



**MINUTES  
ORDINARY COUNCIL MEETING**

**22 NOVEMBER 2017**

These minutes were confirmed at the Ordinary Council Meeting held on 20 December 2017

Signed: .....  ..... Date 20/12/17 .....  
(Chairperson at the meeting at which minutes were confirmed)

Council Minutes are 'Unconfirmed' until they have been adopted at the following meeting of Council.

## **DISCLAIMER**

The recommendations contained in this agenda are officers' recommendations only and should not be acted upon until Council has resolved to adopt those recommendations.

The resolutions of Council should be confirmed by perusing the minutes of the Council meeting at which these recommendations were considered. Resolutions are not considered final until the minutes of the meeting are confirmed.

Members of the public should also note that they act at their own risk if they enact any resolution prior to receiving official written notification of Council's decision.

Please note that meetings are recorded for minute taking purposes.

# ORDINARY COUNCIL MEETING MINUTES

## 22 NOVEMBER 2017

### 1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

7:04 pm – The Presiding Member, Deputy President Wiese declared the meeting open.

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

#### Elected Members

Cr T Wiese – Deputy Shire President

Cr C Ward

Cr N Walker

Cr P Schutz

Cr M Fisher

Cr C Bartron

Cr B Seale

Cr G Ballard

#### Apologies

Mr L Ballard – Shire President

#### Staff

Mr A Cook – Chief Executive Officer

Mr A Awang – Executive Manager Development & Regulatory Services

Mr T Evans – Executive Manager Technical & Rural Services

Mr F Ludovico – Executive Manager Corporate & Community Services

Ms C Thompson – Executive Assistant

#### Visitors

Mrs Jill Nottle – Narrogin Croquet Club

Mr Rob Tombleson – Narrogin Croquet Club

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

#### 3.1 Financial

Cr Schutz declared an interest in item 10.1.113. The nature of his interest was Financial.

Cr Schutz declared an interest in item 10.1.114. The nature of his interest was Financial.

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

Nil

**5. PUBLIC QUESTION TIME**

Nil

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

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

<b>COUNCIL RESOLUTION 1117.126 AND OFFICER'S RECOMMENDATION</b>
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**Moved: Cr Ward**

**Seconded: Cr Fisher**

That Council:

Accept the minutes of the Ordinary Council Meeting held 25 October 2017 and they be confirmed as an accurate record of proceedings.

**CARRIED 8/0**

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

Nil

**9. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

Nil

## 7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

<b>OFFICER'S RECOMMENDATION</b>
---------------------------------

That Council:

Accept the minutes of the Ordinary Council Meeting held 25 October 2017 and they be confirmed as an accurate record of proceedings.

## 8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

## 9. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

## 10. MATTERS WHICH REQUIRE DECISIONS

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## 10.1 DEVELOPMENT AND REGULATORY SERVICES

### 10.1.110 PROPOSED VARIATION TO SURFACE TREATMENT (LANDMARK DEVELOPMENT) - LOTS 106, 107 AND 108 (NO 33-37) FAIRWAY STREET, NARROGIN

<b>File Reference:</b>	A314100
<b>Disclosure of Interest:</b>	Nil
<b>Applicant:</b>	Solutions Group Pty Ltd
<b>Previous Item Nos:</b>	Item 10.1.071 - 26 July 2017 – Resolution 0717.085
<b>Date:</b>	9 November 2017
<b>Author:</b>	Azhar Awang – Executive Manager Development & Regulatory Services
<b>Authorising Officer:</b>	Aaron Cook – Chief Executive Officer

#### Attachments

- Attachment 1 – Approved Site Plan
- Attachment 2 – Amended site Plan
- Attachment 3 – Approved Planning Conditions

#### Summary

Council is requested to consider the proposed variation to the ground surface treatment for the Landmark Development at Lots 106, 107 and 108 (No. 33-37) Fairway Street, Narrogin.

#### Background

The matter was previously considered by Council at its meeting held on 26 July 2017 whereby Council resolved as follows:

*Moved: Cr Walker Seconded: Cr Seale*

*That Council:*

- 1. Advertise the application for planning consent for the use of an Agricultural business and warehouse at Lot 106, 107 and 108 (No.33-37) Fairway Street, Narrogin for public comment in accordance with Section 6.3 of the former Town of Narrogin Town Planning Scheme No. 2 and a report be provided to Council after the closing date.*
- 2. If no negative submissions are received the CEO is authorised to issue planning approval.*

*CARRIED 7/0  
BY ABSOLUTE MAJORITY*

*Reason for change: The Council authorised the CEO to grant approval in the event of receiving no negative submissions after the advertising period in order to progress the matter.*

At the conclusion of the advertising period (24 August 2017), no negative submissions were received and the proposed development was approved under delegated authority subject to conditions (see attachment 3).

Condition 2(b) of the planning approval states:

*The development hereby approved shall occur generally in accordance with the submitted plans in support of the application and these shall not be altered or modified without the written approval of the Sire of Narrogin.*

Due to financial constraint, the applicant has requested to vary the surface treatment as per attachment 2.

The proposal to vary the surface treatment is considered significant and therefore the matter is presented to Council for its consideration.

### **Comment**

The plans approved by Council, which were endorsed on 24 August 2017, included bitumen sealed surface to the parking area and concrete surface (1,402m<sup>2</sup>) adjoining Warehouse 2 and the main trafficable areas. The surface treatment, as approved, was considered reasonable in reducing potential dust that may be generated from the activities on site.

From discussion with the applicant, the bitumen seal proposed is in actual fact comprised of a minimum of 300mm asphalt hotmix to a compacted base. This, in essence, is asphalt which is proposed for the area of bitumen as per attachment 2 which is a better surface treatment than bitumen seal.

The proposed variation to the surface treatment to the areas of the Merchandise Yard and vehicle access is considered appropriate as this would not be below the minimum standard requirement and therefore would potentially not create dust. The only area of concern regarding the modifications is the area of the car parking which is to have blue metal surface treatment and spray sealed with "7000GRT" clear polymer sealant. The main issue with blue metal as a surface treatment in areas of vehicles movement is the potential dust issue. Even though the applicant is proposing to seal the blue metal surface with polymer sealant for dust suppression, there will be an ongoing requirement for treatment and will not be a permanent solution to the dust issue. As the parking area is not an area of constant vehicle movements, the dust issue would be minimal. However, it is considered that as a permanent solution the minimum standard for the surface treatment should be bitumen sealed.

Any other form of surface treatment that is above the minimum standard is supported.

### **Consultation**

- Aaron Cook – Chief Executive Officer
- Torre Evans – Executive Manager Technical and Rural Services
- John Warburton – Manager Operations
- Jamil Molinaro – Project Manager, Solutions Group Pty Ltd

### **Statutory Environment**

- Former Town of Narrogin Town Planning Scheme No 2.

### **Policy Implications**

Nil

### **Financial Implications**

Nil

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	<b>1. Economic Objective (Support growth and progress, locally and regionally)</b>
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

## Voting Requirements

Simple Majority

### COUNCIL RESOLUTION 1117.127 AND OFFICER'S RECOMMENDATION

**Moved: Cr Schutz**

**Seconded: Cr Ward**

That Council:

1. Support the variation for the surface treatment to the merchandise area (grassed) and vehicles access area (asphalt) as per the attached amended plan received on 10 November 2017 for the proposed agricultural business and warehouse at Lots 106, 107 and 108 Fairway Street, Narrogin.
2. Refuse the proposed variation to the surface treatment to the parking area to be blue metal (spray sealed) as this would have the potential to generate dust and risk for ongoing issues to surrounding amenities. The minimum standard surface treatment to be applied shall be bitumen sealed.

**CARRIED 7/1**



**GENERAL NOTES:**

CONTRACTORS SHALL CHECK AND VERIFY ALL DIMENSIONS, SETBACKS, LEVEL AND SPECIFICATIONS AND ALL OTHER RELEVANT DOCUMENTATION PRIOR TO THE COMMENCEMENT OF ANY WORKS. ANY DISCREPANCIES ARE TO BE REPORTED TO THE DESIGNER IMMEDIATELY FOR CLARIFICATION.

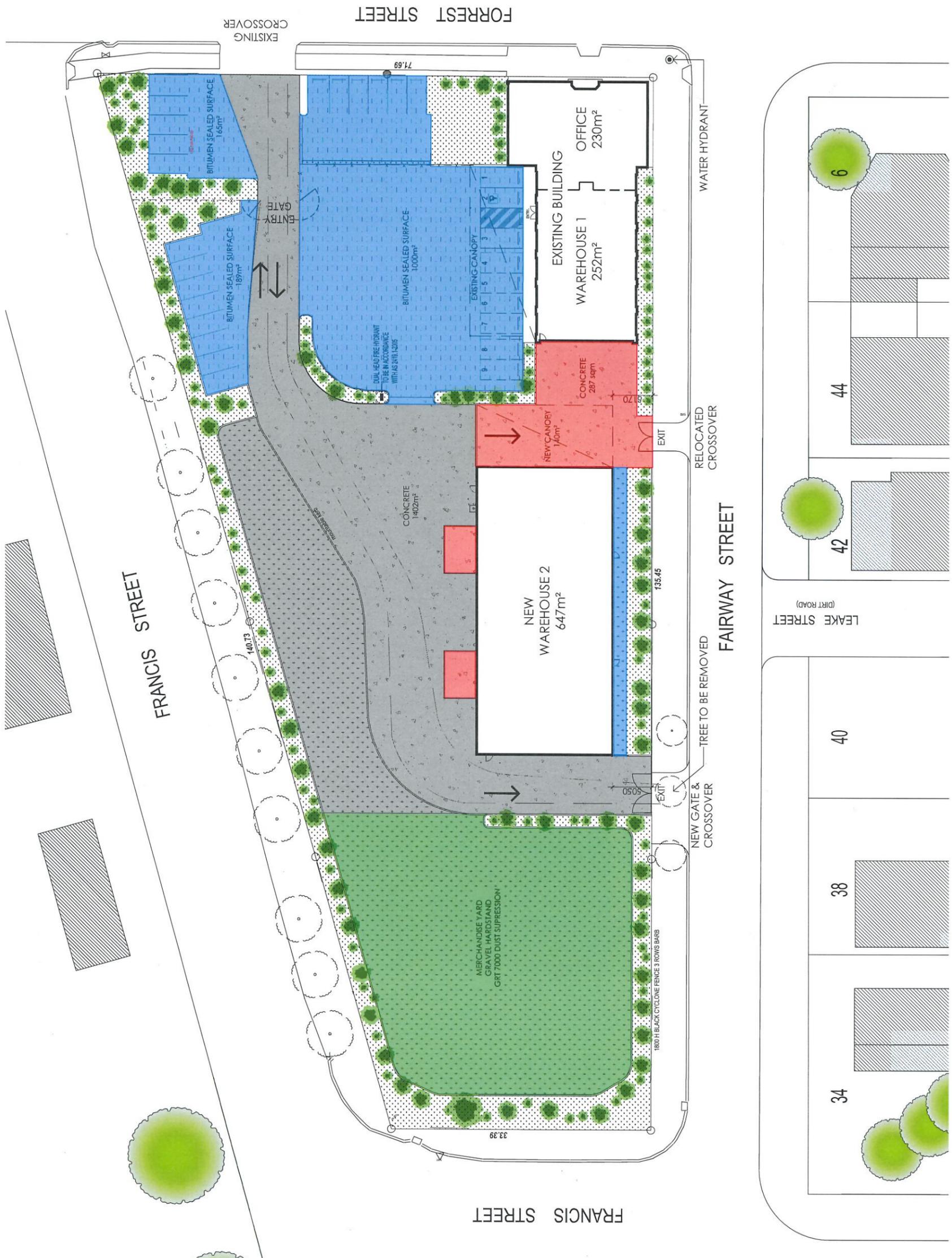
THESE DRAWINGS ARE TO BE READ IN CONJUNCTION WITH ATTACHED STRUCTURAL & CIVIL ENGINEERS COMPUTATION AND DRAWINGS. ANY DISCREPANCIES ARE TO BE REPORTED TO THE DESIGNER IMMEDIATELY FOR CLARIFICATION.

LICENSED LAND SURVEYOR TO ACCURATELY LOCATE ALL BOUNDARIES PRIOR TO THE COMMENCEMENT OF WORKS. NO PART OF STRUCTURE, INCLUDING FOOTINGS & EAVES TO PROTRUDE PAST TITLE BOUNDARY.

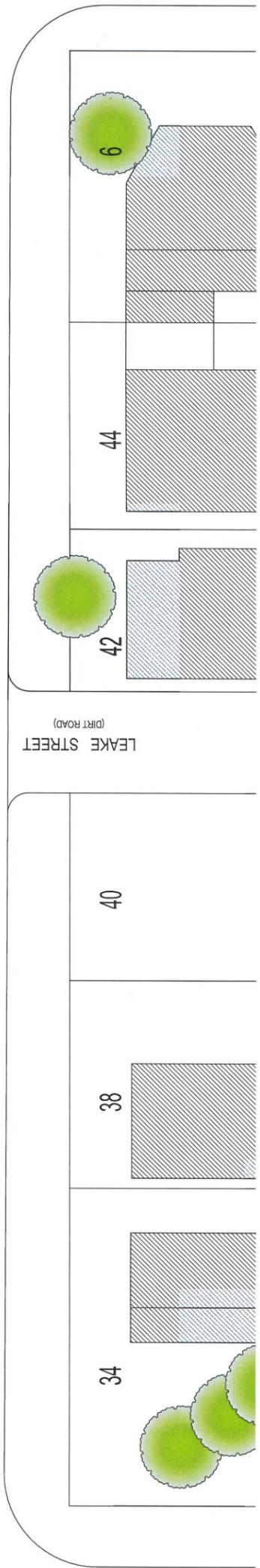
REFER TO PLAN BY LAND SURVEYOR. CONFIRM LEVELS PRIOR TO COMMENCEMENT OF WORKS. ANY DISCREPANCIES SHOULD BE REPORTED IMMEDIATELY TO BUILDING DESIGNER, BUILDING SURVEYOR & ENGINEER.

ALL STORMWATER TO BE TAKEN TO THE LEGAL POINT OF DISCHARGE TO THE RELEVANT AUTHORITY'S APPROVAL. ALL LANDSCAPE AREA REFER TO LANDSCAPE DRAWINGS FOR DETAILS.

Surface	Area
Concrete	330m <sup>2</sup>
Bitumen	1,800m <sup>2</sup>
Blue Metal (Spray Sealed)	1,395m <sup>2</sup>
Grassed Area	1,200m <sup>2</sup>



RECEIVED 10 NOV 2017



DRG. NO.	A2
SCALE	1:100@A1
DATE	12.07.2017

SITE PLAN  
FOR CONSTRUCTION

NEW WAREHOUSE & ASSOCIATED OFFICE & RETAIL

33-37 FAIRWAY ST NARROGIN WA

Landmark, Corporate Property  
Level 10, 717 Bourke St  
Docklands, Victoria, Australia.  
03 9209 2223.

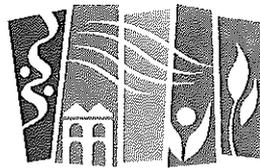


CLIENT



**solutionswon** Group Pty Ltd  
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W: www.solutionswon.com  
Level 1, 170 Bridport Street, Albert Park VIC 3206  
P: +61 3 9603 0400 F: +61 3 9603 0444

REV	DATE	DESCRIPTION
A	28/08/2017	ISSUED FOR CONSTRUCTION



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

YOUR REF:  
OUR REF: OPA173188-A314100  
ENQUIRIES: Leigh Medlen

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

24 August 2017

SOLUTIONS WON  
1/170 BRIDPORT STREET  
ALBERT PARK VIC 3206

Dear Sir/Madam

**APPLICATION FOR PLANNING CONSENT – DA4/17-18 AGRICULTURAL BUSINESS & WAREHOUSE – LOT 106, 107 & 108 FAIRWAY STREET, NARROGIN**

I refer to your Application for Planning Consent, submitted in respect of the above proposal.

This correspondence is to confirm that your proposal has been considered and approved under delegated authority. Attached is the form of approval stating the conditions that must be complied.

Should you feel aggrieved by the decision of Council, or any of the conditions imposed, you do have the right of appeal to the State Administrative Tribunal provided the appeal is lodged within twenty eight (28) days of the Council decision. The necessary appeal forms are available from the Shire of Narrogin or via the State Administrative Tribunal Website ([www.sat.wa.gov.au](http://www.sat.wa.gov.au)).

Should you have any further queries on this matter, please contact the undersigned on 9890 0900.

Yours sincerely



**Azhar Awang**  
**Executive Manager**  
**Development & Regulatory Services**

**TOWN PLANNING SCHEME NO. 2  
DISTRICT SCHEME**

**NOTICE OF DECISION ON  
APPLICATION FOR PLANNING CONSENT**

Name and address of Landowner: LANDMARK OPERATIONS LTD  
GPO BOX 1842 MELBOURNE VIC 3001

Planning consent is hereby **GRANTED** in respect of  
**PROPOSED AGRICULTURAL BUSINESS & WAREHOUSE**

Reference Application No. DA4/17-18 made on the 19 JULY 2017  
by SOLUTIONS WON GROUP PTY LTD

in respect of land situated at and described as LOT 106, 107 & 108 FAIRWAY STREET, NARROGIN

(1) for the land to be used for the purpose of **PROPOSED AGRICULTURAL BUSINESS & WAREHOUSE**

(2) to have development carried out in accordance with the submitted plans; upon the following conditions:

- a) This approval shall expire if the development hereby permitted is not completed within two years of the date hereof, 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.
- b) The development hereby approved shall occur generally in accordance with the submitted plans in support of the application and these shall not be altered or modified without the prior written approval of the Shire of Narrogin.
- c) All drainage run-off associated with the development shall be contained on site or connected to the Council's stormwater drainage system to the satisfaction of the Shire of Narrogin.
- d) 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.
- e) Landscaping areas are to be maintained at all times to the satisfaction of the Chief Executive Officer.
- f) Additional landscaping along Fairway and Furnival Streets to a total of 700m<sup>2</sup> is to be provided to the satisfaction of the Chief Executive Officer. The three existing street trees along Fairway Street are to be removed and are recommended to be stump grinded prior to their replacement, to the cost of the applicant.
- g) All street verge landscaping along Fairway and Furnival Streets shall be of the species 'Callisteman' (Common name: Kings Park Special) and should be planted in intervals of 10 metres and 20 metres from the intersections of Fairway and Furnival Street and Fairway and Forrest Street. All street verge landscaping shall be maintained for a period of two (2) years and any perished/dead plants/ shrubs shall be replaced.
- h) Prior to the commencement of construction Lots 107 and 108 are to be amalgamated.
- i) Bins and storage areas shall be screened from public view to the satisfaction of the Chief Executive Officer.

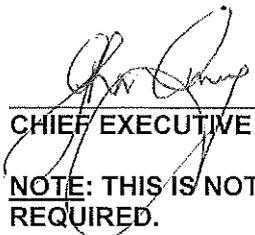
- j) Any outside lighting to comply with Australian Standard AS4282-1997 for the control of obstructive effects of outdoor lighting and not spill into any adjacent residential premises.
- k) All car parking dimensions is to comply with Appendix IV of the Town of Narrogin Town Planning Scheme No.2.
- l) Areas for the loading and unloading of goods are to be clearly marked and clear of all streets.
- m) Cross overs are to comply with Section 3.2.1c) of the Town of Narrogin's Town Planning Scheme.

Advice Notes

1. If the applicant and/or owner are aggrieved by this decision as a result of the conditions of approval or by a determination of refusal, there may be right of review under the provisions of Part 14 of the Planning and Development Act 2005. A review must be lodged with the State Administrative Tribunal and must be lodged within 28 days of the decision.
2. The Shire of Narrogin will resume the maintenance and care of the landscaped street verges along Fairway and Furnival Streets 2 years after such time they are planted and matured. Prior to such time, the applicant is responsible for the health and maintenance of the landscaped area along the street verges of Fairway Street and Furnival Street.

This approval is valid for a period of 2 Years

If development is not completed within this period a new approval must be obtained before commencing or continuing development.

*F*  
  
 \_\_\_\_\_  
 CHIEF EXECUTIVE OFFICER

25.8.2017  
 \_\_\_\_\_  
 DATE

**NOTE: THIS IS NOT A BUILDING PERMIT FOR WHICH A SEPARATE APPLICATION IS REQUIRED.**

## 10.1.111 APPLICATION FOR PLANNING CONSENT – PARKING OF COMMERCIAL VEHICLES – LOT 10 (NO. 1) GORDON STREET, NARROGIN

**File Reference:** A213100  
**Disclosure of Interest:** Nil.  
**Applicant:** RJ & DJ House  
**Previous Item Nos:** 10.1.090 – 27 September 2017  
**Date:** 7 November 2017  
**Author:** Leigh Medlen – Planning Officer  
**Authorising Officer:** Azhar Awang – Executive Manager, Development & Regulatory Services

### Attachments

- Attachment 1 – Locality Plan
- Attachment 2 – Minutes 27 September 2017

### Summary

Council is requested to consider the written submissions received in order to proceed with the application for planning consent for the parking of commercial vehicles at Lot 10 (No. 1) Gordon Street, Narrogin

### Background

On 4 September 2017 the Shire of Narrogin received an application for planning consent for the parking of commercial vehicles at Lot 10 (No.1) Gordon Street, Narrogin. The matter was then considered by Council at its meeting held on 27 September 2017. Council at that meeting resolved as follows:

*Resolution 0917.706*

*“That Council:*

- 1. Advertise the application for the parking of commercial vehicles at Lot 10 (No.1) Gordon Street, Narrogin for public comment in accordance with Section 6.3 of the former Town of Narrogin Town Planning Scheme No.2.*
- 2. If no negative submissions are received authorise the Chief Executive Officer to use planning approval.”*

In response to point 1 and 2 of the above resolution, the application was advertised from 5 October 2017 to 26 October 2017 for a period of 22 days. At the closing date of the advertising period six submissions were received. Of these six submissions, one submission was invalid as it was from an anonymous source, four submissions supported the proposal and one submission opposed the proposal. The submission that opposed the proposal was received one day after the closing date of the advertising period. It has been determined that the late submission is still applicable as it is within the consideration period of the application and was posted prior to the closing date of advertising period.

The application for planning consent is therefore presented for Council's final consideration and determination.

## Comment

The public submissions received during the advertising period are presented as follows:

Public Submission	Comment	Officers Comments
Public Submission 1	No Objection "We would like to add we have no objection to the Proposal."	No Objections Noted.
Public Submission 2	No Objection "I have no problems with the parking of the commercial vehicles at the abovementioned address."	No Objections Noted.
Public Submission 3	No Objection "I have no problems with the parking of the commercial vehicle at the abovementioned address."	No Objections Noted.
Public Submission 4	No Objection "We would like it to be known that this vehicle in question would pass our property on two sides. We would have no problem whatsoever with the Truck passing our property or parked up at weekend/overnight, nor do we have any problem with the depart and arrive times, with this said we wish the application every success. We trust the council will take note of our invited comments, and we thank you for your time, we look forward to the outcome."	No Objections Noted.
Public Submission 5 (Received 1 day after the closing of the advertising period).	Objection "Gordon Street is not gazetted for HC (heavy Combination) vehicles and as such a HC vehicle should not be permitted to even use the road let alone use the road on a regular basis to access a residential property. To add further fuel to the fire this HC vehicle is also carrying Dangerous Goods into a residential area."  "You have stated that the vehicle at no time will be loaded, repair or maintained on the premises, however, will it laden with the Dangerous Goods, such as fuel, which I know the vehicle carries? As a resident, home owner and a parent I live in the direct vicinity of the above address and for all those using Gordon Street to get to and from Fox Street and other arterial roads."  There are many other truck drivers in the area, however, none of those drivers return to their properties with laden or unladen trailers, all trucks that currently park in the residential area are unburdened with trailers, loaded or unloaded and park behind the fence line of their properties. Surely a vehicle such as this can park its load up in a safe, non-obtrusive, non-residential area, specifically utilised for such purposes."	The truck in question is approximately 14 metres in length and it does not required a permit to use local roads such as Gordon Street. To gain access to the subject property the truck comes off Kipling Street and then onto Gordon Street. Local Roads have a rating of Restricted Access Vehicle rating of RAV1 of which the Single-Semi has the ability to use the road 'as of right vehicle'.
		At no time will the vehicle be loaded or carrying any contents such as fuel as stated previously.
		Noted.

Public Submission	Comment	Officers Comments
	<p>"I believe it is the Mines Department Policy that no Dangerous Goods Vehicles be left unattended in residential area. It is my understanding that the Mines Department makes policy for all Dangerous Goods vehicles in Western Australia."</p> <p>Being a fuel carrier it is my concern that whether the vehicle be laden or unladen the contents that it carries will pose a concern during the heat due to escaping fumes. I do not want this possibility in the vicinity of my family or my property."</p> <p>I purchased my property to enjoy the peace, quiet and privacy of my home, not to be burdened with dangerous goods trucks being parked in my line of sight in a purely residential area, let alone the noise that it makes starting up in the morning at 5am. I would like to know how this would affect my re-sale possibilities in the future, by allowing one HC DG laden vehicle to be able to utilise a gazetted road and parking up in a residential area. Would this be a forerunner to allowing more vehicles to do the same? I believe that it would and I am none the happier for it."</p>	<p>The subject truck is a 5 compartment truck, which carries 4 parts diesel and 1 part petroleum. The Department of Mines Industry Regulation &amp; Safety (DMIRS) has no legislation governing diesel trucks, however there is legalisation surrounding petrol trucks. General Rules for tankers include: not parking within 15 metres of a building, 8 metres of another vehicle or where people are likely to be concentrated, all of which can be addressed through conditions of approval</p> <p>The parking of the truck does have the potential to reduce the noise amenity of a residential area. Prescribed hours for noise levels are generally from 7am to 7pm on weekdays and 9am to 7pm on Sundays and public holidays. The parking time at night being approximately 5pm would be unlikely to negatively impact the area, however 5am in the morning may cause some disturbance as generally lower noise levels are expected prior to prescribed hours. Conditions of approval can aid in overcoming these aspects for example parking in forward gear at night as to not engage reversing beepers in the morning. Or alternatively conditions of approval that the operation may only operate within the prescribed hours.</p> <p>Re-Sale value is not a valid planning consideration for refusal.</p>

Public Submission	Comment	Officers Comments
	<p>“As a resident I feel that is an unreasonable request to allow one resident to widen the boundaries of the law for convenience when other drivers in the area are doing the right thing in keeping residential areas safe and peaceful for the families that live there. Furthermore, your reference line on your letter states that the application for planning consent is for “proposed parking of commercial vehicles.” Does this mean that if the consent for one vehicle at the property is allowed that it opens the lines of communication for more than one vehicle to be parked up in the future?”</p>	<p>The precedent that could be set by the application should be considered. It is thought, however the subject property is substantially larger than most ‘Single Residential’ properties and therefore can be considered as it also borders Rural land uses as well.</p> <p>The application relates to one vehicle, any extension upon one vehicle would require consent and a fresh application for planning consent to be considered</p>

While the application is for a larger vehicle than the planning policy for a ‘Single Residential’ area suggests, it should be taken into consideration the subject property is substantially larger than most single residential properties. The size of the property has the ability to screen the use more effectively as to not impact residential amenity. The commercial vehicle planning policy also states:

*“Council will only approve the parking of a commercial vehicle where that vehicle forms an essential part of the occupant’s occupation, or is necessary for the use and management of the subject land. Only bona-fide residents on the property may drive the commercial vehicles approved for commercial vehicle parking on any lot in any zone.”*

The commercial vehicle which forms the application is imperative to the owners of the property's occupation. It is therefore recommended to Council, that due to the public comments received, the size of the subject property and the conditions that can be imposed to mitigate any concerns that have been raised by the public, that the application for planning consent for the parking of a commercial vehicle at Lot 10 (No. 1) Gordon Street, Narrogin be conditionally supported.

### Consultation

- Azhar Awang – Executive Manager, Development & Regulatory Services
- Robert House – Applicant
- Public Advertising
- Scott Coleman – Department of Mines, Industry Regulation and Safety
- Shiralee Magor – Environmental Health Officer

### Statutory Environment

Former Town of Narrogin Town Planning Scheme No 2

### Policy Implications

Planning Policy – Commercial Vehicles.

## Financial Implications

- Application for Planning Consent Fee to the value of \$147.00 to be made payable to the Shire of Narrogin and borne by the applicant.
- Advertising Costs – Town Planning Scheme No .2 – Clause 6.3.6  
*“The applicant shall pay to the Council upon demand the amount of all expenses incurred by Council in giving notice in accordance with the foregoing provisions and if not so paid the Council may recover that amount in a court of competent jurisdiction.”*

## Strategic Implications

<b>Objective</b>	<b>3. Environment Objective (Conserve, protect and enhance our natural and built environment)</b>
Outcome:	3.4 A well maintained built environment
Strategy:	3.4.1 Improve and maintain built environment

## Voting Requirements

Absolute Majority.

### OFFICER’S RECOMMENDATION

That Council:

Support the Application for Planning Consent for the parking of commercial vehicles at Lot 10 (No.1) subject to the following conditions:

1. This approval shall expire if the development permitted is not completed within two years of the date hereof, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Shire, is granted by it in writing.
2. The development approved shall occur generally in accordance with the submitted plans in support of the application and these shall not be altered or modified without the prior written approval of the Chief Executive Officer.
3. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
4. The activity must not display signage related to the use approved.
5. The use approved shall not cause injury to, or prejudicially affect the amenity of the locality by reason or appearance or the emission of noise, odour, vapour, dust, waste water products or otherwise.
6. The use approved relates to one fuel truck only and any additions to this will require a separate application for planning consent.
7. At no point in time should the approved vehicle be loaded with any contents. If it is found to do so, Council may revoke this planning approval.
8. The truck should be parked a minimum distance of 15 metres from any adjoining residence and a minimum of 8 metres from another vehicle with a placard and dangerous goods load.

9. The truck should be parked on a paved area. At no time should it be parked on grass or a combustible material.
10. Only the owners of the property may drive the commercial vehicle approved.
11. The activity approved must operate in accordance with the prescribed hours between 6:00am to 7:00pm.
12. No vehicle repairs to the commercial vehicle shall be permitted on the site.

<b>COUNCIL RESOLUTION 1117.128 AND OFFICER'S RECOMMENDATION</b>
---

**Moved: Cr Bartron**

**Seconded: Cr Walker**

That Council:

Support the Application for Planning Consent for the parking of commercial vehicles at Lot 10 (No.1) subject to the following conditions:

1. This approval shall expire if the development permitted is not completed within two years of the date hereof, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Shire, is granted by it in writing.
2. The development approved shall occur generally in accordance with the submitted plans in support of the application and these shall not be altered or modified without the prior written approval of the Chief Executive Officer.
3. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
4. The activity must not display signage related to the use approved.
5. The use approved shall not cause injury to, or prejudicially affect the amenity of the locality by reason or appearance or the emission of noise, odour, vapour, dust, waste water products or otherwise.
6. The use approved relates to one fuel truck only and any additions to this will require a separate application for planning consent.
7. At no point in time should the approved vehicle be loaded with any contents. If it is found to do so, Council may revoke this planning approval.
8. The truck should be parked a minimum distance of 15 metres from any adjoining residence and a minimum of 8 metres from another vehicle with a placard and dangerous goods load.
9. The truck should be parked on a paved area. At no time should it be parked on grass or a combustible material and parked in a way that a forward gear can be used upon departure from the property.
10. Only the owners of the property may drive the commercial vehicle approved.

11. The activity approved must operate in accordance with the prescribed hours between 6:00am to 7:00pm.

12. No vehicle repairs to the commercial vehicle shall be permitted on the site.

**CARRIED 8/0  
BY ABSOLUTE MAJORITY**

Reason for change, resolution was amended at point 9 to include a condition requiring the vehicle to be parked in a way that it will not be reversed from the property so as not to cause noise disturbance to neighbouring properties.

The mover and the seconder agreed to the amendment.



## **10.1.090 APPLICATION FOR PLANNING CONSENT – PARKING OF COMMERCIAL VEHICLES AT LOT 10 (NO 1) GORDON STREET NARROGIN**

**File Reference:** A213100  
**Disclosure of Interest:** Nil  
**Applicant:** RJ & DJ House  
**Previous Item Nos:** Nil  
**Date:** 12 September 2017  
**Author:** Leigh Medlen – Planning Assistant  
**Authorising Officer:** Azhar Awang – Executive Manager, Development & Regulatory Services

### **Attachments**

- Attachment 1 – Application for Planning Consent
- Attachment 2 – Locality Plan

### **Summary**

Council is requested to consider an application for planning consent for the parking of commercial vehicles at Lot 10 (No. 1) Gordon Street, Narrogin.

### **Background**

The Shire of Narrogin received a complaint regarding the parking of commercial vehicles at the applicants address at Lot 10 (No. 1) Gordon Street, Narrogin. Shire of Narrogin officers undertook a site inspection on 12 August 2017 to establish whether the parking of commercial vehicles was being undertaken at the abovementioned property. Upon inspection it was determined that a commercial vehicle was being parked on the property without prior planning consent. Correspondence was sent to the applicant requesting the removal of the commercial vehicle or an application be made to the Shire for the parking of commercial vehicles at the subject property. On 4 September 2017 an application was received for the parking of commercial vehicles at the abovementioned property.

The subject property is zoned under the Former Town of Narrogin Town Planning Scheme (FT-TPS) as 'Single Residential' the subject property is 10,825m<sup>2</sup> and is a substantial residential property with established vegetation. The property has access via Gordon Street.

The application proposes to park the fuel truck at two different locations on the property. The fuel truck will be parked at the premise from 5pm to 5am on weekdays adjacent to the blue metal driveway as indicated on the plan provided in Attachment 1. The fuel truck also proposes to park at the property on the weekend, in the northeast of the property as indicated on the plan provided in Attachment 1. At no stage will the fuel truck be loaded or any maintenance or works be undertaken on the vehicle, other than the washing of front windscreen.

## Comment

Council is requested to consider the application for planning consent for the parking of commercial vehicles as a use that is not listed within the zoning table of a 'Single Residential' land zoning.

## Zoning

Under the FT-TPS the subject property is zoned as 'Single Residential.' It should be noted, that the property is a very substantial single residential property and borders farming land. Under the proposed joint Shire of Narrogin Town Planning Scheme the property is zoned as 'Single Residential' however borders land zoned as 'General Agricultural.'

Parking of commercial vehicles within 'Single Residential' zoned land are addressed under Clause 3.1.6 – Parking and Repair which states:

*"No person shall within a Residential Zone:*

- a) Park or allow to remain stationary for more than four hours consecutively:*
  - i) more than one commercial vehicle;*
  - ii) a commercial vehicle unless such vehicle so parked is housed in a domestic garage or domestic outbuilding;*
  - iii) any vehicle which due to size or load is not capable of being completely housed within a domestic garage or domestic outbuilding having a maximum floor area of forty five square metres and in which no horizontal dimension is more than fifteen metres;*
  - iv) a vehicle which together with the load thereon exceeds three metres in height;*

*Unless the vehicle is being used in connection with building or construction works.*

- b) Repair, service or clean a commercial vehicle unless such work is carried out whilst the vehicles is housed in a domestic garage or domestic outbuilding.*
- c) Keep or allow to remain or build, repair, paint, service, clean or renovate any boat, launch yacht, dinghy, or other vessel or a caravan in front of the setback line for more than eight house consecutively without the consent of council."*

Council has the ability to relax these standards through Clause 6.2 of the Town Planning Scheme No. 2 which states:

*6.2.1 If a development is the subject of an application for planning consent and does not comply with a standard or requirement prescribed by the Scheme, the Council may approve the application unconditionally or subject to such conditions as the Council thinks fit, always provided that the Council is satisfied that:*

- i) Approval of the proposed development would be consistent with the orderly and proper planning of the locality, the preservation of the amenity of the area and be consistent with the objective of the scheme.*

*ii) The non-compliance will not have any adverse effect upon the occupiers or users of the development or the inhabitants of the locality or upon the likely future development of the locality and;*

*iii) The spirit and purpose of the requirements of standards will not be unreasonably departed from thereby.*

Therefore, the proposal can be considered as Clause 6.2 allows for requirements or standards of the FT-TPS to be relaxed, provided the three objectives detailed above are met. A Commercial Vehicle is not considered as a use within the development table of a 'Single Residential' zone.

The State Administrative Tribunal however, have made a number of decisions regarding the parking of commercial vehicles as a land use. In a case by case basis the Tribunal have assessed applications in regards to the scale of activities being undertaken. In some cases it has been found that while the parking of a vehicle does not fall within the definition of a Transport Depot as a land use, the parking of a commercial vehicle in a residential area does constitute a land use. The commercial vehicle planning policy was therefore established to guide the process and assessment of such applications within the Town of Narrogin. The commercial vehicle parking planning policy defines the parking of commercial vehicle as follows:

*“Commercial Vehicle – means a vehicle whether licensed or not, and shall include motor propelled caravans, trailers, semi-trailers, earth moving machines, whether self-propelled or not, motor wagons, bus and tractors and their attachments, but shall not include any motor car, or any vehicle what so ever the weight of which is less than 3.5 tonnes.”*

Clause 2.2.5 and 2.2.7 apply which allow Council to consider the application as a use not listed. Clauses 2.2.5 and 2.2.7 state:

*“2.2.5 Clause 2.2.4 does not prohibit the Council from giving consent to a use that is not*

*a) Mentioned in the list of use classes in the Development Table; or*

*b) Defined in Clause 1.8; or*

*c) Defined in Appendix D to the Town Planning Regulations, 1967*

*and determining the zone in which the use may be carried on pursuant to Clause 2.2.6 nor does Clause 2.2.4 prohibit the use of the land in accordance with consent so given.*

*2.2.7 An application to the Council for it's consent under Clause 2.2.5 –*

*a) shall be advertised in accordance with provisions of Clause 6.3.2; and*

*b) shall not be granted unless a resolution to do so is passed by an absolute majority of the Council.*

A commercial vehicle land use therefore can be considered on these grounds in accordance with the advertising requirements prescribed in Clause 6.3.2. Clause 6.3.2 states as follows:

*“6.3.2 Where the Council is required or decides to give notice of an application to the Council shall cause:*

- a) Notice of the proposed use and development to be sent by post or delivered to the owners and occupiers of land within an area determined by the Council as likely to be affected by the granting of the application;*
- b) Notice of the proposed use and development to be published in a newspaper circulating in the Scheme Area and in the State of Western Australia stating that submissions may be made to the Council within 21 days from the publication thereof; and*
- c) a sign displaying notice of the proposed use and development to be erected in a conspicuous position on the land for a period of 21 days from the date of publication of the notice referred to in paragraph (b) hereof.”*

Previously, Council have considered the parking of commercial vehicles within a ‘Single Residential’ zoned land and given consent to advertise. It is therefore recommended that council advertise the proposal in accordance with Clause 6.3.2.

#### Amenity and Screening

Parking of commercial vehicles have the potential to disturb the amenity of residential areas through noise disturbance and impact to visual amenity. The amenity of a residential area needs to be considered in an application for the parking of commercial vehicles.

The FT-TPS does not permit the parking of commercial vehicles for a period longer than 4 hours to avoid any disturbance to the amenity of residential areas. Adequate screening has the ability to reduce any negative visual impacts to residential areas as well as playing a role in minimising any potential noise impacts. It should be noted that the subject property is surrounded by ‘Single Residential’ properties to the south and west and ‘Farming’ properties to the north. The impact to the farming property to the north would be considered minimal as it is a vacant paddock for the purpose of agriculture rather than sensitive land uses, such as residential properties.

#### Visual Amenity

The subject property is a large property approximately 10,825m<sup>2</sup> and has established vegetation throughout the property. The applicant proposes to park the subject vehicle in the far northeast of the property on weekends and it has been determined it would be difficult to be visible from Gordon Street in this position. The applicant has a new fence across the front of his property as some of the applicant's land was acquired by Main Roads through the construction of the new link road.

The position of the truck to be parked during the week would be more visible from Gordon Street than the position it would be parked on the weekends. As the property is substantial in size and has established vegetation it would have minimal adverse impact to visual amenity of a residential area. It was difficult to assess if the fuel truck can be visible over the back fence from the adjoining neighbours as it is private property. The street façade of Gordon Street would be minimally impacted by the parking of the commercial vehicle.

### Noise Amenity

Arrival and departure times of the vehicles have the potential to impact surrounding residential areas. Early morning and late evening travel times on a routine basis have the potential to disturb nearby residents. The applicant proposes to depart at 5.00am each morning and arrive home at 5.00pm each afternoon. The truck arriving at 5.00pm each afternoon is unlikely to cause any noise disturbance at an unreasonable time. The early morning departure time is more likely to cause noise disturbance to adjoining properties.

The vehicle will not be moved on weekends and parked in the northeast of the property and therefore would not cause noise disturbance to adjoining properties unreasonably on weekends. Conditions of approval have the ability to overcome certain aspects of the disturbance. For example, conditions stating the vehicle must be reversed parked at night as to not engage reversing beepers in the early hours of the morning could be included.

The established vegetation and fencing could also play a role in absorbing some of the associated sounds. Furthermore, the new link road would also generate noise for the nearby residence and it would be unlikely that the parking of the commercial vehicles would generate noise as to adversely affect the farming property to the north.

### License Code Class

The commercial vehicle planning policy states the type of license codes that may be permitted in certain land zonings within the Town of Narrogin.

Within the Commercial Vehicle Planning Policy the license code that may be permitted within 'Single Residential' or 'Other Residential' zoned land is a Light Rigid (LR) vehicle. It states Council will generally not support the parking of commercial vehicles in excess of a single vehicle, but may include a trailer subject to adequate screening.

The subject property is zoned as 'Single Residential' and the license code of the vehicle intended to be parked at the property is considered as a Heavy Combination (HC) vehicle. The vehicle does exceed the policies recommendations however, it is considered that the subject property is a large residential lot. A HC licensed truck is considered under the parking of commercial vehicles planning policy within rural zoned land over five hectares. The subject property is one hectare in size and does fall short of the minimum size required for a HC license to be parked at the property.

Considering, the application is for a single vehicle and the property is a substantially large lot and surrounded by 'Farming' land as well as 'Single Residential', it is recommended that Council advertise the proposal in accordance with Clause 6.3.1 to allow nearby residents and landowners an opportunity to make public comment. Upon receiving comments from adjoining landowners the nature of comments can be considered and any valid planning considerations can be assessed to determine if they can be overcome by conditions of approval.

### **Consultation**

- Azhar Awang – Executive Manager, Development and Regulatory Services
- Robert House – The Applicant
- Public Advertising will be required in accordance with Clause 6.3.1 of the former Town of Narrogin Town Planning Scheme.

## Statutory Environment

- Former Town of Narrogin Town Planning Scheme No. 2 – Clause 2.2.5 and 2.2.7 – Use not listed
- Former Town of Narrogin Town Planning Scheme No. 2 – Clause 3.1.6 – Parking and Repair of Commercial Vehicles
- Former Town of Narrogin Town Planning Scheme No. 2 – Clause 6.2 – Relaxation of Standards
- Former Town of Narrogin Town Planning Scheme No. 2 – Clause 6.3 – Application for Special Approval

## Policy Implications

Town of Narrogin Planning Policies – Parking of Commercial Vehicles

## Financial Implications

- Application for Planning Consent Fee to the value of \$147.00 to be made payable to the Shire of Narrogin and borne by the applicant.
- Advertising Costs – Town Planning Scheme No .2 – Clause 6.3.6  
*“The application shall pay to the council the cost of all expenses incurred by Council in giving notice in accordance with the foregoing provisions and if not so paid the Council may recover that amount in a court of competent jurisdiction.”*

## Strategic Implications

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

## Voting Requirements

Absolute Majority.

**COUNCIL RESOLUTION 0917.106 AND OFFICER'S RECOMMENDATION**

**Moved: Cr Ward**

**Seconded: Cr Bartron**

That Council:

1. Advertise the application for the parking of commercial vehicles at Lot 10 (No 1) Gordon Street, Narrogin for public comment in accordance with Section 6.3 of the former Town of Narrogin Town Planning Scheme No.2.
2. If no negative submission are received authorise the Chief Executive Officer to issue planning approval.

**CARRIED 6/0  
BY ABSOLUTE MAJORITY**

<b>Commonly-used abbreviations:</b>	
FT-TPS	Former Town of Narrogin Town Planning Scheme
HC	Heavy Combination
LR	Light Rigid

04 SEP 2017

A213100 IPA1711783

# PLANNING CONSENT



Shire of  
**Narrogin**  
Love the life

89 Earl Street  
PO Box 1145  
Narrogin WA 6312

(08) 9890 0900

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

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

## TOWN PLANNING SCHEME NO.2 DISTRICT SCHEME

Name of Applicant	ROBERT JOHN HOUSE DIANNE JOY HOUSE
Correspondence Address	PO BOX 1027 NARROGIN 6312
Applicant Phone Number	9811726 0427271027

I hereby apply for planning consent to:

- Use the land described hereunder for the purpose of TRUCK PARKING
- Erect, alter or carry out development on land described hereunder in accordance with the accompanying plans (3 copies attached)  
NILL ALTERATION

Existing use of land	
Approximate cost of proposed development	\$ NILL
Estimated time of completion	N.A.
No of persons to be housed / employed after completion	N.A.

## TITLES OFFICE DESCRIPTION OF LAND

### LOCALITY PLAN

House No	ONE	Lot No	TEN	Location No	
Plan or Diag		Street Name	1 GORDON ST NARROGIN		
Certificate of Title	Volume: _____		Folio: _____		

### LOT DIMENSIONS

Site area	12000	Square metres
Frontage	80 METRES	Metres
Depth	158 METRES	metres

### AUTHORITY

Applicant's Signature	<u>R. House</u>	Date	<u>27.8.17</u>
-----------------------	-----------------	------	----------------

Attachment 2

NOTE: ALL OWNERS OF THE PROPERTY MUST SIGN THIS APPLICATION FORM. WHERE PROPERTY IS OWNED BY A COMPANY, AT LEAST TWO DIRECTORS OF THE COMPANY MUST SIGN THE APPLICATION.

Owner's Signature R. Howe D. J. Howe Date 27.8.17

NOTE: THIS FORM IS TO BE SUBMITTED IN DUPLICATE, TOGETHER WITH THREE COPIES OF PLANS, COMPRISING THE INFORMATION SPECIFIED IN THE PARTICULARS REQUIRED WITH THE APPLICATION OUTLINED BELOW.

**THIS IS NOT AN APPLICATION FOR A BUILDING LICENCE**

**PARTICULARS REQUIRED WITH APPLICATION FOR PLANNING CONSENT**

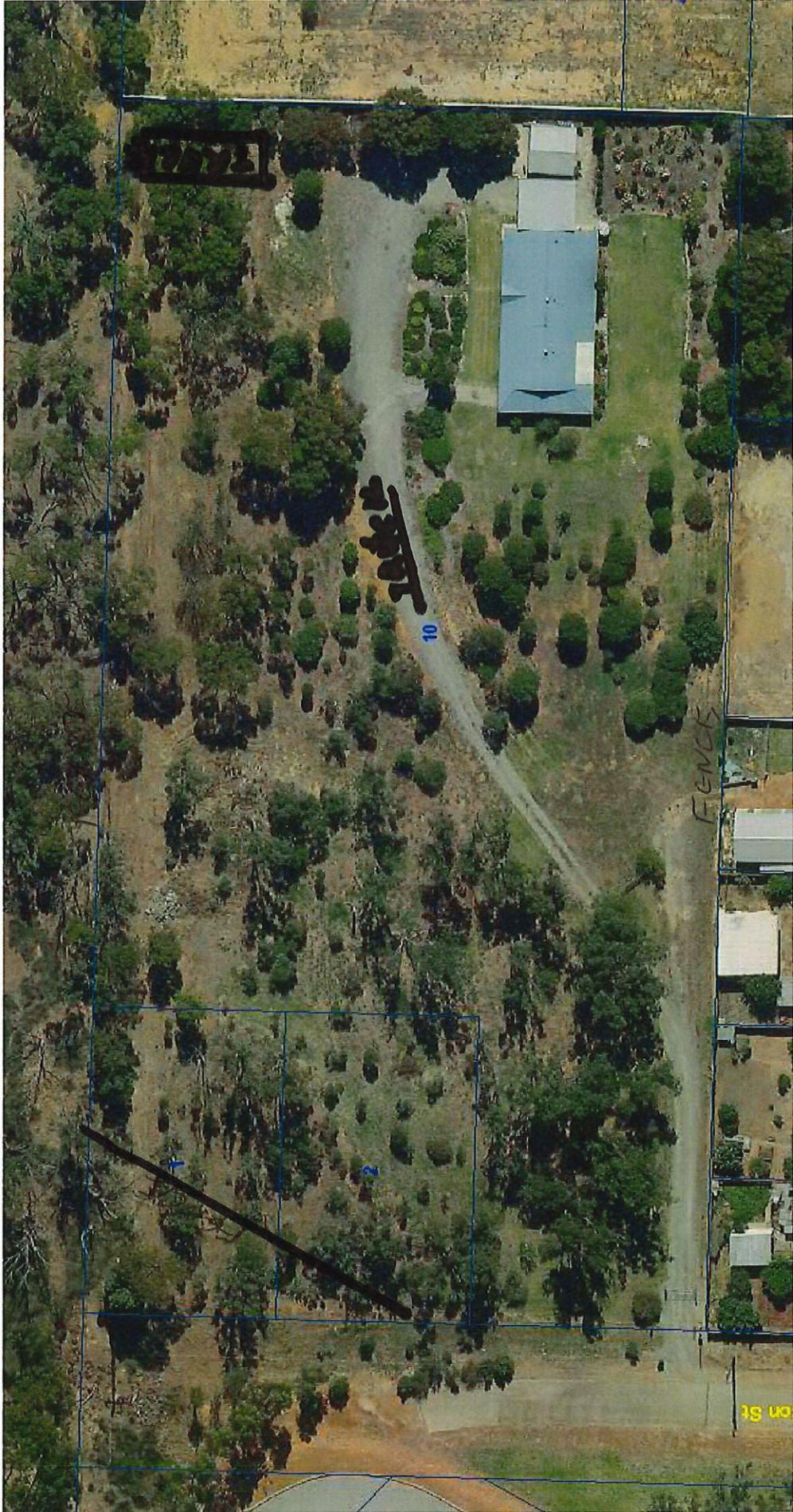
Where an application involves the erection or alteration of a building or a change in levels of a site, the plans accompanying an application for planning consent shall, unless especially exempt by the Shire:

- a. Indicate the position and describe the existing buildings and improvements on the site and indicate those which are to be removed;
- b. Indicate the position and describe the buildings and improvements proposed to be constructed, their appearance, height and proposed uses in relation to existing and proposed contours;
- c. Indicate the position, type and height of all the existing trees on the site and indicate those to be retained and those to be removed;
- d. Indicate the areas to be landscaped and the location and type of shrubs, trees and other treatment proposed;
- e. Indicate site contours and details of any proposed alteration to the natural contour of the area;
- f. Indicate car parking areas, their layout and dimensions and accessways and the position of existing and/or proposed crossovers; and
- g. Indicate site dimensions and be to metric scale.

**OFFICE USE ONLY**

File Reference		Application No	
Date Received		Date of Approval / Refusal	
Date of Notice of Decision		Officer's Signature	

PARKING IS 5PM - 5AM WEEKDAYS ALL WEEKEND



Mr Aaron Cook  
Chief Executive Officer  
Shire of Narrogin  
89 Earl Street  
Narrogin WA 6312

Dear Aaron and all councillors,

I am writing to council to seek permission to park one commercial vehicle at my residential address within the Shire of Narrogin. The vehicle in question is owned by Fuel Distributors of WA and is a single trailer semi commercial fuel truck. At no time will the vehicle be loaded when parked at this address and at no time will the vehicle be repaired/maintained or cleaned other than the cleaning of the front windscreen for safety reasons at this address. The address of the residence in question is Lot 10 (No. 1) Gordon Street Narrogin.

Thank you for taking the time to discuss this matter and look forward to a positive outcome.

Yours Sincerely

Robert House



Date 27.8.17



SUBJECT PROPERTY

Attachment Two – Locality plan

## 10.1.112 DUAL FIRE CONTROL OFFICERS

<b>File Reference:</b>	9.1.1
<b>Disclosure of Interest:</b>	Nil
<b>Applicant:</b>	Shires of Williams, Wickepin and Wagin
<b>Previous Item Nos:</b>	Nil
<b>Date:</b>	8 November 2017
<b>Author:</b>	Azhar Awang – Executive Manager Development & Regulatory Services
<b>Authorising Officer:</b>	Aaron Cook – Chief Executive Officer

### Attachments

- Attachment 1 – Correspondence from Shire of Williams, Shire of Wagin and Shire of Wickepin

### Summary

The *Bush Fire Act 1954* permits the appointment of Fire Control Officers (FCO) to be authorised between adjoining Local Governments. The Shire of Williams, Wickepin and Wagin have nominated their respective Dual Fire Control Officers (Dual FCOs) to the Shire of Narrogin.

### Background

Under the *Bush Fires Act 1954*, a FCO has significant authority in a fire emergency where they may assume responsibility of the situation, which may override any volunteer on the ground including the Brigade Captain. A Brigade Captain, elected by the Brigade and is not subject to Council approval (unless specified by the Shire), their authority as Captain is limited to the Brigade area adopted by Council.

A FCO, including the Chief Bush Fire Control Officer (CBFCO) may have their authority superseded by a Department of Fire and Emergency Services Liaison Officer or a Department of Parks and Wildlife Forestry Officer in certain situations.

### Comment

The Shire of Narrogin has recently adopted the Bush Fire Brigades Local Law 2017 and has appointed the respective FCOs within each Bush Fire Brigade including the appointment of Captains, 1<sup>st</sup> Lieutenant and 2<sup>nd</sup> Lieutenant. The Shire has also appointed the Chief Bush Fire Control Officer and Deputy Bush Fire Control Officer.

It is advisable and common practice that Dual FCOs are appointed. The Shire of Narrogin at its meeting held 26 July 2017 appointed Dual FCOs to the adjoining Shires (Cuballing, Wagin, West Arthur, Wickepin and Williams) and these appointments have been duly accepted by the respective adjoining Shires. As a registered volunteer, they are automatically covered by the provisions of the Act and for insurance in fighting a fire in adjoining Shires. The authority of Dual FCOs is generally restricted to fire/emergency response and do not have the authority to issue burning permits.

Reciprocally, the adjoining Shires have also nominated their respective FCOs to be nominated to the Shire of Narrogin as their registered Dual FCOs for the 2017/2018 fire season.

Appointments of each FCO is linked to a Bush Fire Brigade (BFB) or if a FCO appointed by an adjoining Shire to the area adjoining the common boundary, but unless specified, their authority extends throughout the whole of the district. It is proposed that this arrangement continue, without specific limitation.

A FCO is required to act within any restrictions or conditions placed on the role by Council. They cannot issue instructions to staff to carry out works, nor do they have the authority to hire plant or contractors.

Fire Weather Officers and Clover Burning Permit Officers also have separate delegations not applicable to dual FCOs.

As officers of Council, exercising statutory authority and powers on behalf of Council, there is an obligation on Council to consider the suitability of a person prior to appointment as a FCO. In this regard, Council should note the requirement of the proposed Bush Fire Brigades Local Law that FCO's are to complete a FCO course or refresher at least once every five years, for their appointment to remain valid.

Nomination by an adjoining Shire does not mean automatic right to the role. Appointment becomes effective only on resolution of Council.

The following Shires have provided the following nominations for the 2017/2018 as Dual FCOs:

Shire of Williams:

- Geoff McKeown; and
- Nicholas Panizza

Shire of Wickepin:

- Trevor Leeson;
- Nathan Astbury; and
- Philip Russell

Shire of Wagin:

- Ross Goldsmith; and
- Chris Piesse

It is recommended that Council endorse the nominated Dual FCOs as provided by the respective Shires.

### **Consultation**

- Aaron Cook – Chief Executive Officer

### **Statutory Environment**

*Bush Fires Act 1954 Section 38, 39, 40 and 56 – Appointment of Bush Fire Control Officers.*

Shire of Narrogin Bush Fire Brigades Local Law 2017

## Policy Implications

Council Delegation –

- 1.1 – Appointment of authorised persons
- 5.1 – Issue of Burning Permits – CEO
- 5.2 – Firefighting – Emergency plant hire
- 20.1 – Issue of burning permits – Fire Control Officers
- 20.2 – Issue of clover burning permits – Clover Burning Permit Officers
- 20.3 – Prohibited and restricted burning periods – Variation

Council Policy –

5.1 – Establishment of Brigades and map of Brigade areas (adopted 13 Sep 2016).

## Financial Implications

Nil

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	2. Social Objective (To provide community facilities and promote social interaction)
Outcome:	2.2 Build a healthier and safer community
Strategy:	2.2.1 Support the provision of community security services and facilities

## Voting Requirements

Simple Majority

## COUNCIL RESOLUTION 1117.129 AND OFFICER'S RECOMMENDATION

**Moved: Cr Schutz**

**Seconded: Cr Ward**

That Council:

Support the appointment of the following persons nominated by the following Shires as Dual Fire Control Officers for the Shire of Narrogin:

Shire of Williams:

- Geoff McKeown; and
- Nicholas Panizza

Shire of Wickepin:

- Trevor Leeson;
- Nathan Astbury; and
- Philip Russell

Shire of Wagin:

- Ross Goldsmith; and
- Chris Piesse

**CARRIED 8/0**



# SHIRE OF WILLIAMS

BROOKING STREET, WILLIAMS, WESTERN AUSTRALIA.

OFFICE HOURS: MONDAY TO FRIDAY: 8.30 a.m. to 5.00 p.m.

TELEPHONE (08) 9885 1005 FACSIMILE (08) 9885 1020 EMAIL shire@williams.wa.gov.au

All communications to be addressed to the Chief Executive Officer, P.O. Box 96, Williams, W.A. 6391.

Your Ref:

Our Ref:

5.10.1

Mr. Azhar Awang  
Executive Manager Development and Regulatory Services  
Shire of Narrogin  
PO Box 1145  
NARROGIN WA 6312

23<sup>rd</sup> October 2017

Dear Azhar,

**RE: Dual Registered Fire Control Officers**

The Shire of Williams would like to nominate Nicholas Panizza and Geoff McKeown as dual registered Fire Control Officers for your Shire for the 2017/18 fire season.

I would also like to confirm that Barry Hardie and Brenton Hardie have been accepted as a dual registered Fire Control Officers for this Shire.

I trust that you will agree to this request.

Yours faithfully,

.....  
**Geoff McKeown**  
**Chief Executive Officer**

<b>Shire of Narrogin</b>	
<b>RECEIVED</b>	
Directed to	<u>Azhar/Wendy R</u>
<b>30 OCT 2017</b>	
Ref No	<u>1CR1712396</u>
Property File	_____
Subject File	<u>9.1.1</u>
Ref	_____



77 Wogolin Road, PO Box 19  
WICKEPIN WA 6370  
Phone: 08 9888 1005  
Fax: 08 9888 1074  
www.wickepin.wa.gov.au

Shire of Wickepin

Contact: Mark Hook  
File: ES.APN.901

Aaron Cook  
Chief Executive Officer  
Shire of Narrogin  
43 Federal Street  
NARROGIN WA 6312

<b>Shire of Narrogin RECEIVED</b>	
Directed to	<i>Wendy R / Azhar</i>
	<b>29 AUG 2017</b>
Ref No	<i>ICR1711716</i>
Property File	
Subject File	<i>9.7.1</i>
Ref	

23 August 2017

Dear Aaron,

**Dual Fire Control Officers 2017/2018**

Please be advised that Council resolved to appoint Trevor Leeson, Nathan Astbury and Phillip Russell as Dual Fire Control Officers for the Shire of Narrogin.

I trust you will find this satisfactory and I seek your Council's consent to the appointments.

Yours sincerely

  
Mark J Hook  
Chief Executive Officer

ADMINISTRATION CENTRE  
2 Arthur Road, WAGIN W.A  
PO Box 200, WAGIN 6315



Telephone: (08) 9861 1177  
Facsimile: (08) 9861 1204  
Website: www.wagin.wa.gov.au  
Email: shire@wagin.wa.gov.au

PRW:KLS ES.VO.1

Mr A Cook  
Chief Executive Officer  
Shire of Narrogin  
89 Earl Street  
NARROGIN WA 6312

Shire of Narrogin RECEIVED	
Directed to	<i>Azhar / Wendy A</i>
28 AUG 2017	
Ref No	<i>1CR17/1700</i>
Property File	
Subject File	<i>9.1.1</i>
Ref	

Dear Aaron

**RE: - DUAL FIRE CONTROL OFFICERS 2017/18**

The Shire of Wagin would like to have the following Fire Control Officers appointed as Dual officers within your Shire: -

- Narrogin Mr R Goldsmith  
Mr C Piesse

I look forward to being advised the outcome of this request.

Yours faithfully

Peter Webster  
CHIEF EXECUTIVE OFFICER

24<sup>th</sup> August 2017

7:21 pm – Cr Schutz declared an interest in the following item and left the meeting.

### **10.1.113 APPLICATION FOR PLANNING CONSENT – GROUPED DWELLING – LOT 1 (No. 127) NARRAKINE ROAD, NARROGIN**

**File Reference:** A279900  
**Disclosure of Interest:** Nil  
**Applicant:** Bradley Melchiorre  
**Previous Item Nos:** Nil  
**Date:** 9 November 2017  
**Author:** Leigh Medlen – Planning Officer  
**Authorising Officer:** Azhar Awang – Executive Manager Development & Regulatory Services

#### **Attachments**

- Attachment 1 – Application for Planning Consent
- Attachment 2 – Locality Plan
- Attachment 3 – Planning Assessment

#### **Summary**

Council is requested to consider the application for planning consent for a grouped dwelling development at Lot 1 (No. 127) Narrakine Road, Narrogin.

#### **Background**

An application for planning consent was received by the Shire of Narrogin on 3 October 2017. The subject property has an existing residence on the property, which will remain as part of the grouped dwelling development. The application also proposes to construct two units fronting Lock Street.

The subject property is approximately 1,793m<sup>2</sup> and is zoned under the Former Town of Narrogin Town Planning Scheme No. 2 (FT-TPS) as 'Single Residential' and applies a residential density code of R12.5.

#### **Comment**

A Grouped Dwelling Development has an 'AP' land use permissibility within a 'Single Residential' zone.

An 'AP' land use under the FT-TPS has the following meaning:

*"AP = a use that is not permitted unless special approval to it is given by the Council after the proposal has been advertised in accordance with Clause 6.4 and it complies with –*

*a) The relevant development standards contained in the Scheme; and*

*b) All conditions (if any) imposed by the Council in granting planning consent to commence development."*

To gain special approval by Council Clause 6.3 – Special Approval applies. Clause 6.3 states the following:

*“6.3.2 Where the Council is required or decides to give notice of an application to the Council shall cause:*

- a) Notice of the proposed use and development to be sent by post or delivered to the owners and occupiers of land within an area determined by the Council as likely to be affected by the granting of the application;*
- b) Notice of the proposed use and development to be published in a newspaper circulating in the Scheme Area and in the State of Western Australia stating that submissions may be made to the Council within 21 days from the publication thereof; and*
- c) A sign displaying notice of the proposed use and development to be erected in a conspicuous position on the land for a period of 21 days from the date of publication of the notice referred to in paragraph (b) hereof.”*

It is therefore recommended that the proposal is advertised for public comment.

Special approval for an ‘AP’ use requires the relevant development standards contained within the FT–TPS to be complied with as well as the Residential Design Codes (R-Codes). The table below demonstrates an assessment of the development against the development standards prescribed within the FT–TPS. A detailed assessment against the R-Codes is shown as per Attachment 3.

**Grouped Dwelling Assessment against Development Standards of FT–TPS No.2**

<b>Development Standard</b>	<b>Provision</b>	<b>Compliance</b>	<b>Officers Comment</b>
<b>Minimum Lot Area</b>	1000sqm	Complies 1793m <sup>2</sup>	Noted Compliance.
<b>Minimum Frontage</b>	20m	Does not Comply for an R12.5 density. 17.458m and 17.461m	The application proposes approximately 17 metre frontages which is in compliance with an R25 provision. R25 requires an 8 metre frontage.
<b>Maximum Plot Ratio</b>	As per R25 = 0.5	Complies 0.5	Noted Compliance.
<b>Setbacks</b> <b>Front</b> <b>Rear</b> <b>Sides</b>	7.5 metres 7.5 metres ave. 1.5m min. As per R12.5	Does Not Comply 6.725 & 6.6 metres 2.0 metres Various	The application complies with the setbacks of an R25 code. With the exception of the laundry which will be discussed further in the report.
<b>Minimum Car Parking Spaces</b>	2 per dwelling unit 1 visitor space per 2 units & 2 per unit, 1 to be contiguous to unit and roofed	Complies. 2 Provided. Visitor Parking Does Not Comply. Nil Provided	Noted Compliance.  The application complies with the number of visitor bays as per the R-Codes which does not require a grouped dwelling development of 2 units to provide any visitor bays.

Development Standard	Provision	Compliance	Officers Comment
Minimum Landscaping	As per R25 = 50%	Complies 50%	Noted Compliance.
Other Remarks	80sqm per unit in appurtenant courtyard with min. dimensions of 4m x 10m.  Access to courtyard required not through habitable room.  No setback between attached units or 3m setback between buildings on the same lot.	Does Not Comply	The application complies with the outdoor living requirements of an R25 density code and associated provisions.

In summary to the above table, it should be noted the FT–TPS has inconsistent provisions as opposed to the R-Codes. The R-Codes are considered to be a more recent planning document, applied widely throughout Western Australia and have been applied by the Shire of Narrogin previously in relation to grouped dwelling developments. It is therefore recommended that they should be consistently applied to the subject application.

The Plot Ratio within the Development Standards makes provisions for a grouped dwelling to be considered with an applicable density coding of R25. It is therefore recommended that the entire provisions of an R25 code are applied to maintain a consistent approach when assessing the application.

To resolve the inconsistencies between the FT–TPS and R-Codes it is recommended the non-compliances to the development standards listed in the above table are considered to be relaxed and the provisions of the R25 code are applied. The FT–TPS allows the relaxation of development standards through Clause 6.2 – Relaxation of Standards, which states as follows:

*6.2.1 If a development is the subject of an application for planning consent and does not comply with a standard or requirement prescribed by the Scheme, the Council may approve the application unconditionally or subject to such conditions as the Council things fit, always provided that the council is satisfied that:*

- i) Approval of the proposed development would be consistent with the orderly and proper planning of the locality, the preservation of the amenity of the area and be consistent with the objectives of the Scheme;*
- ii) The non-compliance will not have any adverse effect upon the occupiers or users of the development or inhabitants of the locality or upon the likely future development of the locality; and*
- iii) The spirit and purpose of the requirements or standards will not be unreasonably departed from thereby.*

The proposed relaxation has been assessed against the criteria above which has found the following:

In relation to provision i) above, the approval of the development would be consistent with orderly and proper planning as it would be in compliance to the State Planning Policy – Residential Design Codes, which was designed with the aim to create consistent residential development across Western Australia. The development would have been assessed consistently and therefore aids in preserving and creating high quality development outcomes within residential areas.

In relation to provision ii) above, the non-compliances would have no adverse impact upon the occupiers of the development or future development within the area, as the State-wide legislation governing residential development would be applied consistently.

In relation to provision iii) above, the provisions and validity of the development standards would not be departed with as the development standards provide the potential for a grouped dwelling within a 'Single Residential' zone to be developed as an R25 code. The development standards would be consistently applied to other permissible land uses within a 'Single Residential' zone.

### R-Codes Assessment

A detailed assessment of the proposal against the provisions of the R Codes can be found as per Attachment 3. There is one non-compliance against the R Codes which relates to the setback of the Laundry Wall for Unit 1 and 2. Justification for the reduced side setback as provided by the applicant, is that the proposed variation is very minor with a difference of 0.3 metres between the requirement of 1.5 metre setback and the proposal of 1.2 metres setback. The applicant also provides the following justification for the variation:

- The reduced setback has a very minor impact on surrounding properties as the laundry of Unit 1 faces Unit 2 which is adjacent to a side setback of 1.5 metres, so not directly onto an outdoor living space.
- Unit 2 setback of the laundry faces the right of way, which will not impact the serviceability of the right out way.
- To increase the functionality of the laundry internally.
- Given the opening of the laundry wall is not from a major habitable room there is no impact to the privacy as a result of the reduced side setback.

It should be considered that given the laundry is not a major habitable room and there is proposed to be a 1.8 metre high fence constructed between Unit 1 and 2 and an existing fence between Unit 2 and the right of way, it would be unlikely the variation of the setback would cause a negative impact to adjoining areas, through privacy, overlooking or reduction of residential amenity. It should also be considered, that the variation is minimal to the requirements prescribed. It is therefore recommended that the variation for the reduced setback of the laundry wall is supported by Council.

A Landscaping Plan will also be required by the applicant to demonstrate the landscaping provisions within the front setback area. There is a provision within the R-Codes that requires a maximum of 50% within the front setback area to be hard surface. Alternatively, it can be addressed through conditions of approval allowing a maximum of 50% hard surface within the front setback line.

In conclusion, the development is mostly compliant with the R-Codes and seeks one variation in relation to the setback of the laundry wall. It is therefore recommended that council support the proposal for the purposes of advertising. Throughout the advertising period adjoining landowners will be given the opportunity to comment on the proposal in relation to the

development and reduced setback of the laundry walls. It is also recommended that council support the relaxation of development standards within the FT–TPS for a grouped dwelling, in its place, applying the provisions of a R25 Code.

### Consultation

- Azhar Awang – Executive Manager, Development & Regulatory Services
- Public advertising in accordance with Clause 6.3

### Statutory Environment

Former Town of Narrogin Town Planning Scheme No. 2

### Policy Implications

State Planning Policy – Residential Design Codes

### Financial Implications

- Application for Planning Consent Fee to the value of \$1,280 to be made payable to the Shire of Narrogin and borne by the applicant.
- Cost of replacing street trees to be borne by the applicant.
- Advertising Costs – Town Planning Scheme No .2 – Clause 6.3.6  
*“The applicant shall pay to the Council upon demand the amount of all expenses incurred by Council in giving notice in accordance with the foregoing provisions and if not so paid the Council may recover that amount in a court of competent jurisdiction.”*

### Strategic Implications

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

### Voting Requirements

Absolute Majority

## COUNCIL RESOLUTION 1117.130 AND OFFICER’S RECOMMENDATION

**Moved: Cr Walker**

**Seconded: Cr Seale**

That Council:

1. Relax the frontage, front and rear setback, visitor parking and outdoor courtyard development standards prescribed within the Former Town of Narrogin Town Planning Scheme No. 2 for a grouped dwelling development and assess the development against the provisions of an R25 density code.
2. Advertise the application for a grouped dwelling development at Lot 1 (No. 127) Narrakine Road, Narrogin for public comment in accordance with Section 6.3 of the Former Town of Narrogin Town Planning Scheme No.2.

3. In the event that no negative submissions are received, the Chief Executive Officer is authorised to issue planning approval for the proposed group dwelling development (two units) at Lot 1 (No. 127) Narrakine Road, Narrogin, subject to the following conditions:
  - a. This approval shall expire if the development hereby permitted is not completed within two years of the date hereof, or within any extension of that time, upon written application (made before or within 21 days after the expiry of the approval) to the Shire, is granted by it in writing.
  - b. The development hereby approved shall occur generally in accordance with the submitted plans in support of the application and these shall not be altered or modified without the prior written approval of the Chief Executive Officer.
  - c. All drainage and run-off associated with the development shall be contained on site or connected to the Shire's stormwater drainage system to the satisfaction of the Chief Executive Officer.
  - d. 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.
  - e. All earthworks associated with the development shall be wholly contained within the site to the satisfaction of the Chief Executive Officer.
  - f. Landscaping within the front setback area shall be established within 60 days of the practical completion of the buildings and should be fully reticulated and maintained to the satisfaction of the Chief Executive Officer.
  - g. The replacement of the two street trees are to be the species of 'Callistemon' Kings Park Special and shall be maintained by the applicant for two watering seasons.
  - h. The proposed cross overs are to be constructed, drained and maintained to the satisfaction of the Chief Executive Officer.
  - i. A planning application fee of \$1,280 is required to be made payable to the Shire of Narrogin prior to the issuing of a building permit.
  - j. All advertising costs are required to be borne by the applicant and made payable to the Shire of Narrogin prior to the issuing of a building permit.

**CARRIED 7/0  
BY ABSOLUTE MAJORITY**

<b>Commonly-used abbreviations:</b>	
R-Codes	Residential Design Codes of Western Australia
FT-TPS	Former Town of Narrogin Town Planning Scheme No.2

# PLANNING CONSENT



Shire of  
**Narrogin**  
Love the life

89 Earl Street  
PO Box 1145  
Narrogin WA 6312

(08) 9890 0900

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

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

## TOWN PLANNING SCHEME NO.2 DISTRICT SCHEME

Name of Applicant	Bradley James Melchiorre
Correspondence Address	77 Havelock St Narrogin / PO Box 424 Narrogin
Applicant Phone Number	0424 657 097

I hereby apply for planning consent to:

- Use the land described hereunder for the purpose of Build 2x units
- Erect, alter or carry out development on land described hereunder in accordance with the accompanying plans (3 copies attached)

Existing use of land	nothing, blank land, back yard
Approximate cost of proposed development	\$ 400,000
Estimated time of completion	2-5 years
No of persons to be housed / employed after completion	6

### TITLES OFFICE DESCRIPTION OF LAND

#### LOCALITY PLAN

House No	127	Lot No		Location No	
Plan or Diag	ATTACHED	Street Name	Narrawine Rd		
Certificate of Title	Volume: _____		Folio: _____		

#### LOT DIMENSIONS

Site area	PROPOSED AREA 800	whole block 1792	Square metres
Frontage	37.42	77.4	Metres
Depth	22.92	22.92	metres

#### AUTHORITY

Applicant's Signature  Date 29.9.17

**NOTE: WHERE THE APPLICANT IS NOT THE OWNER, THE OWNER'S SIGNATURE IS REQUIRED.**

c:\users\brad\downloads\application for planning consent.docx

**NOTE: ALL OWNERS OF THE PROPERTY MUST SIGN THIS APPLICATION FORM. WHERE PROPERTY IS OWNED BY A COMPANY, AT LEAST TWO DIRECTORS OF THE COMPANY MUST SIGN THE APPLICATION.**

Owner's Signature 	Date <u>29.9.17</u>
---	---------------------

**NOTE: THIS FORM IS TO BE SUBMITTED IN DUPLICATE, TOGETHER WITH THREE COPIES OF PLANS, COMPRISING THE INFORMATION SPECIFIED IN THE PARTICULARS REQUIRED WITH THE APPLICATION OUTLINED BELOW.**

**THIS IS NOT AN APPLICATION FOR A BUILDING LICENCE**

**PARTICULARS REQUIRED WITH APPLICATION FOR PLANNING CONSENT**

Where an application involves the erection or alteration of a building or a change in levels of a site, the plans accompanying an application for planning consent shall, unless especially exempt by the Shire:

- a. Indicate the position and describe the existing buildings and improvements on the site and indicate those which are to be removed;
- b. Indicate the position and describe the buildings and improvements proposed to be constructed, their appearance, height and proposed uses in relation to existing and proposed contours;
- c. Indicate the position, type and height of all the existing trees on the site and indicate those to be retained and those to be removed;
- d. Indicate the areas to be landscaped and the location and type of shrubs, trees and other treatment proposed;
- e. Indicate site contours and details of any proposed alteration to the natural contour of the area;
- f. Indicate car parking areas, their layout and dimensions and accessways and the position of existing and/or proposed crossovers; and
- g. Indicate site dimensions and be to metric scale.

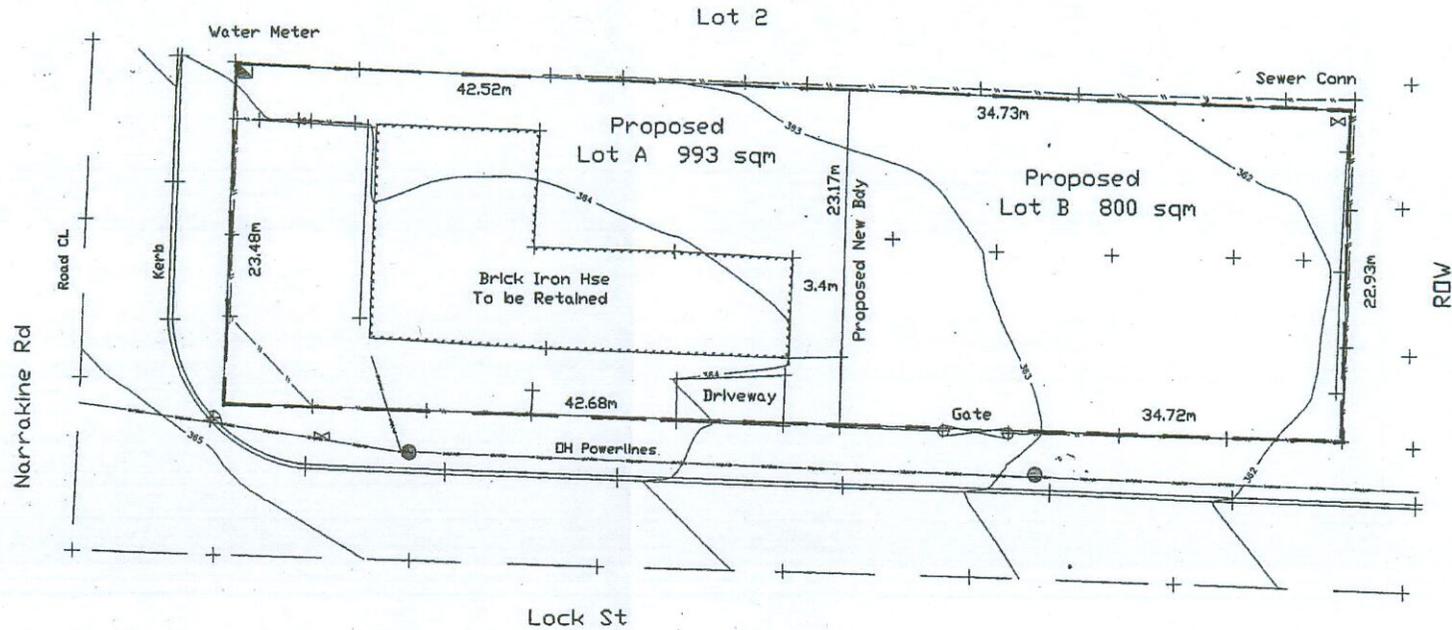
**OFFICE USE ONLY**

File Reference		Application No	
Date Received		Date of Approval / Refusal	
Date of Notice of Decision		Officer's Signature	

Proposed Survey Strata Subdivision Lot 1 (127) Narrakine Rd Narragin

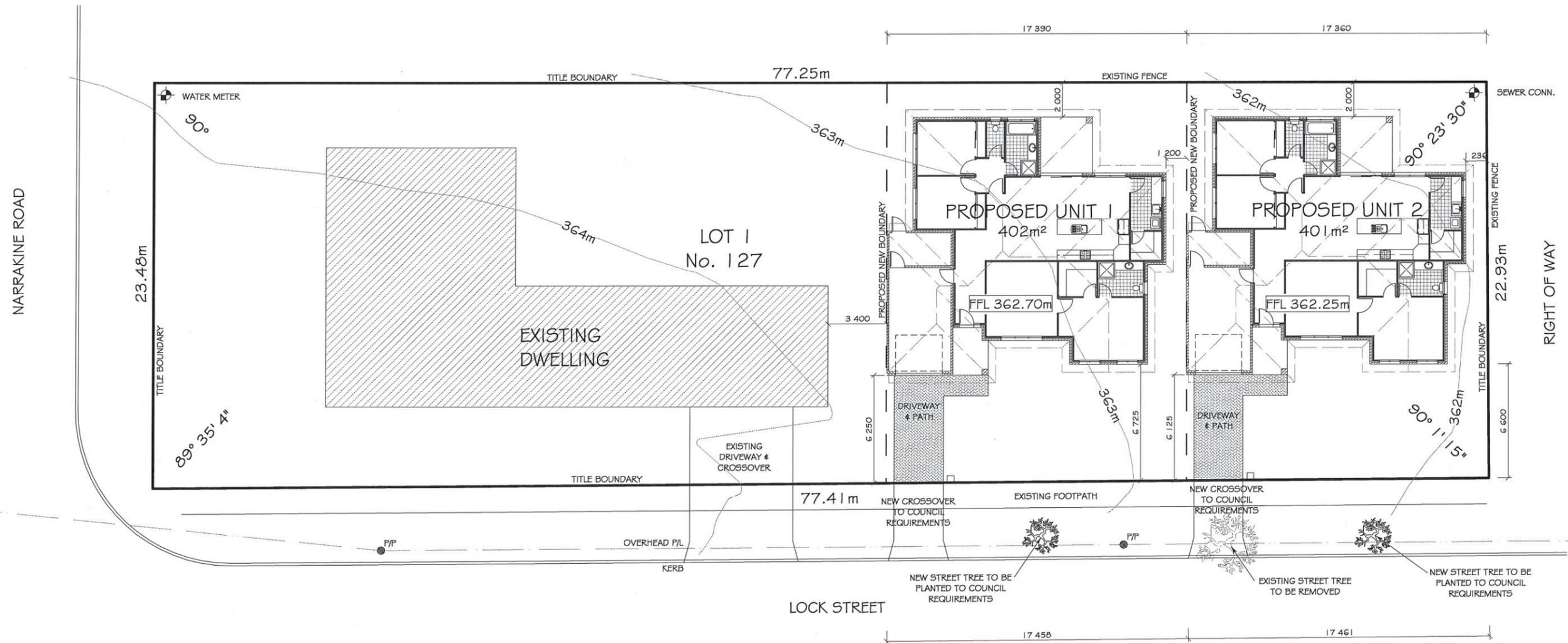
Existing Lots 1  
Lot 1 1793sqm

Proposed Lots 2  
Lot A 993 sqm  
Lot B 800 sqm

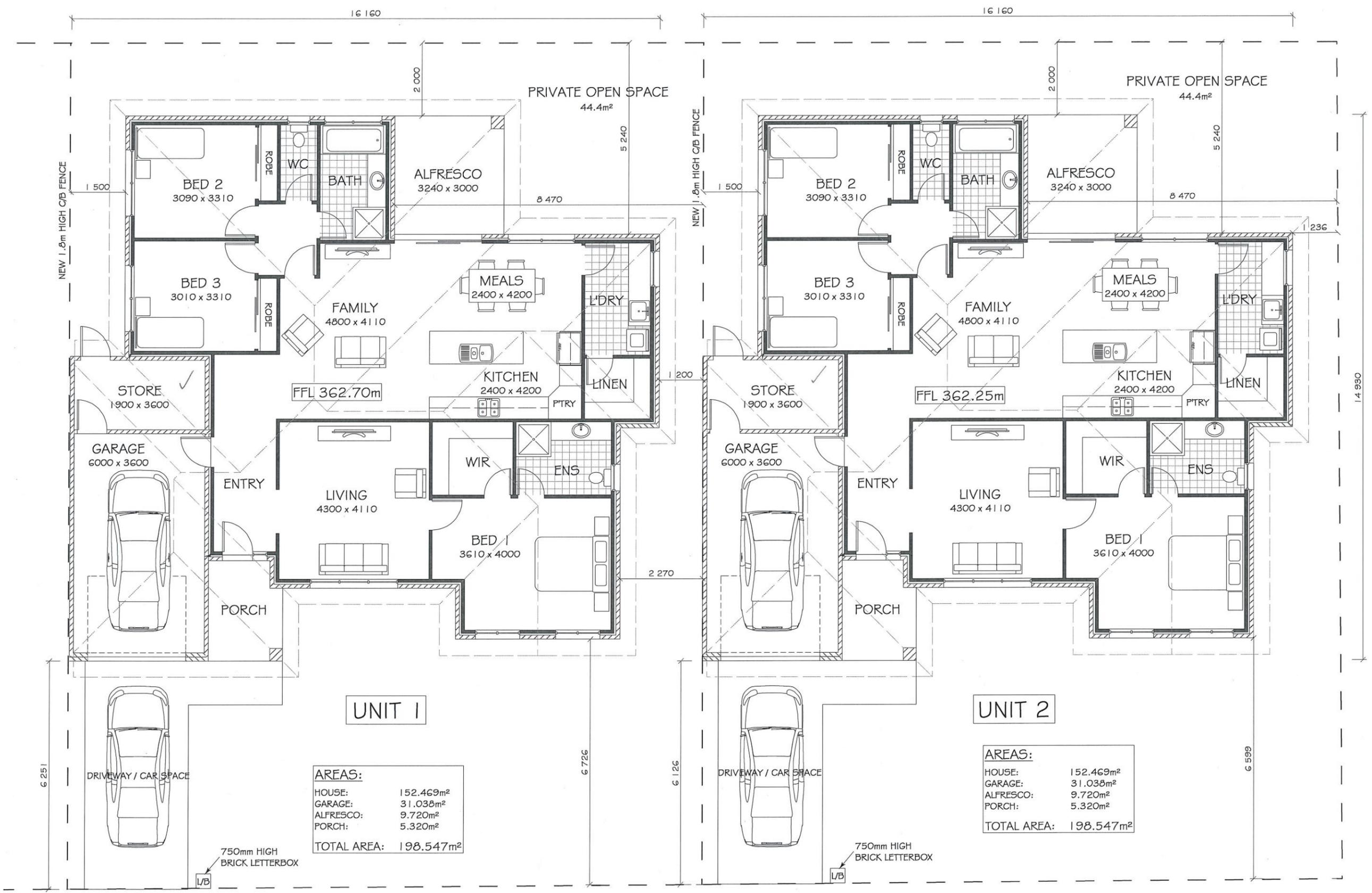


North  
16/08/17  
Boundaries in Approx Pos:  
Scale 1:500 @ A4 Plot  
Contour Int 1m

PH and KE Gow (Licensed Surveyors) 98815140



<b>PROPOSED RESIDENCE FOR:</b>			
<b>B &amp; L Melchiorre</b>			
<b>Lot 1 (127) Narrakine Road,</b>			
<b>NARROGIN</b>			
<b>SITE PLAN</b>			
DESIGN:	DS	JOB No:	DJ 362/17
DRAWN:	DS	ISSUE:	TP
DATE:	03/11/2017	SHEET 1 OF ...	
SCALE:	1 : 250	Page 1 of 49	



**UNIT 1**

**AREAS:**

HOUSE:	152.469m <sup>2</sup>
GARAGE:	31.038m <sup>2</sup>
ALFRESCO:	9.720m <sup>2</sup>
PORCH:	5.320m <sup>2</sup>
<b>TOTAL AREA:</b>	<b>198.547m<sup>2</sup></b>

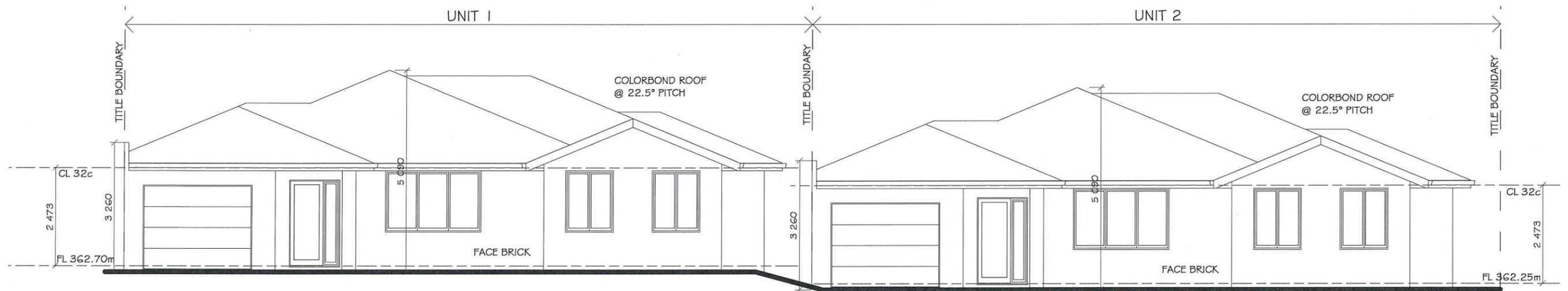
**UNIT 2**

**AREAS:**

HOUSE:	152.469m <sup>2</sup>
GARAGE:	31.038m <sup>2</sup>
ALFRESCO:	9.720m <sup>2</sup>
PORCH:	5.320m <sup>2</sup>
<b>TOTAL AREA:</b>	<b>198.547m<sup>2</sup></b>



<b>PROPOSED RESIDENCE FOR:</b>			
<b>B &amp; L Melchiorre</b>			
<b>Lot 1 (127) Narrakine Road, NARROGIN</b>			
<b>FLOOR PLAN</b>			
DESIGN:	DS	JOB No:	DJ 362/17
DRAWN:	DS	ISSUE:	TP
DATE:	03/11/2017	SHEET 2 OF X	
SCALE:	1 : 100	Page 150	

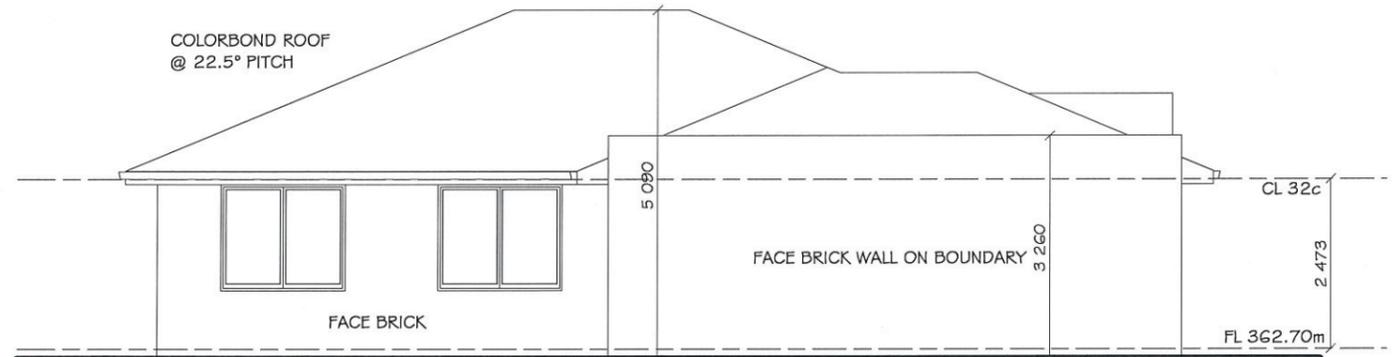


SOUTH ELEVATION  
SCALE 1:100

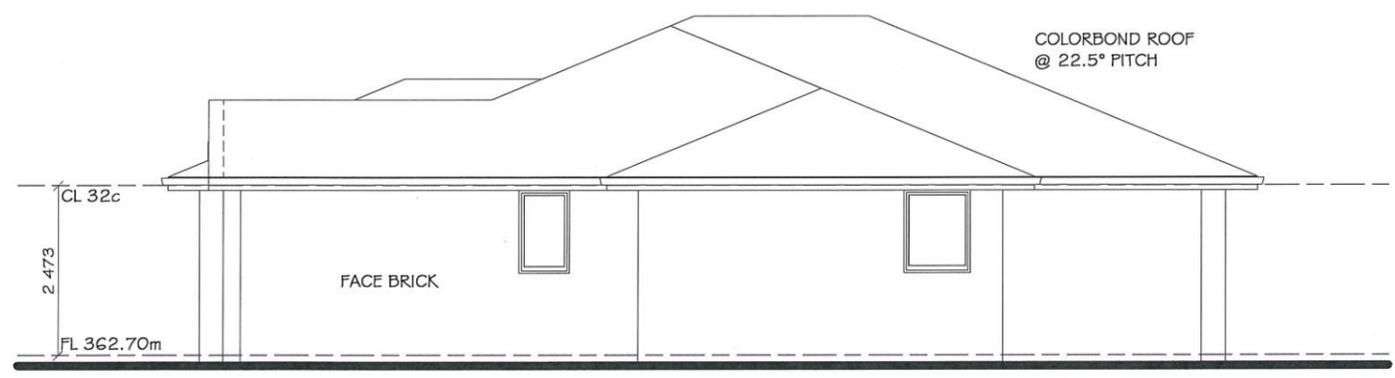


NORTH ELEVATION  
SCALE 1:100

<i>PROPOSED RESIDENCE FOR:</i>			
<b>B &amp; L Melchiorre Lot 1 (127) Narrakine Road, NARROGIN</b>			
<b>ELEVATIONS</b>			
DESIGN:	DS	JOB No:	DJ 362/17
DRAWN:	DS	ISSUE:	TP
DATE:	03/11/2017	SHEET 3 OF ...X...	
SCALE:	1 : 100	Page 151	



WEST ELEVATION - UNIT 1  
SCALE 1:100



EAST ELEVATION - UNIT 1  
SCALE 1:100

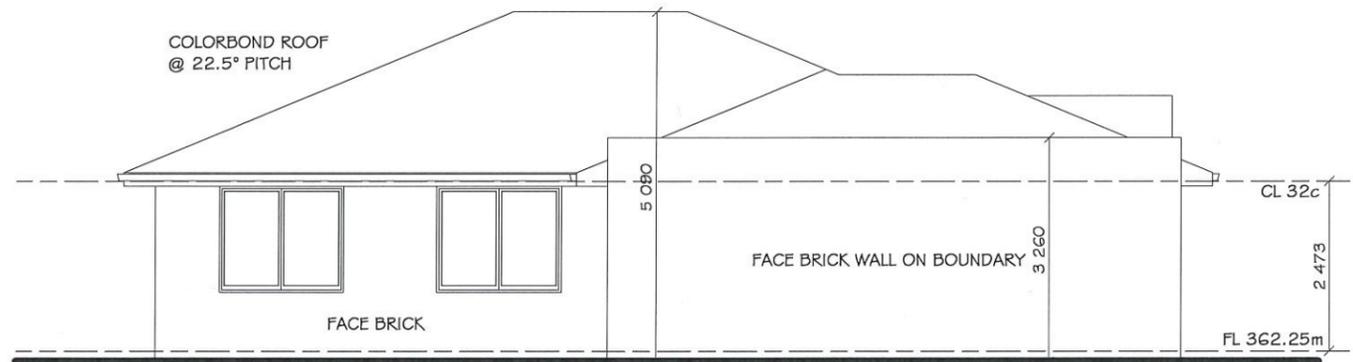
Specialising in Residential and Unit Design and Documentation,  
and Residential Additions  
Mobile: 0427 043 109  
Email: djscardetta@westnet.com.au

**DJ SCARDETTA DRAFTING & DESIGN**  
Shire of Narrogin

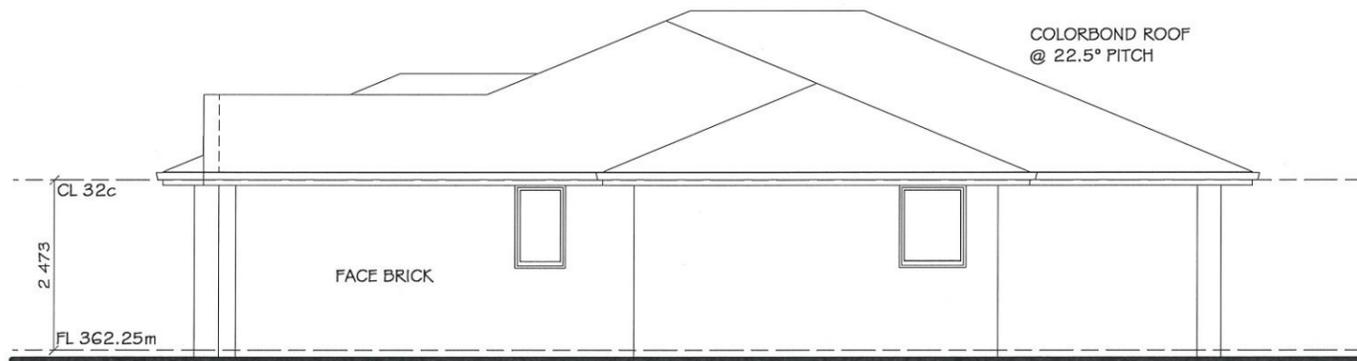
Minutes Ordinary Council Meeting 22 November 2017

<i>PROPOSED RESIDENCE FOR:</i>		<b>ELEVATIONS</b>	
<b>B &amp; L Melchiorre</b>	DESIGN: DS	JOB No:	DJ 362/17
<b>Lot 1 (127) Narrakine Road,</b>	DRAWN: DS	ISSUE:	TP
<b>NARROGIN</b>	DATE: 03/11/2017	SHEET 4 OF X	
	SCALE: 1:100	Page 152	

PRINTED / AMENDED 5/11/2017

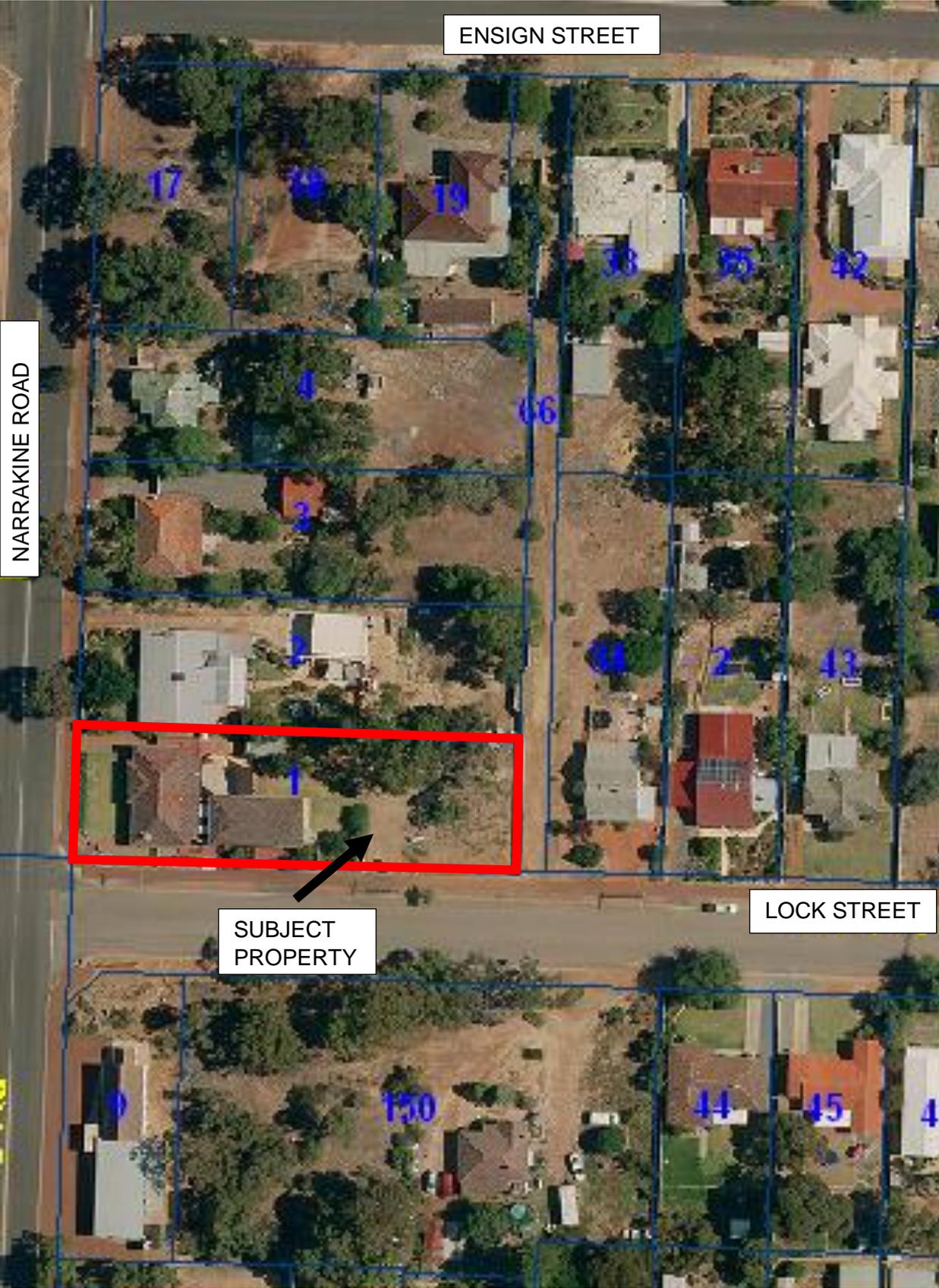


WEST ELEVATION - UNIT 2  
SCALE 1:100



EAST ELEVATION - UNIT 2  
SCALE 1:100

<i>PROPOSED RESIDENCE FOR:</i>		<b>ELEVATIONS</b>	
<b>B &amp; L Melchiorre</b>		DESIGN:	DS
<b>Lot 1 (127) Narrakine Road,</b>		JOB No:	DJ 362/17
<b>NARROGIN</b>		DRAWN:	DS
		ISSUE:	TP
		DATE:	03/11/2017
		SCALE:	1 : 100
		SHEET 5 OF ... Page 53	



## RESIDENTIAL DESIGN CODES ASSESSMENT

<b>Date of Assessment:</b>	<b>8 November 2017</b>	<b>Address:</b>	<b>127 Narrakine Road, Narrogin</b>
<b>Proposal:</b>	<b>2 Grouped Dwellings</b>	<b>Assessed By:</b>	<b>Leigh Medlen</b>
<b>TPS Zoning &amp; R-Code:</b>	<b>'Single Residential' zone with an applicable density coding of R12.5. An R25 Coding applied to grouped dwelling development within a Single Residential Zone.</b>	<b>Total Applicable Land/Lot Area:</b>	<b>1793.00m<sup>2</sup></b>

### 5.1 – Site Area

	<b>Required</b>	<b>Provided</b>	<b>Comments</b>
Min Lot Size – Grouped Dwelling	(R25 provisions) 300m <sup>2</sup>	Unit 1 – 400.3m <sup>2</sup> Unit 2 – 400.3m <sup>2</sup>	Complies.
Min Lot Size Battle-Axe Lot	425m <sup>2</sup>		N/A no battle-axe lot proposed.
Ave Lot Size (min) – Grouped Dwellings	350m <sup>2</sup>	598.176m <sup>2</sup>	Complies. Taking into account the proposed lot size of the existing residence.
Plot Ratio (max)	0.5	<u>Unit 1</u> : Complies  <u>Unit 2</u> : Complies	Complies.
Minimum Frontage	8 metres	Unit 1 – 17.458 metres Unit 2 – 17.461 metres	Complies.

### 5.2 – Street Setback

	<b>Required</b>	<b>Provided</b>	<b>Comments</b>
<b>5.1.2</b> i. Primary Street Setback as per Table 1.	6 metres  (Can be reduced by up to 50%) Min: 3 metres	<u>Unit 1</u> 6.725 metres  <u>Unit 2</u> 6.6 metres	Complies.
<b>5.1.2</b> Secondary Street Setback	1.5m or may be reduced to a porch, veranda, balcony or the equivalent.	N/A does not have secondary street	N/A the R.O.W does not classify as a secondary street. Unit 2 does about a right of way however, the R.O.W will not be used for access to require the additional clearance or manoeuvrability for turning circles for cars.
<b>5.1.2</b> A porch, balcony, veranda, chimney or the equivalent may project not more than 1m into the street setback area, and this projection is not subject to a compensating open area. Provided that the total area of the projections does not exceed 20% of the frontage.	1 metre into primary setback area  20% of frontage	<u>Unit 1</u> : No projection into the street setback area. Complies  <u>Unit 2</u> : No projection into the street setback area. Complies	Complies.  The porches do not project into the primary street setback area.  The porches are 2m in length and with a 17m frontage therefore comply and make up 11.76% of the frontage.

### 5.1.3 Lot Boundary Setback

	<b>Required</b>	<b>Provided</b>	<b>Comments</b>
<b>5.1.3</b> Buildings Setback from the Boundary	As per Table 2A & 2B of the Codes		Garage and Store Rooms can have a nil setback provided walls are not higher than 3.5m and up to a maximum of 9metres in length or one third of the length of the lot boundary (whichever is greater), to one side only, behind the setback area. Of which the proposal complies and therefore can have a nil setback without a variation to the R-Codes.
Unit 1	Bed 1(side): 1 metre	2.270 metre	

Unit 2:	<p>Ensuite: 1.5 metre Linen: 1.0 metres <b>Laundry: 1.5 metres</b> Bath &amp; Toilet: 1.5 metres Bed 2 (Rear): 1 metre Bed 2 (Side): 1.5 metres Bed 3: 1.5 metres Store: Garage:</p> <p>Garage: Store: Bed 3: 1.5 Bed 2 (Side): 1.5 Bed 2 (Rear): 1.0 Bath &amp; Toilet: 1.5 <b>Laundry: 1.5 metres</b> Linen: 1.0 Ensuite: 1.5 Bed 1: 1.0</p>	<p>2.270 metre 1.2 metre <b>1.2 metre</b> 2.0 metres 2.0 metres 1.5 metres 1.5 metres Nil. Nil.</p> <p>Nil. Nil. 1.5 metres 1.5 metres 2.0 metres 2.0 metres <b>1.236 metres</b> 1.236 metres 2.3 metres 2.3 metres</p>	<p>In the case of grouped dwellings built on the same site they are to be set back from each other as though there were a boundary between them. All setbacks comply as if there were a boundary between them, with the exception of the laundry.</p> <p>Setback of laundries do not meet the minimum setback required. It is suggested the laundry is not a major habitable room and a variation can be sought for the plans provided.</p> <p>Unit 1 does about the existing residence. There is high colour bond fence in-between the Unit 1 and the existing residence, therefore the reduced side setback would be unlikely to adversely impact the surrounding neighbours or residential amenity.</p> <p>A variation can be sought for a reduced side setback for the Laundry as it would be unlikely to negatively impact the surrounding areas.</p> <p>There is an existing colour bond fence on site, in turn the reduced side setback would be unlikely to have any adverse impact on privacy or overlooking concerns.</p>
Outdoor Living Area Setbacks	Unenclosed areas for outdoor living areas elevated 0.5 or more above setback as though they were major opening to habitable rooms with a wall height of 2.4 above floor level.	<p>Unit 1: 0.3 metres cut from natural floor level</p> <p>Unit 2: Fill 0.25 metres.</p>	Does not required to be assessed as not elevated 0.5 above natural ground level. Would comply if the assessment was required.

#### 5.1.4 Open Space

	Required	Provided	Comments
5.1.4 Open Space	50%	<p><u>Unit 1</u> Requires 200.15 Provided: 201.753m<sup>2</sup> = 50.4%</p> <p><u>Unit 2</u> Requires 200.15 Provided: 201.753m<sup>2</sup> = 50.4%</p>	Complies.
5.1.5 Communal Open Space Common Property & Communal Open Space Landscaping Requirements	N/A	N/A	Communal Open Space not provided.

#### 5.1.6 – Building Height Requirements

	Required	Provided	Comments
Building Height	<p>Comply with Table 3 (for Category B buildings)</p> <p>Top of external Wall 6m</p>	Single storey. External wall approximately 2.473metres	Complies
Top of external wall (concealed roof)	7m	N/A	N/A
Top of Pitched Roof	9m	<p><u>Unit 1</u>: 5.09m</p> <p><u>Unit 2</u>: 5.09metres</p>	Complies.

### 5.2.1 Garages & Carports

	<b>Required</b>	<b>Provided</b>	<b>Comments</b>
5.2.1 Setback of Garages & Carports	4.5 from primary street	<u>Unit 1:</u> 6.25 metres  <u>Unit 2:</u> 6.125 metres	Complies.
5.2.1 Garages /Carports built to boundary of ROW/Private St	6m reversing bay	<u>N/A</u>	N/A Unit 2 does not propose the garage adjoining the R.O.W
5.2.2 Garage Width	50% of the frontage	<u>Unit 1:</u> 21.76%  <u>Unit 2:</u> 21.76%	Complies

### 5.2.3 Street Surveillance/Front Fence & Sightlines

	<b>Required</b>	<b>Provided</b>	<b>Comments</b>
5.2.3 Surveillance of the Street	1 major room from a habitable room of the dwelling facing the street.	<u>Unit 1 &amp; 2:</u> Complies, Living and Bed 1 have major openings to Lock Street and are from habitable rooms.	Complies.
5.2.4 Street Wall & Fences	Front fences within the primary street setback area to be visually permeable above 1.2 of natural ground level.	N/A	No front fence indicated on plans provided.
5.2.5 Sight Lines	No higher than 0.75 within 1.5 metre so adjoining to vehicle access points.	<u>Unit 1 and 2:</u> 0.75metres high.	Complies. Letterbox 0.75metres high.
5.2.6 Appearance of Retained Dwelling	Upgraded to equivalent of new developments	Complies	New Units to be brick and colorbond roof. Existing residence constructed of brick and tile. Due to the size of the block and location of the units no upgrade to the retained dwelling would be required.

### 5.3.1 Outdoor Living Areas.

	<b>Required</b>	<b>Provided</b>	<b>Comments</b>
5.3.1 Outdoor Living Area	30m <sup>2</sup> (as per the R-Codes) -minimum length & width of 4m  2/3rds without permanent roof cover	Unit 1 – 15.04m <sup>2</sup> of outdoor living area with permanent roof cover.  Unit 2 – 15.04m <sup>2</sup> of outdoor living area with permanent roof cover.	Alfresco provided 3.240 x 3.0. The front porch can also be considered as roofed outdoor living area as it is behind the front setback line and is accessible from a habitable room. It is therefore suggested that provision of covered outdoor living is complied with. Areas adjacent to the alfresco can be considered as the 2/3rds with non-permanent roof cover.  It should be noted that TPS No.2 <a href="#">requires a minimum</a> outdoor living area of 80m <sup>2</sup> . The R-Codes are a more recent planning document and have been consistently applied. It therefore be recommended not to support the 80m <sup>2</sup> requirement of outdoor living space and apply the requirement of the R-Codes.

**5.3.2 Landscaping**

	<b>Required</b>	<b>Provided</b>	<b>Comments</b>
5.3.2 Landscaping	Max 50% Hard Surface		A landscaping plan will be required to be submitted. Maximum 50% hard surface permitted within the street setback area. Alternatively, it can be addressed through conditions of approval.

**5.3.3 Parking**

	<b>Required</b>	<b>Provided</b>	<b>Comments</b>
5.3.3 Parking	2 bays per dwelling	2 Car Bays. 1 roofed, 1 unroofed.	Council can consider the paved driveway behind the garage as a car park as it is approx. 6 metres in length and 3.7 metres in width allowing adequate space for a secondary car space behind the provided garage. The car park behind the allocated garage would not block pedestrian access or traffic flow on Lock Street. The car parked in the garage however if the secondary space is utilised would become car-locked.
Visitor Bays	1 space for each 4 dwellings	Only 2 units proposed provided therefore no spaces required	It should be noted that TPS No.2 requires, in addition to 2 car parking bays per dwelling, that 1 visitor bay per 2 dwellings also be provided.  Applying this requirement of the TPS No.2 would therefore require 1 visitor bay for the two dwellings. The R-Codes are a more recent planning document and is recommended to be supported rather than enforcing the TPS No.2.
5.3.4 Design of car parking spaces	Width 2.4 by 5.4 in length with 6 m reversing area.	6.0 x 3.6 provided with 6 metre setback from primary street.	Complies.
5.3.5 Vehicular Access	Serving four dwelling or less not narrower than 3m at street boundary	N/A	N/A
Not wider than 6m (individual) and 9m in aggregate for any one property.	6 metres  9m aggregate	Each cross over is 3.4 metres wide.  6.8 metres for all crossovers in aggregate.	Complies
Not closer than 0.5m from side boundary or street pole	0.5 metres	Complies.	Complies.
Not closer than 6m to an intersection	6 metres	<u>Unit 1 &amp; 2:</u> Complies	Complies. Closest Intersection would be approximately (at least) 13.3 Metres away.
Aligned at right angles	Right Angles	Complies	Complies. Driveways angled at right angles to Lock Street.
Avoid Street Trees	Avoid Street Trees	1 Street Tree to be removed	1 street tree to be removed. 2 Street Trees are proposed to be replaced, at applicant's expense. Species of the Street Trees should be 'Callisteman' Kings Park Special, so as to not grow too high under overhead power lines.
Driveways Paved and drained	Paved	Paved and Drained.	Complies
Forward Gear When two way access enter the street in forward gear where: - Driveway serves more than 5 dwellings - The distance from a car space to the street is more than 15m - Street connects as primary distributor.	N/A	N/A	Not Applicable.
5.3.6 Pedestrian Access	Not Applicable	Not applicable	Not Applicable. The number of dwellings proposed does not warrant the provision of a

(10 or more dwellings)			separate or protected pedestrian access way.
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### **5.3.7 – Site Works**

	<b>Required</b>	<b>Provided</b>	<b>Comments</b>
Excavation or Filling	<i>Not exceed 0.5 metres between the street and building.</i>	Unit 1: 0.3m cut Unit 2: 0.25metre fill.	Complies

### **5.3.8 Retaining Walls**

	<b>Required</b>	<b>Provided</b>	<b>Comments</b>
Setback of Retaining	In accordance with Table 1, 2a, 2b and Fig.3	Retaining walls not provided on plans	No retaining walls proposed.

### **5.3.9 Stormwater Management**

	<b>Required</b>	<b>Provided</b>	<b>Comments</b>
Stormwater Disposal	On-site, unless soil not suitable	Not provided	Unable to be assessed. Can be addressed through conditions of approval.

### **5.4.1 Visual Privacy**

**Note:**

- Applies where Major Openings or outdoor living areas are 500mm above Natural Ground Level
  - Fill does not exceed 500mm above natural ground level.

### **5.4.3 – Ancillary Development**

	<b>Required</b>	<b>Provided</b>	<b>Comments</b>
<b>5.4.3</b> Outbuildings	Not Applicable	Not Applicable	Not Applicable. No outbuildings proposed on site.
<b>5.4.4</b> External Fixtures	Not Applicable	Not Applicable	Not Applicable
<b>5.4.5 Utilities and Facilities</b> Store Facility	1.5 metres min. width, 4m <sup>2</sup> min. total area	<u>Unit 1 &amp; 2:</u> 1.9m X 3.96m = 6.84m <sup>2</sup>	Complies.
Rubbish Bins (if not collected from street)	Not Applicable	Not Applicable	Not Applicable. Rubbish bins will be collected from the street.
Adequate clothes-drying area appurtenant to all single & grouped dwellings, screened from view from Primary Street or Secondary Street.	Behind front setback line	Sufficient individual areas are provided out of view from the adjoining streets.	Complies.

### **Comments/ Non-Compliances:**

**Variation required for reduced side setback of the Laundry Wall.**

Cr Schutz declared an interest in the following item and remained outside.

### **10.1.114 APPLICATION FOR PLANNING CONSENT – GROUPED DWELLING DEVELOPMENT LOT 42 AND 43 (No. 48 & 50) GRANT STREET, NARROGIN**

**File Reference:** A340038 A340039  
**Disclosure of Interest:** Nil.  
**Applicant:** Plunkett Homes  
**Previous Item Nos:** Item 10.1.057 – 28 June 2017, Resolution No. 0617.069  
**Date:** 10 November 2017  
**Author:** Leigh Medlen – Planning Officer  
**Authorising Officer:** Azhar Awang – Executive Manager Development & Regulatory Services

#### **Attachments**

- Attachment 1 – Application for Planning Consent
- Attachment 2 – Locality Plan
- Attachment 3 – Planning Assessment
- Attachment 4 – Council Minutes 28 June 2017

#### **Summary**

Council is requested to consider the application for planning consent for a grouped dwelling development at Lots 42 and 43 (No. 48) and (No. 50) Grant Street, Narrogin for three dwellings.

#### **Background**

An application for planning consent was received for the development of three grouped dwellings by the Shire of Narrogin on 26 October 2017. The application proposes to construct two units fronting Grant Street and a rear battle-axe for Unit 3.

The proposal extends over two lots, with a combined total area of approximately 2,191m<sup>2</sup>. The two lots are zoned under the Former Town of Narrogin Town Planning Scheme No. 2 (FT-TPS) as 'Single Residential' and applies a residential density code of R12.5.

Previously, a subdivision application was received by the Western Australian Planning Commission for the subdivision of Lots 42 and 43 into five units. The matter was considered by Council on 28 June 2017 whereby it resolved as follows:

*"Council Resolution 0617.069*

*That Council:*

- 1. Provide notice to the Western Australian Planning Commission that the Shire of Narrogin request that the consideration of the application for the survey-strata subdivision Ref: 403-17 at Lot 42 and 43 Grant Street, Narrogin be deferred until an application for planning consent has been submitted for the development of grouped housing.*

2. *Notify the applicant of Councils determination.*”

Since Council’s resolution an application for planning consent has been received for the grouped dwelling development. The application is therefore presented for Council’s consideration. The proposal has changed since the 28 June 2017 subdivision application, from five units to three units.

**Comment**

A Grouped Dwelling Development has an ‘AP’ land use permissibility within a ‘Single Residential’ zone.

An ‘AP’ land use under the FT–TPS has the following meaning:

*“AP = a use that is not permitted unless special approval to it is given by the Council after the proposal has been advertised in accordance with Clause 6.4 and it complies with –*

- a) The relevant development standards contained in the Scheme; and*
- b) All conditions (if any) imposed by the Council in granting planning consent to commence development.”*

To gain special approval by Council Clause 6.3 – Special Approval applies. Clause 6.3 states the following:

*“6.3.2 Where the Council is required or decides to give notice of an application to the Council shall cause:*

- a) Notice of the proposed use and development to be sent by post or delivered to the owners and occupiers of land within an area determined by the Council as likely to be affected by the granting of the application;*
- b) Notice of the proposed use and development to be published in a newspaper circulating in the Scheme Area and in the State of Western Australia stating that submissions may be made to the Council within 21 days from the publication thereof; and*
- c) a sign displaying notice of the proposed use and development to be erected in a conspicuous position on the land for a period of 21 days from the date of publication of the notice referred to in paragraph (b) hereof.”*

It is therefore recommended that the proposal is advertised for public comment.

Special approval for an ‘AP’ use requires the relevant development standards contained within the scheme to be complied with as well as the Residential Design Codes (R-Codes). The table below demonstrates an assessment of the development against the development standards prescribed within the FT–TPS. A detailed assessment against the R-Codes is shown as per Attachment 3.

Grouped Dwelling Assessment against Development Standards of FT-TPS No.2			
Development Standard	Provision	Compliance	Officers Comment
Minimum Lot Area	1000sqm	Complies 2191m <sup>2</sup>	Noted Compliance.
Minimum Frontage	20m	Does not comply for an R12.5 density. 14.75m and 14.74m frontages as well as rear battle-axe.	The application proposes approximately 14metre frontages, which is in compliance with an R25 provision. R25 code requires an 8 metre frontage.
Maximum Plot Ratio	As Per R25 = 0.5	Complies All Units Comply	Noted Compliance.
Setbacks Front Rear Sides	7.5 metres 7.5 metres Ave. 1.5m min. As per R12.5	Does not comply 5.01m and 5.01m 12.805m and 4.029m  Various	The application complies with the setbacks of an R25 code. With the exception of the Garage/Store and Retaining Walls. The reduced front setback is permissible within subsequent provisions of the R-Codes which will be discussed further in the report.
Minimum Car Parking Spaces	2 per dwelling unit 1 visitor space per 2 units & 2 per unit, 1 to be contiguous to unit and roofed	Complies 2 Provided per Dwelling. Complies Tandem parking behind the double garage of each unit is considered to be adequate to contain visitor parking. 1 allocated car parking space for Unit 3.	Noted Compliance. The application complies with the number of visitor bays as per the Residential Design Codes which does not require a grouped dwelling development of 3 units to provide any visitor bays. Tandem parking can also be considered to contain the visitor parking on site.
Minimum Landscaping	As Per R25 = 50%	Complies 65.69% 62.39% and 63.29%.	Noted Compliance.
Other Remarks	80sqm per unit in appurtenant courtyard with min. dimensions of 4m x 10m. Access to courtyard required not through habitable room.  No setback between attached units or 3m setback between buildings on the same lot.	Does not comply for R12.5 under the FT-TPS however complies with R25. 14.10m <sup>2</sup> and 35.52m <sup>2</sup> of roofed outdoor living area. No provision of an 80m <sup>2</sup> courtyard.	The application complies with the outdoor living requirements of an R25 density code and associated provisions for grouped dwelling.

In summary to the above table, it should be noted the FT-TPS has inconsistent provisions as opposed to the R-Codes. The R-Codes are considered to be a more recent planning document, applied widely throughout Western Australia and have been applied by the Shire of Narrogin previously in relation to grouped dwelling developments. It is therefore recommended that they should be consistently applied to the subject application.

The Plot Ratio within the Development Standards makes provisions for a grouped dwelling to be considered with an applicable density coding of R25. It is therefore recommended that the entire provisions of an R25 code are applied to maintain a consistent approach when assessing the application.

To resolve the inconsistencies between the FT-TPS and R-Codes it is recommended the non-compliances to the development standards listed in the above table are considered to be relaxed and the provisions of the R25 code are applied. The FT-TPS allows the relaxation of development standards through Clause 6.2 – Relaxation of Standards, which states as follows:

*6.2.1 If a development is the subject of an application for planning consent and does not comply with a standard or requirement prescribed by the Scheme, the Council may approve the application unconditionally or subject to such conditions as the Council things fit, always provided that the council is satisfied that:*

- i) Approval of the proposed development would be consistent with the orderly and proper planning of the locality, the preservation of the amenity of the area and be consistent with the objectives of the Scheme;*
- ii) The non-compliance will not have any adverse effect upon the occupiers or users of the development or inhabitants of the locality or upon the likely future development of the locality; and*
- iii) The spirit and purpose of the requirements or standards will not be unreasonably departed from thereby.*

The proposed relaxation has been assessed against the criteria above which has found the following:

In relation to provision i) above, the approval of the development would be consistent with orderly and proper planning as it would be in compliance to the State Planning Policy – Residential Design Codes, which was designed with the aim of creating consistent residential development across Western Australia. The development would have been assessed consistently and therefore preserving and creating high quality development outcomes within residential areas.

In relation to provision ii) above, the non-compliances would have no adverse impact upon the occupiers of the development or future development within the area, as the State-wide legislation governing residential development would be applied consistently.

In relation to provision iii) above, the provisions and validity of the development standards would not be departed with as the development standards provide the potential for a grouped dwelling within a 'Single Residential' zone to be developed as an R25 code. The development standards would be consistently applied to other permissible land uses within a 'Single Residential' zone.

#### R-Codes Assessment

A detailed assessment of the proposal against the provisions of R-Codes can be found as per Attachment 3. The front setback line for Units 1 and 2 has the ability to be varied through the

provision of the R-Codes. The area intruding the front setback line can be compensated by additional open space equal to the area intruding beyond the front setback line, as per the R-Codes. As such, the reduced front setback can be applied in this circumstance and therefore complies with the reduced setback requirement.

#### Non-Compliances of R-Codes Assessment

The reduced setback of the Garage Wall and Store Room Wall of Unit 3 require a variation to the R-Codes. The R-Codes allow for development to be built up to the boundary provided the following circumstances apply:

<b>Provision as per R-Codes</b>	<b>Development</b>
<b>Wall height does not exceed 3.5 metres</b>	Complies Wall height is 2.692 metres.
<b>Up to a maximum length of 9 metres or one third of the length of the lot boundary (behind the front setback area), whichever is greater.</b>	<b>Does Not Comply</b> Length of the wall with the reduced side setback is 9.7 metres. 9 metres is the maximum length.
<b>To one side boundary.</b>	Complies. One wall of unit 3 proposed to have reduced setback of 0.45metres.

As the proposal does not meet all components of the above assessment a variation to the R-Codes will be required for the reduced setback of the Garage and Store room Wall for Unit 3.

It should be considered that the reduced setbacks to garages and store rooms can provide increased utilisation of land and provide for increased open space and outdoor living area. It is therefore recommended the application is supported for the purposes of advertising which will allow the adjoining landowners to comment on the proposal.

Retaining walls over 0.5 metres in height require to be setback 1 metre from the boundary, for walls 9 metres or less in length, or 1.5 metres from the boundary for walls greater than 9 metres in length. The western boundary retaining wall would require to be setback 1.5 metres. The retaining wall at the rear of Unit 3 would be required to be setback 1.5 metres. The retaining wall in-between units 1 & 2 would be required to be setback 1.5 metres. Currently, all retaining walls are proposing a nil setback from the boundaries.

It should be considered that retaining walls on the boundary provide for areas assigned to landscaping and better utilization of space.

A Landscaping Plan will also be required by the applicant to demonstrate the landscaping provisions within the front setback area. There is a provision within the R-Codes that requires a maximum of 50% within the front setback area to be hard surface. Alternatively, it can be made as a condition of approval a maximum of 50% of the front setback area to be hard surface.

In conclusion, the development is mostly compliant with the R-Codes and seeks two variations to the provisions. It is therefore recommended that Council support the proposal for the purposes of advertising. Throughout the advertising period adjoining landowners will be given the opportunity to comment on the proposal, in relation to both the reduced setbacks of the retaining walls as well as the garage and store room walls. It is also recommended that Council support the relaxation of development standards within the FT–TPS for a grouped dwelling, under the provisions of the R25 Code.

## Consultation

- Azhar Awang – Executive Manager, Development and Regulatory Services
- The Applicant
- Public Advertising in accordance with Clause 6.3

## Statutory Environment

Former Town of Narrogin Town Planning Scheme No.2

## Policy Implications

State Planning Policy – Residential Design Codes

## Financial Implications

- The planning application fee of \$2784.34 has been made payable to the Shire of Narrogin.
- Advertising Costs – Town Planning Scheme No .2 – Clause 6.3.6  
*“The applicant shall pay to the Council the cost of all expenses incurred by Council in giving notice in accordance with the foregoing provisions and if not so paid the Council may recover that amount in a court of competent jurisdiction.”*

## Strategic Implications

<b>Objective</b>	<b>3. Environment Objective (Conserve, protect and enhance our natural and built environment)</b>
Outcome:	3.4 A well maintained built environment
Strategy:	3.4.1 Improve and maintain built environment

## Voting Requirements

Absolute Majority.

<b>Commonly-used abbreviations:</b>	
R-Codes	Residential Design Codes of Western Australia
FT-TPS	Former Town of Narrogin Town Planning Scheme No.2

## OFFICER'S RECOMMENDATION

That Council:

1. Relax the frontage, front and rear setback, visitor parking and outdoor courtyard development standards prescribed within the Former Town of Narrogin Town Planning Scheme No. 2 for a grouped dwelling development and assess the development against the provisions of an R25 density code.
2. Advertise the application for a grouped dwelling development at Lot 42 & 43 (No. 48 & 50) Grant Street, Narrogin for public comment in accordance with Section 6.3 of the Former Town of Narrogin Town Planning Scheme No.2.
3. In the event that no negative submissions are received, the Chief Executive Officer is authorised to issue planning approval for the proposed three group dwellings development at Lots 42 & 43 (No. 48 & 50) Grant Street, Narrogin subject to the following conditions:
  - a. This approval shall expire if the development hereby permitted is not completed within two years of the date hereof, or within any extension of that time, upon written application (made before or within 21 days after the expiry of the approval) to the Shire, is granted by it in writing.
  - b. The development hereby approved shall occur generally in accordance with the submitted plans in support of the application and these shall not be altered or modified without the prior written approval of the Chief Executive Officer.
  - c. All drainage and run-off associated with the development shall be contained on site or connected to the Shire's stormwater drainage system to the satisfaction of the Chief Executive Officer.
  - d. 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.
  - e. All earthworks associated with the development shall be wholly contained within the site to the satisfaction of the Chief Executive Officer.
  - f. Landscaping within the front setback area shall be established within 60 days of the practical completion of the buildings and should be fully reticulated and maintained to the satisfaction of the Chief Executive Officer.
  - g. The proposed cross overs are to be constructed, drained and maintained to the satisfaction of the Chief Executive Officer.
  - h. All advertising costs of the application are required to be borne by the applicant and made payable to the Shire of Narrogin prior to the issuing of a building permit.
  - i. The external storage areas for units 1 and 2, shall be established to the satisfaction of the Chief Executive Officer prior to the occupation of the dwelling.

The Executive Manager Development and Regulatory Services advised that late correspondence has been received by the applicant requesting that this item be deferred until further advice regarding stormwater has been obtained.

<b>COUNCIL RESOLUTION 1117.131</b>
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**Moved: Cr Seale**

**Seconded: Cr Fisher**

That Council:

Defer this item at the request of the applicant to a future meeting subject to the applicant supplying additional information regarding stormwater..

**CARRIED 7/0**

Reason for change: Additional information regarding stormwater is to be supplied by the applicant and Council approved the withdrawal of this item for consideration at a future meeting.

The mover and the seconder agreed to the amended resolution.

7:35 pm – Cr Schutz returned to the meeting.

### **10.1.115 PROPOSED PARTIAL LANEWAY CLOSURE – (LOT 66) BETWEEN 78 AND 80 CLAYTON ROAD, NARROGIN**

**File Reference:** A340092  
**Disclosure of Interest:** Nil  
**Applicant:** PM & EA Kulker  
**Previous Item Nos:** Item 10.1.296 – February 2005, Resolution No. 10.1.296  
Item 10.1.817 – 24 September 2013, Resolution No. 0913.195  
Item 10.1.791 – 14 May 2013, Resolution No. 0513.087  
**Date:** 8 November 2017  
**Author:** Leigh Medlen – Planning Officer  
**Authorising Officer:** Azhar Awang – Executive Manager, Development & Regulatory Services

#### **Attachments**

- Attachment 1 – Minutes February 2005
- Attachment 2 – Planning Advice 2005
- Attachment 3 – Locality Plan
- Attachment 4 – Minutes 14 May 2013
- Attachment 5 – Minutes 24 September 2013
- Attachment 6 – Certificate of Title

#### **Summary**

Council is requested to consider a partial laneway closure of Lot 66 between (No.78) and (No.80) Clayton Road, Narrogin.

#### **Background**

The Shire of Narrogin has received a request from the applicant to partially close the laneway running north from Clayton Road to James Street between (No.78) and (No.80) Clayton Road. The current application for the partial laneway closure relates to the southern portion of the laneway.

Shire of Narrogin records indicate the matter was previously considered in 2005 and 2013.

In 2005, advice was sought from a Planning Consultant as per Attachment 2, detailing the process and cost estimates for a laneway closure. The matter was considered by Council at its meeting held in February 2005 as per Attachment 1, whereby it resolved as follows:

*“Council Resolution 10.1.296*

*1. That council support the proposed closure of the south section of the lane between James Street and Clayton Road provided the developer meets all costs associated with the closure.*

*2. That Council support the amalgamation of the lane with Lot 1 Clayton Road and the subdivision of this land into two new lots subject to the successful purchase of the southern section of the lane.”*

In March 2005, the application received two objections from neighbouring landowners, consequently no further action has appeared to be undertaken on the application.

The matter was then considered by Council in 2013 at its meeting held on 14 May 2013. Council at that meeting resolved as follows:

*“Council Resolution 0513.087*

*That Council:*

- 1. Refuse the applicants request to proceed with the closure on the southern half of the laneway as requested on the basis that this would:
  - a) Not resolve the fencing being located within the land to the north of No 78; and*
  - b) Result in a dead-end laneway, to the north, which is likely to impact on Council’s ability to maintain the laneway.**
- 2. Authorise the Chief Executive Officer to liaise with all effected landowners regarding the inappropriate location of fencing within the laneway and the intent of Council to proceed with a partial closure of the laneway, relating to that portion of the laneway currently contained within private property,*
- 3. Await a further report on the proposed closure, following consultation with affected landowners.”*

Following this Council resolution, the former Town of Narrogin officers sent correspondence to affected landowners asking how they wish to proceed with the application following the refusal of an entire closure of the laneway.

Council did consider the possibility of a partial closure, relating to only those properties which had fenced over the laneway, allowing each effected landowner to acquire the portion of the laneway they had fenced over or another option was to relocate the fences that had fenced the laneway within their properties. The applicant’s preference was for a partial closure and there is no record of responses from adjoining landowners.

Following this correspondence the matter was presented to Council on 24 September 2013, whereby it was resolved as follows:

*“Council Resolution 0913.195:*

*That Council:*

- 1. Support for the purposes of advertising, the closure of that portion of laneway fenced in common with No 78 Clayton Road, Narrogin.*
- 2. On receipt of formal agreement from Owners of No 78 Clayton Road, undertaking that they will meet all costs associated with the proposed closure process, proceed with formal closure process for that portion of laneway fenced within their property in accordance with the requirements of the Land Administration Act.*
- 3. Await presentation of a further report on the closure following advertising of the application as required by the provisions of the Land Administration Act.”*

On 20 October 2017 the Shire of Narrogin received a written application from the applicant requesting the partial closure of the laneway.

## Comment

The current application is for a partial closure of the southern portion of the laneway as per Attachment 3. The subject laneway is approximately 5 metres in width and the proposal is to close approximately 74.5 metres in length. The total area in question is therefore 372.5m<sup>2</sup>.

The northern portion of the laneway would remain functional and open and would still allow rear access for the properties abutting the laneway. It would however, result in a dead-end road network and reduce the connectivity of the network.

Right of Way closure guidelines suggest that an assessment of safety, surveillance, amenity, usability and convenience of use should be taken into consideration upon the assessment of any potential laneway closures. Due to lack of passive surveillance and permeability of nearby street networks, laneways can become a host for anti-social behaviour. On advice from the applicant, it has been suggested the laneway has resulted in some antisocial activities affecting their properties.

From a functionality aspect, it could be suggested that a partial closure would reduce the usability and connectivity of the northern portion of the laneway. The users of the northern aspect will not be able to turn around within the laneway or connect back to Clayton Road, impacting several landowners' ability to use their rear access.

Often, laneways have the ability to play a role in connecting stormwater run-off into Shire drainage networks. Due to the relatively flat topography of the land it has been advised by the Shire's Technical and Rural Services, that the closure of the southern portion of the laneway would be unlikely to cause any negative impacts to the stormwater movements of the surrounding area.

Pursuant to the *Land Administration Act 1997* the proposed partial laneway closure would require public advertising and comment from relevant service and public authorities. It is therefore recommended that the application be advertised in accordance with Section 52 of the *Land Administration Act 1997* and adjoining landowners are able to provide comment on the proposal.

Under the *Land Administration Act 1997* there is a requirement for the items to be formally endorsed by Council to accept or refuse the laneway closure. It is also a requirement for all submissions to be considered by Council which is to be forwarded to the Department of Planning and the Department of Land for their consideration.

## Consultation

- Azhar Awang – Executive Manager, Development & Regulatory Services
- John Warburton – Manager Operations
- Public Advertising – Period of 30 Days
- Government Departments and Service Authorities

## Statutory Environment

*Land Administration Act – Section 52 – Local government may ask Minister to acquire as Crown land certain land in district.*

## Policy Implications

Nil

## Financial Implications

It is recommended an agreement as per previous Council resolution on 24 September 2013 is entered whereby the applicant will meet all costs associated with the proposed partial laneway closure process. This is inclusive of advertising costs, surveying costs, service relocation costs, if required, as well as land transfer and acquisition costs.

## Strategic Implications

<b>Objective</b>	<b>1. Economic Objective (Support growth and progress, locally and regionally)</b>
Outcome:	1.3 An effective well maintained transport network
Strategy:	1.3.1 Maintain and improve road network in line with resource capacity

## Voting Requirements

Simple Majority

## COUNCIL RESOLUTION 1117.132 AND OFFICER'S RECOMMENDATION

**Moved: Cr Ward**

**Seconded: Cr Seale**

That Council:

1. Pursuant to *Land Administration Act, Section 52*, advertise the proposed partial closure of the southern end of Lot 66 between 78 and 80 Clayton Road, Narrogin for a period of 30 days.
2. Upon the closing date of submission, the matter is to be reported to Council for its final consideration.
3. A formal agreement be entered with the applicant that all costs associated with the partial laneway closure are to be borne by the applicant whether the application is successful or not.

**CARRIED 8/0**

**10.1.296****APPLICATION TO SUBDIVIDE AND CLOSE PART OF A LANE**

Applicant: Peter Kulker  
 Location: Between James Street and Clayton Road  
 File Reference: 5205  
 Disclosure of Interest: Nil  
 Date: 7 February 2005  
 Author: Dan Turner

**Summary:**

Provided the developer meets all costs associated with the closure, a recommendation is made to close of the southern section of the lane between James Street and Clayton Road.

**Background:**

The applicant is seeking Council support to close the southern half of the lane between James Street and Clayton Road and incorporate this into their existing block. They also seek Council support for subdividing this enlarged block into two. The drawing that was attached to the Agenda provides further detail.

**Comment:**

The lane receives very little use and should this application not proceed, bollards should be installed halfway down the lane to prevent through traffic accessing Clayton Road. Closure of the lane will allow the subdivision to proceed allowing further development. The retention of the northern section of the lane will allow the right of way to be widened if the owners of Lots 4, 5, 6 and 7 decide to subdivide the rear of their lots in the future.

In 1916, the original subdividers' W C Liebig and F Liebig were registered as the owners of the land. This means the laneway is now in some way owned by the adjoining land owners which means Council will need to take ownership of part the laneway required by the applicant and then sell the land to the developer. This is likely to take 12 months and would need to be processed by a Town Planner experienced in such matters.

**Voting Requirements:** Simple majority.

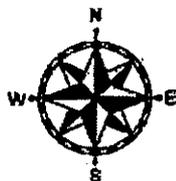
**COMMITTEE AND OFFICER'S RECOMMENDATION:**

Moved: Councillor Ennis                      Seconded: Councillor Page

1. That Council support the proposed closure of the south section of the lane between James Street and Clayton Road provided the developer meets all costs associated with the closure.
2. That Council support the amalgamation of the lane with Lot 1 Clayton Road and the subdivision of this land into two new lots subject to the successful purchase of the southern section of the lane.

CARRIED 4/0

FNS205



# PLANNING ENTERPRISES

## TOWN PLANNING & DEVELOPMENT CONSULTANTS

ABN 27 653 527 435

### FACSIMILE TRANSMISSION

<b>TO</b>	Town of Narrogin		
<b>ATT</b>	Mr Dan Turner	<b>DATE</b>	9 February, 2005
		<b>FAX NO.</b>	9881 3092

<b>CLIENT REF</b>	TNAR.GEN	<b>NO. OF PAGES</b>	9	<b>FROM</b>	Joe Douglas
-------------------	----------	---------------------	---	-------------	-------------

Dear Dan

#### **COST ESTIMATE TO MANAGE THE PROCESSES REQUIRED TO CLOSE AND WIDEN THE LANEWAY RUNNING SOUTHWARDS FROM JAMES STREET TO CLAYTON ROAD, NARROGIN**

We write in response to your facsimile of 3 February 2005 regarding the abovementioned proposals.

We can advise that we have undertaken a title search of the subject laneway and have determined that it is a private street in the ownership of Messrs Walter CD Liebig and Frederick AC Liebig being the people responsible for the original subdivision of Lot 493 in 1916 (now Lots 1-7 adjoining the east side of the laneway) (see attached copy of CT). Given the period of time which has elapsed since Lot 493 was originally subdivided into Lot 1 to 7 it is likely that Messrs Walter CD Liebig and Frederick AC Liebig are long since deceased and therefore have no further interest in the land.

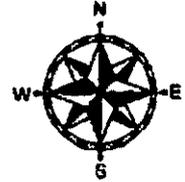
We understand from our previous discussions with you that:

1. The current owners of the adjoining Lot 1 have approached the Town expressing an interest in acquiring the land comprising the laneway immediately adjacent to the western boundary of Lot 1 for amalgamation into that property; and
2. The current owners of the adjoining Lots 4-7 are interested in utilizing the laneway to facilitate the future proposed subdivision development of their properties.

With regard to proposal number 1 above we are of the opinion that the subject laneway will be classified as a 'private street' under the provisions of the Land Administration Act 1997 (LAA) which stipulates the processes by which any such private street can be legally closed and disposed of. Section 52 of the LAA specifically states that a local government may request the Minister for Lands to acquire as Crown land certain land no longer required for a specific purpose including any private street. A copy of the relevant section of the LAA has been attached for your convenience.

Once the processes required to acquire land comprising the laneway have been completed the Minister may, under Section 87 of the LAA, sell the land comprising the laneway to the owner of Lot 1 for amalgamation into that property. This will require payment of an agreed sum by the owners of Lot 1 to the Minister as consideration for the area of land acquired.

Unit 6, 41 Holder Way, MALAGA WA 6090 [F] 08 9248 8777 [F] 08 9248 4040 [e] planningenterprises@bigpond.com



With regard to proposal number 2 where the owners of the adjoining Lots 4 to 7 are interested in utilizing the laneway to facilitate the future proposed subdivision development of their properties we offer the following advice.

The Western Australian Planning Commission (WAPC) requires, in relation to the subdivision of residential land, that all rear laneways have a minimum width of 6.0 metres. Given that the existing laneway is 5.03 metres wide, each of the owners of Lots 4 to 7 would need to give up an approximate 1.0 metre wide strip running the length of the rear boundary of their property. This land could then be amalgamated with the existing laneway to form a new wider laneway that would meet the minimum subdivision development requirements of the WAPC. The new laneway would be gazetted as a formal roadway as part of the subdivision development process.

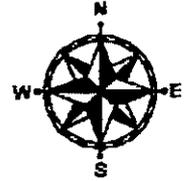
Notwithstanding the abovementioned processes we would like to point out that the subdivision potential of Lots 4 and 5 would appear to be constrained by the fact that the rear half of both of these lots is currently classified 'Recreation' zone in the Town of Narrogin Town Planning Scheme No.2 and as such can only be developed for recreational purposes. The current zoning of these properties is therefore likely to preclude their subdivision development in the immediate future unless the land is suitably rezoned.

In terms of progressing each of these two proposals we recommend that the Town of Narrogin undertake the following:

1. Write to the current owner of Lot 1 suggesting that they submit a formal written request to the Town of Narrogin requesting Council to initiate proceedings to get the Minister for Lands to acquire the land comprising the laneway immediately adjacent to the western boundary of Lot 1 to enable the land to then be sold to the owner of Lot 1 for amalgamation into their property;
2. Write to the current owners of Lot 4 to 7 May Street to determine their interest in giving up an approximate 1.0 metre wide strip running the length of the rear boundary of their properties to allow for the creation of a 6.0 metre wide laneway to provide opportunity for future subdivision development of their land; and
3. Pending the outcomes from point 2 above, assess the suitability of the current 'Recreation' zoning classification applicable to the rear half of Lots 4 and 5 and whether or not there is scope and interest in rezoning this land to allow for future subdivision development.

In terms of costs we recommend that the Town of Narrogin coordinate all of the processes required to be completed in each case (i.e. act as project manager) with the cost of this work to be passed on to each of the affected landowners.

We estimate that the following project management costs will apply:



- Lot 1 – Estimated Cost **\$4,000.00** excluding GST. Note all service relocation costs (if required), survey fees and land acquisition, transfer and amalgamation costs will be in addition to this estimate and will be required to be borne by the owner of Lot 1.
- Lots 4 to 7 – Estimated Cost **\$5,000.00** excluding GST. Note all WAPC application fees, service relocation costs (if required), survey fees and rezoning costs will be in addition to this estimate and will be required to be borne by the owners of Lots 4 to 7.

We trust the above advice is sufficiently clear. Should you have any queries or require any additional information regarding this matter please do not hesitate to contact the undersigned of this office on 9248 8777 or 0429 303100.

Yours faithfully,

**Joe Douglas**  
**Senior Partner**  
**Planning Enterprises**

Encl.

20401  
12

TRANSFER 7572 Vol. 528, Fol. 7  
1897



REGISTER BOOK.

Vol. 534 Fol. 174

WESTERN AUSTRALIA.



# Certificate of Title

under "The Transfer of Land Act, 1893."  
Chap. 6, 66 Vic., 14.

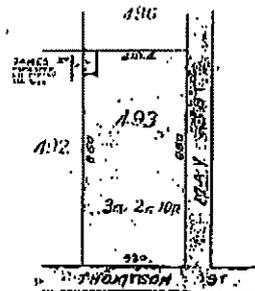
Application No. 1352  
1897

*Walter Charles Drought Liebig (widow) and Frederick Augustus Liebig*  
(Sisters), both of Narrogin

*Charles and Mary*  
in and under wife

are now the sole proprietors as tenants in common  
of the estate in fee simple in possession subject to the easements and encumbrances notified hereunder, in the natural  
surface and so much as is below the natural surface to a depth of *two hundred feet* of all  
that piece of land delineated and coloured *green* on the map hereon,  
containing *three acres two rods and ten perches*  
the situate being *Narrogin Lot 493*

*Produce column (N.T.O.) since revision*



*South Narrogin Lot 493*

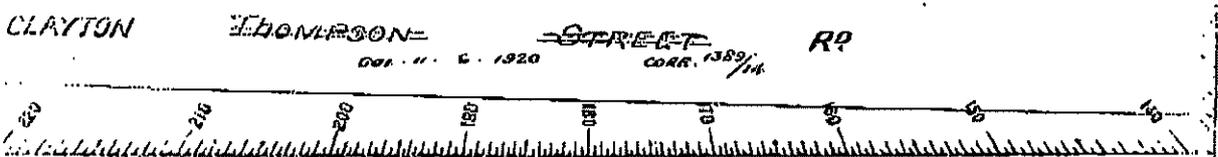
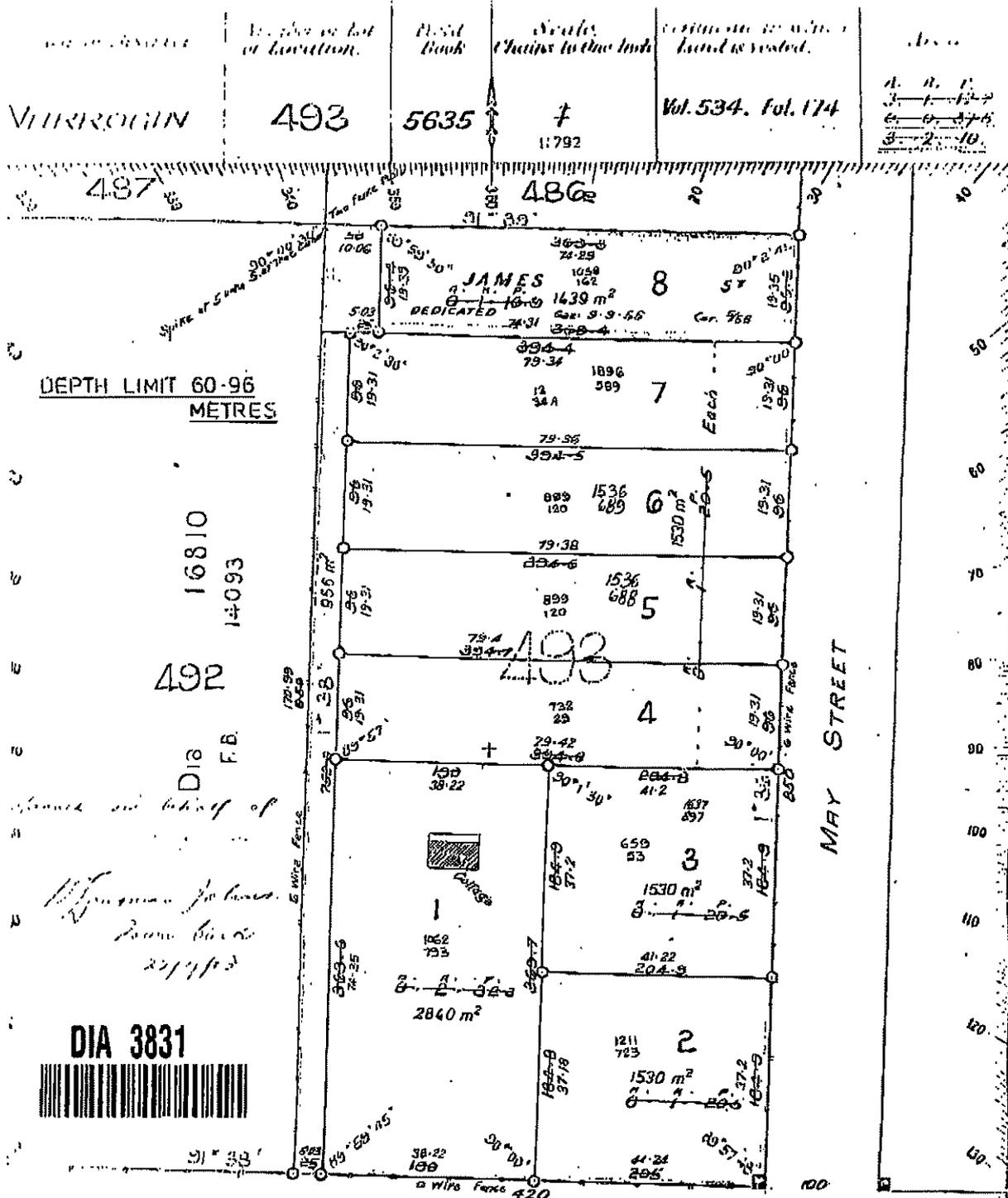
Dated this *fourth* day of *June* 1897 One thousand nine  
hundred and *four*

*W. P. H. Cole*  
Registrar of Titles

For encumbrances and other matters affecting the land see back.

[initials]





I hereby certify that this survey was performed by me personally (or under my own personal supervision, inspection, and field check), in strict accordance with the Regulations for the guidance of Surveyors, and that this plan is in all respects accurate.

*Northey Moore*, Licensed Surveyor.

July 22<sup>nd</sup> 1913

Shire of Narrogin 18-8-1913

Inspector of Plans

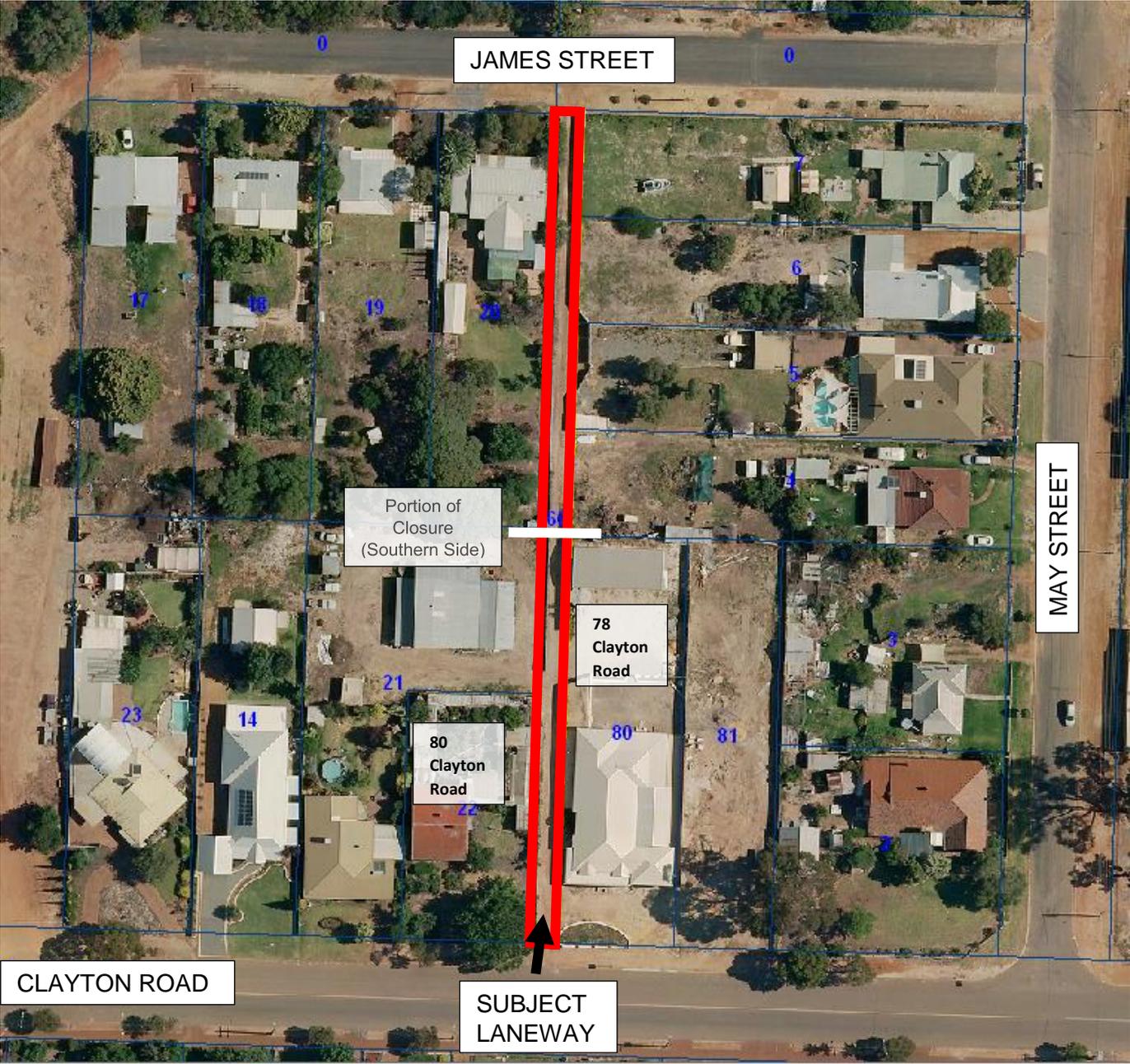
Minutes Ordinary, Council Meeting 22<sup>nd</sup> October 2017

On Diagram Plan Index Plan 3723

Registered

Diagram No. 3831

Page 1 of 8



## 10.1 DEVELOPMENT AND TECHNICAL SERVICES

### 10.1.791 REQUEST FOR CLOSURE OF LANEWAY BETWEEN 78 & 80 CLAYTON ROAD, NARROGIN

**File Reference:** A115500 & 28.7.1  
**Disclosure of Interest:** Nil  
**Applicant:** PM & EA KULKER  
**Previous Item Nos:** Nil  
**Date:** 8 May 2012  
**Author:** Brian Robinson, Director Technical & Environment

#### **Attachments:**

- Correspondence from P & E Kulker;
- Plan of Subject Laneway located between 78 and 80 Clayton Road.

#### **Summary:**

Council is requested to consider supporting the closure of a laneway located between No's 78 and 80 Clayton Road.

#### **Background:**

In March 2013, an application for planning consent was received for an extension to an oversize outbuilding on No 78 (Lot 80) Clayton Road. As the application complied with Council Policy and other relevant requirements, conditional approval was granted.

However,  
boundary

An inspection  
side of this laneway have erected their fences within the laneway, effectively incorporating portion of the laneway into their land. In erecting their western fence, the owners of Lot 78 did not establish the exact location of the western boundary, but rather, followed the existing fence line that had been established to the north of their property.

This matter was subsequently brought to the attention of the applicant.

Correspondence has been received from the applicant (refer attached), requesting that Council close that portion of laneway between No 78 and 80 Clayton Road. A plan of the subject laneway is shown attached.

#### **Comment:**

As detailed in the Background section of this report and demonstrated by the attached plan, all fencing along the western side of the subject laneway has been established within the laneway.

The applicants have requested that Council complete a partial closure of the laneway, closing that entire portion of laneway abutting No 78, in order that the applicant may then purchase the land.

As submitted by the applicant, a partial closure would leave the balance of the laneway for the use of landowners to the north of No 78. A partial closure would, however, impact on the ability for Council to maintain the laneway surface.

Options available to Council and their implications are as follows:

- a) Refuse the applicants' request and maintain the laneway in its entirety;

If Council were to refuse the applicants' request, there would be an obligation on both the applicant and other landowners to the north to relocate the existing fencing and any other improvements off the lane.

- b) Agree to the applicants' request and close all of that portion of laneway between No 78 and 80 Clayton Road;

This ensures that the landowners to the north may continue to use the laneway to access their rear properties. It would not, however, resolve the issue of fencing being located within the balance of the laneway.

- c) Proceed with a partial closure, closing only that portion currently contained within the private property;

This option would allow each landowner to purchase that portion of the laneway located in their private property. To successfully achieve this, all affected landowners would have to participate.

- d) Proceed with a full closure:

In order to proceed with this option a disposal plan must be prepared, demonstrating which properties the laneway will be incorporated in. However, this option would prevent landowners to the north maintaining access to the rear of their land.

Having regard to the above, option (c) is the preferred option. This approach would minimise any impact on the adjacent landowners and would ensure rear access is maintained for those properties to the north. Furthermore, this approach would ensure Council's current management and maintenance processes are maintained.

**Consultation:**

Chief Executive Officer – Aaron Cook

**Statutory Environment:**

Land Administration Act

**Policy Implications:** Nil

### **Financial Implications:**

In order to proceed with a closure (partial or whole), formal advertising must be undertaken in addition to liaison with the adjacent landowners and relevant government agencies. The cost of advertising, whilst minimal, is not reflected within the current budget.

### **Strategic Implications:**

The subject laneway connects James Street to Clayton Road and facilitates access to the rear of No's 78, 80 and 82 Clayton Road and properties to north of No 78. Given that a complete closure of the southern half of the laneway will create a 'dead end' laneway to the north and will impact on Council's ability to maintain the laneway, such an approach is not supported.

Alternatively, it is recommended that Council pursue a partial closure for all that portion of laneway that has been physically incorporated into the adjacent private land.

### **Voting Requirements:**

Simple Majority

**Council Resolution: 0513.086**

**Moved: Cr McKenzie**

**Seconded: Cr Kain**

That Council:

Suspend Standing Orders standing orders No. 9.1, 9.5 and 9.6 to facilitate discussion.

**CARRIED: 7/0**

**Council Resolution: 0513.087**

**Moved: Cr Ballard**

**Seconded: Cr Paternoster**

That Council:

1. refuse the applicants request to proceed with the closure of the southern half of the laneway as requested on the basis that this would:
  - not resolve the issue of fencing being located within the lane to the north of No 78; and
  - result in a dead-end laneway, to the north, which is likely to impact on Council's ability to maintain the laneway.
2. authorise the Chief Executive Officer to liaise with all effected landowners regarding the inappropriate location of fencing within the laneway and the intent of Council to

proceed with a partial closure of the laneway, relating to that portion of the laneway currently contained within private property.

3. await a further report on the proposed closure, following consultation with the affected landowners.

**CARRIED: 7/0**

## 10.1.817 POTENTIAL LANEWAY CLOSURE/ADJUSTMENT BETWEEN 78 AND 80 CLAYTON ROAD

File Reference: A115500 & 28.7.1  
Disclosure of Interest: Nil  
Applicant: PM & EA Kulker  
Previous Item Nos: Item No 10.1.791 – 14<sup>th</sup> May 2013  
Date: 17<sup>th</sup> September 2013  
Author: Brian Robinson, Director Technical & Environmental Services

### Attachments:

- Correspondence requesting closure from P & E Kulker;
- Plan of Subject Laneway located between 78 and 80 Clayton Road.

### Summary:

Council is requested to further consider the potential closure of a laneway located between 78 and 80 Clayton Road following preliminary consultation with the effected landowners.

### Background:

At its meeting held on the 14<sup>th</sup> May 2013, Council was requested to consider the closure or partial closure of a laneway located between No 78 and 80 Clayton Road, Narrogin.

In assessing an application for planning consent relating to No 78, staff examined aerial photography of the site, which identified that the western boundary fence and other improvements associated with their land had in fact been located within the laneway. The owners of No 78 (P & E Kulker) subsequently requested that the entire portion of the laneway abutting the western boundary of No 78 be closed, allowing them to purchase the land and incorporate it into their property.

Having regard to the officers recommendation, Council resolved to:

1. *refuse the applicants request to proceed with the closure of the southern half of the laneway as requested on the basis that this would:*
  - *not resolve the issue of fencing being located within the lane to the north of No 78;*  
*and*
  - *result in a dead-end laneway, to the north, which is likely to impact on Council's ability to maintain the laneway.*
2. *authorise the Chief Executive Officer to liaise with all effected landowners regarding the inappropriate location of fencing within the laneway and the intent of Council to proceed with a partial closure of the laneway, relating to that portion of the laneway currently contained within private property.*

Pursuant to Council's resolution, correspondence was subsequently forwarded to each effected landowner seeking to confirm their support and commitment to purchase that portion of the laneway to be closed. In response:

- a) A single email of support was received from the applicants, confirming their willingness to purchase the subject land; and

- b) A detailed discussion was held with another effected landowner, abutting the northern section of the laneway. In that discussion the landowner indicated that neither, they or their adjacent landowners were willing to support the closure, or could afford to purchase the land. They furthermore indicated that given the retired status of these landowners they could not afford to relocate the fencing.

Council is now requested to consider whether to proceed with a partial closure having regard to the response received.

**Comment:**

Given that no other landowner responded in writing in support of the proposal, it can only be assumed that the applicants are the only landowners supporting the partial closure and associated land purchase.

Given the location of the existing fencing still allows sufficient room for the Town of Narrogin to maintain the laneway, Council could proceed with a partial closure for that land fenced within No 78 only. This would ensure improvements associated with No 78 are wholly contained within their property.

Although this would leave landowners to the north with portion of the laneway fenced within the properties, these sections of the laneway do not contain any significant improvements. Council's would therefore still have the ability to require relocation of the fence at a later date. Please note that this detail will also be placed on their property file and would be raised when the property is proposed to be sold.

**Consultation:**

Correspondence to all effected landowners. The CEO – Aaron Cook has also been consulted.

**Statutory Environment:** Land Administration Act

**Policy Implications:** Nil

**Financial Implications:**

In order to proceed with a closure (partial or whole), formal advertising must be undertaken in addition to liaison with the adjacent landowners and relevant government agencies. The cost of advertising, whilst minimal, is not reflected within the current budget.

As the closure would be undertaken for the benefit of the applicants, the applicants should be required to meet all costs associated with the application including:

- a) Council officer time;
- b) The cost of advertising;
- c) The cost of surveying;
- d) The cost of amending their current title.

**Strategic Implications:**

The subject laneway connects James Street to Clayton Road and facilitates access to the rear of No's 78, 80 and 82 Clayton Road and properties to north of No 78. Closure of that portion of

laneway fenced within No 78 Clayton Road will not impact on Council's ability to maintain the laneway.

**Voting Requirements:** Simple Majority

**Council Resolution: 0913.195**

**Moved: Cr Ballard**

**Seconded: Cr Muller**

That Council:

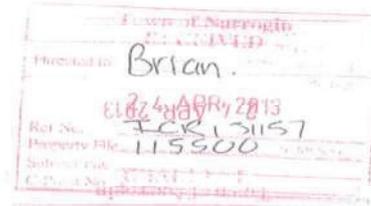
- a) Support for the purposes of advertising, the closure of that portion of laneway fenced in common with No 78 Clayton Road, Narrogin.
- b) On receipt of formal agreement from the Owners of No 78 Clayton Road, undertaking that they will meet all costs associated with the proposed closure process, proceed with formal closure process for of that portion of laneway fenced within their property in accordance with the requirements of the Land Administration Act.
- c) Await presentation of a further report on the closure following advertising of the application as required by the provisions of the Land Administration Act.

**CARRIED 7/0**

24 APR 2013

# P & F KULKER BUILDING CONTRACTORS AND CABINET MAKERS

Ph 08 9881 4414  
Fax 08 9881 2131  
Frank 0429 119 618  
Peter 0427 980 243



P O Box 452  
NARROGIN WA 6312  
[pandfkulker@westnet.com.au](mailto:pandfkulker@westnet.com.au)  
ABN: 68 929 916 435

22/04/13

Brian Robinson  
Director  
Technical & Environmental Services

Re – 78 Clayton Rd Narrogin

In relation to the unfortunate circumstances in regards to the existing right of way along side of My existing house where it seems we have erected our boundary fence within the right of way. We now would like to make an application to resolve this matter by asking if you the Town of Narrogin can have the right of way partially closed.

We would further like to make application to purchase this portion of land between my house and neighbour at 80 Clayton Rd.

This would be the best outcome for all concerned as we are the land owners of 82 Clayton rd as well, which backs onto 80 Clayton Rd and onto the right of way. We would only require the Clayton Rd entrance to the rear of (lot 80), 78 Clayton Rd so this will still give the other users of the lane to enter the rear of their property from James St.

Hope this matter can easily be resolved by the above suggestions .

Yours faithfully,

Peter and Elizabeth Kulker



20461  
12

TRANSFER 7572 VOL. 528 , FOL. 7  
1907

INDEXED

14/11/1916

COPIED

REGISTER BOOK.

Vol. 534 Fol. 174



WESTERN AUSTRALIA.

CT 0534 0174 F



# Certificate of Title

under "The Transfer of Land Act, 1893."

Sch. 5, 56 Vic., 14.

Application No. 1352  
1916

Charles

Arthur Harvey  
14/11/1916

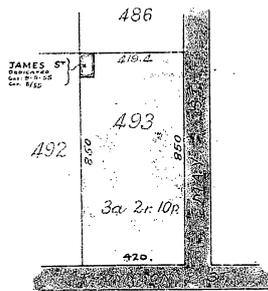
*Walter Charles Drought Liebig* (Purifier) and *Frederick Augustus Liebig*  
(Purifier) both of Narrogin

are now the proprietors as tenants in common  
of an estate in fee simple in possession subject to the easements and encumbrances notified hereunder, in the natural  
surface and so much as is below the natural surface to a depth of two hundred feet of all  
that piece of land delineated and coloured green on the map hereon,  
containing three acres two roods and ten perches  
or thereabouts being Narrogin Lot 493

and being Lot 66 on Dia 383!

*Portion colored brown (R.O.W.) shall remain*

Land Parcel Identifier amended -  
Regulation 6 of Transfer of Land  
(Surveys) Regulations 1985  
Con. 1775-2000-01  
Date: 15-2006-73



- See the A.C. chains to an Inset

Dated the twentieth day of October, One thousand nine  
hundred and twelve

*Alfred*

Registrar of Titles.

For encumbrances and other matters affecting the land see back.

[c115/00.]

EASEMENTS AND ENCUMBRANCES REFERRED TO.

with the same get used to the parties to or proprietors for the land being of the same tenor as the original  
no diagram 231, also the portion coloured brown on the said diagram

*al Hume*  
ASSISTANT REGISTRAR OF TITLES

Transfer 1415/1915 Lot 1 to Albert Parvett. Registered 24th June 1915 at 12.20.00  
Lot 1

*al Hume*  
ASSISTANT REGISTRAR OF TITLES

Transfer 6635/1916 Lot 3 to Martha Brown - Registered 11th Nov 1916 at 11.45.00  
189-53

*al Hume*  
ASSISTANT REGISTRAR OF TITLES

Transfer 2528/1919 Lot 2 (12 205.10p) to Joseph Anthony Elliott and Henry Raymond.  
Registered 5th May 1919 at 10.50.00 am  
1709-30

*al Hume*  
ASSISTANT REGISTRAR OF TITLES

Transfer 1444/1920 Lot 4 to Frances Jane Walton, Registered 4th February 1920 at  
3.00

*al Hume*  
ASSISTANT REGISTRAR OF TITLES

Transfer 4992/1925 Lot 1 on diag. 3831 to Frederick Kemp  
Wellwood's - Registered 24th June 1925 at 3.00 pm  
891-72

*al Hume*  
ASSISTANT REGISTRAR OF TITLES

Transfer 7237/1925 Lots 5 and 6 on diag. 3831 to Albert  
Howard Field - Registered 10th September 1925 at 10.00  
899-120

*al Hume*  
ASSISTANT REGISTRAR OF TITLES

CT 0534 0174 B



Registered Vol. 524 Fol. 174

## **10.1.116 APPLICATION FOR PLANNING CONSENT – STORAGE OF SKIP BINS – LOT 81 (NO. 76) CLAYTON ROAD, NARROGIN**

**File Reference:** A337018  
**Disclosure of Interest:** Nil  
**Applicant:** Narrogin Skip Bin Service  
**Previous Item Nos:** Nil  
**Date:** 7 November 2017  
**Author:** Leigh Medlen – Planning Officer  
**Authorising Officer:** Azhar Awang – Executive Manager Development & Regulatory Services

### **Attachments**

- Attachment 1 – Application for Planning Consent
- Attachment 2 – Locality Map

### **Summary**

Council is requested to consider an application for planning consent for the storage of skip bins at Lot 81 (No. 76) Clayton Road, Narrogin.

### **Background**

On 18 July 2017 the Shire of Narrogin received a complaint regarding the operation of a skip bins business and accumulation of rubbish as a result of the storage of skip bins at Lot 81 (No. 76) Clayton Road, Narrogin.

On 25 July 2017 Shire of Narrogin Officers sent correspondence to the landowner of the property requesting the removal of the skip bins or an application for planning consent for their use be lodged with the Shire of Narrogin.

On 3 August 2017 a site inspection was undertaken to determine if the skip bins were still operating at the subject property, as no application for their use had been lodged. It was determined that the skip bins were still being stored on site.

On 4 August 2017 correspondence was sent to the landowner requesting the removal of the skip bins within seven days of the correspondence being sent or an application be made to the Shire of Narrogin for their use.

A site inspection was then undertaken on 1 September 2017 and 12 September 2017 to determine if the skip bins had been removed, as no application for planning consent had been lodged for their use. It had been determined on these site inspections that the skip bins had been removed from the subject property. The applicant had since advised that an application would be lodged for their use at the subject property as it was leased by the landowner on a three year term on the basis it could be used for the storage of skip bins. At this point in time no application had been submitted, however the skip bins had been removed from the property.

On 26 September 2017 the Shire of Narrogin received a complaint suggesting the skip bins had returned to the subject property. A site inspection was undertaken on the 27 September and it was determined that the skip bins had returned to the subject property. The Shire of Narrogin officers therefore sent correspondence requesting an application for planning consent be made or the removal of the unauthorised activity.

On 13 October 2017 the Shire of Narrogin received an application for planning consent for the storage of empty skip bins at the subject property. Council is therefore requested to consider the application that has been received as it is not a use listed within the Former Town of Narrogin Town Planning Scheme No. 2 (FT-TPS).

### **Comment**

The subject property is zoned under the FT-TPS as 'Single Residential' the subject property is 1,286m<sup>2</sup>. The property has access via Clayton Road and is surrounded by single residential dwellings to the north, south, east and west.

The application proposes to store empty skip bins on the premises as part of the Narrogin Skip Bin Service.

Council is requested to consider the application for planning consent for the storage of skip bins as a use that is not listed within the zoning table of a 'Single Residential' land use zone.

Clause 2.2.5 and 2.2.7 of the FT-TPS apply which allow Council to consider an application as a use not listed. Clauses 2.2.5 and 2.2.7 of the FT-TPS state:

*"2.2.5 Clause 2.2.4 does not prohibit the Council from giving consent to a use that is not*

*a) Mentioned in the list of use classes in the Development Table; or*

*b) Defined in Clause 1.8; or*

*c) Defined in Appendix D to the Town Planning Regulations, 1967*

*and determining the zone in which the use may be carried on pursuant to Clause 2.2.6 nor does Clause 2.2.4 prohibit the use of the land in accordance with consent so given.*

*2.2.7 An application to the Council for it's consent under Clause 2.2.5 –*

*a) shall be advertised in accordance with provisions of Clause 6.3.2; and*

*b) shall not be granted unless a resolution to do so is passed by an absolute majority of the Council.*

The use of a property for the storage of skip bins as a land use therefore can be considered on these grounds within a Single Residential Zone in accordance with the advertising requirements prescribed in Clause 6.3.2. Clause 6.3.2 states as follows:

*"6.3.2 Where the Council is required or decides to give notice of an application to the Council shall cause:*

*a) Notice of the proposed use and development to be sent by post or delivered to the owners and occupiers of land within an area determined by the Council as likely to be affected by the granting of the application;*

*b) Notice of the proposed use and development to be published in a newspaper circulating in the Scheme Area and in the State of Western Australia stating that submissions may be made to the Council within 21 days from the publication thereof; and*

- c) *a sign displaying notice of the proposed use and development to be erected in a conspicuous position on the land for a period of 21 days from the date of publication of the notice referred to in paragraph (b) hereof.*”

### Amenity

The storage of skip bins within a residential area does have the potential to disturb the amenity of residential areas through noise disturbance, impact to visual amenity, offensive odour, as well as the accumulation of residual rubbish. The application does propose to store empty skip bins which could reduce the potential of left over waste being present on site.

### Visual Amenity & Screening

The subject property is a relative average size residential property within the Shire of Narrogin. The skip bins are visible from the street and could be considered to be out of character with surrounding residential properties and ideal of residential amenity.

The subject property is a vacant property, therefore has minimal natural methods of screening the use from surrounding residential areas. Screening the proposed use has the ability to reduce any adverse visual impacts as well as potentially limiting rubbish from blowing onto surrounding properties. Screening the use also has the ability to confine the use to a portion of the lot, rather than scatter the bins across the entire lot reducing the impact of their presence within a residential area.

It is therefore recommended that Council advertise the proposal in accordance with Clause 6.3.1 to allow nearby residents and landowners an opportunity to make public comment, prior to Council's further consideration.

### **Consultation**

- Azhar Awang – Executive Manager, Development and Regulatory Services
- Public Advertising in accordance with Clause 6.3.

### **Statutory Environment**

- Former Town of Narrogin Town Planning Scheme No. 2 – Clause 2.2.5 and 2.2.7 – Use not listed
- Former Town of Narrogin Town Planning Scheme No. 2 – Clause 6.3 – Application for Special Approval

### **Policy Implications**

Nil

### **Financial Implications**

- Application for Planning Consent Fee to the value of \$147 to be made payable to the Shire of Narrogin and borne by the applicant.
- Advertising Costs – Town Planning Scheme No .2 – Clause 6.3.6  
*“The applicant shall pay to the Council the cost of all expenses incurred by Council in giving notice in accordance with the foregoing provisions and if not so paid the Council may recover that amount in a court of competent jurisdiction.”*

## Strategic Implications

Objective	<b>3. Environment Objective (Conserve, protect and enhance our natural and built environment)</b>
Outcome:	3.4 A well maintained built environment
Strategy:	3.4.1 Improve and maintain built environment

## Voting Requirements

Absolute Majority

### OFFICER'S RECOMMENDATION

That Council:

1. In the event that no negative submissions are received, the Chief Executive Officer is authorised to issue planning approval for the storage of skip bins at Lot 81 (No. 76) Clayton Road, subject to the following conditions:
  - a) This approval is valid for a period of three years as per the length of the current lease agreement and shall expire on 1 February 2020. Any extension upon this approval will require a separate application for planning consent and to be reconsidered by Council.
  - b) All skip bins stored on site shall be empty at all times. If skip bins are found to contain waste refuse Council may revoke this planning approval.
  - c) Skip bins shall be placed in the rear portion of the lot and be screened from public view.
  - d) A maximum of six skip bins shall be placed on site at any given time.
  - e) No commercial vehicle associated with the storage of the skip bins shall be repaired, serviced or cleaned at the subject property.
  - f) No commercial vehicle associated with the storage of the skip bins shall be parked on the subject property for a period longer than 4 hours.
  - g) The use approved shall not cause injury to, or prejudicially affect the amenity of the locality by reason or appearance or the emission of noise, odour, vapour, dust, waste water products of otherwise.
  - h) The activity must not display signage related to the use hereby approved.
  - i) 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.
  - j) The development approved shall occur generally in accordance with the submitted plans in support of the application and these shall not be altered or modified without the prior written approval of the Chief Executive Officer.

<b>COUNCIL RESOLUTION 1117.133 AND OFFICER'S RECOMMENDATION</b>
---

**Moved: Cr Fisher**

**Seconded: Cr Walker**

That Council:

1. Advertise the proposed storage of skip bins at Lot 81 (no 76) Clayton Road Narrogin for public comment in accordance with Section 6.3 of the Former Town of Narrogin Town Planning Scheme No 2.
2. After the expiry date of submissions period, consider all submissions received at the next available Council Meeting.

**CARRIED 8/0**

Reason for change: Council amended this resolution so that all submissions could be presented to Council for their consideration at a future meeting.

The mover and seconder agreed with the amended resolution.

# PLANNING CONSENT



89 Earl Street  
PO Box 1145  
Narrogin WA 6312

(08) 9890 0900

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

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

## TOWN PLANNING SCHEME NO.2 DISTRICT SCHEME

Name of Applicant	NARROGIN SLIP BIN SERVICE
Correspondence Address	PO BOX 1205 EARL ST AND K KOKICH @
Applicant Phone Number	0429511661 BEYOND.COM

I hereby apply for planning consent to:

- Use the land described hereunder for the purpose of STORAGE OF EMPTY SLIP BINS
- Erect, alter or carry out development on land described hereunder in accordance with the accompanying plans (3 copies attached)

Existing use of land	
Approximate cost of proposed development	\$
Estimated time of completion	
No of persons to be housed / employed after completion	

## TITLES OFFICE DESCRIPTION OF LAND

### LOCALITY PLAN

House No	76	Lot No	81	Location No	CLAYTON RD
Plan or Diag		Street Name	CLAYTON ROAD		
Certificate of Title	Volume: _____			Folio: _____	

### LOT DIMENSIONS

Site area		Square metres
Frontage		Metres
Depth		metres

### AUTHORITY

Applicant's Signature [Signature] Date 13-10-2017

NOTE: WHERE THE APPLICANT IS NOT THE OWNER, THE OWNER'S SIGNATURE IS REQUIRED.

NOTE: ALL OWNERS OF THE PROPERTY MUST SIGN THIS APPLICATION FORM. WHERE PROPERTY IS OWNED BY A COMPANY, AT LEAST TWO DIRECTORS OF THE COMPANY MUST SIGN THE APPLICATION.

Owner's Signature *DM Smith* Date 12/10/2017

NOTE: THIS FORM IS TO BE SUBMITTED IN DUPLICATE, TOGETHER WITH THREE COPIES OF PLANS, COMPRISING THE INFORMATION SPECIFIED IN THE PARTICULARS REQUIRED WITH THE APPLICATION OUTLINED BELOW.

**THIS IS NOT AN APPLICATION FOR A BUILDING LICENCE**

**PARTICULARS REQUIRED WITH APPLICATION FOR PLANNING CONSENT**

Where an application involves the erection or alteration of a building or a change in levels of a site, the plans accompanying an application for planning consent shall, unless especially exempt by the Shire:

- a. Indicate the position and describe the existing buildings and improvements on the site and indicate those which are to be removed;
- b. Indicate the position and describe the buildings and improvements proposed to be constructed, their appearance, height and proposed uses in relation to existing and proposed contours;
- c. Indicate the position, type and height of all the existing trees on the site and indicate those to be retained and those to be removed;
- d. Indicate the areas to be landscaped and the location and type of shrubs, trees and other treatment proposed;
- e. Indicate site contours and details of any proposed alteration to the natural contour of the area;
- f. Indicate car parking areas, their layout and dimensions and accessways and the position of existing and/or proposed crossovers; and
- g. Indicate site dimensions and be to metric scale.

**OFFICE USE ONLY**

File Reference		Application No	
Date Received		Date of Approval / Refusal	
Date of Notice of Decision		Officer's Signature	

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# NARROGIN SKIP BIN SERVICE

SHIRE OF NARROGIN  
89 EARL STREET  
NARROGIN WA 6312

---



ABN: 90 276 126 772

PO BOX 1205

NARROGIN WA 6312

TANDKKOKICH@BIGPOND.COM



TERRY 0429811664

TINA 0403169169

13/10/2017

To Whom It May Concern

TA & KM Kokich purchased Narrogin Skip Bin Service from P&F Kulker on the 1st February 2017. As part of the purchase agreement we lease lot 81 Clayton Road Narrogin from Peter Kulker to enable us to store empty skip bins, at no point will any bins stored contain refuse,

Because of its close proximity to the Narrogin Refuse site, it enables us to service to our clients in a quick and efficient manor, which is crucial to the operation of this business.

Your consideration on this matter is appreciated.

Sincerely,

Terry Kokich

Partner

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Attachment Two – Locality Map

## **10.2 TECHNICAL AND RURAL SERVICES**

There are no matters requiring resolution by council this month.

## 10.3 CORPORATE AND COMMUNITY SERVICES

### 10.3.117 LIST OF ACCOUNTS FOR ENDORSEMENT – OCTOBER 2017

<b>File Reference:</b>	12.1.1
<b>Disclosure of Interest:</b>	Nil
<b>Applicant:</b>	Nil
<b>Previous Item Nos:</b>	Nil
<b>Date:</b>	31 October 2017
<b>Author:</b>	Brooke Conway – Finance Officer Accounts
<b>Authorising Officer:</b>	Frank Ludovico – Executive Manager Corporate & Community Services

#### Attachments

- List of Accounts for Endorsement – October 2017

#### Summary

Council is requested to endorse the payments as presented in the List of Accounts for Endorsement – October 2017.

#### 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.

#### Comment

The attached “List of Accounts for Endorsement – October 2017” is presented to Council for endorsement. Below is a summary of activity.

Total Creditor Payments October 2017	\$1,040,280.85
Total Payroll Payments October 2017	\$348,126.14
Total Payments October 2017	\$1,388,406.99

Percentage paid by Cheque October 2017	0.03%
Percentage paid by EFT October 2017	63.18%
Percentage paid by Direct Debit October 2017	11.28%
Percentage paid by Credit Card October 2017	0.43%
Percentage paid by Payroll October 2017	25.07%

Percentage of Local Suppliers & Wages paid October 2017	50.47%
Dollar Value spent with Local Suppliers October 2017	\$352,622.07

Percentage of Non-Local Suppliers October 2017	49.53%
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Please note ‘F’ is fully funded, ‘PF’ is partially funded, ‘R’ is reimbursements and ‘I’ is insurance claims.

The payment schedule has been provided to Elected Members under separate cover. Printed copies will be available on request at the Administration building and the Library.

## Consultation

Nicole Bryant – Manager Finance

## Statutory Environment

*Local Government Act 1995 Section 6.8 (2)(b), Policy Implications*

## Policy Implications

Nil

## Financial Implications

All expenditure has been approved via adoption of the 2017/2018 Annual Budget, or resulting from a Council resolution for a budget amendment.

## 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

## Voting Requirements

Simple Majority

## COUNCIL RESOLUTION 1117.134 AND OFFICER'S RECOMMENDATION

**Moved: Cr Schutz**

**Seconded: Cr Seale**

That Council:

Endorse the payments as presented in the List of Accounts for Endorsement, for the month of October 2017 for the Municipal Fund totalling \$1,388,406.99.

**CARRIED 8/0**

## 10.3.118 MONTHLY FINANCIAL REPORTS – OCTOBER 2017

**File Reference:** 12.8.1  
**Disclosure of Interest:** Nil  
**Applicant:** Nil  
**Previous Item Nos:** Nil  
**Date:** 10 November 2017  
**Author:** Nicole Bryant – Manager Finance  
**Authoriser:** Frank Ludovico – Executive Manager Corporate & Community Services

### Attachments

Monthly Financial Report for the period ended 31 October 2017.

### Background

Council is requested to review the October 2017 Monthly Financial Reports.

### 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 approval by Council.

### Comment

The October 2017 Monthly Financial Reports are presented for review.

### Consultation

Frank Ludovico, Executive Manager Corporate and Community Services

### Statutory Environment

*Local Government Financial Regulations (1996) Regulation 34 applies.*

### Policy Implications

Nil

### Financial Implications

All expenditure has been approved via adoption of the 2017/18 Annual Budget, or resulting from a Council Motion for a budget amendment.

### 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

### Voting Requirements

Simple Majority

**COUNCIL RESOLUTION 1117.135 AND OFFICER'S RECOMMENDATION**

**Moved: Cr Schutz**

**Seconded: Cr G Ballard**

That Council:

Receive the October 2017 Monthly Financial Reports as presented.

**CARRIED 8/0**



## MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 30 OCTOBER 2017

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

**SHIRE OF NARROGIN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**FOR THE PERIOD ENDED 31 OCTOBER 2017**

**STATEMENT OF FINANCIAL ACTIVITY**

	Adopted Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	Var
<b>Operating Revenues</b>	\$	\$	\$	\$	%	
Governance	5,100	5,032	11,615	6,583	57%	
General Purpose Funding	1,267,125	345,100	366,933	21,833	6%	
Law, Order and Public Safety	135,838	119,932	120,217	285	0%	
Health	5,500	3,832	4,033	201	5%	
Education and Welfare	1,299,024	573,203	699,273	126,070	18%	▲
Housing	12,200	4,064	3,000	(1,064)	(35%)	
Community Amenities	1,006,256	895,780	1,084,648	188,868	17%	▲
Recreation and Culture	555,080	472,284	307,825	(164,459)	(53%)	▼
Transport	1,652,956	277,086	324,367	47,281	15%	▲
Economic Services	242,378	80,784	91,850	11,066	12%	▲
Other Property and Services	146,253	48,744	42,647	(6,097)	(14%)	
<b>Total (Excluding Rates)</b>	<b>6,327,710</b>	<b>2,825,841</b>	<b>3,056,408</b>	<b>230,567</b>		
<b>Operating Expense</b>						
Governance	(613,506)	(260,854)	(224,241)	36,613	16%	▲
General Purpose Funding	(204,758)	(69,617)	(72,979)	(3,362)	(5%)	
Law, Order and Public Safety	(475,559)	(175,250)	(128,498)	46,752	36%	▲
Health	(202,407)	(71,266)	(84,552)	(13,286)	(16%)	▼
Education and Welfare	(1,722,909)	(697,198)	(615,559)	81,639	13%	▲
Housing	(32,172)	(12,978)	(8,106)	4,872	60%	▲
Community Amenities	(1,424,149)	(481,581)	(422,135)	59,446	14%	▲
Recreation and Culture	(3,071,419)	(1,129,106)	(916,119)	212,987	23%	▲
Transport	(4,278,344)	(1,436,244)	(1,405,694)	30,550	2%	
Economic Services	(708,835)	(233,893)	(179,840)	54,053	30%	▲
Other Property and Services	(30,000)	(68,198)	126,787	194,985	(154%)	
<b>Total</b>	<b>(12,764,058)</b>	<b>(4,636,185)</b>	<b>(3,930,936)</b>	<b>705,249</b>		
<b>Funding Balance Adjustment</b>						
Add back Depreciation	2,480,898	826,932	895,658	68,726	8%	
Adjust (Profit)/Loss on Asset Disposal	54,965	18,324	(28,733)	(47,057)	164%	
Adjust Employee Benefits Provision (Non-Current)	0	0	0	0		
Adjust Deferred Pensioner Rates (Non-Current)	0	0	0	0		
Movement in Leave Reserve (Added Back)	0	0	1,844	1,844	100%	
Adjust Rounding	0	0	0	0		
<b>Net Operating (Ex. Rates)</b>	<b>(3,900,486)</b>	<b>(965,088)</b>	<b>(5,759)</b>	<b>959,329</b>		
<b>Capital Revenues</b>						
Proceeds from Disposal of Assets	117,000	117,000	144,116	27,116	19%	▲
Proceeds from New Debentures	350,000	0	0	0		
Proceeds from Sale of Investments	0	0	0	0		
Proceeds from Advances	0	0	0	0		
Self-Supporting Loan Principal	0	0	0	0		
Transfer from Reserves	867,618	0	0	0		
<b>Total</b>	<b>1,334,618</b>	<b>117,000</b>	<b>144,116</b>	<b>27,116</b>		
<b>Capital Expenses</b>						
Land Held for Resale	0	0	0	0		
Land and Buildings	(1,013,558)	(76,119)	(74,108)	2,011	3%	
Plant and Equipment	(716,613)	(397,613)	(500,749)	(103,137)	(21%)	▼
Furniture and Equipment	(30,000)	0	0	0		
Infrastructure Assets - Roads	(1,160,355)	(607,486)	(280,309)	327,177	117%	▲
Infrastructure Assets - Footpaths	(66,000)	0	0	0		
Infrastructure Assets - Road Drainage	(30,000)	0	0	0		
Infrastructure Assets - Parks & Ovals	0	0	0	0		
Infrastructure Assets - Townscape	0	0	0	0		
Infrastructure Assets - Other	(849,967)	(111,284)	(127,724)	(16,440)	(13%)	▼
Purchase of Investments	0	0	0	0		
Repayment of Debentures	(220,292)	(15,344)	(11,267)	4,077	36%	
Advances to Community Groups	0	0	0	0		
Transfer to Reserves	(838,823)	(25,000)	(18,942)	6,058	32%	
<b>Total</b>	<b>(4,925,608)</b>	<b>(1,232,846)</b>	<b>(1,013,101)</b>	<b>219,745</b>		
<b>Net Capital</b>	<b>(3,590,989)</b>	<b>(1,115,846)</b>	<b>(868,985)</b>	<b>246,861</b>		
<b>Total Net Operating + Capital</b>	<b>(7,491,475)</b>	<b>(2,080,933)</b>	<b>(874,743)</b>	<b>1,206,190</b>		
Rate Revenue	4,670,116	4,670,116	4,581,402	(88,714)	(2%)	
Opening Funding Surplus(Deficit)	2,821,359	2,930,417	2,930,417	0	0%	
<b>Closing Funding Surplus(Deficit)</b>	<b>0</b>	<b>5,519,600</b>	<b>6,637,077</b>	<b>1,117,477</b>		

**SHIRE OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 OCTOBER 2017**

**NET CURRENT ASSETS**

	Positive=Surplus (Negative=Deficit)	
	2017-18	
	31/10/2017	30/09/2017
	This Period	Last Period
	\$	\$
<b>Current Assets</b>		
Cash Unrestricted	5,696,866	5,751,348
Cash Restricted	3,793,204	3,788,388
Receivables - Rates and Rubbish, ESL, Excess Rates	1,717,715	1,975,174
Receivables -Other	513,975	179,546
Inventories	24,773	25,315
	<b>11,746,532</b>	<b>11,719,770</b>
<b>Less: Current Liabilities</b>		
Payables	(841,235)	(359,420)
Loan Liability	(209,026)	(209,026)
Provisions	(845,116)	(845,116)
	<b>(1,895,376)</b>	<b>(1,413,562)</b>
<b>Net Current Asset Position</b>	<b>9,851,156</b>	<b>10,306,208</b>
Less: Cash Restricted	(3,793,204)	(3,788,388)
Add Back: Component of Leave Liability not Required to be funded	374,208	373,732
Add Back: Current Loan Liability	209,026	209,026
Adjustment for Trust Transactions Within Muni	(4,109)	(2,220)
<b>Net Current Funding Position</b>	<b>6,637,077</b>	<b>7,098,359</b>

**NOTE: Since the preparation of this report the following investments have been made:**

Reserve Fund (Restricted Cash)	3,573,000	6 mths	2.55%pa
Municipal Fund	3,500,000	60 days	2.25%pa
Municipal Fund	1,000,000	30 days	1.85%pa

**SHIRE OF NARROGIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2017**

**MAJOR VARIANCES**

**REPORTABLE OPERATING REVENUE VARIATIONS**

**EDUCATION AND WELFARE**

PERMANENT - HACC, HCP, CHSP: Grant funding instalments all higher than budget.

**COMMUNITY AMENITIES**

TIMING - Invoiced raised to recoup funds for Narrogin LCDC. Will be transferred to Reserve.  
PERMANENT - Sanitation: Funding received from Shire of Wagin for Waste Transfer Station.  
PERMANENT - Sanitation Other: Commercial tipping charges higher than expected.  
PERMANENT - Sanitation Other: Additional pick up charges higher than expected.

**RECREATION AND CULTURE**

TIMING - Oth Rec: Reimbursements yet to be raised.  
TIMING - Oth Rec: Grant funding for Kids sports not received.  
TIMING - Oth Rec: Grant funding not received (WASP, DSR Contribution Rec Master Plan).  
PERMANENT - NRRC: Pool Subsidy budgeted, program now cancelled by WA State Government.

**ECONOMIC SERVICES**

PERMANENT - TOUR: Rental income from Caravan Park not in budget.  
PERMANENT - TOUR: Caravan Park fees higher than expected.

**REPORTABLE OPERATING EXPENSES VARIATIONS**

**GOVERNANCE**

TIMING - MEMBERS: Expenditure lower than budget, estimated evenly over 12 month period.

**LAW, ORDER AND PUBLIC SAFETY**

TIMING - Fire prevention: Expenditure lower than budget, estimated evenly over 12 month period.  
TIMING - Other law and order: Expenditure lower than budget, estimated evenly over 12 month period.

**HEALTH**

PERMANENT - HEALTH: Legal expenses not budgeted for (Asbestos removal 54 Lock Street).

**EDUCATION AND WELFARE**

PERMANENT - HACC: Salaries and Wages and Customer Service Expenses less than budgeted amount.

**COMMUNITY AMENITIES**

PERMANENT - Sanitation Household and Sanitation Other: waste removal and recycling expenditure less than budgeted amount.  
PERMANENT - Sewerage: Waste water treatment expenditure less than budgeted amount.  
TIMING - Town Planning: Expenditure lower than budget, estimated evenly over 12 month period.

**RECREATION AND CULTURE**

PERMANENT - Other Rec & Sport: Parks and gardens, town oval and sundry dry park expenditure less than budgeted amount.  
TIMING - Libraries: Expenditure over than budget, estimated evenly over 12 month period.  
TIMING - Other Culture: Expenditure lower than budget, estimated evenly over 12 month period.  
TIMING - NRRC: Utility Expenditure higher at this time of the financial year.

**ECONOMIC SERVICES**

TIMING - Tourism & Area Promotion: Expenditure lower than budget, estimated evenly over 12 month period.  
TIMING - Other Economic Services: Expenditure lower than budget, estimated evenly over 12 month period.

**OTHER PROPERTY and SERVICES**

TIMING - Public Work Overhead - Roadwork activities have increased recovery rate.  
TIMING - Salaries & Wages - End of Month payroll resulted some transaction shown in different months. Will be corrected in November.

**REPORTABLE CAPITAL REVENUE VARIATIONS**

NIL

**REPORTABLE CAPITAL EXPENSES VARIATIONS**

NIL

**SHIRE OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 OCTOBER 2017**

**ACQUISITION OF ASSETS**

<b>Summary Acquisitions</b>	<b>Current Budget</b>			<b>Variance (Under)Over</b>	
	<b>This Year</b>				
	<b>Original Budget</b>	<b>YTD Budget</b>	<b>Actual</b>		
	\$	\$	\$	\$	
<b>Inventories</b>					
Land for Resale	0	0	0	0	
<b>Property, Plant &amp; Equipment</b>					
Land and Buildings	1,013,558	76,119	74,108	(2,011)	▼
Plant & Equipment	716,613	397,613	500,749	103,137	▲
Furniture & Equipment	30,000	0	0	0	
Tools	0	0	0	0	
<b>Infrastructure</b>					
Roads	1,160,355	607,486	280,309	(327,177)	▼
Footpaths	66,000	0	0	0	
Road Drainage	30,000	0	0	0	
Parks & Ovals	0	0	0	0	
Townscape	0	0	0	0	
Other Infrastructure	849,967	111,284	127,724	16,440	▲
<b>Totals</b>	<b>3,866,492</b>	<b>1,192,502</b>	<b>982,891</b>	<b>(209,611)</b>	



**SHIRE OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 OCTOBER 2017**

**ACQUISITION OF ASSETS**

<b>Land &amp; Buildings</b>	<b>Current Budget</b>				
	<b>This Year</b>				
	<b>Original Budget</b>	<b>YTD Budget</b>	<b>Actual</b>	<b>Variance (Under)Over</b>	
	\$	\$	\$	\$	
<b>OTHGOV - Capital Administration Building</b> Building Renovation Administration	40,119	10,119	16,137	6,018	▲
<b>WELFARE - Building (Capital)</b> Disability Toilet - Changing Places	59,000	30,000	30,000	0	
<b>STF HOUSE - Building (Capital)</b> Staff Housing Building (Capital)	20,000	0	0	0	
<b>COM AMEN - Building (Capital) - Other Community Amenities</b> Memorial Park Public Toilets Capital	20,000	0	0	0	
<b>HALLS - Building (Capital)</b> Town Hall (Federal St) Building Capital	94,000	0	0	0	
Highbury Hall Building Capital	7,500	0	0	0	
<b>NRRC - Building (Capital)</b> NRRC Building (Capital)	50,000	0	260	260	▲
<b>REC - Other Rec Facilities Building (Capital)</b> Thomas Hogg Oval Buildings Capital	25,000	0	0	0	
<b>LIB - Building (Capital)</b> Library Landscape - Stage 1A Accessable Ramp	80,000	0	0	0	
<b>HERITAGE - Building (Capital)</b> Museum Building (Capital)	5,000	0	0	0	
<b>ROADC - Building (Capital)</b> Lydeker Depot Building (Capital)	30,000	30,000	21,547	(8,453)	▼
<b>TOUR - Building (Capital)</b> Accommodation Units (NCP)	350,000	0	0	0	
Caravan Park Renovations	152,939	0	0	0	
<b>ADMIN - Building (Capital)</b> Old Shire Office Building Capital	80,000	6,000	6,164	164	▲
<b>Totals</b>	<b>1,013,558</b>	<b>76,119</b>	<b>74,108</b>	<b>(2,011)</b>	

**SHIRE OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 OCTOBER 2017**

**ACQUISITION OF ASSETS**

<b>Plant &amp; Equipment</b>	<b>Current Budget</b>				
	<b>This Year</b>				
	<b>Original Budget</b>	<b>YTD Budget</b>	<b>Actual</b>	<b>Variance (Under)Over</b>	
<b>ANIMAL - Plant &amp; Equipment (Capital)</b>	\$	\$	\$	\$	
Light Bar Fixing Ranger Vehicle	2,500	2,500	2,104	(396)	▼
<b>OLOPS - Plant &amp; Equipment (Capital) - OLOPS</b>					
CCTV Upgrade	109,113	109,113	112,788	3,675	▲
<b>PLAN - Plant &amp; Equipment</b>					
NGN00 EMDRS Vehicle 2017	0	0	35,268	35,268	
<b>NRRC - Plant &amp; Equipment (Capital)</b>					
NRRC Airconditioner	70,000	0	0	0	
<b>PLANT - Plant &amp; Equipment (Capital)</b>					
Tipper Truck 3 Tonne	25,000	25,000	22,455	(2,545)	▼
10,000L Emulsion Storage Tank	75,000	0	0	0	
John Deere Ride on Mower 2017	10,000	10,000	8,855	(1,145)	▼
24 Tonne Excavator	260,000	216,000	216,100	100	▲
Irrigation Pump	35,000	35,000	32,140	(2,860)	▼
8T Side Tipping Truck	110,000	0	0	0	
Trailer & Signs(Event Traffic Management)	10,000	0	0	0	
ON0 EMTRS Vehicle 2017	0	0	36,389	36,389	▲
<b>TOUR - Plant &amp; Equipment (Capital)</b>					
CCTV Installation NCP	10,000	0	0	0	↑↑↑
<b>COMMUNITY - Plant &amp; Equipment (Capital)</b>					
ONGN EMCCS Vehicle 2017	0	0	34,652	34,652	▲
<b>Totals</b>	<b>716,613</b>	<b>397,613</b>	<b>500,749</b>	<b>103,137</b>	

<b>Furniture &amp; Equipment</b>	<b>Current Budget</b>				
	<b>This Year</b>				
	<b>Original Budget</b>	<b>YTD Budget</b>	<b>Actual</b>	<b>Variance (Under)Over</b>	
<b>CHCP - Furniture &amp; Equipment (Capital)</b>	\$	\$	\$	\$	
Mobile Works Solution (HACC)	10,000	0	0	0	
<b>LIB - Furniture &amp; Equipment (Capital)</b>					
Library Software Upgrade	20,000	0	0	0	
<b>Totals</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	

**SHIRE OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 OCTOBER 2017**

**ACQUISITION OF ASSETS**

<b>Roads</b>	Current Budget				
	This Year				
	Original Budget	YTD Budget	Actual	Variance (Under)Over	
<b>ROADC - Roads (Capital) - Council Funded</b>	\$	\$	\$	\$	
Heath Street - Renewal (Local)	11,009	0	0	0	
<b>ROADC - Roads (Capital) - Roads to Recovery</b>					
Doney Street - Renewal (Local) (R2R)	33,064	0	0	0	
Felspar Street - Renewal (Local) (R2R)	49,983	0	88	88	▲
Glyde Street - Renewal (Local) (R2R)	14,061	0	0	0	
Garfield Street - Renewal (Local) (R2R)	8,244	0	0	0	
Homer Street - Renewal (Local) (R2R)	6,548	0	0	0	
Fairway Street - Renewal (Local) (R2R)	4,050	0	0	0	
Hale Street - Renewal (Local) (R2R)	11,322	0	0	0	
Hillman Street - Renewal (Local) (R2R)	6,048	0	0	0	
Marsh Street - Renewal (Local) (R2R)	6,480	0	0	0	
May Street - Renewal (Local) (R2R)	12,240	0	0	0	
Gibson Street - Renewal (Local) (R2R)	13,020	0	0	0	
Cresswell Street - Renewal (Local) (R2R)	1,485	0	0	0	
Narrakine Road - Renewal (Local) (R2R)	5,040	0	0	0	
Whimbin Rock Road - Renewal (Rural) (R2R)	285,522	0	440	440	▲
Wagin-Wickepin Road - Renewal (Rural) (R2R)	18,036	0	0	0	
Narrogin Valley Road - Renewal (Rural) (R2R)	37,152	0	0	0	
Highbury West Road - Renewal (Rural) (R2R)	21,600	0	0	0	
Rowe Street - Renewal (Local) (R2R)	7,965	0	0	0	
<b>ROADC - Roads (Capital) - Regional Road Group</b>					
Narrogin-Harrismith Road - Renewal (Local) (RRG)	607,486	607,486	279,781	(327,705)	▼
<b>Totals</b>	<b>1,160,355</b>	<b>607,486</b>	<b>280,309</b>	<b>(327,177)</b>	

<b>Footpaths</b>	Current Budget				
	This Year				
	Original Budget	YTD Budget	Actual	Variance (Under)Over	
<b>ROADC - Footpaths (Capital)</b>	\$	\$	\$	\$	
Daglish Street Footpath Construction	27,000	0	0	0	
Felspar Street Footpath Construction	27,000	0	0	0	
Williams Road - Footpath Construction	12,000	0	0	0	
<b>Totals</b>	<b>66,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	

<b>Road Drainage</b>	Current Budget				
	This Year				
	Original Budget	YTD Budget	Actual	Variance (Under)Over	
<b>ROADC - Drainage (Capital)</b>	\$	\$	\$	\$	
Drainage Works	30,000	0	0	0	
<b>Totals</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	

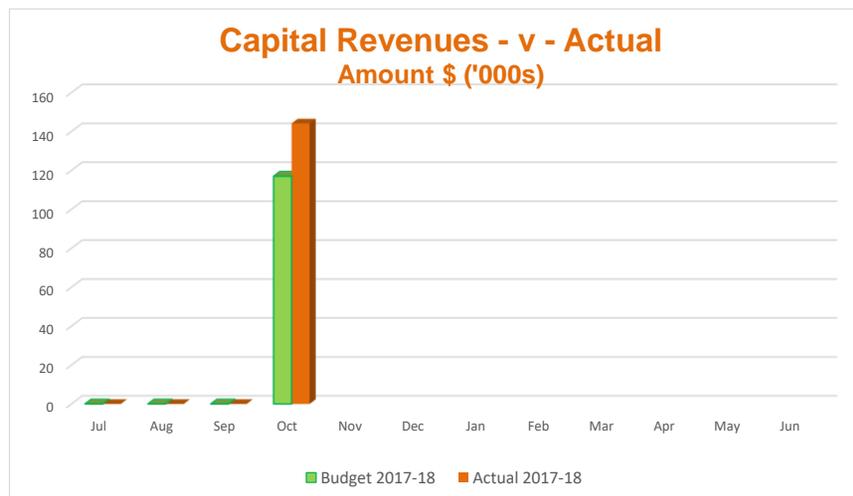
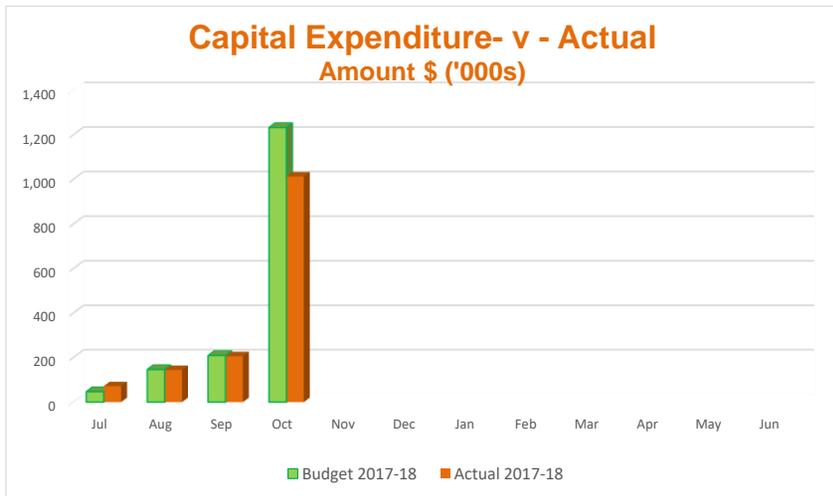
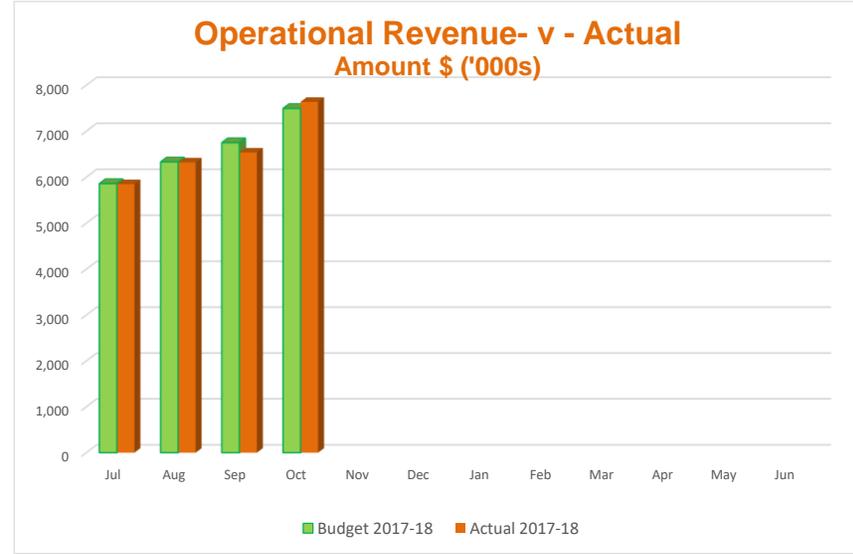
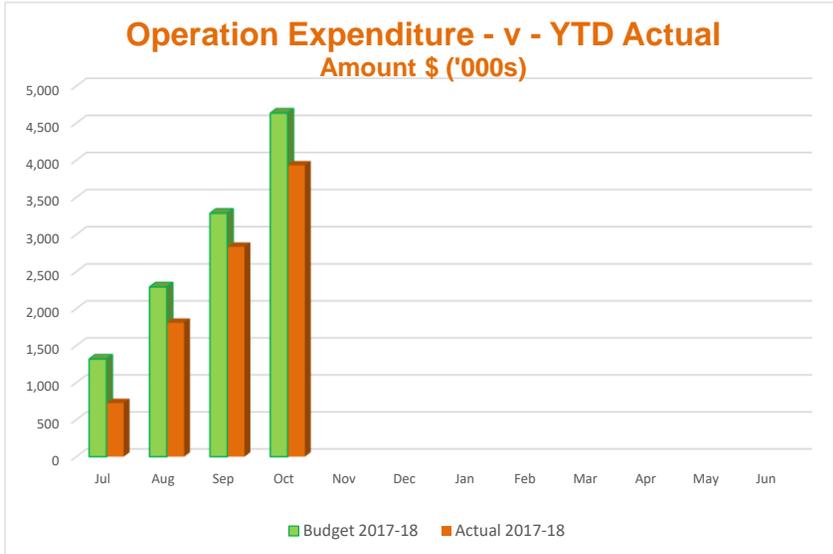
**SHIRE OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 OCTOBER 2017**

**ACQUISITION OF ASSETS**

<b>Other Infrastructure</b>	<b>Current Budget</b>				
	<b>This Year</b>				
	<b>Original Budget</b>	<b>YTD Budget</b>	<b>Actual</b>	<b>Variance (Under)Over</b>	
	\$	\$	\$	\$	
<b>ANIMAL - Infrastructure Other (Capital)</b>					
Animal Pound Exercise Area	2,944	2,944	3,258	314	▲
<b>SAN - Infrastructure Other (Capital)</b>					
White Road Refuse Site Upgrade	15,000	0	0	0	
Refuse Site Transfer Station	148,000	60,000	61,013	1,013	▲
Bin Surrounds	40,000	0	0	0	
<b>SEW - Infrastructure Other (Capital)</b>					
TWIS Dams	20,000	0	0	0	
<b>COM AMEN - Infrastructure Other (Capital) - Other Community Amenities</b>					
Cemetery Upgrade	85,000	0	200	200	▲
Gnarojin Park Master Plan	30,000	0	0	0	
CBD Enhancement	55,023	18,340	22,544	4,204	▲
<b>NRRC - Infrastructure Other (Capital)</b>					
NRRC Infrastructure Other (Capital)	30,000	0	0	0	
<b>REC - Infrastructure Other (Capital)</b>					
Heritage Trail	12,000	0	0	0	
Memorial Park Paving Upgrade	25,000	0	0	0	
Lions Park - Playground Equipment	50,000	0	0	0	
Jersey Park - Playground Equipment	16,000	0	0	0	
Northwood Park - Playground Equipment	45,000	0	0	0	
Ashworth Park - Playground Equipment	8,000	8,000	6,019	(1,981)	▼
Hockey Club - Playground Equipment	16,000	0	0	0	
Highbury Hall - Playground Equipment	22,000	0	0	0	
Town Clock	10,000	0	0	0	
Skate Park Construction	30,000	10,000	17,710	7,710	▲
Skate Park Improvements	30,000	0	0	0	
<b>ROADC - Infrastructure Other (Capital)</b>					
Street Furniture	12,000	12,000	15,740	3,740	▲
Ensign Carpark	60,000	0	0	0	
CWA Carpark	60,000	0	0	0	
<b>TOUR - Infrastructure Other (Capital)</b>					
NCP Infrastructure Upgrade	8,000	0	0	0	
Caravan Park Resealing, Line Marking	20,000	0	0	0	
Banner Poles	0	0	1,240	1,240	▲
<b>Totals</b>	<b>849,967</b>	<b>111,284</b>	<b>127,724</b>	<b>16,440</b>	

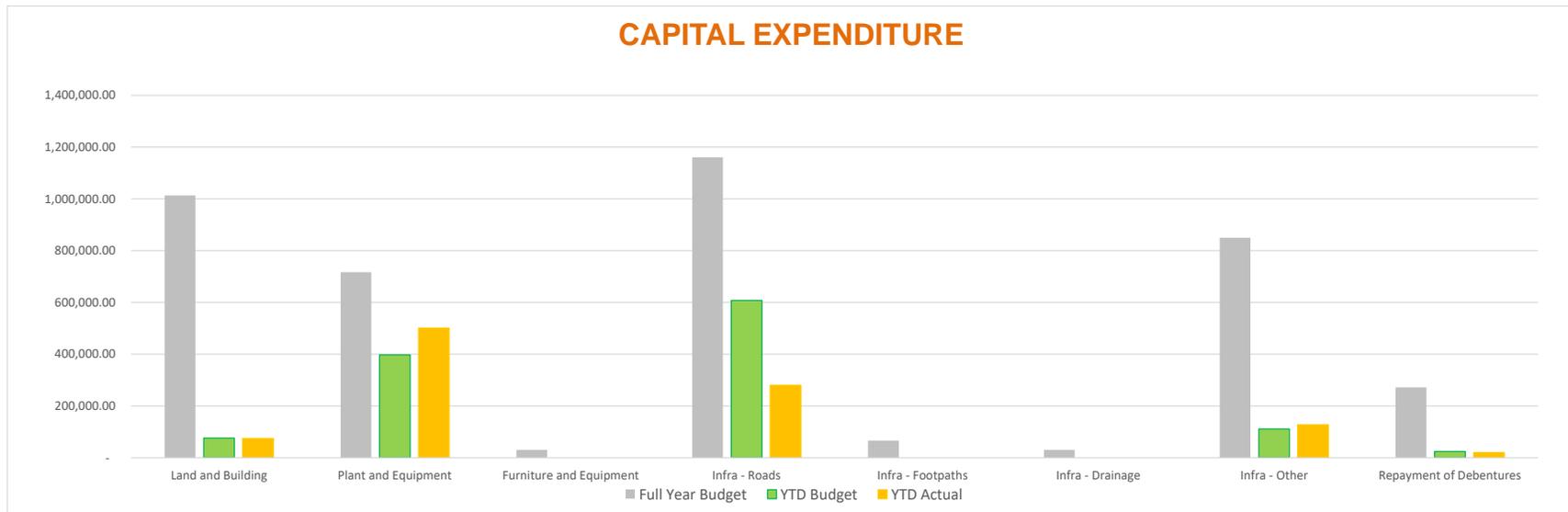
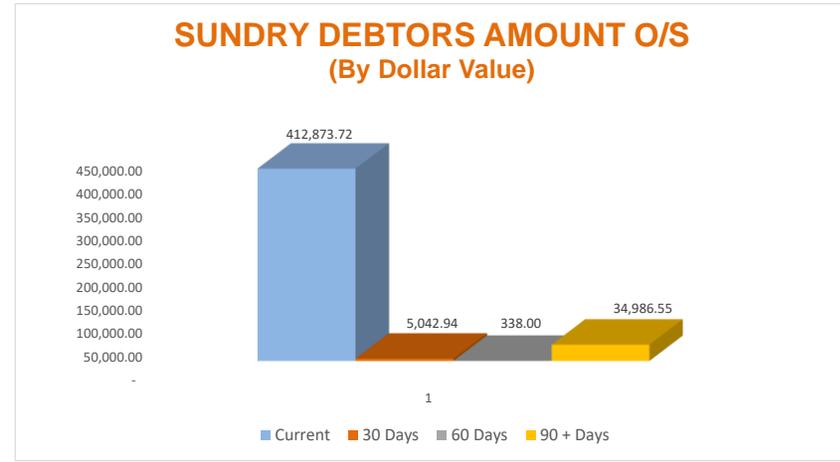
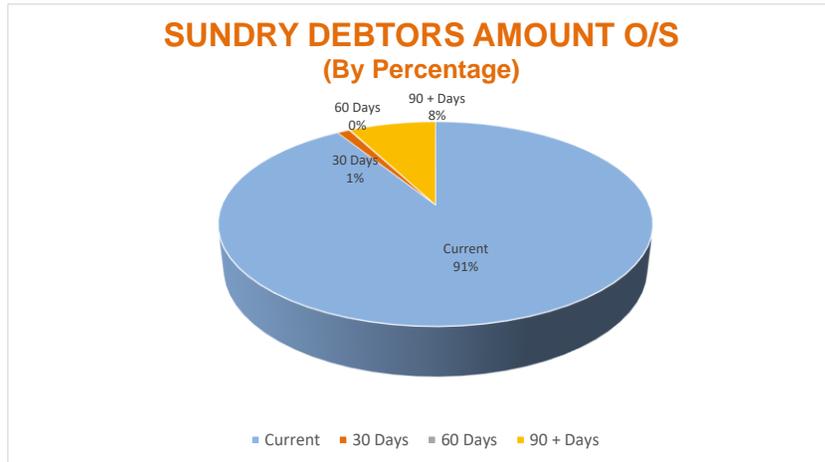
**SHIRE OF NARROGIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 OCTOBER 2017**

**GRAPHS**



**SHIRE OF NARROGIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 OCTOBER 2017**

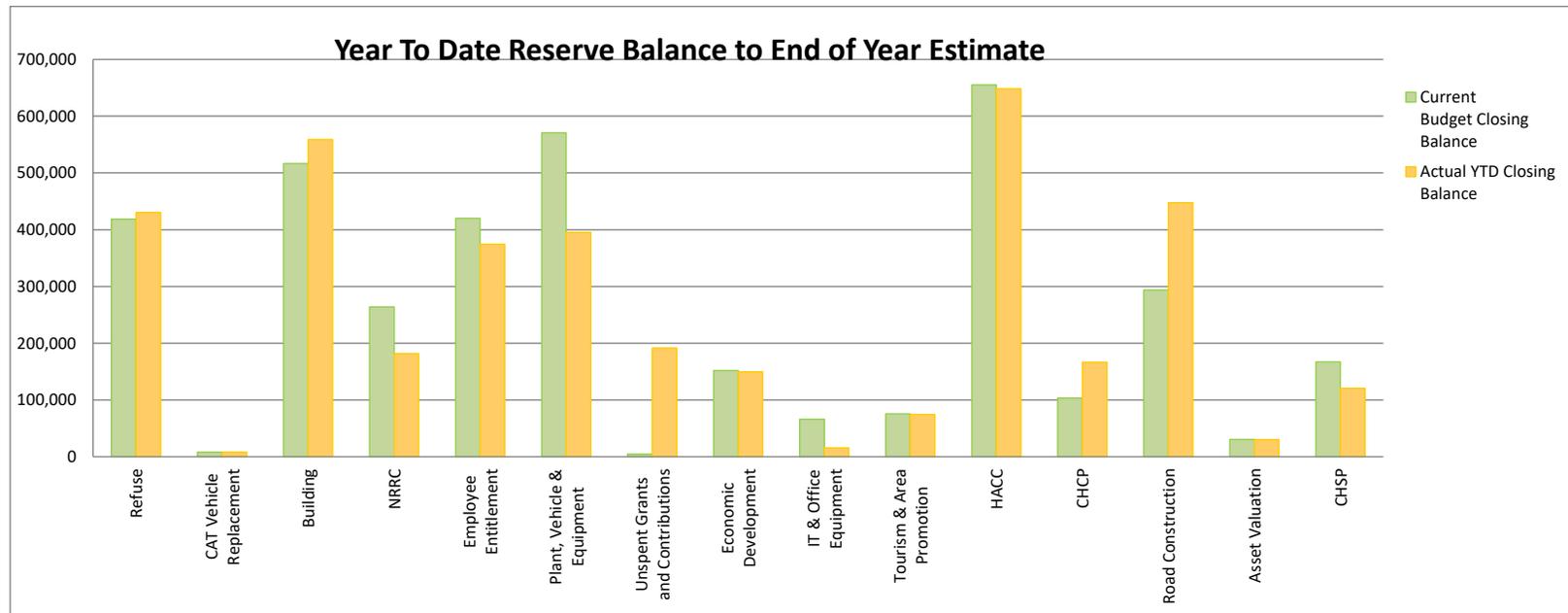
**GRAPHS**



**SHIRE OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 OCTOBER 2017**

**RESERVE MOVEMENTS**

Name	Opening Balance	Current Budget Interest Earned	Actual Interest Earned	Current Budget Transfers In (+)	Actual Transfers In (+)	Current Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Current Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Refuse	428,323	8,062	2,122	80,000	0	98,000	0		418,385	430,445
CAT Vehicle Replacement	8,021	101	26	0	0	0	0		8,122	8,047
Building	556,072	10,466	2,755	50,000	0	100,000	0		516,538	558,827
NRRC	180,691	3,401	895	80,000	0	0	0		264,092	181,586
Employee Entitlement	372,364	7,008	1,844	40,737	0	0	0		420,109	374,208
Plant, Vehicle & Equipment	393,454	7,405	1,950	410,000	0	240,000	0		570,859	395,404
Unspent Grants and Contributions	190,485	7,639	1,213	0	0	193,715	0		4,409	191,698
Economic Development	148,995	2,804	738	0	0	0	0		151,799	149,733
IT & Office Equipment	15,734	296	77	50,000	0	0	0		66,030	15,811
Tourism & Area Promotion	73,969	1,392	365	0	0	0	0		75,361	74,334
HACC	645,352	11,232	2,957	8,483	0	10,000	0		655,067	648,309
CHCP	165,412	3,819	1,005	0	0	65,903	0		103,328	166,417
Road Construction	445,302	8,381	2,206	0	0	160,000	0		293,683	447,508
Asset Valuation	30,000	565	150	0	0	0	0		30,565	30,150
CHSP	120,089	2,429	639	44,604	0	0	0		167,122	120,728
	<b>3,774,262</b>	<b>75,000</b>	<b>18,942</b>	<b>763,824</b>	<b>0</b>	<b>867,618</b>	<b>0</b>		<b>3,745,468</b>	<b>3,793,204</b>



Annual Budget 2017-18

Special Projects

Project Progress	
Complete	
On Track	
Off Track	
In Trouble	

COA	Description	Job	Project No	Description	Description	2017/18 Annual Budget	2017/18 YTD Actual	Responsible Officer		2017						Comments	
										July	August	September	October	November	December		
<b>CAPITAL PROJECTS</b>																	
4040260	OTHGOV - Capital Administration Building	LB011	17/18 - 001	Building Renovations Administration Centre	Side Porticos and Men's & Ladies Toilet	40,119	16,137.16	Aaron Cook/Azhar Awang									
4050455	OLOPS - Plant & Equipment (Capital) - OLOPS	PE053	17/18 - 002	CCTV Upgrade	CCTV Upgrade	109,113	112,787.50	Azhar Awang									
4080450	CHCP - Furniture & Equipment (Capital)	FE023	17/18 - 003	Mobile Works Solution (HACC)	Mobile works solution	10,000	0.00	Frank Ludovico									
4080850	WELFARE - Building (Capital)	BC090	17/18 - 004	Disability Toilet - Changing Places	carried forward	59,000	30,000.00	Azhar Awang									
4090150	STF HOUSE - Building (Capital)	BC100	17/18 - 005	Staff Housing Building (Capital)	C/Fwd: Kitchen Renovations 13 Hough Street	20,000	0.00	Azhar Awang									
4100165	SAN - Infrastructure Other (Capital)	IO024	17/18 - 006	White Road Refuse Site Upgrade	Development plan of existing & future landfill	15,000	0.00	Azhar Awang									
4100165	SAN - Infrastructure Other (Capital)	IO034	17/18 - 007	Refuse Site Transfer Station	Consultant for Refuse Site (\$15,000) C/Fwd: Works to Construct Transfer Station (\$133,000)	148,000	61,012.50	Azhar Awang									
4100165	SAN - Infrastructure Other (Capital)	IO085	17/18 - 009	Bin Surrounds	CBD Bin surrounds (C/Fwd: \$20,000 plus \$20,000) Approx. 40.	40,000	0.00	Azhar Awang /Torre Evans									
4100350	SEW - Infrastructure Other (Capital)	IO078	17/18 - 010	TWIS Dams	Desludge dams at race track & effluent plant \$20,000	20,000	0.00	Torre Evans									
4100850	COM AMEN - Building (Capital) - Other Community Amenities	BC263	17/18 - 011	Memorial Park Public Toilets Capital	Planning to Construct Memorial Park Public Toilets	20,000	0.00	Azhar Awang									
4100860	COM AMEN - Infrastructure Other (Capital) - Other Community Amenities	IO026	17/18 - 012	Cemetery Upgrade	Finish Cemetery Carpark \$10,000, C/Fwd: Earthworks/Road/Carpark etc \$50,000, Niche Wall \$30,000	85,000	200.00	Torre Evans									
4100860	COM AMEN - Infrastructure Other (Capital) - Other Community Amenities	IO086	17/18 - 013	Gnarojin Park Master Plan	Gnarojin Park Master Plan (planning for passive and active recreation facilities, pathways etc)	30,000	0.00	Azhar Awang									
4110160	HALLS - Building (Capital)	BC150	17/18 - 014	Town Hall (Federal St) Building Capital	Concrete veranda \$20,000, Dressing Room Upgrade (Gyprock) \$20,000, Awning Extension (Rear) \$10,000, Touring Show required upgrade \$10,000, Disabled Access improvement \$5,000, Re pitching of roof lines \$25,000, Install larger flashing to change rooms \$4,000, extra seating for Town hall complex	94,000	0.00	Azhar Awang									
4110160	HALLS - Building (Capital)	BC153	17/18 - 015	Highbury Hall Building Capital	Upgrade Storm water drainage system \$7,500, Remove unsuitable pollarded trees and grind stumps	7,500	0.00	Azhar Awang									
4110255	NRRC - Plant & Equipment (Capital)	PE160	17/18 - 016	NRRC Air conditioner	C/Fwd: Relocate Town Hall Air-Conditioner to NRLC. Narrogin Squash Club to contribute \$10,000.	70,000	0.00	Aaron Cook									
4110260	NRRC - Building (Capital)	BC160	17/18 - 017	NRRC Building (Capital)	General building capital upgrade	50,000	260.00	Aaron Cook									
4110265	NRRC - Infrastructure Other (Capital)	IO160	17/18 - 018	NRRC Infrastructure Other (Capital)	Stadium seating \$20,000, Multiple Club trophy cabinet \$10,000	30,000	0.00	Aaron Cook									
4110355	REC - Other Rec Facilities Building (Capital)	BC170	17/18 - 019	Thomas Hogg Oval Buildings Capital	Install a disabled access ramp from the car park to the oval	25,000	0.00	Torre Evans /Azhar Awang									
4110365	REC - Infrastructure Other (Capital)	IO013	17/18 - 020	Town Clock	Removal of Town Clock \$10,000	10,000	0.00	Torre Evans									
4110365	REC - Infrastructure Other (Capital)	IO020	17/18 - 021	Skate Park Construction	(C/Fwd: Install Irrigation, Topsoil, Turf)	30,000	17,710.40	Torre Evans									
4110365	REC - Infrastructure Other (Capital)	IO021	17/18 - 022	Skate Park Improvements	Skate Park graffiti art \$20,000, signage \$10,000	30,000	0.00	Azhar Awang									
4110365	REC - Infrastructure Other (Capital)	IO028	17/18 - 023	Heritage Trail	CBD heritage trail	12,000	0.00	Azhar Awang									
4110365	REC - Infrastructure Other (Capital)	IO060	17/18 - 024	Memorial Park Paving Upgrade	Remove old slabs and replace with limestone paving	25,000	0.00	Torre Evans									
4110365	REC - Infrastructure Other (Capital)	IO061	17/18 - 025	Lions Park - Playground Equipment	Replace sand with soft fall rubber	50,000	0.00	Torre Evans									
4110365	REC - Infrastructure Other (Capital)	IO068	17/18 - 026	Jersey Park - Playground Equipment	Shade Sails	16,000	0.00	Torre Evans									
4110365	REC - Infrastructure Other (Capital)	IO069	17/18 - 027	Northwood Park - Playground Equipment	New playground equipment	45,000	0.00	Torre Evans									
4110365	REC - Infrastructure Other (Capital)	IO076	17/18 - 028	Ashworth Park - Playground Equipment	Replace cracked asphalt basketball surface line mark and new hoop \$8,000	8,000	6,019.08	Torre Evans									
4110365	REC - Infrastructure Other (Capital)	IO082	17/18 - 029	Hockey Club - Playground Equipment	Shade Sails	16,000	0.00	Torre Evans									
4110365	REC - Infrastructure Other (Capital)	IO088	17/18 - 030	Highbury Hall - Playground Equipment	Playground Equipment	22,000	0.00	Torre Evans									
4110550	LIB - Furniture & Equipment (Capital)	FE025	17/18 - 031	Library Furniture Upgrade	Purchase of new Library Management software	20,000	0.00	Frank Ludovico									
4110560	LIB - Building (Capital)	IO080	17/18 - 032	Library Landscape - Stage 1A Accessible Ramp	Library Landscape - Stage 1	80,000	0.00	Frank Ludovico /Azhar Awang									
4110660	HERITAGE - Building (Capital)	BC201	17/18 - 033	Museum Building (Capital)	kitchen cupboards/sink, repairs to window frame	5,000	0.00	Azhar Awang									
4120145	ROADC - Infrastructure Other (Capital)	IO014	17/18 - 034	Street Furniture	Bench seating CBD and Highbury	12,000	15,740.00	Torre Evans									
4120145	ROADC - Infrastructure Other (Capital)	IO084	17/18 - 035	Ensign Carpark	Reseal	60,000	0.00	Torre Evans									
4120145	ROADC - Infrastructure Other (Capital)	IO087	17/18 - 036	CWA Carpark	Reseal	60,000	0.00	Torre Evans									
4120160	ROADC - Building (Capital)	BC211	17/18 - 037	Lydeker Depot Building (Capital)	Electric gate and re align works depot security fence	30,000	21,546.91	Torre Evans									
4120165	ROADC - Roads (Capital) - Council Funded	IR040	17/18 - 038	Heath Street - Renewal (Local)	Reseal	11,009	0.00	Torre Evans									
4120166	ROADC - Roads (Capital) - Roads to Recov	R2R004	17/18 - 039	Doney Street - Renewal (Local) (R2R)	Reseal	33,064	0.00	Torre Evans									
4120166	ROADC - Roads (Capital) - Roads to Recov	R2R012	17/18 - 040	Felspar Street - Renewal (Local) (R2R)	Reseal	49,983	88.06	Torre Evans									
4120166	ROADC - Roads (Capital) - Roads to Recov	R2R013	17/18 - 041	Glyde Street - Renewal (Local) (R2R)	Reseal	14,061	0.00	Torre Evans									
4120166	ROADC - Roads (Capital) - Roads to Recov	R2R022	17/18 - 042	Garfield Street - Renewal (Local) (R2R)	Reseal	8,244	0.00	Torre Evans									
4120166	ROADC - Roads (Capital) - Roads to Recov	R2R024	17/18 - 043	Homer Street - Renewal (Local) (R2R)	Reseal	6,548	0.00	Torre Evans									
4120166	ROADC - Roads (Capital) - Roads to Recov	R2R030	17/18 - 044	Fairway Street - Renewal (Local) (R2R)	Reseal	4,050	0.00	Torre Evans									
4120166	ROADC - Roads (Capital) - Roads to Recov	R2R037	17/18 - 045	Hale Street - Renewal (Local) (R2R)	Reseal	11,322	0.00	Torre Evans									
4120166	ROADC - Roads (Capital) - Roads to Recov	R2R042	17/18 - 046	Hillman Street - Renewal (Local) (R2R)	Reseal	6,048	0.00	Torre Evans									
4120166	ROADC - Roads (Capital) - Roads to Recov	R2R055	17/18 - 047	Marsh Street - Renewal (Local) (R2R)	Reseal	6,480	0.00	Torre Evans									
4120166	ROADC - Roads (Capital) - Roads to Recov	R2R056	17/18 - 048	May Street - Renewal (Local) (R2R)	Reseal	12,240	0.00	Torre Evans									
4120166	ROADC - Roads (Capital) - Roads to Recov	R2R076	17/18 - 049	Gibson Street - Renewal (Local) (R2R)	Reseal	13,020	0.00	Torre Evans									
4120166	ROADC - Roads (Capital) - Roads to Recov	R2R095	17/18 - 050	Cresswell Street - Renewal (Local) (R2R)	Reseal	1,485	0.00	Torre Evans									
4120166	ROADC - Roads (Capital) - Roads to Recov	R2R112	17/18 - 051	Narrakine Road - Renewal (Local) (R2R)	Reseal	5,040	0.00	Torre Evans									
4120166	ROADC - Roads (Capital) - Roads to Recov	R2R205	17/18 - 052	Whimbin Rock Road - Renewal (Rural) (R2R)	Reconstruct & Seal	285,522	440.00	Torre Evans									
4120166	ROADC - Roads (Capital) - Roads to Recov	R2R207	17/18 - 053	Wagin-Wicpepin Road - Renewal (Rural) (R2R)	Reseal	18,036	0.00	Torre Evans									
4120166	ROADC - Roads (Capital) - Roads to Recov	R2R212	17/18 - 054	Narrogin Valley Road - Renewal (Rural) (R2R)	Reseal	37,152	0.00	Torre Evans									
4120166	ROADC - Roads (Capital) - Roads to Recov	R2R216	17/18 - 055	Highbury West Road - Renewal (Rural) (R2R)	Reseal	21,600	0.00	Torre Evans									
4120166	ROADC - Roads (Capital) - Roads to Recov	R2R297	17/18 - 056	Rowe Street - Renewal (Local) (R2R)	Reseal	7,965	0.00	Torre Evans									
4120167	ROADC - Roads (Capital) - Regional Road	RRG331	17/18 - 057	Narrogin-Harrismith Road - Renewal (Local) (RRG)	Reconstruct & Seal	607,486	279,781.42	Torre Evans									
4120175	ROADC - Footpaths (Capital)	IF007	17/18 - 058	Daglish Street Footpath Construction	Williams to lock Street	27,000	0.00	Torre Evans									
4120175	ROADC - Footpaths (Capital)	IF012	17/18 - 059	Felspar Street Footpath Construction	Complete to Narrakine and from Earl St to Federal St	27,000	0.00	Torre Evans									
4120175	ROADC - Footpaths (Capital)	IFH53	17/18 - 060	Williams Road - Footpath Construction	Footpath upgrade in front of Hospital	12,000	0.00	Torre Evans									
4120180	ROADC - Drainage (Capital)	ID000	17/18 - 061	Drainage Works	Culvert upgrades with 2 coat seal for flood way-various	30,000	0.00	Torre Evans									
4120350	PLANT - Plant & Equipment (Capital)	PA019A	17/18 - 062	Tipper Truck 3 Tonne	Second ranger vehicle, fitted out	25,000	22,454.55	Torre Evans									
4120350	PLANT - Plant & Equipment (Capital)	PE050	17/18 - 063	10,000L Emulsion Storage Tank	Emulsion storage tank with heater and generator, plus slab and power	75,000	0.00	Torre Evans									

COA	Description	Job	Project No	Description	Description	2017/18 Annual Budget	2017/18 YTD Actual	Responsible Officer		2017						Comments
										July	August	September	October	November	December	
4120350	PLANT - Plant & Equipment (Capital)	PE051	17/18 - 064	John Deere Ride on Mower 2017	Replacement	10,000	8,854.67	Torre Evans	●							
4120350	PLANT - Plant & Equipment (Capital)	PA976A	17/18 - 065	24 Tonne Excavator	New 24 tonne excavator, trade in Daewoo excavator P976	260,000	216,100.00	Torre Evans	●							
4120350	PLANT - Plant & Equipment (Capital)	PE052	17/18 - 066	Irrigation Pump	Replace 2 old electrical motors and pumps with 1 new combined pump/motor	35,000	32,140.00	Torre Evans	●							
4120350	PLANT - Plant & Equipment (Capital)	PA025B	17/18 - 067	8T Side Tipping Truck	Replacement	110,000	0.00	Torre Evans	●							
4120350	PLANT - Plant & Equipment (Capital)	PA063	17/18 - 068	Trailer & Signs(Event Traffic Management)	Trailer and Signs for implementing event traffic management plans (OTHER CULTURE)	10,000	0.00	Torre Evans	●							
4130255	TOUR - Plant & Equipment (Capital)	PE049	17/18 - 069	CCTV Installation NCP	Installation of CCTV	10,000	0.00	Frank Ludovico	●							
4130260	TOUR - Building (Capital)	BC236	17/18 - 070	Accommodation Units (NCP)	Accommodation Units (NCP)	350,000	0.00	Aaron Cook /Frank Ludovico	●							
4130260	TOUR - Building (Capital)	LB235	17/18 - 071	Caravan Park Renovations	Retiling of ablution block \$40,000, Renovate old laundry \$40,000, 2012/13 CLGF (Local) Funds \$72,939	152,939	0.00	Frank Ludovico	●							
4130265	TOUR - Infrastructure Other (Capital)	IO033	17/18 - 072	NCP Infrastructure Upgrade	Install electric and gas BBQ's	8,000	0.00	Frank Ludovico	●							
4130265	TOUR - Infrastructure Other (Capital)	IO081	17/18 - 073	Caravan Park Resealing, Line Marking	Resealing of Caravan Park, Line marking	20,000	0.00	Frank Ludovico	●							
4140560	ADMIN - Building (Capital)	BC262	17/18 - 074	Old Shire Office Building Capital	Paining & Internal upgrades (carpet etc)	80,000	6,163.64	Aaron Cook /Azhar Awang	●							
<b>OPERATIONAL PROJECTS</b>						0	0.00									
2080601	AGEDSNRS - Building Maintenance	BM080	17/18 - 075	AGEDSNRS - Building Maintenance	Senior Citizen Centre Building Maintenance - Cladding of bus bay Portico to match existing \$6,000, General Maintenance \$3,000	9,000	650.00	Azhar Awang	●							
2080801	WELFARE - Youth Services		17/18 - 076	WELFARE - Youth Services	Proposed Youth Services. Business case to be presented later.	50,000	0	Aaron Cook	●							
2100106	SAN - General Tip Maintenance	W010A	17/18 - 077	SAN - General Tip Maintenance	Highbury Tip Maintenance - Highbury Tip Maintenance	5,000	0.00	Azhar Awang /Torre Evans	●							
2100803	COM AMEN - Public Conveniences Maintenance	BM130	17/18 - 078	COM AMEN - Public Conveniences Maintenance	Mackie Park Public Toilets and Office Maintenance - Mackie Park Public Toilets and Office Maintenance	13,096	1,739.58	Azhar Awang	●							
2100803	COM AMEN - Public Conveniences Maintenance	BM131	17/18 - 079	COM AMEN - Public Conveniences Maintenance	Gnarojin Park Public Toilets Maintenance - Gnarojin Park Public Toilets Maintenance	6,309	16,107.72	Azhar Awang	●							
2100803	COM AMEN - Public Conveniences Maintenance	BM132	17/18 - 080	COM AMEN - Public Conveniences Maintenance	Smith St Public Toilets (Coles Carpark) Maintenance - Smith St Public Toilets (Coles Carpark) Maintenance	14,905	0.00	Azhar Awang	●							
2100803	COM AMEN - Public Conveniences Maintenance	BM133	17/18 - 081	COM AMEN - Public Conveniences Maintenance	Harris St Public Toilets (Museum) Maintenance - Harris St Public Toilets (Museum) Maintenance	4,790	116.09	Azhar Awang	●							
2100803	COM AMEN - Public Conveniences Maintenance	BM138	17/18 - 082	COM AMEN - Public Conveniences Maintenance	Highbury Public Toilets Maintenance - Highbury Public Toilets Maintenance	6,000	1,070.40	Azhar Awang	●							
2100805	COM AMEN - Townscape		17/18 - 083	COM AMEN - Townscape	Highbury Townscape \$8,000	8,000	0	Torre Evans	●							
4100860		IO089	17/18 - 084	COM AMEN - Infrastructure Other (Capital)	CBD Enhancement \$55,022	55,023	22,544.41	Torre Evans /Azhar Awang	●							
2110300	REC - Parks & Gardens Maintenance/Operations	W063	17/18 - 085	REC - Parks & Gardens Maintenance/Operations	Gnarojin Park Maintenance/Operations - Dead wooding of trees	52,165	11,418.71	Torre Evans	●							
2110302	REC - Sundry Dry Parks/Reserves Maintenance/Operations	W081	17/18 - 086	REC - Sundry Dry Parks/Reserves Maintenance/Operations	Management plan Foxes Lair & Railway Dam \$20,000, PG Main \$10,000	35,653	4,945.47	Azhar Awang	●							
2110330	REC - Consultants		17/18 - 087	REC - Consultants	Development of Sport and recreation Master plan (included in Strategic plan) \$60,000, General consultation \$10,000	70,000	0	Aaron Cook	●							
2110601	HERITAGE - Building Maintenance	BM201	17/18 - 088	Museum Building Maintenance	Museum Building Maintenance \$6,450.00, Modify existing doorway \$1,000	8,993	4,037.06	Azhar Awang	●							
2110806	OTHCUL - Community Arts GEN		17/18 - 089	OTHCUL - Community Arts GEN	Public Art Strategy	40,000	0.00	Azhar Awang	●							
2110824	OTHCUL - Arts Narrogin		17/18 - 090	OTHCUL - Arts Narrogin	Admin Support Nexis Gallery \$25,000, Attract and install a range of professional art exhibitions \$10,000	35,000	0.00	Azhar Awang	●							
2120200	ROADM - Road Maintenance	WAN000	17/18 - 091	Road Maintenance Flood Damage	Roadworks - WANDRRA Claim works	784,723	0.00	Torre Evans	●							
2120200	ROADM - Road Maintenance	RM058	17/18 - 092	ROADM - Road Maintenance	White Road Pit rehab	4,000	0.00	Torre Evans	●							
2120200	ROADM - Road Maintenance	RM205	17/18 - 093	ROADM - Road Maintenance	Whimbun Rock Road Pit rehab	4,000	18,688.51	Torre Evans	●							
2120200	ROADM - Road Maintenance	RM239	17/18 - 094	ROADM - Road Maintenance	Cardwell Road Pit rehab	4,000	0.00	Torre Evans	●							
2120200	ROADM - Road Maintenance	RM253	17/18 - 095	ROADM - Road Maintenance	Hilders Road Pit rehab	4,000	221.71	Torre Evans	●							
2120200	ROADM - Road Maintenance	RM207	17/18 - 096	ROADM - Road Maintenance	Wagin - Wickepin Road Pit rehab	4,000	7,495.75	Torre Evans	●							
2120210	ROADM - Street Tree Maintenance	TREES	17/18 - 097	Street Tree Maintenance	Materials \$10,000, Powerline pruning & Large tree pruning \$25,000	540,516	28,413.44	Torre Evans	●							
2120214	ROADM - Depot Building Maintenance	BM211	17/18 - 098	ROADM - Depot Building Maintenance	Lydeker Depot Building Maintenance - Materials \$10,000, Contractors \$5,000, Sea containers \$4,500 (install LED lights, relocate A/C, install shelving)	63,291	16,826.85	Torre Evans /Azhar Awang	●							
2120404	AERO - Expensed Minor Asset Purchases		17/18 - 099	AERO - Expensed Minor Asset Purchases	Airport Cones	8,000	0	Torre Evans	●							
2130206	TOUR - Visitor Centre Contribution		17/18 - 100	TOUR - Visitor Centre Contribution	Dryandra Visitor Centre Donation \$35,000, plus increased \$25,000.	60,000	744	Frank Ludovico	●							
2140524	ADMIN - Expensed Minor Asset Purchases		17/18 - 101	ADMIN - Expensed Minor Asset Purchases	Fire rated Legal Documents storage \$2,000 plus \$2,500 general	4,500	728	Frank Ludovico	●							
						<b>5,700,989</b>	<b>983,184</b>									

Anticipated completion date

## 10.3.119 BUDGET AMENDMENT / VARIATION

<b>File Reference:</b>	12.4.1
<b>Disclosure of Interest:</b>	Nil
<b>Applicant:</b>	Nil
<b>Previous Item Nos:</b>	Nil
<b>Date:</b>	10 November 2017
<b>Author:</b>	Nicole Bryant – Manager Finance
<b>Authoriser:</b>	Frank Ludovico – Executive Manager Corporate & Community Services

### Attachments

- Financial acquittal of Commonwealth Home Support Programme (CHSP) funding for the period 1 July 2015 – 30 June 2016.

### Summary

The 2017/18 budget was officially adopted by Council on 26 July 2017, however, throughout the year variations occur. It is the purpose of this report to bring these to the attention of the Council.

### Background

It is proposed to amend the 2017/18 budget to reflect various adjustments to the General Ledger with an overall effect to the budget as detailed below. Due to the nature of these variations, they fall outside the Annual Budget Review.

### Comment

It is recommended that the required budget variations to the Current Budget for 2017/18 as outlined below be approved.

<b>1. Transport</b>				
<b>GL/Job Number</b>	<b>General Ledger Description</b>	<b>Current Budget</b>	<b>Variation Amount</b>	<b>Revised Budget</b>
190956130	Plant, Vehicle & Equipment Reserve GEN	0	40,000	40,000
151203520	PLANT – Transfers from Reserves GEN	240,000	(40,000)	200,000

Reason: Council resolution 0917.115 dated 27 September 2017 determined an amount of \$40,000 to be funded from the Plant Replacement Reserve for the changeover of the four Executive Management Vehicles to enter into a low-cost changeover arrangement.

This budget adjustment gives effect to these arrangements.

Note: No adverse impact on the anticipated end of year financial position for the Municipal Account.

<b>2. Education &amp; Welfare</b>				
<b>GL/Job Number</b>	<b>General Ledger Description</b>	<b>Current Budget</b>	<b>Variation Amount</b>	<b>Revised Budget</b>
190956220	CHSP Reserve GEN	0	40,197.79	40,197.79
150805520	CHSP – Transfers from Reserves GEN	0	(40,197.79)	(40,197.79)
<p>Reason:</p> <p>During the 2015/16 financial year the Commonwealth Home Support Programme (CHSP) reported an unspent funding amount of \$40,197.79. These funds were transferred to the CHSP Reserves in 2015/16. The Department of Health have requested these funds to be returned as per attached letter.</p> <p>This budget adjustment gives effect to these arrangements by utilising funds held in reserve.</p> <p>Note: No adverse impact on the anticipated end of year financial position for the Municipal Account.</p>				

### **Consultation**

Frank Ludovico – Executive Manager Corporate and Community Services

### **Statutory Environment**

*Local Government Act 1995 Part 6 Division 4 s 6.8 (1)* requires the local government not to incur expenditure from its Municipal Fund for an additional purpose except where the expenditure –

(b) is authorised in advance by resolution \*

“additional purpose” means a purpose for which no expenditure estimate is included in the local government’s annual budget.

\* Requires an Absolute Majority of Council

### **Policy Implications**

Nil

### **Financial Implications**

The impact of the proposed budget amendments is described within the variation commentary.

### **Strategic Implications**

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

## Voting Requirements

Absolute Majority

### COUNCIL RESOLUTION 1117.136 AND OFFICER'S RECOMMENDATION

Moved: Cr Seale

Seconded: Cr Ward

That Council:

Approve the required budget variations to the current budget for 2017/18 as outlined below.

<b>1. Transport</b>				
<b>GL/Job Number</b>	<b>General Ledger Description</b>	<b>Current Budget</b>	<b>Variation Amount</b>	<b>Revised Budget</b>
190956130	Plant, Vehicle & Equipment Reserve GEN	0	40,000	40,000
151203520	PLANT – Transfers from Reserves GEN	240,000	(40,000)	200,000

<b>2. Education &amp; Welfare</b>				
<b>GL/Job Number</b>	<b>General Ledger Description</b>	<b>Current Budget</b>	<b>Variation Amount</b>	<b>Revised Budget</b>
190956220	CHSP Reserve GEN	0	40,197.79	40,197.79
150805520	CHSP – Transfers from Reserves GEN	0	(40,197.79)	(40,197.79)

**CARRIED 8/0  
BY ABSOLUTE MAJORITY**



**Australian Government**  
**Department of Health**

Ms Lynne-Maree Yorke  
Manager  
Shire of Narrogin  
89 Earl Street  
NARROGIN WA 6312

Dear Ms Yorke

**Financial acquittal of Commonwealth Home Support Programme (CHSP) funding  
for the period 1 July 2015 – 30 June 2016**

Thank you for submitting your organisation's CHSP Service Stocktake Report & Financial Acquittal Declaration for the period 1 July 2015 – 30 June 2016.

The Department of Health has assessed the report to ensure funds have been expended in accordance with the contractual requirements of the grant agreement and to determine whether action is required to address any underspends.

As your organisation's expenditure for the period 1 July 2015 – 30 June 2016 was less than the amount of funding provided, the unspent amount of **\$40,197.79** (GST exclusive) is required to be returned to the Department. Your organisation will be required to return the full amount by cheque or direct debit. Please refer to the enclosed debtor tax invoice.

If you require clarification of this advice please contact your CHSP Grant Agreement Manager at **CHSPWA@health.gov.au**

Yours sincerely

Acquittal Team  
Health State Network  
Department of Health

October 2017

## **10.3.120 NARROGIN CROQUET CLUB REQUEST EARLY ACCESS TO 2017/2018 ROUND 2 COMMUNITY CHEST FUNDS**

**File Reference:** A115310 / 15.4.25  
**Disclosure of Interest:** Nil  
**Applicant:** Narrogin Croquet Club  
**Previous Item Nos:** Nil  
**Date:** 13 November 2017  
**Author:** Loriann Bell - Administration Support Officer  
**Authorising Officer:** Azhar Awang - Executive Manager Development and Regulatory Services

### **Attachments**

- Attachment 1 – Narrogin Croquet Club Request Early Access to Community Chest Funds
- Attachment 2 – Narrogin Croquet Club retaining wall design
- Attachment 3 – Narrogin Croquet Club pictures of playing green
- Attachment 4 – Narrogin Croquet Club image of proposed wall
- Attachment 5 – Narrogin Croquet Club quote to supply and construct retaining wall

### **Summary**

Council are asked to consider approving a request from the Narrogin Croquet Club located at 14 Clayton Road, Narrogin, in which they seek to obtain early access to Round 2 of the 2017/2018 Community Chest Fund for the amount of \$2,500 to assist with the cost of constructing a retaining wall between the two playing courts for the purpose of improving player and spectator safety.

### **Background**

The Narrogin Croquet Club host an annual tournament called Guns & Roses. This event attracts top class players from across the State and the Country. Seven state players together with the National Champion have indicated they will participate in the tournament scheduled for March 2018.

The Club has experienced a 20% increase in memberships over the last two years and together with the annual Guns and Roses tournament this has resulted in greater numbers of players on the playing courts at any one time. The Club has identified the need to construct a retaining wall between the two courts to enable safer pedestrian and player transition between these two locations.

The Croquet Club have advised the total project cost will be \$5,327.28 (ex GST), they will contribute the balance of cash and approximately \$600 in-kind with volunteer labour.

### **Comment**

The Community Chest Reference Group endorsed \$9,100 in funding support for community projects and events from Round 1 of the 2017/2018 Community Chest Fund on 5 September 2017. That round was advertised during the month of August 2017 on the Shire's website, Facebook page and the Narrogin Observer with four community groups responding with applications totalling \$10,000. The proposed projects for which funding was sought included; replacing damaged gym equipment, improving a club venue with a shade structure, an outdoor music festival and purchase new gym equipment.

These grants have since been acquitted from the 2017/2018 Community Chest allocation leaving an available balance of \$3,774.66 for Round 2 of the 2017/2018 Community Chest Fund scheduled for February 2018.

The Shire's Community Chest fund provides opportunity for Narrogin based not-for-profits to access financial support through a rigorous and competitive application process. The Fund is made available twice yearly, thus enabling a fair and equitable access to financial support for those groups whose activities are dictated by seasonal demands.

To access this money, applicants are required to submit an application which documents the proposed timeframe for project completion and includes; a detailed budget of the proposed project including quotes, and expected income.

This is followed by an acquittal which documents the income and expenditure for the completed project.

Council are asked to give consideration to the implications of endorsing an out of rounds application for Community Chest Funds. Endorsement of this request carries the risk of setting a precedent whereby community groups are encouraged to apply for and access future out of rounds Community Chest funds as a result of their failure to submit an application within the advertised application period.

It is understood from discussion with the Club, the reason for not applying for funds during the advertised period in August was due to the Annual General Meeting and the subsequent election and change of office bearers.

### **Consultation**

- Aaron Cook - Chief Executive Officer
- Azhar Awang - Executive Manager Development and Regulatory Services
- Frank Ludovico- Executive Manager Corporate and Community Services

### **Statutory Environment**

Nil

### **Policy Implications**

Nil

### **Financial Implications**

The outstanding grants from the 2016/2017 Community Chest round were acquitted from the 2017/2018 Community Chest allocation of \$25,000 leaving a balance of \$3,774.66.

At the Community Chest Reference Group meeting held 5 September 2017, the Reference Group recommended a second round of funding in February 2018. Due to the limited funds available, this will not be facilitated.

Community Chest 2016/2017				
Allocated \$25,000	Endorsed grants	Acquitted grants	Un-acquitted	
	\$22,500.00	\$11,084.20	\$12,125.66	
Community Chest 2017/2018				
Allocated \$25,000	Endorsed grants	Un-acquitted grants (2016/17)	Total	Balance Round 2
	\$9,100.00	\$12,125.66	\$21,225.34	\$3,774.66

### Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	Social Objective
Outcome:	2.3 Existing strong community spirit and pride is fostered, promoted and encouraged
Strategy:	2.3.3 Facilitate and support community events

### Voting Requirements

Simple Majority

### COUNCIL RESOLUTION 1117.137 AND OFFICER'S RECOMMENDATION

Moved: Cr Ward

Seconded: Cr Seale

That Council:

Support the request from the Narrogin Croquet Club to access up to \$2,500 cash from the available balance of the 2017/2018 Community Chest Fund to assist with the cost of constructing a retaining wall at the croquet courts located 14 Clayton Road Narrogin.

**CARRIED 8/0**

# Narrogin Croquet Club

---

PO Box 248 Narrogin

26/10/2018

Shire of Narrogin

Att Mr Aaron Cook

<b>Shire of Narrogin RECEIVED</b>	
Directed to	<u>Lorian / Aaron</u>
	<b>27 OCT 2017</b>
Ref No	<u>1CR1712384</u>
Property File	<u></u>
Subject File	<u>15.4.25</u>
Ref	<u></u>

## Re Community Chest Funding

Dear Mr Cook

I am writing to you on behalf of the Narrogin Croquet Club. The club would like to construct a retaining wall & safety fence between our 2 courts, as court 1 is 500mm higher than court 2.

We host an annual "Guns & Roses" tournament which is attended by several top class players ( who hit the balls at speed) Over the last 2 years ,7 State players along with the National Champion have attended & have indicated their intention to join us in March 2018 once again. This, combined with our increase in membership by 20%, ie. more players on the courts at one time, it has become a safety issue.

We have a quote from a local contractor of \$5800 to do the work & we seek some financial assistance for this project. We understand there will be another round of Community Chest opening in the New Year & our concern is that we need to get this done before our tournament in March. If there is a possibility of accessing the community chest prior to the next round, it would be great. We would like to commence this work ASAP so all the work is done by Feb 2018.

Looking forward to your favourable response,

Yours sincerely

Barbara Poultney

*Barbara Poultney*

Secretary



# Gutteridge Haskins & Davey

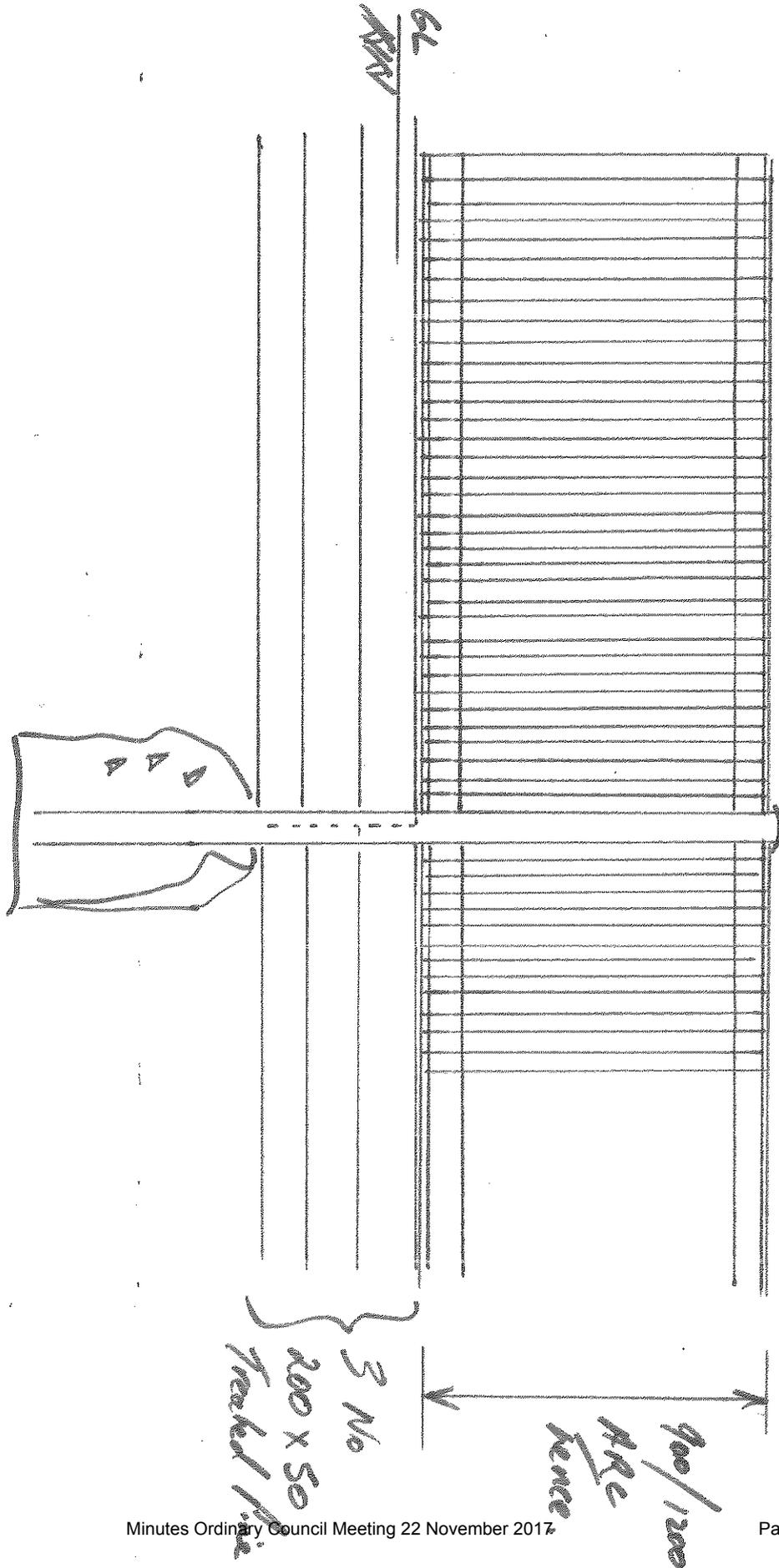
Consulting Engineers, Planners, Environmental Scientists,  
Surveyors, Project Managers

Page \_\_\_\_\_ of \_\_\_\_\_

Project \_\_\_\_\_ File No. \_\_\_\_\_

Ref. No. \_\_\_\_\_ Calc. by \_\_\_\_\_ Checked by \_\_\_\_\_ Date \_\_\_\_\_

Front View



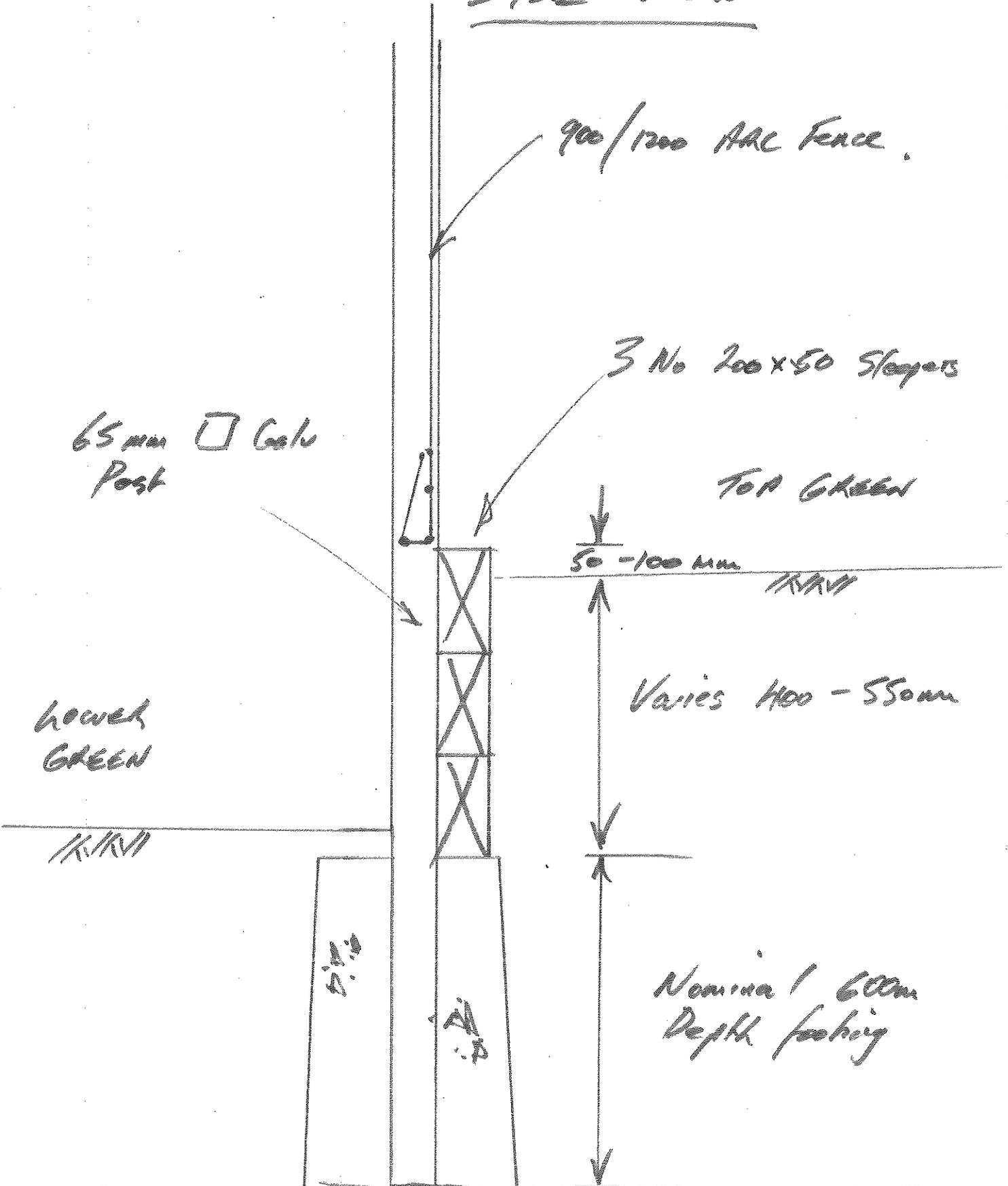
65mm Galv @ 2.4m centres.

3 No  
200 x 50  
Tracked Pipe

400/1200  
Area  
fence



SIDE VIEW



900/1200 ARC FENCE

3 No 200x50 Sleepers

65mm □ Galv Post

TOP GREEN

50-100mm

LOWER GREEN

Varies 100-550mm

Nominal 600mm  
Depth footing



Attachment 3



Attachment 4



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

Nil

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

Nil

**13. CLOSURE OF MEETING**

8.09 pm – The Presiding Member, Deputy President Wiese declared the meeting closed.