



AGENDA

ORDINARY COUNCIL MEETING

13 December 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 13 December 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
for download from the Shire of Narrogin website www.narrogin.wa.gov.au**

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



Shire of
Narrogin

Love the life

STRATEGIC COMMUNITY

SNAPSHOT

PLAN
2017-27

VISION

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

MISSION

Provide leadership, direction and opportunities for the community.

KEY PRINCIPLES

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

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

OUR VALUES

Care with Trust & Teamwork

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

Accountability - We accept responsibility for our actions and outcomes

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

Excellence - We go the extra mile to deliver outstanding services

Trust - We share without fear of consequences

Team Work - We work together for a common goal

ECONOMIC



Support growth and progress, locally and regionally...

Growth in revenue opportunities

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

Increased Tourism

- Promote, develop tourism and maintain local attractions

An effective well maintained transport network

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

Agriculture opportunities maintained and developed

- Support development of agricultural services

SOCIAL



Provide community facilities and promote social interaction...

Provision of youth services

- Develop and implement a youth strategy

Build a healthier and safer community

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

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

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

Cultural and heritage diversity is recognised

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

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

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

ENVIRONMENT



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

A preserved natural environment

- Conserve, enhance, promote and rehabilitate the natural environment

Effective waste services

- Support the provision of waste services

Efficient use of resources

- Increase resource usage efficiency

A well maintained built environment

- Improve and maintain built environment

CIVIC



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

An efficient and effective organisation

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

An employer of choice

- Provide a positive, desirable workplace

DISCLAIMER

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

No responsibility whatsoever is implied or accepted by the Shire of Narrogin for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff.

The Shire of Narrogin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

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

Please note that meetings may be audio recorded for minute taking purposes and if applicable, in compliance with legislation.

CONTENTS

Agenda Item	Page
1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS	6
2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE	6
3. DECLARATIONS OF INTEREST BY ELECTED MEMBERS AND COUNCIL EMPLOYEES IN MATTERS INCLUDED IN THE MEETING AGENDA	7
4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	7
5. PUBLIC QUESTION TIME	8
6. APPLICATIONS FOR LEAVE OF ABSENCE	8
7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	9
8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION	9
9. PETITIONS, DEPUTATIONS, PRESENTATIONS OR SUBMISSIONS	9
10. MATTERS WHICH REQUIRE DECISIONS	10
10.1 DEVELOPMENT AND REGULATORY SERVICES	10
10.1.1 PROPOSED SETBACK VARIATION – LOT 7 (NO. 53) HAVELOCK STREET, NARROGIN	10
10.1.2 DRAFT POLICY – LIVING IN A CARAVAN (OTHER THAN AT A LICENSED CARAVAN PARK OR CAMPING GROUND)	21
10.2 TECHNICAL AND RURAL SERVICES	29
10.3 CORPORATE AND COMMUNITY SERVICES	30
10.3.1 SCHEDULE OF ACCOUNTS PAID – UP TO 27 NOVEMBER 2023	30
10.3.2 MONTHLY FINANCIAL REPORTS – AS AT 27 NOVEMBER 2023	60
10.3.3 PROPOSED SITE FOR RELOCATION OF HOMECARE SERVICES (JESSIE HOUSE) & LEASE OF NARROGIN SENIOR CITIZENS CENTRE	78
10.3.4 IMPLEMENTATION OF POLICY 3.13 RATING PRINCIPLES & CHANGE IN PREDOMINANT USE OF RURAL LAND	101
10.4 OFFICE OF THE CHIEF EXECUTIVE OFFICER	110
10.4.1 TOWNSCAPE ADVISORY COMMITTEE NOMINATION	110
11. ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	113
12. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING	113
13. CLOSURE OF MEETING	113

ORDINARY COUNCIL MEETING

13 DECEMBER 2023

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

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

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

Elected Members (Voting)

Mr L Ballard – Shire President (Presiding Member)

Cr G Broad – Deputy Shire President

Cr M Fisher

Cr C Bartron

Cr T Wiese

Cr R McNab

Staff

Mr D Stewart – Chief Executive Officer

Mr M Furr – Executive Manager Corporate & Community Services

Mr T Evans – Executive Manager Technical & Rural Services

Mr A Awang – Executive Manager Development & Regulatory Services

Ms V Ward – Executive Support Coordinator

Leave of Absence

Cr J Pomykala

Apologies

Absent

Visitors

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

Name	Item No	Interest	Nature

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

The following responses were provided to Mr Brian Seale in response to questions taken on notice at the November Council Meeting:

Question 1

Will Council, in future meetings present reports so the Voting requirement is clear when only one type is required in order to give clear instructions to the reader as to the recommendation calling for a Simple Majority or an Absolute majority. When both are presented, it gives doubt as to the voting requirement.

Refer item 11.4.4 from the October minutes.

Your suggestion for greater clarity to the 'reader' is noted and will be considered. We agree that it is important to indicate the voting requirement for each item on the agenda, whether it is a simple majority or an absolute majority. We will endeavour to present the reports in a way that is clear and consistent for the reader.

Question 2

Will council consider modifying slightly the October minutes to reflect the resolution by "Absolute Majority" at the voting block, which is customary.

Refer item 11.4.5 from the October minutes.

No, the resolution, whilst passed by an absolute majority, did not require it. The resolution was to review, hence no absolute majority decision was required. The voting block for item 11.4.5 from the October minutes reflects the actual voting outcome, not the voting requirement. The voting requirement for this item was a simple majority, as stated in the report. However, the resolution was passed by an absolute majority, as indicated by the voting block. Therefore, there is no need to modify the October minutes to reflect the resolution by "Absolute Majority" at the voting block, which is customary. I refer you to section 5.128 of the Local Government Act 1995, should you require clarification.

Question 3

Has Council progressed an explanatory advertisement as to the Electoral process, as raised last month?

As raised in Public Question Time"

A Facebook post to that effect has not been undertaken at however will be completed in coming days. We apologise for the delay in posting an explanatory advertisement as to the Electoral process, as raised last month. We are working on finalising the content and format of the advertisement, and we will post it on our Facebook page as soon as possible. We hope that this will help to inform and educate the public about the Electoral process and encourage their future participation.

Question 4

Will Council consider providing me with a Building License as an owner builder for an existing building.?

A substantial submission was raised recently explaining the anomaly in the position.

No. The Council does not have that prerogative or legal ability to do so. Please refer to previous advice provided on the subject by Shire Officers and refer to the attached advice from the Department of Mines, Industry Regulation and Safety (Building and Energy Division). We suggest you contract a Registered Builder. We understand your frustration and concern regarding the difficulty in the position of obtaining a Building License as an owner builder for an existing building. However, as we have explained before, the Council (and the Shire) is bound by the relevant legislation and regulations that govern the building industry, and we cannot grant you a Building License as an owner builder for an existing building in the circumstances provided. This is also confirmed by the advice from the Department of Mines, Industry Regulation and Safety (Building and Energy Division), which we have attached for your reference. We strongly advise you to contract a Registered Builder to assist you with your building project, as this is the only legal and safe option available to you. [Do I need to be a registered builder? \(commerce.wa.gov.au\)](https://commerce.wa.gov.au)

Question 5

Will council note there does not seem to be a voting panel recorded in the report for item 10.4.4 of this agenda for the November O.C.M.

I suspect this will be a Simple Majority.

Noted and corrected for the minutes, thanks. We thank you for pointing out the omission of the voting panel in the report for item 10.4.4 of this agenda for the November O.C.M. This was an oversight on our part, and we have corrected it for the minutes. The voting requirement for this item was a simple majority, as you suspected, and the resolution was passed accordingly.

Question 6

Will council receive a note of thanks of considering the modification of the Wastewater fee as proposed in this agenda.

Whilst not addressed by Council yet, nevertheless it is most encouraging that Council responded with a willingness to consider the modification of the budget to reflect reasonableness in this matter."

Noted and with thanks. We thank you for your note of thanks of considering the modification of the Wastewater fee as proposed in this agenda. We are glad that you are satisfied with the outcome of this matter, and we appreciate your cooperation and understanding throughout the process. We hope that this will resolve the issue and provide a fair and reasonable solution for all parties involved.

5. PUBLIC QUESTION TIME

6. APPLICATIONS FOR LEAVE OF ABSENCE

The next Council meeting is scheduled for 28 February 2024.

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 22 November 2023 be confirmed as an accurate record of the proceedings with the following amendment:

1. Resolution 221123.13 Cr Fisher be removed from the recording of names listed as voting for the motion as the councillor was not in attendance in the Chambers at the time of discussion of the item, nor the vote, due to having declared a financial interest.

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Cr _____, and Cr _____ on behalf of the President and Shire, by the 13 December 2023, will have completed the judging of the Christmas lights and the winners of Narrogin Chamber of Commerce Vouchers, sponsored by the Shire, were noted as follows:

- 1st place:St/Rd (Owner) - \$250;
- 2nd place:.....St/Rd (Owner) - \$200; and
- 3rd place:St/Rd (Owner) - \$150.

Commendations to _____ and congratulations to previous winners for their displays again this year. Cr _____ also said that _____ Street was the best decorated street and was worth a drive to view.

The Narrogin Chamber of Commerce judged the Best CBD Window and advised that the winners this year, who have won vouchers, sponsored by the Chamber, were:

- 1st place: - \$150; and
- 2nd place:- \$50.

9. PETITIONS, DEPUTATIONS, PRESENTATIONS OR SUBMISSIONS

Nil

10. MATTERS WHICH REQUIRE DECISIONS

10.1 DEVELOPMENT AND REGULATORY SERVICES

10.1.1 PROPOSED SETBACK VARIATION – LOT 7 (NO. 53) HAVELOCK STREET, NARROGIN

File Reference	File No: IPA2332659 & A234500
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	5 December 2023
Author	Azhar Awang – Executive Manager Development and Regulatory Services
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	<ol style="list-style-type: none">1. Aerial Photo2. Scheme Map3. Site Plan, Floor Plan and Elevations

Summary

The purpose of this report is to present and evaluate a request for a secondary street setback variation greater than 50% for an extension to an existing dwelling and double garage located at Lot 7 (No. 53) Havelock Street, Narrogin.

The proposed setback variation requires the Council's consideration due to its likely impact on the surrounding area and it being greater than the Officers delegation.

Background

The Shire has received a Development Application from the property owner of Lot 7 (No. 53) Havelock Street, Narrogin, seeking approval for an extension to the current dwelling. The proposed extension encompasses the addition of a bedroom with an ensuite and a double garage. The garage is planned to have a concrete floor and timber wall framing to harmonise with the existing wall and roof cladding.

The proposed extension, totalling approximately 92m² (11.5m x 8m), is situated about 1.8m from the secondary street frontage (Palmer Street) and 22m from the primary street (Havelock Street).

In the submitted documentation, the applicant has provided the following rationale for the extension:

“The reason we are doing the extension is to give us a much needed extra bedroom and ensuite for our growing family, and to provide undercover parking for our two vehicles in the double garage.

The opposite side of the house is unavailable for extending due to the location of the septic tanks and leach drains. Building out the front or rear is not an option as we have an existing patio and entertaining area out the back.

The proposed side is the most logical as it has an existing single car garage and access to the existing hallway which leads past the existing bedrooms. We would not be able to physically fit in the bedroom or the two vehicles in that area if we can't reduce the stipulated setback."

The applicant has also advised that he will not be touching or removing the existing Colourbond fence on the Palmer Street side.

Consultation

Consultation has occurred with the Planning Assistant.

Given that the proposed extension is located behind the existing 1.8m high Colourbond fencing along Palmer Street, it is considered that the proposed development will not have a significant adverse impact on the inhabitants of the locality, or the future development of the locality.

As a result, notifying property owners on the northern side of Palmer Street, directly opposite the subject property, is deemed unnecessary. Additionally, the height of the proposed roof and wall will not surpass that of the existing dwelling. Consequently, it will not negatively impact the streetscape on Palmer Street, as the finished floor level of the proposed extension will be at least 1.2m lower than the crown of Palmer Street.

Statutory Environment

The following clauses of the Shire of Narrogin's Local Planning Scheme No. 3 relate:

- clause 4.16 Development in the Rural Residential and Rural Smallholdings Zone;
- Table 5 – Development Table; and
- clause 4.10 Variations to site and development requirements.

The Planning and Development Act (Local Planning Schemes) Regulations 2015, relates in relation to guiding Officers to assessing variations to a scheme.

Policy Implications

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

Financial Implications

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

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective:	1.	Economic Objective (Support growth and progress, locally and regionally)
Objective:	3.	Environment Objective (Conserve, protect and enhance our natural and built environment)
Outcome:	3.4	A well maintained built environment
Strategy:	3.4.1	Improve and maintain built environment

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Possible risks associated with approving the setback variation, such as impacts on neighbouring properties, visual aesthetics, or long-term community satisfaction, will be identified and assessed.	Possible (3)	Minor (2)	Medium (5-9)	Compliance Requirements	Control through conditions of approval and compliance.

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)	Almost Certain
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Likely
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	Possible
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	Unlikely
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Rare

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

Zoning

Lot 7 (no.53) Havelock Street, is zoned "Rural Residential" under the Shire of Narrogin Local Planning Scheme No. 3 (LPS 3). The proposed extension is a permitted use under the zoning table.

Setback

The minimum specified setback in Table 5 of the LPS 3 for Rural Residential zoned are as follows:

1. Front setback – 15m (proposed 22m) - Compliance.
2. Rear setback – 7.5m (proposed approximately 56m) - Compliance.
3. Sides setback – 5m (proposed 7.5m to the south) - Compliance.
4. Secondary street setback – Maybe reduced to minimum 50% of Primary front street as determined by the local government (proposed 1.8m to Plamer Street) - Non-compliance.

The primary purpose of setback requirements is to ensure that new developments do not adversely impact the amenity of the area. In this case, the existing 1.8m high, Colourbond fencing, combined with the proposed setback reduction, effectively mitigates any potential visual impact on the streetscape. The extension remains largely concealed from public view, preserving the overall visual harmony of the neighbourhood.

The proposed extension aligns with the existing 1.8m high Colourbond fencing along Plamer Street. This fencing serves as an effective visual barrier, screening the proposed extension from the street view. The Colourbond fencing significantly contributes to maintaining privacy and aesthetic consistency in the area.

It is also noted that the property to the north of Palmer Street is zoned "Residential R12.5", requiring a minimum set back of 7.5m to the primary front setback and 2m setback to the secondary street.

In clause 4.10.2 of the LPS 3, the Shire may approve an application for a development approval that does not comply with an additional site and development requirements unconditionally or subject to any conditions the Shire considers appropriate.

In light of these considerations, it is recommended that the Council supports the setback variation for the secondary street setback of 1.8m to Plamer Street.

Bush Fire Prone Area

The subject land falls within the Bush Fire Prone Area mapping and therefore it is recommended that a Bush Fire Attack Level (BAL) report by an Accredited Bush Fire Assessor will be required to be submitted to the Shire prior to the submission of a Building Application.

Special Control Area (SCA 4) – Land Use Buffer zone for the Narrogin Wastewater Treatment Plant

It is noted that the subject land falls within the Special Control Area 4 (SCA4) land use buffer for the Narrogin Wastewater Treatment Plant. Schedule 4 - Special Control Areas in the Local Planning Scheme No 3. The purpose of the buffer are to:

1. Recognise the Land Use Buffer Zone associated with the Narrogin Waste Water Treatment Plant.
2. Ensure compatibility of land use and development with wastewater Infrastructure.

3. Avoid incompatible or odour sensitive land use or development being established within the odour buffer.
4. Protect the long-term operation of the treatment plant which provides an essential service to the community through the treatment, reuse and safe disposal of the town's treated waste water.

The LPS 3 also makes the following additional provisions for development that falls within the SCA4 buffer:

1. Further subdivision will generally not be supported by the local government.
2. Development approval will be required for any proposed use or development within the Special Control Area as shown on the Scheme Map.
3. Any approval to develop a dwelling shall be subject to a condition requiring the placement of a notification under Section 70A of the Land Transfer Act advising of the existence of the Wastewater Treatment Plant and the potential impacts of the operation during its use.

It is recommended that Council include the above additional provisions as an Advice Note, should Council support the proposed development.

Based on the above assessment on a number of criteria, it is recommended that Council supports the proposed development including the variation to the secondary street setback subject to conditions.

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That with respect to the proposed extension to the existing dwelling at Lot 7 (no 53) Havelock Street, Narrogin, Council approve the proposed development, including the setback variation to the secondary street setback of Palmer Street, subject to the following conditions:

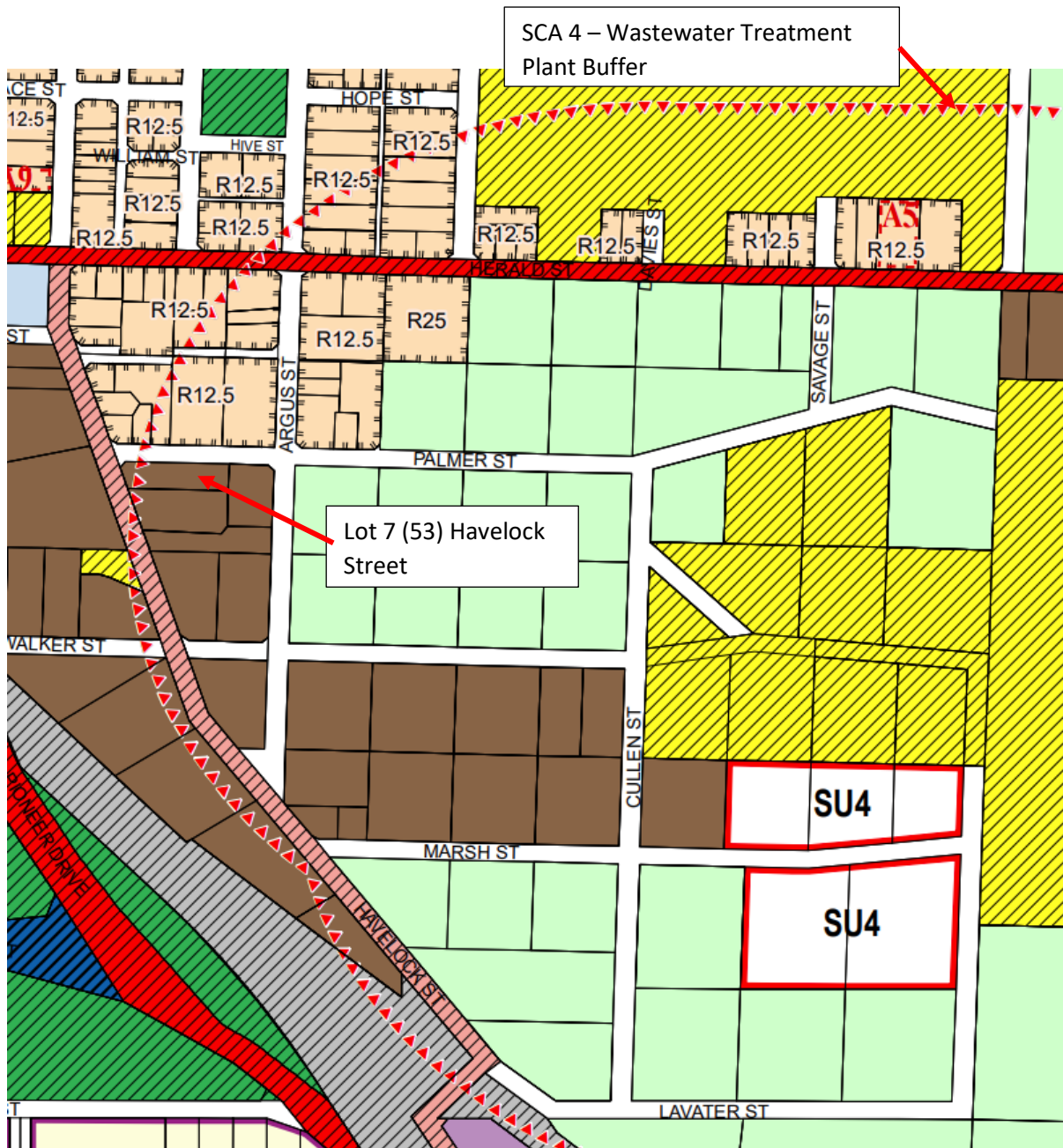
1. The development approved shall be in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Shire.
2. The approval shall expire if the development permitted is not completed within two years of approval, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Shire is granted by it in writing.
3. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
4. All drainage run-off associated with the development shall be contained on site or connected to the Shire's storm water drainage system to the satisfaction of the Chief Executive Officer
5. The building materials and colours used shall match existing buildings on the lot and are to be of non-reflective and muted tones i.e. not zincalume.
6. The subject property is subject to a Bushfire Attack Level (BAL) assessment by an Accredited Bush Fire Assessor, which will be required to be undertaken prior to the issuing of a building permit.

Advice Note:

1. The Local Planning Scheme No 3, makes the following additional provisions for development that falls within the SCA4 buffer:
 - a) Further subdivision will generally not be supported by the local government.
 - b) Development approval will be required for any proposed use or development within the Special Control Area as shown on the Scheme Map.
 - c) The Council has utilised its discretion not to impose a condition requiring the applicant to place a notification on title, pursuant to Section 70A of the Land Transfer Act, as it is an existing dwelling, notwithstanding the normal requirement for development of a dwelling in this area advising of the existence of the Wastewater Treatment Plant and the potential impacts of the operation during its use.



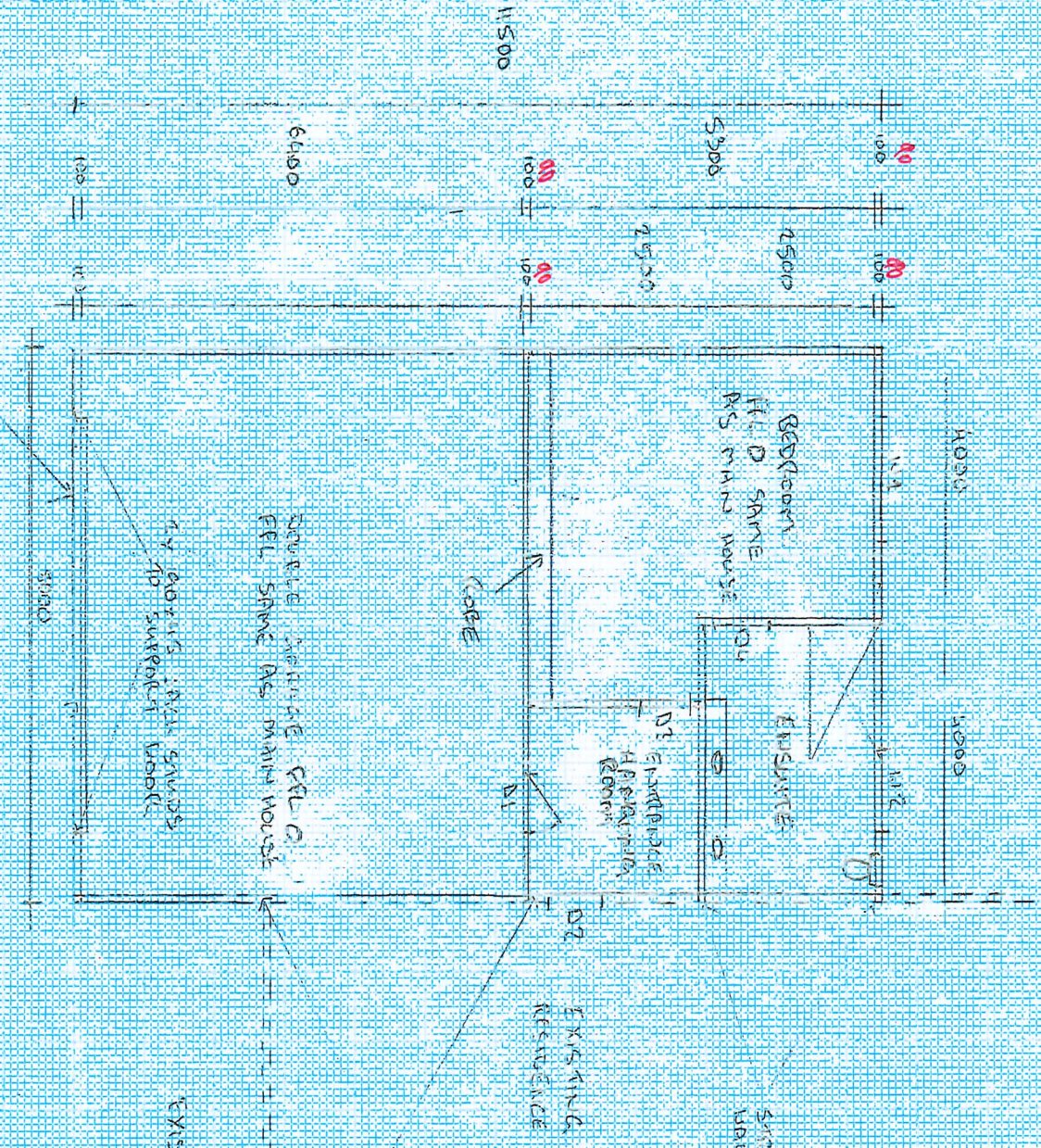
Attachment 1 - Aerial Photo



Attachment 2 – Local Planning Scheme Map

PROPOSED NEW FLOOR PLAN 1:100
NEW WALL
EXISTING WALL

- D2 INSULATION
- D2 2x45 - 620 STUDING COURSE
- 115 BLOCK HOOD ALUMINIUM DOUBLE GLAZED
- W/2 ROOM 3500



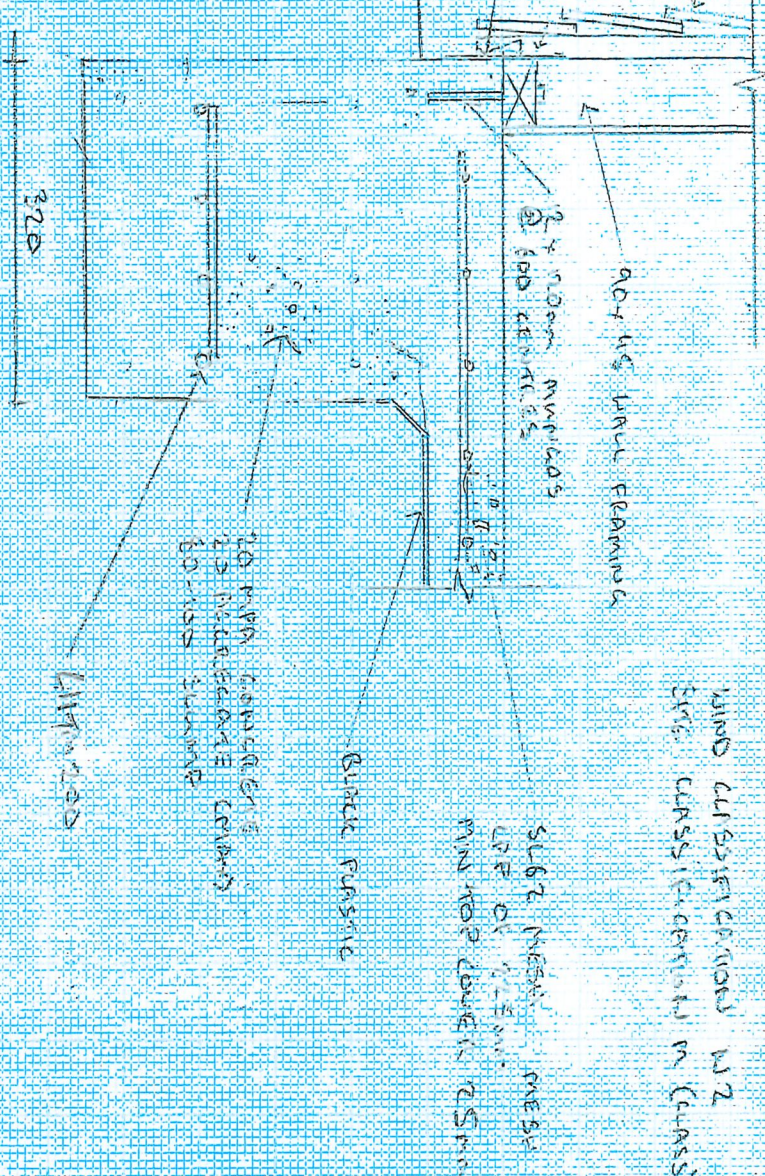
2x45 45x6600 CURTAINS
BY LUNDAUNTE RECEIVED
FORMERLY INSTALLED WITH
800mm
6000 (MOST) WALLS FROM
CONCRETE
SIT ROOMS
HAYDOCK ST. MAIN
PROPOSED WALL JOIN
BEDROOM, CASE, ENDSTONE
DOUBLE GLAZED

EXISTING WINDOW TO MATCH EXISTING



COORINATE DETAIL 1:10

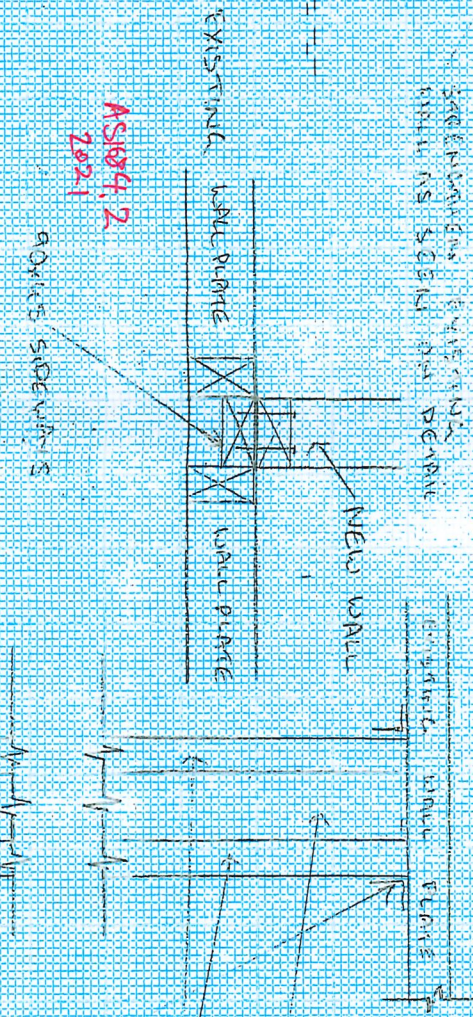
WIND CURTAIN WALL D2
TYPE CURTAIN WALL IN CLASS



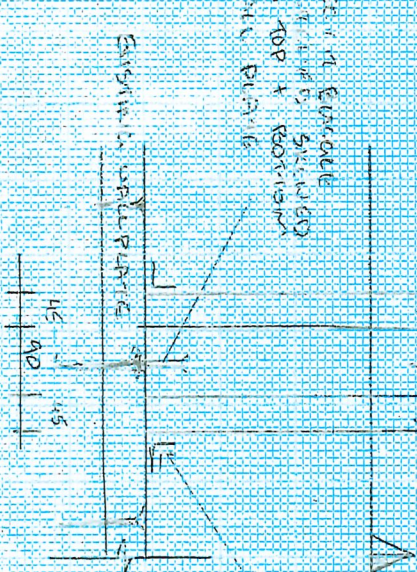
WALL JOINT DETAIL 1:10

90x45 STRUCTURAL BRICK IN PLACE

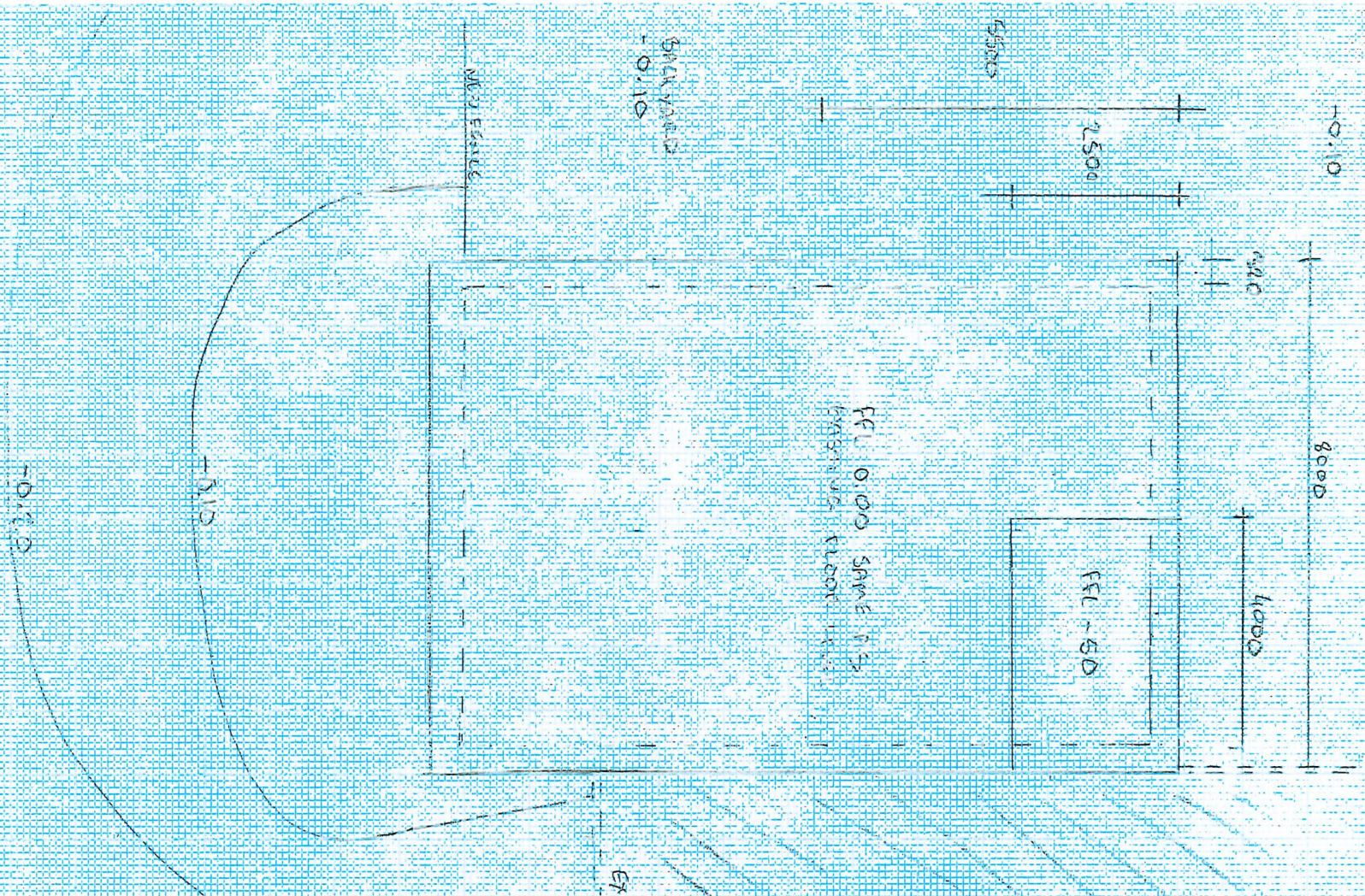
90x45 STRUCTURAL BRICK



TRIPLE GRIP STUDS TO EXISTING TOP & BOTTOM PLINTE

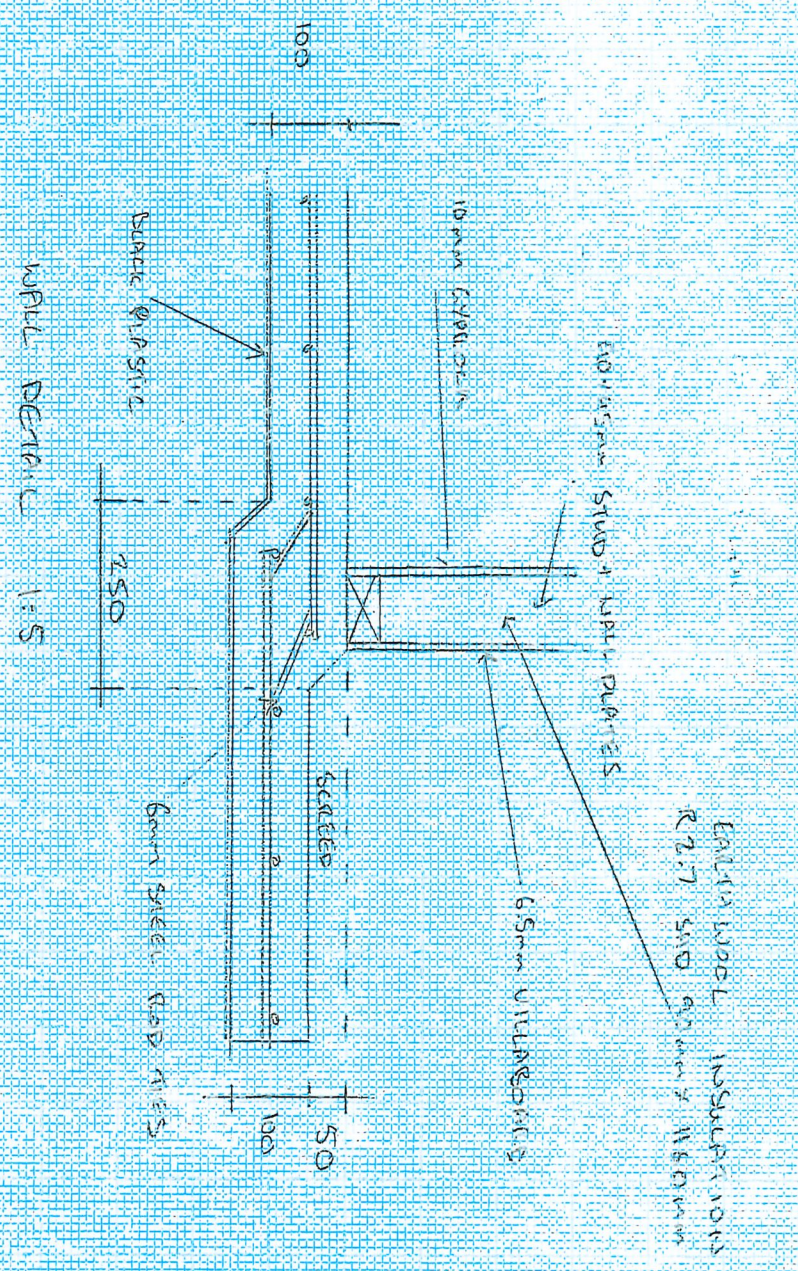


CONCRETE END DETAILS 1:100



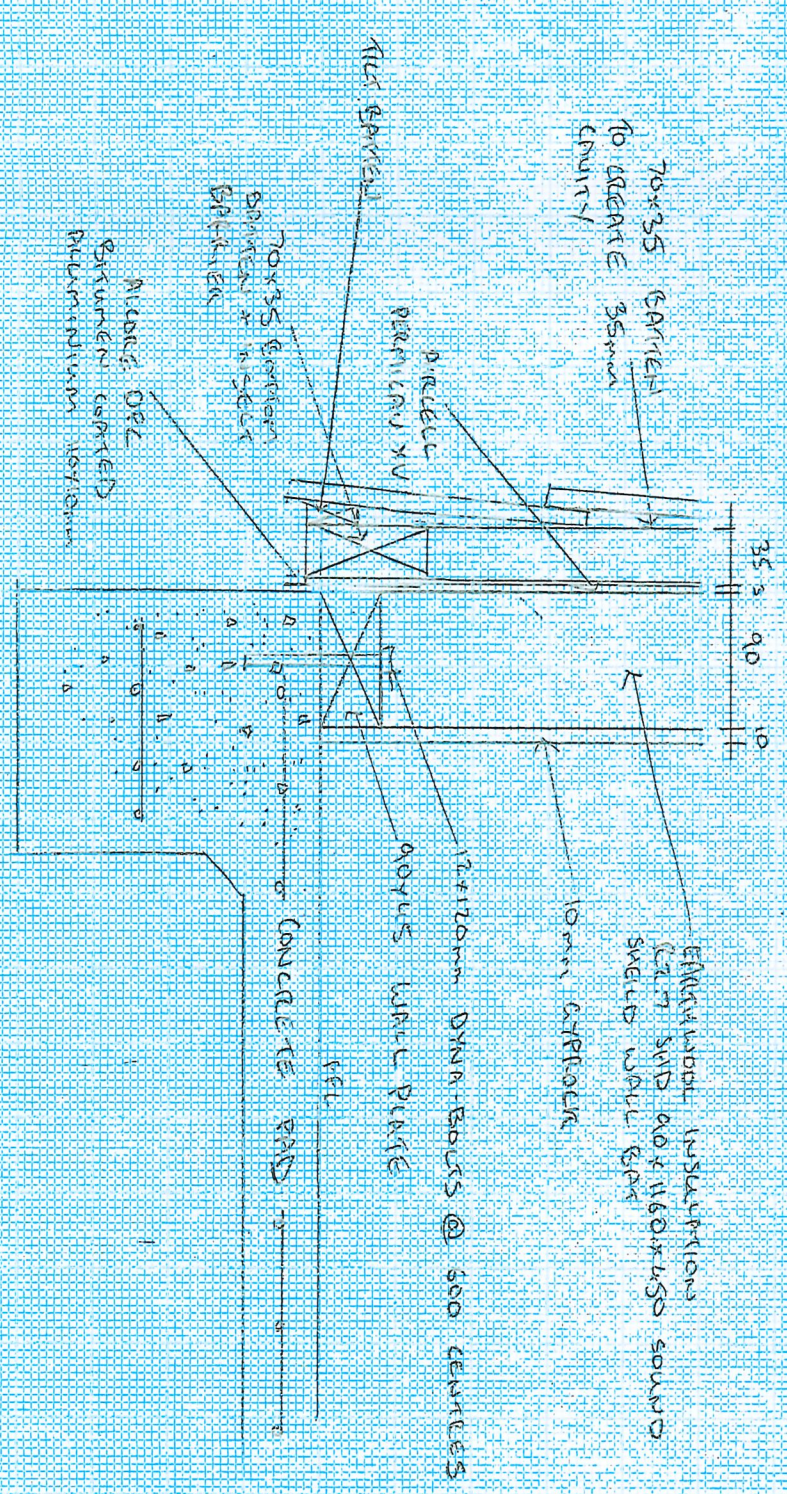
- CHECK MEASUREMENTS PRIOR TO CONSTRUCTION

ENSURE GLOBAL DETAIL 1:10



EXISTING INSULATIONS R2.7 AND 90mm x 160mm

70x35 (BARREL) TO CREATE 35mm COUNTRY

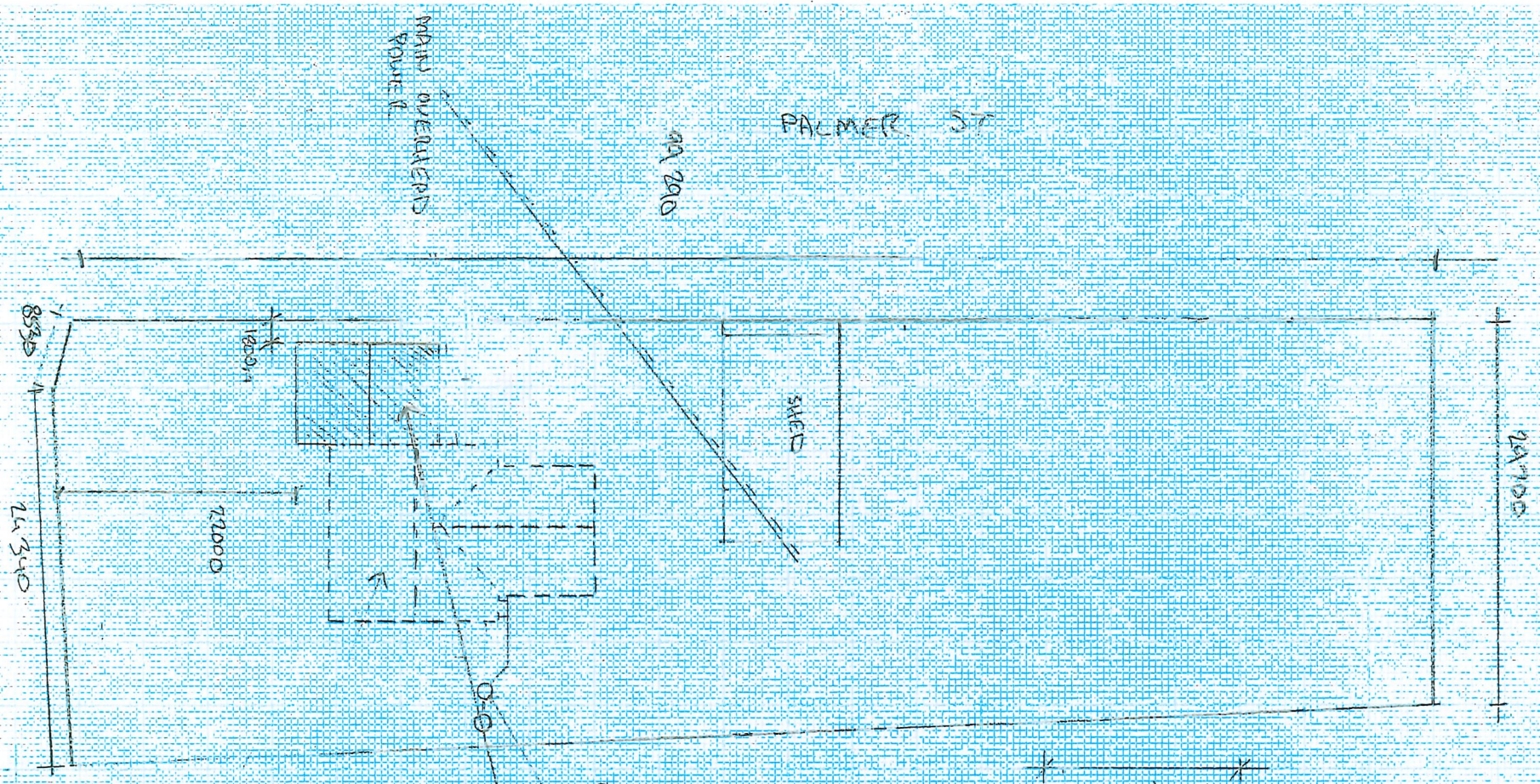


EXISTING INSULATIONS R2.7 AND 90x160x50 SOUND SHEETS WALL GAP

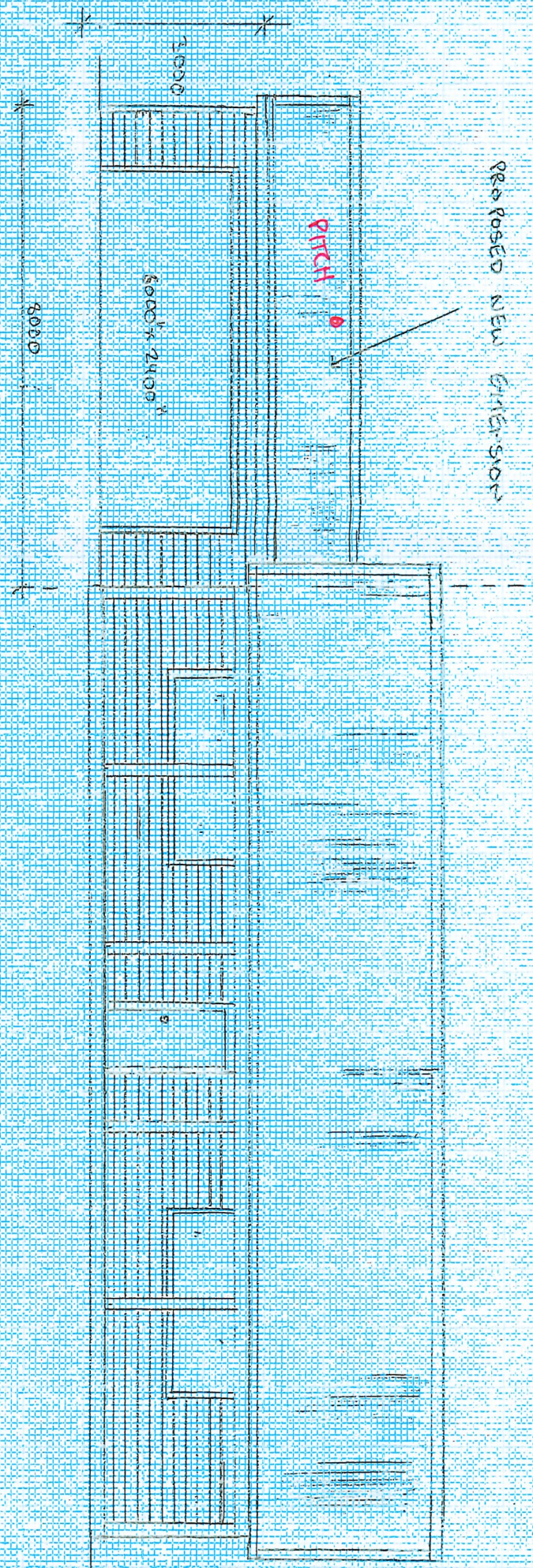
5:150000	5:1 JAMB/DOOR	FOOTING & END DETAIL
27/01/2023	5:3 FLOOR DOOR 5:1	ENSURE 1:100 DETAIL
SCALE 1:100	PROPOSED DIMENSIONS	WALL DETAIL
	BEDROOM, ROBE, ENSUITE	
	1 DOUBLE CHARGE	

Shire of Narrogin - 13/12/2023

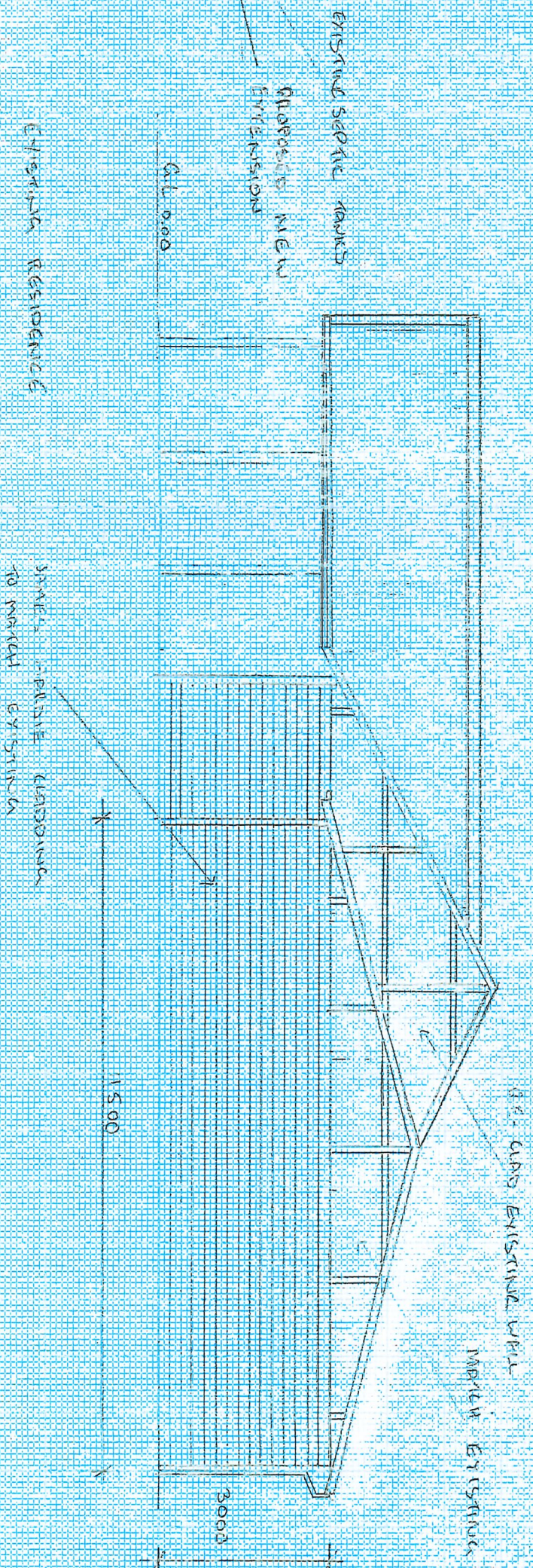
BLOCK PLAN 1:500



FRONT ELEVATION 1:100



NORTH SIDE ELEVATION 1:100



SOME PLEASE REMOVED TO MATCH EXISTING

Block ELEM ELEVATIONS

Block ELEM ELEVATIONS	S-1 SANDERSON	S 8000
	S-2 HAVELOCK ST	2/10/2023
	PROPOSED EXTENSION	SCALE 1:100
	GED ROOM, BATH, ENSUITE	
	1 DOWNING APPROX	

10.1.2 DRAFT POLICY – LIVING IN A CARAVAN (OTHER THAN AT A LICENSED CARAVAN PARK OR CAMPING GROUND)

File Reference	13.5.4
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	1 December 2023
Author	Azhar Awang – Executive Manager Development and Regulatory Services
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	1. Draft Policy – Living in a Caravan (Other than at a Licensed Caravan Park or Camping Ground)

Summary

This report outlines the proposed policy for living in a caravan within the Shire of Narrogin. It aims to establish clear guidelines and regulations to govern this form of accommodation.

Background

The Shire of Narrogin has observed a growing demand for residential development in the area, primarily due to the proposed major renewable energy projects, such as the Biodiesel renewable diesel facility, Solar Farm, and a Wind Farm. These projects are expected to bring in a significant number of workers who will require suitable housing accommodations. Additionally, government initiatives, including the placement of doctors, nurses, teachers, and police officers in the region, further contribute to the need for appropriate housing.

Unfortunately, acquiring suitable housing has become a challenge, resulting in difficulties in retaining experienced and high-quality staff. Recognising the pressing need for housing, the Shire is actively collaborating with relevant developers and government departments to address this issue.

In trying to address some of this issue, the Shire is looking at alternative accommodation by developing a policy which allows for living in caravan under certain circumstances.

Under the Caravan Parks and Camping Grounds Act 1995 and associated Regulations in Western Australia, there are provisions that allow for camping or the use of caravans outside of designated caravan parks. The specific requirements and regulations can vary depending on the circumstances and location.

Regulation 11 of The Caravan Parks and Camping Grounds Regulations 1997, provides the following provisions for camping on a site that is not a caravan park or camping ground.

- (1) *A person may camp —*
 - (a) *for up to 3 nights in any period of 28 consecutive days on land which he or she owns or has a legal right to occupy, and may camp for longer than 3 nights on such land if*

he or she has written approval under subregulation (2) and is complying with that approval; or

- (b) for up to 24 consecutive hours in a caravan or other vehicle on a road side rest area; or*
- (c) for up to 24 consecutive hours in a caravan or other vehicle on a road reserve in an emergency, unless to do so would cause a hazard to other road users or contravene any other written law with respect to the use of the road reserve; or*
- (d) on any land which is —*
 - (i) held by a State instrumentality in freehold or leasehold; or*
 - (ii) dedicated, reserved, or set apart under the Land Administration Act 1997 or any other written law, and placed under the care, control or management of a State instrumentality,*

in accordance with the permission of that instrumentality; or

- (e) on any unallocated Crown land or unmanaged reserve, in accordance with the permission of the Minister within the meaning of the Land Administration Act 1997, or a person authorised by the Minister to give permission under this paragraph.*
- (2) Written approval may be given for a person to camp on land referred to in subregulation (1)(a) for a period specified in the approval which is longer than 3 nights —*
- (a) by the local government of the district where the land is situated, if such approval will not result in the land being camped on for longer than 3 months in any period of 12 months; or*
 - (b) by the Minister, if such approval will result in the land being camped on for longer than 3 months in any period of 12 months; or*
 - (c) despite paragraph (b), by the local government of the district where the land is situated*
 - (i) if such approval will not result in the land being camped on for longer than 12 consecutive months; and*
 - (ii) if the person owns or has a legal right to occupy the land and is to camp in a caravan on the land while a permit has effect in relation to the land.*

Consultation

Consultation has occurred with the following officers:

- Chief Executive Officer;
- Executive Manager Technical and Rural Services;
- Manager Environmental Health Services; and
- Planning Assistant.

It is also recommended that the proposed Draft Policy – Living in a Caravan (Other than at a Licensed Caravan Park or Camping Ground), be advertised in accordance with the Shire’s Policy 1.14 Community Engagement Policy for public comments through the Shire’s website and Facebook and

relevant agencies. As advertising is to be conducted during the public and school holiday period, it is recommended that advertising be extended to 31 January 2024 prior to adoption.

Statutory Environment

The sections of the Acts, Regulations and/or Local Laws that apply to this item should be included in this section.

- *Caravan Parks and Camping Grounds Act 1995*; and
- Caravan Parks and Camping Grounds Regulations 1997 – Regulation 11.

Policy Implications

The Council Policy 1.14 Community Engagement has guided the consultation proposed.

Financial Implications

There are no know meaningful financial implications relative to this matter in excess of officer time and minor administrative cost.

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective:	1. Economic Objective (Support growth and progress, locally and regionally)
Outcome:	1.1 Growth in revenue opportunities
Strategy:	1.1.1 Attract new industry, business, investment and encourage diversity whilst encouraging growth of local business
Strategy:	1.1.2 Promote Narrogin and the Region
Objective:	3. Environment Objective (Conserve, protect and enhance our natural and built environment)
Outcome:	3.4 A well maintained built environment
Strategy:	3.4.1 Improve and maintain built environment

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to adequately enforce the Caravan and Camping Act and associated regulations regarding connection to adequate sewer, power and water could result in	Likely (4)	Moderate (3)	High (10-16)	Compliance Requirements	Control through conditions of approval and compliance.

negative human health consequences and complaints from neighbours.					
Failure to adequately enforce the Caravan and Camping Act and associated regulations regarding length of stay could result in complaints from neighbours and the local government not complying with its statutory role.	Likely (4)	Minor (2)	Medium (5-9)	Compliance Requirements	Control through conditions of approval and compliance.

Risk Matrix

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and risk ratings of 12 and eight (8) have been determined. 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 proposed Draft Policy for Living in a Caravan (Other than at a Licensed Caravan Park or Camping Ground) (Attachment 1), represents a refinement of the approach outlined in the Caravan Parks and Camping Grounds Regulations 1997. It provides greater detail on the permissible uses while remaining consistent with the provisions of the aforementioned regulations.

The Draft Policy proposes the following key points:

1. Limited Duration: It permits the use of a caravan on a site with an existing dwelling for a maximum period of six (6) weeks, provided the property owner grants consent.
2. Extended Stay: The policy allows the use of a caravan on a site with an existing dwelling for a period of up to three (3) months. However, this requires the property owner's consent and the submission and approval of an application for Approval to Camp, excluding Caravan Parks, by the Shire.

3. Temporary Caravan Accommodation: For properties with a current planning and building permit for dwelling construction, the policy allows the use of a caravan for up to one (1) year. This use is only permitted in the following zones:
 1. Residential;
 2. Rural Residential;
 3. Rural Smallholdings;
 4. Rural Townsites; and
 5. Rural.

It is recommended that Council adopts the Draft Policy “Living in a Caravan (Other than at a Licensed Caravan Park or Camping Ground)” for the purpose of conducting public advertising.

Following the closing date of public advertising period, a report will be referred to a future Council Meeting to consider submissions, and whether to adopt the Policy with, or without, modifications.

Due to the public advertising period coinciding with Christmas and school holidays, it is recommended to extend the advertising period until the end of January 2024.

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That with respect to the proposed Draft Policy Living in a Caravan (Other than at a Licensed Caravan Park or Camping Ground), Council:

1. Resolve to adopt the Draft Policy Living in a Caravan (Other than at a Licensed Caravan Park or Camping Ground) (Attachment 1) for the purpose of conducting public advertising;
2. Authorise the Chief Executive Officer to advertise the Draft Policy Living in a Caravan (Other than at a Licensed Caravan Park or Camping Ground), via local public notice in accordance with Section 1.7 of the Local Government Act 1995, with a closing date of 31 January 2024; and
3. Any negative submissions, received at the conclusion of the public advertising period, will be referred to a future Council Meeting for further consideration, however in the event that there are no negative submissions, the Policy is hereby adopted..

Xx Living in a Caravan (Other than at a Licensed Caravan Park or Camping Ground)

Statutory context	Caravan Parks and Camping Grounds Act 1995 Caravan Parks and Camping Grounds Regulations 1997
Corporate context	Nil
History	Adopted

Policy Statement

The Shire of Narrogin recognises the diverse housing needs within the community, including the option of living in caravans. In alignment with the Caravan Parks and Camping Grounds Regulations 1997, the Shire aims to establish a policy to ensure the safe and sustainable use of caravans for temporary residential purposes within the Shire.

Purpose:

The purpose of this policy is to provide clear guidelines and regulations for individuals living in caravans within the Shire of Narrogin. This policy aims to balance the needs of residents with the broader community's interests, promoting a safe, healthy, and harmonious living environment.

Policy Basis

This policy is developed in accordance with the Caravan Parks and Camping Grounds Regulations 1997 and seeks to strike a balance between promoting affordable housing options and safeguarding the amenity and safety standards of the community.

The Policy does not bind the local government in respect of any application for approval but the local government is to have due regard to the provisions of this Policy and the objectives which the Policy is designed to achieve before making its determination.

Objectives:

The objectives of the Living in a Caravan Policy are:

- To provide clear guidelines for landowners seeking to live on their property whilst constructing their permanent dwelling.
- To provide guidelines for persons to occupy a caravan on a property where there is an existing dwelling for no longer than 6 weeks.
- To provide guidelines for persons to occupy a caravan on a property where there is an existing dwelling for no longer than 3 months.

Definitions

A Caravan has the same meaning as one caravan.

- Caravan means a vehicle that is fitted or designed for habitation, and unless the contrary intention appears, includes an annexe.
- Annexe means an attachment to a caravan, of a prescribed type or description, used as an extension of the habitable area of that caravan.

Statement

Clause 11 of the Caravan Parks and Camping Grounds Regulations 1997 states:

11. *Camping other than at caravan park or camping ground*

(1) *A person may camp —*

- (a) *for up to 3 nights in any period of 28 consecutive days on land which he or she owns or has a legal right to occupy, and may camp for longer than 3 nights on such land if he or she has written approval under subregulation (2) and is complying with that approval; or*

- (b) *for up to 24 consecutive hours in a caravan or other vehicle on a road side rest area; or*
 - (c) *for up to 24 consecutive hours in a caravan or other vehicle on a road reserve in an emergency, unless to do so would cause a hazard to other road users or contravene any other written law with respect to the use of the road reserve; or*
 - (d) *on any land which is —*
 - (i) *held by a State instrumentality in freehold or leasehold; or*
 - (ii) *dedicated, reserved, or set apart under the Land Administration Act 1997 or any other written law, and placed under the care, control or management of a State instrumentality, in accordance with the permission of that instrumentality; or*
 - (e) *on any unallocated Crown land or unmanaged reserve, in accordance with the permission of the Minister within the meaning of the Land Administration Act 1997, or a person authorised by the Minister to give permission under this paragraph.*
- (2) *Written approval may be given for a person to camp on land referred to in subregulation (1)(a) for a period specified in the approval which is longer than 3 nights —*
- (a) *by the local government of the district where the land is situated, if such approval will not result in the land being camped on for longer than 3 months in any period of 12 months; or*
 - (b) *by the Minister, if such approval will result in the land being camped on for longer than 3 months in any period of 12 months; or*
 - (c) *despite paragraph (b), by the local government of the district where the land is situated —*
 - (i) *if such approval will not result in the land being camped on for longer than 12 consecutive months; and*
 - (ii) *if the person owns or has a legal right to occupy the land and is to camp in a caravan on the land while a permit has effect in relation to the land.*

Policy Provisions

1. Caravan on site for no more than 6 weeks

- (a) The use of a caravan for no more than 6 weeks on a site with an existing 'Single House' is permitted so long as the consent of the person who owns or has a legal right to occupy the land is given and no nuisance is created.

2. Caravan on site for no more than 3 months

- (a) The use of a caravan for no more than 3 months on a site with an existing dwelling is permitted so long as the consent of the person who owns or has a legal right to occupy the land is given and:
 - (i) An Application for Approval to Camp Other Than at a Caravan Park is lodged and approved by the Chief Executive Officer in accordance with this policy and the Regulations.

3. Temporary Accommodation in a Caravan

- (a) Temporary Caravan Accommodation for a term of 3 months to 12 months is not permitted unless Development Approval is granted by the Shire.
- (b) Temporary Caravan Accommodation may only be considered for properties zoned:
 - (i) Residential;
 - (ii) Rural Townsite
 - (iii) Rural;
 - (iv) Rural Residential; and

- (v) Rural Smallholdings.
- (c) The applicant must hold a current building permit for the construction of a dwelling on the property prior to the approval being considered.
- (d) Temporary Caravan Accommodation is limited to a period of one (1) year.
- (e) Temporary Caravan Accommodation will only be permitted in a caravan and not an outbuilding and the following additional conditions apply:
 - (i) The caravan must remain in a condition that readily permits its removal from the site at all times;
 - (ii) The caravan is not to be located within an outbuilding when used for Temporary Caravan Accommodation;
 - (iii) The caravan must be situated within the property and comply with all setback requirements;
 - (iv) Sleeping and cooking activities must be confined to the caravan;
 - (v) Toilet, bathroom and laundry facilities must be provided to the minimum health standards required by the Building Code of Australia and the Health Act. These facilities may be in a shed constructed on-site and alongside which the caravan is parked; and
 - (vi) All facilities must be inspected before occupation of the temporary accommodation.
- (f) All ablution facilities must be connected to an on-site sewage treatment and effluent disposal system approved by the Shire and must not cause a nuisance.
- (g) Irrespective of Clause 3.(d). subsequent approvals of Temporary Caravan Accommodation may be considered subject to the caravan being removed from site and a new approval sought prior to it being camped in for a further term.
- (h) Council reserves the right to revoke an approval notice for Temporary Caravan Accommodation if it is at any time dissatisfied with the rate of progress of the dwelling, with the amenity of the site or the general terms of the approval not being complied with.

– End of Policy

Notes

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 – UP TO 27 NOVEMBER 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	30 November 2023
Author	Angel Mickle – Trainee Finance Officer
Authorising Officer	Mark Furr – Executive Manager Corporate & Community Services
Attachments	1. Schedule of Accounts Paid – Up to 27 November 2023

Summary

Council is requested to note the payments as presented in the Schedule of Accounts Paid between 1 to 27 November 2023, noting the shorter period than the usual month end due to the Council Meeting for December being on the second Wednesday.

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 the 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 2023/24 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 – up to the 27 November 2023 is presented to Council for notation. Below is a summary of activity.

As at 27 November 2023 Payments			Regional Payments		
Payment Type	\$	%		\$	%
Cheque	0.00	0.00	Non Local/Statutory	913,665.60	60.58
EFT (incl Payroll)	904,242.61	63.70	Local Suppliers	182,033.03	16.61
Direct Debit	492,477.16	34.70	Payroll	323,731.68	22.81
Credit Card	14,137.95	1.00	Total	505,764.71	100.00
Fuel Card	7,003.40	0.50			
Store Cards	869.19	0.05			
Trust	700.00	0.05			
Total Payments	1,419,430.31	100.00			

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That with respect to the Schedule of Accounts Paid up to the 27 November 2023, Council note the Report as presented.

Accounts Paid - Up to 27 November 2023

Cheque Payments

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
Cheque Total							

Cheque Payments

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
1	EFT21836	02/11/2023	Best Office Systems		\$ 1,989.15	L	
2	INV 622289	27/09/2023	Best Office Systems	TOUR- VISITORS CENTRE BUILDING OPERATIONS - Photocopying Charges October 2023	\$ 277.18		
3	INV 623381	24/10/2023	Best Office Systems	VARIOUS DEPARTMENTS - Photocopier Charges October 2023	\$ 1,711.97		
4	EFT21837	02/11/2023	Synergy		\$ 1,279.78		
5	INV 2013964019	12/10/2023	Synergy	LIBRARY BUILDING OPERATIONS - Electricity Charges 09/08/2023 - 10/10/2023	\$ 842.94		
6	INV 2025968501	25/10/2023	Synergy	HIGHBURY HALL BUILDING OPERATIONS - Electricity Charges 23/08/2023 - 19/10/2023	\$ 268.13		R
7	INV 2037958042	25/10/2023	Synergy	HIGHBURY PUBLIC TOILETS OPERATIONS - Electricity Charges 23/08/2023 - 19/10/2023	\$ 168.71		
8	EFT21838	02/11/2023	Great Southern Fuels		\$ 635.95	L	
9	INV 19014968	20/10/2023	Great Southern Fuels	POC - FUELS AND OILS - 2x 20L Premium Grease	\$ 635.95		
10	EFT21839	02/11/2023	Water Corporation		\$ 101.78		
11	INV 0170	09/10/2023	Water Corporation	LIBRARY BUILDING OPERATIONS - Water Charges 09/08/2023 - 05/10/2023	\$ 101.78		
12	EFT21840	02/11/2023	Westrac Pty Ltd		\$ 3,498.99		
13	INV SI1727579	25/10/2023	Westrac Pty Ltd	NO4516 2021 CATERPILLAR CW34 CTS ROLLER - Repair Fault Code, Drive Issues & Replace Sensors	\$ 3,498.99		
14	EFT21841	02/11/2023	RJ Smith Engineering		\$ 29.65	L	
15	INV DI12374	26/10/2023	RJ Smith Engineering	ROADM - WORKSHOP/DEPOT EXPENSED EQUIPMENT - Drill	\$ 29.65		
16	EFT21842	02/11/2023	Octave Holdings Pty Ltd T/A Narrogin Toyota		\$ 271.37	L	
17	INV PI23060227	24/10/2023	Octave Holdings Pty Ltd T/A Narrogin Toyota	NGN802 2021 Toyota Hilux 4x2 2.4L DSL Single Cab Manual - Vehicle Service Filters	\$ 271.37		
18	EFT21843	02/11/2023	Narrogin Gasworx		\$ 181.02	L	F
19	INV 71014	23/10/2023	Narrogin Gasworx	NO1225 KOMATSU FG25T-12 FORKLIFT - Supply 2x 15KG Gas Bottles	\$ 181.02		

20	EFT21844	02/11/2023	T Quip			\$	4.00		
21	INV 122450	31/08/2023	T Quip	NO52 2018 TORO MOWER 7210 - Supply Wear Parts - O-Ring		\$	4.00		
22	EFT21845	02/11/2023	New Security Installations Pty Ltd			\$	915.20		F
23	INV 1801	01/10/2023	New Security Installations Pty Ltd	CHCP - SECURITY SYSTEM - Alarm Monitoring 2023		\$	915.20		
24	EFT21846	02/11/2023	West Australian Newspapers Limited			\$	240.00		
25	INV 1056203120231021	21/10/2023	West Australian Newspapers Limited	MEMBERS - ADVERTISING & PROMOTIONS - Narrogin Narrative October 2023		\$	240.00		
26	EFT21847	02/11/2023	Narrogin Pumps Solar And Spraying			\$	28.77	L	
27	INV 00053078	19/10/2023	Narrogin Pumps Solar And Spraying	NO4834 2014 HINO 300 SERIES CREW CAB - 2x 25 S/Steel Hex Nipple & Socket S/S 25mm		\$	28.77		
28	EFT21848	02/11/2023	Fegan Building Surveying			\$	935.00		PR
29	INV 1056	25/10/2023	Fegan Building Surveying	BUILD - CONTRACT BUILDING SURVEYOR - Process & Issue Planning Application Narrogin		\$	330.00		
30	INV 1057	26/10/2023	Fegan Building Surveying	BUILD - CONTRACT BUILDING SURVEYOR - Process and Issue Planning Application Pingrup		\$	605.00		
31	EFT21849	02/11/2023	J & D Rural Fencing			\$	6,754.00	L	
32	INV 0157	24/10/2023	J & D Rural Fencing	ASBESTOS DISPOSAL TRENCH FENCING - Supply & Install Fencing for Refuse Site		\$	6,754.00		
33	EFT21850	02/11/2023	Tuff Stuff Washrooms			\$	308.55		
34	INV 00002651	05/10/2023	Tuff Stuff Washrooms	VARIOUS PUBLIC TOILETS - Maintenance Supplies		\$	308.55		
35	EFT21851	02/11/2023	Griffin Valuation Advisory			\$	21,890.00		
36	INV 2165	01/09/2023	Griffin Valuation Advisory	OTHGOV VALUATION EXPENSES - Land, Building & Other Infrastructure Valuation Final 50%		\$	21,890.00		
37	EFT21852	02/11/2023	Truck Centre (WA) Pty Ltd			\$	531.04		
38	INV 1739188	26/07/2023	Truck Centre (WA) Pty Ltd	NO1 2018 NISSAN UD TIP TRUCK - Supply Service Filters and 2x Drain Valves		\$	384.68		
39	INV 1742678	21/08/2023	Truck Centre (WA) Pty Ltd	NO3 2020 NISSAN UD TIP - Supply Ad-Blue Locked Filler Cap		\$	146.36		
40	EFT21853	02/11/2023	AFGRI Equipment Australia Pty Ltd			\$	1,916.98	L	
41	INV 2776319	26/10/2023	AFGRI Equipment Australia Pty Ltd	NO4719 2020 JOHN DEERE 620G GRADER - Supply Only Service Filters		\$	494.12		
42	INV 2776287	26/10/2023	AFGRI Equipment Australia Pty Ltd	NO4719 2020 JOHN DEERE 620G GRADER - Supply 21x Standard Life Circle Inserts		\$	1,422.86		
43	EFT21854	02/11/2023	Narrogin Tyrepower			\$	275.00	L	
44	INV 106606	30/10/2023	Narrogin Tyrepower	NO15066 2013 TIPPER TRAILER - 2x New Tyres Fitted		\$	275.00		
45	EFT21855	02/11/2023	Farmworks Narrogin Pty Ltd			\$	1,058.51	L	PF
46	INV 101339	10/08/2023	Farmworks Narrogin Pty Ltd	VERGE MAINTENANCE - Supply 5L of Hammer 400		\$	885.50		

47

INV 102685

23/10/2023

Farmworks Narrogin Pty Ltd

WANDERING ROAD CONSTRUCTION - Supply Galvanized Fence Droppers

\$

173.01

48	EFT21856	02/11/2023	Rural Traffic Services PTY LTD			\$	39,037.22	L	PF
49	INV 00004544	27/10/2023	Rural Traffic Services PTY LTD	WANDERING & WHINBIN ROCK RD - Supply Traffic Management on Various Days		\$	39,037.22		
50	EFT21857	02/11/2023	Divine's Coffee Cups			\$	4,456.00	L	
51	INV INV-00058	24/10/2023	Divine's Coffee Cups	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Railway Station Opening Catering & Labour		\$	4,456.00		
52	EFT21858	02/11/2023	D&L Studio Pty Ltd T/A Metal Artwork Badges			\$	69.19		
53	INV 22133	24/10/2023	D&L Studio Pty Ltd T/A Metal Artwork Badges	MEMBERS PRINTING & STATIONERY - Desk Name Plaque		\$	69.19		
54	EFT21859	02/11/2023	Narrogin Eagles Sporting Club			\$	2,500.00	L	
55	INV 645	16/10/2023	Narrogin Eagles Sporting Club	OTHFUL - COMMUNITY CHEST - Round 1 of Community Chest Funding		\$	2,500.00		
56	EFT21860	02/11/2023	Narrogin Fruit Trading Pty Ltd			\$	130.52	L	
57	INV 0594	26/10/2023	Narrogin Fruit Trading Pty Ltd	ANIMAL - TRAINING & DEVELOPMENT - Catering For Registration System Training - 25/10/2023		\$	130.52		
58	EFT21861	02/11/2023	PC Harley Family Trust (Narrogin Newsagency)			\$	346.76	L	
59	INV SN00 1363 3009 2023	30/09/2023	PC Harley Family Trust (Narrogin Newsagency)	ADMIN - PRINTING & STATIONERY - Newspapers July-September 2023		\$	42.10		
60	INV SN00 1606 3009 2023	30/09/2023	PC Harley Family Trust (Narrogin Newsagency)	LIB - PRINTING & STATIONERY - Newspapers July-September 2023		\$	304.66		
61	EFT21862	02/11/2023	Team Global Express Pty Ltd			\$	421.87		
62	INV 0602-T740710	08/10/2023	Team Global Express Pty Ltd	VARIOUS DEPARTMENTS - Freight Charges		\$	421.87		
63	EFT21863	02/11/2023	Wandoo Rural Services			\$	1,050.00	L	
64	INV 1050	20/09/2023	Wandoo Rural Services	OTHFUL - ARTWORK COLLECTION - Carol & Peter Taylor Exhibition - Project Assistant Fees		\$	1,050.00		
65	EFT21864	02/11/2023	Community Member			\$	600.00	L	
66	INV 84	05/10/2023	Community Member	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTION - Railway Station Opening - Music Band		\$	600.00		
67	EFT21865	03/11/2023	Damowest Plastics (Aust) Pty Ltd T/A The Plastic Display People			\$	1,155.00		
68	INV 62256	25/07/2023	Damowest Plastics (Aust) Pty Ltd T/A The Plastic Display People	FITOUT OF RAILWAY STATION BUILDING - Acrylic Fabrication for Display Cabinet		\$	1,155.00		
69	EFT21866	03/11/2023	Siobhan Gallagher			\$	382.95	L	
70	INV 311023	31/10/2023	Siobhan Gallagher	ADMIN - RECRUITMENT - Pre-Employment Drug & Alcohol Test, Police Clearance & Medical		\$	382.95		

71	EFT21867	03/11/2023	Community Member			\$	11,693.92	L	F
72	INV 011123	01/11/2023	Community Member	CHCP - REFUND OF UNSPENT MONIES - Departure of Homecare Services		\$	11,693.92		
73	PAY 11	06/11/2023	PAYROLL	PAYROLL 11 - 06/11/2023		\$	158,927.29	\$	158,927.29
74	EFT21868	06/11/2023	Department Of Human Services			\$	591.12		
75	INV 46	11/10/2023	Department Of Human Services	Payroll Deductions/Contributions		\$	128.98		
76	INV 46	11/10/2023	Department Of Human Services	Payroll Deductions/Contributions		\$	83.06		
77	INV 46	11/10/2023	Department Of Human Services	Payroll Deductions/Contributions		\$	379.08		
78	EFT21869	06/11/2023	Australian Services Union Western Australian Branc			\$	26.50		
79	INV 46	11/10/2023	Australian Services Union Western Australian Branc	Payroll Deductions/Contributions		\$	26.50		
80	EFT21870	08/11/2023	Easifleet			\$	6,174.68		
81	INV 25/10/2023	06/11/2023	Easifleet	NOVATED LEASE - Various Employees PPE 25/10/2023		\$	3,087.34		
82	INV 08/11/2023	06/11/2023	Easifleet	NOVATED LEASE - Various Employees PPE06/11/2023		\$	3,087.34		
83	EFT21871	10/11/2023	Best Office Systems			\$	457.85	L	
84	INV 623774	31/10/2023	Best Office Systems	TOUR- VISITORS CENTRE BUILDING OPERATIONS - Photocopying Charges October 2023		\$	457.85		
85	EFT21872	10/11/2023	Great Southern Fuels			\$	471.94	L	
86	INV 00031307	25/10/2023	Great Southern Fuels	STOCK PURCHASE OF STOCK MATERIALS - 200L Unleaded for 2 Stroke Mix		\$	384.52		
87	INV 19015033	26/10/2023	Great Southern Fuels	STOCK PURCHASE OF STOCK MATERIALS - 2x Garden 2T for 2 Stroke Mix		\$	87.42		
88	EFT21873	10/11/2023	Narrogin Electrical Appliance Testing			\$	583.00	L	F
89	INV 805	29/10/2023	Narrogin Electrical Appliance Testing	CHSP BUILDING MAINTENANCE - Testing of all appliances in Jessie House		\$	583.00		
90	EFT21874	10/11/2023	Makit Narrogin Hardware			\$	155.40	L	
91	INV 115480	21/09/2023	Makit Narrogin Hardware	VARIOUS LOCATIONS - Maintenance Supplies		\$	155.40		
92	EFT21875	10/11/2023	Hancocks Home Hardware			\$	135.60	L	F
93	INV 456744	25/10/2023	Hancocks Home Hardware	CHCP CLIENT PURCHASES - Key Safe		\$	135.60		
94	EFT21876	10/11/2023	Parry's Narrogin			\$	56.95	L	
95	INV 81242	10/07/2023	Parry's Narrogin	PWO - WORKS PROTECTIVE CLOTHING - Jacket x1		\$	56.95		
96	EFT21877	10/11/2023	Narrogin Meals On Wheels			\$	315.00	L	F
97	INV OCT-23	02/11/2023	Narrogin Meals On Wheels	CHSP MEALS ON WHEELS COMMITTEE - October 2023		\$	315.00		

98	EFT21878	10/11/2023	Narrogin Electrical Services			\$	220.00	L	
99	INV 3061	15/10/2023	Narrogin Electrical Services	WASTE WATER TREATMENT - Connect Pump at Clayton Road Oval		\$	220.00		
100	EFT21879	10/11/2023	It Vision			\$	277.20		
101	INV 39180	27/10/2023	It Vision	RATES PRINTING & STATIONERY - Hard Coding Dates for Instalment Reminders		\$	277.20		
102	EFT21880	10/11/2023	RJ Smith Engineering			\$	120.00	L	
103	INV DI12552	31/10/2023	RJ Smith Engineering	TIP MAINTENANCE - Bore out Bolts on Handrail		\$	120.00		
104	EFT21881	10/11/2023	Octave Holdings Pty Ltd T/A Narrogin Toyota			\$	795.45	L	PF
105	INV JC24039355	23/08/2023	Octave Holdings Pty Ltd T/A Narrogin Toyota	NGN10179 2018 TOYOTA HIACE (NHC) - Replace wiper blades insert		\$	87.85		
106	INV PI23060361	31/10/2023	Octave Holdings Pty Ltd T/A Narrogin Toyota	CHSP GENERAL EXPENDITURE - Electric High Pressure washer		\$	518.99		
107	INV PI23060348	31/10/2023	Octave Holdings Pty Ltd T/A Narrogin Toyota	SMALL PLANT - Brushcutter heads		\$	188.61		
108	EFT21882	10/11/2023	WA Hino			\$	127.71		
109	INV 298963	10/08/2023	WA Hino	NO4846 2014 HINO 300 SERIES 3T TIPPER (WORKS) - Supply only 3 x Nut Hub		\$	127.71		
110	EFT21883	10/11/2023	T Quip			\$	108.40		
111	INV 124339	03/11/2023	T Quip	NGN11845 2010 TORO GM7210 MOWER (WORKS) - Supply only service filters		\$	108.40		
112	EFT21884	10/11/2023	Farmers Centre (Narrogin) Pty Ltd			\$	539.10	L	
113	INV 89783	19/10/2023	Farmers Centre (Narrogin) Pty Ltd	2019 JCB 5CX BACKHOE LOADER - Supply Pivot Pin Tipper Lever to Dipper		\$	483.86		
114	INV 89973	31/10/2023	Farmers Centre (Narrogin) Pty Ltd	1EYN610 KOMATSU WA380-6 WHEEL LOADER - Hydraulic Fitting		\$	55.24		
115	EFT21885	10/11/2023	Narrogin Chamber Of Commerce			\$	200.00	L	
116	INV INV-0035	31/10/2023	Narrogin Chamber Of Commerce	MEMBERS CIVIC FUNCTIONS, REFRESHMENT & RECEPTIONS - Staff recognition		\$	200.00		
117	EFT21886	10/11/2023	Melchiorre Plumbing & Gas			\$	5,735.57	L	PF
118	INV 3461	24/10/2023	Melchiorre Plumbing & Gas	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Replace Valve for Dump Point		\$	5,370.09		
119	INV 3375	25/10/2023	Melchiorre Plumbing & Gas	CHSP GENERAL EXPENDITURE - Changing of filters in Jessie House Office		\$	365.48		
120	EFT21887	10/11/2023	Department of Mines, Industry Regulation and Safety			\$	438.95		
121	INV 061123	06/11/2023	Department of Mines, Industry Regulation and Safety	BSL LEVY - PAYMENTS - October 2023		\$	438.95		
122	EFT21889	10/11/2023	Bladon WA			\$	1,207.25		
123	INV BWA157091	06/11/2023	Bladon WA	TOUR MERCHANDISE - Shire Branded Stubby Holders		\$	1,207.25		

124	EFT21890	10/11/2023	Fegan Building Surveying			\$	825.00		PR
125	INV 1055	24/10/2023	Fegan Building Surveying	BUILD - CONTRACT BUILDING SURVEYOR - Process and Issue Permit 21 Florence Ave		\$	605.00		
126	INV 1061	02/11/2023	Fegan Building Surveying	BUILD - CONTRACT BUILDING SURVEYOR - Issue Permit 4 Plover St Wickepin		\$	220.00		
127	EFT21891	10/11/2023	Allworks Civil			\$	660.00	L	
128	INV 00183	25/10/2023	Allworks Civil	TIP MAINTENANCE - Line Marking		\$	660.00		
129	EFT21892	10/11/2023	Torre Evans			\$	50.29		
130	INV 061123	06/11/2023	Torre Evans	ONO ISUZUE MUX 4X4 - Fuel Reimbursement		\$	50.29		
131	EFT21893	10/11/2023	J & D Rural Fencing			\$	21,433.50	L	
132	INV INV-0159	27/10/2023	J & D Rural Fencing	WASTE FACILITY - Supply & Instal Tip Face Fencing		\$	21,433.50		
133	EFT21894	10/11/2023	BKS Electrical Pty Ltd			\$	1,540.00	L	
134	INV 3808	12/10/2023	BKS Electrical Pty Ltd	TOWN HALL BUILDING MAINTENANCE - Repair & Replace Internal Light Fittings		\$	1,540.00		
135	EFT21895	10/11/2023	Sherrin Rentals Pty Ltd			\$	9,680.00		PF
136	INV 5196428	31/10/2023	Sherrin Rentals Pty Ltd	WANDERING ROAD CONSTRUCTION - Water Truck Hire		\$	3,575.00		
137	INV 5196428	31/10/2023	Sherrin Rentals Pty Ltd	WANDERING ROAD CONSTRUCTION - Water Truck Hire		\$	6,105.00		
138	EFT21896	10/11/2023	BMR Mechanical Pty Ltd			\$	1,570.15	L	
139	INV INV-2199	26/09/2023	BMR Mechanical Pty Ltd	NO4834 2014 HINO 300 SERIES CREW CAB - Investigate Faults, Replace Sensor, and Clear Codes		\$	1,570.15		
140	EFT21897	10/11/2023	Earl Street Physiotherapy			\$	85.00	L	F
141	INV 0040498	26/09/2023	Earl Street Physiotherapy	CHCP CLIENT PURCHASES - Standard Physio Consultation		\$	85.00		
142	EFT21898	10/11/2023	Narrogin Smash Repairs			\$	750.00	L	I
143	INV 31971	30/10/2023	Narrogin Smash Repairs	1NO 2022 TOYOTA HILUX (CF) - Insurance Excess		\$	750.00		
144	EFT21899	10/11/2023	Narrogin Podiatry			\$	214.50	L	F
145	INV 0008902	24/10/2023	Narrogin Podiatry	CHCP CLIENT PURCHASES - Standard Consultation		\$	71.50		
146	INV 0009095	31/10/2023	Narrogin Podiatry	CHCP CLIENT PURCHASES - Standard Consultation		\$	71.50		
147	INV 0009109	31/10/2023	Narrogin Podiatry	CHCP CLIENT PURCHASES - Standard Consultation		\$	71.50		

148	EFT21900	10/11/2023	Epic Fire Solutions T/As MCG Fire Services			\$	1,749.00		PF
149	INV INV-3256	25/10/2023	Epic Fire Solutions T/As MCG Fire Services	CHSP TRAINING & DEVELOPMENT - Fire Equipment Training		\$	1,430.00		
150	INV INV-3280	26/10/2023	Epic Fire Solutions T/As MCG Fire Services	TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE - Monthly FDAS & EVAC Testing October 23		\$	319.00		
151	EFT21901	10/11/2023	Jennifer Fowler			\$	1,164.00	L	F
152	INV 263	25/10/2023	Jennifer Fowler	CHCP CLIENT PURCHASES - Assessment for Equipment		\$	582.00		
153	INV 265	31/10/2023	Jennifer Fowler	CHCP CLIENT PURCHASES - Assessment for Equipment		\$	582.00		
154	EFT21902	10/11/2023	Lite n' Easy Pty Ltd			\$	596.68		F
155	INV 7144297	24/10/2023	Lite n' Easy Pty Ltd	CHCP CLIENT PURCHASES - Lite n Easy		\$	99.18		
156	INV 7176769	31/10/2023	Lite n' Easy Pty Ltd	CHCP CLIENT PURCHASES - Lite n Easy		\$	134.15		
157	INV 7133281	31/10/2023	Lite n' Easy Pty Ltd	CHCP CLIENT PURCHASES - Lite n Easy		\$	134.15		
158	INV 7155514	31/10/2023	Lite n' Easy Pty Ltd	CHCP CLIENT PURCHASES - Lite n Easy		\$	99.18		
159	INV 7176772	31/10/2023	Lite n' Easy Pty Ltd	CHCP CLIENT PURCHASES - Lite n Easy		\$	130.02		
160	EFT21903	10/11/2023	Elders Real Estate Pty Ltd			\$	63.50	L	
161	INV 2538	08/06/2023	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Water Usage 30/03/23 to 1/06/23		\$	17.15		
162	INV 2905	15/08/2023	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Water Usage 1/06/23 to 9/08/23		\$	20.96		
163	INV 3162	09/10/2023	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Water Usage 9/08/23 to 4/10/23		\$	25.39		
164	EFT21904	10/11/2023	Flight Plan Digital T/A Live Life Alarms			\$	547.00		F
165	INV 00184542	18/10/2023	Flight Plan Digital T/A Live Life Alarms	CHCP CLIENT PURCHASES - Live Life Falls Alarm		\$	547.00		
166	EFT21905	10/11/2023	Anna Prysiashna			\$	323.41	L	
167	INV 251023	25/10/2023	Anna Prysiashna	MEMBER CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Reimbursement Various Items		\$	323.41		
168	EFT21906	10/11/2023	Forms Express Pty Ltd			\$	614.26		
169	INV 246927	17/10/2023	Forms Express Pty Ltd	RATES PRINTING AND STATIONERY - Instalment Notice Print		\$	614.26		
170	EFT21907	10/11/2023	Andrew Simpson			\$	735.00		GF
171	INV 171123	08/11/2023	Andrew Simpson	OTHCUL FESTIVALS & EVENTS - WA Senior Week Gene Pitney show		\$	735.00		

172	EFT21908	10/11/2023	Narrogin Fruit Trading Pty Ltd			\$	246.65	L	
173	INV INV-0597	26/10/2023	Narrogin Fruit Trading Pty Ltd	MEMBERS CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Australia Day Committee meeting	\$	241.40			
174	INV 000F20231030208	30/10/2023	Narrogin Fruit Trading Pty Ltd	MEMBERS CIVIC FUNCTIONS, REFRESHMENT & RECEPTIONS - Weekly Order	\$	5.25			
175	EFT21909	10/11/2023	PC Harley Family Trust (Narrogin Newsagency)			\$	169.40	L	F
176	INV SN00156431102023	31/10/2023	PC Harley Family Trust (Narrogin Newsagency)	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Newspapers - Jessie House	\$	169.40			
177	EFT21910	10/11/2023	Prime Television (Southern) Pty Limited			\$	1,435.50		
178	INV 483696	31/10/2023	Prime Television (Southern) Pty Limited	ADVERTISING - TV COMMERCIALS GWN/7Mate/7Two - October 2023	\$	1,435.50			
179	EFT21911	10/11/2023	Impart Media			\$	6,600.00		
180	INV 00002742	24/10/2023	Impart Media	TOUR WEBSITE - Destination Website	\$	6,600.00			
181	EFT21912	10/11/2023	Lorraine Poulos & Associates			\$	7,033.40		F
182	INV INV-2190	30/09/2023	Lorraine Poulos & Associates	CHSP OCCUPATIONAL HEALTH & SAFETY - Ongoing support and advice in an LPA Advantage Package Consultancy	\$	3,516.70			
183	INV INV-2255	30/10/2023	Lorraine Poulos & Associates	CHSP OCCUPATIONAL HEALTH & SAFETY - Ongoing support and advice in an LPA Advantage Package Consultancy	\$	3,516.70			
184	EFT21913	10/11/2023	Crafty Comic Prints			\$	80.00		F
185	INV 1016	05/10/2023	Crafty Comic Prints	CHSP GENERAL EXPENDITURE - Drawstring First Aid Bags	\$	80.00			
186	EFT21914	13/11/2023	WA Hino			\$	120,298.25		
187	INV F4449	29/09/2023	WA Hino	HINO 300 SERIES CREW CAB - Purchase New Hino 716 Crew Cab	\$	120,298.25			
188	EFT21921	15/11/2023	Narrogin Packaging			\$	3,537.35	L	
189	INV 00083725	20/10/2023	Narrogin Packaging	VARIOUS PUBLIC TOILETS - Toilet Supplies	\$	362.35			
190	INV 00083724	20/10/2023	Narrogin Packaging	ADMIN OFFICE BUILDING OPERATIONS - Toilet Supplies	\$	136.35			
191	INV 00083576	21/10/2023	Narrogin Packaging	LIONS PARK UPGRADE INCLUDING DISABILITY FRIENDLY SWING - Plumbing Supplies	\$	3,038.65			

192	EFT21922	15/11/2023	Water Corporation			\$	794.17		PR
193	INV 0113	02/11/2023	Water Corporation	TOWN HALL (FEDERAL ST) BUILDING OPERATIONS - Water Service Charges 01/11/2023 - 31/12/2023	\$	237.92			
194	INV 0138	02/11/2023	Water Corporation	CAFE - 45 FEDERAL ST BUILDING OPERATIONS - Water Service Charges 01/11/2023 - 31/12/2023	\$	318.33			
195	INV 0136	02/11/2023	Water Corporation	39 FEDERAL ST BUILDING OPERATIONS - Water Service Charges 01/11/2023 - 31/12/2023	\$	237.92			
196	EFT21923	15/11/2023	Makit Narrogin Hardware			\$	1,689.62	L	
197	INV 115493	02/10/2023	Makit Narrogin Hardware	RAILWAY STATION & PARKS AND GARDENS - Maintenance Supplies	\$	384.62			
198	INV 115511	05/10/2023	Makit Narrogin Hardware	VARIOUS DEPARTMENTS - Maintenance Tools & Supplies	\$	430.00			
199	INV 115534	16/10/2023	Makit Narrogin Hardware	VARIOUS DEPARTMENTDS - Maintenance Supplies	\$	311.20			
200	INV 115545	24/10/2023	Makit Narrogin Hardware	VARIOUS DEPARTMENTS - Maintenance Supplies	\$	563.80			
201	EFT21924	15/11/2023	Parry's Narrogin			\$	856.35	L	
202	INV 83480	20/09/2023	Parry's Narrogin	PWO - WORKS - PROTECTIVE CLOTHING - 2x Work Pants	\$	101.90			
203	INV 84045	09/10/2023	Parry's Narrogin	PWO - WORKS - PROTECTIVE CLOTHING - 3x Hi-Vis Shirt	\$	99.45			
204	INV 84421	18/10/2023	Parry's Narrogin	PWO - EMTRS - ALLOWANCES - Polo Shirts	\$	283.75			
205	INV 84481	19/10/2023	Parry's Narrogin	PWO - WORKS - PROTECTIVE CLOTHING - 2x Yellow/Navy Pants, 2x Yellow/Navy Shirts, 1x Bucket Hat	\$	180.15			
206	INV 84659	25/10/2023	Parry's Narrogin	PWO - EMTRS - ALLOWANCES - 3x Jeans	\$	152.85			
207	INV 84968	02/11/2023	Parry's Narrogin	PWO - WORKS - PROTECTIVE CLOTHING - Cricket Hat	\$	38.25			
208	EFT21925	15/11/2023	It Vision			\$	825.00		
209	INV 38981	30/08/2023	It Vision	ADMIN - TRAINING & DEVELOPMENT - ITVison Financials Training 15/08/2023	\$	825.00			
210	EFT21926	15/11/2023	New Security Installations Pty Ltd			\$	434.72		
211	INV 1870	30/10/2023	New Security Installations Pty Ltd	NRLC - ACCESS AND SECURITY UPGRADE - Alarm Monitoring	\$	434.72			
212	EFT21927	15/11/2023	YMCA WA			\$	5,500.00		
213	INV SI-A012235	25/10/2023	YMCA WA	OTHCUL - NARROGIN SHOW - Narrogin Agricultural Show Venue Hire	\$	5,500.00			
214	EFT21928	15/11/2023	AFGRI Equipment Australia Pty Ltd			\$	2,532.67	L	
215	INV 2781829	03/11/2023	AFGRI Equipment Australia Pty Ltd	NO4871 2014 JOHN DEERE 670G GRADER - Supply Shanks, Seals and Plugs	\$	2,532.67			

216	EFT21929	15/11/2023	Lite n' Easy Pty Ltd				\$	2,508.48	F
217	INV 6877661	18/04/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Client Meals		\$	117.05		
218	INV 6889341	09/05/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Client Meals		\$	95.38		
219	INV 6931334	23/05/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Client Meals		\$	87.68		
220	INV 69108/22	23/05/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Client Meals		\$	95.38		
221	INV 6405900	05/07/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Client Meals		\$	92.48		
222	INV 7004351	08/08/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Client Meals		\$	170.91		
223	INV 7045613	08/08/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Client Meals		\$	79.93		
224	INV 7025058	08/08/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Client Meals		\$	99.18		
225	INV 7056531	15/08/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Client Meals		\$	125.08		
226	INV 7035698	15/08/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Client Meals		\$	99.18		
227	INV 7056590	15/08/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Client Meals		\$	130.26		
228	INV 6834619	18/08/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Client Meals		\$	159.01		
229	INV 7046287	22/08/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Client Meals		\$	99.18		
230	INV 7024910	22/08/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Client Meals		\$	171.91		
231	INV 7078441	29/08/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Client Meals		\$	82.42		
232	INV 7057007	29/08/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Client Meals		\$	99.18		
233	INV 7077864	29/08/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Client Meals		\$	172.19		
234	INV 7089829	19/09/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Client Meals		\$	99.18		
235	INV 7110556	19/09/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Client Meals		\$	106.22		
236	INV 7110564	19/09/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Client Meals		\$	192.53		
237	INV 7086696	19/09/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Client Meals		\$	134.15		

238	EFT21930	15/11/2023	Bossea Pty Ltd			\$	176.00		
239	INV INV-8273	31/10/2023	Bossea Pty Ltd	ADMIN - OFFICE EQUIPMENT MAINTENANCE - Collect & Deliver Blue Confidential Bin 31/10/2023		\$	176.00		
240	EFT21931	15/11/2023	Forms Express Pty Ltd			\$	677.37		
241	INV 246989	20/10/2023	Forms Express Pty Ltd	RATES - PRINTING AND STATIONERY - 2nd Installment Notice Print 23/24		\$	677.37		
242	EFT21932	15/11/2023	Top of The Ladder Gutter Cleaning			\$	2,200.00		
243	INV 00025800	01/11/2023	Top of The Ladder Gutter Cleaning	NRLC GROUNDS MAINTENANCE - Cleaning Gutters & Downpipes		\$	2,200.00		
244	EFT21933	15/11/2023	Appliance Testing Supplies			\$	3,508.51		
245	INV 304288	31/10/2023	Appliance Testing Supplies	ROADM - WORKSHOP/DEPOT EXPENSED EQUIPMENT - Various Items		\$	3,508.51		
246	EFT21934	15/11/2023	Harcher Distributors (Wa Distributors P/L)			\$	1,086.35		
247	INV 894078	24/10/2023	Harcher Distributors (Wa Distributors P/L)	NRLC - CONTRACT MANAGEMENT EXPENSE - Stock For Kiosk		\$	416.40		
248	INV 898706	07/11/2023	Harcher Distributors (Wa Distributors P/L)	NRLC - CONTRACT MANAGEMENT EXPENSE - Stock For Kiosk		\$	669.95		
249	EFT21941	17/11/2023	Estrin Saul Lawyers and Migration Specialists			\$	11,305.00		
250	INV PREVIEW	16/10/2023	Estrin Saul Lawyers and Migration Specialists	ADMIN - CONSULTANTS - Staff Member Visa		\$	11,305.00		
251	EFT21942	17/11/2023	Department Of Human Services			\$	591.12		
252	INV 48	08/11/2023	Department Of Human Services	Payroll Deductions/Contributions		\$	128.98		
253	INV 48	08/11/2023	Department Of Human Services	Payroll Deductions/Contributions		\$	83.06		
254	INV 48	08/11/2023	Department Of Human Services	Payroll Deductions/Contributions		\$	379.08		
255	EFT21943	17/11/2023	Australian Services Union Western Australian Branch			\$	26.50		
256	INV 48	08/11/2023	Australian Services Union Western Australian Branch	Payroll Deductions/Contributions		\$	26.50		
257	EFT21944	17/11/2023	Department Of Human Services			\$	591.12		
258	INV 47	25/10/2023	Department Of Human Services	Payroll Deductions/Contributions		\$	128.98		
259	INV 47	25/10/2023	Department Of Human Services	Payroll Deductions/Contributions		\$	83.06		
260	INV 47	25/10/2023	Department Of Human Services	Payroll Deductions/Contributions		\$	379.08		
261	EFT21945	17/11/2023	Australian Services Union Western Australian Branch			\$	26.50		
262	INV 47	25/10/2023	Australian Services Union Western Australian Branch	Payroll Deductions/Contributions		\$	26.50		
263	PAY 12	20/11/2023	PAYROLL	PAYROLL 12 - 20/11/2023		\$	164,804.39	\$	164,804.39

264	EFT21962	23/11/2023	East Narrogin Primary School			\$	50.00	L	
265	INV 171123	17/11/2023	East Narrogin Primary School	MEMBERS - DONATIONS TO COMMUNITY GROUPS - Donation to Year 6 End of Year Awards 2023		\$	50.00		
266	EFT21963	23/11/2023	Narrogin Packaging			\$	102.06	L	PF
267	INV 00083767	16/10/2023	Narrogin Packaging	LIONS PARK UPGRADE INCLUDING DISABILITY FRIENDLY SWING - Non-Caustic Ove Cleaner For BBQ		\$	44.61		
268	INV 00083768	16/10/2023	Narrogin Packaging	NGN802 2021 TOYOTA HILUX 4X2 2.4L DSL SINGLE CAB MANUAL - Hand Sanitiser		\$	14.95		
269	INV 00083977	02/11/2023	Narrogin Packaging	LIONS PARK UPGRADE INCLUDING DISABILITY FRIENDLY SWING - ULG Large		\$	28.50		
270	INV 00084084	08/11/2023	Narrogin Packaging	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Table Clothes		\$	14.00		
271	EFT21964	23/11/2023	Water Corporation			\$	2,779.89		PR
272	INV 0148	06/10/2023	Water Corporation	FAIRWAY DEPOT BUILDING OPERATIONS - Water Charges 09/08/2023 - 05/10/2023		\$	214.62		
273	INV 0140	06/10/2023	Water Corporation	CEMETERY MAINTENANCE/OPERATIONS - Water Charges 03/08/2023 - 05/10/2023		\$	51.61		
274	INV 0138	06/10/2023	Water Corporation	SYDNEY HALL PARK MAINTENANCE/OPERATIONS - Water Charges 10/08/2023 - 05/10/2023		\$	91.68		
275	INV 0167	10/10/2023	Water Corporation	MICHAEL BROWN PARK BUILDINGS OPERATIONS - Water Charges 14/08/2023 - 09/10/2023		\$	94.89		
276	INV 0136	10/10/2023	Water Corporation	OLD GOLF COURSE (BMX) BUILDING OPERATIONS - Water Charges 11/08/2023 09/10/2023		\$	5.67		
277	INV 0134	10/10/2023	Water Corporation	SUNDRY DRY PARKS/RESERVES MAINTENANCE/OPERATIONS - Water Charges 14/08/2023 - 09/10/2023		\$	11.40		
278	INV 0172	10/10/2023	Water Corporation	JOHN HIGGINS COMMUNITY COMPLEX BUILDING OPERATIONS - Standpipe Water Charges 11/08/2023 - 09/10/2023		\$	2,310.02		
279	EFT21965	23/11/2023	Narrogin Electrical Appliance Testing			\$	583.00	L	F
280	INV 805	29/10/2023	Narrogin Electrical Appliance Testing	CHSP - BUILDING MAINTENANCE - Testing of All Appliances		\$	583.00		
281	EFT21966	23/11/2023	Parry's Narrogin			\$	803.90	L	
282	INV 81447	17/07/2023	Parry's Narrogin	PWO - WORKS - PROTECTIVE CLOTHING - Shirts, Pants & Jacket		\$	406.25		
283	INV 81818	27/07/2023	Parry's Narrogin	PWO - WORKS - PROTECTIVE CLOTHING - Boots, Hi-Vis Shirts & Work Pants		\$	397.65		
284	EFT21967	23/11/2023	Narrogin Betta Home Living			\$	3,731.70	L	
285	INV 25710085327	01/11/2023	Narrogin Betta Home Living	FIT OUT OF NEW CHALETS AT CARAVAN PARK - 3x Microwave, Fridge, T.V, Iron, Hair Dryer, Kettle, Toaster		\$	3,731.70		
286	EFT21968	23/11/2023	Narrogin Bearing Service			\$	30.80	L	
287	INV IN212181	31/10/2023	Narrogin Bearing Service	NO2318 FUEL TRAILER (WORKS) - 4x Oil Seals		\$	30.80		

288	EFT21969	23/11/2023	RJ Smith Engineering			\$	557.00	L	
289	INV D112728	07/11/2023	RJ Smith Engineering	VARIOUS VEHICLES - Adjustable Support Stands & Trailer Parts		\$	557.00		
290	EFT21970	23/11/2023	Narrogin Gasworx			\$	3,359.00	L	F
291	INV 71489	08/11/2023	Narrogin Gasworx	CHCP - CLIENT PURCHASES - Heavy Duty Lift Chair		\$	3,359.00		
292	EFT21971	23/11/2023	Allworks Civil			\$	660.00	L	
293	INV 00183	25/10/2023	Allworks Civil	TIP MAINTENANCE - Line Marking		\$	660.00		
294	EFT21972	23/11/2023	AFGRI Equipment Australia Pty Ltd			\$	242.79	L	
295	INV 2780915	01/11/2023	AFGRI Equipment Australia Pty Ltd	JOHN DEERE RIDE ON MOWER - Filter Kit & Blades		\$	242.79		
296	EFT21973	23/11/2023	Sherrin Rentals Pty Ltd			\$	4,280.51		PF
297	INV 5196689	10/11/2023	Sherrin Rentals Pty Ltd	WANDERING ROAD CONSTRUCTION - Extended 5 Day Water Cart Hire		\$	3,234.00		
298	INV 5196711	13/11/2023	Sherrin Rentals Pty Ltd	WANDERING ROAD CONSTRUCTION - Replacement of Broken Windscreen		\$	1,046.51		
299	EFT21974	23/11/2023	The White Family Trust T/a Narrogin Valley Stockfeed			\$	1,440.00	L	
300	INV NVS122871	03/11/2023	The White Family Trust T/a Narrogin Valley Stockfeed	LIONS PARK UPGRADE INCLUDING DISABILITY FRIENDLY SWING - White Washed Beach Sand		\$	1,440.00		
301	EFT21975	23/11/2023	Office Of Regional Architecture Pty Ltd			\$	5,500.00		F
302	INV 00000395	31/10/2023	Office Of Regional Architecture Pty Ltd	NRLC - ARCHITECTURAL CONCEPT PLANNING - Architectual Services for Redevelopment		\$	5,500.00		
303	EFT21976	23/11/2023	Elgas			\$	15,049.53		
304	INV 0360905957	18/10/2023	Elgas	NRLC UTILITY - GAS - 5,200.0L Gas Supplied		\$	8,362.64		
305	INV 0360830658	25/10/2023	Elgas	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - 156.0L Gas Supplied		\$	250.88		
306	INV 0360830659	25/10/2023	Elgas	NRLC UTILITY - GAS - 4,002.0L Gas Supplied		\$	6,436.01		
307	EFT21977	23/11/2023	Earl Street Physiotherapy			\$	170.00	L	F
308	INV 0040955	17/10/2023	Earl Street Physiotherapy	CHCP - CLIENT PURCHASES - Standard Physio Consultation		\$	85.00		
309	INV 0041261	31/10/2023	Earl Street Physiotherapy	CHCP - CLIENT PURCHASES - Standard Physio Consultation		\$	85.00		

310	EFT21978	23/11/2023	Surgical House Pty Ltd			\$	425.88		F
311	INV A897334	08/11/2023	Surgical House Pty Ltd	CHCP - CLIENT PURCHASES - Client Cream, Lotion & Wash		\$	65.78		
312	INV A897337	08/11/2023	Surgical House Pty Ltd	CHCP - CLIENT PURCHASES - Incontinence Underwear		\$	113.50		
313	INV A898210	13/11/2023	Surgical House Pty Ltd	CHCP - CLIENT PURCHASES - Client Incontinence Underwear		\$	76.90		
314	INV A898215	13/11/2023	Surgical House Pty Ltd	CHCP - CLIENT PURCHASES - Client Incontinence Underwear & Pad		\$	97.30		
315	INV A898208	13/11/2023	Surgical House Pty Ltd	CHCP - CLIENT PURCHASES - Incontinence Underwear		\$	72.40		
316	EFT21979	23/11/2023	Community Member			\$	1,843.00	L	F
317	INV 261	17/10/2023	Community Member	CHCP - CLIENT PURCHASES - Trialing and Assessment for Replacement Mattress		\$	582.00		
318	INV 268	03/11/2023	Community Member	CHCP - CLIENT PURCHASES - Review of Equipment and Sourcing Replacement		\$	388.00		
319	INV 267	03/11/2023	Community Member	CHCP - CLIENT PURCHASES - Review of Equipment and Sourcing Replacement		\$	485.00		
320	INV 266	03/11/2023	Community Member	CHCP - CLIENT PURCHASES - Trialing of Equipment		\$	388.00		
321	EFT21980	23/11/2023	Integrated ICT			\$	1,994.74		
322	INV 28113	31/07/2023	Integrated ICT	ADMIN - INFORMATION SYSTEMS - Microsoft Office 365 Licences		\$	1,791.24		
323	INV 28580	31/08/2023	Integrated ICT	ADMIN - INFORMATION SYSTEMS - Exclaimer Signature Cloud August 2023		\$	203.50		
324	EFT21981	23/11/2023	Lite n' Easy Pty Ltd			\$	1,202.86		F
325	INV 7154229	17/10/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals		\$	192.53		
326	INV 7133435	17/10/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals		\$	99.18		
327	INV 7111366	17/10/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals		\$	134.15		
328	INV 7154831	17/10/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals		\$	82.42		
329	INV 7191553	08/11/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals		\$	132.12		
330	INV 7199338	14/11/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals		\$	194.98		
331	INV 7177764	14/11/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals		\$	99.18		
332	INV 7176770	15/11/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals		\$	134.15		
333	INV 7155370	15/11/2023	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals		\$	134.15		

334	EFT21982	23/11/2023	ORH Truck Solutions Pty Ltd			\$	368.50		
335	INV 1-053005	06/11/2023	ORH Truck Solutions Pty Ltd	NO3 2020 NISSAN UD TIP TRUCK - Supply End of Stroke Valve		\$	368.50		
336	EFT21983	23/11/2023	Goodyear Auto Care Narrogin			\$	1,256.00	L	
337	INV 101944	10/11/2023	Goodyear Auto Care Narrogin	990NGN 2015 MITSUBISHI FUSO ROSA - New Tyre Fitting & Disposal		\$	1,256.00		
338	EFT21984	23/11/2023	Narrogin Fruit Trading Pty Ltd			\$	114.89	L	
339	INV 000F2023102396	23/10/2023	Narrogin Fruit Trading Pty Ltd	PWO - GENERAL OFFICE EXPENSES - Office Order 23/10/2023		\$	52.85		
340	INV 000F20231107103	07/11/2023	Narrogin Fruit Trading Pty Ltd	PWO - GENERAL OFFICE EXPENSES - Office Order 07/11/2023		\$	62.04		
341	EFT21985	23/11/2023	PC Harley Family Trust (Narrogin Newsagency)			\$	8.50	L	
342	INV SN00136331102023	31/10/2023	PC Harley Family Trust (Narrogin Newsagency)	ADMIN - PRINTING & STATIONERY - Newspapers October 2023		\$	8.50		
343	EFT21986	23/11/2023	Team Global Express Pty Ltd			\$	216.17		
344	INV 0604-T740710	05/11/2023	Team Global Express Pty Ltd	VARIOUS DEPARTMENTS - Freight Charges		\$	216.17		
345	EFT21987	23/11/2023	Yarrabee Holdings Pty Ltd			\$	28,600.00	L	PF
346	INV 1-000061	12/11/2023	Yarrabee Holdings Pty Ltd	WHINBIN ROCK ROAD CONSTRUCTION - 13,000 m3 of Gravel		\$	28,600.00		
347	EFT21988	23/11/2023	Express Card Service			\$	561.00		
348	INV INV-038012	23/10/2023	Express Card Service	NRLC - PRINTING & STATIONERY - Membership Key Tags (00001 - 00500)		\$	561.00		
349	EFT21989	23/11/2023	Luke Howell			\$	105.00		
350	INV 201123	20/11/2023	Luke Howell	WORKS - TRAINING & DEVELOPMENT - Reimbursement of Meals for Cemetery Training		\$	105.00		
351	EFT21990	23/11/2023	Thomas Draper			\$	142.20		
352	INV 201123	20/11/2023	Thomas Draper	WORKS - TRAINING & DEVELOPMENT - Reimbursement of Meals for Cemetery Training		\$	142.20		
353	EFT21991	23/11/2023	Stacey Hobson			\$	49.50		
354	INV 141123	14/11/2023	Stacey Hobson	NRLC - TRAINING & DEVELOPMENT - Drug & Alcohol Test		\$	49.50		
355	EFT21992	23/11/2023	Department Of Human Services			\$	1,157.54		
356	INV 49	22/11/2023	Department Of Human Services	Payroll Deductions/Contributions		\$	128.98		
357	INV 49	22/11/2023	Department Of Human Services	Payroll Deductions/Contributions		\$	83.06		

358

INV 49

22/11/2023

Department Of Human Services

Payroll Deductions/Contributions

\$

945.50

359	EFT21993	23/11/2023	Australian Services Union Western Australian Branch			\$	26.50		
360	INV 49	22/11/2023	Australian Services Union Western Australian Branch	Payroll Deductions/Contributions		\$	26.50		
361	EFT21994	23/11/2023	Easifleet			\$	3,087.34		
362	INV 22/11/2023	23/11/2023	Easifleet	NOVATED LEASE - Various employees PPE 20/11/2023		\$	3,087.34		
363	EFT21995	24/11/2023	Synergy			\$	40,243.68		
364	INV 2069932530	12/10/2023	Synergy	SUNDRY DRY PARKS/RESERVES MAINTENANCE/OPERATIONS - Electricity Charges 09/07/2023 - 11/10/2023		\$	249.67		
365	INV 2025980076	08/11/2023	Synergy	ROADM - STREET LIGHTING MAINTENANCE/OPERATIONS - Electricity Charges 25/08/2023 - 24/09/2023		\$	13,324.06		
366	INV 2025980077	08/11/2023	Synergy	ROADM - STREET LIGHTING MAINTENANCE/OPERATIONS - Electricity Charges 25/09/2023 - 24/10/2023		\$	12,764.68		
367	INV 2049975151	15/11/2023	Synergy	NRLC UTILITY - ELECTRICITY - Electricity Charges 12/10/2023 - 08/11/2023		\$	13,905.27		
368	EFT21996	24/11/2023	Narrogin Packaging			\$	145.90	L	PF
369	INV 00083861	16/10/2023	Narrogin Packaging	TOUR - ADMINISTRATION ALLOCATED - Light Tower For DCVC		\$	105.00		
370	INV 00083959	01/11/2023	Narrogin Packaging	CEMETERY PUBLIC TOILETS MAINTENANCE - Sprinkler & Thread		\$	16.20		
371	INV 00084068	07/11/2023	Narrogin Packaging	GNARROJIN PARK MAINTENANCE/OPERATIONS - Thread & Nipples		\$	24.70		
372	EFT21997	24/11/2023	Great Southern Fuels			\$	560.08	L	
373	INV D2162155	15/11/2023	Great Southern Fuels	STOCK - PURCHASE OF STOCK MATERIALS - Unleaded Petrol 300L		\$	560.08		
374	EFT21998	24/11/2023	Landgate			\$	91.60		
375	INV 388122	19/10/2023	Landgate	RATES - VALUATION EXPENSES - Rural UV Interim Schedule		\$	91.60		
376	EFT21999	24/11/2023	Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust			\$	17,688.00	L	PF
377	INV IV00000002592	31/10/2023	Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust	LIONS PARK UPGRADE INCLUDING DISABILITY FRIENDLY SWING - Supply & Lay Concrete		\$	9,768.00		
378	INV IV00000002610	07/11/2023	Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust	ROAD MAINTENANCE GENERAL EXPENSES - Bulldozer Hire Push Gravel 6000m3		\$	7,920.00		
379	EFT22000	24/11/2023	Narrogin Electrical Services			\$	297.00	L	
380	INV 3072	17/11/2023	Narrogin Electrical Services	LIONS PARK UPGRADE INCLUDING DISABILITY FRIENDLY SWING - Disconnect & Reconnect BBQ's		\$	297.00		
381	EFT22001	24/11/2023	Narrogin Betta Home Living			\$	346.00	L	
382	INV 25710084126	20/09/2023	Narrogin Betta Home Living	FITOUT OF ARTIST IN RESIDENCE - Coffee Machine For Kitchen		\$	346.00		

383	EFT22002	24/11/2023	Kulker Plumbing Service			\$	240.00	L	
384	INV 13459	19/11/2023	Kulker Plumbing Service	STANDPIPE MAINTENANCE/OPERATIONS - Test Valves		\$	240.00		
385	EFT22003	24/11/2023	Great Southern Waste Disposal			\$	44,409.94	L	
386	INV IV0000002708	07/11/2023	Great Southern Waste Disposal	RUBBISH COLLECTION VARIOUS DEPARTMENTS - Bin Collection November 2023		\$	44,409.94		
387	EFT22004	24/11/2023	RJ Smith Engineering			\$	100.00	L	
388	INV D113070	23/11/2023	RJ Smith Engineering	NGN13362 2016 TRAILER - Wheel Alignment		\$	100.00		
389	EFT22005	24/11/2023	Farmers Centre (Narrogin) Pty Ltd			\$	143.31	L	
390	INV 89546	04/10/2023	Farmers Centre (Narrogin) Pty Ltd	NO2731 FOUR AXLE SIDE TIPPER TRAILER - Hydraulic Hose & Fittings		\$	143.31		
391	EFT22006	24/11/2023	New Security Installations Pty Ltd			\$	1,144.00		F
392	INV 1934	21/11/2023	New Security Installations Pty Ltd	CHSP & CHCP - Annual Commercial Welfare Check-In Monitoring		\$	1,144.00		
393	EFT22007	24/11/2023	Narrogin Chamber Of Commerce			\$	650.00	L	
394	INV INV-0060	21/11/2023	Narrogin Chamber Of Commerce	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Elected Members Recognition		\$	650.00		
395	EFT22008	24/11/2023	Belvedere Nursery			\$	380.00	L	
396	INV 19177	17/11/2023	Belvedere Nursery	CLAYTON OVAL MAINTENANCE/OPERATIONS - 2x bags Uflexx Fertiliser For Cricket Wicket		\$	380.00		
397	EFT22009	24/11/2023	West Australian Newspapers Limited			\$	240.00		
398	INV 1056203120231028	28/10/2023	West Australian Newspapers Limited	FIRE PREVENTION/BURNING/CONTROL - Bushfire Directory 2023/24 Narrogin Observer		\$	240.00		
399	EFT22010	24/11/2023	Narrogin Senior High School			\$	300.00	L	
400	INV 8135	23/11/2023	Narrogin Senior High School	MEMBERS - DONATIONS TO COMMUNITY GROUPS - 2023 Canberra/Sydney Study Tour		\$	300.00		
401	EFT22011	24/11/2023	Narrogin Furnishings			\$	1,499.00	L	F
402	INV 00114559	16/11/2023	Narrogin Furnishings	CHCP - CLIENT PURCHASES - Hip & Lumbar Dynamic Mattress For Client		\$	1,499.00		
403	EFT22012	24/11/2023	Fegan Building Surveying			\$	1,430.00		PR
404	INV 1062	03/11/2023	Fegan Building Surveying	BUILDING - Process & Issue Building Permit Wickopin		\$	220.00		
405	INV 1064	09/11/2023	Fegan Building Surveying	BUILDING - Process & Issue Building Permit Lake Grace		\$	605.00		
406	INV 1067	17/11/2023	Fegan Building Surveying	BUILDING - Process & Issue Building Permit Narrogin		\$	605.00		

407	EFT22013	24/11/2023	Wirtgen Australia Pty Ltd			\$	489.05		
408	INV 1900103330	07/11/2023	Wirtgen Australia Pty Ltd	NO4929 2015 HAMM 3520HT STEEL VIBE ROLLER - Supply Service Filters, Window Handles & Hardware		\$	489.05		
409	EFT22014	24/11/2023	Planning Institute Of Australia Ltd			\$	730.00		
410	INV 160940	11/09/2023	Planning Institute Of Australia Ltd	PLAN - TRAINING & DEVELOPMENT - State Conference 2023 Registration Fee		\$	730.00		
411	EFT22015	24/11/2023	Farmworks Narrogin Pty Ltd			\$	902.00	L	
412	INV 103084	17/11/2023	Farmworks Narrogin Pty Ltd	VERGE MAINTENANCE - 5L Hammer Herbicide		\$	902.00		
413	EFT22016	24/11/2023	Elgas			\$	19,828.61		
414	INV 0360832299	01/11/2023	Elgas	NRLC UTILITY - GAS - 4,502.0L Gas Delivered		\$	7,315.88		
415	INV 0360839788	08/11/2023	Elgas	NRLC UTILITY - GAS - 3,400.0L Gas Delivered		\$	5,525.10		
416	INV 0360830684	15/11/2023	Elgas	NRLC UTILITY - GAS - 4,300.0L Gas Delivered		\$	6,987.63		
417	EFT22017	24/11/2023	REPCO			\$	65.39	L	F
418	INV 4850082114	23/11/2023	REPCO	HEMOCARE VEHICLES - Windscreen Wipers & LED Light Strip		\$	65.39		
419	EFT22018	24/11/2023	D&L Studio Pty Ltd T/A Metal Artwork Badges			\$	186.78		
420	INV 22103	23/10/2023	D&L Studio Pty Ltd T/A Metal Artwork Badges	NRLC - PRINTING & STATIONERY - Various Staff Name Badges Supply & Freight		\$	87.89		
421	INV 22298	02/11/2023	D&L Studio Pty Ltd T/A Metal Artwork Badges	ADMIN - PRINTING & STATIONERY - Supply & Freight Name Badges For Homecare		\$	98.89		
422	EFT22019	24/11/2023	Narrogin Rotary Club			\$	2,500.00	L	
423	INV 00052	08/11/2023	Narrogin Rotary Club	COMMUNITY CHEST FUND PROGRAM - BBQ Flaming Festival 23/24 Round 1		\$	2,500.00		
424	EFT22020	24/11/2023	InterFire Agencies			\$	54.27		
425	INV INV-16594	01/11/2023	InterFire Agencies	FIRE - EXPENSED MINOR ASSET PURCHASES - Traffic Cone White Reflective Sleeve		\$	54.27		

426	EFT22021	24/11/2023	CRISP Wireless			\$	658.90	L	
427	INV 202301003235	23/10/2023	CRISP Wireless	NRLC - TELEPHONE/MOBILES - Wireless Connection		\$	658.90		
428	EFT22022	24/11/2023	Forms Express Pty Ltd			\$	398.20		
429	INV 246228	25/08/2023	Forms Express Pty Ltd	RATES - PRINTING AND STATIONERY - Artwork & Development Rates Template for 2023/24		\$	247.50		
430	INV 247366	17/11/2023	Forms Express Pty Ltd	RATES - PRINTING AND STATIONERY - 500 Blank Stock Rates & Final Notices & Delivery		\$	150.70		
431	EFT22023	24/11/2023	Koolanooka farms			\$	1,151.00	L	
432	INV A657	23/11/2023	Koolanooka farms	Overpaid Rates Refund		\$	1,151.00		
433	EFT22024	24/11/2023	Goodyear Auto Care Narrogin			\$	3,231.00	L	
434	INV 101945	10/11/2023	Goodyear Auto Care Narrogin	NO4846 2014 HINO 300 SERIES 3T TIPPER - Repair Tyre Puncture		\$	45.00		
435	INV 101986	17/11/2023	Goodyear Auto Care Narrogin	NO4871 2014 JOHN DEERE 670G GRADER W/ TOP CON - Supply, Fit & Disposal of 2 Tyres		\$	3,186.00		
436	EFT22025	24/11/2023	Narrogin Fruit Trading Pty Ltd			\$	1,794.10	L	
437	INV 000F20231031125	31/10/2023	Narrogin Fruit Trading Pty Ltd	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Weekly Office Order		\$	81.40		
438	INV INV-0634	03/11/2023	Narrogin Fruit Trading Pty Ltd	FIRE- TRAINING & DEVELOPMENT - CATERING - Catering For Volunteer Bushfire Brigade Training		\$	1,250.70		
439	INV INV-0646	10/11/2023	Narrogin Fruit Trading Pty Ltd	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - MBS Dinner Catering		\$	462.00		
440	EFT22026	24/11/2023	JH Computer Services			\$	11,962.34		
441	INV 001272-D01	31/10/2023	JH Computer Services	ADMIN - INFORMATION SYSTEMS - IT Support November 2023		\$	11,962.34		
442	EFT22027	24/11/2023	Perfect Gym Solutions			\$	3,437.50		
443	INV INV-8933	11/10/2023	Perfect Gym Solutions	NRLC - EQUIPMENT HIRE & PURCHASE - Purchase & Installation of POS Systems		\$	3,437.50		
444	EFT22028	24/11/2023	Community Member			\$	1,000.00		
445	INV 17102023	17/10/2023	Community Member	OTHCUL - DONATIONS/SPONSORSHIPS - Sponsor Medical Student Work Placement		\$	1,000.00		
446	EFT22029	24/11/2023	Community Member			\$	869.32		
447	INV A125800	23/11/2023	Community Member	Overpaid Rates Refund		\$	869.32		
448	EFT22030	24/11/2023	Kelly Nellissen			\$	87.00		
449	INV 19112023	19/11/2023	Kelly Nellissen	LIBRARY - OTHER EMPLOYEE EXPENSES - Reimbursement of Working With Children's Check		\$	87.00		
EFT Total						\$	904,242.61		

Direct Debits

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
450	DD9273.1	06/11/2023	Australian Taxation Office		\$ 79,036.00		
451	INV PAYGPPE09/10/2023	06/11/2023	Australian Taxation Office	PAYG TAX GEN - PAYG Withholding Tax PPE 09/10/2023	\$ 39,491.00		
452	INV PAYGPPE23/10/2023	06/11/2023	Australian Taxation Office	PAYG TAX GEN - PAYG Withholding Tax PPE 23/10/2023	\$ 39,545.00		
453	DD9291.1	02/11/2023	Elders Real Estate Pty Ltd		\$ 360.00	L	
454	INV 021123	02/11/2023	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent Week Ending 02/11/2023	\$ 360.00		
455	DD9306.1	01/11/2023	Les Mills Asia Pacific		\$ 1,004.05		
456	INV 1239078	01/11/2023	Les Mills Asia Pacific	NRLC - CONTRACT MANAGEMENT EXPENSE - Group Fitness Class Licence	\$ 1,004.05		
457	DD9306.2	10/11/2023	Water Corporation		\$ (333.83)		
458	INV 101123	10/11/2023	Water Corporation	VARIOUS WATER CHARGES - Duplicated Payment Refund	\$ (333.83)		
459	DD9313.1	15/11/2023	Estrin Saul Lawyers and Migration Specialists		\$ (11,305.00)		
460	INV PREVIEW	31/10/2023	Estrin Saul Lawyers and Migration Specialists	ADMIN - CONSULTANTS - Staff Member Visa Payment Bounced Back Due to Incorrect Bank Details	\$ (11,305.00)		
461	DD9331.1	20/11/2023	Australian Taxation Office		\$ 41,145.00		
462	INV PAYGPPE06112023	20/11/2023	Australian Taxation Office	PAYG TAX - PAYG Tax Withholding PPE 06/11/2023	\$ 41,145.00		
463	DD9343.1	01/11/2023	Beam		\$ 72,349.94		
464	INV SUPERPPE09/10/2023	01/11/2023	Beam	PAYROLL CREDITORS - Superannuation Contribution PPE 09/10/2023	\$ 24,199.60		
465	INV SUPER23/10/2023	01/11/2023	Beam	PAYROLL CREDITORS - Superannuation Contribution PPE 23/10/2023	\$ 24,079.65		
466	INV SUPER25/09/2023	01/11/2023	Beam	PAYROLL CREDITORS - Superannuation Contribution PPE 25/09/2023	\$ 24,070.69		
467	DD9344.1	16/11/2023	Elders Real Estate Pty Ltd		\$ 360.00	L	
468	INV 161123	16/11/2023	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent Week Ending 16/11/2023	\$ 360.00		
469	DD9344.2	15/11/2023	Sandwai Pty Ltd		\$ 1,064.80		F
470	INV 151123	15/11/2023	Sandwai Pty Ltd	CHSP - INFORMATION SYSTEMS - Monthly Charges November 2023	\$ 1,064.80		
471	DD9344.3	09/11/2023	Elders Real Estate Pty Ltd		\$ 360.00	L	
472	INV 091123	09/11/2023	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent Week Ending 09/11/2023	\$ 360.00		

473	DD9344.4	03/11/2023	Keenan & Tania Wenning			\$	1,386.67	L	
474	INV 031123	03/11/2023	Keenan & Tania Wenning	EMDRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent & Internet 03/11/203		\$	1,386.67		
475	DD9345.1	20/11/2023	Water Corporation			\$	(206.30)		
476	INV 9007713119	27/10/2023	Water Corporation	RAILWAY INSTITUTE HALL & OFFICE BUILDING OPERATIONS - Water Charges - 07/06/2023 to 09/08/2023		\$	(206.30)		
477	DD9345.2	13/11/2023	Narrogin Electrical Appliance Testing			\$	(583.00)	L	
478	INV 805	13/11/2023	Narrogin Electrical Appliance Testing	CHSP - BUILDING MAINTENANCE - Testing of All Appliances in Jessie House Payment made to Incorrect bank Details		\$	(583.00)		
479	DD9345.3	13/11/2023	Allworks Civil			\$	(660.00)	L	
480	INV 00183	13/11/2023	Allworks Civil	TIP MAINTENANCE - Line Marking Paid to Incorrect Bank Details		\$	(660.00)		
481	DD9351.1	23/11/2023	Australian Taxation Office			\$	44,279.00		
482	INV PAYGPPE20/11/2023	23/11/2023	Australian Taxation Office	PAYG TAX - PAYG Tax Withholding PPE 20/11/2023		\$	44,279.00		
483	DD9357.1	24/11/2023	Department of Transport			\$	234,312.30		
484	INV T1 23/24	24/11/2023	Department of Transport	EOD DOT NOVEMBER 2023		\$	234,312.30		
485	DD9359.1	23/11/2023	Beam			\$	53,015.53		
486	INV SUPERPPE20/11/2023	23/11/2023	Beam	PAYROLL CREDITORS - Superannuation Contribution PPE 20/11/2023		\$	26,759.55		
487	INV SUPERPPE06/11/2023	23/11/2023	Beam	PAYROLL CREDITORS - Superannuation Contribution PPE 06/11/2023		\$	26,255.98		
488	DD9364.1	24/11/2023	Australian Taxation Office			\$	(23,108.00)		
489	INV BASNOV23	24/11/2023	Australian Taxation Office	BAS November 2023		\$	(23,108.00)		
Direct Debit Total						\$	492,477.16		

Credit Card Purchases

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
490	21/11/2023	General Credit Card Purchases			\$ 8,431.29		PF
491	29/09/2023	General Credit Card Purchases	1NGN TOYOTA PRADO - Plate change 1NGN to 1HYL628	\$ 31.10			
492	13/10/2023	General Credit Card Purchases	NO4834 HINO CREW CAB - Plate Change 1HZX059 to NO4834	\$ 18.90			
493	16/10/2023	General Credit Card Purchases	FIRE PREVENTION/BURNING/CONTROL - Monthly SMS Charges	\$ 17.78			
494	23/10/2023	General Credit Card Purchases	CHSP ADVERTISING & PROMOTION - Advert Support Worker	\$ 335.50			

495	INV DSOCT1323	26/10/2023	General Credit Card Purchases	ADMIN TRAINING & DEVELOPMENT - Monthly Webinar Series 25/10/23	\$	50.00		
496	INV DSOCT0223	29/09/2023	General Credit Card Purchases	VARIOUS VEHICLES - Plate Changes	\$	62.20		
497	INV DSOCT0323	29/09/2023	General Credit Card Purchases	PWO EMTRS TRAINING & DEVELOPMENT - LG Professions Annual State Conference 2023	\$	1,450.00		
498	INV DSOCT0423	29/09/2023	General Credit Card Purchases	VARIOUS VEHICLES - New Vehicle Registration	\$	756.80		
499	INV DSOCT0523	02/10/2023	General Credit Card Purchases	PWO SUBSCRIPTIONS & MEMBERSHIPS - Adobe Software 28/09/23 to 27/10/23	\$	28.99		
500	INV DSOCT0623	02/10/2023	General Credit Card Purchases	NO4 NISSAN UD TIP TRUCK - Solenoid Valves x5 & Freight	\$	2,208.91		
501	INV DSOCT0723	05/10/2023	General Credit Card Purchases	PWO SUBSCRIPTIONS & MEMBERSHIPS - Smartsheet	\$	3,389.76		
502	INV DSOCT0923	09/10/2023	General Credit Card Purchases	MEMBERS CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Appreciation Gift	\$	81.35		
503	DD9316.2	13/11/2023	General Credit Card Purchases				\$ 16.97	PF
504	INV DSOCT0823	09/10/2023	General Credit Card Purchases	OTHCUL EVENT/PROJECT PROMOTION - Carol & Peter Taylor Art Exhibition promotion	\$	16.97		
505	DD9317.1	21/11/2023	General Credit Card Purchases				\$ 5,689.69	PF
506	INV PROCT0123	10/10/2023	General Credit Card Purchases	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Thermometers	\$	121.75		
507	INV MFOCT0723	23/10/2023	General Credit Card Purchases	ADMIN PRINTING & STATIONERY - Various Copy paper and Delivery	\$	504.45		
508	INV MFOCT0823	23/10/2023	General Credit Card Purchases	NGN182 TOYOTA HILUX - New Vehicle Registration	\$	324.15		
509	INV MFOCT0923	25/10/2023	General Credit Card Purchases	MEMBERS ADVERTISING & PROMOTIONS - Community & Economic Development Coordinator Job advert	\$	203.50		
510	INV MFOCT1023	26/10/2023	General Credit Card Purchases	MEMBERS ADVERTISING & PROMOTION - Shire Branded Caps x100 & Delivery	\$	2,164.40		
511	INV MFOCT1123	26/10/2023	General Credit Card Purchases	AIRSTrip & GROUNDS MAINTENANCE/OPERATIONS - ACMA Annual Renewal Radio Communications Licence 2023/24	\$	507.00		
512	INV FEESOCT23	05/10/2023	General Credit Card Purchases	INVEST - Bank Fees and Charges - Nab International Transfer Fee	\$	102.20		
513	INV PROCT0223	16/10/2023	General Credit Card Purchases	CHSP GENERAL EXPENDITURE - Flower Arrangement	\$	70.00		
514	INV PROCT0323	18/10/2023	General Credit Card Purchases	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSE - Thermometers	\$	27.10		
515	INV MROCT0123	02/10/2023	General Credit Card Purchases	VARIOUS DEPARTMENTS - Greeting Messages October 2023	\$	151.80		
516	INV MFOCT0223	04/10/2023	General Credit Card Purchases	OTHCUL ARTWORK COLLECTION - Heavy Duty metal hooks & freight	\$	485.20		
517	INV MFOCT0323	05/10/2023	General Credit Card Purchases	LIB SUBSCRIPTIONS & MEMBERSHIPS - Annual Subscription Schwartz Books	\$	89.99		
518	INV MFOCT0423	12/10/2023	General Credit Card Purchases	LIB PRINTING & STATIONERY - Magnetic Calendars for health expo	\$	64.99		
519	INV MFOCT0523	12/10/2023	General Credit Card Purchases	ADMIN TRAINING & DEVELOPMENT - Accomodation x2 nights Innovate conference	\$	773.16		
520	INV MFOCT0623	19/10/2023	General Credit Card Purchases	MEMBERS SUBSCRIPTIONS & PUBLICATIONS - 2023/24 Membership	\$	100.00		
Credit Card Total					\$	14,137.95		

Fuel Card Purchases

	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
521	INV OCTOBER 2023	31/10/2023	Great Southern Fuels	VARIOUS VEHICLES - Fuel Charges October 2023		\$ 7,003.40	L PF
522			Great Southern Fuels	002NGN 2022 MITSUBISHI ECLIPSE HYBRID - Fuel Charges October 2023	\$ 292.44		
523			Great Southern Fuels	009NGN TOYOTA COROLLA HATCH 2020 - Fuel Charges October 2023	\$ 182.03		
524			Great Southern Fuels	MG HS PLUS EXCITE WAGON - Fuel Charges October 2023	\$ 593.55		
525			Great Southern Fuels	0NGN ISUZU MUX LSM 4X4 - Fuel Charges October 2023	\$ 677.84		
526			Great Southern Fuels	0NO ISUZU MUX 4X4 LSM 2022 - Fuel Charges October 2023	\$ 394.08		
527			Great Southern Fuels	1NGN TOYOTA PRADO GXL DSL WAGON - Fuel Charges October 2023	\$ 408.79		
528			Great Southern Fuels	990NGN 2015 MITSUBISHI FUSO ROSA - Fuel Charges October 2023	\$ 289.81		
529			Great Southern Fuels	NGN0 MG HS EXCITE WAGON - Fuel Charges October 2023	\$ 160.16		
530			Great Southern Fuels	NGN00 2021 TOYOTA KLUGER GX AWD PET WAGON - Fuel Charges October 2023	\$ 485.66		
531			Great Southern Fuels	NGN11555 2022 TOYOTA COROLLA - Fuel Charges October 2023	\$ 233.69		
532			Great Southern Fuels	NGN15333 2014 MAZDA BT-50 - Fuel Charges October 2023	\$ 247.47		
533			Great Southern Fuels	NGN2 TOYOTA COROLLA HATCH 2.0L PET CVT ASCENT SPORT - Fuel Charges October 2023	\$ 64.01		
534			Great Southern Fuels	NGN219 2022 NISSAN X-TRAIL - Fuel Charges October 2023	\$ 517.56		
535			Great Southern Fuels	NGN417 2020 MAZDA BT-50 4X4 - Fuel Charges October 2023	\$ 592.78		
536			Great Southern Fuels	NGN839 2019 TOYOTA CORROLA CVT ASCENT - Fuel Charges October 2023	\$ 69.23		
537			Great Southern Fuels	NGN847 MAZDA CX-5B AUTO MAXX SPORT - Fuel Charges October 2023	\$ 83.92		
538			Great Southern Fuels	SMALL PLANT - HOMECARE - Fuel Charges October 2023	\$ 74.98		
539			Great Southern Fuels	NO01 TOYOTA HILUX 4X4 2.8L DSL D/C - Fuel Charges October 2023	\$ 348.85		
540			Great Southern Fuels	NO05 ISUZU D MAX CREW CAB UTE - Fuel Charges October 2023	\$ 500.40		
541			Great Southern Fuels	FIRE - MOTOR VEHICLE EXPENSES - Fuel Charges October 2023	\$ 222.01		
542			Great Southern Fuels	NO209 ISUZU FTS139/260 FIRE UNIT - Fuel Charges October 2023	\$ 288.13		
543			Great Southern Fuels	NGN227 2021 TOYOTA COROLA - Fuel Charges October 2023	\$ 69.66		
544			Great Southern Fuels	NGN182 TOYOTA HILUX 4X2 WORKMATE UTILITY - Fuel Charges October 2023	\$ 206.35		
				Fuel Card Total	\$ 7,003.40		

Coles Card Prurchases

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
545	EFT21920	15/11/2023	Coles			869.19	L	PF
546	INV 200	31/10/2023	Coles	VARIOUS DEPARTMENTS - Coles Account For October 2023				
547			Coles	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Coles Account for October 2023	288.1			
548			Coles	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Coles Account for October 2023	480.26			
549			Coles	OTHCUL - AUSTRALIA DAY - Coles Account for October 2023	100.83			
Coles Card Total					\$	869.19		

Trust Purchases

		Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
550	EFT21955	21/11/2023	Elected Member			\$ 100.00	L	
551	INV 127142	15/11/2023	Elected Member	COUNCILLOR NOMINATION FEES - PAYMENTS - Councillor Election Nomination Refund 2023	\$ 100.00			
552	EFT21956	21/11/2023	Elected Member			\$ 100.00	L	
553	INV 127146	15/11/2023	Elected Member	COUNCILLOR NOMINATION FEES - PAYMENTS - Councillor Election Nomination Refund 2023	\$ 100.00			
554	EFT21957	21/11/2023	Elected Member			\$ 100.00	L	
555	INV 127140	15/11/2023	Elected Member	COUNCILLOR NOMINATION FEES - PAYMENTS - Councillor Election Nomination Refund 2023	\$ 100.00			
556	EFT21958	21/11/2023	Elected Member			\$ 100.00	L	
557	INV 126883	15/11/2023	Elected Member	COUNCILLOR NOMINATION FEES - PAYMENTS - Councillor Election Nomination Refund 2023	\$ 100.00			
558	EFT21959	21/11/2023	Elected Member			\$ 100.00	L	
559	INV 126986	15/11/2023	Elected Member	COUNCILLOR NOMINATION FEES - PAYMENTS - Councillor Election Nomination Refund 2023	\$ 100.00			
560	EFT21960	21/11/2023	Elected Member			\$ 100.00	L	
561	INV 127079	15/11/2023	Elected Member	COUNCILLOR NOMINATION FEES - PAYMENTS - Councillor Election Nomination Refund 2023	\$ 100.00			
562	EFT21961	21/11/2023	Elected Member			\$ 100.00	L	
563	INV 126984	15/11/2023	Elected Member	COUNCILLOR NOMINATION FEES - PAYMENTS - Councillor Election Nomination Refund 2023	\$ 100.00			
Trust Total					\$	700.00		

ABBREVIATIONS

PF	Partially Funded
I	Insurance
F	Funded
L	Local Supplier
R	Recoverable
PR	Partially Recoverable
G	Grant

Cheque Total (Less TD)

EFT Total*	\$580,510.93	53.015%
Direct Debit Total	\$492,477.16	44.975%
Credit Card Total	\$14,137.95	1.291%
Trust Total	\$700.00	
Coles Card Total	\$869.19	0.079%
Fuel Cards Total	\$7,003.40	0.640%
Subtotal	\$1,095,698.63	100.000%

Term Deposits (TD)

Payroll Total*	\$323,731.68	29.565%
Subtotal	\$323,731.68	

* Please note Payroll totals

Synergy List of Accounts - Municipal Bank Account	\$1,094,998.63	100.000%
Synergy List of Accounts -Trust Bank Account	\$700.00	
Payroll	\$323,731.68	
Variance	\$0.00	

Local Suppliers	\$249,670.25	22.786%
Employees	\$323,731.68	29.565%
Combined Total	\$573,401.93	52.351%

10.3.2 MONTHLY FINANCIAL REPORTS – AS AT 27 NOVEMBER 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	04 December 2023
Author	Mark Furr - Executive Manager Corporate & Community Services
Authorising Officer	Dale Stewart - Chief Executive Officer
Attachments	<ol style="list-style-type: none">1. Monthly Financial Reports as at 27 November 2023; and2. Capital Projects Tracker – as at 30 November 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, noting the shorter period than the usual month end due to the Council Meeting for December being on the second Wednesday.

Background

Nil

Consultation

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

Statutory Environment

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

Policy Implications

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

Financial Implications

All expenditure has been approved via adoption of the 2023/24 Annual Budget or resulting from a Council resolution.

Council is requested to review the Monthly Financial Report as at 27 November 2023, noting that Council is advised of the following matters:

- Creditors - A total of 445 invoices were paid up to the 27 November 2023, of which 82% were paid within 30 days. Average days for invoices paid up to the 27 November was 29 days in comparison to 26 days in October.

- Debtors - 90-day debtors up to the 27 November was \$195,119. Of this debt 77% is attributed to an invoice for the Narrogin Tennis Club and the recent grant project to upgrade the court surfaces and lighting. It should be noted that this debt, at the time of writing this report has now been paid and this will be reflected in the next reporting period. A further 23% of this debt (\$44k) is an agreed long term debt with the UGSHA which will carry forward to the end of the financial year. There are a further four (4) other debtors, totalling \$830 being followed up by the Finance Department.
- Capital Projects – Of the total of 94 projects, 72 are on track, one (1) is off track (Library Extension), 21 completed already and a total project completion rate of 22%.
- Rates –The amount received to date is 70% of the total to be collected, and there is still \$2.1M still to be collected from both current and arrears rates. It should be noted that there is approximately \$204k related to Pensioner Rate Deferments.

Strategic Implications

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

Comment/Conclusion

The Monthly Financial Report as at 27 November 2023 is presented for review.

Risk Implications

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

Risk Matrix

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

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

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That with respect to the Monthly Financial Reports as at 27 November 2023, Council note the Reports as presented.

MONTHLY FINANCIAL REPORT
 (Containing the Statement of Financial Activity)
FOR THE PERIOD ENDED 27 NOVEMBER 2023



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

TABLE OF CONTENTS

Statement of Financial Activity	2 - 3
Monthly Summary Information	4
Summary Graphs	5
Significant Accounting Policies	6
Receivables	7
Adjusted Net Current Assets	8
Capital Acquisitions Summary	9
Cash Backed Reserves	10
Budget Amendments	11

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 27 NOVEMBER 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.
		\$	\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)		3,470,191	3,470,191	3,470,191	3,422,322	(47,869)	-1%	▼
Revenue from operating activities								
General Purpose Funding - Rates		5,763,563	5,763,563	5,763,563	5,763,563	0	0%	
General Purpose Funding - Other		449,427	499,427	195,240	265,746	70,506	36%	▲
Governance		3,750	3,750	3,750	1,815	(1,935)	-52%	
Law, Order and Public Safety		310,644	310,644	128,967	130,440	1,473	1%	
Health		32,995	32,995	13,748	11,317	(2,431)	-18%	
Education and Welfare		2,383,053	2,383,053	1,086,961	989,847	(97,114)	-9%	
Housing		17,651	17,651	7,355	8,206	852	12%	
Community Amenities		1,348,433	1,348,433	1,129,252	1,048,568	(80,684)	-7%	
Recreation and Culture		52,075	502,585	206,288	52,013	(154,275)	-75%	▼
Transport		329,067	329,067	139,798	231,879	92,081	66%	▲
Economic Services		628,751	628,751	261,980	175,544	(86,436)	-33%	▼
Other Property and Services		163,600	163,600	67,667	38,653	(29,014)	-43%	▼
		11,483,008	11,983,518	9,004,567	8,717,591	(286,976)		-3%
Expenditure from operating activities								
General Purpose Funding		(407,215)	(407,215)	(171,768)	(136,057)	35,710	21%	▲
Governance		(844,147)	(844,147)	(333,763)	(328,030)	5,733	2%	
Law, Order and Public Safety		(948,449)	(948,449)	(405,667)	(279,979)	125,688	31%	▲
Health		(350,546)	(350,546)	(150,661)	(111,881)	38,780	26%	▲
Education and Welfare		(2,517,892)	(2,517,892)	(1,075,298)	(754,499)	320,798	30%	▲
Housing		(41,901)	(41,901)	(13,265)	(13,654)	(390)	-3%	
Community Amenities		(1,553,091)	(1,553,091)	(649,627)	(549,639)	99,989	15%	▲
Recreation and Culture		(3,858,746)	(4,436,324)	(2,018,947)	(1,571,044)	447,903	22%	▲
Transport		(4,137,108)	(4,035,994)	(1,632,317)	(1,524,048)	108,268	7%	
Economic Services		(1,099,712)	(1,099,712)	(466,402)	(343,170)	123,232	26%	▲
Other Property and Services		(148,043)	(159,642)	(146,508)	(162,787)	(16,279)	-11%	▼
		(15,906,851)	(16,394,913)	(7,064,221)	(5,774,790)	1,289,432		
Operating activities excluded from budget								
Add back Depreciation		3,206,671	3,206,671	1,336,115	1,283,506	(52,608)	0%	
Adjust (Profit)/Loss on Asset Disposal	12	84,428	84,428	0	8,934	8,934	0%	
Adjust Employee Benefits Provision (Non-Current)		12,696	12,696	0	0	0	0%	
Adjust Deferred Pensioner Rates (Non-Current)		10,797	10,797	0	0	0	0%	
Movement in Leave Reserve (Added Back)		0	0	0	0	0	0%	
Stock Movement		0	0	0	(3,529)	(3,529)	0%	
Amount attributable to operating activities		2,360,941	2,373,388	6,746,651	7,654,034	955,252		
Investing Activities								
Non-Operating Grants, Subsidies and Contributions		12,041,492	5,409,939	1,809,569	471,785	(1,337,784)	74%	
Land and Buildings	11	(9,051,662)	(2,313,872)	(545,529)	(310,737)	234,791	-43%	
Plant and Equipment	11	(3,175,292)	(3,226,319)	(923,915)	(773,579)	150,336	-16%	
Furniture & Equipment	11	(13,200)	(13,200)	(13,200)	(7,200)	6,000	-45%	
Infrastructure Assets - Roads	11	(3,007,185)	(3,007,185)	(202,402)	(392,882)	(190,479)	94%	
Infrastructure Assets - Footpaths	11	(58,000)	(58,000)	0	0	0	0%	
Infrastructure Assets - Road Drainage	11	(10,000)	(10,000)	0	0	0	0%	
Infrastructure Assets - Bridges	12	(863,000)	(863,000)	0	(71,792)	(71,792)	0%	
Infrastructure Assets - Other	12	(347,400)	(447,400)	(107,500)	(67,854)	39,646	-37%	
Infrastructure Assets - Parks and Gardens	11	(26,000)	(65,210)	(39,070)	(42,157)	(3,087)	0%	
Proceeds from Disposal of Assets	12	488,683	488,683	0	267,200	267,200	0%	
Proceeds from insurance		0	0	0	0	0	0%	
Amount attributable to investing activities		(4,021,564)	(4,105,564)	(22,048)	(927,216)	(905,168)		
Financing Activities								
Proceeds from New Debentures	13	262,272	262,272	109,280	0	(109,280)	0%	
Proceeds from Advances								
Repayment of Debentures	13	(139,123)	(139,123)	0	0	0	0%	
Self-Supporting Loan Principal								
Transfer from Reserves	10	4,731,906	4,803,459	0	0	0	0%	
Advances to Community Groups								
Transfer to Reserves	10	(3,194,435)	(3,194,435)	0	0	0	0%	
Amount attributable to financing activities		1,660,623	1,732,177	0	0	0		
Net Capital		(0)	0	6,724,603	6,726,818	50,084		
Total Net Operating + Capital		(0)	0	6,724,603	6,726,818	50,084		
Closing Funding Surplus(Deficit)	3	(0)	0	6,724,603	6,726,818	50,084		

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 27 NOVEMBER 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 year to date 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
	\$	%			
Opening Funding Surplus	(47,869)	(1%)	▼	Timing	This Opening Funding Surplus variance is unaudited and, therefore, subject to change.
Revenue from operating activities					
General Purpose Funding - Other	70,506	36%	▲	Permanent	Income higher due to receipt of more Financial Assistance Grants (FAGS) over and above what was received in advance for 2023/24.
Recreation and Culture	(154,275)	(75%)	▼	Timing	Income lower due to amended NRLC budget in October and adjustment to schedule to reflect correct budget amounts and a timing issue of actual revenue recognition which is to be addressed in Dec 23. This matter is also applicable to increased expenditure variance.
Transport	92,081	66%	▲	Timing	Income higher mainly due to receipt of the Main Roads WA operational grant funding slightly earlier than envisaged in budget \$181k.
Economic Services	(86,436)	(33%)	▼	Timing	Income lower due to timing of caravan park fees and other tourist and area promotion income.
Other Property and Services	(29,014)	(43%)	▼	Timing	Income lower due to timing of private works activity and receipt of fuel tax credits.
Expenditure from operating activities					
General Purpose Funding	35,710	21%	▲	Timing	Expenditure lower mainly due to variation to rates admin costs and timing of debt collection and valuation expenses.
Law, Order and Public Safety	125,688	31%	▲	Timing	Expenditure lower mainly due to timing bushfire risk mitigation activities.
Health	38,780	26%	▲	Timing	Expenditure lower due to Health Officer vacancy at the beginning of the financial year resulting in lower salary and wage costs.
Education and Welfare	320,798	30%	▲	Timing	Lower expenditure mainly due to timing of implementation of budgeted salaries, and other expenditure under CHCP and CHSP activities.
Community Amenities	99,989	15%	▲	Timing	Expenditure lower mainly due to timing of invoices from the waste collection contractor.
Recreation and Culture	447,903	22%	▲	Timing	Expenditure lower due to timing of parks maintenance activities and NRLC operating expenditure, including the Shire's operational subsidy.
Economic Services	123,232	26%	▲	Timing	Expenditure lower mainly due to timing of building control wages, as the vacancy for the surveyor has yet to be filled.
Other Property and Services	(16,279)	(11%)	▼	Timing	Variance mainly due to timing of admin overhead allocations and absorption of plant operating costs.
Investing Activities					
Capital Acquisitions	165,416	9%	▲	Timing	Expenditure for capital projects below actual. Timing issue as purchase orders submitted for projects.
Financing Activities					

KEY INFORMATION

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

▲ Favourable variance

▼ Unfavourable variance

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

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 27 NOVEMBER 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.

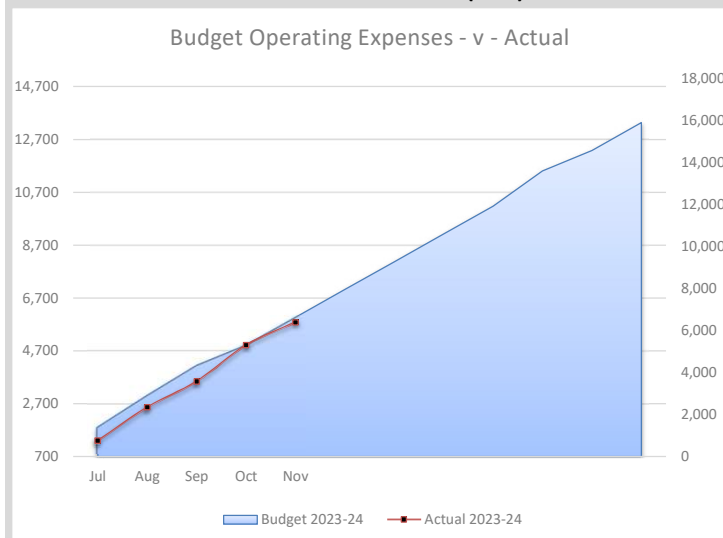
CRITICAL ACCOUNTING ESTIMATES

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.

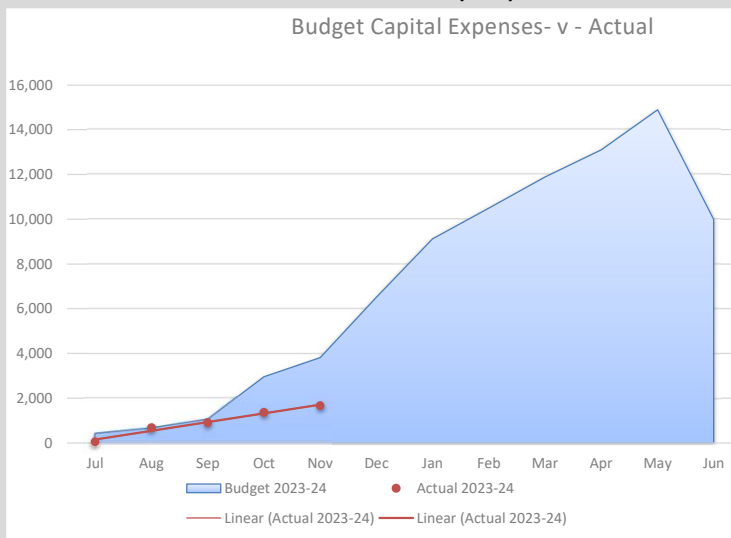
ROUNDING OFF FIGURES

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

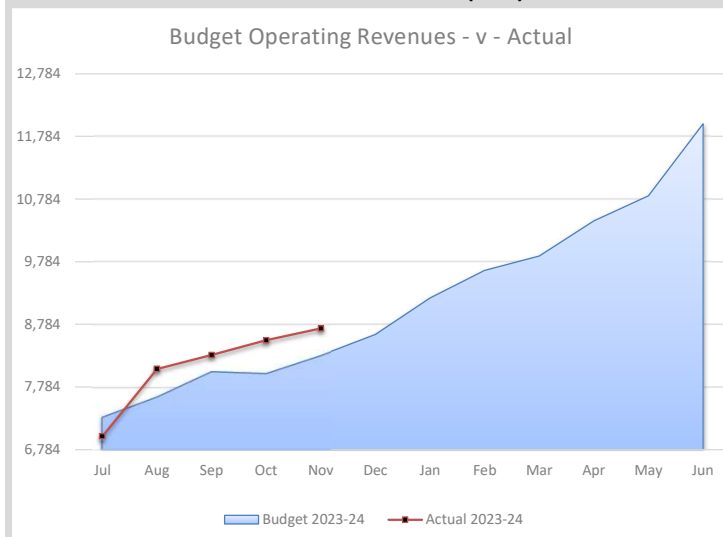
OPERATING EXPENSES ('000)



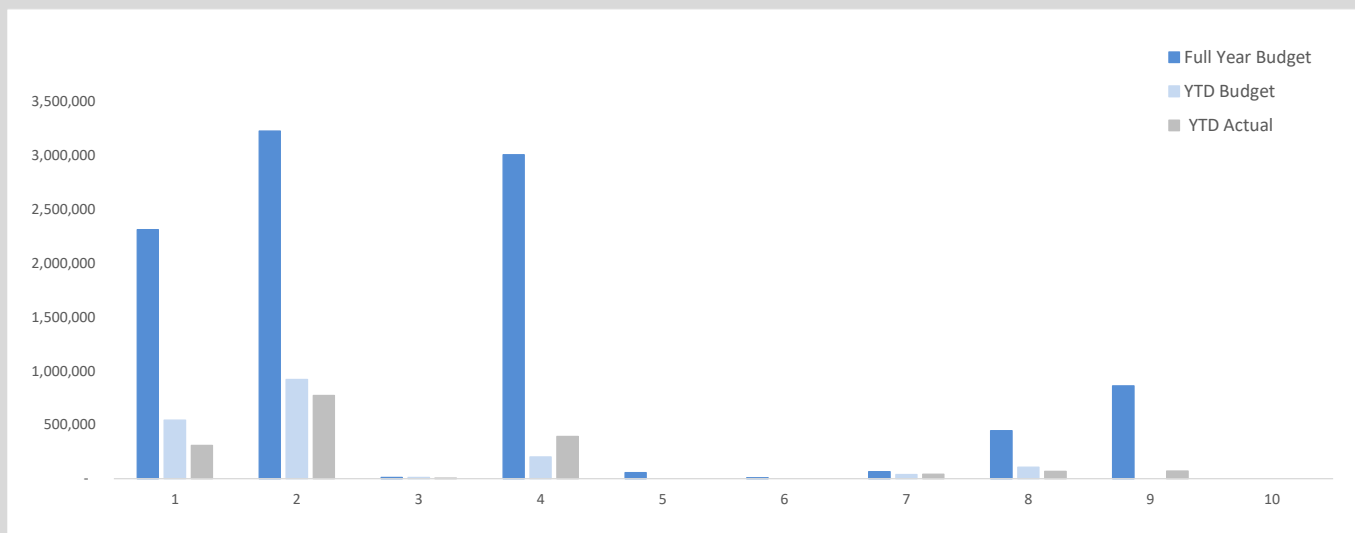
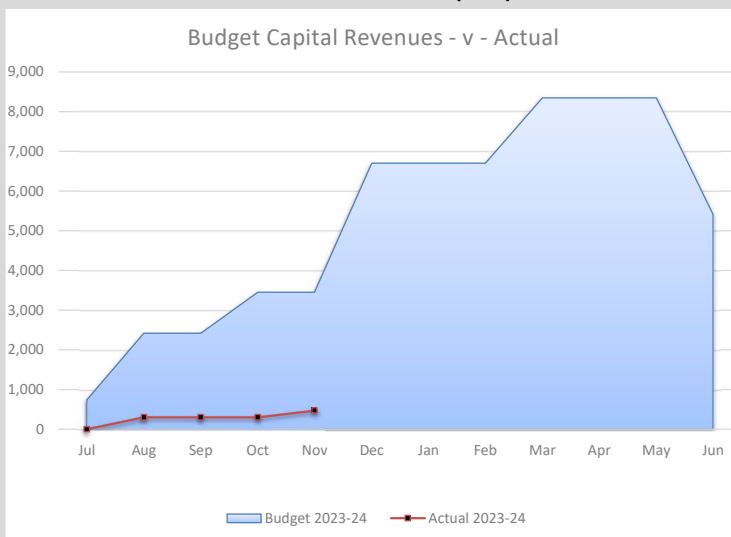
CAPITAL EXPENSES ('000)



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 27 NOVEMBER 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 for 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

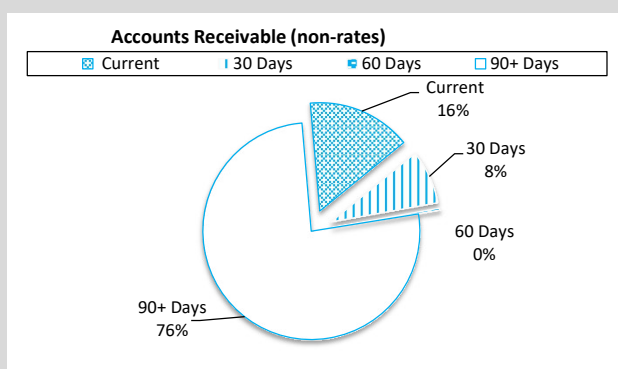
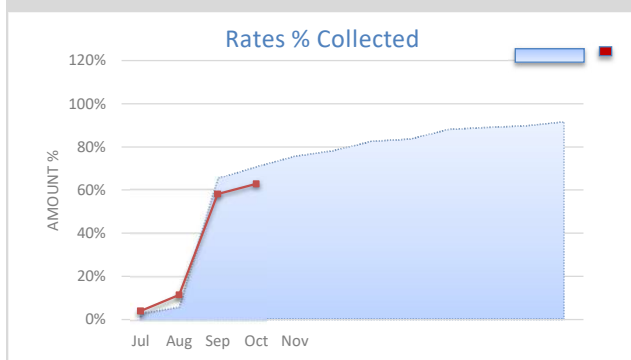
Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 27 NOVEMBER 2023

OPERATING ACTIVITIES
RECEIVABLES

Rates Receivable	30 Jun 23	27 Nov 23	Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$		\$	\$	\$	\$	\$
Opening Arrears Previous Years	435,075	658,762	Receivables - General	39,557	20,556	792	194,607	255,512
RATES - Rates Levied - GRV	3,407,588	3,607,387	Percentage	16%	8%	0%	76%	
RATES - Rates Levied - UV	1,134,890	1,213,419						
RATES - Minimum Rates Levied - GRV	645,213	676,256						
RATES - Minimum Rates Levied - UV	229,673	255,535						
RATES - Interim Rates Levied - GRV	10,967	5,780						
RATES - Back Rates Levied - GRV	6,848	536						
RATES - Ex-Gratia Rates (CBH, etc.)	11,525	12,499						
Instalment Admin fee	33,275	35,656						
Private S/Pool Inspection fees	1,860	1,860						
Domestic Refuse Collection Charges	511,736	525,579						
Domestic Services (Additional)	4,457	5,023						
Domestic Recycling Service	184,084	194,363						
Domestic Recycling Service (additional)	182	284						
Commercial Collection Charge	46,905	49,196						
Commercial Collection Charge (additional)	47,376	50,100						
Non-Rateable Collection Charge	73,541	75,793						
Non-Rateable Additional Pick Up	37,338	38,831						
Commercial Additional Pick Up	25,741	27,431						
FESA ESL	296,485	306,176						
Total Rates and Rubbish (YTD)	6,413,884	7,081,704	GST Input					
Less Collections to date	(6,409,052)	(5,448,074)						
Net Rates Collectable	484,545	2,292,392	Total Receivables General Outstanding					255,512
% Collected (Current and Arrears)	93.58%	70.38%	Amounts shown above include GST (where applicable)					
Pensioner Deferred Rates		(196,583)						
Pensioner Deferred ESL		(8,986)	Provision For Doubtful Debts (including Rates)					(150,000)
Total Rates and Rubbish, ESL, Excess Rates		2,086,823						

KEY INFORMATION



Debtors Due
\$255,512

Over 30 Days
8%

Over 60 Days
0%

Over 90 Days
76%

Collected	Rates Due
70%	\$2,086,823

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 27 NOVEMBER 2023

OPERATING ACTIVITIES
ADJUSTED NET CURRENT ASSETS

FOR THE PERIOD ENDED 27 NOVEMBER 2023

Current Assets

	Last Years Closing 30 Jun 2023	This Time Last Year 30 Nov 2022	Year to Date Actual 27 Nov 2023
	\$	\$	\$
Cash Unrestricted - Muni	4,306,486	6,020,626	5,068,299
Cash Restricted - Reserves	212,117	403,645	30,160
Cash Restricted - Reserves Term Deposits	5,119,305	4,500,000	5,300,000
Cash Restricted - Muni Term Deposits	0	0	700,000
Cash Restricted - Trust Bonds & Deposits	30,878	34,200	29,115
Receivables - Rates and Rubbish, ESL, Excess Rates	278,976	1,441,784	2,086,823
Receivables - Other	415,404	261,185	621,023
Inventories	19,832	13,871	16,302
	10,382,997	12,675,311	13,851,722

Less: Current Liabilities

Payables	(1,263,632)	(502,365)	(1,321,374)
Lease Liabilities	(33,271)	(36,042)	(33,271)
Loan Liability	(352,097)	(214,581)	(137,392)
Provisions	(733,283)	(695,826)	(733,283)
	(2,382,283)	(1,448,813)	(2,225,320)

Net Current Asset Position

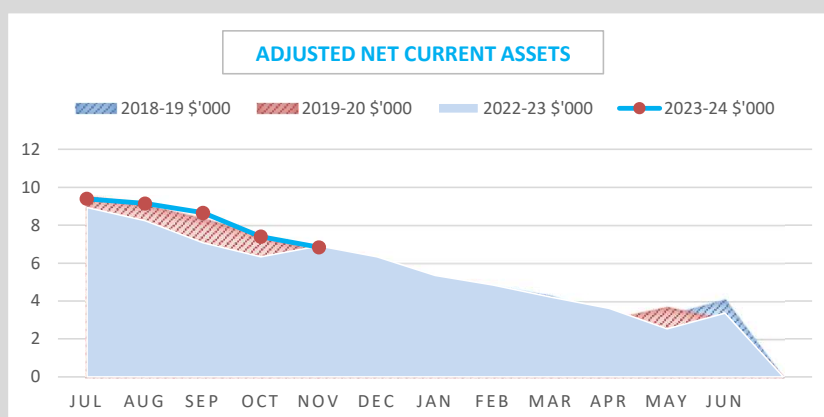
	8,000,715	11,226,497	11,626,402
Less: Cash Restricted	(5,330,160)	(4,786,574)	(5,330,160)
Add Back: Component of Leave Liability not Required to be funded	371,710	361,204	371,710
Add Back: Current Loan Liability	385,368	250,623	170,664
Current Portion of Lease Liability	33,271	36,042	33,271
Adjustment for Trust Transactions Within Muni	5,419	(3,872)	7,082
Longterm portion of sundry debtors	(44,000)	(44,000)	(44,000)
Net Current Funding Position	3,422,322	7,039,920	6,834,968

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

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



Year YTD Actual

Surplus(Deficit)

\$6.83 M

This Time Last Year

Surplus(Deficit)

\$7.04 M

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

<u>Cash Restricted (Reserves)</u>	<u>Investment Value \$</u>	<u>Maturity Date</u>	<u>Rate</u>	<u>Institution</u>	<u>Investment %</u>
NAB (Investment 1)	3,000,000	23-04-2024	5.20%	NAB	50%
Municipal Funds					
CBA (Investment 2)	1,500,000	01-05-2024	5.01%	CBA	25%
CBA (Investment 2)	1,500,000	06-05-2024	5.01%	CBA	25%
	6,000,000				100%
Investment Summary					
NAB (Investment 1)	3,000,000		Adheres to investment policy		50%
CBA (Investment 2 & 3)	3,000,000		Adheres to investment policy		50%
	6,000,000				100%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 27 NOVEMBER 2023**

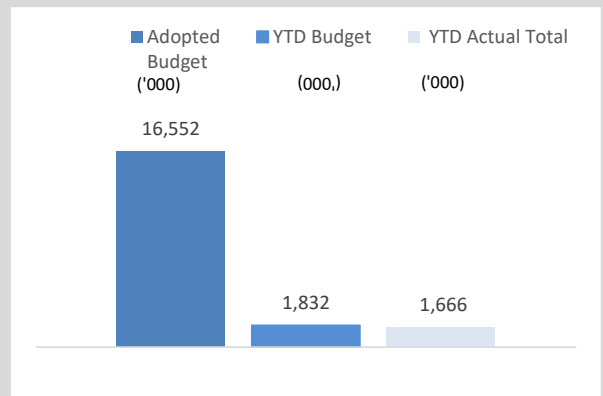
**INVESTING ACTIVITIES
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted Budget	Current Budget	YTD Budget	YTD Actual Total
	\$	\$	\$	\$
Land and Buildings	9,051,662	2,313,872	545,529	310,737
Plant & Equipment	3,175,292	3,226,319	923,915	773,579
Furniture & Equipment	13,200	13,200	13,200	7,200
Roads	3,007,185	3,007,185	202,402	392,882
Footpaths	58,000	58,000	0	0
Road Drainage	10,000	10,000	0	0
Infrastructure- Bridges	863,000	863,000	0	71,792
Other Infrastructure	347,400	447,400	107,500	67,854
Parks and Gardens	26,000	65,210	39,070	42,157
Capital Expenditure Totals	16,551,739	10,004,186	1,831,617	1,666,201

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
	\$16.55 M	\$10.00 M	\$1.67 M

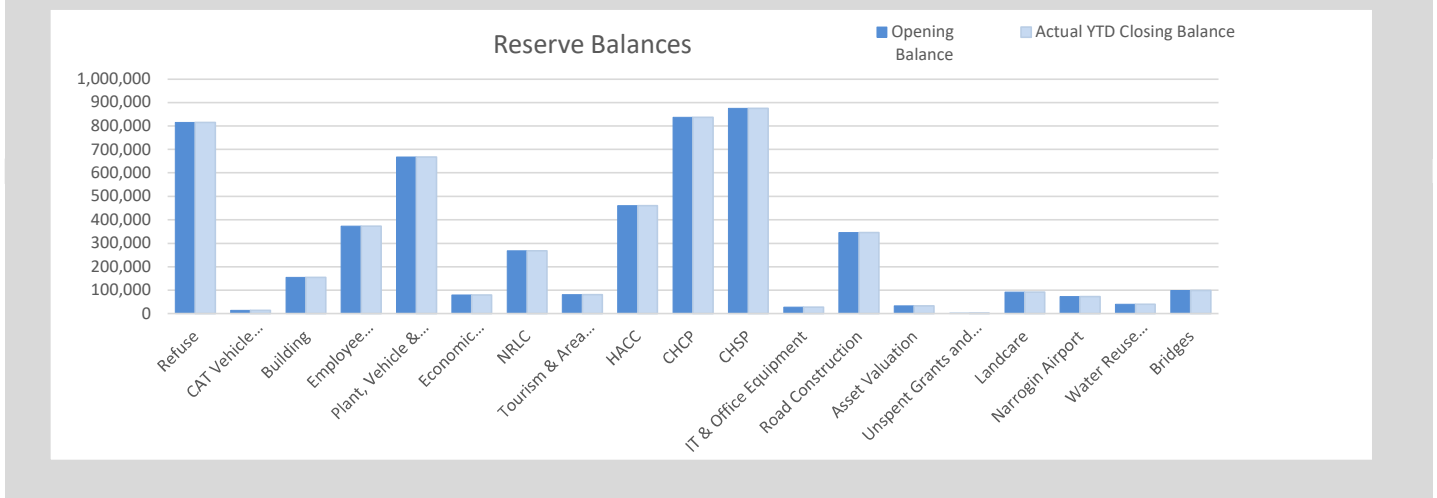
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 27 NOVEMBER 2023

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	815,723	26,040	0	45,000	0	139,000	0	770,109	815,723
CAT Vehicle Replacement	14,040	440	0	0	0	0	0	13,939	14,040
Building	154,345	4,920	0	0	0	0	0	33,003	154,345
Employee Entitlement	371,710	11,860	0	0	0	0	0	365,674	371,710
Plant, Vehicle & Equipment	667,441	21,310	0	425,000	0	880,301	0	219,172	667,441
Economic Development	79,654	2,540	0	0	0	0	0	38,353	79,654
NRLC	267,389	8,530	0	100,000	0	0	0	5,464	267,389
Tourism & Area Promotion	80,942	2,580	0	0	0	0	0	79,624	80,942
HACC	460,249	14,604	0	0	0	474,853	0	5,454	460,249
CHCP	836,968	26,720	0	844,175	0	865,517	0	524,075	836,968
CHSP	875,903	27,970	0	1,517,256	0	2,329,460	0	435,169	875,903
IT & Office Equipment	27,218	860	0	0	0	0	0	26,769	27,218
Road Construction	345,348	11,020	0	0	0	0	0	139,747	345,348
Asset Valuation	32,826	1,040	0	0	0	0	0	32,288	32,826
Unspent Grants and Contributions	136	0	0	0	0	0	0	132	136
Landcare	91,813	2,930	0	0	0	5,000	0	85,104	91,813
Narrogin Airport	71,803	2,290	0	25,000	0	0	0	70,878	71,803
Water Reuse Schemes	38,518	1,220	0	20,000	0	0	0	37,930	38,518
Bridges	98,134	3,130	0	48,000	0	37,775	0	73,579	98,134
	5,330,160	170,004	0	3,024,431	0	4,731,906	0	2,956,462	5,330,160

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 27 NOVEMBER 2023**

**BUDGET
AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

Date	GL / Job Number	Description	Council Resolution	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
27-09-23	PE062	Narrogin Caravan park - Solar Power (Photovoltaic System)	270923.03			(15,000)	(15,000)
27-09-23	5110860	Narrogin Caravan park - Solar Power (Photovoltaic System)	270923.03		15,000		15,000
27-09-23	IO165	Narrogin Tennis Court Lighting & Surface Upgrading	270923.06			(39,210)	(39,210)
27-09-23	5110340	REC-State Grants-LRCIP3 GEN	270923.06		39,210		39,210
27-09-23	5050240	SES Capital Grant GEN	270923.06		62,210		62,210
27-09-23	BC265	SES Training / Meeting Room	270923.06			(62,210)	(62,210)
27-09-23	5050240	SES Capital Grant GEN	270923.06			(6,800,000)	(6,800,000)
27-09-23	BC280	SES & BFB Joint Facilities	270923.06		6,800,000		6,800,000
27-09-23	IO136	Rail Heritage	270923.13			(75,000)	(75,000)
27-09-23	5110670	Rail Heritage	270923.13		25,000		25,000
27-09-23	3030200	Rail Heritage	270923.13		50,000		50,000
25-10-23	5110860	Public Art Strategy Implementation	251023.02		25,000		25,000
25-10-23	IO113	Public Art Strategy Implementation	251023.02			(25,000)	(25,000)
25-10-23	IO166	Funding Electric Vehicle Charging Stations	251023.03			(36,027)	(36,027)
25-10-23	5130650	Funding Electric Vehicle Charging Stations	251023.03		19,000		19,000
25-10-23	5130640	Funding Electric Vehicle Charging Stations	251023.03		17,027		17,027
							0

10.3.3 PROPOSED SITE FOR RELOCATION OF HOMECARE SERVICES (JESSIE HOUSE) & LEASE OF NARROGIN SENIOR CITIZENS CENTRE

File Reference	24.6.9
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Nil
Previous Item Numbers	<ul style="list-style-type: none"> • 10.1.2, 16 April 2021, Resolution 0421.003 • 10.3.3, 24 March 2021, Resolution 0321.011 • 10.1.079, 12 July 2016, Resolution 0714.102 • 10.1.054, 24 May 2016, Resolution 0516.169
Date	4 December 2023
Author	Mark Furr – Executive Manager Corporate & Community Services
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	1. Lease Agreement for NDSCC

Summary

This report seeks to provide Council with an update regarding Council Resolutions 0321.011 and 0421.003 “*Proposed Relocation of Jessie House to Lot 1721 (Reserve 49048) Hale Street, Narrogin*” and recommends subsequent action to address the outstanding elements of the resolutions.

Subject to Council agreeing to part one (1) of this report’s recommendations, further detail and recommendations are provided to Council regarding;

- the possibility of the need to relocate the Shire’s Homecare Services (Jessie House) either imminently, or in coming years; and
- the ability of the Council to provide a new certainty of a new lease of the Shire property known as the Narrogin & Districts Senior Citizens Centre, to the Narrogin District Senior Citizens Centre Incorporated (NDSCC) for another term, as per their recent request.

Background

The location of Narrogin Regional Homecare is at 30 Clayton Road (known as Jessie House), within the Narrogin Regional Leisure Centre (NRLC) precinct. Since 2013, it had been considered that the current location for “Jessie House” was no longer appropriate and therefore in 2016, the Administration commenced a process to investigate the relocation of these services. After several additional discussions and resolutions Council resolved, pursuant to resolution number 0421.003, at the Ordinary Council Meeting (OCM) on the 28 April 2021, to support the relocation of the Homecare administration and associated services to the proposed Hale Street site; and authorised the Chief Executive Officer (CEO) delegated authority, subject to a detailed development application, to progress the design and construction of the proposed Hale Street site, at a cost of \$805,621 to be funded from Grants and Reserve Funds.

Resolution 0421.003 stated:

“That in respect to the proposed relocation of the administration and associated services of Narrogin Regional Homecare, currently located on Clayton Road, to Lot 1721 (Reserve 49048) Hale Street Narrogin, Council:

- 1. Support the relocation of the administration and associated services of Narrogin Regional Homecare at the above property.*
- 2. Authorise the Chief Executive Officer delegated authority to support the proposed development subject to a detailed development application to be submitted to the Shire.*
- 3. Authorise the Chief Executive Officer to proceed with the Design and construction of the proposed Narrogin Regional Homecare Building and to advertise the project for public tender.*
- 4. Authorise the Chief Executive Officer to submit an application for funding for the project from the Local Roads and Community Infrastructure Program for \$405,621.*
- 5. Approve the funding from the HACC Reserve of \$400,000 to meet the expenses associated with this project.*
- 6. Engage an approved local Aboriginal Monitor for any grounds disturbance works including removal of any trees on the site.*
- 7. Authorise the Chief Executive Officer to investigate alternate locations for the Outdoor Gym in a single location on the Reserve.*
- 8. Thank the submitters and advise them of the above outcome”.*

In progressing this resolution, it quickly became apparent that the cost to relocate and construct a new facility far exceeded previously agreed amounts proposed to Council and as a consequence a reassessment of the project was required.

In reevaluating the project and recognising that there was no option to remain at the Clayton Road premises, due to the future strategic development of the Narrogin Regional Leisure Centre (NRLC) recreation precinct, consideration was given to relocating Homecare Services to the NDSCC.

Opened in 1997, the centre was built collaboratively; the financial requirements were met by grant funding, contributions by the Town and Shire Administrations as well as the local community. Since opening, the Senior Citizens Centre has been leased by the NDSCC, and an Executive Committee and volunteers have overseen the establishment and retention of a strong membership of more than 120 senior citizens. The centre commemorates key community citizens and contributors such as Mary Hopkins, who was a stalwart of the Narrogin Meals on Wheels program, and a lounge within the centre is named after her as a mark of respect and remembrance.

The NDSCC currently lease from the Shire of Narrogin the Senior Citizen Centre for the sum of \$3,733 per annum plus CPI annual increase. Based on 2018 figures, the annual lease is now approximately \$4,800 per annum. The permitted use is for the facilitation of a Senior Citizen facility and Services for the Aged, all in accordance with the Reserve Vesting Order. This lease expires on the 28 February 2024. The lease has a current specific clause permitting the Shire’s Homecare Services to utilise the premises for functions at a 20% discount to the adopted rate, on request, subject to booking (the lessee will not refuse any reasonable request).

The Shire President and Chief Executive Officer have consulted with representatives of the NDSCC Executive Committee to discuss potential lease renewal, as well as other options that included NDSCC vacating the premises for Homecare services to take up residence, an alternative site location of Homecare services other than the Senior Citizens Centre, as well as a shared service arrangement.

Homecare services currently comprise of four (4) key service components:

- 1) Administration, Client Coordination and Planning;
- 2) In Home Support Services, such as Personal Care, Domestic Assistance and Home Maintenance;
- 3) Social Support Services (Individual and Group); and
- 4) Out of Home Respite Services.

It should be noted that no Out of Home respite services have been provided by the Shire for more than 18 months; additionally, the Shire is seeking a contract variation to reduce contracted respite services as demand is adequately managed by other local providers now.

Strategically, the whole question of how the first three (3) services are administered and delivered with the new paradigm of person centred care packages funded through the Commonwealth in the next 12-18 months means that any major investment in infrastructure or new facilities should be evaluated with this context and risk.

Further, the Shire has recently engaged an Architect to address future options for the NRLC and adjoining precinct (Jessie House) and to inform that process, the Shire are concurrent engaging with key stakeholders and sporting groups and associations with respect to understanding their future desires, needs and plans for the precinct.

In order to progress the matter of the future location of Narrogin Regional Homecare, combined with the timing of the cessation of lease of the NDSCC, and close out of outstanding resolution number 0421.003, the Administration has investigated various options for Council to consider. Numerous options have been considered, including aggregated and disaggregated models of service and the preferred three (3) options are summarised for consideration and decision below.

Consultation

Consultation has occurred with the following:

- Elected Members;
- Executive Leadership Team;
- NDSCC Executive Committee;
- Manager Community Services; and
- Homecare Services Coordinator.

Statutory Implications

The Local Government Act 1995, Section 5.25 (1)(e) and Local Government (Administration) Regulations 1996, Regulation 10, relates to the revocation of council decisions.

At least one third of the elected members (whether present or not) must support the principle to revoke the decision for it to be considered for revocation.

The request aligns with the statutory framework for the use of public reserves for recreational purposes, being the Shire of Narrogin's Local Planning Scheme No. 3.

Lease of the land would need to comply with the Management Order issued in favour of the Shire of Narrogin by the Minister for Lands. Approval to lease for periods up to 21 years has been granted, subject to each and every lease being endorsed by the Minister.

Section 3.58 of the Local Government Act 1995, in relation to 'disposal' (by way of lease) relates. Disposal by way of lease, to an Incorporated Association is exempt from any advertising or valuation requirements. There are not believed to be any competing 'highest and best' uses by the community for this facility, other than discussed in this report.

Policy Implications

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

Financial Implications

Subject to the determination of Council by resolution, the financial costs to relocate the Shire's Homecare Services, will vary dependant on the preferred option endorsed. It should be noted, however that the expenditure for this project is wholly contained in the current adopted budget, referenced by GL4080360, Job BC052, Budget of \$868,545, with Nil currently expended.

The income from the current lease is approximately \$4,800 pa.

Strategic Implications

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
Strategy:	2.2.2	Advocate for mental health and social support services
Strategy:	2.2.3	Continue and improve provision of in-home care services

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Cessation of lease arrangements with NDSCC may cause significant community unrest.	Likely (4)	Major (4)	High (10-16)	Business & Community Disruption	Manage by undertaking a comprehensive engagement process and seek agreeable resolution that addresses the relocation requirements for Homecare services.

Relocation of Jessie House for Homecare Clients may cause significant unrest.	Likely (4)	Major (4)	High (10-16)	Business & Community Disruption	Manage by undertaking a comprehensive engagement process and seek agreeable resolution that addresses the relocation requirements for Homecare services.
Without the relocation of Homecare services from Clayton Road the strategic development of the NRLC recreation precinct may be compromised.	Likely (4)	Major (4)	High (10-16)	Asset Sustainability	Manage by identifying a suitable option for Homecare services to relocate if required.

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 16 has been determined for all items. 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

With change there is always an anxiety regarding how proposed changes will impact on individuals and groups. For many amongst the two senior cohorts, the proposal to relocate Homecare services from Clayton Road will seem non-sensical with both NDSCC members and clients from Homecare services both content with the current situation. Context and understanding the rationale as to why this change must occur is multi-faceted, and often with change comes opportunity and improvements

and subsequent realisation of undetermined benefits by stakeholders that were initially consumed with wanting to maintain the status quo.

The Shire of Narrogin is privileged to be residence to many senior citizens within its community and the Senior Citizen Centre is a place where all seniors citizens and younger members of the community are welcomed, as quoted in the Narrogin Observer on the 5 December 2023:

“The modern building on Fathom Street boasts a stage, dining, craft and meeting rooms, a library and a communal gaming space — facilities that are on offer to the whole community.” and;

“Membership at the Narrogin Senior Citizen Centre is open to all members of the community aged 18 and over and the centre would love to see younger members of the community join them to chat, have fun and hangout.”

The strategic development of the NRLC recreation precinct is a vital step in ensuring that Narrogin’s status as a “Regional Hub” remains, and that the ever increasing demands of community groups, clubs, families and individuals is actively considered in the ongoing strategic development of the Shire.

Many Homecare clients live independently during the week and have occasional services from the Shire’s Homecare team to support them. Homecare services promote independence and in many cases provide an essential service that proactively supports a senior citizen to remain in their home.

Jessie House is an appealing premise, delivering high quality services to our aged clients in a location that for the past 10 years has been considered contradictory to strategic expansion of the Recreation Precinct. This matter is not new and has been discussed by various Councils for the past seven (7) years. Whilst many families and senior citizens will also advocate to remain at Clayton Road, it should be realised that what makes a location appealing is not the bricks and mortar that houses the services and supports, but actually the staff, the people that attend and the activities, engagement and energy that brings a service to life.

In summary, it doesn’t matter where the services are located, it’s about the people that attend, the staff that support and the activities and engagement it attracts; and it could be strongly suggested that these attributes to a quality service can be transferable to any location and environment.

As the Shire considers the matters of whether to offer a new lease to the NDSCC as well as consider options to relocate the Homecare services from Clayton Road, many scenarios were researched including the leasing of suitable commercial premises, adaptation and development of other Shire assets, disaggregation versus aggregated service models, colocation with other service organisations and providers. As a result, the following options are presented to Council for consideration:

Whilst still under review, the Council is requested to note that Respite Services are currently not proposed to be delivered as part of the new options moving forward.

These services have not been delivered for over 18 months and management is seeking to significantly reduce its contracted hours for this service with the Department of Health. It should also be noted that demand for respite services is currently met and provided by other service providers within the Shire and Homecare services are able to broker this service for clients on the occasions that respite may be required. This service is deemed high risk and likely to be unsustainable.

Option 1 – The Shire does not grant the NDSCC a new lease and Narrogin Regional Homecare Services (NRHCS) takes up residence at the Senior Citizens Centre:

- Not renewing the lease to NDSSC would provide the opportunity to retain an aggregated model of service and accommodate the needs of the service within one building which is ideally located near the town centre.
- The building has an appropriate floor plan, layout and facilities but would require some investment to renovate areas to accommodate the administration requirements of the service as well as optimise the Social Support settings and other service delivery requirements at the centre.
- The NDSCC would be without a location to accommodate its membership however the NDSCC could hire or utilise space at the Centre to provide events and activities to its membership.

Option 2 – Relocate Homecare Services in its entirety to the premises at 39 Federal Street, Narrogin (located on the corner of Egerton and Federal Streets) as an aggregated service model, and offer a new lease to the NDSCC:

- This premises is owned by the Shire and unoccupied and therefore only costs to renovate would need to be factored as well as operational outgoings.
- There are key advantages in maintaining an aggregated service, less Respite, at one location.
- Clients are able to engage with reception and administration staff whilst also attending social support activities and events. The ability to resolve client issues efficiently and coinciding with support services would remain unchanged and be best practice.
- The service location is situated on a busy main road which is not ideal for the clients as many use mobility aids and have an increased risk of falls.
- Access to the building would need to be addressed as well as the matter of parking as the vehicles of clients, visitors and fleet vehicles (seven in total), would not have access to parking readily available and an alternative solution would need to be sought.
- A considerable investment would be required to transform the building up to an acceptable level. Showers/disability access bathrooms as well as bathrooms for staff would need to be built, all of which would create time constraints on the transition from Clayton Road.

Option 3 – Offer a new lease to the NDSCC from the date of cessation of their current lease subject to a clause permitting the Shire to operate Social Support Services from the Facility for certain minimum hours, if required: Await the conclusion of the NRLC Planning Study and, dependent upon those outcomes and recommendations to Council, review the future of Homecare Services at the Clayton Road Complex. At that time, it could include exploring and costing options to establish a Homecare administrative office at 39 Federal Street, Narrogin and provide a report to the Council on this option including costing and timing, indicatively in the second quarter of 2024:

- Provision of new lease gives certainty to the new Executive of the NDSCC but with a clear clause re Homecare still gives the Council and Shire confidence re the ability to provide Homecare Social Support Services at the facility in a disaggregated model.
- Conclusion of the NRLC Planning Study understanding the long term the needs and aspirations of major users, including the Upper Great Southern Hockey Association, Gym Users (24/7 access aspirations and whether repurposing existing buildings or a dedicated new facility is preferred) and Netball and Basketball, would give clarity around the future of Jessie House as 'building' and footprint, and therefore inform the imperative (and timing) of any 'need' to move the operations of Narrogin Regional Homecare Administration and its accompanying Social Support Services and Out of Home Respite Services.

- The premises at 39 Federal Street is owned by the Shire and unoccupied and therefore only costs to renovate to accommodate a Homecare Administration hub at the property would need to be factored alongside ongoing necessary outgoings.
- Utilising and renovating 39 Federal Street (if required following the aforementioned Planning Study) would be a less expensive renovation than Option 1.
- Similar services such as Accessibility and Holyoake are already using Federal Street as office locations.
- By renewing the lease and increasing the availability and frequency of Social Support services at the NDSCC would be mutually beneficial, as the Shire can provide financial consideration and subsequent contribution in a partnered arrangement that enable the NDSCC to renew a lease for a considerable term, whilst welcoming an additional cohort of senior citizens, some of whom already frequent the senior citizens centre, enriching the membership further and increasing the sustainability of the NDSCC as a consequence.
- NDSCC and the Shire would be required to work in collaboration to accommodate the provision of up to 20 hours per week of Social Support to Homecare clients, which will require adjustment to the routine of both NDSCC members and Clients of the Shire's Homecare services. The long term benefits of this realignment will outweigh the short term challenges during adjustment.
- Both parties will need to work to mutual agreement and negotiate any storage arrangements.
- Although a disaggregated model that will provide early transition challenges, there is the potential to forge a very strong relationship between the Shire and NDSCC, that will only benefit Senior citizens for future years.

Recommendation – The Shire Administration recommends Option 3 as the best solution to address the needs of both parties; the NDSCC regarding the requirement to renew lease and secure a home, as well as the Homecare services potentially needing to secure an alternate location to provide social support albeit in a revised disaggregated service model.

As part of the recommended Option 3, further detail regarding additional recommendations; they are as follows:

- The Narrogin District Senior Citizens Centre is granted a new lease of five (5) years with an option for a further five (5) years. This should be subject to the NDSCC Executive Committee agreeing to support the activities of the Shire's Homecare Social Support Services groups for up to 20 hours per week that is currently provided to clients; if required.
- No fees are to be charged, or costs would be incurred by the Homecare Services, but instead an annual contribution of up to \$5,200 (plus GST if applicable and CPI indexed) pro rata, in advance based on any hours booked, would be made to the Narrogin District Senior Citizens Centre per annum for the life of the lease;
- Details of the actual areas able to be utilised for Social Support service and the booking process, being mutually agreed and established in the lease (for example kitchen and main hall / stage); and
- The Narrogin District Senior Citizens Centre would be charged \$1 per annum for the lease of the Centre (reduced from the current \$4,800 pa) plus outgoings.

Further ancillary matters that should also be addressed with this proposal is to deal with outstanding matters relating to request of the NDSCC as follows:

- The Narrogin District Senior Citizens Centre should be granted permission to install solar panels on the roof of the building; however, the Shire could also support this initiative by making a one third capital contribution to the cost of acquiring the solar panels (will require budget allocation if this item proceeds). Indicative contribution of up to \$5,000; and
- A replacement, fit for purpose, dishwasher, would be purchased as a capital expenditure item for the Senior Citizens Centre in 2024 (operational expense able to be accommodated within existing budget lines).

If subsequent negotiations with NDSCC regarding the implementation of Option 3 are not agreed, then the Shire would have little alternative but to implement Option 1 as a contingency.

Voting Requirements

Absolute Majority – Part 1 (due to item pertaining to revoking or changing decision).

Simple Majority – Part 2.

Absolute Majority – Part 3 (only due to the Budget provision).

Elected Members _____, _____ and _____ agreed to consider a revocation motion per the Officer Recommendation, Part 1 below.

OFFICERS' RECOMMENDATION – Part 1 of 3

That Council rescind resolution, No. 0421.003, dated 16 April 2021 relating to the proposal to relocate Narrogin Regional Homecare Services to Hale Street, Narrogin and advise the submitters, at that time, of the amended outcome.

Should Part 1 above be carried (by an absolute majority), Part 2 is also recommended to be considered.

Part 3 is not dependant on the revocation of Part 1.

OFFICERS' RECOMMENDATION – Part 2 of 3

That with respect to the proposed future of Narrogin Regional Homecare Services at Jessie House and adjacent the Narrogin Regional Leisure Centre, Council:

1. Await the completion of the Narrogin Regional Leisure Centre Planning Study and any associated implications and recommendations with respect to:
 - a. Options for the provision of a 24/7 Gymnasium and supporting business case; and
 - b. Any need to relocate / remove or repurpose the building known as Jessie House so as to not unduly constrain the precinct for long term predicted recreational activities.
2. Continue to closely monitor the impact on services funded from the Commonwealth's Home Support Programme (CHSP), which has recently been further extended by the Commonwealth from 1 July 2025 to 30 June 2027.

OFFICERS' RECOMMENDATION – Part 3 of 3

That with respect to the proposed lease of the Narrogin District Senior Citizens Centre, Council:

1. Subject to the consent being obtained of the Minister for Lands, authorise the Shire President and Chief Executive Officer to enter into a lease with the Narrogin and Districts Senior Citizens Centre Incorporated, in accordance with the principles of the Shire's standard proforma community group lease, based on the following additional parameters;
 - a. The purpose being for a Senior Citizens Centre in keeping with their objects of association and the benefit of seniors of the District;
 - b. Annual lease rental being \$1 per annum on demand;
 - c. The lease term commencing from 29 February 2024 and being for an initial term expiring on 28 February 2029, with a 5 year option at the lessor's absolute discretion;
 - d. The lessee paying all outgoings including but not limited to all rates and refuse charges, emergency service levies and utilities on the property;
 - e. Notwithstanding clause (d) above, the lease including a clause noting that the Council will consider waiving the local government's rates each year, pursuant to section 6.47 of the Local Government Act 1995;
 - f. The lessor and lessee responsibilities incorporating similar specific maintenance clauses to the current lease expiring in February 2024;
 - g. Inclusion of a clause permitting the Shire's Homecare Service Social Support Services to be able to utilise the premises (kitchen, primary hall and stage areas) if required, for up to 20 hours per week, for functions on request and subject to prior booking (the lessee will not refuse any reasonable request) without charge, noting that instead, an annual contribution of \$5,200 (plus GST if applicable) per annum pro rata of hour booked, in advance quarterly, CPI indexed, for hours booked will be made to the lessee; and
 - h. The lessee obtaining and maintaining during the duration of the lease, public liability insurance in its name with respect to the land and the lease of at least \$10m.
2. Grant permission to the Narrogin District Senior Citizens Centre Incorporated to professionally install an appropriately sized solar panel system on the roof of the Shire's building and, subject to it proceeding, agreeing to a one third capital contribution to the cost (indicatively the 1/3rd being up to \$5,000), with the Council's contribution being sourced from savings identified in the February Budget Review.
3. Request the Administration to obtain a replacement, fit for purpose, dishwasher, as a donation to the Senior Citizens Centre in the first quarter of 2024.

YOUR REF:
OUR REF: OCR2110495-A314700
ENQUIRIES: Josh Pomykala



31 May 2021

Narrogin & Districts Senior Citizens Centre
1-3 Fathom Street
NARROGIN WA 6312

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

(via: reception@nadscc.com.au)

To Whom It May Concern

**EXERCISE OF OPTION FOR FURTHER TERM FOR LEASE – 1-3 FATHOM STREET,
NARROGIN**

In response to your reply to the Shire, this correspondence serves as confirmation that the Shire agrees to exercise the extension option of the lease for the abovementioned property, being used as the Narrogin & Districts Senior Citizens Centre.

The renewal option is for a further three-year term, ending on 28 February 2024. All terms and conditions of the lease herein are to remain the same.

Should you require further information or clarification on the above, please contact me the Shire's Governance Officer, Josh Pomykala via email governanceofficer@narrogin.wa.gov.au or phone (08) 9890 0900.

Yours sincerely

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

Dale Stewart
Chief Executive Officer

att Lease for 1-3 Fathom Street, Narrogin – NADSCC

LEASE

DEED

dated

10 December 2018

(Date of signing of lease)

PARTIES

Shire of Narrogin of 89 Earl Street, Narrogin, Western Australia
(**'Lessor'**)

Narrogin and Districts Senior Citizens Centre Incorporated
(**NDSCC**) (**'Lessee'**).

Minister for Lands
(**'Minister'**)

RECITALS

- A. The Lessor is the registered proprietor of the Land.
- B. The Lessor has agreed to Lease the Premises to the Lessee at the Rent and upon the terms and conditions contained in this Lease.

OPERATIVE PART

1. DEFINITIONS AND INTERPRETATION

1.1 Definitions

In this Deed, unless the contrary intention appears, the following words have the following meanings:

CEO means Chief Executive Officer.

Commencement Date means the Commencement Date specified in the Schedule;

Expiration Date means the Expiration Date specified in the Schedule;

Land means the Land referred to in the Schedule;

Lessee means the Lessee referred to in the Schedule;

Lessee's Covenants means terms covenants and conditions contained in this Lease and on the part of the Lessee to be observed and performed;

Permitted Use means the permitted use specified in the Schedule;

Premises means that part of the Land described in the Schedule and all improvements, fixtures and fittings in the Premises;

Rent means the rent specified in the Schedule and the rent payable under this Lease from time to time;

Term means the term of this Lease specified in the Schedule commencing on the

Commencement Date and terminating on the Expiration Date;

The Shire means the Shire of Narrogin;

this Lease means this lease and any variations to it agreed between the Parties.

1.2 Interpretation

Words importing the masculine gender shall include the feminine gender and shall also have application to corporations.

Words importing the plural number shall include the singular number and words importing the singular number shall include the plural number.

References to statutes shall include all statutes amending the statutes referred to or passed in lieu thereof.

When two or more Lessees are Parties to this Lease the covenants and agreements on their part shall bind them and any two or greater number of them jointly and severally.

2. LEASE

The Lessor LEASES the Premises to the Lessee for the Term at the Rent and otherwise upon the terms and conditions contained in this Lease.

3. RENT

There will be an annual rent payable to the Shire.

4. LESSEE'S COVENANTS

The Lessee COVENANTS with the Lessor as follows:

4.1 Rates, Taxes & Outgoings

To pay and discharge all rates and taxes including land tax assessed or charged in respect of the Premises and all other outgoings, including without limitation all telephone, electricity, gas, water, rubbish collection, emergency services levy and sewerage charges levied, charged or imposed upon the Premises or any part of the Premises or arising out of the use of the Premises and whether expressed to be payable by the owner or occupier of the Premises.

4.2 Maintenance, Repairs & Painting

The Lessee is to keep and maintain the premises in the condition presented to the lessor. The Lessee is to maintain every part of the Premises and all additions to the Premises and all lighting and electrical installations, including gardens area and car park, air conditioners, mobility hoists, electric doors and other such items servicing and general maintenance, and all drainage and all other fixtures and fittings, including window treatments and flooring in good repair to a standard acceptable to the Lessor and Lessee and to paint all such parts of the interior and exterior of the Premises as are now painted or are usually painted at such times and in accordance with the directions of the CEO of the Shire.

4.3 Cleaning

At the Lessee's own expense during the Term at all times to keep and maintain the Premises clean, drained, free from rubbish, refuse and disused material of any kind and in good and

sanitary condition to a standard acceptable to the Lessor.

4.4 Entry by Lessor to View and Undertake Urgent Repairs

To permit the Lessor, its officers, members or agents at all reasonable times with or without workmen or others to enter the Premises to view the state of repair and condition of the Premises and to forthwith carry out any repairs, cleaning, painting or other works for which the Lessee is responsible under this Lease in accordance with any notice in writing given to the Lessee or left on the Premises by the Lessor.

The Lessor will take all practical steps to advise the Lessee of the need to enter the premises to undertake inspections or undertake urgent repair works.

4.5 Abatement of Nuisances

- (a) Not to do or leave undone any act, matter or thing which may be or be deemed to be a nuisance within the meaning of the *Local Government Act 1995* or any other Act or under any local laws or regulations applicable to the Premises or the use or occupation of the Premises by the Lessee and immediately to abate any such nuisance or alleged nuisance.
- (b) To ensure that the Premises are not used in any manner which may be or become a nuisance, disturbance or annoyance to the quiet and comfort of any occupier of any land in the vicinity of the Premises and on being required to do so by the Lessor or any officer of the Lessor to immediately abate any such nuisance, disturbance or annoyance.

4.6 Disorderly Behaviour

To prevent disorderly behaviour and indecent language in the Premises at all times during the day and night.

4.7 Compliance with Statutes and Licences

- (a) At its own expense to comply with, carry out and perform the requirements of the *Local Government Act 1995* and all other Acts, local planning schemes, local laws or regulations or of any requisitions or orders under them applicable to the Premises or the use or occupation of the Premises.
- (b) To take out and keep current any licences required in connection with any activities carried on from the Premises.

4.8 Permitted Use

To use the Premises solely for the Permitted Use or others uses as permitted by Council and allowable under the conditions of the Reserve Vesting Order.

4.9 Insurance

The Lessee is to take out and keep in force the following policies of insurance with an insurer approved by the Lessor:

- (a) to effect and keep in force throughout the term a public risk policy of insurance in an amount of not less than \$10,000,000 for any one event or such greater amount as the Lessor may require and to produce to the Lessor on request a certificate of the currency of that policy.
- (b) Such policies of insurance as specified in Item 6 of the schedule.
- (c) is to effect and keep in force throughout the term a contents insurance policy to cover all

goods owned by the Lessor.

The Lessee is:

- (d) not to do or permit to be done anything whereby any policy of insurance in respect of the Premises may become void or voidable or by which the rate or premium on it may be increased.

4.10 Alterations and Improvements

Not without the prior written consent of the Lessor to erect or suffer to be erected any building or structure on the Premises nor to make or suffer to be made any alteration in or additions to any building or any other improvements to the Premises nor to remove any such improvements or to cut, maim or injure or suffer to be cut, maimed or injured any of the walls or timbers of the Premises.

4.11 Fixtures, Fittings and Furniture

Not without the prior written consent of the Lessor to erect, install or place any fixtures, fittings in or upon the Premises.

4.12 Assignment or Subletting

Not to assign, sublet or part with the possession of the Premises or any part of the Premises without the prior consent in writing of the Lessor and the Minister for Lands, and it is DECLARED that Sections 80 and 82 of the *Property Law Act 1969* are expressly excluded.

4.13 Signs

Not without the prior written consent of the Lessor to affix or exhibit or permit to be affixed to or exhibited upon any part of the exterior of the Premises or in any place visible from beyond the Premises any permanent placard, sign, poster, hoarding or advertisement.

4.14 Delivery Up of Possession

At the expiry or sooner determination of the Term peaceably and quietly to deliver up possession of the Premises and all furniture, fixtures and fittings belonging to the Premises in such good and tenantable repair, order and condition as shall be consistent with the covenants contained in this Lease PROVIDED THAT immediately upon the expiry or sooner determination of the term the Lessee shall remove any tenant's fixtures and fittings and shall make good any damage caused to the Premises in doing so.

4.15 Removal of Trees etc

Unless the Lessee has the prior written consent of the Lessor in each case (which consent the Lessor shall have the unrestricted right to refuse) the Lessee shall not:

- (a) remove or agree to or permit the removal from the Premises any fixtures, fittings or other improvements or any rock, stone, gravel, earth or minerals comprised therein;
- (b) cut or permit to be cut any trees on the Premises or remove or permit the removal of any timber from the Premises.

4.16 Fire

To use and adopt all proper measures and precautions against the outbreak or spread of fire

upon, from or to the Premises and to comply with the *Bushfires Act 1954* and with all local laws, orders, regulations, requisitions, orders and notices made or given thereunder or pursuant thereto.

The Lessee is to maintain all fire firing equipment in good working order.

5. LESSOR'S COVENANT- QUIET POSSESSION

The Lessor COVENANTS with the Lessee that the Lessee paying the rental reserved by this Lease and observing and performing the covenants expressed and implied by this Lease and on the Lessee's part to be observed and performed shall during the Term and any extension of the Term quietly enjoy the use and occupation of the Premises without interruption by the Lessor or any person lawfully claiming through or under the Lessor.

6. MUTUAL AGREEMENTS

IT IS MUTUALLY AGREED as follows:

6.1 Default by Lessee

If:

- (a) the Lessee breaches any of the Lessee's Covenants and the breach continues for 14 days after notice has been served on the Lessee by the Lessor; or
- (b) the Lessee goes into liquidation or ceases to be an incorporated body whether compulsory or voluntary (except for the purpose of amalgamation or reconstruction) or a receiver or manager is appointed; or
- (c) any mortgagee of the Lessee's property enters into possession of the Premises; or
- (d) any execution or process is made against the property of the Lessee; or
- (e) the Lessee being a natural person shall commit an act of bankruptcy; or
- (f) the Lessee abandons or vacates the Premises;

then and in any of such cases (but subject to the *Bankruptcy Act 1966*) (*Commonwealth*) the Lessor may at its option at any time after that event and without any notice or demand enter and repossess the Premises and as a result of that the Term and the estate and interest of the Lessee in the Premises will immediately determine but without prejudice to any other of the rights and remedies of the Lessor under this Lease and without releasing the Lessee from liability in respect of the Lessee's Covenants.

6.2 Destruction of Premises

- (a) Subject to clause 6.2(b), if the Premises or any part of the Premises shall be burned down, destroyed or damaged by fire so as to render the same unfit for the purpose permitted by this Lease then in such case (unless the insurance of the Premises shall have been forfeited or become null and void or the payment of any moneys payable under such insurance be refused or withheld through any act or default of the Lessee or its members, agents, servants, invitees or licensees) the Rent or a fair and just proportion of the Rent according to the nature and extent of the damage sustained shall cease to be payable until the Premises shall have been rebuilt and rendered fit for the purpose permitted by this Lease. In case of difference touching this paragraph such difference shall be referred to the award of a single arbitrator if the Parties can agree upon one and otherwise to two

arbitrators one to be appointed by the Lessor and the other by the Lessee and their umpire (to be appointed before proceeding with the arbitration) and in either case in accordance with the provisions of the *Commercial Arbitration Act 2012* or any modification or re-enactment thereof for the time being in force PROVIDED THAT in the event of such difference no part of the Rent shall be allowed by the Lessor to the Lessee as aforesaid but the Lessee shall continue to pay the Rent in full until the date of the award of such arbitrator at which time the Lessor shall refund to the Lessee free of interest any Rent which according to such award shall have been overpaid. In any such arbitration each party shall be entitled to be represented by a duly qualified legal practitioner and this clause shall be deemed to be the agreement in writing referred to in Section 20 of the *Commercial Arbitration Act 2012* in respect of such representation.

- (b) If the Premises or any substantial part thereof be burnt down, destroyed or damaged so as to be wholly unfit for occupation or use this Lease may at the option of the Lessor (such option to be declared in writing within 28 days after such destruction) be determined the Lessee in that event paying the rental hereby reserved up to such determination and all moneys paid or payable under any policy of insurance effected in respect of the Premises shall belong to the Lessor absolutely.

6.3 Entry by Lessor

If the Lessee shall fail to duly and punctually observe or perform any of the Lessee's Covenants the Lessor shall be entitled to carry out the observance or performance of such covenant, condition or agreement and for such purpose the Lessor or the Lessor's agents workmen or architects may if necessary enter the Premises or any part of the Premises or any part of the Premises and the cost and expense incurred in such observance or performance together with interest thereon at the rate of 11% per annum shall be a debt due by the Lessee to the Lessor and shall be payable on demand and may be recovered by the Lessor in the same manner as if such debt were for rent due under this Lease in arrear by action in law and such cost expense and interest shall be a charge on the Term.

6.4 Structural Alterations

Notwithstanding anything contained in clauses 4.2 (Maintenance, Repairs and Painting), 4.3 (Cleaning), 4.7 (Compliance with Statutes and Licences) and be necessitated or occasioned by reason of any act or default of the Lessee.

6.5 Service of Notices

That all notices, consents and approvals or any demand to be given to or made upon the Lessee shall be in writing and may be signed by the Lessor or its solicitors or agents and all such notices or demands shall be considered as having been properly served upon the Lessee if delivered to the Lessee or posted to the Lessee by prepaid registered post addressed to the Premises or to the address of the Lessee and if served by post shall be conclusively deemed to be served upon and be received by the Lessee at the expiration of the next day following the day when the same shall be posted.

6.6 Headings

That the headings appearing in this Lease are inserted only as a matter of convenience and in no way define, limit, construe or describe the scope or intent of the clauses of this Lease nor in any way affect this Lease.

7. ESSENTIAL TERMS

The covenants by the Lessee contained in this Lease to pay Rent and rates, taxes and

insurance in respect of the Premises at the time and in the manner therein respectively prescribed and to only use the Premises for the Permitted Use and Clauses 3, 4.1, 4.3, 4.8, 4.9, 4.10 and 4.13 are essential terms of this Lease and any breach of any of those covenants shall be regarded by the Lessor and the Lessee as a fundamental breach by the Lessee of this Lease. Should the Lessor determine this Lease following such a breach then (without prejudicing or limiting any other right or remedy of the Lessor arising from such breach or otherwise under this Lease) the Lessor shall be entitled to recover from the Lessee and the Lessee covenants to pay to the Lessor as and by way of liquidated damages for such breach the Rent, rates, taxes and insurance which would have been payable by the Lessee for the unexpired residue of the Term after making allowance for the Rent, rates, taxes and insurance which the Lessor by taking reasonable steps to relet the Premises obtains or could reasonably be expected to obtain by reletting the Premises for such unexpired residue of the Term on reasonable terms as to rent and otherwise PROVIDED THAT:

- (a) any such reletting shall not be required to be on like terms as are expressed and implied in this Lease;
- (b) the Lessor's entitlement to recover damages as aforesaid shall not be prejudiced or limited if:
 - (i) the Lessee abandons or vacates the Premises;
 - (ii) the Lessor elects to re-enter the Premises or to determine this Lease;
 - (iii) the Lessor accepts the Lessee's repudiation of this Lease; or
 - (iv) the Parties' conduct constitutes a surrender by operation of law;
- (c) the Lessor shall be entitled to institute proceedings to recover damages either before or after any of the events or matters referred to in sub-paragraph (b):
- (d) any conduct by the Lessor to mitigate damages shall not of itself constitute acceptance of the Lessee's breach or repudiation or a surrender by operation of law; and
- (e) nothing expressed or implied in this Lease shall be construed to mean that no other covenant in this Lease on the part of the Lessee to be observed or performed may be an essential term.

8. INDEMNITY

8.1 Lessee responsibilities

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

8.2 Indemnity

The Lessee indemnifies, and shall keep indemnified, the Lessor and the Minister for Lands from and against all actions, claims, costs, proceedings, suits and demands whatsoever which may at any time be incurred or suffered by the Lessor or the Minister for Land, or brought, maintained or made against the Lessor, in respect of:

- (a) any loss whatsoever (including loss of use);
 - (b) injury or damage of, or to, any kind of property or thing; and
 - (c) the death of, or injury suffered by, any person,
- caused by, contributed to, or arising out of, or in connection with, whether directly or indirectly:
- (i) the use or occupation of the Premises by the Lessee or the Lessee's Agents;
 - (ii) any work carried out by or on behalf of the Lessee on the Premises;
 - (iii) the Lessee's activities, operations or business on, or other use of any kind of, the Premises;
 - (iv) the presence of any Contamination, Pollution or Environmental Harm in on or under the Premises or adjoining land caused or contributed to by the act, neglect or omission of the Lessee or the Lessee's Agents;
 - (v) any default by the Lessee in the due and punctual performance, observance and compliance with any of the Lessee's covenants or obligations under this Lease; or
 - (vi) an act or omission of the Lessee.

8.3 Obligations Continuing

The obligations of the Lessee under this clause:

- (a) are unaffected by the obligation of the Lessee to take out insurance, and the obligations of the Lessee to indemnify are paramount, however if insurance money is received by the Lessor for any of the obligations set out in this clause then the Lessee's obligations under clause 8.2 will be reduced by the extent of such payment.
- (b) continue after the expiration or earlier determination of this Lease in respect of any act, deed, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Lease.

8.4 No indemnity for Lessor's negligence

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

8.5 Release

- (1) The Lessee –
 - (a) agrees to occupy and use the Premises at the risk of the Lessee; and
 - (b) releases to the full extent permitted by law, the Lessor and the Minister for Lands from:
 - (i) any liability which may arise in respect of any accident or damage to property, the death of any person, injury to any person, or illness suffered by any person, occurring on the Premises or arising from the Lessee's use or occupation of the Premises by;

- (ii) loss of or damage to the Premises or personal property of the Lessee; and
- (iii) all claims, actions, loss, damage, liability, costs and expenses arising from or connected with (directly or indirectly) the presence of any Contamination, Pollution or Environmental Harm in, on or under the Premises or surrounding area

except to the extent that such loss or damage arises out of a negligent or wrongful act or omission of the Lessor, or its servants, agents, contractors or invitees.

- (2) The release by the Lessee continues after the expiration or earlier determination of this Lease in respect of any act, deed, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Lease.

9. ADDITIONAL TERMS

All (if any) the additional terms covenants and conditions contained in the Schedule are incorporated into and apply to this Lease.

THE SCHEDULE

Item 1 The Lessee

Narrogin and Districts Senior Citizens Centre Inc.

Item 2 Land

1-3 Fathom Street, Narrogin, being Lots 1733 and 1734 on Deposited Plan 37876 being Reserve 11307.

Item 3 Term

Period of three years, with a three year option at the discretion of all Parties.

Commencement Date

1 March 2018

Expiration Date

28 February 2021

Expiration of Option Period if agreed in writing by all Parties.

28 February 2024

Item 4 Rent

1st year rent	\$3,733.16 ex GST
2nd year rent	1st year rent payment plus annual CPI increase.
3rd year rent	2nd year rent payment plus annual CPI increase.

Option (if enacted)

4th year rent	3rd year rent payment plus annual CPI increase
5th year rent	4th year rent payment plus annual CPI increase.
6th year rent	5th year rent payment plus annual CPI increase.

Rent is due by the 31 March each year after the annual date.

The annual increase is based on the Perth CPI Index for the 12 months to 31 December prior to annual date of rent payment and will be applied after the 1st years rent.

Item 5 Permitted Use

Facilitation of a Senior Citizen Facility and Services for the Aged)

Other uses as agreed to in writing by Council and allowable under the conditions of the Reserve Vesting Order.

Item 6 Insurance

The Lessee is to provide workers compensation insurance for its operations and officers' actions.

The Lessee is responsible for the building, contents and industrial special risk policy in joint names of the lessor and the lessee to cover the Premises and all plate glass installed on the Premises against loss damage by fire, fusion, explosion, smoke, lightning, flood, storm, tempest, rain, water, water damage, leakage, earthquake, riot, civic commotion, malicious damage, impact by vehicles, aircraft and articles dropped therefrom and any other risks required by the Lessor, such cover not to be less than the full insurable value of the Premises and plate glass on a replacement and/or reinstatement basis.

The Lessee is to supply a photocopy of each policy of insurance with the lessor and at least seven (7) days before they become due to pay all premiums necessary for that purpose and deposit with the Lessor a photocopy of the receipt for the current years premium or a certificate of renewal of insurance company and if the Lessee at any time fails to insure and keep insured as above it is agreed the Lessor may do all things necessary to effect or maintain the insurance and that the lessee must repay any moneys expended by the Lessor for the purpose on demand and any moneys so expended are deemed to be rent in arrears and may be recovered by the Lessor accordingly.

The Lessee may request that the Lessor takes out the building, contents and industrial insurance on the Lessee's behalf subject to the condition that the Lessee will reimburse all insurance premium costs associated with the request within 30 days of the Lessor demanding the reimbursement.

Item 7

Bond

The requirement to pay a bond is waived.

Item 8

Specific Maintenance Clarification

Lessor Responsibility:

- Replacement of all Capital Items for example Air Conditioning Units, Roofing Materials and all fixed/built in items.
- Repair of Building Failure issues for example leaking roof, rusted gutters, structural cracking of walls.
- Insurance Excess cost is the responsibility of the Lessor in the event of the Building structurally failing.

Lessee Responsibility:

- Any and all items installed by the Lessee both maintenance and replacement.
- Cost incurred for the servicing of air conditioning units.
- Costs incurred in servicing and maintenance of the automatic door.
- Maintenance of the internal and external painting of the Centre as required; however, at the minimum of full painting every ten years.
- Costs for cleaning of all carpets and flooring.
- Replacement of worn flooring through the Centre as required.
- Payment of all Insurance Excess cost in the event of Claims that are from the fault or error of the Lessee and all claims that cannot be attributed to the Structural Failure of the Building.

Item 9

Special Usage Charges

The Lessor's Homecare Section may hire the premise for aged care purposes at a 20%

discount rate from the standard hire charges (as per the current agreement prior to this lease).

Subject to availability, the Lessee will not refuse any reasonable request from the Lessor for hire of the premises.

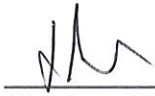
Item 10 **Utilities Accounts**

Where ever practical, utility accounts must be in the name of the Lessee.

EXECUTED as a Deed.

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

Dated this 10 December 2018



(Signature of Shire President)

LEIGH BRUND

(Name of Shire President)

Shire President



(Signature of Chief Executive Officer)

Doree Ström

(Name of Chief Executive Officer)

Chief Executive Officer



Signed by authority of a resolution of the **Narrogin and Districts Senior Citizens Centre Incorporated**

Dated this 10 December 2018

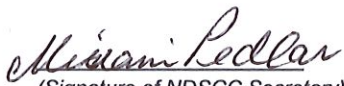


(Signature of NDSCC Chairperson)

MAY WNUK

(Name of NDSCC Chairperson)

NDSCC Chairperson



(Signature of NDSCC Secretary)

MIRIAM PEDLAR

(Name of NDSCC Secretary)

NDSCC Secretary

10.3.4 IMPLEMENTATION OF POLICY 3.13 RATING PRINCIPLES & CHANGE IN PREDOMINANT USE OF RURAL LAND

File Reference	13.5.6
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Nil
Previous Item Numbers	Resolution Number 240523.08
Date	26 November 2023
Author	Amy Lazenby – Rates Officer
Authorising Officer	Mark Furr – Executive Manager Corporate & Community Services
Attachments 1. Ratepayer Reponses to initial letters 2. Arial view of 1410/1510 Wagin Wickepin Road, Noman’s Lake 3. Arial view of 82 Yilliminning Road, Narrogin Valley	

Summary

The agenda item pertains to the implementation of Council Policy 3.13 – Rating Principles & Change in Predominant Use of Rural, amended by Council on 24 May 2023, targeting specific properties that meet the policy criteria in the Shire of Narrogin for a change in their rating basis. The policy seeks to ensure that properties where the predominant use of the land is that of non-rural purpose are rated based on Gross Rental Value (GRV). Rural is classified as land which is used for activities such as cropping and or grazing of livestock and as such forms a declarable source of income for the landowner.

Background

Following the policy adoption and actions in accordance with Council Resolution 240523.08, the Rates Officer contacted potentially affected property owners, allowing a 30-day window for ratepayers to respond to the letters sent in July 2023. In this period, the Shire received two (2) responses contesting that their properties do not meet the criteria outlined in Council Policy 3.13.

A thorough review of these disputes has been conducted by the Rates Officer and the Executive Manager of Corporate and Community Services. Their comprehensive evaluation has led to the formulation of a recommendation to be presented to Council within this agenda item.

1410/1510 Wickepin-Wagin Road, Noman’s Lake WA 6312

The property at 1410/1510 Wagin Wickepin Road, Nomans Lake faced unfortunate devastation during a fire in recent years, resulting in the destruction of sheds utilised for hay storage by their business, Ballard Hay. The impacted region covers 9.6374 hectares, and it is now an empty plot in the aftermath of the fire, however, the remaining 61.58 hectares on the property are actively utilised for primary production and cropping.

In direct communication with the affected ratepayer, an inquiry was made regarding their plans for the use of the block in the after effects of the fire. The ratepayer clarified that while they intend to rebuild sheds, the reconstruction has taken place on their alternate property in Highbury. Consequently, the subject property at 1510 Wagin Wickepin Road will remain dedicated solely to rural purposes of primary production.

82 Yilliminning Road, Narrogin Valley WA 6312

The property located at 82 Yilliminning Road, Narrogin Valley serves a dual function, acting as both a residential dwelling and a central industrial hub for the business SimRon Transport. The front portion, covering approximately 2.17 hectares, accommodates the owner's residence, SimRon Transport workshops, a garage for parking SimRon trucks, and serves as a pivotal location for their haulage business operations. The strategic arrangement of these facilities is vital for the efficient functioning of the haulage business, as emphasised in their dispute (Attachment 3).

In parallel, the rear portion of the property, spanning 34.7 hectares, is visibly dedicated to primary production and cropping, aligning with their alternative farming business. The dual-purpose nature of the property prompts consideration of a potential spot rating.

Despite the apparent connection between the haulage of grain and stock and traditional farming practices, it is crucial to recognise that SimRon Transport extends beyond the scope of typical agricultural activities within a farming business. The presence of SimRon employees, a large clientele base, and industrial usage distinguishes the haulage business from conventional rural working farms. This distinction is evident not only in the physical layout of the property but also in operational dynamics, where the haulage business operates at a level distinct from farming, catering to the specific needs and desires of their customers.

Consultation

- Letters sent to effected ratepayers dated 17 July 2023;
- Further correspondence with ratepayer of 1410/1510 Wagin Wickepin Road, Nomans Lake;
- Executive Manager Corporate & Community Services;
- Chief Executive Officer; and
- Department of Local Government, Sport, and Cultural Industries.

Statutory Environment

- Local Government Act 1995 – Section 6.26 to Section 6.82.
- Department of Local Government, Sport, and Cultural Industries – Rating Policy: Valuation of land.

Policy Implications

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

Financial Implications

As an outcome of spot rating, affected ratepayers may expect to receive two rate notices, one for the gross rental value (GRV) of the improved portion of the land designated for a non-rural purpose, altering the predominant use of the entire property, and another for the unimproved value (UV) of the entire land excluding the spot-rated area.

On the expenditure side, Council may anticipate receiving an invoice from Landgate for valuation services to provide the new GRV figures.

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
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)
That Council's revenue opportunities are not achieved consistent with the legislation.	Possible (3)	Moderate (3)	Medium (5-9)	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 nine (9) 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 recommendation to Council is not to spot rate 1410/1510 Wagin Wickepin Road, Nomans Lake, considering the information provided by the ratepayer and verified by the Administration. The rationale behind this proposal is established in the understanding that there is no imperative to alter the rating basis for a parcel of land consistently utilised for the same agricultural purpose, following the impact of the fire and the subsequent relocation of the prevailing commercial nature to the property in Highbury.

The recommendation to Council is to continue with the intent to spot rate 82 Yilliminning Road, Narrogin Valley, in accordance with Council Policy 3.13 – Rating Principles & Change in Predominant Use of Rural.

This approach ensures a fair and accurate assessment that aligns with the property's dual-purpose use, acknowledging both its residential and industrial facets.

The next phase in the property spot rating process involves initiating the application to the Minister of the Department of Local Government, Sport, and Cultural Industries, encompassing all properties approved by Council in May 2023. The application, upon submission, is anticipated to receive a response by early 2024. Subsequently, Landgate will be notified and supplied with the necessary information to initiate the change in rating basis. The Rates Officer will then review the interim schedules and post interim notices to the respective properties, placing Council Policy 3.13 into effect.

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That with respect to the implementation of Policy 3.13 Rating Principles & Change in Predominant Use of Rural, Council:

1. Support the Ratepayers submission and discontinue the process to Spot Rate the property at 1410/1510 Wagin-Wickepin Road, Nomans Lake as the property use is consistent with rural and farming purposes; and
2. Reject the Ratepayers submission and continue the process to Spot Rate the property at 82 Yilliminning Road, Narrogin Valley as the property aligns with the requirements of Council Policy 3.13 – Rating Principles & Change in Predominant Use of Rural, functioning as a property that services both residential and client-based commercial purposes.

Subject: Enquiries
From: Amy Leasby
Date: FW: IFM2331255 - CHANGE IN RATING BASIS - 82 YILLIMINNING RD. NARROGIN VALLEY
Attachments: Thursday, 3 August 2023 4:35:36 PM

Regards
Victoria

Enquiries

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.

*Noongar ngiyon Birdiya Gnarojin kep unna nidja Noongar Moort ngaala maya nidja boodjera baarlup djoowak karlerl koolark. Ngalak niny ngullang karnan balang Bibolman baalap borong kooora wer boorda.
Noongar translation by Elder Basil Kickett*

Enquiries (08) 9890 0900
89 Earl Street, Narrogin
All correspondence to:
PO Box 1145 Narrogin WA 6312 - or
enquiries@narrogin.wa.gov.au
www.narrogin.wa.gov.au

Shire of Narrogin Disclaimer:

This transmission, including any attachments, is confidential and is intended solely for the individual or entity to whom it is addressed. If you are not the intended recipient, please contact the Shire of Narrogin by return email. You should not read, print, transmit, use, disseminate, forward, or copy this transmission, including any attachments to this transmission. You should only retransmit or commercialise the material if you are authorised to do so. The Shire of Narrogin does not represent that this communication or any attachment is free from computer viruses or other faults or defects and will not be liable for any loss or damage, including direct, consequential or economic loss or damage however caused.

From: rhonda

Sent: Thursday, August 3, 2023 1:29 PM

To: Enquiries <enquiries@narrogin.wa.gov.au>

Cc: 'Lindsay Epworth'

Subject: IFM2331255 - CHANGE IN RATING BASIS - 82 YILLIMINNING RD. NARROGIN VALLEY

You don't often get email from [Learn why this is important](#)

Good afternoon Dale

I refer to your letter A493 dated 17th July, 2023.

We do not believe that our property qualifies for a split valuation and spot rating. We dispute the assumption that a portion is used for non-rural purposes based on the following points:

1. The property is over 20 hectares (34.7ha) and other than the home and equipment area (2.17ha), is used for a rotation of cropping and grazing
2. The equipment usually parked (when not in use) on the property includes trucks and trailing equipment plus agricultural equipment - tractors, seeding and harvesting equipment, cutters, rake, balers and spreader. All used for our rural purposes.
3. We are also farmers within the Narrogin and Hyden areas.
4. The equipment on the property is used to service our Narrogin rural properties – 82 Yilliminning Rd., Lot 9000 Condon Rd. (approx. 60ha), 17678 Great Southern Highway (approx. 213ha) and the farm we lease at Hyden (approx. 5060 ha). All for rural purposes for the products we grow as well as our rural clients.
5. It is not logical, nor is it viable to split this equipment and have it parked between all properties when all repairs and maintenance are done either at 82 Yilliminning Rd. or at local business premises in Narrogin.
6. Since we employ 9 permanent staff, 6 casuals and 3 sub-contractors (all locals in the Narrogin area) and all who use the equipment, it makes sense to have a central location, which is 82 Yilliminning Rd.

Therefore, the above pertains entirely to primary production and adheres with the definition of "rural purpose" as noted at the end of Policy 3.13.

The principles (of that same policy) to be observed when implementing rating strategies are:

- Objectivity
- Fairness and equity
- Consistency
- Transparency and
- Administrative efficiency

Therefore, I look forward to further correspondence showing the consistency and transparency of council's findings in relation to all properties within the Shire of Narrogin who have been identified that "may" fall into the principles of use of land for non-rural purposes.

There are so many farmers, like ourselves, who own or lease multiple properties in different areas, who have their own equipment including trucks to cart their own product and who do off farm carting for friends, neighbours and clients so we expect objectivity, fairness and equity from council in their pursuit to generate further revenue.

We are actually away for August recharging our batteries after a pretty stressful year so far and Brad with health issues. I have an out of office replay set up for emails but I will still check regularly should you wish to respond.

Kind regards

Rhonda Sims
SimRon Transport
Karma Downs – ABN 32 308 755 682
Hillside Storage

From: [Amy Lazenby](#)
To:
Subject: RE: IFM2331139 - A340203 rate change inquiry
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.jpg](#)

Thank you for your quick response and kind words Lerina, your time has been greatly appreciated.

I will be sure to inform the CEO of the below intentions outlined. If you have any concerns or queries please do not hesitate to contact me.

All the best and enjoy the rest of your day.

Kind regards,

From:
Sent: Monday, November 13, 2023 9:35 AM
To: Amy Lazenby
Subject: RE: IFM2331139 - A340203 rate change inquiry

Hi Amy

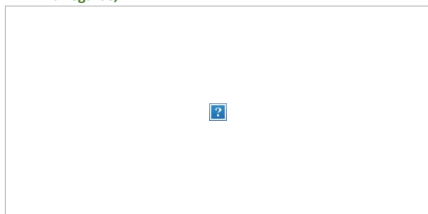
Thank you for your lovely email.

All hay processing operations have been relocated to Highbury and will not resume at the Nomans Lake site. In due time we will fix the shed for further agricultural purposes only.

Please feel free to get in touch if you have any more questions.

Thank you

Kind regards,



From: Amy Lazenby <>
Sent: Monday, November 13, 2023 9:31 AM
To:
Subject: RE: IFM2331139 - A340203 rate change inquiry

Good morning Lerina,

I hope you are well.

I am currently undergoing review of the below information to send to the CEO.

To begin, I would like to express my heartfelt condolences for the fire that occurred; it must have been an incredibly challenging experience for you all.

I note that the property is not under the ownership of 'Ballard Hay' but rather a sole owner. Is there plan to rebuild the sheds/ business use on the property for the same initial use? Or will these be relocating to an alternative property?

I note the remainder of the property is clearly used for primary production.

Your assistance with the above queries will be much appreciated. I thank you for your time.

Kind regards,

Amy Lazenby

Rates Officer

Tel: 08 9890 0900

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 nginyan Birdiya Gnarojin kep unna nidja Noongar Moort ngaala maya nidja boodjera baarlup djoowak karleri koolark. Ngalak niny ngullang karnan balang Bibolman baalap borong koora wer boorda.

Noongar translation by Elder Basil Kickett

Enquiries (08) 9890 0900
89 Earl Street, Narrogin
All correspondence to:
PO Box 1145 Narrogin WA 6312 - or
enquiries@narrogin.wa.gov.au
www.narrogin.wa.gov.au



Shire of Narrogin Disclaimer:

This transmission, including any attachments, is confidential and is intended solely for the individual or entity to whom it is addressed. If you are not the intended recipient, please contact the Shire of Narrogin by return email. You should not read, print, transmit, use, disseminate, forward, or copy this transmission, including any attachments to this transmission. You should only retransmit or commercialise the material if you are authorised to do so. The Shire of Narrogin does not represent that this communication or any attachment is free from computer viruses or other faults or defects and will not be liable for any loss or damage, including direct, consequential or economic loss or damage however caused.

From:

Sent: Friday, July 21, 2023 4:14 PM
To: Enquiries <enquiries@narrogin.wa.gov.au>
Subject: IFM2331139 - A340203 rate change inquiry

You don't often get email from [Learn why this is important](#)

Good afternoon Dale

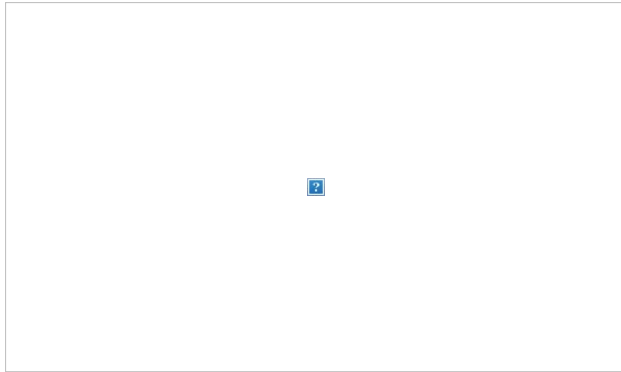
We received the notice of CHANGE IN RATING BASIS in the mail this week.

As Ballard Hay is no longer operational at 1410/1510 Wagin-Wickepin Road, Nomans Lake 6312 after the fire on February 17, 2023 we believe the address can remain as is as the main activity on the land remains primary production.

Please feel free to discuss further if required.

Thank you,

Kind regards,
Lerina Ballard



ATTACHMENT 2



ATTACHMENT 3



10.4 OFFICE OF THE CHIEF EXECUTIVE OFFICER

10.4.1 TOWNSCAPE ADVISORY COMMITTEE NOMINATION

File Reference	26.4.3
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	5 December 2023
Author	Dale Stewart – Chief Executive Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	Nil

Summary

Council is requested to consider a nomination received for the position of Community Member on the Townscape Advisory Committee (Townscape Committee) from Ms Raylene Storey.

Background

In accordance with the Local Government Act 1995 and pursuant to the Shire's Terms of References and the Standard Conditions for Establishment, the terms of the former Townscape Advisory Committee expired, and the Committee was disbanded, pending the outcome of the Biennial Local Government Election, which was held on 21 October 2023.

At the Ordinary Council Meeting held on 25 October 2023, Council endorsed the establishment of the Townscape Advisory Committee and adopted the Terms of Reference and Standard Conditions.

The tenure for the members of a committee (including community members) (Section 5.11 of the Local Government Act 1995) is for a maximum of two (2) years, concluding at each ordinary local government election.

At its meeting held on 22 November 2023, Council endorsed the nominations of three (3) community members which left one (1) vacancy on the Townscape Committee.

Consultation

The Shire invited nominations to fill the four (4) positions of community members on the Townscape Advisory Committee, with local advertising, direct marketing and through the Shire's website and Facebook. The closing date for submissions was 10 November 2023. The Shire also wrote to existing Committee Members inviting them to reapply. At the close of the submission period only 3 nominations were received.

Statutory Environment

Local Government Act 1995 – Sections 5.8, 5.9, 5.10 and 5.11 – establishment and composition of committees.

Policy Implications

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

Financial Implications

There are no relevant financial implications other than administrative.

Strategic Implications

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

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to appoint Members appropriately to Council Committees and Reference Groups would result in a breach of the Local Government Act 1995 and/or Council's Adopted Resolution Number 251023.10.	Unlikely (2)	Moderate (3)	Medium (5-9)	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 six (6) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Comment/Conclusion

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

The Administration sought four (4) representatives from the community to join representatives from the Highbury District Community Council, Narrogin Chamber of Commerce, Arts Narrogin and two (2) elected members.

Council at its meeting held on 22 November 2023 endorsed the appointment of three (3) community members and noted that there was one (1) ongoing vacancy for an Indigenous representative on the Townscape Committee. Raylene Storey has now nominated for this vacancy.

Voting Requirements

Absolute Majority

OFFICERS' RECOMMENDATION

That Council appoint Raylene Storey, for a term of two (2) years, expiring October 2025 to the Townscape Advisory Committee in the Indigenous Focus Area.

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 251023.07 of 25 October 2023, reminded Councillors of the next Ordinary Meeting of the Council, scheduled for 7.00 pm on 28 February 2024, 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
W www.narrogin.wa.gov.au