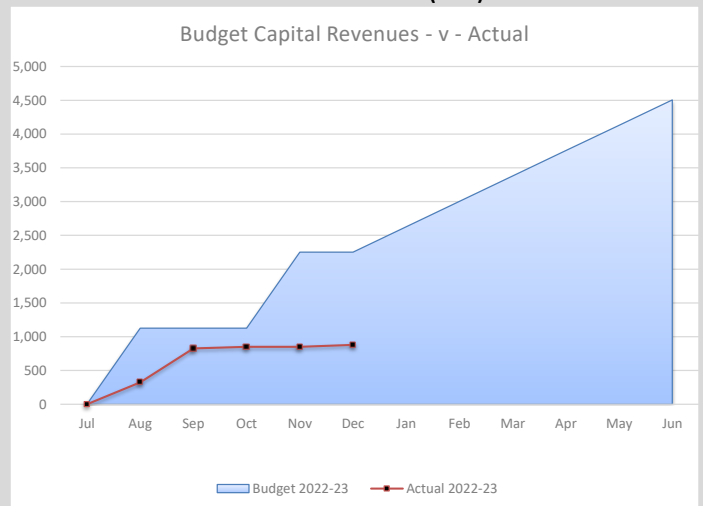
**CAPITAL EXPENSES ('000)**



**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 DECEMBER 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**

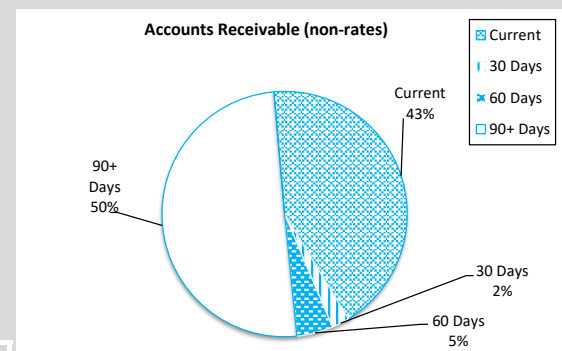
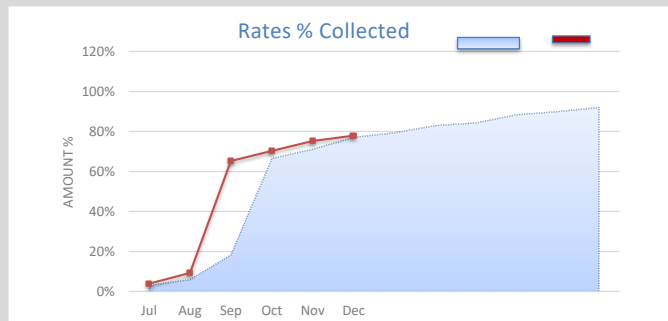
Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

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

**OPERATING ACTIVITIES  
RECEIVABLES**

Rates Receivable	30 Jun 22	31 Dec 22	Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$		\$	\$	\$	\$	\$
Opening Arrears Previous Years	476,999	581,945	Receivables - General	85,097	4,630	9,552	100,105	199,384
RATES - Rates Levied - GRV	3,236,553	3,407,588	Percentage	43%	2%	5%	50%	
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	12,862						
RATES - Back Rates Levied - GRV	(891)	7,492						
RATES - Ex-Gratia Rates (CBH, etc.)	10,627	11,525						
Instalment Admin fee	0	31,245						
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	<b>Balance per Trial Balance</b>					
Commercial Collection Charge( additional)	45,330	47,338	Rates Pensioner Rebate Claims					5,890
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	6,710,455	GST Input					-
Less Collections to date	(6,317,638)	(5,843,045)	Provision For Doubtful Debts ( including Rates)					(136,225)
<b>Net Rates Collectable</b>	<b>435,075</b>	<b>1,449,355</b>	<b>Total Receivables General Outstanding</b>					<b>69,048.44</b>
% Collected (Current and Arrears)	93.56%	80.13%	<b>Amounts shown above include GST (where applicable)</b>					
Pensioner Deferred Rates		(195,110)						
Pensioner Deferred ESL		(8,986)						
<b>Total Rates and Rubbish, ESL, Excess Rates</b>		<b>1,245,259</b>						

**KEY INFORMATION**



<b>Debtors Due</b>
<b>\$199,384</b>
<b>Over 30 Days</b>
<b>2%</b>
<b>Over 90 Days</b>
<b>50%</b>

<b>Collected</b>	<b>Rates Due</b>
<b>80%</b>	<b>\$1,245,259</b>

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

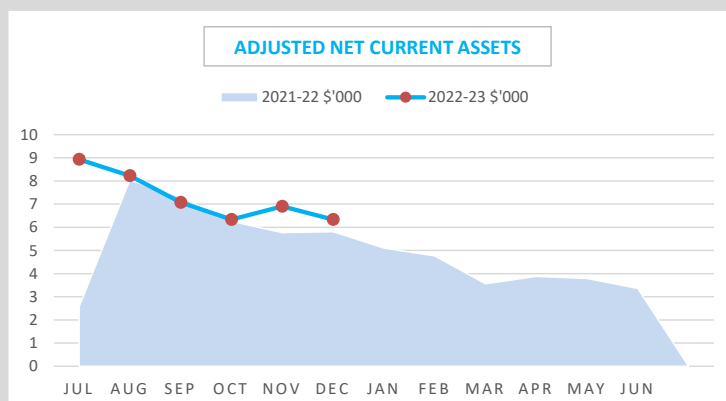
OPERATING ACTIVITIES  
ADJUSTED NET CURRENT ASSETS

FOR THE PERIOD ENDED 31 DECEMBER 2022

	Last Years Closing	This Time Last Year	Year to Date Actual
	30 Jun 2022	31 Dec 2021	31 Dec 2022
	\$	\$	\$
<b>Current Assets</b>			
Cash Unrestricted	3,151,510	4,882,490	5,293,425
Cash Restricted - Reserves	2,871,461	4,677,914	404,571
Cash Restricted - Term Deposits	2,000,000	0	4,500,000
Cash Restricted - Trust	17,676	31,253	34,382
Receivables - Rates and Rubbish, ESL, Excess Rates	230,979	1,216,342	1,245,259
Receivables - Other	698,500	369,525	329,840
Inventories	26,579	18,392	28,072
	8,996,705	11,195,914	11,835,548
<b>Less: Current Liabilities</b>			
Payables	(1,249,238)	(308,892)	(292,474)
Lease Liabilities	(36,042)	(11,769)	(36,042)
Loan Liability	(214,581)	(197,212)	(214,581)
Provisions	(695,826)	(749,986)	(695,826)
	(2,195,687)	(1,267,859)	(1,202,881)
<b>Net Current Asset Position</b>	6,801,018	9,928,056	10,632,667
Less: Cash Restricted	(4,871,461)	(4,677,914)	(4,904,571)
Add Back: Component of Leave Liability not Required to be funded	361,204	361,045	361,204
Add Back: Current Loan Liability Current Portion of Lease Liability	214,581	197,212	214,581
	36,042	11,769	36,042
Adjustment for Trust Transactions Within Muni	(1,721)	(1,170)	(4,055)
Non cash Opening Contract liability adjustment			
<b>Net Current Funding Position</b>	2,539,662	5,818,998	6,335,868

SIGNIFICANT ACCOUNTING POLICIES

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



KEY INFORMATION

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

<b>Year YTD Actual</b>
<b>Surplus(Deficit)</b>
<b>\$6.34 M</b>

<b>This Time Last Year</b>
<b>Surplus(Deficit)</b>
<b>\$5.82 M</b>

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

	Investment Value \$	Maturity Date	Rate	Institution	Investment %
<b>Cash Restricted (Reserves)</b>					
NAB (Investment 1)	2,000,000	13/02/2023	3.65%	NAB	44%
Bankwest (Investment 1)	2,000,000	20/02/2023	2.00%	Bankwest	44%
NAB (Investment 2)	500,000	23/02/2023	3.65%	NAB	11%
	<u>4,500,000</u>				<u>100%</u>

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

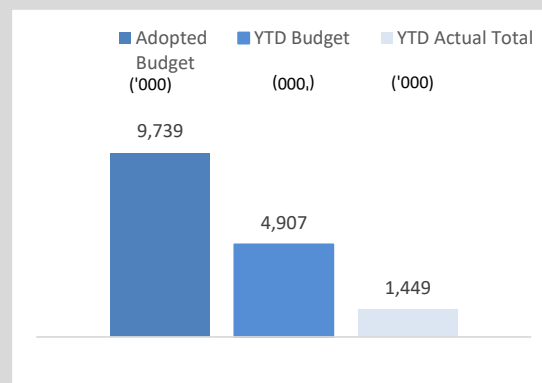
**INVESTING ACTIVITIES  
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted Budget	Current Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$	\$
Land and Buildings	2,800,382	2,800,382	1,372,449	232,484	1,139,965
Plant & Equipment	2,390,600	2,405,600	1,444,548	581,436	863,112
Furniture & Equipment	588,674	588,674	176,337	70,126	106,211
Roads	2,393,823	2,287,565	1,132,528	369,065	763,463
Footpaths	51,000	51,000	25,500	0	25,500
Road Drainage	30,000	30,000	15,000	0	15,000
Infrastructure- Bridges	588,000	588,000	294,000	0	294,000
Other Infrastructure	515,733	515,733	151,948	92,044	59,904
Parks and Gardens	350,520	350,520	276,520	93,921	182,599
Aerodromes	30,000	30,000	18,000	9,767	8,233
<b>Capital Expenditure Totals</b>	<b>9,738,732</b>	<b>9,647,474</b>	<b>4,906,830</b>	<b>1,448,843</b>	<b>3,457,987</b>

**SIGNIFICANT ACCOUNTING POLICIES**

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

**KEY INFORMATION**



Acquisitions	Current Annual Budget	Current Budget	YTD Actual	% Spent
	<b>\$9.74 M</b>	<b>\$9.65 M</b>	<b>\$1.45 M</b>	<b>15%</b>

To be read in conjunction with Strategic Projects Tracker

	Account Number	JOB	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance Under(Over)	
			\$	\$	\$	\$	\$	
<b>Capital Expenditure</b>								
<b>Land and Buildings</b>								
0.00	Land Development Opportunity	4130640	LB030	40,000	40,000	20,000	0	20,000
0.00	SES Training / Meeting Room	4050260	BC265	62,210	62,210	31,105	0	31,105
0%	Relocation of Homecare	4080360	BC052	868,545	868,545	434,273	0	434,273
0%	Landfill facility revegetation	4100165	IO184	10,000	10,000	5,000	0	5,000
0%	Recycling shed (Tip Shop)	4110160	BC274	50,000	50,000	25,000	0	25,000
0%	Equipment for Town Hall(Fans, Stage Light ..)	4110160	BC181	20,000	20,000	10,000	0	10,000
33%	Mayor's Parlour (Town Hall) Hot Water System (Zipsystem/ Miniboil)	4110160	BC182	5,000	5,000	2,500	1,650	850
	Town Hall Plan Upgrades- Heating, Cooling & Sundry (Circuit West)	4110160	BC183	50,000	50,000	25,000		25,000
	Town Hall Stage Upgrade/ EWP / Rigging	4110160	BC184	55,000	55,000	27,500		27,500
60%	Fitout of Railway Station Building	4110660	BC207	75,000	75,000	37,500	44,642	(7,142)
63%	Museum Building (Capital)-Museum Restoration as per conservation Report	4110660	BC201	45,355	45,355	22,677	28,441	(5,764)
0%	Covered Stage -Rec Centre for music/sound at west end of Alby Park	4110260	BC273	50,000	50,000	0	0	0
88%	Rec Centre Stadium LED Lighting	4110260	BC166	35,000	35,000	35,000	30,800	4,200
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
1%	Library Extension	4110560	IO080B	400,000	400,000	200,000	5,848	194,152
67%	Railway Station Resortation COVID recovery project	4110660	BC202	100,000	100,000	66,667	67,091	(425)
42%	ANZAC War Memorial Repair & Restoration	4110660	BC203	45,455	45,455	22,728	18,971	3,757
16%	Caravan park upgrades(ablution blocks & Kitchen)	4130260	BC238	45,000	45,000	22,500	7,081	15,419
100%	Visitor Information Bay Upgrade (Williams Road)	4130260	IO094	0	0	0	0	0
0%	Construction of 3 chalets at Caravan Park	4130260	BC239	450,000	450,000	225,000	1,156	223,844
242%	Building Maintenance-Old jewellers shop	4130650	BC277	10,000	10,000	10,000	24,165	(14,165)
1%	Good Shed Roof and Wall Restoration	4130650	BC278	300,000	300,000	150,000	2,640	147,360
				<b>2,800,382</b>	<b>2,800,382</b>	<b>1,372,449</b>	<b>232,484</b>	<b>1,139,965</b>

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

		Account Number	JOB	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance Under(Over)
<b>Plant and Equipment</b>								
50%	Narrogin Regional Homecare Ute	4050355	PA073A	45,000	45,000	22,500	22,488	12
0%	P56 Fuso Rosa (Bus)	4050355	PA072A	190,000	190,000	94,998	0	94,998
0%	P43 Toyota Corolla	4070355	PA043C	25,000	25,000	12,500	0	12,500
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	440,950	0	440,950
0%	Acquisition of General Rescue Utility	4050255	PA951	110,200	110,200	55,100	0	55,100
0%	XC Class Train Mural Project	4100655	IO131	20,000	20,000	10,000	0	10,000
42%	NRLC- Irrigation Pump	4110255	PE161	13,500	13,500	13,500	5,636	7,864
99%	Bob Cat	4120350	PA835A	80,000	80,000	80,000	78,900	1,100
0%	John Deere Ride On Mower(Parks)	4120350	PA066A	10,000	10,000	5,000	0	5,000
0%	John Deere Ride on Mower(Caravan Park)	4120350	PA039A	10,000	10,000	5,000	0	5,000
100%	Sweeper Truck 2015	4120350	PA024A	350,000	350,000	350,000	348,500	1,500
0%	Hino 300 Series Crew Cab	4120350	PA8219A	100,000	100,000	50,000	0	50,000
0%	Single Cab Ute Isuzu(Parks/Curator)	4120350	PA018C	35,000	35,000	17,500	0	17,500
136%	MG HS EXCITE Wagon 2022 (MCLC)- Hybrid	4120350	PA004E	30,000	30,000	30,000	40,690	(10,690)
148%	2018 Mitsubishi (MF/MCS)	4120350	PA047G	30,000	30,000	30,000	44,532	(14,532)
136%	2018 Holden(EHO)	4120350	PA065A	30,000	30,000	30,000	40,690	(10,690)
0%	2020 Isuzu ( Senior Ranger)	4120350	PA8163C	45,000	45,000	22,500	0	22,500
0%	Flocon (p8215) Roadsealing - Trade old Flocon and purchase new	4120350	PA8215	350,000	350,000	175,000	0	175,000
				<b>2,390,600</b>	<b>2,405,600</b>	<b>1,444,548</b>	<b>581,436</b>	<b>863,112</b>
<b>Furniture and Equipment</b>								
0%	Additional Public CCTV Camera's - Installation	4040250	FE037	200,000	200,000	100,000	0	100,000
95%	Mobile Video Conference Solution for the Council Chambers	4040250	FE039	15,000	15,000	15,000	14,202	798
0%	Replacement of Copier at Library	4110550	FE034	4,000	4,000	2,000	0	2,000
1%	Pool Filters-NRLC	4110255	PE072	96,000	96,000	0	720	(720)
0%	Pool Liner-NRLC	4110255	PE073	80,000	80,000	0	0	0
0%	Boiler-NRLC	4110255	PE074	75,000	75,000	0	0	0
100%	Replacement of Copier at Homecare	4040250	PE076	10,000	10,000	5,000	9,967	(4,967)
100%	2XCopier Replacement &Upgrade-New	4140580	FE102	20,000	20,000	10,000	19,933	(9,933)
0%	Purchase of Altus HR system	4140580	FE101	48,674	48,674	24,337	65	24,272
63%	IT Upgrades as per Asset Management Plan( Altus PO & Other IT Assets)	4140580	FE103	40,000	40,000	20,000	25,239	(5,239)
				<b>588,674</b>	<b>588,674</b>	<b>176,337</b>	<b>70,126</b>	<b>106,211</b>

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

		Account Number	JOB	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance Under(Over)
<b>Infrastructure - Roads</b>								
0%		4120165	IR338	40,000	40,000	20,000	0	20,000
100%		4120165	IR339	200,000	0	0	0	0
0%		4120165	IR340	13,424	13,424	6,712	0	6,712
1%		4120165	IR341	59,329	59,329	29,664	301	29,364
0%		4120165	IR342	182,320	182,320	91,160	0	91,160
0%		4120165	IR343	22,929	22,929	11,464	0	11,464
0%		4120165	IR345	35,578	35,578	17,789	0	17,789
0%		4120165	IR346	103,337	103,337	51,669	0	51,669
0%		4120165	IR347	31,366	31,366	15,683	0	15,683
0%		4120165	IR349	30,087	30,087	15,043	0	15,043
93%		4120155	PE080	22,000	22,000	11,000	20,540	(9,540)
0%		4120466	IO0185	201,390	201,390	100,695	0	100,695
16%		4120167	IR337	75,000	75,000	37,500	12,075	25,425
51%		4120167	RRG338	424,275	424,275	212,138	218,121	(5,983)
2%		4120167	RRG339	244,797	244,797	122,399	4,818	117,580
0%		4120167	RRG340	163,492	163,492	81,746	0	81,746
0%		4120166	R2R337	11,088	9,800	4,902	0	4,902
0%		4120166	R2R338	23,166	14,500	7,248	0	7,248
57%		4120167	R2R212	0	200,000	100,002	113,210	(13,208)
0%		4120166	R2R216	15,714	16,000	7,998	0	7,998
0%		4120166	R2R339	95,953	25,100	12,552	0	12,552
0%		4120166	R2R340	8,415	6,100	3,048	0	3,048
0%		4120166	R2R341	5,940	4,600	2,298	0	2,298
0%		4120166	R2R342	6,600	4,600	2,298	0	2,298
0%		4120166	R2R343	51,071	45,100	22,548	0	22,548
0%		4120166	R2R344	6,270	7,941	3,972	0	3,972
0%		4120166	R2R345	22,572	25,000	12,498	0	12,498
0%		4120166	R2R346	4,950	6,000	3,000	0	3,000
0%		4120166	R2R347	23,760	14,000	7,002	0	7,002
0%		4120166	R2R213	77,000	45,000	22,500	0	22,500
0%		4120166	R2R348	60,000	60,000	30,000	0	30,000
0%		4120167	RBS204	132,000	154,500	66,000	0	66,000
				<b>2,393,823</b>	<b>2,287,565</b>	<b>1,132,528</b>	<b>369,065</b>	<b>763,463</b>
<b>Infrastructure - Footpaths</b>								
0%		4120175	IF055	22,000	22,000	11,000	0	11,000
0%		4120175	IF056	29,000	29,000	14,500	0	14,500
				<b>51,000</b>	<b>51,000</b>	<b>25,500</b>	<b>0</b>	<b>25,500</b>
<b>Infrastructure - Drainage</b>								
0%		4120180	ID000	30,000	30,000	15,000	0	15,000
				<b>30,000</b>	<b>30,000</b>	<b>15,000</b>	<b>0</b>	<b>15,000</b>

		Account Number	JOB	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance Under(Over)	
<b>Infrastructure - Bridges</b>									
0%		Tarwonga Rd Bridge 4551	4120181	IB204	192,000	192,000	96,000	0	96,000
0%		Whinbin Rock Rd Bridge 3125	4120181	IB205	396,000	396,000	198,000	0	198,000
				<b>588,000</b>	<b>588,000</b>	<b>294,000</b>	<b>0</b>	<b>294,000</b>	
<b>Infrastructure - Other</b>									
89%		TWIS Distribution Pipes Replacement	4100350	IO002	15,000	15,000	7,500	13,421	(5,921)
95%		May St Stormwater Catchment Dam	4110365	IO180	6,424	6,424	6,424	6,100	324
31%		Public Art Strategy - Implementation & Carry Over	4110860	IO113	45,455	45,455	45,455	13,869	31,586
72%		Single Electric BBQ for Gnarojin park near Skate park (to replace the former one)	4110860	FE036	10,000	10,000	0	7,185	(7,185)
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
33%		Walk Cycle & Mountain Bike Trails Projects	4110360	IO129	138,854	138,854	92,569	45,740	46,830
				<b>515,733</b>	<b>515,733</b>	<b>151,948</b>	<b>92,044</b>	<b>59,904</b>	
<b>Infrastructure - Parks &amp; Gardens</b>									
95%		Cemetery Upgrade	4100860	IO026	62,505	62,505	62,505	59,391	3,114
0%		Mackie Park Financial Planning Office Kitchenette	4110850	BC130	8,000	8,000	4,000	0	4,000
16%		Narrogin Tennis Courts Lighting & Surface Upgrading	4110360	IO127	210,015	210,015	210,015	34,500	175,515
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	30	(30)
				<b>350,520</b>	<b>350,520</b>	<b>276,520</b>	<b>93,921</b>	<b>182,599</b>	
<b>Infrastructure - Aerodromes</b>									
33%		Narrogin airport-Patient transfer facility	4120460	BC221	30,000	30,000	18,000	9,767	8,233
				<b>30,000</b>	<b>30,000</b>	<b>18,000</b>	<b>9,767</b>	<b>8,233</b>	
<b>Grand Total</b>					<b>9,738,732</b>	<b>9,647,474</b>	<b>4,906,830</b>	<b>1,448,843</b>	<b>3,457,987</b>



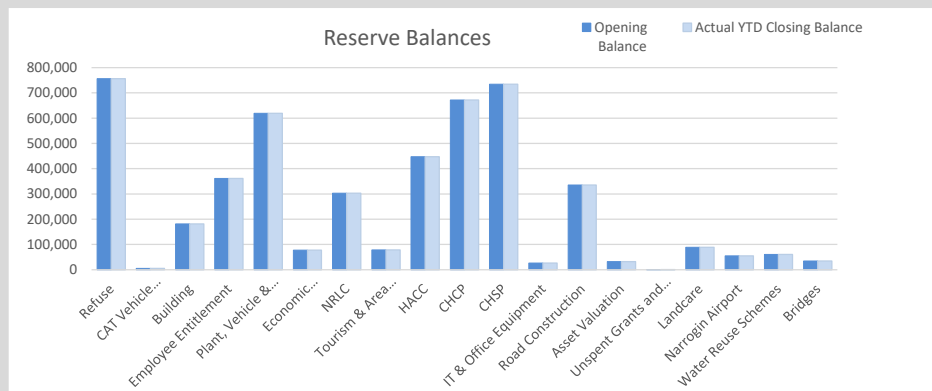
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2022

OPERATING ACTIVITIES  
CASH AND INVESTMENTS

Cash Backed Reserve

Reserve Name	Opening Balance	Current Budget Interest Earned	Actual Interest Earned	Current Budget Transfers In (+)	Actual Transfers In (+)	Current Budget Transfers Out (-)	Actual Transfers Out (-)	Current Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$		\$	\$	\$	\$
Refuse	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
	<b>4,869,993</b>	<b>60,000</b>	<b>0</b>	<b>2,635,964</b>	<b>0</b>	<b>4,550,959</b>	<b>0</b>	<b>2,954,998</b>	<b>4,869,993</b>

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 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
	PD8218	Proceeds From Disposal - Jet Patcher (P8218)	231122.003	Operational Expenditure		20,000		20,000
	PD8514A	Proceeds From Disposal Of Dynapak Padfoot	231122.003	Operational Expenditure		40,000		60,000
	RBS204	Blackspot Tarwonga Rd (Rehab) Slk 15.5 - 16	231122.003	Operational Expenditure			(15,000)	45,000
	RBS204	Blackspot Tarwonga Rd (Rehab) Slk 15.5 - 16	231122.003	Operational Expenditure			(7,500)	37,500
						967,026	(929,526)	37,500

**MONTHLY FINANCIAL REPORT**  
 (Containing the Statement of Financial Activity)  
**FOR THE PERIOD ENDED 31 JANUARY 2023**



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

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**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**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 JANUARY 2023								
		\$	\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)		2,550,000	2,550,000	2,550,000	2,539,662	(10,338)	0%	
<b>Revenue from operating activities</b>								
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	489,023	545,922	56,900	12%	▲
Governance		1,153	1,153	1,153	1,540	387	34%	▲
Law, Order and Public Safety		265,136	265,136	193,351	253,201	59,850	31%	▲
Health		17,313	17,313	10,099	16,178	6,079	60%	▲
Education and Welfare		2,094,046	2,094,046	1,371,626	1,151,583	(220,044)	-16%	▼
Housing		17,651	17,651	9,952	12,534	2,582	26%	▲
Community Amenities		1,214,051	1,214,051	1,052,768	1,194,304	141,536	13%	▲
Recreation and Culture		57,575	57,575	48,252	69,549	21,297	44%	▲
Transport		358,876	358,876	239,557	236,643	(2,914)	-1%	▲
Economic Services		444,393	444,393	258,693	253,219	(5,474)	-2%	▲
Other Property and Services		178,115	178,115	103,914	60,203	(43,712)	-42%	▼
		<b>10,999,740</b>	<b>10,999,740</b>	<b>9,207,856</b>	<b>9,212,240</b>	<b>4,385</b>	<b>0%</b>	
<b>Expenditure from operating activities</b>								
General Purpose Funding		(303,377)	(385,653)	(227,547)	(119,956)	107,591	47%	▲
Governance		(662,558)	(699,875)	(399,022)	(298,212)	100,810	25%	▲
Law, Order and Public Safety		(853,867)	(814,982)	(498,910)	(452,799)	46,111	9%	▲
Health		(338,061)	(319,742)	(196,413)	(144,651)	51,762	26%	▲
Education and Welfare		(2,078,303)	(2,019,445)	(1,228,785)	(989,054)	239,731	20%	▲
Housing		(57,524)	(57,524)	(31,192)	(34,777)	(3,585)	-11%	▲
Community Amenities		(1,651,084)	(1,500,222)	(889,954)	(777,695)	112,259	13%	▲
Recreation and Culture		(3,332,463)	(3,322,803)	(1,988,217)	(1,933,085)	55,132	3%	▲
Transport		(3,463,725)	(3,704,030)	(2,180,646)	(1,918,779)	261,868	12%	▲
Economic Services		(819,671)	(792,261)	(469,915)	(407,665)	62,250	13%	▲
Other Property and Services		(160,124)	(104,449)	(202,152)	(134,662)	67,490	33%	▲
		<b>(13,720,755)</b>	<b>(13,720,985)</b>	<b>(8,312,752)</b>	<b>(7,211,335)</b>	<b>1,101,418</b>		
<b>Operating activities excluded from budget</b>								
Add back Depreciation		2,947,189	2,947,189	1,719,194	1,812,413	93,220	5%	▲
Adjust (Profit)/Loss on Asset Disposal	12	67,476	67,476	39,361	3,149	(36,212)	-92%	▼
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%	▲
<b>Amount attributable to operating activities</b>		<b>2,843,650</b>	<b>2,843,419</b>	<b>5,203,658</b>	<b>6,356,130</b>	<b>1,162,809</b>		
<b>Investing Activities</b>								
Non-Operating Grants, Subsidies and Contributions		4,504,873	4,520,103	2,252,437	1,100,811	(1,151,626)	100%	▲
Purchase of Investments at fair value through P&L		7,795	7,795	0	0	0	0%	▲
Land and Buildings	11	(2,800,382)	(2,800,382)	(1,595,913)	(239,201)	1,356,711	85%	▲
Plant and Equipment	11	(2,390,600)	(2,405,600)	(1,608,056)	(613,186)	994,870	62%	▲
Furniture & Equipment	11	(588,674)	(588,674)	(245,060)	(70,126)	174,934	100%	▲
Infrastructure Assets - Roads	12	(2,393,823)	(2,287,565)	(1,328,002)	(920,568)	407,434	100%	▲
Infrastructure Assets - Footpaths	11	(51,000)	(51,000)	(29,750)	0	29,750	100%	▲
Infrastructure Assets - Road Drainage	11	(30,000)	(30,000)	(17,500)	0	17,500	100%	▲
Infrastructure Assets - Parks and Gardens	11	(350,520)	(350,520)	(277,187)	(93,921)	183,265	100%	▲
Infrastructure Assets - Aerodromes	11	(30,000)	(30,000)	(20,500)	(27,273)	(6,773)	100%	▲
Infrastructure Assets- Bridges	12	(588,000)	(588,000)	(343,000)	0	343,000	100%	▲
Infrastructure Assets- Other	12	(515,733)	(515,733)	(170,293)	(95,966)	74,327	44%	▲
Proceeds from Disposal of Assets	12	232,000	292,000	292,000	57,091	(234,909)	0%	▲
Proceeds from insurance		0	0	0	0	0	0%	▲
<b>Amount attributable to investing activities</b>		<b>(4,994,064)</b>	<b>(4,827,576)</b>	<b>(3,090,824)</b>	<b>(902,339)</b>	<b>2,188,485</b>		▲
<b>Financing Activities</b>								
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)	(107,692)	(112,332)	(4,640)	-4%	▼
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%	▲
<b>Amount attributable to financing activities</b>		<b>2,150,414</b>	<b>2,021,656</b>	<b>(107,692)</b>	<b>(112,332)</b>	<b>(4,640)</b>		
<b>Net Capital</b>		<b>(0)</b>	<b>37,500</b>	<b>2,005,146</b>	<b>5,341,459</b>	<b>3,346,655</b>		
<b>Total Net Operating + Capital</b>		<b>(0)</b>	<b>37,500</b>	<b>2,005,146</b>	<b>5,341,459</b>	<b>3,346,655</b>		
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(0)</b>	<b>37,500</b>	<b>2,005,146</b>	<b>5,341,459</b>	<b>3,346,655</b>		

**KEY INFORMATION**

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

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

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

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**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 budget. The material variance adopted by Council for the current year is an Actual Variance exceeding 10% and a value greater than \$15,000.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
<b>Revenue from operating activities</b>					
General Purpose Funding - Other	56,900	12%	▲	Timing	Variance due to improved interest rates and, therefore more investment income received for the period.
Law, Order and Public Safety	59,850	31%	▲	Timing	Income higher due to timing of receipt of Bush Fire Mitigation Officer Grant funding received from DFES \$153k.
Education and Welfare	(220,044)	(16%)	▼	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.
Community Amenities	141,536	13%	▲	Timing	Increased income due to increase in planning application fees from Future Energy Australia \$45k, and increase in non-rateable collection and additional pickup charges \$51k.
Recreation and Culture	21,297	44%	▲	Timing	Variance due to timing of insurance and utility reimbursements from on-charge lease clients.
Other Property and Services	(43,712)	(42%)	▼	Timing	Variance mainly due to the timing of income from private and admin allocations.
<b>Expenditure from operating activities</b>					
General Purpose Funding	107,591	47%	▲	Timing	Expenditure lower mainly due to variation to admin allocations \$41k and timing of debt collection and valuation expenses \$50k.
Governance	100,810	25%	▲	Timing	Expenditure lower due to timing of audit fees \$32k; consultancy costs \$20k, and reduction in admin cost allocation \$38k.
Health	51,762	26%	▲	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.
Education and Welfare	239,731	20%	▲	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.
Community Amenities	112,259	13%	▲	Timing	Timing of expenditure in waste management \$29k, amenities costs, \$39k other admin costs, salaries & wages in town planning \$30k.
Transport	261,868	12%	▲	Timing	Variance due to timing of general road maintenance.
Economic Services	62,250	13%	▲	Timing	Expenditure lower due to timing of building control wages \$10k, lower tourism costs \$24k, reduced admin allocations \$11k and other economic operational costs.
Other Property and Services	67,490	33%	▲	Timing	Variance mainly due to timing of expenditure on admin overheads and recovery from plant operating costs.
<b>Investing Activities</b>					
Capital Acquisitions	3,575,020	62%	▲	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 JANUARY 2023**

**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.

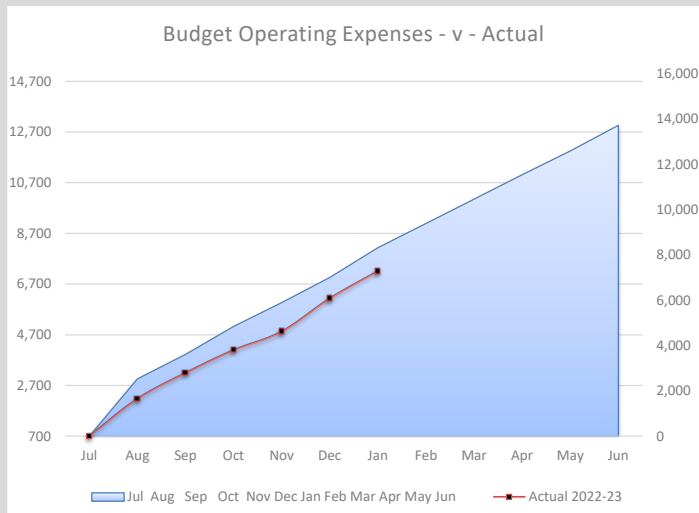
**ROUNDING OFF FIGURES**

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

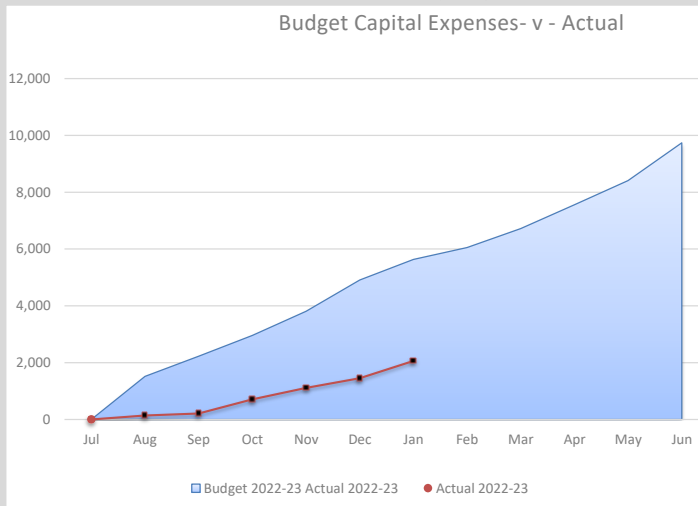
**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**MONTHLY SUMMARY INFORMATION  
GRAPHS**

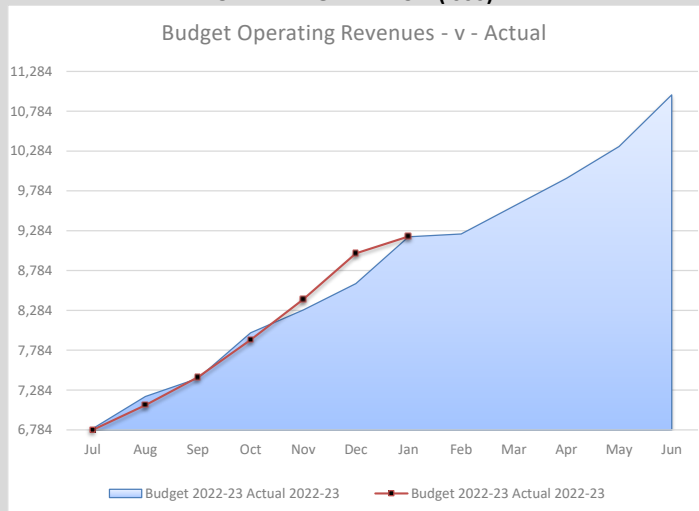
**OPERATING EXPENSES ('000)**



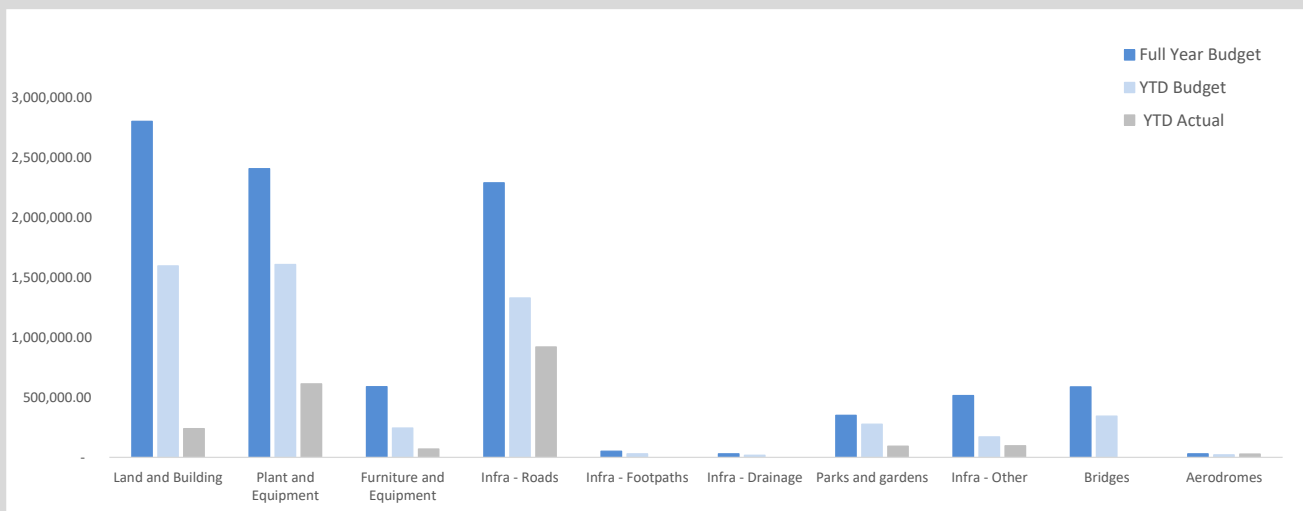
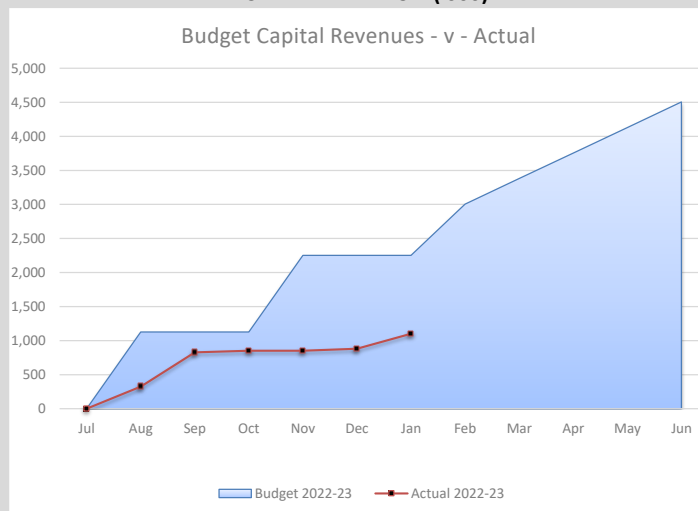
**CAPITAL EXPENSES ('000)**



**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 JANUARY 2023**

**NET CURRENT ASSETS**

**SIGNIFICANT ACCOUNTING POLICIES**

**CURRENT AND NON-CURRENT CLASSIFICATION**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the 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.



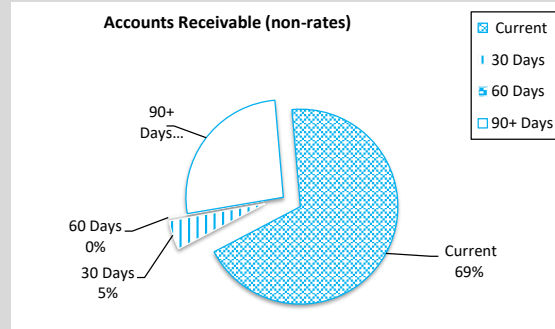
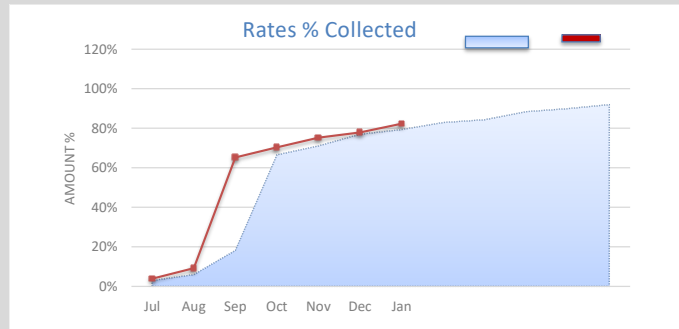
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**OPERATING ACTIVITIES  
RECEIVABLES**

Rates Receivable	30 Jun 22	31 Jan 23
	\$	\$
<b>Opening Arrears Previous Years</b>	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	12,155
RATES - Back Rates Levied - GRV	(891)	6,848
RATES - Ex-Gratia Rates (CBH, etc.)	10,627	11,525
Instalment Admin fee	0	31,964
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	6,709,824
Less Collections to date	(6,317,638)	(6,146,812)
<b>Net Rates Collectable</b>	<b>435,075</b>	<b>1,144,957</b>
% Collected (Current and Arrears)	93.56%	84.30%
Pensioner Deferred Rates		(195,110)
Pensioner Deferred ESL		(8,986)
<b>Total Rates and Rubbish, ESL, Excess Rates</b>		<b>940,861</b>

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	258,731	18,155	631	99,031	376,548
Percentage	69%	5%	0%	26%	
<b>Balance per Trial Balance</b>					
Rates Pensioner Rebate Claims					8,335
GST Input					-
Provision For Doubtful Debts ( including Rates)					(136,225)
<b>Total Receivables General Outstanding</b>					<b>248,657.69</b>
<b>Amounts shown above include GST (where applicable)</b>					

**KEY INFORMATION**



<b>Debtors Due</b>
<b>\$376,548</b>
<b>Over 30 Days</b>
<b>5%</b>
<b>Over 90 Days</b>
<b>26%</b>

Collected	Rates Due
<b>84%</b>	<b>\$940,861</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023

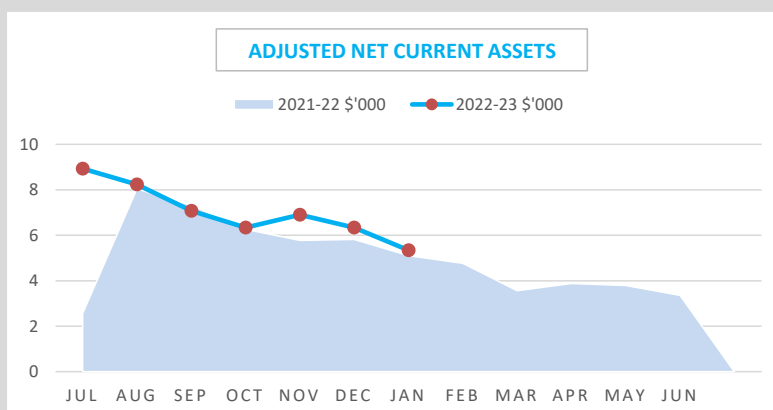
OPERATING ACTIVITIES  
ADJUSTED NET CURRENT ASSETS

FOR THE PERIOD ENDED 31 JANUARY 2023

	Last Years Closing	This Time Last Year	Year to Date Actual
	30 Jun 2022	31 Jan 2022	31 Jan 2023
	\$	\$	\$
<b>Current Assets</b>			
Cash Unrestricted	3,151,510	4,441,563	4,172,017
Cash Restricted - Reserves	2,871,461	4,678,087	405,582
Cash Restricted -Term Deposits	2,000,000	0	4,500,000
Cash Restricted - Trust	17,676	31,629	34,439
Receivables - Rates and Rubbish, ESL, Excess Rates	230,979	1,072,436	940,861
Receivables - Other	698,500	217,208	510,705
Inventories	26,579	6,357	56,033
	<b>8,996,705</b>	<b>10,447,280</b>	<b>10,619,636</b>
<b>Less: Current Liabilities</b>			
Payables	(1,249,238)	(306,974)	(69,904)
Lease Liabilities	(36,042)	(11,769)	(36,042)
Loan Liability	(214,581)	(197,212)	(214,581)
Provisions	(695,826)	(749,986)	(695,826)
	<b>(2,195,687)</b>	<b>(1,265,941)</b>	<b>(980,311)</b>
<b>Net Current Asset Position</b>	<b>6,801,018</b>	<b>9,181,339</b>	<b>9,639,325</b>
Less: Cash Restricted	(4,871,461)	(4,678,087)	(4,905,582)
Add Back: Component of Leave Liability not Required to be funded	361,204	361,060	361,204
Add Back: Current Loan Liability Current Portion of Lease Liability	214,581	197,212	214,581
	36,042	11,769	36,042
Adjustment for Trust Transactions Within Muni	(1,721)	(1,546)	(4,111)
Non cash Opening Contract liability adjustment			
<b>Net Current Funding Position</b>	<b>2,539,662</b>	<b>5,071,746</b>	<b>5,341,458</b>

**SIGNIFICANT ACCOUNTING POLICIES**

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



**KEY INFORMATION**

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

**Year YTD Actual**

**Surplus(Deficit)**

**\$5.34 M**

**This Time Last Year**

**Surplus(Deficit)**

**\$5.07 M**

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

	Investment Value \$	Maturity Date	Rate	Institution	Investment %
<b>Cash Restricted (Reserves)</b>					
NAB (Investment 1)	2,000,000	13/02/2023	3.65%	NAB	44%
Bankwest (Investment 1)	2,000,000	20/02/2023	2.00%	Bankwest	44%
NAB (Investment 2)	500,000	23/02/2023	3.65%	NAB	11%
	<b>4,500,000</b>				<b>100%</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023**

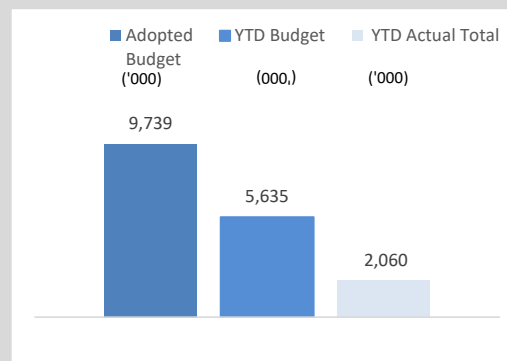
**INVESTING ACTIVITIES  
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted Budget	Current Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$	\$
Land and Buildings	2,800,382	2,800,382	1,595,913	239,201	1,356,711
Plant & Equipment	2,390,600	2,405,600	1,608,056	613,186	994,870
Furniture & Equipment	588,674	588,674	245,060	70,126	174,934
Roads	2,393,823	2,287,565	1,328,002	920,568	407,434
Footpaths	51,000	51,000	29,750	0	29,750
Road Drainage	30,000	30,000	17,500	0	17,500
Infrastructure- Bridges	588,000	588,000	343,000	0	343,000
Other Infrastructure	515,733	515,733	170,293	95,966	74,327
Parks and Gardens	350,520	350,520	277,187	93,921	183,265
Aerodromes	30,000	30,000	20,500	27,273	(6,773)
<b>Capital Expenditure Totals</b>	<b>9,738,732</b>	<b>9,647,474</b>	<b>5,635,261</b>	<b>2,060,241</b>	<b>3,575,020</b>

**SIGNIFICANT ACCOUNTING POLICIES**

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

**KEY INFORMATION**



Acquisitions	Current Annual Budget	Current Budget	YTD Actual	% Spent
	<b>\$9.74 M</b>	<b>\$9.65 M</b>	<b>\$2.06 M</b>	<b>21%</b>

To be read in conjunction with Strategic Projects Tracker

MENT OF FINANCIAL ACTIVITY  
ED 31 JANUARY 2023

INVESTING ACTIVITIES  
CAPITAL ACQUISITIONS (CONTINUED)

	Account Number	JOB	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance Under(Over)
			\$	\$	\$	\$	\$
<b>Capital Expenditure</b>							
<b>Land and Buildings</b>							
Land Development Opportunity	4130640	LB030	40,000	40,000	23,333	0	23,333
SES Training / Meeting Room	4050260	BC265	62,210	62,210	36,289	0	36,289
Relocation of Homecare	4080360	BC052	868,545	868,545	506,651	0	506,651
Landfill facility revegetation	4100165	IO184	10,000	10,000	5,833	0	5,833
Recycling shed (Tip Shop)	4110160	BC274	50,000	50,000	29,167	0	29,167
Equipment for Town Hall(Fans, Stage Light ..)	4110160	BC181	20,000	20,000	11,667	0	11,667
Mayor's Parlour (Town Hall) Hot Water System (Zipsystem/ Miniboil)	4110160	BC182	5,000	5,000	2,917	1,650	1,267
Town Hall Plan Upgrades- Heating, Cooling & Sundry (Circuit West)	4110160	BC183	50,000	50,000	29,167	0	29,167
Town Hall Stage Upgrade/ EWP / Rigging	4110160	BC184	55,000	55,000	32,083	2,631	29,452
Fitout of Railway Station Building	4110660	BC207	75,000	75,000	43,750	47,535	(3,785)
Museum Building (Capital)-Museum Restoration as per conservation Report	4110660	BC201	45,355	45,355	26,457	28,441	(1,984)
Covered Stage -Rec Centre for music/sound at west end of Alby Park	4110260	BC273	50,000	50,000	0	0	0
Rec Centre Stadium LED Lighting	4110260	BC166	35,000	35,000	35,000	30,800	4,200
Installation of Custom Orb Sheeting to Sections of Walls of Court 1 & 3 at NRLC	4110260	BC272	30,000	30,000	5,000	0	5,000
Railway Dam Toilets	4110355	BC275	53,817	53,817	0	0	0
Library Extension	4110560	IO080B	400,000	400,000	233,333	5,848	227,486
Railway Station Resortation COVID recovery project	4110660	BC202	100,000	100,000	75,000	67,764	7,236
ANZAC War Memorial Repair & Restoration	4110660	BC203	45,455	45,455	26,515	18,971	7,545
Caravan park upgrades(ablution blocks & Kitchen)	4130260	BC238	45,000	45,000	26,250	7,081	19,169
Visitor Information Bay Upgrade (Williams Road)	4130260	IO094	0	0	0	0	0
Construction of 3 chalets at Caravan Park	4130260	BC239	450,000	450,000	262,500	1,156	261,344
Building Maintenance-Old jewellers shop	4130650	BC277	10,000	10,000	10,000	24,685	(14,685)
Good Shed Roof and Wall Restoration	4130650	BC278	300,000	300,000	175,000	2,640	172,360
			<b>2,800,382</b>	<b>2,800,382</b>	<b>1,595,913</b>	<b>239,201</b>	<b>1,356,711</b>

MENT OF FINANCIAL ACTIVITY  
ED 31 JANUARY 2023

INVESTING ACTIVITIES  
CAPITAL ACQUISITIONS (CONTINUED)

	Account Number	JOB	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance Under(Over)
<b>Plant and Equipment</b>							
Narrogin Regional Homecare Ute	4050355	PA073A	45,000	45,000	26,250	22,488	3,762
P56 Fuso Rosa (Bus)	4050355	PA072A	190,000	190,000	110,831	0	110,831
P43 Toyota Corolla	4070355	PA043C	25,000	25,000	14,583	0	14,583
50KV Generator and Trailer	4080455	PE075	35,000	35,000	11,667	0	11,667
Acquisition of Fast Fill Trailer	4050155	PA952	0	15,000	0	7,000	(7,000)
Acquisition of Incident Control Vehicle	4050255	PA950	881,900	881,900	514,442	0	514,442
Acquisition of General Rescue Utility	4050255	PA951	110,200	110,200	64,283	0	64,283
XC Class Train Mural Project	4100655	IO131	20,000	20,000	11,667	0	11,667
NRLC- Irrigation Pump	4110255	PE161	13,500	13,500	13,500	11,386	2,114
Bob Cat	4120350	PA835A	80,000	80,000	80,000	78,900	1,100
John Deere Ride On Mower(Parks)	4120350	PA066A	10,000	10,000	5,833	9,364	(3,530)
John Deere Ride on Mower(Caravan Park)	4120350	PA039A	10,000	10,000	5,833	9,636	(3,803)
Sweeper Truck 2015	4120350	PA024A	350,000	350,000	350,000	348,500	1,500
Hino 300 Series Crew Cab	4120350	PA8219A	100,000	100,000	58,333	0	58,333
Single Cab Ute Isuzu(Parks/Curator)	4120350	PA018C	35,000	35,000	20,417	0	20,417
MG HS EXCITE Wagon 2022 (MCLC)- Hybrid	4120350	PA004E	30,000	30,000	30,000	40,690	(10,690)
2018 Mitsubishi (MF/MCS)	4120350	PA047G	30,000	30,000	30,000	44,532	(14,532)
2018 Holden(EHO)	4120350	PA065A	30,000	30,000	30,000	40,690	(10,690)
2020 Isuzu ( Senior Ranger)	4120350	PA8163C	45,000	45,000	26,250	0	26,250
Flocon (p8215) Roadsealing - Trade old Flocon and purchase new	4120350	PA8215	350,000	350,000	204,167	0	204,167
			<b>2,390,600</b>	<b>2,405,600</b>	<b>1,608,056</b>	<b>613,186</b>	<b>994,870</b>
<b>Furniture and Equipment</b>							
Additional Public CCTV Camera's - Installation	4040250	FE037	200,000	200,000	116,667	0	116,667
Mobile Video Conference Solution for the Council Chambers	4040250	FE039	15,000	15,000	15,000	14,202	798
Replacement of Copier at Library	4110550	FE034	4,000	4,000	2,333	0	2,333
Pool Filters-NRLC	4110255	PE072	96,000	96,000	16,000	720	15,280
Pool Liner-NRLC	4110255	PE073	80,000	80,000	13,333	0	13,333
Boiler-NRLC	4110255	PE074	75,000	75,000	12,500	0	12,500
Replacement of Copier at Homecare	4040250	PE076	10,000	10,000	5,833	9,967	(4,133)
2XCopier Replacement & Upgrade-New	4140580	FE102	20,000	20,000	11,667	19,933	(8,267)
Purchase of Altus HR system	4140580	FE101	48,674	48,674	28,393	65	28,328
IT Upgrades as per Asset Management Plan( Altus PO & Other IT Assets)	4140580	FE103	40,000	40,000	23,333	25,239	(1,905)
			<b>588,674</b>	<b>588,674</b>	<b>245,060</b>	<b>70,126</b>	<b>174,934</b>

MENT OF FINANCIAL ACTIVITY  
ED 31 JANUARY 2023

INVESTING ACTIVITIES  
CAPITAL ACQUISITIONS (CONTINUED)

	Account Number	JOB	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance Under(Over)
<b>Infrastructure - Roads</b>							
	4120165	IR338	40,000	40,000	23,333	0	23,333
	4120165	IR339	200,000	0	0	0	0
	4120165	IR340	13,424	13,424	7,938	0	7,938
	4120165	IR341	59,329	59,329	34,862	301	34,561
	4120165	IR342	182,320	182,320	107,660	0	107,660
	4120165	IR343	22,929	22,929	13,539	0	13,539
	4120165	IR345	35,578	35,578	21,026	0	21,026
	4120165	IR346	103,337	103,337	61,042	0	61,042
	4120165	IR347	31,366	31,366	18,515	0	18,515
	4120165	IR349	30,087	30,087	17,647	0	17,647
	4120155	PE080	22,000	22,000	12,833	20,540	(7,707)
	4120466	IO0185	201,390	201,390	117,560	0	117,560
	4120167	IR337	75,000	75,000	43,750	32,075	11,675
	4120167	RRG338	424,275	424,275	249,637	394,628	(144,992)
	4120167	RRG339	244,797	244,797	143,284	26,631	116,653
	4120167	RRG340	163,492	163,492	95,784	15,918	79,866
	4120166	R2R337	11,088	9,800	5,719	8,004	(2,285)
	4120166	R2R338	23,166	14,500	8,456	11,905	(3,449)
	4120167	R2R212	0	200,000	116,669	235,781	(119,112)
	4120166	R2R216	15,714	16,000	9,331	14,403	(5,072)
	4120166	R2R339	95,953	25,100	14,644	22,913	(8,269)
	4120166	R2R340	8,415	6,100	3,556	5,925	(2,369)
	4120166	R2R341	5,940	4,600	2,681	4,030	(1,349)
	4120166	R2R342	6,600	4,600	2,681	4,145	(1,464)
	4120166	R2R343	51,071	45,100	26,306	44,942	(18,636)
	4120166	R2R344	6,270	7,941	4,634	6,619	(1,985)
	4120166	R2R345	22,572	25,000	14,581	14,909	(328)
	4120166	R2R346	4,950	6,000	3,500	4,168	(668)
	4120166	R2R347	23,760	14,000	8,169	12,558	(4,389)
	4120166	R2R213	77,000	45,000	26,250	21,132	5,118
	4120166	R2R348	60,000	60,000	35,000	19,041	15,959
	4120167	RBS204	132,000	154,500	77,414	0	77,414
			<b>2,393,823</b>	<b>2,287,565</b>	<b>1,328,002</b>	<b>920,568</b>	<b>407,434</b>
<b>Infrastructure - Footpaths</b>							
	4120175	IF055	22,000	22,000	12,833	0	12,833
	4120175	IF056	29,000	29,000	16,917	0	16,917
			<b>51,000</b>	<b>51,000</b>	<b>29,750</b>	<b>0</b>	<b>29,750</b>
<b>Infrastructure - Drainage</b>							
	4120180	ID000	30,000	30,000	17,500	0	17,500
			<b>30,000</b>	<b>30,000</b>	<b>17,500</b>	<b>0</b>	<b>17,500</b>

MENT OF FINANCIAL ACTIVITY  
ED 31 JANUARY 2023

INVESTING ACTIVITIES  
CAPITAL ACQUISITIONS (CONTINUED)

	Account Number	JOB	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance Under(Over)
<b>Infrastructure - Bridges</b>							
Tarwonga Rd Bridge 4551	4120181	IB204	192,000	192,000	112,000	0	112,000
Whinbin Rock Rd Bridge 3125	4120181	IB205	396,000	396,000	231,000	0	231,000
			<b>588,000</b>	<b>588,000</b>	<b>343,000</b>	<b>0</b>	<b>343,000</b>
<b>Infrastructure - Other</b>							
TWIS Distribution Pipes Replacement	4100350	IO002	15,000	15,000	8,750	13,421	(4,671)
May St Stormwater Catchment Dam	4110365	IO180	6,424	6,424	6,424	7,750	(1,326)
Public Art Strategy - Implementation & Carry Over	4110860	IO113	45,455	45,455	45,455	16,142	29,313
Single Electric BBQ for Gnarojin park near Skate park (to replace the former one)	4110860	FE036	10,000	10,000	1,667	7,185	(5,518)
Two Inclusive Play Equipment Activities at Highbury \$50k (as requested by HDCC)	4110365	IO181	50,000	50,000	0	0	0
Two wheelchair accessible table settings at Highbury	4110365	IO182	7,000	7,000	0	5,730	(5,730)
Upgrade of lighting to LED at Clayton Oval, Narrogin - Narrogin Hawks Football- Subject to Grant	4110355	BC279	243,000	243,000	0	0	0
Walk Cycle & Mountain Bike Trails Projects	4110360	IO129	138,854	138,854	107,998	45,740	62,258
			<b>515,733</b>	<b>515,733</b>	<b>170,293</b>	<b>95,966</b>	<b>74,327</b>
<b>Infrastructure - Parks &amp; Gardens</b>							
Cemetery Upgrade	4100860	IO026	62,505	62,505	62,505	59,391	3,114
Mackie Park Financial Planning Office Kitchenette	4110850	BC130	8,000	8,000	4,667	0	4,667
Narrogin Tennis Courts Lighting & Surface Upgrading	4110360	IO127	210,015	210,015	210,015	34,500	175,515
Provision for Accessible Toilets at Thomas Hogg Oval	4110355	BC269	50,000	50,000	0	0	0
Thomas Hogg Oval Toilet Facility Demolition	4110360	BC268	20,000	20,000	0	30	(30)
			<b>350,520</b>	<b>350,520</b>	<b>277,187</b>	<b>93,921</b>	<b>183,265</b>
<b>Infrastructure - Aerodromes</b>							
Narrogin airport-Patient transfer facility	4120460	BC221	30,000	30,000	20,500	27,273	(6,773)
			<b>30,000</b>	<b>30,000</b>	<b>20,500</b>	<b>27,273</b>	<b>(6,773)</b>
<b>Grand Total</b>			<b>9,738,732</b>	<b>9,647,474</b>	<b>5,635,261</b>	<b>2,060,241</b>	<b>3,575,020</b>

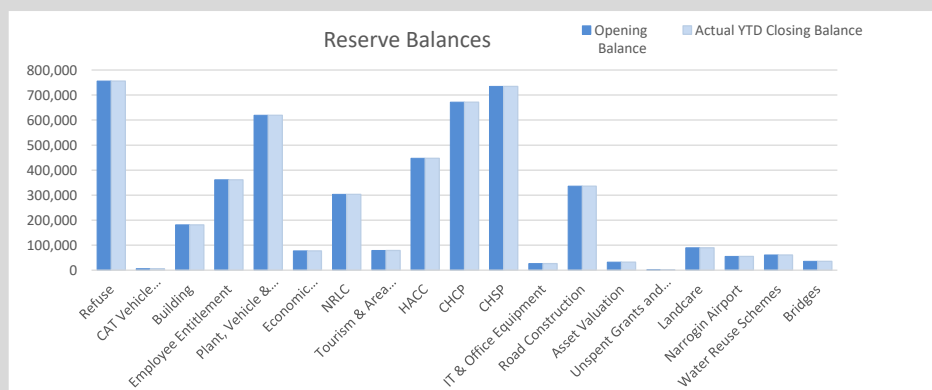
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023

OPERATING ACTIVITIES  
CASH AND INVESTMENTS

## Cash Backed Reserve

Reserve Name	Opening Balance	Current Budget Interest Earned	Actual Interest Earned	Current Budget Transfers In (+)	Actual Transfers In (+)	Current Budget Transfers Out (-)	Actual Transfers Out (-)	Current Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Refuse	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
	<b>4,869,993</b>	<b>60,000</b>	<b>0</b>	<b>41,518</b>	<b>0</b>	<b>4,550,959</b>	<b>0</b>	<b>2,954,998</b>	<b>4,869,993</b>

## KEY INFORMATION





**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**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
	PD8218	Proceeds From Disposal - Jet Patcher (P8218)	231122.003	Operational Expenditure		20,000		20,000
	PD8514A	Proceeds From Disposal Of Dynapak Padfoot	231122.003	Operational Expenditure		40,000		60,000

Date	GL / Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	RBS204	Blackspot Tarwonga Rd (Rehab) Slk 15.5 - 16	231122.003	Operational Expenditure			(15,000)	45,000
	RBS204	Blackspot Tarwonga Rd (Rehab) Slk 15.5 - 16	231122.003	Operational Expenditure			(7,500)	37,500
						967,026	(929,526)	37,500

# Strategic Budget Projects Register 2022/23



FOR MONTH OF JANUARY 2023

Project Title/Task	Job	Original Budget	Current Budget	Actual Exp to 31/01/23	Total Committed Expenditure	Outstanding PO Exp to 31/01/23	Budget Remaining (incl P/Os)	Current Risk of completion by 30/6. H=Unlikely	Comments	Accountability	Status	Start Date	Due Date
Projects that are either strategic (plans/projects) or critical to implement and manage or of an asset renewal or creation (Capital) in nature that have a budget provision in the current Budget.		UV Code? To be added manually A	UV Code? To be added manually B	UV Code? To be added manually D	Calc column E= C + D	UV Code? To be added manually C	Calc column B - E			Select from one of the 4 Departments	- On Track - Off Track - Complete - In Trouble - On Hold	Anticipated start date of the Project	Anticipated completion date of the Project
<div style="background-color: #e0e0e0; padding: 2px;"> <span style="font-size: 0.8em;">▣ Governance</span> </div>													
<div style="background-color: #e0e0e0; padding: 2px;"> <span style="font-size: 0.8em;">▣ Members of Council</span> </div>													
Mobile Video Conference Solution for the Council Chambers & Committee Room	FE039	\$15,000	\$15,000	\$14,202	\$14,202	\$0	\$798	Completed	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	Office of CEO Office of CEO Corporate & Community Services	Not applicable Not applicable Complete		01/08/22 17/10/22
<div style="background-color: #e0e0e0; padding: 2px;"> <span style="font-size: 0.8em;">▣ Law, Order &amp; Public Safety</span> </div>													
Additional Public CCTV Camera's - Installation (subject to grant)	FE037	\$200,000	\$200,000	\$0	\$0	\$0	\$200,000	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 5/12/22 - No grant opportunities found. Engagement undertaken however advised that grant criteria did not cover applications for CCTV. As this project is dependent on grant funding and not currently available it is recommended that this project is deferred until suitable grants are identified. 25/01/23 - No further progress on this matter.	Office of CEO Corporate & Community Services	Not applicable In Trouble	01/10/22	31/03/23
SES Building Project	BC265	\$62,210	\$62,210	\$0	\$0	\$0	\$62,210	Low	to inform ESL Grant request in 23/24. 10/1/2023 - Peter Raykos DFES Grants Officer advised that the remaining unspent funds of \$62K can be redirected to offset the costs of the new collocated facility for the design and detail drawing and documentation for tender to construct. Concept drawing being sent to SES and BFB and DFES for comments prior to preparing detail drawings. Quotes also sought from Architect /Designer for detail design and documentation.	Development & Regulatory Services	On Track	01/10/22	28/02/23
Acquisition of Incident Control Vehicle	PA950	\$881,900	\$881,900	\$0	\$0	\$0	\$881,900	High	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 23/12/23 - DFES advised Project commencement of the ICV is subject to the Operational Fleet Project award of contract for this appliance type which is currently in the concept development phase. At this point in time DFES is unable to provide any further information on the status of this unfortunately however can confirm that the Narrogin ICV build will be some time away.	Development & Regulatory Services	Off Track	01/07/22	30/06/23
PA952 21/22 Fast Fill Trailer (Carryover from 21/22)	PA952	\$0.00	\$7,000.00	\$7,000	\$7,000	\$0	\$0	Low	Budget Amended OCM 25/10/22 as C/Over not included in original 23/12/22 - The Trailer has been completed by Borgas Engineering and waiting for the pump to be installed from Narrogin Pumps before delivery to Normans Lake BFB. Anticipated delivery to Normans Lake end of February 2023.	Development & Regulatory Services	On Track	01/07/22	30/06/23
PA953 21/22 Fast Fill Trailer (Carryover from 21/22)	PA953	\$0.00	\$8,000.00	\$0	\$0	\$0	\$8,000	Medium	Budget Amended OCM 25/10/22 as C/Over not included in original 23/12/22 - Work will commence in February/March 2023. Anticipated to be completed by June 2023	Development & Regulatory Services	On Track	01/02/23	30/06/23
Acquisition of General Rescue Utility	PA951	\$110,200	\$110,200	\$0	\$0	\$0	\$110,200	High	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. 23/12/22 - DFES advised that the Approved GRU's has been delayed due to the current long (12-18 mth) lead times on the availability & delivery of chassis'. The reduction of backlog has well and truly commenced, however the program will see those projects approved prior to Narrogin delivered first.	Development & Regulatory Services	Off Track	01/07/22	30/06/23
<div style="background-color: #e0e0e0; padding: 2px;"> <span style="font-size: 0.8em;">▣ Education &amp; Welfare</span> </div>													
Narrogin Regional Homecare Ute	PA073A	\$45,000	\$45,000	\$22,488	\$22,488	\$0	\$22,512	Completed	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.	Office of CEO Corporate & Community Services	Not applicable Complete	01/10/22	17/10/22
P56 Fuso Rosa (Bus)	PA072A	\$190,000	\$190,000	\$0	\$0	\$0	\$190,000	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. 05/12/22 - RFQ due for submission by 14 Dec 22. 16/12/22 - RFQ submitted 15/12/22. 25/01/23 - RFT closed with one submission. Quote is higher than budgeted. Reviewing options before progressing.	Corporate & Community Services	On Track	01/10/22	28/02/23

Project Title/Task	Job	Original Budget	Current Budget	Actual Exp to 31/01/23	Total Committed Expenditure	Outstanding PO Exp to 31/01/23	Budget Remaining (incl P/Os)	Current Risk of completion by 30/6. H=Unlikely	Comments	Accountability	Status	Start Date	Due Date
P43 Toyota Corolla	PA043C	\$25,000	\$25,000	\$0	\$15,895	\$15,895	\$9,105	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. 05/12/22 - Preferred supplier identified and liaising to secure delivery of vehicle. 25/1/23 - Investigating the acquisition of a Caddy vehicle (wheelchair compatible), due to client demand, if not possible then will revert to purchase of corolla. 13/02/23 - Caddy net available for 18 months, costs exceeding budget significantly. Quote for Corolla Cross approved and awaiting delivery.	Corporate & Community Services	On Track	01/10/22	31/01/23
Replacement of Copier at Homecare	PE076	\$10,000	\$10,000	\$9,967	\$9,967	\$0	\$33	Completed	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	Complete	01/10/22	31/12/22
Relocation of Narrogin Regional Homecare Services	BC052	\$868,545	\$868,545	\$0	\$0	\$0	\$868,545	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. 05/12/22 - No further update at this time. 15/12/22 - Relocation unlikely in 22/23. 25/1/23 - No further update and relocation unlikely within FY22/23	Corporate & Community Services	In Trouble	27/07/22	30/06/23
Community Amenities										Office of CEO	Not applicable		
Mackie Park Financial Counselling Office Kitchenette	BC130	\$8,000	\$8,000	\$0	\$0	\$0	\$8,000	Medium	Quote sent to CR Fisher. Works suspended pending their advice as to how to proceed given price estimates / scope.	Development & Regulatory Services	On Hold	01/01/23	31/05/23
Recycling Shed (Tip Shop) - Subject to Grant	BC274	\$50,000	\$50,000	\$0	\$0	\$0	\$50,000	Medium	17/8/2022 - Working with CDO for available funding through Lotterywest on Infrastructure.	Development & Regulatory Services	On Track	01/01/23	31/03/23
Landfill facility revegetation	IO184	\$10,000	\$10,000	\$0	\$2,040	\$2,040	\$7,960	Low	500 tube stock ordered and available for planting in April 2023. Have met John/Scott and discussed earthworks and mulching to be completed in March prior to planting.	Development & Regulatory Services	On Track	27/07/22	01/05/23
Sewerage										Office of CEO	Not applicable		
May St Stormwater Catchment Dam	IO180	\$6,424	\$6,424	\$7,750	\$7,750	\$0	-\$1,326	Completed	All works now complete with dam fully functional and pumping water. Final acquital due last week January 2023	Technical & Rural Services	Complete	27/07/22	31/12/22
Retic Pipe Upgrade Clayton Oval TWIS Dam	IO002	\$15,000	\$15,000	\$13,421	\$13,421	\$0	\$1,579	Completed	Works scheduled February	Technical & Rural Services	Complete	01/01/23	31/03/23
Cemetery										Office of CEO	Not applicable		
Cemetery Upgrade	IO026	\$62,502	\$62,502	\$59,391	\$59,391	\$0	\$3,111	Completed	Grant project Complete and acquitted January 2023. Shelters, seats and bin surrounds installation were not part of the scope for the grant however will occur prior to 30 June 2023 pending staff availability and labour costs.	Technical & Rural Services	Complete	01/07/22	01/02/23
Recreation & Culture										Office of CEO	Not applicable		
Railway Dam Eco Toilets (LRCIP 3)	BC275	\$53,817	\$53,817	\$0	\$120	\$120	\$53,697	Medium	Revised quote required to include septic and leach drains. Decision on Septic requirement from Management. Decision made to proceed with Septic's unfortunatly.	Development & Regulatory Services	In Trouble	01/10/22	31/03/23
Fitout of Railway Station Building	BC207	\$75,000	\$75,000	\$47,535	\$79,385	\$31,850	-\$4,385	Low	Progressing well and on track for completion on time.	Office of CEO	On Track	01/07/22	28/02/23
Railway Station Restoration COVID recovery project	BC202	\$100,000	\$100,000	\$67,764	\$71,977	\$4,213	\$28,023	Low	Complete to 98% and under budget (final touches / adjustments now VC has moved in) bar photovoltaics on storage shed, however with savings taking opportunity to fit out Storage Shed. Date completion now changed to 31/3/23 for fitout of Storage Shed. Will review cost to determine savings for potential Council resol. reallocation to provide path from BP.	Office of CEO	On Track	01/10/22	31/03/23
Museum Restoration as per conservation Report	BC201	\$45,355	\$45,355	\$28,441	\$28,441	\$0	\$16,914	Completed	Works Complete. Check remaining/outstanding PO's.	Development & Regulatory Services	Complete	01/10/22	31/12/22
Public Art Strategy - Implementation & Carry Over	IO113	\$45,455	\$45,455	\$16,142	\$16,142	\$0	\$29,313	Low	Last year's carryover works completed. This year's works progressing through quotes and via Townscape for Telstra Building facade.	Development & Regulatory Services	On Track	01/10/22	31/05/23
Single Electric BBQ for Gnaroin park near Skate park (to replace the former one)	FE036	\$10,000	\$10,000	\$7,185	\$7,185	\$0	\$2,815	Completed	Delivered, installed and operational.	Technical & Rural Services	Complete	01/10/22	31/03/23
Two Inclusive Play Equipment Activities at Highbury \$50k (as requested by HDCC)	IO181	\$50,000	\$50,000	\$0	\$50,354	\$50,354	-\$354	Low	Have met with HDCC P/O issued. Delivery time March/April 2023	Technical & Rural Services	On Track	01/01/23	31/03/23
Two wheelchair accessible table settings at Highbury	IO182	\$7,000	\$7,000	\$5,730	\$5,730	\$0	\$1,270	Low	Delivered. Need to install	Technical & Rural Services	On Track	01/01/23	31/03/23
Provision for Accessible (Relocatable) Toilets at Thomas Hogg Oval	BC269	\$50,000	\$50,000	\$0	\$0	\$0	\$50,000	High	SHT Septic system not suitable for site. Project to be suspended, pending Management decision.	Development & Regulatory Services	In Trouble	01/01/23	31/03/23
Thomas Hogg Oval Toilet Facility Demolition	BC268	\$20,000	\$20,000	\$30	\$321	\$291	\$19,679	Medium	Liaise with and consider timing / Revheads Eagles	Development & Regulatory Services	On Track	01/10/22	31/03/23
Walk Cycle & Mountain Bike Trails Projects	IO129	\$138,854	\$138,854	\$45,740	\$50,442	\$4,702	\$88,412	Low	Liaise Doug Sawkins 25/1/2023 - RFQ advertised closed 20 February 2023	Development & Regulatory Services	On Track	27/07/22	31/03/23
Replacement of Library Copier	FE034	\$4,000	\$4,000	\$0	\$0	\$0	\$4,000	High	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	No Longer Proceeding This Budget	01/01/23	31/03/23
XC Class Train Mural Project	IO131	\$20,000	\$20,000	\$0	\$0	\$0	\$20,000	High	Awaiting completion of Goods Shed and PM706 debate.	Office of CEO	On Track	01/10/22	31/03/23
ANZAC War memorial repair & restoration	BC203	\$45,455	\$45,455	\$18,971	\$12,381	\$16,382	\$33,074	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. 8/2/23 - Contractor advised that work is schedule to commence in the week of 27 February and will require two to three weeks to complete the work. Assurance being given by the contractor that the work will be completed by the end of March.	Development & Regulatory Services	On Track	27/07/22	31/03/23
Upgrade of lighting to LED at Clayton Oval, Narrogin. - Narrogin Hawks Football- Subject to Grant	BC279	\$243,000	\$243,000	\$0	\$0	\$0	\$243,000	Low	Client Hawks - grant approved by DSR 24/11/22 at 60k...not 81k..so liaising with Dani Hawks re how they are progressing/financing if they chose higher quote.	Development & Regulatory Services	On Track	01/01/23	30/06/23

Project Title/Task	Job	Original Budget	Current Budget	Actual Exp to 31/01/23	Total Committed Expenditure	Outstanding PO Exp to 31/01/23	Budget Remaining (incl P/Os)	Current Risk of completion by 30/6. H=Unlikely	Comments	Accountability	Status	Start Date	Due Date
Library Extension Project (LRCIP 3)	IO080B	\$400,000	\$400,000	\$5,848	\$10,498	\$4,650	\$389,502	High	(LRCIP 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. 5/12/22 - All required documentation now received and so RFT to be submitted by 14 Dec 22. 25/01/23 - RFQ submitted before Christmas with closing date of 27 Jan 23. No bids as of yet. 13/02/23 - Local Contractors contacted directly.	Development & Regulatory Services	On Track	27/07/22	30/06/23
Public Halls, Civic Centres										Office of CEO	Not applicable		
Mayor's Parlour (Town Hall) Hot Water System (Zipsystem/ Miniboil)	BC182	\$5,000	\$5,000	\$1,650	\$1,650	\$0	\$3,350	Completed	Liaise Arts Narrogin	Development & Regulatory Services	Complete	01/10/22	31/12/22
Equipment for Town Hall (Fans, Stage Light ..)	BC181	\$20,000	\$20,000	\$0	\$0	\$0	\$20,000	Low	Liaise Arts Narrogin	Development & Regulatory Services	On Track	01/10/22	31/03/23
Town Hall Plan Upgrades- Heating, Cooling & Sundry (Circuit West)	BC183	\$50,000	\$50,000	\$0	\$0	\$0	\$50,000	Low	Liaise Arts Narrogin	Development & Regulatory Services	On Track	01/10/22	31/03/23
Town Hall Stage Upgrade/ EWP / Rigging	BC184	\$55,000	\$55,000	\$2,631	\$27,174	\$24,543	\$27,826	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. 25/1/2023 - Peter Jago to submit first draft by end of January 2023.	Development & Regulatory Services	On Track	01/10/22	31/03/23
Narrogin Regional Leisure Centre										Office of CEO	Not applicable		
50 KV Generator & Trailer- Subject to Grant	PE075	\$35,000	\$35,000	\$0	\$0	\$0	\$35,000	High	EMDRS to source funding.	Development & Regulatory Services	On Track	01/10/22	31/03/23
Narrogin Tennis Courts Lighting & Surface Upgrading (LRCIP 3)	IO127	\$210,015	\$210,015	\$34,500	\$204,940	\$170,440	\$5,075	Low	- (LRCIP 3) - Lighting Component Quote of Vizona for Lighting Component let for \$35,700 plus GST - project 10 weeks from 31/7/22 - lighting completed and commissioned 24/11/22. - 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	On Track	28/07/22	30/04/23
NRLC- Irrigation Pump	PE161	\$13,500	\$13,500	\$11,386	\$13,198	\$1,812	\$302	Completed	Installation now complete 27/10/22	Technical & Rural Services	Complete	27/07/22	31/12/22
Rec Centre Stadium LED Lighting	BC166	\$35,000	\$35,000	\$30,800	\$30,800	\$0	\$4,200	Completed	Works completed to courts 1,2 & 3. Sqaush court corridor lighting to be replaced 5/12/2022 . Enitre completion ETA12/12/2022.	Development & Regulatory Services	Complete	01/10/22	31/03/23
Installation of Custom Orb Sheeting to Sections of Walls of Court 1 & 3 at NRLC	BC272	\$30,000	\$30,000	\$0	\$21,166	\$21,166	\$8,834	Low	Work awarded to Ground Up construction. ETA- to be advised. Dec/Jan?	Development & Regulatory Services	On Track	01/10/22	31/03/23
Sound Shell at Alby Park	BC273	\$50,000	\$50,000	\$0	\$8,025	\$8,025	\$41,975	Low	Judith McDougall has provided preliminary drawings. Amendments after review are underway.	Development & Regulatory Services	On Track	01/01/23	30/06/23
Pool Filters-NRLC	PE072	\$96,000	\$96,000	\$720	\$0	\$0	\$95,280	Low	Liaise YMCA re pool downtime - timing / need	Development & Regulatory Services	On Track	01/10/22	30/06/23
Pool Liner-NRLC	PE073	\$80,000	\$80,000	\$0	\$0	\$0	\$80,000	Low	Liaise YMCA re pool downtime - timing / need	Development & Regulatory Services	On Track	01/10/22	30/06/23
Boiler-NRLC	PE074	\$75,000	\$75,000	\$0	\$0	\$0	\$75,000	Low	Liaise YMCA re pool downtime - timing / need	Development & Regulatory Services	On Track	01/10/22	30/06/23
Transport										Office of CEO	Not applicable		
Bottle Creek Place (R2R) Reseal SLK 0 - 0.26	R2R337	\$11,088	\$11,088	\$8,004	\$15,778	\$7,774	-\$4,690	Completed	Completed - awaiting invoice	Technical & Rural Services	Complete	01/01/23	31/03/23
George Street (R2R) Reseal SLK 0.36 - 0.77	R2R338	\$23,166	\$23,166	\$11,905	\$24,164	\$12,259	-\$998	Completed	Works in January, P/O issued to seal contractor	Technical & Rural Services	Complete	01/01/23	31/03/23
Highbury West Road (R2R) Reseal SLK 5.15 - 5.65	R2R216	\$15,714	\$15,714	\$14,403	\$15,703	\$1,300	\$11	Completed	Works in January, P/O issued to seal contractor	Technical & Rural Services	Complete	01/01/23	31/03/23
Katta Road (R2R) Reseal SLK 0.04 - 0.79	R2R339	\$95,953	\$95,953	\$22,913	\$47,191	\$24,278	\$48,762	Completed	Completed - awaiting invoice	Technical & Rural Services	Complete	01/01/23	31/03/23
McCormick Way (R2R) Reseal SLK 0 - 0.18	R2R340	\$8,415	\$8,415	\$5,925	\$5,925	\$0	\$2,490	Completed	Waiting for invoice	Technical & Rural Services	Complete	01/01/23	31/03/23
Newman Street (R2R) Reseal SLK 0 - 0.15	R2R341	\$5,940	\$5,940	\$4,030	\$4,030	\$0	\$1,910	Completed	Waiting for invoice	Technical & Rural Services	Complete	01/01/23	31/03/23
Pitt Street (R2R) Reseal SLK 0.02 - 0.13	R2R342	\$6,600	\$6,600	\$4,145	\$4,145	\$0	\$2,455	Completed	Waiting for invoice	Technical & Rural Services	Complete	01/01/23	31/03/23
Range Road (R2R) Reseal SLK 0 - 1.37	R2R343	\$51,071	\$51,071	\$44,942	\$44,942	\$0	\$6,129	Completed	Waiting for invoice	Technical & Rural Services	Complete	01/01/23	31/03/23
Stewart Place (R2R) Reseal SLK 0 - 0.15	R2R344	\$6,270	\$6,270	\$6,619	\$6,619	\$0	-\$349	Completed	Waiting for invoice	Technical & Rural Services	Complete	01/01/23	31/03/23
Stewart Road (R2R) Reseal SLK 0 - 0.53	R2R345	\$22,572	\$22,572	\$14,909	\$14,909	\$0	\$7,663	Completed	Waiting for invoice	Technical & Rural Services	Complete	01/01/23	31/03/23
Tanner Street (R2R) Reseal SLK 0 - 0.148	R2R346	\$4,950	\$4,950	\$4,168	\$4,168	\$0	\$782	Completed	Waiting for invoice	Technical & Rural Services	Complete	01/01/23	31/03/23
Wiese Road (Town) (R2R) Reseal SLK 0 -0.409	R2R347	\$23,760	\$23,760	\$12,558	\$23,846	\$11,288	-\$86	Completed	Waiting for invoice	Technical & Rural Services	Complete	01/01/23	31/03/23
Chomley Road (R2R) Reseal SLK 15.23 - 16.81	R2R213	\$77,000	\$77,000	\$21,132	\$50,204	\$29,072	\$26,796	Completed	Works in January, P/O issued to seal contractor	Technical & Rural Services	Complete	01/01/23	31/03/23
Highbury East Rd Culvert Upgrade	R2R348	\$60,000	\$60,000	\$19,041	\$19,041	\$0	\$40,959	Low	Works in late February/ March	Technical & Rural Services	On Track	28/02/23	31/03/23
Aerodrome										Office of CEO	Not applicable		
Airport Patient Transfer Facility St John Ambulance / RFDS	BC221	\$30,000	\$30,000	\$27,273.00	\$27,273	\$0	\$2,727	Low	28/11/22 - Grant advises that project all but complete for grant purposes - awaiting acquittal invoices. Dale to Check income treatment 21/22 and 22/23 \$10,000paid 2122. ? \$20,000 due 22/23 but all income recorded in 22/23. ? check \$10k in prepyats. ? in balance sheet.	Office of CEO	On Track	01/07/22	28/02/23
Airport- Seal Gravel Runway (RAPS Funded)	IO0185	\$201,390	\$201,390	\$0	\$164,895	\$164,895	\$36,495	Low	Works in February, P/O issued to seal contractor	Technical & Rural Services	On Track	01/02/23	28/02/23
Regional Road Group										Office of CEO	Not applicable		
RRG Mckenzie Rd (Construction)-New seal over gravel - SLK 0 - 1.85	RRG338	\$424,275	\$424,275	\$394,628	\$394,628	\$0	\$29,647	Completed	Waiting for invoice	Technical & Rural Services	Complete	01/01/23	31/03/23
RRG Nomans Lake Siding Rd (Rehab) SLK - 0.03 - 2.07	RRG339	\$244,797	\$244,797	\$26,631	\$89,656	\$63,025	\$155,141	Completed	Seal complete, still need to rehab pit that was used and finalise all costings. Seems there are some inconsistencies with synergy, have reported to Alex and Mark.	Technical & Rural Services	Complete	01/01/23	31/03/23
RRG Wanerie Rd (Rehab) SLK 4.1 - 5.3	RRG340	\$163,492	\$163,492	\$15,918	\$63,329	\$47,411	\$100,163	Low	Stabilisation works complete, asphaltting in March.	Technical & Rural Services	On Track	01/01/23	31/03/23
Wheatbelt Secondary Freight Network										Office of CEO	Not applicable		
WSFN Wandering Road Development Works	IR337	\$75,000	\$75,000	\$32,075	\$43,575	\$11,500	\$31,425	Low	Gravel pushed, surveyor engaged	Technical & Rural Services	On Track	01/07/22	30/04/23
Black Spot programme										Office of CEO	Not applicable		
Blackspot Tarwonga Rd (Rehab) SLK 15.5 - 16	RBS204	\$132,000	\$132,000	\$0	\$51,012	\$51,012	\$80,988	Low	Road design recieved from consultant February after much delay. Road design sent to RSA for audit recieved back 14/2/23. All doc's sent to MRWA for final comment before proceeding with works.	Technical & Rural Services	On Track	01/01/23	31/03/23
Drainage Construction										Office of CEO	Not applicable		
Drainage Easement Falcon St	ID000	\$30,000	\$30,000	\$17,500	\$17,500	\$0	\$12,500	Low	Awaiting administration completion from DRS	Technical & Rural Services	On Track	01/01/23	31/03/23
Muni Funded Roadworks										Office of CEO	Not applicable		
NGN Valley Rd (Construction) SLK 4.83 - 6.83	R2R212	\$200,000	\$200,000	\$235,781	\$235,781	\$0	-\$35,781	Completed	Waiting for invoice	Technical & Rural Services	Complete	01/01/23	31/03/23
Park Street Widening (From Federal St to Church)	IR340	\$13,423	\$13,423	\$0	\$0	\$0	\$13,423	Low	April 2023	Technical & Rural Services	On Track	30/03/23	01/05/23

Project Title/Task	Job	Original Budget	Current Budget	Actual Exp to 31/01/23	Total Committed Expenditure	Outstanding PO Exp to 31/01/23	Budget Remaining (incl P/Os)	Current Risk of completion by 30/6. H=Unlikely	Comments	Accountability	Status	Start Date	Due Date
Gorden Street Stabilising	IR341	\$59,329	\$59,329	\$301	\$23,521	\$23,220	\$35,808	Low	December start with stabilisation. 20 February for final seal	Technical & Rural Services	On Track	01/01/23	31/03/23
Design new Intersection for Wanerie and Cooraminning Roads	IR338	\$40,000	\$40,000	\$0	\$0	\$0	\$40,000	Low	RFQ sent to 3 suppliers 14/2/23. Will award and await the report.	Technical & Rural Services	On Track	01/04/23	30/06/23
Manaring Rd Re-sheet (Currently Quartz)	IR342	\$182,321	\$182,321	\$0	\$0	\$0	\$182,321	Low	June	Technical & Rural Services	On Track	01/04/23	30/06/23
Flavel Road Re-sheet (Currently Quartz)	IR343	\$22,929	\$22,929	\$0	\$0	\$0	\$22,929	Low	June	Technical & Rural Services	On Track	01/04/23	30/06/23
Highbury West Re-sheet (Currently Quartz)	IR345	\$35,578	\$35,578	\$0	\$0	\$0	\$35,578	Low	June	Technical & Rural Services	On Track	01/04/23	30/06/23
Pethybridge Rd Re-sheet (Currently Quartz)	IR346	\$103,337	\$103,337	\$0	\$0	\$0	\$103,337	Low	June	Technical & Rural Services	On Track	01/04/23	30/06/23
Cowcher Rd Re-Sheet (Currently Gravel)	IR347	\$31,366	\$31,366	\$0	\$0	\$0	\$31,366	Low	June	Technical & Rural Services	On Track	01/04/23	30/06/23
Chomley Road Seal (Weise) (Under policy 12.14)	IR349	\$30,087	\$30,087	\$0	\$0	\$0	\$30,087	Low	Obtain payment before completing	Technical & Rural Services	On Track	01/04/23	30/06/23
Two Solar (Mobile) Speed Detection Signs	PE080	\$22,000	\$22,000	\$20,540	\$0	\$0	\$1,460	Low	Delivered, awaiting install	Technical & Rural Services	On Track	01/04/23	30/06/23
Footpath Construction										Office of CEO	Not applicable		
Burns Street Footpath (Kipling to Doney St)	IF055	\$22,000	\$22,000	\$0	\$19,450	\$19,450	\$2,550	Low	RFQ complete and awarded . Installation 15February 2023. Some delays experienced from contractor	Technical & Rural Services	On Track	15/02/23	31/03/23
Doney Street Footpath (Butler to Grey St)	IF056	\$29,000	\$29,000	\$0	\$19,450	\$19,450	\$9,550	Low	RFQ complete and awarded. Start installation 15 February 2023. Some delays by contractor.	Technical & Rural Services	On Track	15/02/23	31/03/23
Plant Replacement Purchases										Office of CEO	Not applicable		
Dynapak Padfoot- Outright Sale	PA8514A	-\$40,000	-\$40,000	\$0	\$0	\$0	-\$40,000	Low	To go to public auction March 2023	Technical & Rural Services	On Track	01/10/22	31/03/23
Flocon (p8215) Roadsealing - Trade old Flocon and purchase new	PA8215	\$350,000	\$350,000	\$0	\$349,881	\$349,881	\$119	Low	New Flocon due March 2023	Technical & Rural Services	On Track	27/07/22	31/03/23
Jet Patcher (p8218)- Outright Sale	PA8169	-\$20,000	-\$20,000	\$0	\$0	\$0	-\$20,000	Low	To go to public auction when replacement arrives, expected March 2023	Technical & Rural Services	On Track	01/10/22	31/03/23
TCM Loader- Outright Sale	PA835	-\$5,000	-\$5,000	\$0	\$0	\$0	-\$5,000	Low	To go to public auction March 2023	Technical & Rural Services	On Track	01/01/23	31/03/23
Bobcat	PA835A	\$80,000	\$80,000	\$78,900	\$78,900	\$0	\$1,100	Completed	RFQ complete and P/O issued.Delivery November	Technical & Rural Services	Complete	01/01/23	31/03/23
John Deere Ride On Mower (Parks)	PA066A	\$10,000	\$10,000	\$9,364	\$9,364	\$0	\$636	Completed	Received	Technical & Rural Services	Complete	01/01/23	31/03/23
John Deere Ride On Mower (Caravan Park)	PA039A	\$10,000	\$10,000	\$9,636	\$9,636	\$0	\$364	Completed	Received	Technical & Rural Services	Complete	01/01/23	31/03/23
Hino Road Sweeper	PA024A	\$350,000	\$350,000	\$348,500	\$348,500	\$0	\$1,500	Completed	Truck delivered.	Technical & Rural Services	Complete	01/01/23	31/03/23
Hino 300 Series Crew Cab	PA8219A	\$100,000	\$100,000	\$0	\$109,262	\$109,262	-\$9,262	Low	P/O issued, delivery March. Over expense counterbalanced and indeed small savings to budget made, by compensating increased trade.	Technical & Rural Services	On Track	01/01/23	31/03/23
Single Cab Ute Isuzu (Parks/Curator)	PA018C	\$35,000	\$35,000	\$0	\$0	\$0	\$35,000	Low	P/O to be issued by Maint Foreman Jan 2023	Technical & Rural Services	On Track	01/01/23	31/03/23
2018 Mitsubishi (MCLC)	PA004E	\$30,000	\$30,000	\$40,690	\$40,690	\$0	-\$10,690	Completed	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. Delivered complete.	Technical & Rural Services	Complete	01/01/23	31/03/23
2018 Mitsubishi (MF)	PA047G	\$30,000	\$30,000	\$44,532	\$44,532	\$0	-\$14,532	Completed	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. Delivered complete.	Technical & Rural Services	Complete	01/01/23	31/03/23
2018 Holden (EHO)	PA065A	\$30,000	\$30,000	\$40,690	\$40,690	\$0	-\$10,690	Completed	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. Delivered complete.	Technical & Rural Services	Complete	01/01/23	31/03/23
2020 Isuzu (Senior Ranger)	PA8163C	\$45,000	\$45,000	\$0	\$55,892	\$55,892	-\$10,892	Low	Senior Ranger to facilitate RFQ - over expense counterbalanced by matching increased trade	Technical & Rural Services	On Track	01/01/23	31/03/23
Bridges										Office of CEO	Not applicable		
Tarwonga Road Bridge (MRWA Facilitate)	IB204	\$192,000	\$192,000	\$0	\$0	\$0	\$192,000	Low	MRWA have deferred this project until 2024/25	Technical & Rural Services	On Hold	01/01/23	30/06/23
Whinbin Rock Road Bridge (MRWA Facilitate)	IB205	\$396,000	\$396,000	\$0	\$0	\$0	\$396,000	Low	MRWA to facilitate design and delivery. Start of construction 15 March with the project concluding 7 weeks later in May.	Technical & Rural Services	On Track	01/01/23	30/06/23
Economic Services										Office of CEO	Not applicable		
Tourism & Area Promotion										Office of CEO	Not applicable		
Caravan park upgrades(ablution blocks & Kitchen)	BC238	\$45,000	\$45,000	\$7,081	\$7,461	\$380	\$37,539	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	On Track	27/07/22	28/04/23
Construction of 3 chalets at Caravan Park	BC239	\$450,000	\$450,000	\$1,156	\$1,156	0	\$448,844	High	P/O issued to Fleetwood. 3 x 2br units ordered with expected delivery August 2023	Technical & Rural Services	On Track	01/10/22	30/06/23
Other Economic Services										Office of CEO	Not applicable		
Land Development Opportunity	LB030	\$40,000	\$40,000	\$0	\$0	\$0	\$40,000	Medium	Havelock St Property sold to private owner and rates paid - available for reallocation at Budget Review, noting it was to be funded from the ED Reserve.	Office of CEO	On Hold	01/08/22	28/02/23
Building Maintenance - Old Jewellers Shop	BC277	\$10,000	\$10,000	\$24,165	\$24,165	\$0	-\$14,165	Completed	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	Complete	01/10/22	31/12/22
Good Shed Roof & Wall Restoration (LRCP 3)	BC278	\$300,000	\$300,000	\$2,640	\$2,640	\$0	\$297,360	Medium	Heritage Application lodged. Referral number P3521-50123.	Office of CEO	On Track	01/10/22	30/06/23
Other Property & Services										Office of CEO	Not applicable		
Administration Overheads										Office of CEO	Not applicable		
2 Copiers Replacement at Shire office (Main & Gen printer)	FE102	\$20,000	\$20,000	\$19,933	\$19,933	\$0	\$67	Completed	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	Complete	27/07/22	31/12/22
Altus Payroll software implementation	FE101	\$48,674	\$48,674	\$65	\$48,163	\$48,098	\$511	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. 5/12/22 - Parallel Pay runs being reviewed, and project continues to progress as expected. Additional training to be provided to Homecare staff, project on track. 25/01/23 - Project has completed 2nd Parallel Pay Run. Third PPR to be undertaken before Go live of timesheet process on 14th Feb 23. 14/02/23 - Go Live commenced.	Corporate & Community Services	On Track	01/10/22	28/02/23



### 10.3.4 BUDGET REVIEW 2022/23

File Reference	12.4.3
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	13 February 2023
Author	Alex Mulenga Manager Corporate Services
Authorising Officer	Mark Furr Executive Manager Corporate & Community Services
Attachments	1. Spreadsheet - Shire of Narrogin Budget Review for the Year Ending 30 June 2023

#### Summary

Council is requested to consider the proposed budget amendments, as detailed in the attached spreadsheet, and adopt the Shire's 2022/23 Budget Review.

#### Background

The budget review is based on the Shire's January 2023 actual financial balances and was completed on 13 February 2023. The Executive Manager Corporate and Community Services and Manager Corporate Services conducted interviews with Executive Management and Managers to determine any significant budget variances. The outcome of these consultations have contributed to variations identified in the attached spreadsheet.

It is noted that Council has previously considered other minor amendments to the budget during the financial year.

#### Consultation

The Chief Executive Officer, Executive Managers and Departmental Managers have reviewed budget allocations under their responsibility. This review included an analysis of the year to date levels of expenditure and income in comparison to the original budget allocations and that which is forecast to 30 June 2023.

#### Statutory Environment

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

- Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year;
- The review of an annual budget for a financial year must:
  - consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year;
  - consider the local government's financial position as at the date of the review; and
  - review the outcomes for the end of that financial year that are forecast in the budget.



- Within 30 days after the review of the annual budget of a local government is carried out it is to be submitted to the Council;
- The Council is to consider a review submitted to it and is to determine whether or not to adopt the review, any parts of the review or any recommendations made in the review;
- An absolute majority is required; and
- Within 30 days after a Council has made a determination, a copy of the review and determination is to be provided to the Department.

### Policy Implications

Nil

### Financial Implications

The Budget materiality variance was adopted at Council's Meeting held on 27 July 2022 (Council Resolution 220727.009). This means a variance of a percentage (equal to or greater than 10%) or a value (equal to or greater than \$15,000) for the 2022/23 financial year must be reported. This Policy was applied in this Budget Review.

### Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	4. Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Objective	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)
Failure to conduct a budget review would be in breach of legislation and would increase the risk of a negative impact on the Shire's end of year Financial position. As the budget review 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 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

The Budget has been reviewed to continue to deliver on strategies adopted by the Council and maintains a high level of service across all programs. Budget adjustments made throughout 2022/23, in accordance with previous Council resolutions, have been included in the review and the attachment to this report outlines other proposed budget variations.

The budget review, after allowing for all these adjustments, shows an estimated forecast surplus position at 30 June 2023 of nil, as per the Budget adopted in July 2022.

### Voting Requirements

Absolute Majority

#### OFFICERS' RECOMMENDATION

That Council adopt the Budget Review, including endorsement of proposed amendments to the 2022/23 Municipal Budget, as detailed in Attachment 1.

## Attachment 1 - Shire of Narrogin Budget Review for Year Ending 30 June 2023

Items listed below are proposed operational and capital changes to 2022/23 budget in accordance with Reg 33a, LGA (FMR) 1996.

## SHIRE OF NARROGIN 2022/23 BUDGET REVIEW - DETAIL

GL or Job Name	Account Code or Job	Adopted Current Budget		Proposed Budget following review		Increase or (Decrease) in Available Cash	Operational Capital or Other	Comments
		Revenue \$	Expenditure	Revenue \$	Expenditure			
Opening Funding Surplus as at 01/07/22	N/A	\$2,550,000		\$2,539,612		-\$10,388	Operational	Adjustment required in accordance with AFS 21 Dec 2022
Investment Interest Earned	3030301	\$30,000		\$90,000		\$60,000	Operational	Expect to easily exceed budgeted interest amounts
Audit Fees	2040210		\$55,000		\$72,000	-\$17,000	Operational	Additional fees for 21/22 audit
Salaries & Wages (EHOs)	2070300		\$209,379		\$171,379	\$38,000	Operational	Underspend due to vacancies at the beginning of FY 22/23
Return of Unspent 21/22 Bush Fire Prevention Funds	2050119		\$0		\$59,529	-\$59,529	Operational	No accrual of funds in 22/23 budget
Allowances	2080403		\$0		\$2,500	-\$2,500	Operational	Additional expense
Allowances	2080503		\$0		\$2,500	-\$2,500	Operational	Additional expense
Planning Application Fees	3100600	\$20,000		\$55,000		\$35,000	Operational	Bio-Diesel application contributes to high revenue
Outdoor Gym Maintenance	W090		\$0		\$1,000	-\$1,000	Operational	Additional expense
Airstrip & Grounds Maintenance	W140		\$10,577		\$15,000	-\$4,423	Operational	Additional expense
Insurance Reimbursement	3120207	\$0		\$4,040		\$4,040	Operational	Not budgeted
Proceeds from Jet Patcher	PA8514A	\$40,000		\$27,500		-\$12,500	Capital	Reduction from budgeted
Proceeds from Padfoot	PD8514A	\$20,000		\$10,000		-\$10,000	Capital	Reduction from budgeted
Loan 127 Principal Repayments	4130671	\$0	\$0		\$13,000	-\$13,000	Capital	Not budgeted
Town Hall Office #3	NEW JOB		\$0		\$16,390	-\$16,390	Capital	New Job to be created to refurb office and lease.
Narrogin Railway Station Interp Project	NEW JOB		\$0		\$29,704	-\$29,704		New grant project 50% funded
DPLHI Grant for Interp Project	5110660	\$0		\$14,852		\$14,852		New grant
Thomas Hogg Toilets (Mobile)	BC 269		\$50,000		\$10,000	\$40,000	Capital	Project revised by Elected Members at MBS 08 Feb 23 - sewerage solution only
Replacement of Library Copier	FE034		\$4,000		\$0	\$4,000	Capital	Current Asset Still Serviceable
RBS204 Tarwonga Rd Rehab	RBS204		\$139,500		\$154,500	-\$15,000	Capital	Additional exp to meet 2/3 MRWA grant
Whinbin Rock Rd Bridge	IB205		\$396,000		\$588,000	-\$192,000	Capital	Bridge exp MRWA greater than expected - using Tarwonga money with approval from WALGGC and MRWA
Tarwonga Rd Bridge	IB204		\$192,000		\$0	\$192,000	Capital	Bridge exp MRWA greater than expected - using Tarwonga money with approval from WALGGC and MRWA
Fuso Rosa Bus	PA072A		\$190,000		\$237,000	-\$47,000	Capital	No municipal funds impact
Fuso Rosa Bus (Proceeds of Sale)	PD072A	\$50,000		\$35,000		-\$15,000	Capital	No municipal funds impact
Toyota Corrolla (Homecare )	PA043C		\$25,000		\$34,000	-\$9,000	Capital	No municipal funds impact
Toyota Corrolla (Homecare )	PD043B	\$10,000		\$19,000		\$9,000	Capital	No municipal funds impact
Transfer from CHSP Reserve		\$906,578		\$968,578		\$62,000	Other	No municipal funds impact
Stormwater Dam	IO180		\$6,424		\$8,000	-\$1,576	Capital	Additional expense
Museum Restoration	BC201		\$45,355		\$28,441	\$16,914	Capital	Transfer to Reserves - No municipal funds impact
Single Electric BBQ - Gnarojin Park	FE036		\$10,000		\$7,185	\$2,815	Capital	Savings
NRLC Irrigation Pump	PE161		\$13,500		\$11,386	\$2,114	Capital	Savings
Hino 300 Series Crew Cab	PA8219A		\$100,000		\$109,262	-\$9,262	Capital	No municipal funds impact
Hino 300 Series Crew Cab	PA8219A	\$20,000		\$30,000		\$10,000		No municipal funds impact
2018 Mitsubishi (MCLC)	PA004E		\$30,000		\$40,690	-\$10,690	Capital	No municipal funds impact
2018 Mitsubishi (MCLC)	PD004E	\$15,000		\$16,454		\$1,454	Capital	No municipal funds impact
2018 Mitsubishi (MF)	PA047G		\$30,000		\$44,532	-\$14,532	Capital	No municipal funds impact
2018 Mitsubishi (MF)	PD047G	\$15,000		\$20,090		\$5,090	Capital	No municipal funds impact
2018 Holden (EHO)	PA065A		\$30,000		\$40,690	-\$10,690	Capital	No municipal funds impact
2018 Holden (EHO)	PD065A Sale	\$15,000		\$25,000		\$10,000	Capital	No municipal funds impact
2020 Isuzu (Senior Ranger)	PA8163C		\$45,000		\$55,892	-\$10,892	Capital	No municipal funds impact
2020 Isuzu (Senior Ranger)	PD8163C	\$30,000		\$40,000		\$10,000	Capital	No municipal funds impact
Transfer from Plant Reserve	5120352	\$833,000		\$875,022		\$42,022	Other	No municipal funds impact
Old Jewellers Shop	BC277		\$10,000		\$24,000	-\$14,000	Capital	In preparation to lease
Building Licence Fees	3130300	\$15,565		\$7,500		-\$8,065	Operational	Revenue tracking well below budget
Build Officer Regional Support Income	3130303	\$10,250		\$5,000		-\$5,250	Operational	Revenue tracking well below budget
Commercial Property Lease Income	3130600	\$82,410		\$65,000		-\$17,410	Operational	Revenue tracking well below budget
						\$0		

### 10.3.5 ENACTING POLICY 3.13 RATING – CHANGE IN PREDOMINANT USE OF RURAL LAND

<b>File Reference</b>	A42; A414; A148; A176; A230; A2365; A275; A286; A298; A3; A329; A340107; A374; A375; A376; A386; A449; A467; A488; A554; A555; A556; A558; A562; A565; A582; A595; A623; A626; A627; A631; A682; A77; A88
<b>Disclosure of Interest</b>	Neither the Author nor Authorising Officer has any Impartiality, Financial or Proximity Interest that requires disclosure.
<b>Applicant</b>	Nil
<b>Previous Item Numbers</b>	Item 10.3.6, 28 July 2020 Res. 0720.015 Item 10.3.7, 28 July 2020 Res. 0720.016 Item 10.3.5, 24 February 2021 Res. 0221.012
<b>Date</b>	11 January 2023
<b>Author</b>	Thomas Baldwin – Rates Officer
<b>Authorising Officer</b>	Dale Stewart – Chief Executive Officer
<b>Attachments</b>	
<ol style="list-style-type: none"> <li>1. Policy 3.13 Rating – Change in predominant use of rural land</li> <li>2. CONFIDENTIAL attachment: Aerial view of affected properties (provided under separate cover)</li> </ol>	

#### Summary

Council's authority is sought for the Chief Executive Officer (CEO) to apply to the Minister of the Department for Local Government, Sport and Cultural Industries (DLGSC) to change the basis of rating for all properties affected by Council Policy 3.13. Rating – Change in Predominant Use of Rural Land.

#### Background

Policy 3.13 was adopted by Council resolution 0720.015 in July 2020. As part of that resolution Council noted that the Administration would identify properties affected by the policy and inform the relevant ratepayers of Council's intention to apply for a change in rating basis for their property; either from Gross Rental Value (GRV) to Unimproved Value (UV) or from UV to GRV. The ratepayers were to be given the opportunity to object to the policy being applied to their property, with any objections referred to Council for a decision. The Administration carried out Council's instructions and in due course presented the objections received to the Ordinary Council Meeting (OCM) in February 2021. Council made a determination on each.

Council only considered those properties whose owners had submitted an objection, but not those properties whose owners had not objected. The DLGSC policy, interpreting Section 5.43 of the Local Government Act (WA) 1995, requires that Council resolve to make the application for each specific property. Council is therefore asked to consider the CEO's application cohort in its entirety before it is submitted to the Minister (again).

## Consultation

Consultation has occurred as follows:

- Chief Executive Officer;
- Executive Manager Corporate & Community Services; and
- Assistant Legislation and Statutory Approvals Officer of the DLGSC.

## Statutory Environment

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

- Local Government Act (WA) 1995 – Section 5.43 (h) & Section 6.26 to Section 6.82;
- Local Government (Financial Management) Regulations 1996 – Regulation 55 – Rate record, form of etc. (Act s.6.39(1)); and
- Department of Local Government, Sport and Cultural Industries – Rating Policy: Valuation of land.

## Policy Implications

Policy 3.13 *Rating – Change in Predominant Use of Rural Land* has been adopted by Council and this resolution will enable it to take effect.

## Financial Implications

If Council authorises the Administration to request the Minister to change the rating basis of a property from UV to GRV, and if the Minister grants the request, then the Administration will obtain from Landgate new valuations based on that property's GRV and then change that property's rate code so a new rate in the dollar and minimum rate will apply. Likewise, any property changing from GRV to UV will, after the Ministerial approval and the new valuation made, be given a new UV rate code to replace its current GRV rate code.

The current rate codes, with 2022/23 rates in the dollar and minimum rates, are as follows:

Rate Code	Description	U.V. Rate in the dollar (cents)	G.R.V. Rate in the dollar (cents)	Minimum Rate
01	General Rates - Residential		12.1642	\$1,190
03	General Rates - Commercial		12.1642	\$1,190
04	General Rates - Vacant		12.1642	\$1,190
05	General Rates - Miscellaneous		12.1642	\$1,190
06	General Rates - Multi Residential		12.1642	\$1,190
07	General Rates - Industrial		12.1642	\$1,190
10	GRV Industrial - Highbury		8.664	\$953
13	GRV Residential - Highbury		8.664	\$805
14	GRV Rural		8.664	\$953
15	GRV Special Rural		8.664	\$953
16	UV INDUSTRIAL	0.5183		\$953
20	UV RURAL	0.5183		\$953
21	UV SPECIAL RURAL	0.5183		\$953
22	UV MINING	0.5183		\$953

Both A42 and A414 currently use rate code 14 – GRV Rural. It is proposed to use rate code 20 – UV Rural, which uses a lower rate in the dollar, and would therefore lead to lower rates income for these two properties.

The remaining 32 properties currently use rate code 20 – UV Rural and all receive minimum UV rates only. The properties would move to rate code 14 – GRV Rural, which uses the same minimum rate but has a higher rate in the dollar. An increase in rates is likely for most properties in this category.

Until valuations are received from the Valuer General (Landgate) it is not possible to know the precise financial impact of this resolution.

### Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective:	1. Economic Objective (Support growth and progress, locally and regionally)
Outcome:	1.4 Agriculture opportunities maintained and developed
Strategy:	1.4.1 Support development of agricultural services
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)
Minister declines Council's application to change the rating basis for one or more properties. Overall rates income to the Shire does not increase.	Unlikely (2)	Minor (2)	Low (1-4)	Asset Sustainability	Accept Risk

## 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 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

Consultation with the DLGSC has identified the requirement for Council to resolve to make the application for each property identified by the CEO as having fallen under Policy 3.13, regardless of whether the ratepayer made an objection or not. The complete list of properties, as identified by the CEO and Administration, is hereby presented to Council for consideration along with the reason for including them in the application to the Minister.

To change from GRV to UV:

Current VEN	• Certificate of Title • Lot/Plan	Assessment	Street Address	Reason
2088573	<ul style="list-style-type: none"> <li>• 2959/770</li> <li>• 22DP411882</li> </ul>	A414	3643 Williams-Kondinin Road HILLSIDE	Over 20 hectares, as per terms of policy. Consistency of land use and rating. Did not object to letter / policy.
1496801	<ul style="list-style-type: none"> <li>• 2607/295</li> <li>• 20DP45415</li> </ul>	A42	59 Cooramining Road, DUMBERNING	Over 20 hectares, as per terms of policy. Consistency of land use and rating. Did not object to letter / policy.

To change from UV to GRV:

<b>Current VEN</b>	<b>• Certificate of Title • Lot/Plan</b>	<b>Assess #</b>	<b>Property</b>	<b>Reason</b>
1093632	<ul style="list-style-type: none"> <li>• 1233/534</li> <li>• 1D24750</li> </ul>	A376	Lot 1 Manaring Road, Dumberning	Under 20 hectares, terms of policy, not utilised for farming, predominately used for telecommunications tower – stranded lot. Consistency of land use and rating within Shire and former Shire and Town. Did not object to letter / policy.
1093630	<ul style="list-style-type: none"> <li>• 1285/965</li> <li>• 1D30217</li> </ul>	A375	Lot 1 Lock Road, Narrogin Valley	Under 20 hectares, terms of policy, not utilised for farming, used for telecommunications tower, consistency of land use and rating within Shire and former Shire and Town. Did not object to letter / policy.
1093631	<ul style="list-style-type: none"> <li>• 1584/690</li> <li>• 1D30674</li> </ul>	A374	157 Boxsell Road, Hillside	Under 20 hectares, terms of policy, not utilised for farming, predominately telecommunications tower lot, consistency of land use and rating within Shire and former Shire and Town. Did not object to letter / policy.
1724216	<ul style="list-style-type: none"> <li>• 2735/804</li> <li>• 21P64336</li> </ul>	A626	18522 Great Southern Highway, Dumberning	Under 20 hectares, terms of policy, not utilised for farming, predominate residential / lifestyle lot, not part of adjoining farm, lifestyle lot, consistency of land use and rating within Shire and former Shire



<b>Current VEN</b>	<b>• Certificate of Title • Lot/Plan</b>	<b>Assess #</b>	<b>Property</b>	<b>Reason</b>
				and Town. Did not object to letter / policy.
1755427	<ul style="list-style-type: none"> <li>• 2750/752</li> <li>• 2P51699</li> </ul>	A298	24 Condon Road, Narrogin Valley	Under 20 hectares, terms of policy, not utilised for farming, predominate industrial usage (former mallee oil production plant) for lot, consistency of land use and rating within Shire and former Shire and Town. Objected to letter / policy. Council rejected.
1505170	<ul style="list-style-type: none"> <li>• 2594/163</li> <li>• 6P41779</li> </ul>	A554	82 Borgas East Road, Boundain	Under 20 hectares, terms of policy, not utilised for farming, predominate residential / lifestyle lot, consistency of land use and rating within Shire and former Shire and Town. Did not object to letter / policy.
1727717	<ul style="list-style-type: none"> <li>• 2735/690</li> <li>• 100P61326</li> </ul>	A631	390 Wiese Road, Highbury	Under 20 hectares, terms of policy, not utilised for farming, predominate residential / lifestyle lot, consistency of land use and rating within Shire and former Shire and Town. Did not object to letter / policy.
1420351	<ul style="list-style-type: none"> <li>• 2205/661</li> <li>• 70D100638</li> </ul>	A2365	182 Narrakine South Road, Dumberning	Under 20 hectares, terms of policy, not utilised for farming, predominate residential / lifestyle lot, consistency of land use and rating within Shire and former Shire and Town. Did not object to letter / policy.

<b>Current VEN</b>	<b>• Certificate of Title • Lot/Plan</b>	<b>Assess #</b>	<b>Property</b>	<b>Reason</b>
1598176	<ul style="list-style-type: none"> <li>• 1998/302</li> <li>• 245P300905</li> </ul>	A386	Lot 245 Pustkuchen Road, Dumberning	Under 20 hectares, terms of policy, not viable for farming, suitable for predominate residential / lifestyle lot, vacant at the moment, consistency of land use and rating within Shire and former Shire and Town. Did not object to letter / policy.
1531083	<ul style="list-style-type: none"> <li>• 2604/364</li> <li>• 1D91333</li> </ul>	A562	Lot 1 Congelin- Narrogin Road, Minigin	Under 20 hectares, terms of policy, not utilised for farming, predominate residential / lifestyle lot, consistency of land use and rating within Shire and former Shire and Town. Did not object to letter / policy.
1790130	<ul style="list-style-type: none"> <li>• 2772/669</li> <li>• 2000P67196</li> </ul>	A286	20 Yilliminning Road, Narrogin Valley	Under 20 hectares, terms of policy, not utilised for farming, predominate residential / lifestyle lot, consistency of land use and rating within Shire and former Shire and Town. Did not object to letter / policy.
1631939	<ul style="list-style-type: none"> <li>• 2681/386</li> <li>• 85P137087</li> </ul>	A595	68 Browns Road, Hillside	Under 20 hectares, terms of policy, not utilised for farming, predominate residential / lifestyle lot, consistency of land use and rating within Shire and former Shire and Town. Did not object to letter / policy.
1547853	<ul style="list-style-type: none"> <li>• 2622/191</li> <li>• 6399P122793</li> </ul>	A565	360 Parks Road, Highbury	Under 20 hectares, terms of policy, not utilised for farming,

<b>Current VEN</b>	<b>• Certificate of Title • Lot/Plan</b>	<b>Assess #</b>	<b>Property</b>	<b>Reason</b>
				predominate residential / lifestyle lot, consistency of land use and rating within Shire and former Shire and Town. Objected to letter / policy. Council rejected. But clearly lifestyle lot, half bush, house and small portion of arable.
1932438	<ul style="list-style-type: none"> <li>• 2868/309</li> <li>• 22P75998</li> </ul>	A682	151 Bradford Exchange Road, Minigin	Under 20 hectares, terms of policy, not utilised for farming, predominate residential / lifestyle lot, consistency of land use and rating within Shire and former Shire and Town. Did not object to letter / policy.
1726794	<ul style="list-style-type: none"> <li>• 2722/69</li> <li>• 1P64320</li> </ul>	A627	77 Graham Road, Dumberning	Under 20 hectares, terms of policy, not utilised for farming, predominate residential / lifestyle lot, consistency of land use and rating within Shire and former Shire and Town. Objected to letter / policy. Council rejected. Half bush, house and lifestyle lot.
2119959	<ul style="list-style-type: none"> <li>• 1336/118</li> <li>• 2235P85336</li> </ul>	A556	635 Springhill Road, Minigin	Under 20 hectares, terms of policy, not utilised for farming, predominate residential / lifestyle lot, consistency of land use and rating within Shire and former Shire and Town. Did not object to letter / policy.
1598175	<ul style="list-style-type: none"> <li>• 1869/281</li> <li>• 218P136970</li> </ul>	A582	28 Pustkuchen	Under 20 hectares, terms of policy, not

<b>Current VEN</b>	<b>• Certificate of Title • Lot/Plan</b>	<b>Assess #</b>	<b>Property</b>	<b>Reason</b>
			Road, Dumberning	utilised for farming, predominate residential / lifestyle lot, consistency of land use and rating within Shire and former Shire and Town. Did not object to letter / policy.
1093618	<ul style="list-style-type: none"> <li>• 1762/766</li> <li>• 1D64371</li> </ul>	A3	852 Tarwonga Road, Dumberning	Under 20 hectares, terms of policy, not utilised for farming, predominate residential / lifestyle lot, consistency of land use and rating within Shire and former Shire and Town. Did not object to letter / policy.
2037451	<ul style="list-style-type: none"> <li>• 2805/10</li> <li>• 66P70990</li> </ul>	A340107	256 Katta Road, Dumberning	Under 20 hectares, terms of policy, not utilised for farming, predominate residential / lifestyle lot, consistency of land use and rating within Shire and former Shire and Town. Did not object to letter / policy.
1093729	<ul style="list-style-type: none"> <li>• 2116/488</li> <li>• 9415P137307</li> </ul>	A449	134 Geeralying Road, Dumberning	Under 20 hectares, terms of policy, not utilised for farming, predominate residential / lifestyle lot, consistency of land use and rating within Shire and former Shire and Town. Did not object to letter / policy. Predominate bush / lifestyle lot.
1724220	<ul style="list-style-type: none"> <li>• 2735/806</li> <li>• 23P64336</li> </ul>	A488	Lot 23 Comini Road, Dumberning	Under 20 hectares, terms of policy, not utilised for farming, predominate residential / lifestyle lot,

<b>Current VEN</b>	<b>• Certificate of Title • Lot/Plan</b>	<b>Assess #</b>	<b>Property</b>	<b>Reason</b>
				consistency of land use and rating within Shire and former Shire and Town. Did not object to letter / policy.
778588	<ul style="list-style-type: none"> <li>• 1403/794</li> <li>• 1D18694</li> </ul>	A230	3046 Williams-Kondinin Road, Narrogin Valley	Under 20 hectares, terms of policy, not utilised for farming, predominate residential / lifestyle lot, consistency of land use and rating within Shire and former Shire and Town. Objected to letter / policy. Council rejected.
1237340	<ul style="list-style-type: none"> <li>• 2154/615</li> <li>• 681P302051</li> </ul>	A467	31 Highbury West Road, Highbury	Under 20 hectares, terms of policy, not utilised for farming, predominate residential / lifestyle lot, consistency of land use and rating within Shire and former Shire and Town. Did not object to letter / policy.
1093530	<ul style="list-style-type: none"> <li>• 1621/603</li> <li>• 11D61504</li> </ul>	A77	254 Mokine Road, Dumberning	Under 20 hectares, terms of policy, not utilised for farming, predominate residential / lifestyle lot, consistency of land use and rating within Shire and former Shire and Town. Did not object to letter / policy.
1093351	<ul style="list-style-type: none"> <li>• 1621/605</li> <li>• 13D61504</li> </ul>	A88	202 Mokine Road, Dumberning	Under 20 hectares, terms of policy, not utilised for farming, predominate residential / lifestyle lot, consistency of land use and rating within Shire and former Shire and

<b>Current VEN</b>	<b>• Certificate of Title • Lot/Plan</b>	<b>Assess #</b>	<b>Property</b>	<b>Reason</b>
				Town. Did not object to letter / policy.
1930253	<ul style="list-style-type: none"> <li>• 2862/599</li> <li>• 120P404098</li> </ul>	A623	81 Hoffman Road, Highbury	Under 20 hectares, terms of policy, not utilised for farming, predominate residential / lifestyle lot, consistency of land use and rating within Shire and former Shire and Town. Did not object to letter / policy.
1708670	<ul style="list-style-type: none"> <li>• LR3158/474</li> <li>• 835P62348</li> </ul>	A558	Lot 835 Williams-Kondinin Road, Minigin	Under 20 hectares, terms of policy, not utilised for farming, predominate residential / lifestyle lot, consistency of land use and rating within Shire and former Shire and Town. Did not object to letter / policy. Crown land but leased to Cowcher Farms. Bush lot presumed for grazing.
1093599	<ul style="list-style-type: none"> <li>• 1658/86</li> <li>• 3481P110660</li> </ul>	A329	701 Narrogin Valley Road, Narrogin Valley	Zoned 'Special Rural'. Under 20 hectares, terms of policy, not utilised for farming, predominate residential / lifestyle lot, consistency of land use and rating within Shire and former Shire and Town. Did not object to letter / policy.
1093346	<ul style="list-style-type: none"> <li>• 1658/87</li> <li>• 1688P107155</li> </ul>	A275	853 Manning Road, Narrogin Valley	Zoned 'Special Rural'. Under 20 hectares, terms of policy, not utilised for farming, predominate residential / lifestyle lot, consistency of land use and rating within Shire

<b>Current VEN</b>	<b>• Certificate of Title • Lot/Plan</b>	<b>Assess #</b>	<b>Property</b>	<b>Reason</b>
				and former Shire and Town. Did not object to letter / policy.
1894044	<ul style="list-style-type: none"> <li>• 2605/199</li> <li>• 807P302490</li> </ul>	A555	202 Earl Street, Hillside	Within the town site. Must be GRV – correcting error. Did not object to letter / policy.
778575	<ul style="list-style-type: none"> <li>• 1690/175 (multi lot title)</li> <li>• 4D24634 &amp; 6D26651</li> </ul>	A176	Lots 4 & 6 Earl Street, Hillside	Within the town site. Must be GRV – correcting error. used as Saleyards for Elders sheep auctions. Did not object to letter / policy.
778576	<ul style="list-style-type: none"> <li>• 2605/200</li> <li>• 2D24634</li> </ul>	A148	Lot 2 Earl Street, Hillside	Within the town site. Must be GRV – correcting error. used as Saleyards for Elders sheep auctions. Did not object to letter / policy.

Additionally, since the policy was adopted over two years ago, it is recommended that the CEO write to all affected ratepayers again. This will remind them of the policy and of the upcoming changes both to their property's rating basis and rates payable. Some of the affected properties have changed ownership since the initial letters were sent and objections processed, so the new owners would probably not be aware of the upcoming change to their rates.

### **Voting Requirements**

Simple Majority

## **OFFICERS' RECOMMENDATION**

That with respect to Enacting Policy 3.13. Rating – Change in predominant use of rural land, Council authorise the Chief Executive Officer to:

1. Apply to the Minister for Local Government for permission to change the basis of rating for the following property assessments from Gross Rental Value to Unimproved Value:  
A42 and A414.
2. Apply to the Minister for Local Government for permission to change the basis of rating for the following property assessments from Unimproved Value to Gross Rental Value:  
A148; A176; A230; A2365; A275; A286; A298; A3; A329; A340107; A374; A375; A376; A386; A449; A467; A488; A554; A555; A556; A558; A562; A565; A582; A595; A623; A626; A627; A631; A682; A77; A88.
3. Write to the affected ratepayers advising them that Council is proceeding with the application to the Minister for Local Government to change the rating basis of their property and that they can expect this change to be reflected on future rates notices, if approved by the Minister.



### 3.13 Rating – Change in Predominant Use of Rural Land

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<b>Statutory context</b>	Local Government Act 1995 – - s.6.26 to s.6.82 Local Government (Financial Management) Regulations 1996 – - r.55 – Rate record, form of etc. (Act s.6.39(1))
<b>Corporate context</b>	Delegation 3.5 – Rates Record, Extensions and Objections
<b>History</b>	Adopted                      28 July 2020

#### Policy Statement

Where there is evidence that there has been a change in the predominant use of land, resulting from either the subdivision or amalgamation of rural land, or development of that land, the Shire will:

1. Ensure that any rural property where the valuation method is Unimproved Value (UV) is accurately assessed in the determination of its predominant use as that of rural, or otherwise.
2. Properties where the size is twenty (20) hectares or less, with evidence of a residential dwelling situated on the parcel, and without evidence that it is being used contiguously with a larger parcel of land held by the same landowner, nor being used for a declarable source of income for taxation purposes, resulting from a rural use; will be classified as non-rural purpose and subject to a valuation of Gross Rental Value (GRV).
3. All properties that are zoned Special Rural, which include Rural Residential and Rural Smallholdings, shall be subject to a valuation of GRV.
4. Those properties found where the predominant use of the land is that of non-rural purposes will be referred to the Minister for Local Government. Adequate information will be provided so that a determination can be made on the method of valuation to be applied.
5. Where rural land is subdivided into smaller lots such as that of subsection (2), the Shire will, upon receipt of the Western Australian Planning Commission approval for subdivision of the affected land, apply to the Minister for Local Government for a change in valuation methodology from UV to GRV.
6. Subject to ministerial approval in subsection (4), the Shire is to apply the valuation method of GRV for rural land used predominantly for non-rural purposes.
7. All landowners affected by the change in the valuation method and rating shall be notified and advised of their right of appeal, prior to reporting to the minutes for Council.

– End of Policy

#### Notes

*Rural purpose* is defined as land which is used exclusively for farming activities such as cropping, grazing and/or similar intensive use of land for agricultural purposes.

## 10.4 OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 10.4.1 FINANCIAL MANAGEMENT AND RISK REVIEW

File Reference	12.8.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	31 January 2023
Author	Dale Stewart – Chief Executive Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	<ol style="list-style-type: none"><li>1. Regulation 17 Review Report – Avant Edge Consulting</li><li>2. Regulation 5(2)(c) - Financial Management Review – Avant Edge Consulting</li><li>3. Risks Register (PDF) (Confidential) (sent under separate Cover)</li></ol>

#### Summary

The CEO is required to undertake a review of and the appropriateness and effectiveness of financial systems and risk management, internal control and legislative compliance at least every three years.

The Chief Executive Officer contracted Avant Edge Consulting, and experienced Audit & Assurance firm contracting to private industry, government and local government, to undertake the reviews. The previous review was undertaken by Moore Australia.

The two separate independent reviews (Financial Manager Review (FMR) and Risk Review) are hereby presented to the Council as recommended by the Audit Committee at its meeting held 8 February 2023.

#### Background

The independent FMR and Risk reviews were undertaken in September 2022 by Avant Edge Consulting (Avant) (after a procurement process) with the final report received on 15 September 2022.

The last Financial Management Review presented to Council was at its 25 February 2020 Council meeting. Please note the Local Government (Financial Management) Regulations 1996 were amended in June 2018 to alter the review interval from four (4) years to three (3) years.

This report was endorsed by the Audit Committee at its meeting held on Wednesday 8 February 2023.

#### Comment

The Risk Review (Attachment 1) concluded that ‘...there were no matters require reporting as part of the review’.

The FMR (Attachment 2) concluded “...nothing came to my attention that would indicate any high risk or medium risk management control matters that would require immediate attention by the Shire.”

Whilst a few issues were identified only 1 (one) had a Low Risk rating with the other 6 being observations only. The recommended action suggested for the Low Risk Issue (Segregation of Duties Control – invoice payment process) has already been implemented.

Six minor issues were identified only as observations with Management having already addressed all those matters.

The Risk Register (Confidential Attachment 3) divided into 15 thematic areas, is also attached for Elected Members / the Audit Committee review and information. The Shire's Compliance & Governance Calendar (in Smartsheet) lists review of the Risk Register at least annually (by Management) (and the Audit Committee) and Risk is included in every Executive Management Team Agenda (held generally weekly).

The only risk that is perhaps higher in management's sights at the moment and to draw to the attention of the Audit Committee and Elected Members, is that of *Cyber Risk* under the *External Theft and Fraud* Theme. That risk (and treatment controls) is under review at the moment with external information technology providers.

### Consultation

Consultation has occurred with the following:

- Chief Executive Officer;
- Executive Manager Corporate and Community Services;
- Manager of Corporate Services;
- Governance & Records Officer; and
- Audit Committee.

### Statutory Environment

The Local Government (Audit) Regulations 1996, Regulation 16 – An audit committee has the following functions –

- (a) *To guide and assist the local government in carrying out –*
  - (i) *Its functions under Part 6 of the Act; and*
  - (ii) *Its functions relating to other audits and other matters related to financial management;*
- (b) *To guide and assist the local government in carrying out the local government's functions in relation to audits conducted under Part 7 of the Act;*
- (c) *To review a report given to it by the CEO under regulation 17(3) (the CEO's report) and is to –*
  - (i) *Report to the council the results of that review; and*
  - (ii) *Give a copy of the CEO's report to the council.*

Regulation 17 of The Local Government (Audit) Regulations 1996 directs the Chief Executive Officer (CEO) to review the appropriateness and effectiveness of a local government's systems and procedures in relation to risk management; internal control and legislative compliance once every 3 financial years and to report the results of the review to the Audit Committee.

Regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996 directs the CEO undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures of the local government regularly (and not less than once in every 3 financial years) and report to the local government the results of those reviews.

## Policy Implications

A number of Council policies are impacted by the FMR and Risk Reviews, these include:

- 1.1 Code of Conduct;
- 1.13 Legislative Compliance;
- 2.8 Enterprise Risk Management Policy; and
- 3.1 Purchasing Framework.

Pleasingly, no Council Policies are required to be reviewed, amended or created as a result of these two reviews.

Operationally, the Tender Register, Tender Declaration of Interest Form, Contractors Procedure and Exempt Rates Register has been reviewed and already updated from the suggestions made by the Consultant.

## Financial Implications

There are no financial considerations proposed other than what may emanate from the Cyber Risk review, and these will either be managed through operational IT Budgets, or a specific request made to the Council, if required, in time.

## 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)
Failure to present either of the FMR or Risk Reviews, would result in non-compliance with the Local Government (Audit) Regulations 1996 – Regulation 17, or Local Government (Financial Management regulations) 1996 – Regulation 5, 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; occupational 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 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 independent Reviews should provide assurance to the Chief Executive Officer, the community and, indeed, to Elected Members, that effective and appropriate financial management and risk controls exist for the organisation relative to its size and operating environment, as a government entity, in a highly regulated environment.

## Voting Requirements

Simple Majority

### **OFFICER'S RECOMMENDATION AND COMMITTEE RECOMMENDATION**

That Council with respect to Local Government (Financial Management) Regulations 1996, Regulation 5 Review and Local Government (Audit) Regulations 1996, Regulation 17 Review, receives the findings of the two reviews and note the minor improvement actions already undertaken and notes the Management's Risk Register as dated April 2022.

15 September 2022

Dale Stewart  
Chief Executive Officer  
Shire of Narrogin  
89 Earl Street  
Narrogin WA 6312

Dear Dale,

Please find attached my final Regulation 17 review report for the Shire of Narrogin.

I am happy to report that there were no matters that require reporting as part of my review.

In my opinion, the Shire is currently meeting its risk management and legislative compliance and has satisfactory internal controls in place as per Regulation 17.

I would like to thank you and your staff for the positive cooperation provided to me during my visit and for the information that was provided during the conduct of this review.

Yours sincerely



Santo Casilli FCPA MIIA (Aust.)  
Director

**Avant Edge Consulting**

Shire of Narrogin

# Regulation 17 Review

15 September 2022

Final Review Report

(Review in Confidence)

**Avant Edge Consulting  
Certified Practising Accountant**

Liability limited by a scheme approved under Professional Standards Legislation

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# Regulation 17 Review Summary and Conclusion

## INTRODUCTION

Avant Edge Consulting was engaged to undertake a review of the Shire of Narrogin's (the Shire) risk management, internal control and legislative compliance as required to be undertaken as per Regulation 17 of the *Local Government (Audit) Regulations 1996*.

As per Regulation 17(1), (2) and (3) of the *Local Government (Audit) Regulations 1996*, the Chief Executive Officer (**CEO**) is required to undertake a review, at least once every 3 financial years, of the following processes:

- Risk Management.
- Internal Control; and
- Legislative Compliance.

The Shire of Narrogin (**the Shire**) uses Synergy as its accounting system.

The Shire previously outsourced their ICT services but more recently have appointed a permanent ICT Supervisor who will be undertaking most of the ICT work and also manage the IT services for the Shire.

## SCOPE AND METHODOLOGY

My review was conducted in accordance with ASAE 3500 – Assurance Engagement Other Than Audits or Reviews of Historical Financial Information.

The review undertook the following approach:

- Information relating to risk management, internal controls and legislative compliance was requested from the Records Management and Governance Officer prior to commencement of the review to assess adequacy of policies, procedures and overall control processes that are currently in place within the Shire.
- During my site visit, discussions were held with the Records Management and Governance Officer, Executive Manager Corporate and Community Services, Manager Corporate Services and other relevant officers regarding financial controls and also with the Executive Manager Development and regulatory Services, Executive Manager Technical and Rural Services and the Manager Operations in regard to the procurement control process to understand the processes and the management controls currently in place. Communications were held with the Records Management and Governance Officer throughout the review process.
- Issued an Information Technology General Controls Questionnaire to the ICT Supervisor to assess the adequacy of information technology controls and security over the Shire's data and staff computer access.
- Discussed with the Records Management and Governance Officer, Executive Manager Corporate and Community Services, Manager Corporate Services and the CEO the process in place for ensuring that the Shire is continually in compliance with Local government Act and Regulation requirements.

The matters raised in this report are only those which came to my attention during performing my review and may not necessarily be a comprehensive statement of all the possible process improvement options that may be made in relation to the Risk Management, Internal Control and Legislative Compliance matters.

My review report is provided to the Shire to enable the Shire to meet their statutory obligations under Regulation 17 and as such I do not encourage this report to be used for any other purpose.

## WORK PROGRAM

My work incorporated the following areas for review as required under Regulation 17:

### 1. RISK MANAGEMENT

#### To establish that:

- a. A Governance Framework is in place and endorsed by the Audit and Risk Committee.
- b. A formal governance unit exists or allocation of responsibility for proper governance compliance.
- c. Risk Management and governance policies are in place and have been endorsed by the Audit Committee/Council.
- d. An Operational and Strategic Risk Register is in place and is constantly reviewed and updated.
- e. Regular development of risk reports and actions to address risks are identified and actioned and such actions are regularly communicated to and endorsed by the Audit Committee.
- f. Fraud Risk Identification and Prevention policies are in place including the establishment of a Whistle Blower policy.
- g. An effective Audit Committee exists, and proper Committee processes are followed.

### 2. INTERNAL CONTROL

#### To establish that:

- a. A Delegation of Authority is in place, up to date and reviewed regularly.
- b. Proper and formal documented policies (guidelines and procedures) are in place and are kept up to date.
- c. Internal assessment of control processes exists e.g., via an internal audit function or by the Shire's Governance area.
- d. Reliance can be placed on the work undertaken by the Shire's external Auditors re the review of the Shire's control environment.
- e. Proper segregation of duties and management controls exist in relation to the following key accounting processes:
  - o Accounts payable.
  - o Cash collection, receipting and reconciliation.
  - o General Ledger reconciliation.
  - o Payroll.
  - o Procurement.

### 3. LEGISLATIVE COMPLIANCE

#### To establish that:

- a. The Compliance Audit Return (CAR) is properly completed each year and any non-compliance matters are investigated promptly and adequate action is taken to ensure similar non-compliance no longer occur.
- b. Legislative compliance regarding all Local Government Act and Regulation requirements are monitored and regularly reviewed to ensure continual compliance.

## REVIEW CONCLUSION

Based on my assessment of the management controls and processes that exist at the Shire regarding the above 3 key areas of the Regulation 17 review, I consider that the Shire's governance policies and procedures are up to date and appropriate for the needs to the Shire and satisfactorily are referenced to relevant legislative requirements.

In my opinion the Shire is currently meeting its risk management and legislative compliance requirements and has satisfactory internal controls in place as required by Regulation 17.

Notwithstanding the above, I would like to suggest that the Shire put in place a process by which the Shire's risk register is assessed/reviewed at least yearly to ensure that any new risks are identified, and action is taken to reduce the risk and that a copy of the risk register with evidence of review is tabled at the Audit Committee for the Audit Committee endorsement.



AUDIT & ASSURANCE SERVICES

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15 September 2022

Dale Stewart  
Chief Executive Officer  
Shire of Narrogin  
89 Earl Street  
Narrogin WA 6312

**REG 5(2)(c) – FINANCIAL MANAGEMENT REVIEW**

Dear Dale

Please find attached my final financial management review report for the Shire of Narrogin.

Your management comments as to action to be taken to address issues raised in this report have been received and have been incorporated in this final report.

I would like to thank you and your staff for the positive cooperation provided to me during my visit and for the information that was provided to me during the conduct of this review.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Santo Casilli', is written over a light grey rectangular background.

Santo Casilli FCPA MIIA (Aust.)  
Director

**Avant Edge Consulting**

---

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Mobile: 0409 104 929 - Phone: 6118 2100; Email: [scasilli@avantedgec.com.au](mailto:scasilli@avantedgec.com.au);  
Web: [www.avantedgeconsulting.com.au](http://www.avantedgeconsulting.com.au)

# Shire of Narrogin

## Regulation 5 (2) (c) – Financial Management Review

15 September 2022

Final Review Report

(Review in Confidence)

**Avant Edge Consulting**  
**Certified Practising Accountant**

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# Financial Management Review Summary and Conclusion

## INTRODUCTION

Avant Edge Consulting was engaged to undertake a financial management review of the Shire of Narrogin's (the Shire) financial management systems and procedures as required to be undertaken at least once every 3 years as per the Regulation (5)(2)(c) of the *Local Government (Financial Management) Regulations 1996*.

I conducted my review in accordance with Australian Auditing Standard *ASAE 3000 – Assurance Engagement other than Audits or Reviews of Historical Financial Information* which provides a limited assurance regarding the appropriateness and effectiveness of the Shire's management controls over its financial management systems and processes.

This report outlines the work undertaken as part of my review and also includes my findings and proposed recommendations as identified as a result of the review.

The Shire of Narrogin uses Synergy as its accounting system.

## CEO's RESPONSIBILITY FOR THE REVIEW REPORT

As per Regulation 5(2)(c) of the *Local Government (Financial Management) Regulations 1996*, the Chief Executive Officer (CEO) is required to undertake a financial management review, at least once every 3 financial years.

The final review report with the CEO comments is to be presented at the Audit Committee.

## RESPONSIBILITY FOR THE REVIEW

My responsibility was to conduct the Financial Management Review in accordance with the Australian Auditing Standard *ASAE 3000 – Assurance Engagement other than Audits or Reviews of Historical Financial Information* and to report to the CEO the review findings and proposed recommendations for management control and process improvement.

My review assessed information in relation to the period 1 July 2021 to 30 June 2022.

I wish to confirm that I am fully independent of the Shire of Narrogin and of its operations regarding this review.

## REVIEW LIMITATIONS

The matters raised in this final review report are only those which came to my attention during the course of performing the financial management review and may not necessarily be a comprehensive statement of all the possible control weaknesses and / or process improvement options that may be made in relation to the Shire's financial management systems and procedures.

As part of my review, I have not assessed and examined every financial process and procedure and as such have limited my assessment and evaluations only to those areas

where I considered may be of higher risk to the Shire regarding its Financial Management process. As such I did not examine every activity and procedure that may exist at the Shire and therefore only provide limited assurance to the Shire.

My review, which was conducted in accordance with Australian Auditing Standard *ASAE 3000 – Assurance Engagement other than Audits or Reviews of Historical Financial Information* was not an audit, and as per ASAE 3000 I can only provide assurance based solely on my assessment of the information which was provided to me by the Shire during the conduct of this review.

This review report is to be used solely for the purpose of reporting to satisfy the requirements of *Regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996* and should not be used for any other purpose other than for the Shire of Narrogin.

## SCOPE AND METHODOLOGY

My review was conducted in accordance with *ASAE 3000 – Assurance Engagement other than Audits or Reviews of Historical Financial Information*.

The review undertook the following approach:

- Information was sought from the Records Management and Governance officer and was reviewed prior to my visit from my Perth office.
- Discussions were held with the Executive Manager Corporate and Community Services, Manager Corporate Services and other relevant officers regarding financial operations and also with the Executive Manager Development and regulatory Services, Executive Manager Technical and Rural Services and the Manager Operations in regard to the procurement process during my visit to understand and assess the financial processes and key management controls currently in place.
- key management controls and processes currently in place over key financial management systems and procedures were assessed in line with the following work program provided to the CEO.
- Reviewed various policies and procedures provided to me by the Shire.
- All relevant findings and possible recommendations for control and process improvement as determined from my review were discussed with the CEO and the Executive Management team at the end of the review process.
- Issued draft review report for management comment prior to releasing final report.
- Issued final review report incorporating management comments.

## WORK PROGRAM

My review incorporated the following key financial management areas as required under Regulation 5(1) of the *Local Government (Financial Management) Regulations 1996*:

- Procurement (formal quotations and tender process)
- Contract Management
- Accounts Payable
- Cash Collection and Handling
- Payroll
- General Ledger Application Controls (journal posting, balance sheet reconciliations)
- Council Rates, Fees and Charges, including Debt Management
- Investment Management

- Asset Management (excluding infrastructure assets)
- Budget process
- Information Technology General Systems Controls Environment

No other financial management systems and procedures were subject to review.

## REVIEW CONCLUSION

Based on my review (which was not an audit) of the management controls and processes that exist at the Shire, regarding the above key financial management system areas, nothing came to my attention that would indicate any **high risk** or medium risk management control matters that would require immediate attention by the Shire.

Based on the matters raised in the body of this report under Executive Management Detailed Findings, I can conclude that the financial management systems in place within the Shire, are satisfactory. A number of minor process improvement options were noted and have been included in this review report for CEO consideration.

The matters raised in this review report were assessed as low risk to the Shire. For these identified matters I have recommended that the Shire should consider exploring the recommended process improvement options which have been incorporated within the body of this report.

As part of this report, I have reported the findings under 3 separate sections:

- Low risk rated issues (management consideration recommended)
- Observation issues (no management action required but may be considered)

Each finding has a recommended action except for those issues reported as "Observations".

I believe that the Shire's implementation of the suggested and recommended process improvements will assist in further strengthening the existing financial management controls that are currently in place and will provide greater overall governance within the Shire's financial operations.

## Executive Management Detailed Observations

### Low Risk Rated Issues

#### 1. *Segregation of Duties Control (invoice payment process)*

All invoices prior to being processed for payment are required to be signed by an officer authorising that the invoice can be paid and also by an officer that has received the goods/services provided. The invoice is then matched to the authorised purchase order approved \$ value prior to payment. Proper separation of duties control ensures that the officer who initially approved the purchase order is also not the same officer who either authorised the invoice or received the goods/service. This ensures that at least 2 or more officers are involved in the procurement and payment process.

Ideally there should be 3 officers involved in this process being the purchase order approving officer, the goods/services received officer and the invoice approving officer. Although in smaller Shires with limited staff, this may not be possible. at least 2 officers should be involved.

I noted instances where the same officer who authorised the payment of the invoice was also the officer who signed as receiving the goods/services. I further noted that in some instances the same officer who authorised the invoice and signed the invoice as having received the goods/service was also the officer who approved the purchase order.

I understand that at times the same officer who receives the goods/services or is managing the delivery of goods/services is also the officer with delegated authority to approve purchase orders and also authorise the payment of invoices.

#### **Recommendation**

I recommend that the CEO undertake the following opinions:

- ensure that for every invoice that the officer who signs as having received the goods/services is also not the same officer who authorises the invoice for payment or approves the purchase order for the goods/services. **Or**
- Allocate responsibility to another officer independent of the procurement and invoice processing process to sign off on the invoices attesting that the invoice is valid and that the shire has satisfactorily received the goods/services for which the Shire is being invoiced. Based on our discussions responsibility for this could be provided to the Records Management and Governance Officer.

#### **Management Comments**

The CEO has agreed to action this recommendation.

## Observations (No Recommendations Made)

### 1. Procurement (Conflict of Interest)

I was unable to determine as to whether officers undertaking a procurement evaluation process provide a signed conflict of interest declaration prior to undertaking the evaluation. This is important to ensure that the officers undertaking the procurement evaluation are free from bias. Attached as Appendix B to this report is a standard conflict of interest declaration form that can be used by the shire for this purpose.

### 2. Procurement (Tender Register)

I noted that the Shire's tender register that is displayed on the Shire's website did not have sufficient information regarding each tender as per what the Local Government Regulations require to be in a tender register. The tender register should as a minimum included:

- The RFT/RFQ number
- Date RFQ/RFT advertised
- Closing date
- Details of conforming tenders and supplier names
- Name of successful tenderer
- Name of unsuccessful tenderers
- Contract \$ value
- Contract period including extension options (this is optional but would assist the Shire in the contract management of the tenders).

### 3. Procurement (Quotations)

I noted that in most instances the Shire is seeking the correct number of quotes as per policy and where the required number of quotes is not able to be obtained that proper explanation is documented on the purchase order. However, I did note from my testing of purchase orders that in some instances the explanations were missing or were not clear as to the reason why the required number of quotations were not obtained or where sole supplier status was invoked. The CEO ensure that the required quotations as per policy are obtained and if not then clear explanation should be provided in all instances.

### 4. Contract Management (Policy Development)

I understand that the Shire is currently in the process of developing a contract management policy. Can I suggest that the contract management policy should also include the need to undertake a post contract supplier performance assessment and that the results of the assessment should be documented to be used to determine whether value for money was obtained from the contract and also as to whether the supplier's performance warrants the Shire to reuse the supplier for any future procurements. Further the Shire may also want to consider developing a contract management checklist outlining all contract requirements to be met by the supplier (e.g. KPI's etc) which should be signed off by the appointed contract manager at the conclusion of each contract to evidence that all contract obligations were assessed and met by the supplier as per the contract terms and conditions.

### 5. Payroll (Certification of Employee Changes)

At present the payroll officer seeks documentary evidence prior to changing an employee's bank account details, superannuation details or any other personal details and these are

checked by the Executive Manager Corporate and Community Services prior to certifying the payroll. However, Synergy currently does not produce a report that would list all changes made in the payroll system so that these can be checked to ensure they are proper authorised changes. The Shire should make enquiries with the Synergy software licence owners as to whether a log report can be produced each pay run to identify all changes that have been made to an employee's details. This may also include pay rate changes. This log report could then be checked and verified by the Payroll officer and certified by the Executive Manager Corporate and Community Services as being valid changes prior to processing each pay run.

#### **6. Council Rates (Rate Exempt Properties)**

I noted from my discussions with the Rates Officer that there is some confusion as to whether current exempted properties were exempted under Regulation 6.26(k) (through the Minister) or were assessed as exempt due to the property meeting other Regulation 6.26 requirements (Charitable purpose status).

As the Rates Officer is required to every 3 years assess the exempt properties status as to whether they continue to meet exempt property status as per Regulation 6.26 then those properties that were exempted by the Minister under Regulation 6.26(k) need to be identified and possibly assessed in a different manner.

A clear procedure should be documented as to the process to follow in assessing all rate exempt properties and make it clearer as to what constitutes an exemption.

## Appendix A – Risk Criteria

The following risk criteria were used to assess level of risk on review findings included in the Review Report.

### Risk Assessment Matrix

#### Likelihood of Risk:

Rating	Description	Frequency
1	<b>Rare</b> – May occur, only in exceptional circumstances	< once in 15 years
2	<b>Unlikely</b> – Could occur at some time	At least once in 10 years
3	<b>Possible</b> – Should occur at some time	At least once in 3 years
4	<b>Likely</b> – Will probably occur in most circumstances	At least once per year
5	<b>Almost Certain</b> – Expected to occur in most circumstances	> once per year

#### Consequence of Risk:

Description	Health	Financial Loss	Operation	Compliance	Reputation	Project
1. Insignificant	No injuries or illness	<\$50,000	Little Impact	Minor breach of policy, or process requiring approval or variance	Unsubstantiated, low impact, low profile or no news item.	Small variation to cost, timeliness, scope or quality of objectives and required outcomes.
2. Minor	First Aid treatment	\$50,000 to \$250,000	Inconvenient Delays	Breach of policy, process or legislation requiring attention of minimal damage control	Substantiated, low impact, low news profile.	5-10% increase in time or cost or variation to scope objective requiring approval
3. Moderate	Medical treatment required	\$250,000 to \$1 million	Significant delays to major deliverables	Breach requiring internal investigation, treatment or moderate damage control	Substantiated, public embarrassment, moderate impact, moderate news profile.	10-20% increase in time or cost or variation to scope objective requiring Senior Management approval
4. Significant	Death or extensive injuries	\$1 million to \$3 million	Non achievement of major deliverables	Breach resulting in external investigation or third party actions resulting in tangible loss and damage to reputation	Substantiated, public embarrassment, moderate impact, high news profile and 3 <sup>rd</sup> party actions.	20-50% increase in time or cost or significant variation to scope objective requiring restructure of project and Senior Management or Council approval
5. Severe	Multiple deaths or sever permanent disabilities	>\$3 million	Non achievement of major deliverables	Breach resulting in external investigation or third party actions resulting in significant tangible loss and damage to reputation	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, 3 <sup>rd</sup> party	>50% increase in time or cost or inability to meet project objectives requiring the project to be abandoned or redeveloped

#### Risk Exposure:

Risk = Likelihood x Consequence

Score	Level of Risk	Score	Level of Risk	Score	Level of Risk
1 - 8	<b>Low</b>	9 - 19	<b>Medium</b>	20 - 25	<b>High</b>

# Appendix B – Confidentiality and Conflict of Interest Declaration Form

## **DECLARATION OF CONFIDENTIALITY AND INTEREST**

All staff responsible for evaluating supplier tender submissions or supplier formal quotations are required to complete the following declaration of confidentiality and interest **PRIOR** to evaluating the quote submissions.

**RFT /RFQ NO & Title:** \_\_\_\_\_

I \_\_\_\_\_ (Print Name) herby declare that:

- I have no pecuniary interest in any of the supplier(s) that have submitted a quote/bid for the above RFT/RFQ.
- I have no actual or perceived conflict of interest or impartiality in the supplier(s) that have provided a quote/bid. Should any of the supplier(s) be personally known to me I shall inform the CEO immediately and will not undertake in the evaluation process until approved to do so by the CEO.
- I agree to keep all information relating to the supplier(s) quote/bid confidential and under no circumstances will I disclose such information to persons outside of the evaluation team members.
- I shall keep the results of the evaluation process confidential. No indication of the likely recommendation will be discussed, disclosed or allowed to be disclosed without written approval from the CEO.

**NAME:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_



## 10.4.2 ANNUAL COMPLIANCE AUDIT RETURN 2022

File Reference	14.1.1
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	8 February 2023
Author	Mark Furr – Executive Manager Corporate & Community Services
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	1. Compliance Audit Return 2022

### Summary

The completed annual Compliance Audit Return for calendar year 2022 is presented to Council for consideration.

### Background

It is a requirement of all Local Governments to complete the annual Compliance Audit Return as part of its regulatory obligations to the Department of Local Government, Sport and Cultural Industries.

### Consultation

Consultation has been undertaken with:

- Chief Executive Officer;
- Executive Manager Corporate & Community Services;
- Manager Corporate Services;
- Governance Officer; and
- Executive Assistant.

The Audit Advisory Committee will be considering the return at its meeting scheduled on 22 February 2023, immediately prior to the Ordinary Council Meeting, on that same day.

### Statutory Environment

The following statutory provisions apply:

- Local Government (Audit) Regulations – Regulation 14 – Compliance audit return to be reviewed by Audit Committee and report made to Council.
- Local Government (Audit) Regulations – Regulation 15 – once considered by Council, the return is to be signed by President and CEO and lodged with the Department by 31 March.

### Policy Implications

There are no known relevant policy implications.

## Financial Implications

There are no known relevant financial implications.

## 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)
Failure to consider the CAR, would result in non-compliance with the Local Government (Audit) Regulations 1996 – Regulation 14, which may result in a qualified audit.	Rare (1)	Minor (2)	Low (1-4)	Compliance Requirements	Accept Officer Recommendation

## Risk Matrix

Consequence \ Likelihood		Consequence				
		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 two (2) 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 Compliance Audit Return has been completed for the 2022 calendar year and is submitted for review. There are no issues of non-compliance identified for further attention.

As per the Local Government (Audit) Regulations, this item will be presented to the Audit Advisory Committee Meeting, scheduled for 22 February 2023. The Return has been recommended to Council by Officers.

## Voting Requirements

Simple Majority

### **OFFICERS' RECOMMENDATION**

That with respect to the Department of Local Government, Sport and Cultural Industries Compliance Audit Return for calendar year 2022, the Council adopt the Return, noting no matters of non-compliance, and authorise signing by the Shire President and Chief Executive Officer and its subsequent lodgment with that Department.

### **COMMITTEE RECOMMENDATION**

That with respect to the Department of Local Government, Sport and Cultural Industries Compliance Audit Return for calendar year 2022, the Council .....(*subject to decision of the Committee*).



## Narrogin - Compliance Audit Return 2022

<b>Commercial Enterprises by Local Governments</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2022?	N/A		Victoria Anderson
2	s3.59(2)(b) F&G Regs 7,8,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2022?	N/A		Victoria Anderson
3	s3.59(2)(c) F&G Regs 7,8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2022?	N/A		Victoria Anderson
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2020?	N/A		Victoria Anderson
5	s3.59(5)	During 2022, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A		Victoria Anderson



## Narrogin - Compliance Audit Return 2022

<b>Delegation of Power/Duty</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.16	Were all delegations to committees resolved by absolute majority?	N/A		Victoria Anderson
2	s5.16	Were all delegations to committees in writing?	N/A		Victoria Anderson
3	s5.17	Were all delegations to committees within the limits specified in section 5.17?	N/A		Victoria Anderson
4	s5.18	Were all delegations to committees recorded in a register of delegations?	N/A		Victoria Anderson
5	s5.18	Has council reviewed delegations to its committees in the 2021/2022 financial year?	N/A	No Delegations to Committees	Victoria Anderson
6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Act?	Yes		Victoria Anderson
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes	Resolved OCM 24 April 2022	Victoria Anderson
8	s5.42(2)	Were all delegations to the CEO in writing?	Yes		Victoria Anderson
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes		Victoria Anderson
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the council to amend or revoke a delegation made by absolute majority?	N/A		Victoria Anderson
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	Yes	<a href="https://www.narrogin.wa.gov.au/documents/520/delegations-register">https://www.narrogin.wa.gov.au/documents/520/delegations-register</a>	Victoria Anderson
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2021/2022 financial year?	Yes		Victoria Anderson
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Admin Reg 19?	Yes		Victoria Anderson



## Narrogin - Compliance Audit Return 2022

Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	Yes		Vanessa Ward
2	s5.68(2) & s5.69(5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by Admin Reg 21A, recorded in the minutes of the relevant council or committee meeting?	N/A		Vanessa Ward
3	s5.73	Were disclosures under section sections 5.65, 5.70 or 5.71A(3) recorded in the minutes of the meeting at which the disclosures were made?	Yes		Vanessa Ward
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	Yes	See files in Governance Office	Vanessa Ward
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2022?	Yes	See files in Governance Office	Vanessa Ward
6	s5.77	On receipt of a primary or annual return, did the CEO, or the mayor/president, give written acknowledgment of having received the return?	Yes	See files in Governance Office	Vanessa Ward
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76?	Yes	<a href="http://www.narrogin.wa.gov.au/your-shire/your-council/register-of-financial-interests.aspx">www.narrogin.wa.gov.au/your-shire/your-council/register-of-financial-interests.aspx</a>	Vanessa Ward
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A, in the form prescribed in Admin Reg 28?	Yes	<a href="http://www.narrogin.wa.gov.au/your-shire/your-council/register-of-financial-interests.aspx">www.narrogin.wa.gov.au/your-shire/your-council/register-of-financial-interests.aspx</a>	Vanessa Ward
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76, did the CEO remove from the register all returns relating to that person?	Yes	See files in Governance Office	Vanessa Ward
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Yes	See files in Governance Office	Vanessa Ward
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B, in the form prescribed in Admin Reg 28A?	Yes		Vanessa Ward



12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	Yes	<a href="https://www.narrogin.wa.gov.au/profiles/narrogin/assets/clientdata/documents/your_shire/master_-_register_of_gifts_25_november_2022.pdf">https://www.narrogin.wa.gov.au/profiles/narrogin/assets/clientdata/documents/your_shire/master_-_register_of_gifts_25_november_2022.pdf</a>	Vanessa Ward
13	s5.89A(6)	When a person ceases to be a person who is required to make a disclosure under section 5.87A or 5.87B, did the CEO remove from the register all records relating to that person?	Yes		Vanessa Ward
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A(6) been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	Yes	See files in Governance Office	Vanessa Ward
15	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	Yes	<a href="https://www.narrogin.wa.gov.au/your-shire/your-council/register-of-financial-interests.aspx">https://www.narrogin.wa.gov.au/your-shire/your-council/register-of-financial-interests.aspx</a>	Vanessa Ward
16	s5.71A & s5.71B(5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under s5.71A(1) of the Local Government Act 1995 relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	N/A		Vanessa Ward
17	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under subsection 5.71B(6) of the Local Government Act 1995 recorded in the minutes of the council meeting at which the decision was considered?	Yes	Permission granted 23/02/2022	Vanessa Ward
18	s5.104(1)	Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members and candidates within 3 months of the prescribed model code of conduct coming into operation (3 February 2021)?	Yes	Adopted 24/02/2022	Vanessa Ward
19	s5.104(3) & (4)	Did the local government adopt additional requirements in addition to the model code of conduct? If yes, does it comply with section 5.104(3) and (4) of the Local Government Act 1995?	No		Vanessa Ward
20	s5.104(7)	Has the CEO published an up-to-date version of the code of conduct for council members, committee members and candidates on the local government's website?	Yes	<a href="http://www.narrogin.wa.gov.au/documents/1151/code-of-conduct-for-council-members-committee-members-and-candidates">www.narrogin.wa.gov.au/documents/1151/code-of-conduct-for-council-members-committee-members-and-candidates</a>	Vanessa Ward



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21	s5.51A(1) & (3)	Has the CEO prepared and implemented a code of conduct to be observed by employees of the local government? If yes, has the CEO published an up-to-date version of the code of conduct for employees on the local government's website?	Yes	<a href="http://www.narrog n.wa.gov.au/documents/153/employee-code-of-conduct-(interim)">www.narrog n.wa.gov.au/documents/153/employee-code-of-conduct-(interim)</a>	Vanessa Ward
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Disposal of Property					
No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) (unless section 3.58(5) applies)?	Yes	Lease of Shire property – Holyoake, Westpac, Skill Hire,	Victoria Anderson
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	Yes	Lease of Shire Property as stated above	Victoria Anderson



## Narrogin - Compliance Audit Return 2022

<b>Elections</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate?	Yes	Next Election October 2023, however no disclosures made	Vanessa Ward
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years?	N/A	Next Election October 2023	Vanessa Ward
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with Elect Reg 30G(6)?	Yes	Next Election October 2023	Vanessa Ward



## Narrogin - Compliance Audit Return 2022

Finance					
No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes	OCM Minutes 26 October 2022	Alex Mulenga
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	N/A		Alex Mulenga
3	s7.3(1)	Was the auditor's report for the financial year ended 30 June 2022 received by the local government by 31 December 2022?	Yes		Alex Mulenga
4	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9(1) of the Act required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	N/A		Alex Mulenga
5	s7.12A(4)(a) & (4)(b)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government?	N/A		Alex Mulenga
6	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under section 7.12A(4)(b) of the <i>Local Government Act 1995</i> , did the CEO publish a copy of the report on the local government's official website?	Yes	<a href="https://www.narrogin.wa.gov.au/documents/1410/shire-of-narrogin-annual-report-2021-22">https://www.narrogin.wa.gov.au/documents/1410/shire-of-narrogin-annual-report-2021-22</a>	Vanessa Ward
7	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June 2022 received by the local government within 30 days of completion of the audit?	Yes	<a href="https://www.narrogin.wa.gov.au/documents/1413/minutes-8-02-2023-special-council-meeting-(unconfirmed)">https://www.narrogin.wa.gov.au/documents/1413/minutes-8-02-2023-special-council-meeting-(unconfirmed)</a>	Vanessa Ward



## Narrogin - Compliance Audit Return 2022

Integrated Planning and Reporting					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	Reviewed 22 May 2019	Mark Furr
2	Admin Reg 19DA(1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	Reviewed OCM 27 July 2022	Mark Furr
3	Admin Reg 19DA(2) & (3)	Does the corporate business plan comply with the requirements of Admin Reg 19DA(2) & (3)?	Yes	<a href="https://www.narrogin.wa.gov.au/documents/1367/corporate-business-plan-2022-2026">https://www.narrogin.wa.gov.au/documents/1367/corporate-business-plan-2022-2026</a>	Mark Furr



## Narrogin - Compliance Audit Return 2022

Local Government Employees					
No	Reference	Question	Response	Comments	Respondent
1	s5.36(4) & s5.37(3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Admin Reg 18A?	Yes		Victoria Anderson
2	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	N/A		Victoria Anderson
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4)?	N/A		Victoria Anderson
4	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	Yes	OCM April 22	Victoria Anderson
5	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	N/A		Victoria Anderson



## Narrogin - Compliance Audit Return 2022

Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Has the local government designated as defined by section 5.37 who is to be its complaints officer?	Yes	Appointed by CEO as per s.5.120 LGA	Victoria Anderson
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a)?	Yes	<a href="https://www.narrogin.wa.gov.au/profiles/narrogin/assets/clientdata/documents/our_council/rules_of_conduct_complaints.pdf">https://www.narrogin.wa.gov.au/profiles/narrogin/assets/clientdata/documents/our_council/rules_of_conduct_complaints.pdf</a>	Victoria Anderson
3	s5.121(2)	Does the complaints register include all information required by section 5.121(2)?	Yes	<a href="https://www.narrogin.wa.gov.au/profiles/narrogin/assets/clientdata/documents/our_council/rules_of_conduct_complaints.pdf">https://www.narrogin.wa.gov.au/profiles/narrogin/assets/clientdata/documents/our_council/rules_of_conduct_complaints.pdf</a>	Victoria Anderson
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	Yes	<a href="https://www.narrogin.wa.gov.au/profiles/narrogin/assets/clientdata/documents/our_council/rules_of_conduct_complaints.pdf">https://www.narrogin.wa.gov.au/profiles/narrogin/assets/clientdata/documents/our_council/rules_of_conduct_complaints.pdf</a>	Victoria Anderson



## Narrogin - Compliance Audit Return 2022

Optional Questions					
No	Reference	Question	Response	Comments	Respondent
1	Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Financial Management Reg 5(2)(c) within the three years prior to 31 December 2022? If yes, please provide the date of council's resolution to accept the report.	Yes	Financial Management Reg 5 Review & Audit Regulation 17 Completed 19/09/2022	Mark Furr
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Audit Reg 17 within the three financial years prior to 31 December 2022? If yes, please provide date of council's resolution to accept the report.	Yes	On Ordinary Council Agenda for February 2023	Mark Furr
3	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B of the <i>Local Government Act 1995</i> , were the disclosures made within 10 days after receipt of the gift? Did the disclosure include the information required by section 5.87C of the Act?	Yes	<a href="http://www.narrogin.wa.gov.au/profiles/narrogin/assets/clientdata/documents/your_shire/master_-_register_of_gifts_25_november_2022.pdf">www.narrogin.wa.gov.au/profiles/narrogin/assets/clientdata/documents/your_shire/master_-_register_of_gifts_25_november_2022.pdf</a>	Vanessa Ward
4	s5.90A(2) & (5)	Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events?	Yes	Council Policy 1.15. Reviewed 7 June 2021	Vanessa Ward
5	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4) of the <i>Local Government Act 1995</i> ?	Yes	<a href="http://www.narrogin.wa.gov.au">www.narrogin.wa.gov.au</a>	Vanessa Ward
6	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	Yes	Council Policy 1.17 Reviewed 24 November 2021	Vanessa Ward
7	s5.127	Did the local government prepare a report on the training completed by council members in the 2021/2022 financial year and publish it on the local government's official website by 31 July 2022?	Yes	<a href="http://www.narrogin.wa.gov.au/your-shire/your-council/elected-members-training.aspx">www.narrogin.wa.gov.au/your-shire/your-council/elected-members-training.aspx</a>	Vanessa Ward
8	s6.4(3)	By 30 September 2022, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2022?	Yes		Alex Mulenga
9	s.6.2(3)	When adopting the annual budget, did the local government take into account all its expenditure, revenue and income?	Yes	Adoption of Budget OCM 27 July 2022	Alex Mulenga



## Narrogin - Compliance Audit Return 2022

Tenders for Providing Goods and Services					
No	Reference	Question	Response	Comments	Respondent
1	F&G Reg 11A(1) & (3)	Did the local government comply with its current purchasing policy, adopted under the Local Government (Functions and General) Regulations 1996, regulations 11A(1) and (3) in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	Yes	Council Policy 3.1 (a)(b)(c)	Victoria Anderson
2	s3.57 F&G Reg 11	Subject to Local Government (Functions and General) Regulations 1996, regulation 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in regulation 11(1) of the Regulations?	N/A	No Tenders were invited for the 2021/22 financial year Caravan Park – Tender advertised Oct 22 Library Extension Tender advertised Dec 22 Tenders not finalized till 2023	Victoria Anderson
3	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 of the Local Government Functions and General) Regulations 1996, required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with Regulation 14(3) and (4)?	YES	Both Caravan Park and Library Extension Tenders advertised in the West Australian	Victoria Anderson
4	F&G Reg 12	Did the local government comply with Local Government (Functions and General) Regulations 1996, Regulation 12 when deciding to enter into multiple contracts rather than a single contract?	N/A		Victoria Anderson
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents, or each acceptable tenderer notice of the variation?	N/A		Victoria Anderson
6	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 15 and 16?	Yes		Victoria Anderson
7	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulation 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	Yes	<a href="https://www.narrogin.wa.gov.au/profiles/narrogin/assets/clientdata/tenders/tender_register_16_december_2022.pdf">https://www.narrogin.wa.gov.au/profiles/narrogin/assets/clientdata/tenders/tender_register_16_december_2022.pdf</a>	Victoria Anderson





8	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	Yes	RFT 22/23-01 Accommodation Units Narrogin Caravan Park	Victoria Anderson
9	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	N/A	Only one submission which did not meet application requirements	Victoria Anderson
10	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	Yes		Victoria Anderson
11	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of F&G Regs 21 and 22?	Yes		Victoria Anderson
12	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	N/A		Victoria Anderson
13	F&G Reg 23(3) & (4)	Were all expressions of interest that were not rejected under the Local Government (Functions and General) Regulations 1996, Regulation 23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer?	N/A		Victoria Anderson
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with F&G Reg 24?	N/A		Victoria Anderson
15	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with F&G Reg 24AD(4) and 24AE?	N/A		Victoria Anderson
16	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	N/A		Victoria Anderson
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	N/A		Victoria Anderson
18	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of F&G Reg 24AG?	N/A		Victoria Anderson
19	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	N/A		Victoria Anderson



20	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	N/A	Victoria Anderson
21	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	N/A	Victoria Anderson
22	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of F&G Regs 24E and 24F?	Yes	Victoria Anderson

### 10.4.3 CONDUCT OF 2022 LOCAL GOVERNMENT ELECTION

File Reference	13.4.3
Disclosure of Interest	The Author discloses an Impartiality and Financial Interest as the officer, by virtue of his position, would be the (paid) Returning Officer if the Council doesn't appoint the Electoral Commission.
Applicant	Western Australian Electoral Commission (WAEC)
Previous Item Numbers	Nil
Date	10 February 2023
Author	Dale Stewart – Chief Executive Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	<ol style="list-style-type: none"><li>1. Quotes (2) from the Western Australian Electoral Commission</li><li>2. Submission to the Minister for Local Government and subsequent letter</li></ol>

#### Summary

The purpose of this report is to seek the approval of Council to conduct an election under the Local Government Act 1995, section 4.11 on 21 October 2023 as two postal elections, one (1) of six (6) Elected Members (six Councillors) and one (1) for the popularly elected position of the Shire President, for the District of Narrogin (in entirety – no wards) and to appoint the Western Australian Electoral Commission (WAEC) to conduct the Election.

#### Background

The 2019 and 2021 Elections for the Shire of Narrogin were successfully conducted by the WAEC.

#### Consultation

The WAEC has written to the Shire of Narrogin offering to undertake the 2023 Election.

The Minister, at the Western Australian Local Government Association (WALGA) Central Country Zone, verbally advised the delegates, including the Council's Shire President, Deputy Shire President and Chief Executive Officer, that legalisation is being drafted that would spill the entire Council of the Shire of Narrogin. There is no negotiation on the matter proposed by the Government, with legislation imminent to give effect to the Minister's decision. This will effectively say to the people of Narrogin, "you have to go to the polls again and we the government of WA have removed your popularly elected Shire President", with two (2) years left to go on his term and reducing the number of democratically elected members from eight (8) to six (6), contrary to the Council's adopted and lodged submission.

The Minister has failed to reply to this submission. Given the WA Government controls both houses of parliament, there appears to be no right of redress nor appeal avenue left for the Council.

No additional consultation on the matter is considered effective, apart from direct appeal to members of Parliament and / or the Premier.

## Statutory Environment

The provisions of the Local Government Act 1995, sections 4.20 and 4.61 relate and must be resolved at least 80 days prior to an election.

In the absence of the Council making a determination as to the Returning Officer (RO), the Chief Executive Officer is the RO, pursuant to section 4.20(1) of the Act.

## Policy Implications

There are no relevant or proposed Council Policies that relation to the request.

The Council's practice, since the merger in 2016, has been to appoint the WAEC and to conduct the Election as a Postal Election.

## Financial Implications

If Council chooses to have the 2023 Election facilitated by the WAEC, the cost quoted is \$30,000 including GST for four (4) vacancies and \$33,000 for a complete spill of six Councillors and Shire President. The 2021 actual expenditure was \$22,806.27.

In addition, the Shire of Narrogin must also meet the associated cost of additional non-statutory advertising and provision of one staff member to work at the polling place on Election Day.

Should Council not proceed with the WAEC quotation, the staff time allocated to the process and advertising costs could be similar to the quotation provided and other projects would potentially be deferred or delayed.

## Strategic Implications

Objective	4.	Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1	An efficient and effective organisation
Strategy:	4.1.2	Continue to enhance communication and transparency

## Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to resolve to appoint the WAEC to conduct the 2023 Election(s) will necessitate the Chief Executive Officer undertaking the task, with the potential for perception of conflict of interest.	Unlikely (2)	Moderate (3)	Medium (5-9)	Engagement Practices	Transfer risk by engaging the WAEC.

## 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

It is recommended that Council appoint the WAEC to conduct the Ordinary 2023 Election process, on behalf of Council by way of a postal election.

To facilitate the process, a formal request to the WAEC is required for the commitment to be confirmed prior to the election cycle commencing.

Two quotes have been provided from the WAEC. The first being under normal circumstances, for four (4) Elected Members, and the second, assuming the proposed legislation is passed as indicated by the Minister, being a complete spill of the nine (9) elected members, to reduce to six (6) Councillors and one (1) for the position of Shire President for the whole of the District.

The four (4) Elected Members positions up for vacancy are those currently occupied by:

- Councillor Fisher;
- Councillor Early;
- Councillor Broad; and
- Councillor Alexander.

The remaining five (5) elected members terms would otherwise, if it not for the verbal advice of the Minister, not be up for election for another two (2) years.

A copy of the two quotes to conduct the election, as postal ballots, with an on-site count at the Shire Administration office, is attached. The quote includes all statutory advertising.

Upon verbal advice received from the Minister for Local Government that following the passing of proposed legislation relating to the local government reforms, all Elected Members would be stood down and total numbers reduced to seven (7), either as all councillors, or as six (6) councillors and one (1) publicly elected Shire President. All positions would be declared vacant, and nominations sought. An amended quote from the WAEC was requested and is also attached.

It should be noted that should Council choose to return the 2023 Election to “in-person” and conducted by staff, the implication of this decision, is that staff time committed during the election process will be quite onerous, and other projects may be delayed. It is also to Council’s benefit to have the experience of the WAEC facilitating the process and to allow Council and staff to maintain the desired separation from the process.

## Voting Requirements

Absolute Majority

### OFFICERS' RECOMMENDATION

That, with respect to the conduct of the 2023 Shire of Narrogin Ordinary Local Government Election, Council:

1. Accept the quotations provided by the Western Australian Electoral Commission to conduct the election for six (6) Councillors and / or the Shire President (dependent upon success of the Council’s lobbying), and ensure the relevant amount is provided for in the 2023/24 Budget;
2. Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2023 Election(s) together with any other elections or polls which may be required; and
3. Decide, in accordance with section 4.61(2) of the Local Government Act 1995, that the method of conducting the election will be as a postal election; and
4. Lodge formal objections to the forced and unnecessary spills proposed by the Minister for Local Government, of the popularly elected Shire President and all Councillors, with the Premier of WA, and local Members of Parliament, on the basis that it is a direct affront to and erosion of local democracy and there have been no justifiable reasons put forward, apart from the generalisation, that local government in Western Australia is ‘over governed’.

LGE 028

Mr Dale Stewart  
Chief Executive Officer  
Shire of Narrogin  
PO Box 1145  
NARROGIN WA 6312

Dear Mr Stewart

**Local Government Ordinary Election: 2023**

The next local government ordinary elections are being held on 21 October 2023. While this is still some distance in the future, I have enclosed an estimate for your next ordinary election to assist in your 2023/2024 budget preparations.

The estimated cost for the 2023 election if conducted as a postal ballot is \$30,000 inc GST, which has been based on the following assumptions:

- 3,300 electors
- response rate of approximately 45%
- 3 vacancies
- count to be conducted at the offices of the Shire of Narrogin
- appointment of a local Returning Officer
- regular Australia Post delivery service to apply for the lodgement of the election packages.

An additional amount of \$725 will be incurred if your Council decides to opt for the Australia Post Priority Service for the lodgement of election packages.

The Commission is required by the *Local Government Act* to conduct local government elections on a full cost recovery basis and you should note that this is an estimate only and may vary depending on a range of factors.

Costs not incorporated in this estimate include:

- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission incurred as part of an invalidity complaint lodged with the Court of Disputed Returns
- the cost of any casual staff to assist the Returning Officer on election day or night
- any unanticipated costs arising from public health requirements for the COVID-19 pandemic.

As you are aware, the Government is currently considering reforms to the *Local Government Act 1995*, which include how elections are to be conducted. In order to assist with your local government's budget planning, we have included, to the best of our knowledge, costs that will arise from the changes proposed in legislation. For example, if under the amendments your local government will be required to conduct a mayoral/presidential election this has been included.

Some local governments may also note an increase in costs from their 2021 ordinary costs. These include increases arising from inflation in recent years affecting salaries for Returning Officers and other staff, printing and packaging costs as well as the increase in postage announced by Australia Post. Additional costs from the Commission have been included arising from improved processing procedures and additional resources to supplement the Commission's education, complaints management, investigation and legal efforts.

In order for the Commission to be responsible for the conduct of your election, the first step required by the *Local Government Act 1995* is my written agreement to undertake the election.

As such, you may take this letter as my agreement to be responsible for the conduct of the ordinary elections in 2023 for the Shire of Narrogin in accordance with section 4.20(4) of the *Local Government Act 1995*, together with any other elections or polls that may also be required. My agreement is subject to the proviso that the Shire of Narrogin also wishes to have the election undertaken by the Western Australian Electoral Commission as a postal election.



In order to achieve this, your council would need to pass the following two motions by absolute majority:

- Declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2023 ordinary elections together with any other elections or polls which may be required
- Decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a postal election.

It would be greatly appreciated if this item was considered at your March council meeting, to enable the Commission to have sufficient time to work with you to effectively conduct the election.

I look forward to conducting this election for the Shire of Narrogin in anticipation of an affirmative vote by Council. If you have any further queries please contact Shani Wood Director, Election Operations on 9214 0400.

Yours sincerely



Robert Kennedy  
**ELECTORAL COMMISSIONER**

9 February 2023



LGE 028

Mr Dale Stewart  
Chief Executive Officer  
Shire of Narrogin  
PO Box 1145  
NARROGIN WA 6312

Dear Mr Stewart

### Local Government Ordinary Election: 2023

I refer to your email dated 10 February 2023 in which you advise that you have verbally been told by the Minister that the council will be completely spilled and request an amended cost estimate for the Shire of Narrogin 2023 Local Government Election to be conducted as a postal election.

The amended estimated cost for the 2023 election if conducted as a postal ballot is \$33,000 inc GST, which has been based on the following assumptions:

- 3,300 electors
- response rate of approximately 45%
- 7 vacancies
- count to be conducted at the offices of the Shire of Narrogin
- appointment of a local Returning Officer
- regular Australia Post delivery service to apply for the lodgement of the election packages.

An additional amount of \$725 will be incurred if your Council decides to opt for the Australia Post Priority Service for the lodgement of election packages.

The Commission is required by the *Local Government Act 1995* to conduct local government elections on a full cost recovery basis and you should note that this is an estimate only and may vary depending on a range of factors.

Costs not incorporated in this estimate include:

- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission incurred as part of an invalidity complaint lodged with the Court of Disputed Returns
- the cost of any casual staff to assist the Returning Officer on election day or night
- any unanticipated costs arising from public health requirements for the COVID-19 pandemic.

As you are aware, the Government is currently considering reforms to the Local Government Act 1995, which include how elections are to be conducted. In order to assist with your local government's budget planning, we have included, to the best of our knowledge, costs that will arise from the changes proposed in legislation. For example, if under the amendments your local government will be required to conduct a mayoral/presidential election this has been included.

Some local governments may also note an increase in costs from their 2021 ordinary costs. These include increases arising from inflation in recent years affecting salaries for Returning Officers and other staff, printing and packaging costs as well as the increase in postage announced by Australia Post. Additional costs from the Commission have been included arising from improved processing procedures and additional resources to supplement the Commission's education, complaints management, investigation and legal efforts.

In order for the Commission to be responsible for the conduct of your election, the first step required by the *Local Government Act 1995* is my written agreement to undertake the election.

As such, you may take this letter as my agreement to be responsible for the conduct of the ordinary elections in 2023 for the Shire of Narrogin in accordance with section 4.20(4) of the *Local Government Act 1995*, together with any other elections or polls that may also be required. My agreement is subject to the proviso that the Shire of Narrogin also wishes to have the election undertaken by the Western Australian Electoral Commission as a postal election.

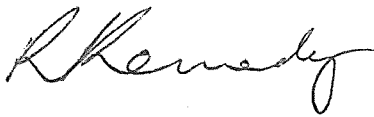
In order to achieve this, your council would need to pass the following two motions by absolute majority:

- Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2023 ordinary elections together with any other elections or polls which may be required
- Decide, in accordance with section 4.61(2) of the Local Government Act 1995 that the method of conducting the election will be as a postal election.

It would be greatly appreciated if this item was considered at your March 2023 council meeting, to enable the Commission to have sufficient time to work with you to effectively conduct the election.

I look forward to conducting this election for the Shire of Narrogin in anticipation of an affirmative vote by Council. If you have any further queries please contact Shani Wood Director, Election Operations on 9214 0400.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R Kennedy', written in a cursive style.

Robert Kennedy  
**ELECTORAL COMMISSIONER**

13 February 2023

YOUR REF:  
 OUR REF: OCR2213113 – 14.9.6  
 ENQUIRIES: Dale Stewart



27 October 2022

Hon John Carey MLA  
 Minister for Housing; Lands; Homelessness; Local Government  
 Level 7 Dumas House  
 2 Havelock Street  
 WEST PERTH WA 6005

89 Earl Street, Narrogin  
**Correspondence to:**  
 PO Box 1145, Narrogin WA 6312  
 T (08) 9890 0900  
 E [enquiries@narrogin.wa.gov.au](mailto:enquiries@narrogin.wa.gov.au)  
 W [www.narrogin.wa.gov.au](http://www.narrogin.wa.gov.au)

(via: [minister.carey@dpc.wa.gov.au](mailto:minister.carey@dpc.wa.gov.au) )

Dear Minister

**LOCAL GOVERNMENT REFORMS: ELECTION TRANSITION ARRANGEMENTS (CHANGES TO COUNCIL SIZE)**

Further to your letter of request, on behalf of the Shire of Narrogin I wish to confirm that Council, at its meeting held on 26 October 2022, resolved as follows:

*That with respect to the Local Government Reforms: Election Transition Arrangements (Changes to Council Size), Council advise the Minister for Local Government that:*

1. *The Shire of Narrogin does not support the Minister's request to consider a reduction in elected member representation from nine (9) to seven (7) as it is a direct erosion of democracy;*
2. *It does not agree to undertake a Ward Review, as it currently has no wards and remains of the view that this is preferred, and is satisfied that there is no justifiable or defensible basis for doing so, as to take such a proposition to the community, would in the opinion of the Council, make a mockery of the process, and undermine the principles of good government and democracy at the grassroots level;*
3. *The Minister should consider the population number threshold for Elected Member representation below 9, should be for those local governments with a population less than 2,000 persons (and not 5,000), as it would have the effect of;*
  - a. *Reducing community representation and advocacy; and*
  - b. *Place an unfair additional burden on the remaining elected members, which in turn would lead to increased cost, as elected members would tend towards needing to devote more time to Council business.*
4. *The Council's decision is based on the rationale put forward in this Report and has seen no valid arguments to the contrary put forward by the Minister.*

A copy of the agenda item that was presented to Council is attached for your information.

Should you require further information or clarification on the above, please contact me via email, [enquiries@narrogin.wa.gov.au](mailto:enquiries@narrogin.wa.gov.au) or telephone 9890 0900.

Yours sincerely

Dale Stewart  
**Chief Executive Officer**

cc Elected Members - Shire of Narrogin

att Copy of Shire of Narrogin Ordinary Council 26 October 2022 Agenda Item

YOUR REF: 78-08502  
OUR REF: OCR2313659 – 14.9.6  
ENQUIRIES: Dale Stewart



14 February 2023

Hon John Carey MLA  
Minister for Housing; Lands; Homelessness; Local Government  
Level 7 Dumas House  
2 Havelock Street  
WEST PERTH WA 6005

89 Earl Street, Narrogin  
**Correspondence to:**  
PO Box 1145, Narrogin WA 6312  
T (08) 9890 0900  
E [enquiries@narrogin.wa.gov.au](mailto:enquiries@narrogin.wa.gov.au)  
W [www.narrogin.wa.gov.au](http://www.narrogin.wa.gov.au)

(via: [minister.carey@dpc.wa.gov.au](mailto:minister.carey@dpc.wa.gov.au) )

Dear Minister

**LOCAL GOVERNMENT REFORMS: ELECTION TRANSITION ARRANGEMENTS (CHANGES TO COUNCIL SIZE)**

Further to your letter dated 20 September 2022 and our subsequent reply and request of 27 October 2022 in respect to the proposed Local Government Reforms regarding changes to Council size, I advise that the Shire of Narrogin is still awaiting a formal response from your office.

Given that an announcement was verbally made by you at the recently held Central Country Zone meeting in Corrigin, that the Shire of Narrogin's 9 current Elected Members would be stood aside, presumably including our publicly elected President, and numbers reduced to 7, it is felt that official notification prior to the public announcement would have been more appropriate.

That notwithstanding, we request advice as to what quote to the ask the WA Electoral Commission for, given that we haven't seen the draft legislation, as to its impact on Narrogin, nor had a response in relation to our submission about changing the method of electing our Shire President from popularly elected to one elected by their peers.

Narrogin are a band 3 local government and, as far as we can ascertain, the only band 3 or 4 local government in WA, that has a popularly elected Mayor / President.

We heard from you (verbally) that we have not been successful in our submission to have the ABS Census data overturned, and appreciate and respect that decision, however, haven't had a response to our submission to you, to consider reducing the population threshold for a maximum of 7 elected members to, for example 2,000, or 4,000 as opposed to the proposed 5,000 persons.

Your early response will enable us to prepare for your decision and obtain necessary quotes etc.

Should you require further information or clarification on the above, please contact me via email, [enquiries@narrogin.wa.gov.au](mailto:enquiries@narrogin.wa.gov.au) or telephone 9890 0900.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Dale Stewart', is written over a white background.

Dale Stewart  
**Chief Executive Officer**

Cc Elected Members

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

Nil

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

**13. CLOSURE OF MEETING**

There being no further business to discuss, the Presiding Member declared the meeting closed at \_\_\_ pm and pursuant to resolution 261022.009 of 26 October 2022, reminded Councillors of the next Ordinary Meeting of the Council, scheduled for 7.00 pm on Wednesday 22 March 2023, at this same venue.



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

89 Earl Street, Narrogin  
**Correspondence to:**  
PO Box 1145, Narrogin WA 6312  
T (08) 9890 0900  
E [enquiries@narrogin.wa.gov.au](mailto:enquiries@narrogin.wa.gov.au)  
W [www.narrogin.wa.gov.au](http://www.narrogin.wa.gov.au)