



Shire of
Narrogin

**MINUTES
ORDINARY COUNCIL MEETING**

26 JULY 2017

These minutes were confirmed at the Ordinary Council Meeting held on 23 August 2017

Signed: Jim Wier Date 23.8.2017
(Presiding Member 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

26 JULY 2017

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

7.07 pm – President Ballard declared the meeting open.

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

Elected Members

Mr L Ballard – Shire President
Cr T Wiese – Deputy Shire President
Cr C Ward
Cr N Walker
Cr P Schutz
Cr M Fisher
Cr B Seale

On Leave of Absence

Cr G Ballard
Cr C Bartron

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 T Beaton – Narrogin Residents and Ratepayers Association
Mr M Kain - Landmark

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

3.1 Financial

Cr Seale declared an interest in item 10.1.070. The nature of his interest was Financial and Proximity.

Cr Schutz declared an interest in item 10.1.070. The nature of his interest was Financial.

Mr Cook declared an interest in item 1.2.078. The nature of his interest was Financial.

3.2 Proximity

Nil

3.3 Impartiality

Nil

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

7:09 pm Public Question Time commenced

Mrs T Beaton – Narrogin Residents and Ratepayers Association (NRRA)

1. Question 1

“Recently, the NRRA received an inquiry from the public about the status of Lot 123. The NRRA had received a response from the then ToN (April 2014 Annual Electors Meeting) that the land was back under the care and control of the Town of Narrogin and there is currently no impetus to develop the land. However, aside from this mention in the council minutes, the matter was not publicised by the council. Given the disruptive nature of the issue and the fact that it is still surfacing as a point of interest in the community, would the council be prepared to make a press statement that closed the matter? Given also, the NRRA involvement, would council also consider a joint statement on the matter?”

Response

The Shire President responded - the Shire will not prepare a press release regarding this matter due to legal advice received.

2. Question 2

I have been advised that Council was reducing the funding to the Dryandra Country Visitors Centre and that this would leave them unable to operate. Is this the case?

Response

The Shire President responded – The Shire of Narrogin, within the draft budget being considered tonight, have included a 100% increase from \$30,000 per annum to \$60,000 per annum cash contribution and in addition will continue providing the ongoing in-kind contributions, for example the building being rent-free.

7:14 pm – The President declared Public Question Time closed and noted that no questions have been taken on notice.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Cr Ward requested leave of absence for the ordinary council meeting on 23 August.2017
President Ballard requested leave of absence for the meetings of 23 August and 27 September 2017.

COUNCIL RESOLUTION 0717.082 AND OFFICER'S RECOMMENDATION

Moved: Cr Schutz

Seconded: Cr Wiese

That President Ballard and Cr Ward be granted leave of absence for the ordinary council meeting to be held on 23 August 2017 and President Ballard be granted leave of absence for the ordinary council meeting to be held on 27 September 2017.

CARRIED 7/0

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

COUNCIL RESOLUTION 0717.083 AND OFFICER'S RECOMMENDATION

Moved: Cr Seale

Seconded: Cr Fisher

That Council:

Accept the minutes of the Ordinary Council Meeting held on 28 June 2017 and be confirmed as an accurate record of proceedings.

CARRIED 7/0

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

President Ballard made all Elected Members aware of the recent passing of Mr Mel Crosby who was formerly a councillor of the Town of Narrogin. Our condolences to the Crosby family. His funeral will be held 31 July 2017.

9. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

10. MATTERS WHICH REQUIRE DECISIONS

10.1	DEVELOPMENT AND TECHNICAL SERVICES.....	7
10.1.070	APPLICATION FOR PLANNING CONSENT – ANCILLARY ACCOMMODATION – LOT 4 (NO. 303) SIMMONS ROAD, NARROGIN VALLEY.....	7
10.1.071	APPLICATION FOR PLANNING CONSENT – LANDMARK DEVELOPMENT – LOT 106, 107 AND 108 (NO 33-37) FAIRWAY ST, NARROGIN	12
10.2	CORPORATE AND COMMUNITY SERVICES.....	54
10.2.072	LIST OF ACCOUNTS FOR ENDORSEMENT – JUNE 2017 .	54
10.2.073	MONTHLY FINANCIAL REPORTS – JUNE 2017	56
10.2.074	REGISTER OF DELEGATIONS – CEO’s REPORT	88
10.2.075	LOCAL LAW – UNDERTAKING TO PARLIAMENT	101
10.2.076	FIRE CONTROL OFFICER APPOINTMENT 2017-2018	104
10.2.077	ADOPTION OF 2017/18 DRAFT ANNUAL BUDGET	112
10.2.078	AUDIT COMMITTEE MINUTES 26 JUNE 2017.....	178

7:16 pm – Cr Seale and Cr Schutz declared an interest in the following item and left the meeting.

10.1 DEVELOPMENT AND TECHNICAL SERVICES

10.1.070 APPLICATION FOR PLANNING CONSENT – ANCILLARY ACCOMMODATION – LOT 4 (NO. 303) SIMMONS ROAD, NARROGIN VALLEY

File Reference: A356
Disclosure of Interest: Nil
Applicant: Oaklands Investments WA Pty Ltd
Previous Item Nos: Nil
Date: 10 July 2017
Author: Leigh Medlen – Planning Assistant
Authorising Officer: Azhar Awang – Executive Manager Development and Regulatory Services

Attachments

- Attachment 1 – Application for Planning Consent
- Attachment 2 – Locational Plan
- Attachment 3 – Receipt for Application for Planning Consent

Summary

Council is requested to consider an application for planning consent for an ancillary dwelling at Lot 4 (No. 303) Simmons Road, Narrogin Valley.

Background

On 30 June 2017 the Shire of Narrogin received an application for planning consent for the erection of an ancillary dwelling at Lot 4 (No. 303) Simmons Road, Narrogin Valley. Ancillary accommodation is defined by the residential design codes as:

“Self-contained dwelling on the same lot as a single house which may be attached to, integrates with or detached from the single house.”

The subject property has an existing dwelling on the property and proposes to construct an ancillary dwelling to the north of the existing dwelling by approximately 70 metres. The ancillary dwelling will also be located approximately 40 metres from existing outbuildings. The current residence has access via a battle-axe access leg which is approximately 10 metres in width.

The proposed ancillary dwelling is 11 metres in width and 12 metres in length with a total floor area of 132m².

Adjoining properties to the east and north of the subject property are zoned as 'Special Rural' and adjoining properties to the south and west are zoned as 'Farming'.

Comment

Zoning

Under the former Shire of Narrogin Town Planning Scheme No.2 the subject property is zoned 'Special Rural.'

Ancillary accommodation is listed as an 'AA' land use permissibility within the 'Special Rural' Zone, which states:

"means that the use is not permitted unless Council has granted planning approval."

Clause 4.11 Special Rural Zone states:

c) "Not more than one dwelling per lot shall be erected; the Council may approve ancillary accommodation in accordance with the R-Codes;"

Council is therefore requested to determine the application as the proposal seeks variation to the minimum provisions of the residential design codes. The below assessment demonstrates the compliance of the proposal against the residential design codes. The deemed to comply provisions listed for ancillary accommodation state as follows:

Shire of Narrogin Annual Budget 2017/2018	Provided by Development	Officers Comment
i. The lot is not less than 450m ² in area	Complies – The subject property is 20.4 hectares or 20,400m ² and therefore complies with the minimum lot area.	Compliance Noted.
ii. There is a maximum plot ratio area of 70m ² .	Does not Comply – The proposed ancillary accommodation is 132m ² .	The proposed ancillary dwelling exceeds the maximum plot ratio area by 62m ² . The subject property is a large rural lot and it would be unlikely that this variation would cause negative impact to the amenity of surrounding rural areas. This conclusion is drawn from the scale of properties surrounding the subject property and the similar land use zoning of surrounding properties.
iii. Parking provided in accordance with clause 5.3.3 C3.2; and	Does not Comply – No car parking spaces have been detailed on the submitted application.	In accordance with Clause 5.3.3 one (1) car bay would be required. It could be the intention of the applicant not to have any dedicated car parking areas for the dwelling however it should be considered necessary for emergency services or visitors. While the property is large and parking would not be considered an issue it is recommended dedicated parking be included. Car parking requirements can be addressed through conditions of approval.

<p>iv. Complies with all other R-Code provisions, only as they apply to single houses, with the exception of clauses:</p> <p>(a) 5.1.1 Site Area;</p> <p>(b) 5.2.3 Street Surveillance (except where located on a lot with secondary street or right of way access); and</p> <p>(c) 5.3.1 Outdoor living areas.</p>	<p>Clause 5.1.6 – Building Height – An elevation plan with building height is not provided on any plans.</p> <p>Clause 5.3.7 – Site Works – No Site Works plans have been provided with the application.</p>	<p>Clause 5.1.6 can be addressed through conditions of approval limiting the height of the proposal. It is unlikely the height of the ancillary dwelling would cause adverse effects to neighbouring properties such as overshadowing or overlooking.</p> <p>Clause 5.3.7 can be addressed through conditions of approval, limiting the excavation and fill of the site works.</p>
---	--	--

From the above analysis, it is evident the proposal will not adversely affect the amenity of the area and surrounding properties. The variation to the residential design codes would be regarded as marginal considering the size of the property and context of the site. It is therefore recommended that council support the proposal for an ancillary dwelling at Lot 4 (No. 303) Simmons Road, Narrogin Valley subject to conditions of approval.

Consultation

- Azhar Awang – Executive Manager, Development and Regulatory Services.

Statutory Environment

- Former Shire of Narrogin Town Planning Scheme No. 2.

Policy Implications

Nil

Financial Implications

Application for Planning Consent Fee – \$544.00 has been paid by the applicant on 11 July 2017.

Strategic Implications

Nil

Voting Requirements

Simple Majority

COUNCIL RESOLUTION 0717.084 AND OFFICER'S RECOMMENDATION

Moved: Cr Ward

Seconded: Cr Walker

That Council:

Support the application for planning consent for ancillary accommodation at Lot 4 (No. 303) Simmons Road, Narrogin Valley subject to the following conditions:

1. The 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 in writing.
2. The development approved shall be in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of Council.
3. All storm-water drainage and run-off associated with the development shall be contained on site or connected to the Shire's storm water drainage system to the satisfaction of the Chief Executive Officer.
4. Approval to ancillary accommodation is not to be used as justification for subdivision or strata titling of the land.
5. A dedicated access way to the ancillary dwelling from the existing access leg is to be provided to the satisfaction to the Chief Executive Officer.
6. The ancillary accommodation is for members of the same family as the occupiers of the main dwelling and shall not be used for private rental purposes. Any use other than that permitted will require a separate application for planning consent.
7. Building materials are to be sympathetic to the existing dwelling and rural landscape.
8. Wall height shall not exceed 3 metres.
9. If excavation of fill is required all finished levels shall respect the natural ground level of the lot boundary and shall not exceed 0.5 metres of filling.
10. Provision of one onsite parking for the ancillary accommodation.

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 a 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 applicant is to meet all health and building requirements to the satisfaction of the Chief Executive Officer, in relation to the septic system and leach drains.
3. The subject property falls within a designated bushfire prone area and may require a bushfire attack level assessment throughout the building permit process.

CARRIED 5/0

PLANNING CONSENT



Shire of
Narrogin
Love the life

89 Earl Street
PO Box 1145
Narrogin WA 6312

(09) 9890 0900

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

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

APPLICATION FOR PLANNING CONSENT

TOWN PLANNING SCHEME NO.2
DISTRICT SCHEME

BRIAN SEALE FOR

Name of Applicant	OAKLANDS INVESTMENTS 'WA' PTY LTD
Correspondence Address	PO BOX 513 NARROGIN WA 6312

I hereby apply for planning consent to:

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

Existing use of land	RESIDENTIAL
	LIFE-STYLE LOT - 60 ACRES WITH EXISTING RESIDENCE
Approximate cost of proposed development	\$ 170,000
Estimated time of completion	SEPTEMBER 30 th 2017
No of persons to be housed / employed after completion	ONE

TITLES OFFICE DESCRIPTION OF LAND

LOCALITY PLAN

House No	303	Lot No	4	Location No	
Plan or Diag	68553	Street Name	SIMMONS ROAD		
Certificate of Title	Volume: 1705			Folio: 379	

LOT DIMENSIONS

Site area	20.070 HA	Square metres
Frontage	355.83	Metres
Depth	584.38	metres

AUTHORITY

Applicant's Signature Brian Seale Date JUNE 29th 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 <i>S. Seavey</i>	Date <i>JUNE 29th 2017</i>
------------------------------------	---------------------------------------

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

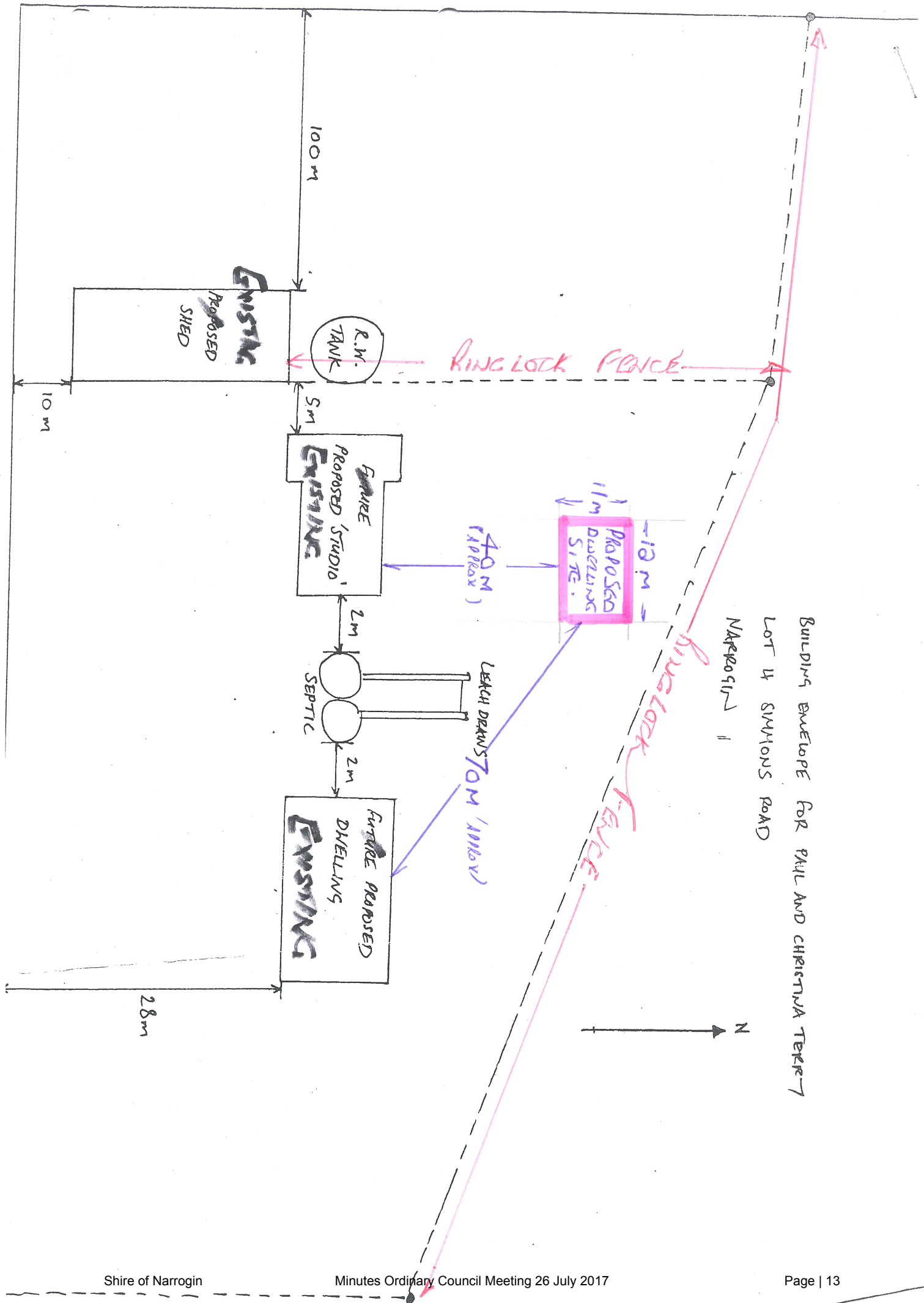
PARTICULARS REQUIRED WITH APPLICATION FOR BUILDING CONSENT

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	



the ECO40 VX
Build time - 13 Days

from **\$159,420+gst**

ECO40 VX Features

- 13 days (site specific) build time
- Available in 11m x 12m – Approx 132m²
- Side balcony
- Three bedrooms & two bathrooms
- Kitchen, living & dining
- Floor to ceiling feature windows
- Colour options: Pale Eucalypt, Surfemist, Paperbark

Inclusions

5.0kW split-system, reverse-cycle air conditioner,
125L storage hot water system,
Hardwood compressed bamboo floor,
1x sliding door, 1x external door,
5x sliding windows, 5x internal hinged doors,
10x double power points throughout,
8x internal lights, smoke alarm

Kitchen

Stone bench tops, gloss white faces, overhead cupboards, drawers, cupboards, fridge recess, electric hot plate, electric oven, range-hood, sink and tapware

Bathroom 1

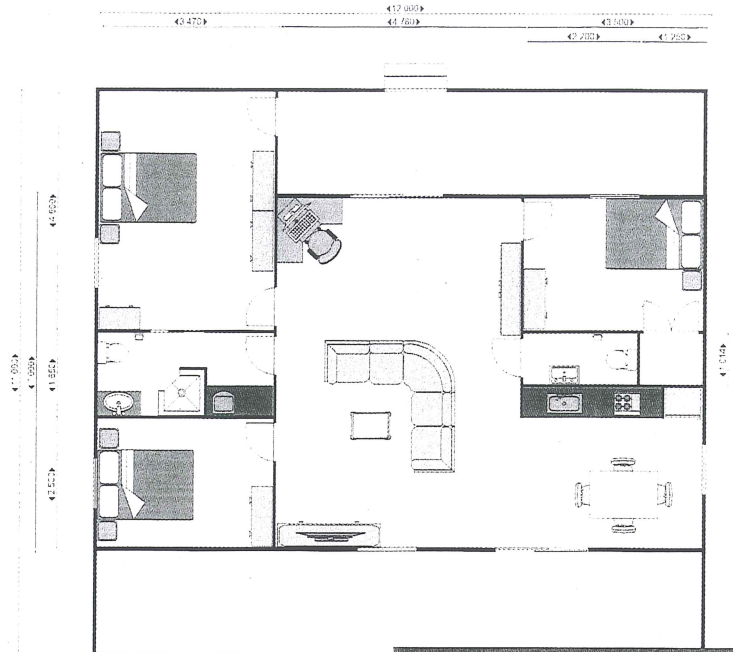
Shower with glass, toilet, vanity, mirror, laundry sink/cupboards, towel rail

Bathroom 2

Shower with glass, toilet, vanity

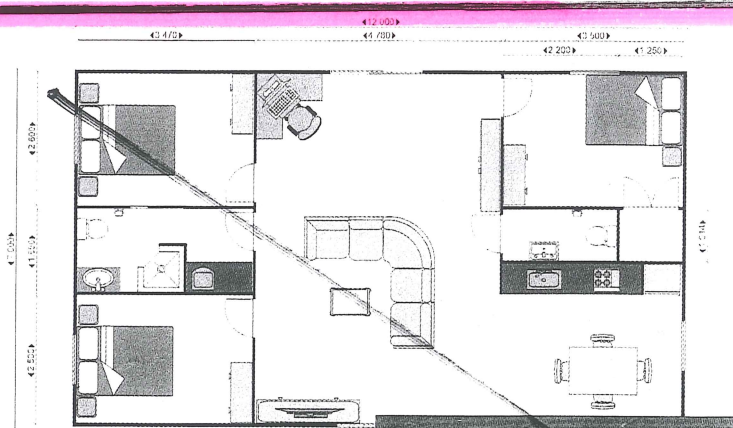
TBC

- Location of site
- Footing costs
- Electrical hookup costs
- Plumbing hookup costs
- All relevant shire paperwork and report costs



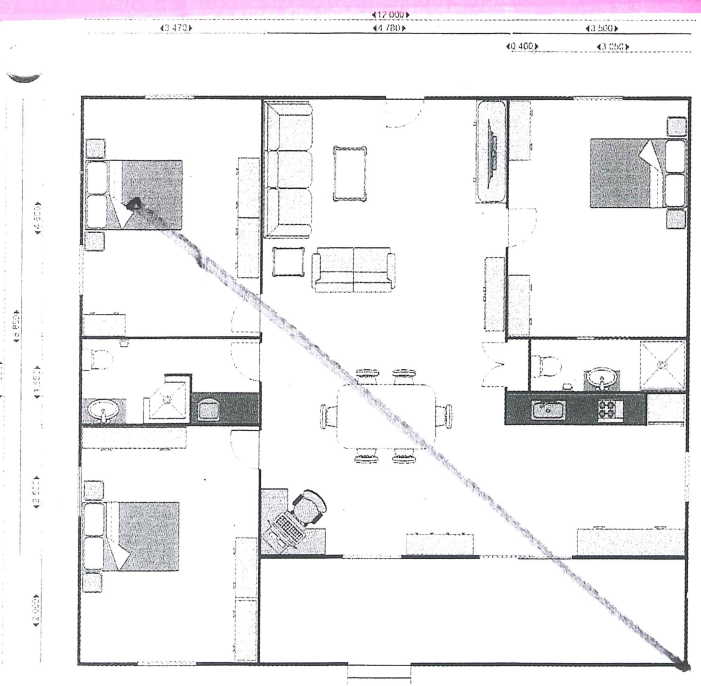
the ECO40 V
Build time - 13 Days

from **\$149,651+gst**



the ECO40
Build time - 11 Days

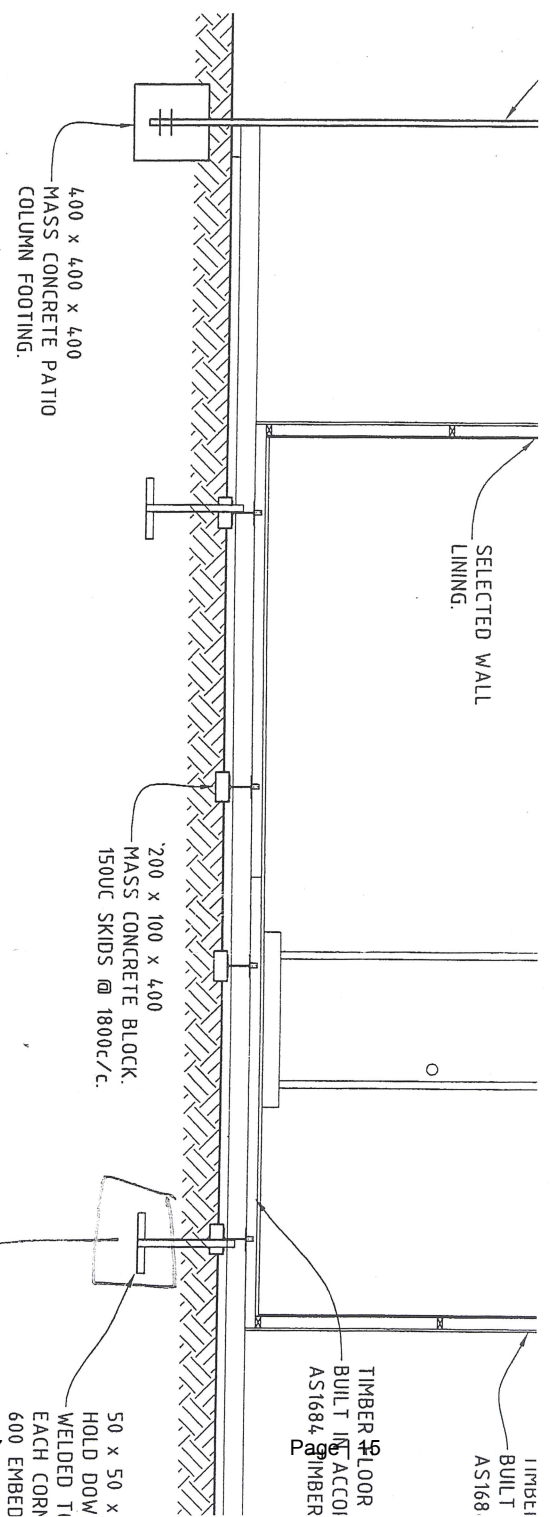
from **\$134,403+gst**



the ECO20
Build time - 7 Days

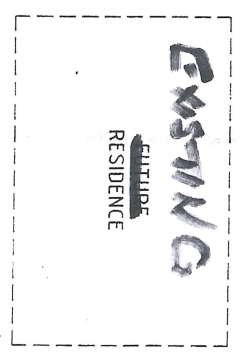
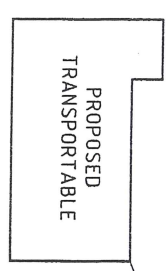
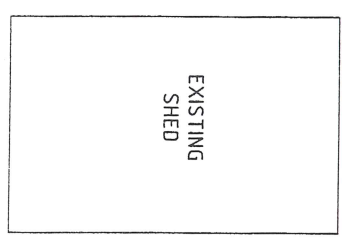
from **\$89,465+gst**

TYPICAL SECTION
1:50



PROPOSED SEPTIC SYSTEM TO BE INSTALLED IN ACCORDANCE WITH LOCAL AUTHORITY RULES & REGULATIONS.

BOUNDARY



BOUNDARY

600 x 600
600 x 600
600 x 600



REGISTER NUMBER 4/D68553	
DUPLICATE EDITION 1	DATE DUPLICATE ISSUED 10/6/2005

RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME **1705** FOLIO **379**

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.


REGISTRAR OF TITLES 

LAND DESCRIPTION:

LOT 4 ON DIAGRAM 68553

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

OAKLANDS INVESTMENTS (WA) PTY LTD OF POST OFFICE BOX 513, NARROGIN
(T M377838) REGISTERED 20 AUGUST 2013

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

- 1. *M377839 MORTGAGE TO AUSTRALIA & NEW ZEALAND BANKING GROUP LTD REGISTERED 20.8.2013.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: 1705-379 (4/D68553).
PREVIOUS TITLE: 1590-997.
PROPERTY STREET ADDRESS: 303 SIMMONS RD, NARROGIN VALLEY.
LOCAL GOVERNMENT AREA: SHIRE OF NARROGIN.

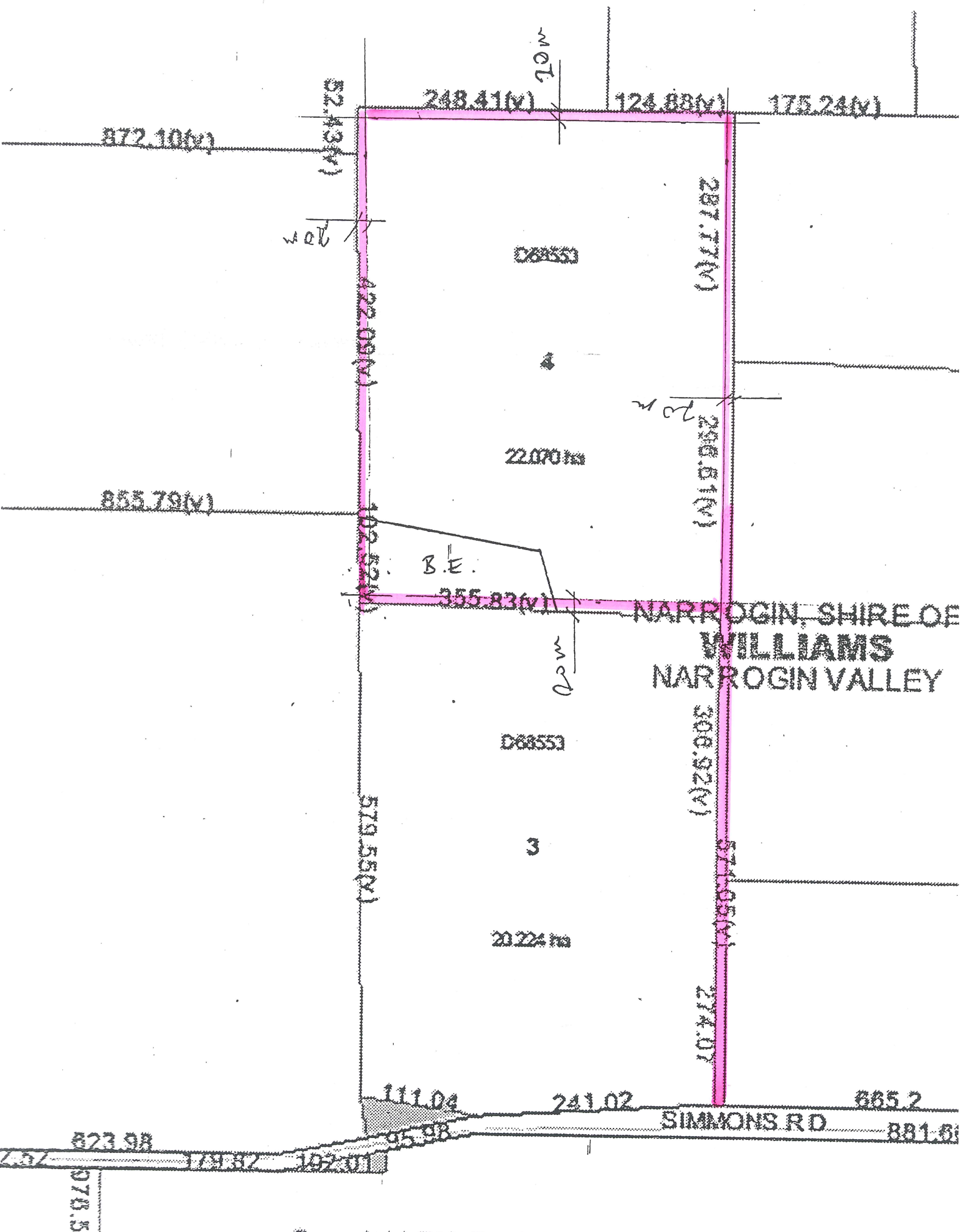
NOTE 1: DUPLICATE CERTIFICATE OF TITLE NOT ISSUED AS REQUESTED BY DEALING M377839



NARROGIN MOTEL
& Licensed Restaurant

Brian & Debra Seale
Directors

PO Box 513 Phone (08) 9881 1660
56 Williams Road Fax (08) 9881 3008
NARROGIN WA 6312 reception@narroginmotel.com.au
Reg. Proprietor: Seaband Trading Trust ABN 62 923 911 856





Attachment 2 – Locality Plan



89 Earl Street PO Box 1145
NARROGIN WA 6312
Ph: 08 9890 0900
Email: enquiries@narrogin.wa.gov.au
Web: www.narrogin.wa.gov.au

RECEIPT / TAX INVOICE

ABN 46 664 581 944

Narrogin Motel (Oakland)

Receipt Number: 54161

Receipt Date : 10.07.17

Receipt Type Detail	Amount
------------------------	--------

Miscellaneous	\$544.00
---------------	----------

Planning Application Fees
Narrogin Motel
303 Simmons Rd, NGN Valley
IPA1711054
Account: 131006000

* GST Exclusive Charge	\$544.00
------------------------	----------

* GST	\$0.00
-------	--------

Cash	Cheque	Other
\$0.00	\$0.00	\$544.00

Total	\$544.00
--------------	-----------------

Tendered	\$544.00
----------	----------

Change Given	\$0.00
--------------	--------

Round Amount	\$0.00
--------------	--------

Thank you for your payment

7:22 pm – Cr Seale and Cr Schutz returned to the meeting.

10.1.071 APPLICATION FOR PLANNING CONSENT – LANDMARK DEVELOPMENT – LOT 106, 107 AND 108 (NO 33-37) FAIRWAY ST, NARROGIN

File Reference: A314100
Disclosure of Interest: Nil
Applicant: Patrick van Maanen
Previous Item Nos: Nil
Date: 12 July 2017
Author: Leigh Medlen – Planning Assistant
Authorising Officer: Azhar Awang – Executive Manager Development and Regulatory Services.

Attachments

- Attachment 1 – Application for Planning Consent
- Attachment 2 – Locational Plan
- Attachment 3 – Municipal Heritage Inventory Entry

Summary

Council is requested to consider an application for planning consent for the development of an agricultural business and warehouse at Lot 106,107 and 108 (No 33-37) Fairway Street, Narrogin.

Background

The subject property was previously owned by the former Town of Narrogin and sold to Landmark Operations Pty Ltd 20 February 2017. The property was previously used as the former Town of Narrogin Depot. The property is comprised of three (3) lots, bound by Forrest Street, Fairway Street, Furnival Street and Francis Street, with a combined area of 7,127.3m².

Currently, on site there are 3 outbuildings, the old municipal powerhouse building and a shed and lean-to extending off the old municipal powerhouse building.

The proposal seeks to demolish three (3) of the existing outbuildings and construct a new warehouse over Lots 107 and 108. The proposed warehouse is 37 metres in length and 17.5 metres in width, with an area of 647.5m².

To the south of the proposed warehouse the proposal is to construct an open canopy 8 metres in width by 17.5 metres in length, with an area of 140m². There is an 8 metre clearance from the proposed warehouse to the existing warehouse that is to be retained. The proposed warehouse is 7.26 metres in height and setback from Fairway Street by 5.5 metres.

The proposal is to continue to use the old municipal power building as office and administration space.

Comment

Current Zoning

The subject property is currently zoned as 'Public Utilities' under the former Town of Narrogin Town Planning Scheme No.2. The objective statement of this zoning states as follows:

"This zone provides primarily for most Commonwealth and State and Local Government Works, Depots and the like. In the main these will be regarded as industrial uses. The development of small sewer pumping stations and the like serving residential subdivision will not normally require specific zoning."

The proposed development would be considered as an agricultural business with a warehouse as an incidental use predominant to the main agricultural purpose. The proposed land use under the current 'Public Utilities' zoning requires the proposal to be assessed as a use not listed. The Town Planning Scheme allows this assessment through Clause 2.2.5 which states:

"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."

Clause 2.2.5 therefore allows for the proposal to be assessed as a use that is not listed within the use classes of the development table. Advertising requirements for uses not listed are outlined within Clause 2.2.7, which states:

"An application to the Council for its consent under Clause 2.2.5 –

- a) Shall be advertised in accordance with the provision 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 advertising requirements as prescribed by Clause 6.3.2 state:

"Where the Council is required or decides to give notice of an application 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 submission 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 the publication of the notice referred to in paragraph (b) hereof.”*

The following table demonstrates the performance of the development against the development standards prescribed by a ‘Public Utilities’ zone.

Development Standards	Requirement	Provided	Officer’s Comments
Maximum Plot Ratio	0.5	Complies – A 0.5 maximum plot ratio for the development would equate to 3608.65m ² allowed to be built upon. The development proposes to build upon 1269m ² of land and therefore complies with the requirement.	Note Compliance.
Minimum Boundary Setbacks	(As for the surrounding zone or zones or as determined by Council.) It is recommended council consider the proposed development as per an ‘Other Commercial’ zoning. Which state the following boundary setbacks: Front – 11 metres Rear – 7.5 metres Side – 5 metres	Complies – The development proposal complies with the setbacks as prescribed by an ‘Other Commercial Zone.’	Setbacks were taken from Forrest Street being the primary street as the majority of cars are likely to enter and exit from this street access. Therefore the 5 metre side setback to Fairway Street applies for the proposed warehouse, of which the proposal complies.
Minimum Car Parking Spaces	1 per 2 employees	Complies – 27 Carparks have been provided. The proposal has allocated enough office space for 12 employees in the office. As a result the car parking requirement of six (6) car bays would apply. The application states 9-12 employees would be on site at any one time.	The requirement of 6 car parking bays would be inadequate to contain the car parking wholly on site for both customers and employees of the business. The additional parking meets the requirements of the former Town Planning Scheme No.2. It is therefore recommended Council require the additional car bays provided by the applicant. Standard sized car bays as prescribed by the former Town Planning Scheme will be required to be adhered to for the development.

Development Standards	Requirement	Provided	Officer's Comments
Landscaping	25% of the Site	Does Not Comply – 25 per cent of the subject site would equate to 1,781.81m ² of the site to be landscaped. The proposal allocates 1076m ² of landscaping, 705.82m ² short of the requirement prescribed by the Town Planning Scheme.	The proposed landscaped plan would be a significant improvement to the subject property, however as the site is a large lot in close proximity to the town site, it is recommended that the requirement of the town planning scheme be fulfilled.

Proposed Zoning

The proposed joint Shire of Narrogin and Town of Narrogin Town Planning Scheme proposes for the three (3) lots of the subject property to be zoned as 'Service Commercial.' The development proposal would therefore be consistent to the proposed zoning and objectives of the joint Town Planning Scheme.

Traffic Management

All traffic is proposed to enter via the existing cross-over on Forrest Street. The car parking allocated adjacent to the office area is proposed to enter and exit via the Forrest Street cross-over. Traffic for the warehouses are proposed to be one-way, entering via the Forrest Street cross-over and exiting via the Fairway Street cross-over.

The proposal seeks to create an additional cross-over on Fairway Street north of the existing cross-over which will result in the removal of one (1) street tree. The southern Fairway street cross-over will be relocated approximately 3 metres south from where currently it exists.

It is recommended that council request a traffic management plan from the applicant. Appropriate signage at Fairway Street exits to be clearly marked as a one way street to prevent traffic hazard for exiting and entering the property. Traffic management in the parking adjacent to Forrest Street and the Office will also be required as vehicles will either be reversing or crossing over all oncoming traffic entering the premises.

Leake Street runs parallel to the development proposed on the subject property. This road is constructed of gravel, runs past neighbouring residential properties and is in between the two exit points on Fairway Street. Exiting vehicles from Fairway Street could potentially use the road to connect back to Federal Street which would not be the intention of the access road.

Contaminated Site

There is a memorial on the Certificate of Titles for Lot 106, 107 and 108 which states as follows:

'Memorial Contaminated Sites Act 2003.'

Advice from the former Department of Environment Regulation, in regards to the contamination of the site states as follows:

"Given that a memorial has been registered against the site, under section 58(6) of the Act, the Western Australian Planning Commission may not approve the subdivision of

the land under Section 35 of the Planning and Development Act 2005, or the amalgamation of that land with any other land without seeking, and taking into account, the advice of DER as to the suitability of the land for subdivision or amalgamation. Furthermore, a responsible authority (e.g. Local Government Authorities) may not grant approval under a scheme for any proposed development of the land without seeking, and taking into account, advice from DER as to the suitability of the proposed development.”

Advice from the Department of Environment Regulation was sought throughout the investigation of the site in 2014, which resolved that the site be classified as ‘Remediated for Restricted Use’ on the basis that the development on the site remains for commercial/industrial purposes. Further investigation would be required for a sensitive land use on the site such as residential development. The proposal is consistent with a commercial/industrial purpose and therefore would not require further investigation as it is a suitable development for the subject property.

Heritage

The former Municipal Power House facing Forrest Street is listed on the Municipal Heritage Inventory as a Management Category C. A Management Category C states:

“A place of some cultural heritage significance to Town of Narrogin. No Constraints. Recommend: Encourage retention of the place, and document the place if retention is not possible.”

The Municipal Power House was constructed in 1934 and has cultural heritage significance for the role the building played in electricity generation and the changing roles of Local and State Governments. The entry into the Municipal Heritage Inventory can be found in Attachment 3.

The proposal intends to use the heritage building for an office, which it has previously been used for in the past. The proposal is to remove the asbestos and re clad the external building. It is therefore recommended that the proposal is referred to the State Heritage Council for comment throughout the advertising period.

Amenity

To the west of the subject lot, the properties are zoned as ‘Other Commercial’ however it has been determined that they are currently being used for residential purposes. The amenity of the neighbouring properties should be assessed when considering a proposal of such nature. As per standard practice, it is therefore recommended throughout the public comment period, neighbouring properties are invited to make public submission in accordance with Clause 6.3.2 of the Town Planning Scheme.

Fencing

An 1,800mm fence has been provided along Forrest Street made from link mesh, with 3 barbed wires on the top of the link mesh. Currently, fencing that exists on site is of link mesh with barbed wires on top. Similarly, adjoining agricultural businesses such as Farmers Centre also use this form of fencing.

Consultation

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

Statutory Environment

- Former Town of Narrogin Town Planning Scheme No. 2.

Policy Implications

Nil

Financial Implications

- Planning Application Fee of \$2,856.50 to be borne by the applicant.
- Advertising costs of approximately \$180.00 to be borne by the applicant.

Strategic Implications

Nil

Voting Requirements

Absolute Majority

OFFICER'S RECOMMENDATION

That Council:

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.

COUNCIL RESOLUTION 0717.085

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.

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	Patrick van Maanen
Correspondence Address	L1, 170 Bridport St
Applicant Phone Number	03 9603 0400

I hereby apply for planning consent to:

1. Use the land described hereunder for the purpose of:
Agricultural supplies warehousing and sales office
2. Erect, alter or carry out development on land described hereunder in accordance with the accompanying plans (3 copies attached)
Drawings: A100, A101, A102

Existing use of land	Public Utilities
Approximate cost of proposed development	\$950,000.00
Estimated time of completion	October 17
No of persons to be housed / employed after completion	12

TITLES OFFICE DESCRIPTION OF LAND


LOCALITY PLAN

House No.	33-37	Lot No.	106,107&108	Location No.	
Plan or Diag.	DP222890	Street Name	Fairway St		
Certificate of Title	Volume: 1276 (lots 106-7) and 2161 (lot 108)		Folio: 352 (lots 106-7) and 767 (lot 108)		

LOT DIMENSIONS

Site area	7217 Square metres
Frontage	133.55 Metres
Depth	33.9 and 71.6metres

AUTHORITY

Applicant's Signature  Date: 13/6/17

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.


Brett Freer

Owner's Signature Date 13/6/17

MARK STOWELL BROOKE
DIRECTOR

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	

13 June 2017

To whom it may concern,

RE: Project Management Approval for Landmark Operations Limited
PROPERTY: 33-37 Fairway St Narrogin, WA

We hear by grant consent for Solutionswon Group Pty Ltd to act on behalf of Landmark Operations Ltd as agent for the application of town planning approvals for the proposed new facilities at 33-37 Fairway St Narrogin, WA.

If you have any queries please give me a call or email on the signature details below.

Yours faithfully



BEN SMITH
NETWORK PROPERTY MANAGER
LANDMARK OPERATIONS LIMITED

Phone: 03 9209 2223
Mobile: 0419 123 058

WESTERN



AUSTRALIA

REGISTER NUMBER N/A	
DUPLICATE EDITION N/A	DATE DUPLICATE ISSUED N/A

RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME 1276 FOLIO 352

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

THIS IS A MULTI-LOT TITLE

LAND DESCRIPTION:

LOTS 106 & 107 ON DEPOSITED PLAN 222890

**REGISTERED PROPRIETOR:
(FIRST SCHEDULE)**

TOWN OF NARROGIN OF FEDERAL STREET, NARROGIN

(T 57009/1963) REGISTERED 27 SEPTEMBER 1963

**LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)**

- 1. *M515420 MEMORIAL. CONTAMINATED SITES ACT 2003 REGISTERED 9.1.2014.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: 1276-352 (106/DP222890) , 1276-352 (107/DP222890).
 PREVIOUS TITLE: 214-106.
 PROPERTY STREET ADDRESS: 33 FAIRWAY ST, NARROGIN (106/DP222890).
 35 FAIRWAY ST, NARROGIN (107/DP222890).
 LOCAL GOVERNMENT AREA: SHIRE OF NARROGIN.

- NOTE 1: M579054 LAND PARCEL IDENTIFIER OF NARROGIN TOWN LOTS 106 AND 107 (OR PART THEREOF) ON SUPERSEDED PAPER CERTIFICATE OF TITLE CHANGED TO LOTS 106 AND 107 ON DEPOSITED PLAN 222890 ON 18-MARCH-2014 TO ENABLE ISSUE OF A DIGITAL CERTIFICATE OF TITLE.
- NOTE 2: THE ABOVE NOTE MAY NOT BE SHOWN ON THE SUPERSEDED PAPER CERTIFICATE OF TITLE OR ON THE CURRENT EDITION OF DUPLICATE CERTIFICATE OF TITLE.

WESTERN



AUSTRALIA

REGISTER NUMBER 108/DP222890	
DUPLICATE EDITION N/A	DATE DUPLICATE ISSUED N/A

RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME **2161** FOLIO **767**

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 108 ON DEPOSITED PLAN 222890

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

TOWN OF NARROGIN OF 89 EARL STREET, NARROGIN

(A H115625) REGISTERED 21 MAY 1999

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

- *M515420 MEMORIAL. CONTAMINATED SITES ACT 2003 REGISTERED 9.1.2014.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: 2161-767 (108/DP222890).
PREVIOUS TITLE: 289-197.
PROPERTY STREET ADDRESS: 37 FAIRWAY ST, NARROGIN.
LOCAL GOVERNMENT AREA: SHIRE OF NARROGIN.

- NOTE 1: A000001A LAND PARCEL IDENTIFIER OF NARROGIN TOWN LOT/LOT 108 (OR THE PART THEREOF) ON SUPERSEDED PAPER CERTIFICATE OF TITLE CHANGED TO LOT 108 ON DEPOSITED PLAN 222890 ON 30-SEP-02 TO ENABLE ISSUE OF A DIGITAL CERTIFICATE OF TITLE.
- NOTE 2: THE ABOVE NOTE MAY NOT BE SHOWN ON THE SUPERSEDED PAPER CERTIFICATE OF TITLE OR ON THE CURRENT EDITION OF DUPLICATE CERTIFICATE OF TITLE.

Friday, July 07, 2017

Azhar Awang

Shire of Narrogin
89 Earl Street
PO Box 1145
Narrogin WA 6312
T: 08 9890 0907
E: emdrs@narrogin.wa.gov.au

Dear Azhar

RE: 33-35 & 37 Fairway Street, Narrogin WA 6312

In response to the pre-application review dated Tuesday, 30 May 2017, please find response commentary, shown in **red**, to your initial assessment contained below;

Additionally, we wish to note that consultants for civil design of sewer, stormwater/drainage and pavement have, as yet not been engaged.

However, we have shown the proposed FFL of the new warehouse and the existing AHD levels at the property entries, on the site plan.

It is proposed that the existing site contours will remain largely unchanged.

Other than to raise the warehouse above the surrounding pavement and facilitate drainage of the site.

Planning:

1. Zoning

Zoning	Current	Proposed
Lot 106	Public Utilities	Service Commercial
Lot 107	Public Utilities	Service Commercial
Lot 108	Public Utilities	Service Commercial

Minimum Boundary Setbacks for a property zoned Public Utilities is as for the surrounding zone or zones or as determined by Council. Under the current zoning The Shire of Narrogin would therefore assess the setbacks for the proposed development as an 'Other Commercial' zone which are:

Front – 11m

Rear – 7.5m

Side – 5m one side.

The preliminary plans do not specify setbacks of the proposed development.

SWG: The setbacks have been incorporated and noted in the submission drawings.

What is the proposed distance between the warehouse attached to the old municipal power building and the proposed warehouse?

SWG: The dimension has been noted on the site drawing

2. Traffic Management:

Will the traffic flow on site be a one-way model?

SWG: All traffic is proposed to enter via Forrest St. Large truck/heavy traffic will be infrequent and one way. Semitrailer trucks will exit through the northern gates, which would generally be closed.

All warehouse traffic will be one way, entering from Forrest and exit into Fairway St. However, it would be practical and desirable for cars/utes that park in front of the store entry and street side to be able to exit via Forrest St.

If so will they be proposing kerbing?

SWG: Yes kerbing will generally be utilized, however for the street side parking, wheel stops are preferred.

Will the access road and parking area be bitumen /asphalt seal?

SWG: The carparking areas that take car traffic were proposed to be bitumen seal. The driveway areas will be concrete as noted on the drawing A101

The types of trucks that is proposed for loading and unloading goods, what size trucks are they as this will determined the safe turning circle in and out of the property and if a Heavy vehicle assess is required on this road.

SWG: There will infrequent bulk delivery by semi-trailers. Most deliveries to the site will be by single or dual axle trucks.

The remainder of traffic will be customers small trucks, utes, cars and trailers

The semi-trailer sweep paths and light traffic paths are shown on A101

3. Landscaping & Car parking

Landscaping Requirement	Landscaping Provided
25% of the site to be covered by landscaping	The preliminary plans do not specify the location of landscaping areas. Will there be trees planted for car parking areas?
Car parking Requirement	Car parking provided
1 per 2 employees	24 car parks.

SWG: Landscaping -The design has provided extensive perimeter garden beds and with a mixture of grasses, shrubs, and trees. We submit that the landscaping is a major improvement of the site, and provides adequate planting and screening.

Parking - Although Landmark have only 9-12 full time employees on site at any time, we have provided a total of 27 employee and customer carparks.

4. Location of Warehouse facing Fairway Street:

The proposed warehouse facing Fairway Street crosses Lot 107 and Lot 108 boundary. Would require the lots to be amalgamated to build the proposed warehouse in the proposed location.

SWG: Landmark will consolidate the titles for lots 107 & 108.

5. Height of Proposed Warehouse:

What is the proposed height of the warehouse development facing Fairway Street?

SWG: the ridge height of the new warehouse is 7.2m High, which is considerably lower than the existing building ridge height of almost 9.0m

6. Stormwater

Council's preference is for storm water to be contained on site.

SWG: A hydraulic engineer will be engaged to design the stormwater and where possible utilise soak wells to retain the stormwater on the site. This can be combined with rain collection tanks to service the toilets.

7. Signage

What kind of signage will be proposed or will this be a separate application.

SWG: No lit signage is proposed, only banner signs as per the proposed elevations.

8. Lighting

There shall be no lighting spillage which may create nuisance to nearby properties.

SWG: Landmark Operates is a daytime business and there is little operational demand for external lighting apart for some access and security lighting.

Any external lighting used is shielded or angled so as not to spill light outside of the site.

Additionally, sensors and time switches are used.



Advice Notes:

A) Heritage:

Lot 108 – Was the former municipal power house, erected in 1934. Listed on the Municipal Heritage List as a Management Category C. A Category C listing is a place of some cultural heritage significance to the Town of Narrogin. No Constraints. It is recommended to encourage the retention of the place, and document the place if retention is not possible.

SWG: Landmark intends to keep the external of the original building intact. The only change will be to an eastern wall where it is intended to remove asbestos sheeting and reclad.

B) Contaminated Site

The site is a registered contaminated site.

SWG: We are aware of the sites contamination as per the report from Galt Environmental dated 18/4/16.

Also the following advice from Narrogin Health Officer Shiralee Magor;

"With regard to the Classification of the site under the Contaminated Sites act 2003 – A PSI/ DSI undertaken in April 2016 recommended that the site be classified as 'Remediated for Restricted Use' on the basis that the land use remains commercial/industrial. In the situation that a more sensitive land use is proposed (ie residential development) additional investigation would be required."

SWG: Based on the above, we submit that the contamination does not pose a hazard for the proposed use by Landmark.
Landmark will however manage any soil to be removed, in the appropriate manner, in consultation with Narrogin Council.

- C) Neighboring Properties: While properties across the road from the proposed warehouse on Fairway Street are currently zoned 'Other Commercial' and proposed to be zoned 'Service Commercial' there are some residential buildings within the zoning that front Fairway Street. Adjoining and affected landowners should be taken into consideration in development proposals as well as any amenity impact on surrounding areas.

SWG: Landmark plan to retain to move the existing crossover in Fairway St, approx 3.0m south, toward Forrest St, to align with the proposed, new exit driveway. This crossover will only cater for exit traffic from the warehouse driveway, posing a reduced impact on the existing residences across the road, from previous operations. An additional crossover for larger delivery trucks is proposed further north on Fairway St, opposite a dirt road and vacant, commercial zoned block. This exit will have gates that will remain locked except for larger inward goods trucks as they leave the facility after unloading. Landmark propose that the traffic using this new crossover in Fairway St, will have little impact on the residents across the road, due to infrequent traffic and daytime operating hours of the business.

A significant amount of customer vehicle movements, is proposed to enter and exit from the existing driveway on Forrest Rd, facing neighbouring commercial premises.

Planning Approval Process:

To assess the application as a 'use not listed' the application would require advertising in accordance with Clause 6.3.2 and be passed by an absolute majority at an ordinary council meeting.

Clause 6.3.2

"6.3.2 Where the Council is required or decides to give notice of an application 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."

Building

- A demolition Permit will be required to remove the old sheds

SWG: SWG plan to apply for a separate demolition permit to clean up the site .

- It appears the new warehouse is proposed to be constructed over two separate lots – Property would need to be amalgamated.

SWG: Landmark will consolidate the titles of lots 107 and 108

- Is the existing municipal power building being renovated/new fit out? This building contains asbestos and a Building Permit will be required.

SWG: The building will be renovated and fitted out for the occupation as an office for staff. The asbestos is proposed to be removed under a demolition permit.
A separate building permit will be sought for the renovation and construction works, post DA approval.

- The new warehouse is over 500m2 and therefore will require DFES approval with possible water tanks etc...

SWG: Hydraulic consultants will be engaged to provide compliant fire design to the satisfaction of the DFES.

- The new exit gate on Fairway St looks as though it runs over an existing Verge tree, plan shows 2 trees, however there are three existing trees.

SWG: The new 'Existing Site Plan' A100 Rev.B, now shows all trees correctly. Landmark seek the removal of one street tree which in the path of the proposed new crossover for truck exit.

Health

Our Health Officer is still assessing the proposal and will provide you her comments in due course.

Email from Shiralee Magor below:

From: Shiralee Magor
Sent: Monday, 10 April 2017 1:49 PM
To: Azhar Awang <emdrs@narrogin.wa.gov.au>
Subject: RE: Landmark

Hi Azhar,

The requirements for the proposal from a health perspective will vary greatly depending on what type of agricultural products are being stored (Pesticides, medical/veterinary, fumigants, liquids/gasses) and the quantities that are being stored.

As the proposal is very general at this stage I would recommend compliance with, but not limited to, the following legislation as applicable;

- Health (Pesticides) Regulations 2011
- The Commonwealth AgVet Code Act and Agricultural and Veterinary Chemicals Code Regulations 1995
- Dangerous Goods Safety Act 2004 (WA)
- Dangerous Goods Safety (Storage and Handling of Non-Explosives) Regulations 2007
- AS 2507-1998 - The storage and handling of agricultural and veterinary chemicals
- AS 4332-2004 (R2016) - The storage and handling of gases in cylinders

With regard to the Classification of the site, under the Contaminated Sites act 2003 – A PSI/ DSI undertaken in April 2016 recommended that the site be classified as 'Remediated for Restricted Use' on the basis that the land use remains commercial/industrial. In the situation that a more sensitive land use is proposed (ie residential development) additional investigation would be required.

Regards,

Shiralee.



Landmark Operations P/L
Development Application for;
33-35 & 37 Fairway Street, Narrogin WA 6312



SWG: Landmark engage a dangerous goods consultancy Rosenhak P/L, to assess all sites with respect to the storage of goods and licensing under the DMP in WA. The consultants advise on storage, separation, building and boundary distances, bunding and ventilation requirements for all Landmark sites. They work closely with the Landmarks, regional 'Managers of Compliance', who do twice yearly audits on all stores.

The Rosenhak's accreditation, capability statement and report is attached.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Jamil Molinaro".

Jamil Molinaro
Project Manager
SolutionsWon Group Pty Ltd



ROSENHAK Pty Ltd

156 Ryries Road
Newlyn, 3364

ABN 86 600 055 409

Registered for GST

14 June 2017

Concept assessment for proposed development – Landmark Narrogin

Site: Landmark Narrogin
33 – 37 Fairway Street,
Narrogin, WA.

We have examined your information for the Landmark site at Narrogin and offer the following comments.

Our comments are based on discussions with Mr. Damian Halls of Landmark and these documents:

- Site plan A101 rev. B
- Office and Warehouse 1 drawing A102 rev. B
- Warehouse 2 drawing A103 rev. B
- Hazardous products register (HPR) dated 6 June 2017
- DG Manifest Summary documents dated 6 June 2017, 11 November 2016, 22 July 2016
- 5 years sales data supplied by Landmark

The maximum quantities of various classes of dangerous goods and other liquids stored have been estimated from sales data, delivery quantities, and knowledge of seasonal peaks. It must be emphasised that the agricultural industry is seasonal and maximum quantities of the DG classes do not all occur at the same time and many products are only stocked for a particular season or stage of the crop, and some product types may only be on site for a short time. Products which are equivalent (alternative products) may be in different classes. Where alternatives are available both class maximums have been included but that at any time only one maximum will apply.

Estimates are

Class 3 Flammable Liquids	1,800 litres
Class 6.1 Toxic products	40,000 litres
Class 8 Corrosive products	20,000 litres
Combustible Liquids	95,000 litres
Maximum liquid volume stored	200,000 litres

Dangerous goods will be stored only in warehouse 2 and the flammable liquid storage container.
No dangerous goods will be stored in warehouse 1.

PHONE: (03) 5345 7368
MOBILE: 0414 302 904
Email: rosenhak@bigpond.com

Page 1 of 4

The above quantities have been used in the assessments against the following Australian Standards, regulations and codes of practice.

AS 1940:2004	The storage and handling of flammable and combustible liquids
AS/NZS 1596:2014	The storage and handling of LP Gas
AS 2507:1998	The storage and handling of agricultural and veterinary chemicals
AS 3780:2008	The storage and handling of corrosive substances
AS/NZS 4452:1997	The storage and handling of toxic substances
Dangerous Goods Safety (Storage and Handling of Non-explosives) Regulations 2007	
Poisons Regulations 1965	
EPA bunding guidelines	

There has been no assessment against the Building Code of Australia.

Dangerous Goods Considerations

1. Class 2.1 flammable gas.

None indicated in HPR but there will be forklift fuel (two cylinders).

Recommendation:

- Store outside at least 1 metre from any opening to the warehouse
- The use of a cage or similar to protect the cylinders from impact is required.

2. Class 3 flammable liquids.

Maximum 1,800 litres of DG class 3 and DG class 6.1 sub-risk 3 flammable liquid products stored.

Recommendation:

- Store in a lockable compliant flammable liquid storage container located outside, more than 7 metres from warehouses 1 and 2, and at least 3 metres from the boundary.

3. Class 6.1 toxic substances.

Maximum 40,000 litres of class 6.1 toxic products stored.

Class 6.1 Toxic substances can also be combustible liquids and schedule 7 dangerous poisons.

Recommendation:

- Schedule 7 poisons must be stored secure from public access, preferably in a locked cage.
- Class 6.1 products must be stored in the bunded warehouse 2 and segregated from other dangerous goods by at least 5m.

4. Class 8 corrosive substances.

Maximum of 20,000 litres of class 8 corrosive products stored.

Recommendation:

- Class 8 products must be stored in the bunded warehouse 2 and segregated from other dangerous goods by at least 5m.
- Acids must be segregated from alkalis. Bunded pallets may be useful for segregating small quantities.

PHONE: (03) 5345 7368
MOBILE: 0414 302 904
Email: rosenhak@bigpond.com

5. Combustible liquids.

Maximum of 95,000 litres of combustible liquid products stored.

Recommendation:

- All combustible liquid products must be stored in the bunded warehouse 2.

6. S7 dangerous poisons.

Approximately 9,500 litres indicated in HPR but could be 30,000 litres in peak season.

Recommendation:

- Poisons cage be provided in the pallet racking for small packages to ensure products are stored secure from public access.

7. Warehouse ventilation.

The most stringent ventilation requirements are for the storage of flammable and combustible liquids in AS 1940. This requires low ventilation to be installed. Minimum requirement is for vent area to be 0.1m² per 3m length of opposite walls provided the walls are less than 10m apart. For warehouse 2, the walls are more than 10m apart so additional ventilation must be provided. From the drawings, it is noted that vents are provided in three walls and wind driven roof extractors are provided. It is recommended that low level vents also be provided in the east wall.

8. Fire protection.

It is noted that fire hose reels are provided within warehouse 2. The fire protection requirement of AS1940 for the storage of 95,000 litres of combustible liquids is the provision of extinguishers and fire hose reels. However, AS1940 is currently under review and the recently released draft of the new version of AS1940 increases the fire protection requirements to include the provision of fire hydrants. In WA, part of the dangerous goods licensing process is for compliance with AS1940, so in the future there will probably be a requirement for hydrants. It is recommended that the installation of hydrants be considered now.

9. Liquid chemical bunding

Drawings indicate that warehouse 2 (17.5m x 37m) will have a 75mm high perimeter concrete bund and that the floor is in two sections each of which is graded to a blind pit. The bund volume is approximately 48,500 litres without allowing for the blind pits and grading of the floor. Actual bund volume will be greater than 50,000 litres. This will permit the storage of up to 200,000 litres of liquid products in 1000 litre capacity IBCs, or up to 450,000 litres of liquid products in packages.

10. Separation distances

Separation distances as required by various Australian Standards differ. The greatest distances should be applied.

Maximum of 1,800 litres of class 3 flammable liquids stored in flammable liquids container.

From AS1940, the separation distances required are as follows:

To a boundary is minimum of 3 metres,

To an off-site protected place is a minimum of 3 metres., and

To an on-site protected place (warehouses 1 and 2) is a minimum of 3 metres.

PHONE: (03) 5345 7368
MOBILE: 0414 302 904
Email: rosenhak@bigpond.com

Maximum of 95,000 Combustible Liquids stored in warehouse 2.

From AS1940, the separation distances required are as follows:

To a boundary is minimum of 3 metres,

To an off-site protected place is a minimum of 7 metres., and

To an on-site protected place (warehouse 1 and the flammable liquids container) is a minimum of 7 metres.

Maximum of 40,000 litres of class 6.1 toxic products stored in warehouse 2.

From AS/NZS 4452, the separation distances required are as follows:

To a boundary is minimum of 3.5 metres,

To an off-site protected place is a minimum of 7 metres., and

To an on-site protected place (warehouse 1 and the flammable liquids container) is a minimum of 7 metres.

Maximum of 20,000 litres of class 8 corrosive stored.

From AS3780, the separation distances required are as follows:

To a boundary is minimum of 3 metres,

To an off-site protected place is a minimum of 3 metres., and

To an on-site protected place (warehouse 1 and the flammable liquids container) is a minimum of 3 metres.

The distance to the adjacent boundary from the warehouse 2 is shown as 5.05 metres.

Distance from warehouse 1 to the warehouse 2 canopy is shown as 8 metres.

The flammable liquids container must be located at least 3 metres from the boundary, and 7 metres from warehouses 1 and 2.

From the information supplied, the separation distances are adequate.

Other items for consideration further into the project.

Provision of emergency assembly area

Provision of an Emergency Information Box

Dangerous goods placarding

Dangerous goods site licence required.

Poisons licence to be transferred from existing Landmark site.

**David Rose and Elizabeth Hak
Rosenhak Pty Ltd.**

**PHONE: (03) 5345 7368
MOBILE: 0414 302 904
Email: rosenhak@bigpond.com**

ROSENHAK Pty Ltd

156 Ryries Road
Newlyn, 3364

ABN 86 600 055 409

Registered for GST

5 June 2017

To whom it may concern.

Rosenhak Pty Ltd has expertise in safe storage and handling of Dangerous Goods and legislative compliance, particularly as appropriate to agricultural and veterinary chemicals. We have been engaged by Landmark Operations Ltd to offer advice regarding the application of appropriate standards and codes of practice to ensure legislative compliance of their stores and other activities across Australia.

In Western Australia, the storage and handling of dangerous goods is covered by the Dangerous Goods Safety Act 2004 (the Act) and its associated regulations. The authority administering the Act and Regulations is the Department of Mines and Petroleum (DMP), Resources Safety Division, Dangerous Goods and Petroleum Safety Branch.

David Rose is a "Consultant Accredited for the Assessment and Endorsement of Dangerous Goods Storage Proposals" under the WA Regulations – accreditation number 61M098.

Elizabeth Hak is a "Consultant Accredited for the Assessment and Endorsement of Dangerous Goods Storage Proposals" under the WA Regulations – accreditation number 61M099.

Copies of these accreditation certificates are attached.

Assessment of proposals is made against appropriate legislation and relevant Australian Standards, particularly,

Dangerous Goods Safety (Storage and Handling of Non-Explosives) Regulations 2007

Poisons Regulations 1965

Health (Pesticides) Regulations 2011

AS/NZS 1596:2014 - The storage and handling of LP gas

AS 1940:2004 - The storage and handling of flammable and combustible liquids

AS 2507:1998 – The storage and handling of agricultural and veterinary chemicals

AS 3780:2008 – The storage and handling of corrosive substances

AS/NZS 4452:1997 – The storage and handling of toxic substances

Other standards and codes of practice as deemed necessary.

An application for a Dangerous Goods Site Licence is being prepared for the proposed Landmark site at Narrogin.

Landmark Narrogin will transfer its existing Poisons Licence to the proposed site when operations at the current site are transferred to the new site.



David Rose and Elizabeth Hak
Directors,
Rosenhak Pty Ltd.



Government of Western Australia
Department of Mines and Petroleum
Resources Safety

Accreditation No: 6IM098

Expiry date: 25 October 2017

CERTIFICATE OF APPROVAL

This is to certify that

David George Rose

156 Ryries Road

Newlyn VIC 3364

is an approved consultant for the purposes of assessing and endorsing applications
for the following dangerous goods:

Division 2.1 – Packages and bulk up to 7.5 kL

Classes/Divisions 3 (incl. C1 combustible liquids), 4, 5.1, 6.1, 8 and 9 – Packages only

Chief Officer Name: Ross Stidolph

Chief Officer Signature:

Issued: 25 October 2016

SCALE 1:500
All distances in metres unless stated otherwise

THE BOUNDARIES WERE NOT RE-ESTABLISHED AS PART OF THIS SURVEY THEREFORE THIS PLAN DOES NOT GUARANTEE THEIR ACCURACY EXISTING BOUNDARY DIMENSIONS AND LOT AREAS TAKEN FROM LANDGATE RECORD

FIELD INSPECTION IS RECOMMENDED FOR LOCATION OF SERVICES PRIOR TO ANY EXCAVATION

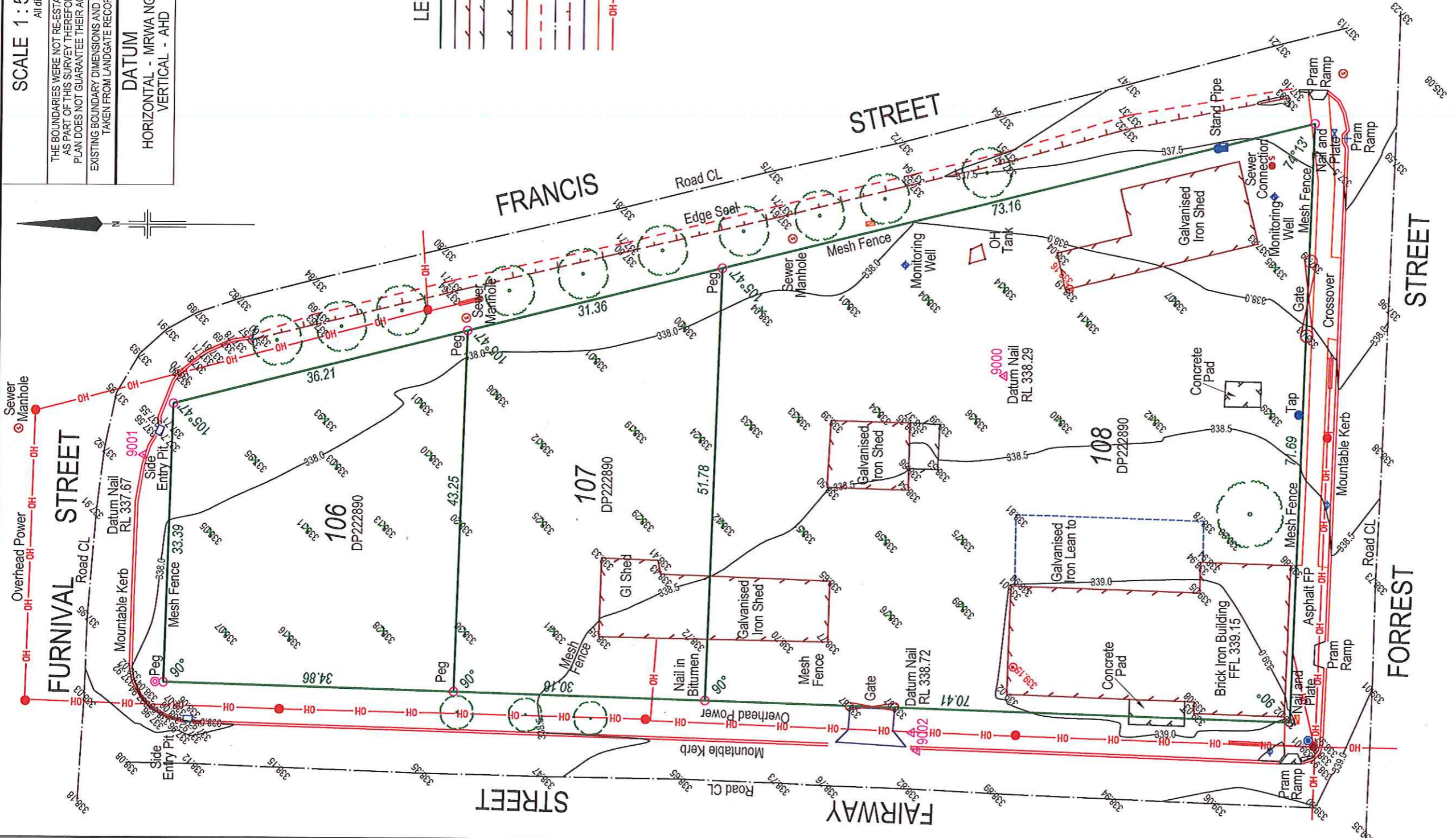
ALL AREAS AND DIMENSIONS ARE SUBJECT TO SURVEY AND EXAMINATION

SHEET	A3
SURVEYED	P.GOW
FIELD NOTES	
DRAWN	R.COLELLA - 07/09/2016
CHECKED	P.GOW
REFERENCE	16624-1F

DATUM
HORIZONTAL - MRWA NGN94
VERTICAL - AHD

LEGEND OF FEATURES

- BOUNDARY
- CONTOUR (INTERVAL OF 0.5m)
- BUILDING / STRUCTURE
- WALL
- FENCE
- CONCRETE EDGE
- KERB
- ROAD SEALED
- ROAD CROWN
- TOP OF BANK
- DRIVEWAY EDGE
- FOOTPATH
- OVERHEAD POWER LINES
- SEWER PIPE
- NATURAL SURFACE LEVEL
- FLOOR LEVEL
- SURVEY CONTROL MARK
- SURVEY PEG
- SURVEY NAIL
- ELECTRICAL LIGHT POLE
- TELSTRA PIT
- TAP
- WATER BORE
- WATER METER
- WATER STOP VALVE
- WATER HYDRANT
- SEWER VENT
- SEWER MANHOLE
- SIGN



0	APPROVED AND ISSUED TO CLIENT
No.	DETAILS
	REVISIONS
	DATE
	DRAWN
	CHECKED
	P.GOW
	R.COLELLA
	07/09/2016

FEATURE SURVEY OF
LOTS 106, 107 & 108 ON DP222890
NO. 33, 35 & 37 FAIRWAY STREET, NARROGIN

Client LUMEL PROJECT MANAGERS

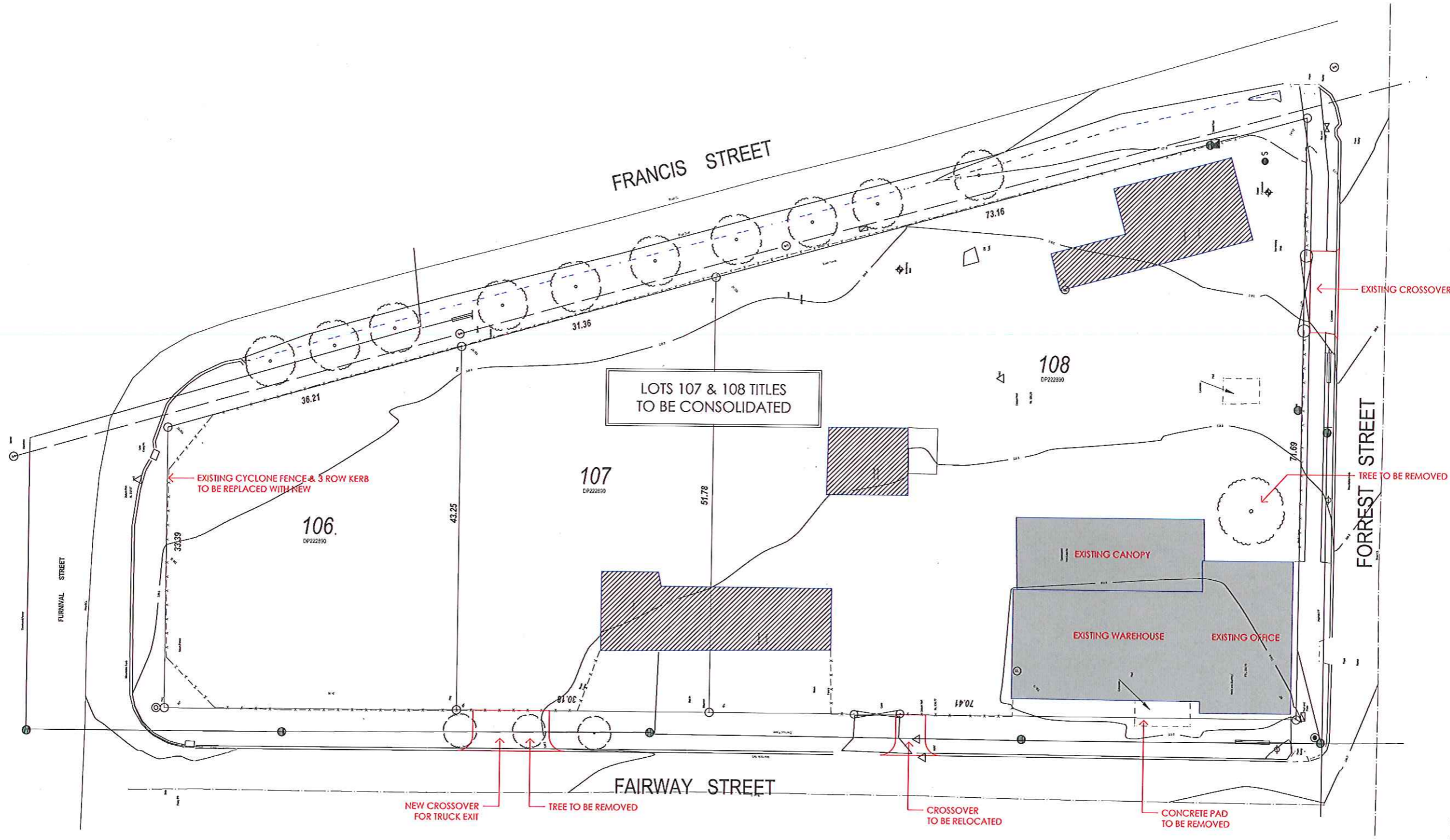
DRAFTING BY **Brown McAllister Surveyors**
Licensed Surveyors | Land Development & Strata Consultants | Engineering Surveyors
Email: admin@brownmcs.com.au | 47 Broadway, Inglewood, Western Australia, 6009
Tel: (08) 9396 9688 | Fax: (08) 9396 9677

P.H. & K.E. GOW
LICENSED SURVEYOR
P.O. Box 580
Narrogin W.A. 6312
Phone (08) 9881 5140
Fax (08) 9881 5575

ALL DIMENSIONS AND LEVELS TO BE VERIFIED ON SITE BEFORE THE COMMENCEMENT OF ANY WORK.
 ANY DISCREPANCIES MUST BE REPORTED TO SOLUTIONSWON IMMEDIATELY.
 DIMENSIONS SCALED FROM THE DRAWINGS - FIGURED DIMENSIONS HAVE PREFERENCE OVER DIMENSIONS SCALED FROM THE DRAWINGS.
 THESE DRAWINGS TO BE READ IN CONJUNCTION WITH THE SPECIFICATIONS AND OTHER ASSOCIATED DOCUMENTS.
 REFER TO ENGINEERING SERVICES DRAWINGS FOR CONSTRUCTION OF LOCATIONS AND HEIGHTS OF FITTINGS, AIR DIFFUSERS, OUTLET SPREEDERS, SERVICE TRENCHES AND ALL OTHER FITTINGS AND ACCESSORIES. SERVICE OUTLETS AND FITTINGS AND ADDITIONAL SECTIONS OF CEILING SUPPORT MEMBERS, MAKE ALL NECESSARY CUTS AND TRIM TO SUIT ALL RELEVANT SERVICE OUTLETS AND FITTINGS.
 ANY DISCREPANCIES BETWEEN SOLUTIONSWON AND SERVICES DOCUMENTS ARE TO BE REPORTED TO SOLUTIONSWON FOR CLARIFICATION.
 NORTH INDICATES A NON-VARIABLE DIRECTION TO BE CHECKED ON SITE.

PRELIMINARY

-  EXISTING SHEDS TO BE REMOVED
-  EXISTING BUILDINGS TO BE MAINTAINED



DATE	REVISION	DESCRIPTION
2017.05.25	ISSUED FOR TOWN PLANNING	
2017.05.19	ISSUED FOR TOWN PLANNING	

LANDMARK
solutionswon
 Solutionswon Group Pty Ltd
 E: info@solutionswon.com
 W: www.solutionswon.com

VIC / NSW / WA
 HEAD OFFICE
 Level 1, 170 Bridge Street, Albert Park VIC 3206
 P: +61 3 9603 0400 F: +61 3 9603 0444

NEW WAREHOUSE
 33-37 FAIRWAY ST NARROGIN WA

EXISTING SITE PLAN

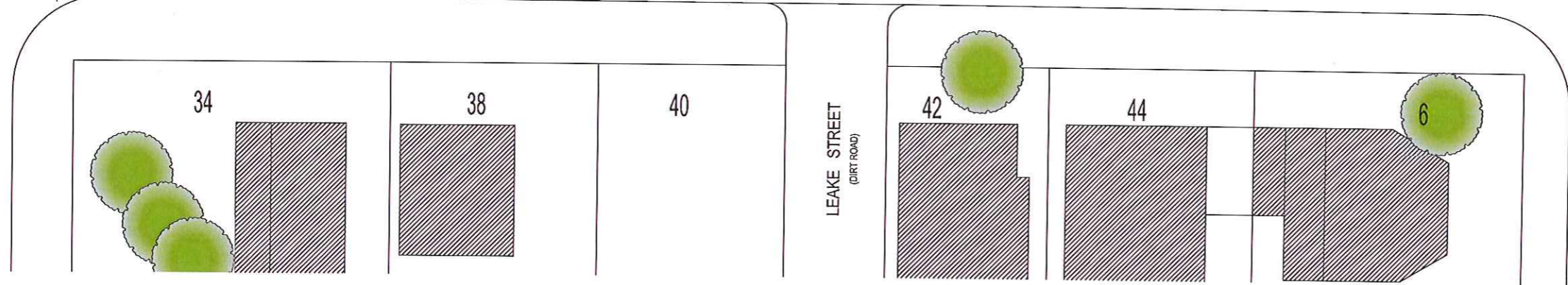
DATE	BY	DATE	BY
25 May 2017 - 8:45am	ST		
	checked	approved	date
	PNM	PNM	MAY 2017

Scale: 1:250 @ A1

ALL DIMENSIONS AND LEVELS TO BE VERIFIED ON SITE BEFORE THE COMMENCEMENT OF ANY WORK.
 ANY DISCREPANCIES MUST BE REPORTED TO SOLUTIONSWON IMMEDIATELY.
 DO NOT SCALE DRAWINGS - ALL DIMENSIONS SHALL HAVE PREFERENCE OVER DIMENSIONS SCALED FROM THE DRAWINGS.
 THESE DRAWINGS TO BE READ IN CONJUNCTION WITH THE SPECIFICATION AND ALL OTHER ASSOCIATED DOCUMENTS.
 REFER TO THE DRAWING SERVICES DATA SHEET FOR CONSTRUCTION OF LOCATION AND HEIGHT OF PILING, AIR CONDITIONERS, GRILLS, SPRINKLER SYSTEMS, AND ALL OTHER BUILDING PROVIDED OR PROPOSED SERVICE COUPLERS AND SERVICES AND ADDITIONAL SUPPORT OF CULVERTS, SUPPORT MEMBERS, MAKE ALL DIMENSIONS, CUTS, AND TRIM TO FIT. ALL RELEVANT SERVICE COUPLERS AND FITTINGS.
 ANY DISCREPANCIES BETWEEN SOLUTIONSWON AND SERVICES DOCUMENTS ARE TO BE REPORTED TO SOLUTIONSWON FOR CLARIFICATION.
 NORTH INDICATES A NOMINAL DIRECTION TO BE CHECKED ON SITE.

PRELIMINARY

TOTAL LAND AREA	7114 SQM
GRAVEL AREA	1774 SQM
BITUMEN AREA	1354 SQM
CONCRETE AREA	1689 SQM
BUILDING AREA	1167 SQM
GARDEN AREA	1076 SQM



REV	REVISION DESCRIPTION	DATE
01	ISSUED FOR ROWN PLANNING	2017/05/25
02	ISSUED FOR ROWN PLANNING	2017/05/17

LANDMARK

solutionswon
 SolutionsWon Group Pty Ltd
 info@solutionswon.com
 www.solutionswon.com
 VIC / NSW / WA
 HEAD OFFICE
 Level 1, 170 Bickford Street, Albert Park VIC 3206
 T +61 3 9503 0400 F +61 3 9503 0444

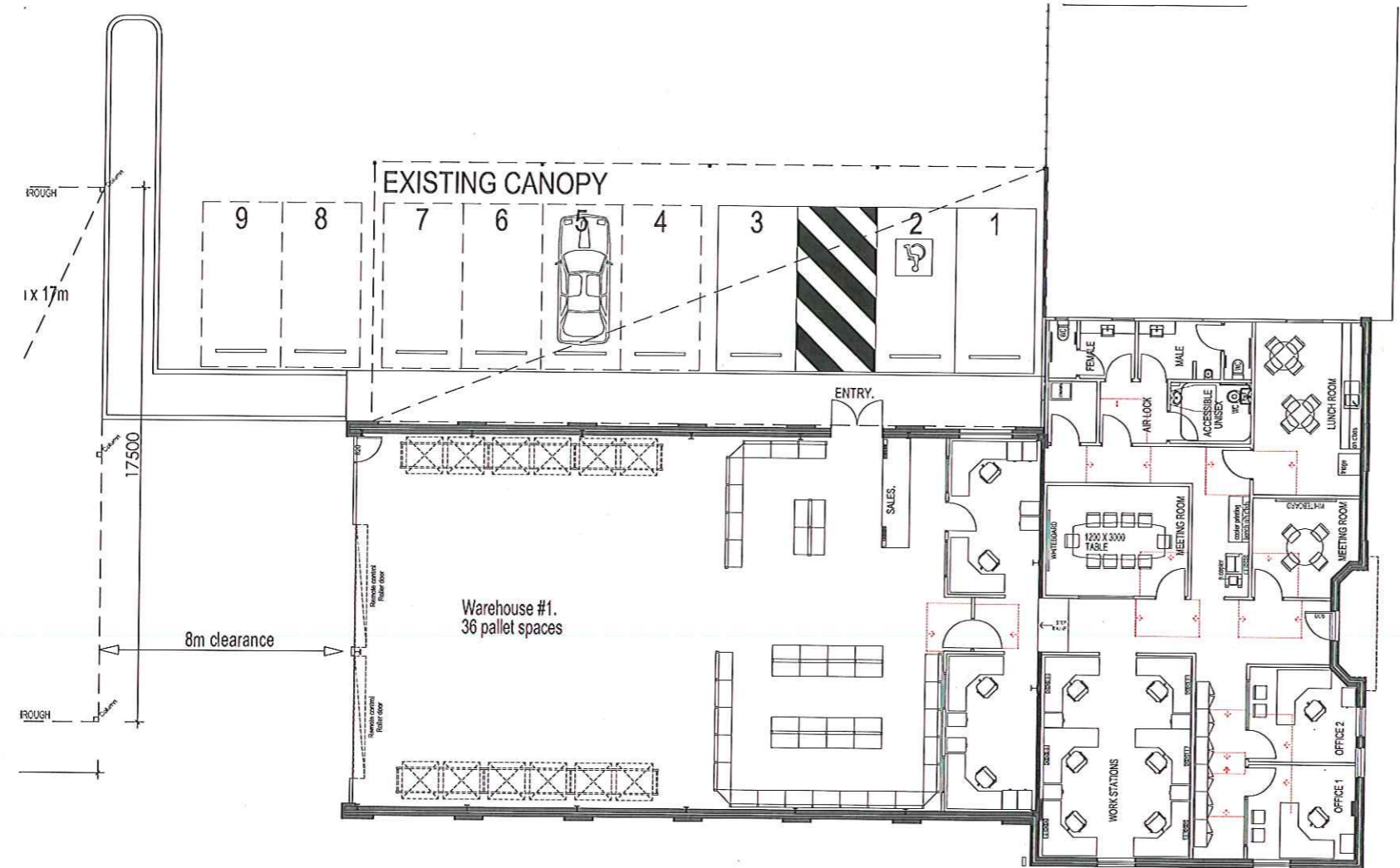
NEW WAREHOUSE
 33-37 FAIRWAY ST NARROGIN WA

SITE PLAN

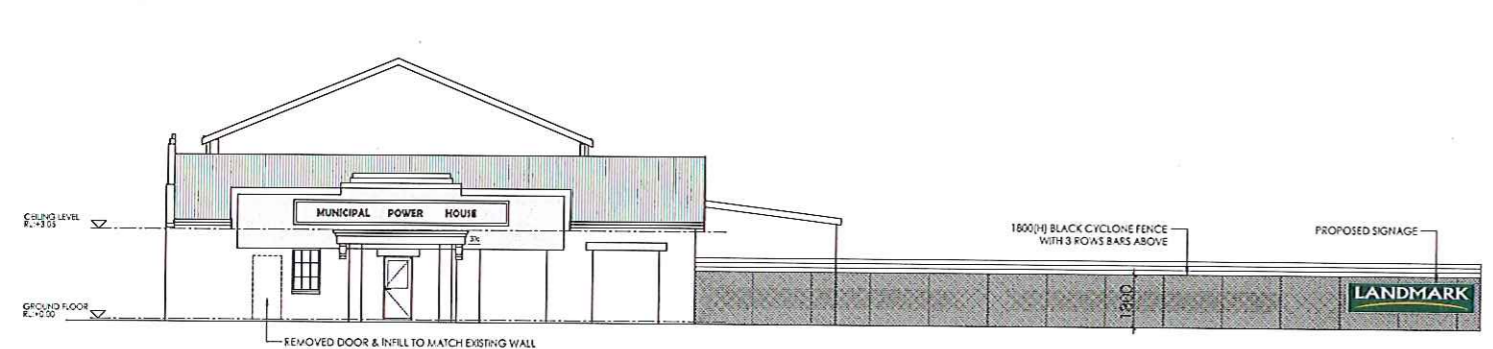
DATE	24 May 2017 - 8:47am	DATE	05/03/16
DESIGNER	ST	APPROVED	ST
DATE	24 May 2017	DATE	05/03/16
SCALE	1:250 @ A1	SCALE	1:250 @ A1

ALL DIMENSIONS AND LEVELS TO BE VERIFIED ON SITE BEFORE THE COMMENCEMENT OF ANY WORK.
 ANY DISCREPANCIES MUST BE REPORTED TO SOLUTIONSWON IMMEDIATELY.
 DO NOT SCALE DIMENSIONS - FIGURED DIMENSIONS HAVE PRECEDENCE OVER DIMENSIONS SCALED FROM THE DRAWING.
 THESE DRAWINGS TO BE READ IN CONJUNCTION WITH THE SPECIFICATIONS AND OTHER ASSOCIATED DOCUMENTS.
 REFER TO ENGINEERING SERVICES DRAWINGS FOR CORROSION OF LOCATIONS AND HEIGHT OF FITTINGS, RE-DETAILS, GRILLS, STRIKES, SINKS, DETECT CABS, AND ALL OTHER DETAILS MOUNTED ON FACED BRICK WALLS AND FITTINGS AND ASSOCIATED BEARING CAPACITY SUPPORT NUMBERS. MAKE ALL FITTINGS, CUT CUTS AND TRIM TO SUIT ALL RELEVANT SERVICE RULES AND FITTINGS.
 ANY DISCREPANCIES BETWEEN SOLUTIONSWON AND SERVICES DOCUMENTS ARE TO BE REPORTED TO SOLUTIONSWON FOR CLARIFICATION.
 *INDICATES A MINOR VARIATION TO BE CHECKED ON SITE

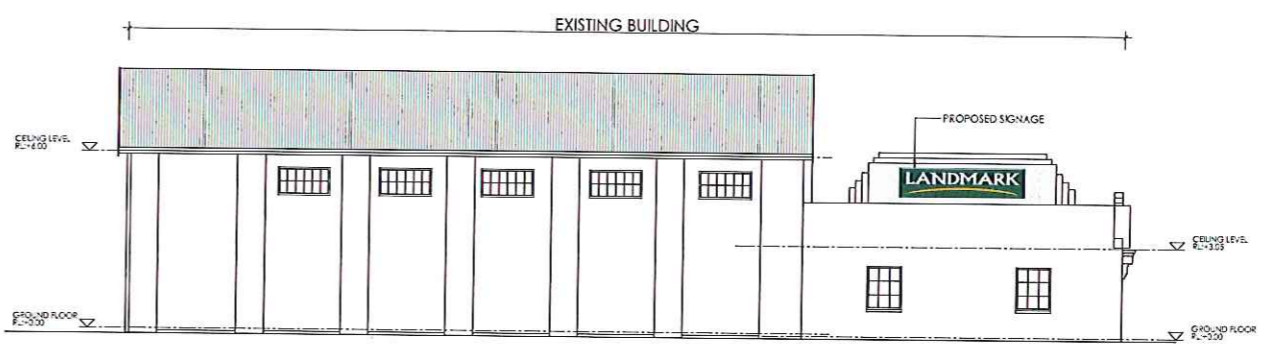
PRELIMINARY



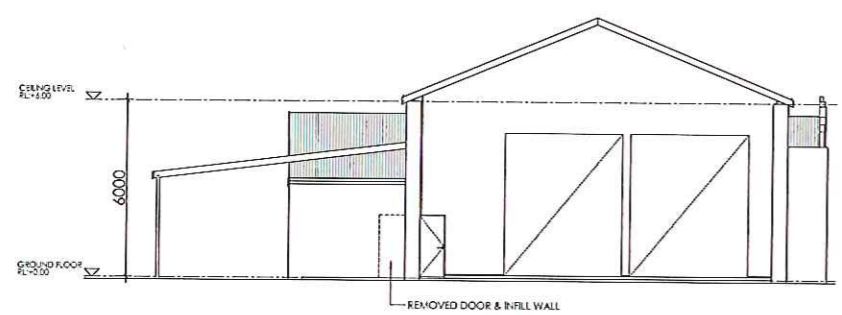
FLOOR PLAN - OFFICE & WAREHOUSE 1
 SCALE 1:100 @ A1



SOUTH ELEVATION - OFFICE & WAREHOUSE 1
 SCALE 1:125 @ A1



WEST ELEVATION - OFFICE & WAREHOUSE 1
 SCALE 1:125 @ A1



NORTH ELEVATION - OFFICE & WAREHOUSE 1
 SCALE 1:125 @ A1



EAST ELEVATION - OFFICE & WAREHOUSE 1
 SCALE 1:125 @ A1

REV	DESCRIPTION	DATE
PRELIM A	WAREHOUSE HEIGHT DIVISION ADDED	2017 03 30
PRELIM B	ESSED FOR TOWN PLANNING	2017 05 28
PRELIM C	ESSED FOR TOWN PLANNING	2017 05 11

LANDMARK
solutionswon
 Solutionswon Group Pty Ltd
 E: info@solu.com.au
 W: www.solutionswon.com
 VIC / NSW / WA
 HEAD OFFICE
 Level 1, 170 Bridgeport Street, Albert Park VIC 3206
 P: +61 3 9603 0400 F: +61 3 9603 0444

NEW WAREHOUSE
 33-37 FAIRWAY ST NARROGIN WA

OFFICE & WAREHOUSE 1

DATE	BY	CHKD BY	DATE
30/05/17	YP	YP	11/7/2016
DC	PJM	PJM	MAY 2017

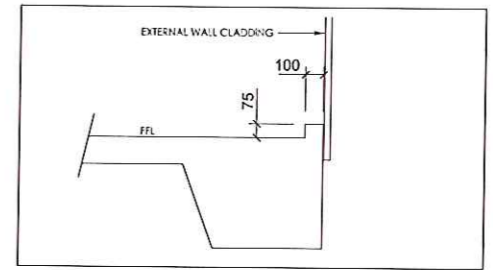
Scale: 1:100 @ A1 | Drawing Number: A102C

ALL DIMENSIONS AND LEVELS TO BE VERIFIED ON SITE BEFORE COMMENCEMENT OF ANY WORK.
 ANY DISCREPANCIES MUST BE REPORTED TO SOLUTIONSWON IMMEDIATELY.
 DO NOT SCALE DRAWINGS. FIGURED DIMENSIONS TAKE PRECEDENCE OVER DIMENSIONS SCALED FROM THE DRAWING.
 THESE DRAWINGS TO BE READ IN CONJUNCTION WITH THE SPECIFICATIONS AND OTHER ASSOCIATED DOCUMENTS.
 REFER TO ENGINEERING SERVICES DRAWINGS FOR COORDINATION OF LOCATIONS AND HEIGHTS OF FITTINGS. ALL EXPOSED STEEL WORKS SHALL BE GALVANIZED TO COMPLY WITH NCC & AS 2507. PROVIDE BIRD / VERMIN - PROOF MESH TO BCA. SUPPORT MEMBERS, MAKE ALL PENETRATIONS, CUT OUTS AND TRIM TO SUIT ALL FREESTANDING SERVICE OUTLETS AND FITTINGS.
 ANY DISCREPANCIES BETWEEN SOLUTIONSWON AND SERVICES DOCUMENTS ARE TO BE REPORTED TO SOLUTIONSWON FOR CLARIFICATION.
 100A INDICATES A NOMINAL DIMENSION TO BE CHECKED ON SITE

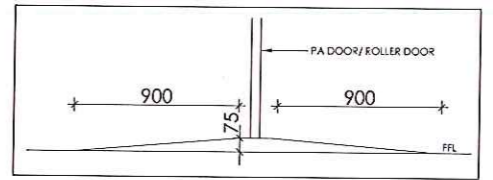
PRELIMINARY

Note:
 WAREHOUSE TO HAVE DRY SUMP PITS FOR SECONDARY CONTAINMENT OF LIQUID SPILLS in accordance with the EPA Publication 347 Bunding Guidelines 1992 or as amended

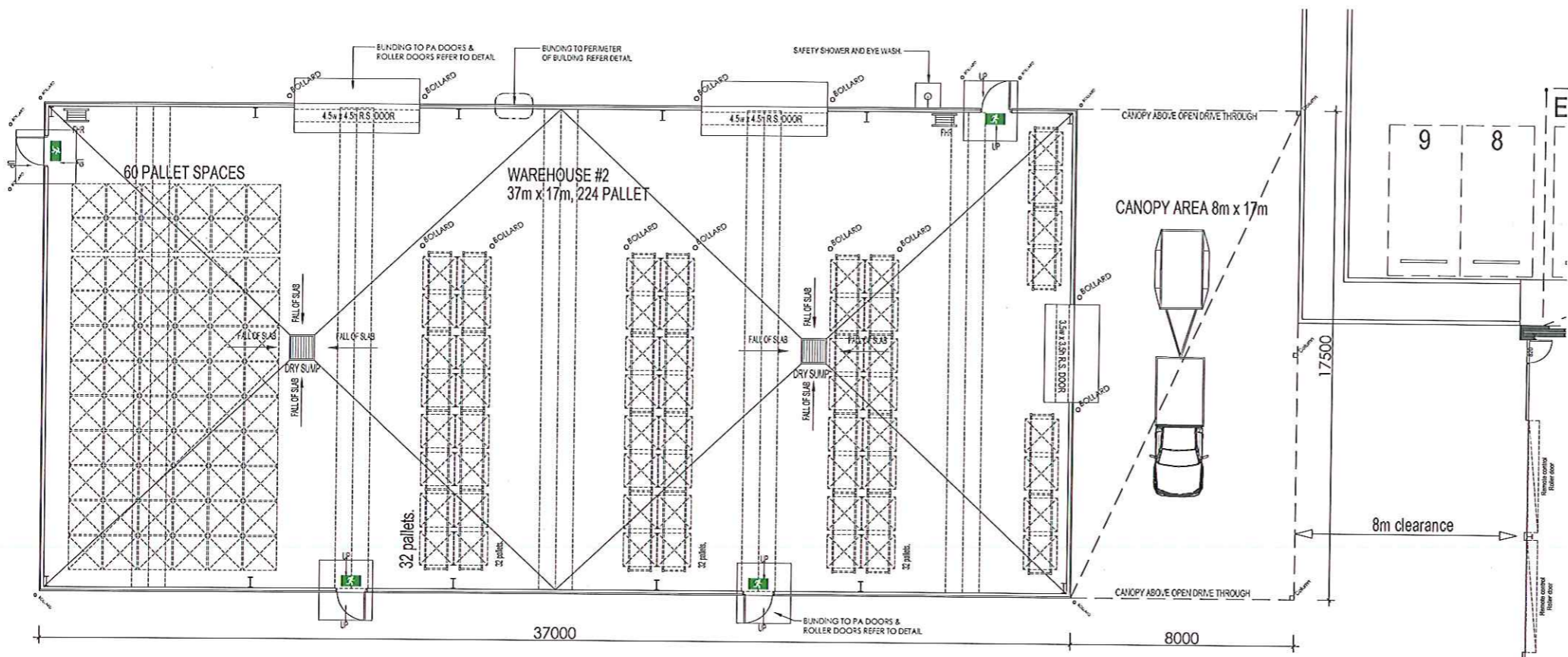
EXTERNAL FINISHES SCHEDULE		
FINISH	LOCATION	MANUFACTURER / SUPPLIER
SURF MIST	WALL CLADDING, DOWNPIPES & WALL VENTS	
SHALE GREY	ROOF SHEETING, GUTTER, CAPPING & ROOF VENTILATORS	



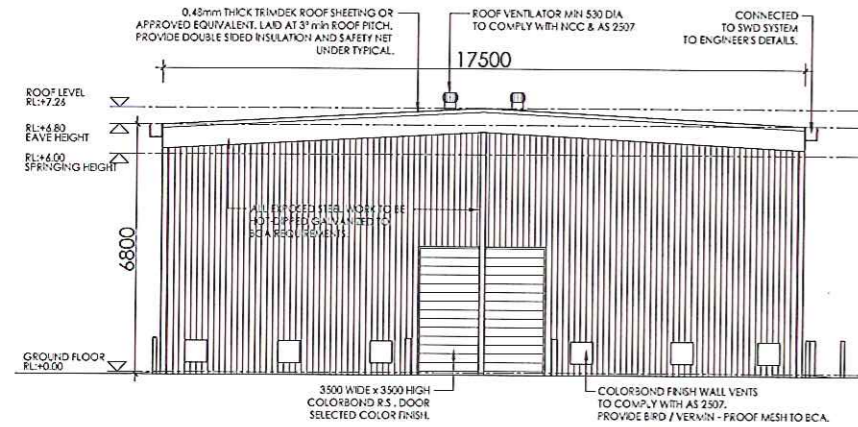
BUNDING TO PERIMETER OF BUILDING
 SCALE 1:20 @ A1



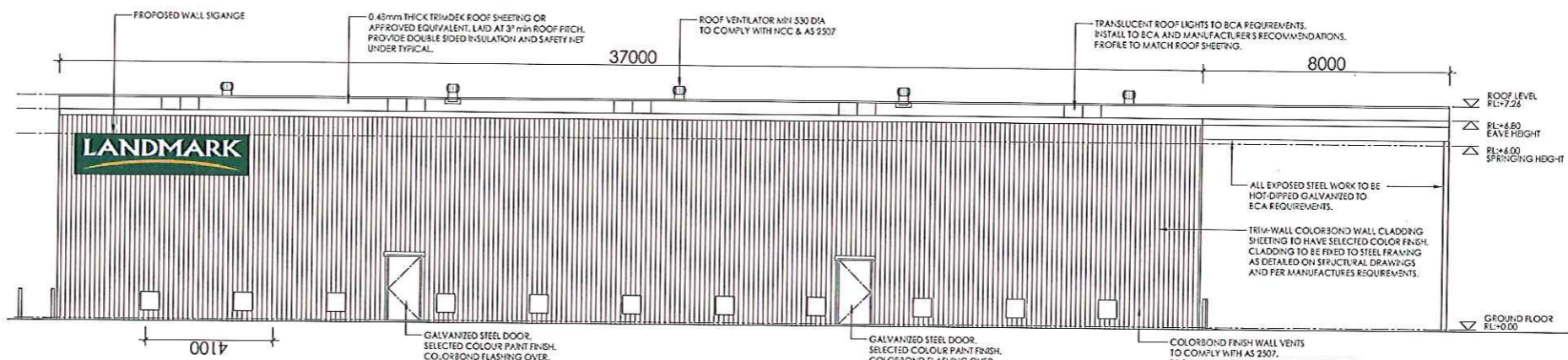
BUNDING TO PA DOORS & ROLLER DOORS
 SCALE 1:20 @ A1



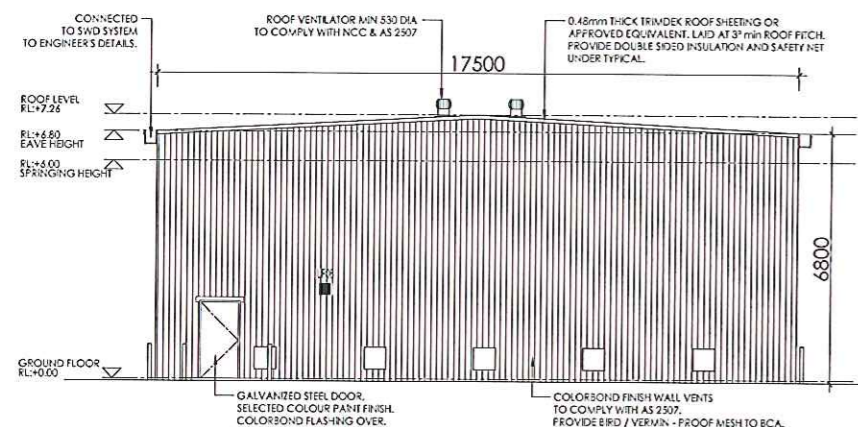
FLOOR PLAN - WAREHOUSE 2
 SCALE 1:100 @ A1



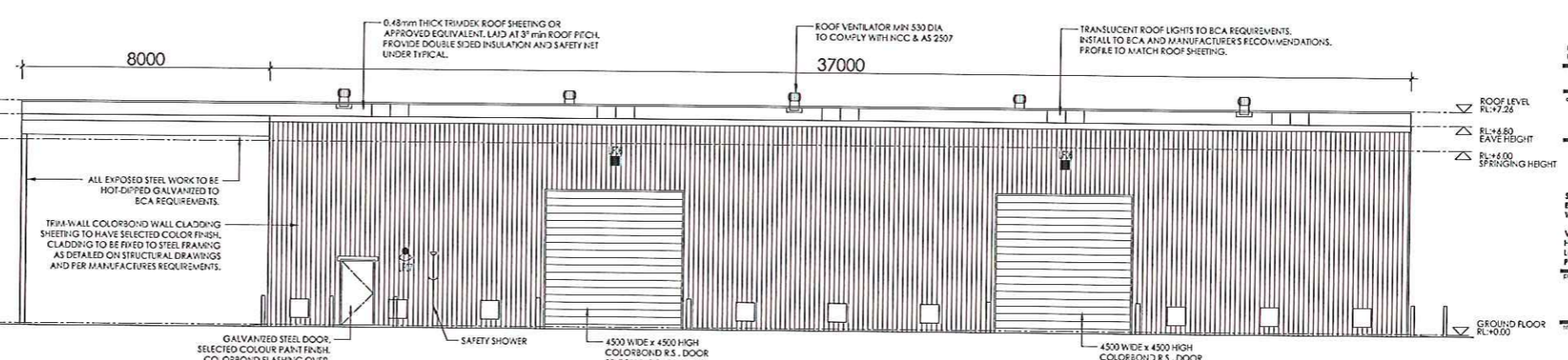
SOUTH ELEVATION - WAREHOUSE 2
 SCALE 1:100 @ A1



WEST ELEVATION - WAREHOUSE 2
 SCALE 1:100 @ A1



NORTH ELEVATION - WAREHOUSE 2
 SCALE 1:100 @ A1



EAST ELEVATION - WAREHOUSE 2
 SCALE 1:100 @ A1

FILE #	REVISION / DESCRIPTION	DATE
FILE # A	VENTILATION FINISHES	2017-04-28
FILE # B	REVISED FOR DOWN PLANNING	2017-05-09

LANDMARK
solutionswon
 Solutionswon Group Pty Ltd
 8/10 Boscawen Street, Narrogin WA 3444
 W: www.solutionswon.com

VIC / NEW / WA
 HEAD OFFICE
 Level 1, 170 Bridge Street, Albert Park VIC 3206
 P: +61 3 9633 5400 F: +61 3 9633 0444

NEW WAREHOUSE
 33-37 FAIRWAY ST NARROGIN WA

WAREHOUSE 2

Scale: 1:100 @ A1

Project No: J17-0006
 Date: MAY 2017

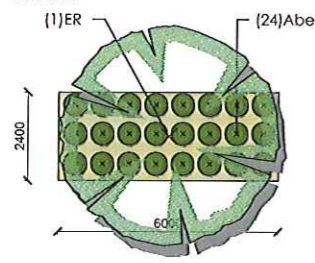
Drawn by: DC
 Checked by: YP
 Project Manager: FAM

Scale: 1:100 @ A1

Shire of Narrogin

TYPICAL PLANTING SCHEDULE:

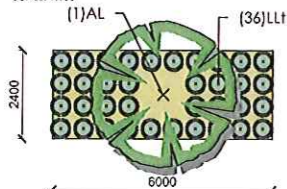
PLANTING: (TYP A)
SCALE: 1:100



TREES							
CODE	BOTANIC NAME	COMMON NAME	H	W	PLANTED SIZE	QTY	TOTAL
ER	<i>Eucalyptus radiata</i>	NARROW LEAF PEPPERMINT	12.00	6.00	2.0M TALL	1	11

SHRUBS							
CODE	BOTANIC NAME	COMMON NAME	H	W	PLANTED SIZE	QTY	QTY
Abe	<i>Arilgostanthes 'Bush Endeavour'</i>	KANGAROO PAW	1.50	1.50	150 DIA POT	24	264

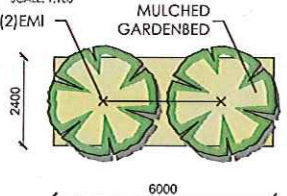
PLANTING: (TYP B)
SCALE: 1:100



TREES							
CODE	BOTANIC NAME	COMMON NAME	H	W	PLANTED SIZE	QTY	TOTAL
AL	<i>Allocasuarina littoralis</i>	BLACK SHE-OAK	8.00	4.00	2.0M TALL	1	13

SHRUBS							
CODE	BOTANIC NAME	COMMON NAME	H	W	PLANTED SIZE	QTY	QTY
LLT	<i>Lomandra longifolia 'Tanika'</i>	DWARF LOMANDRA	0.60	0.60	150 DIA POT	36	468

PLANTING: (TYP C)
SCALE: 1:100



TREES							
CODE	BOTANIC NAME	COMMON NAME	H	W	PLANTED SIZE	QTY	TOTAL
EMi	<i>Eucalyptus mannifera</i>	'Little Spotty'	7.00	4.00	2.0M TALL	2	22

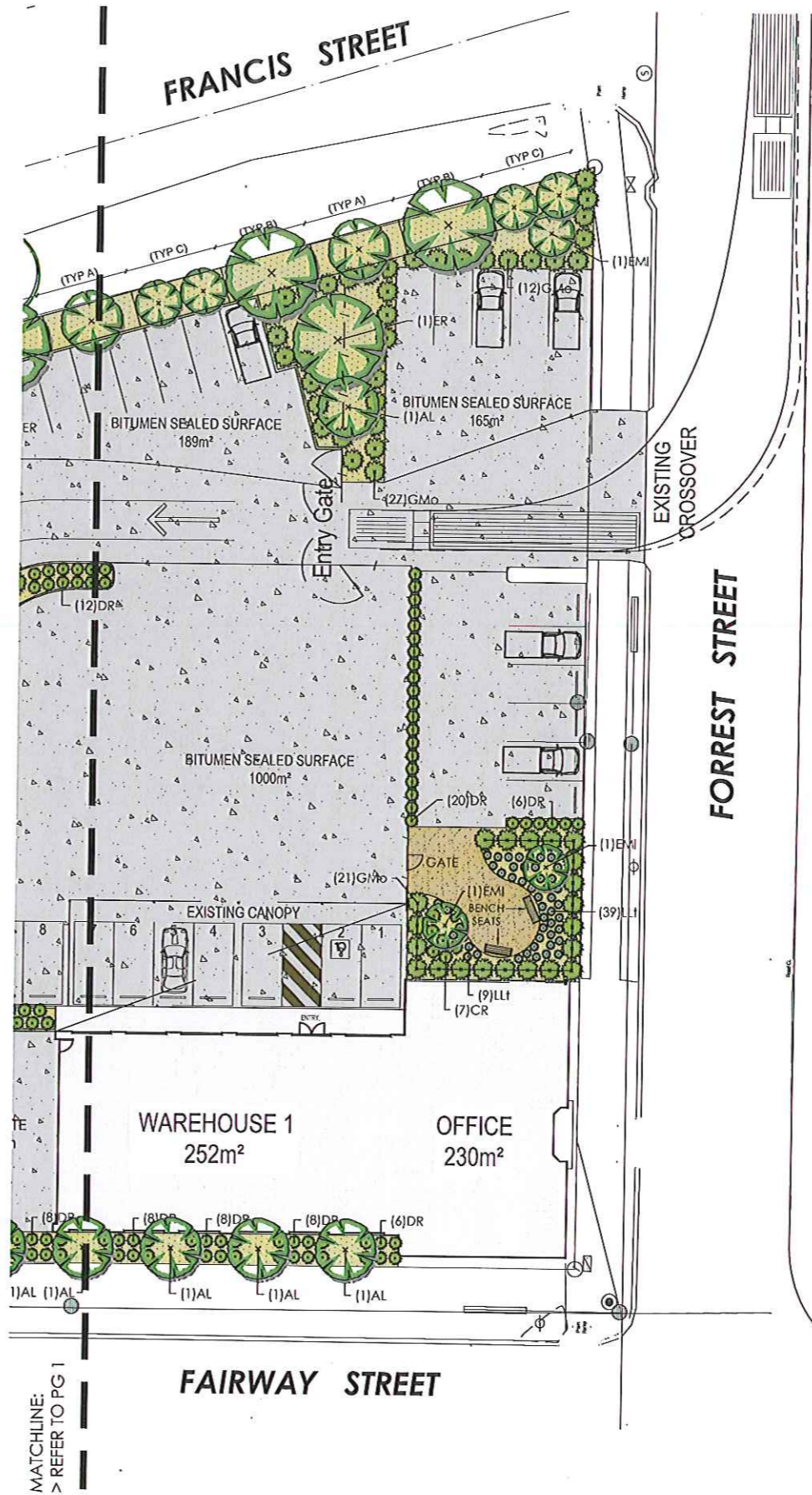
PLANT SCHEDULE

TREES							
CODE	BOTANIC NAME	COMMON NAME	H	W	PLANTED SIZE	QTY	
AL	<i>Allocasuarina littoralis</i>	BLACK SHE-OAK	8.00	4.00	2.0M TALL	6	
EMi	<i>Eucalyptus mannifera</i>	'Little Spotty'	7.00	4.00	2.0M TALL	3	
ER	<i>Eucalyptus radiata</i>	NARROW LEAF PEPPERMINT	12.00	6.00	2.0M TALL	2	

SHRUBS & GROUND COVERS							
CODE	BOTANIC NAME	COMMON NAME	H	W	PLANTED SIZE	QTY	
CA	<i>Correa alba</i>	WHITE CORREA	1.50	1.50	150 DIA POT	57	
CKp	<i>Callistemon</i>	'King's Park Special'	3.00	3.00	150 DIA POT	7	
GMo	<i>Grevillea</i>	'Moonlight'	3.00	2.00	200 DIA POT	72	
CR	<i>Correa reflexa</i>	COMMON CORREA	1.50	1.50	150 DIA POT	107	
DR	<i>Dianella revoluta</i>	BLACK ANTHUR FLAX	0.70	0.70	150 DIA POT	111	

QUANTITIES TO BE CONFIRMED BY CONTRACTOR. REPORT ANY DISCREPANCIES TO LANDSCAPE ARCHITECT BEFORE PROCEEDING.

CONTACT DETAILS OF PLANT SUPPLIERS CAN BE PROVIDED BY LANDSCAPE ARCHITECT IF PLANT SPECIES CANNOT BE SOURCED BY CONTRACTOR.



NOTES

- EXISTING TREE TO BE RETAINED
- EXISTING TREE TO BE REMOVED
- PROPOSED TREE
- PROPOSED SHRUB
- PROPOSED TUFTING SHRUB, CLIMBER OR GROUND COVER
- MULCHED GARDEN BED
- CRUSHED ROCK PATH
- CONCRETE PAVEMENT

1. Contractor to verify location of all underground services prior to commencement of work.
 2. Remove weeds from all areas shown on the drawings as garden bed and lawn. Herbicide to be used sparingly.
 3. Grade site into garden beds, lawn or gravel areas. Adjust grading accordingly when water tracks or ponding is apparent.
 4. Determine pH of soil using pH kit available at most nurseries. The soil should have a pH slightly acidic to neutral (pH 5.5 to 7.0). If outside of this range contact your local nursery to obtain advice on improving the pH level. Plant tolerance of high or low pH varies.
 5. Clay soils should be checked for responsiveness to gypsum which can allow plant roots to penetrate the soil. If required, add gypsum according to manufacturer's directions.
 6. Minimize cultivation of existing soil and improve with organic material such as well rotted manures, soil improvers or compost prepared to AS 4454:2003. Top dress existing soil with this matter and cover with mulch. If existing topsoil is not available then imported topsoil that complies with AS 4419:2003 should be used.
 7. Plant selection shall be as per the plant schedule in locations as shown on the drawings. Plant quantities are to be confirmed by the contractor and any discrepancies between the plant schedule and plan are to be reported to the Landscape Architect before proceeding. Plants are to have well developed root systems and be free of pest and disease.
 8. A drip watering system should be installed to all garden beds and connected to a rainwater tank if available. If unavailable, a rainwater tank should be sized and installed as per plumbing regulations and local guidelines. Builder to confirm location and style on site.
- REFER TO LOCAL WATER AUTHORITY DURING PERIOD OF WATER RESTRICTION
9. Apply organic mulch to all garden bed areas to a depth of 75mm as per planting details. Recommended sources of mulch should be Fine or local common Eucalyptus. Rare timbers such as Red Gum or Jarrah should not be used.
 10. Seed is an ideal fertilizer to apply upon initial planting. Seed targets roots and promotes healthy & balanced growth. Prostagreen is an ideal liquid fertilizer that can be applied to the entire garden every three months. Individual plant species have varying requirements. Consult your local nursery for advice.
 11. All timber products to be treated pine, recycled or plantation grown. Jarrah, Red Gum or Native (White) Cypress Pine (*Callitriche melaleuca*) should not be used unless demonstrated that they are a recycled product.
 12. Stake trees for one to two years as per detail. Use two or three 38x38x1800 HV stakes per tree and fasten with 30mm fabric ties.
 13. All climbers require wire or trellis climbing frame to be attached to the adjacent surface. Unless otherwise noted on plan, use timber edging as per detail between all garden beds, crushed rock paths & lawn areas.
 14. Areas shown as lawn on the drawings are to be re-graded to provide smooth contours and raked to remove soil clods and rubble. It is recommended that lawn areas be seeded with non-invasive grass species such as Queensland Blue-Grass (*Dicentraem sericeum*), Red leg Grass (*Bolusochloa macra*), Weeping Grass (*Microstena spodioides*), Creeping Bent Grass (*Agrostis holsteana*), Clustered Walkway Grass (*Doronicum spenseri*), Kentucky Blue-Grass (*Poa pratensis*), Tall Fescue (*Festuca arundinacea*). Water lawn areas during establishment in accordance with State guidelines as advised by Local Water Authority.
 15. Follow-up maintenance should be undertaken every 4-6 weeks for 2 years following establishment. Dead or stressed plants should be replaced. Continue to monitor for weed species and remove as required. Eradicate any pest animals or insects. Continue to water plants according to individual species' moisture needs, seasonal conditions and as advised by Local Water Authority. All plants and trees to be monitored and pruned as required, according to AS 4373 (Pruning of Arnhem Trees). Mulch to be replenished annually in Spring.

ISSUE	DATE	DESCRIPTION
A	27/06/17	TOWN PLANNING APPLICATION

© THIS DRAWING IS PROTECTED BY COPYRIGHT & REMAINS THE PROPERTY OF GENUS LANDSCAPE ARCHITECTS. THESE DRAWINGS ARE TO BE USED SOLELY FOR THE PURPOSE NAMED IN THE DRAWING TITLE & ARE NOT TO BE USED FOR ANY OTHER APPLICATION TO THE CONTRARY OR FOR ANY PURPOSE UNLESS SPECIFICALLY APPROVED IN WRITING BY THE LANDSCAPE ARCHITECT.

TITLE: **INDUSTRIAL DEVELOPMENT**

CLIENT: **LANDMARK**

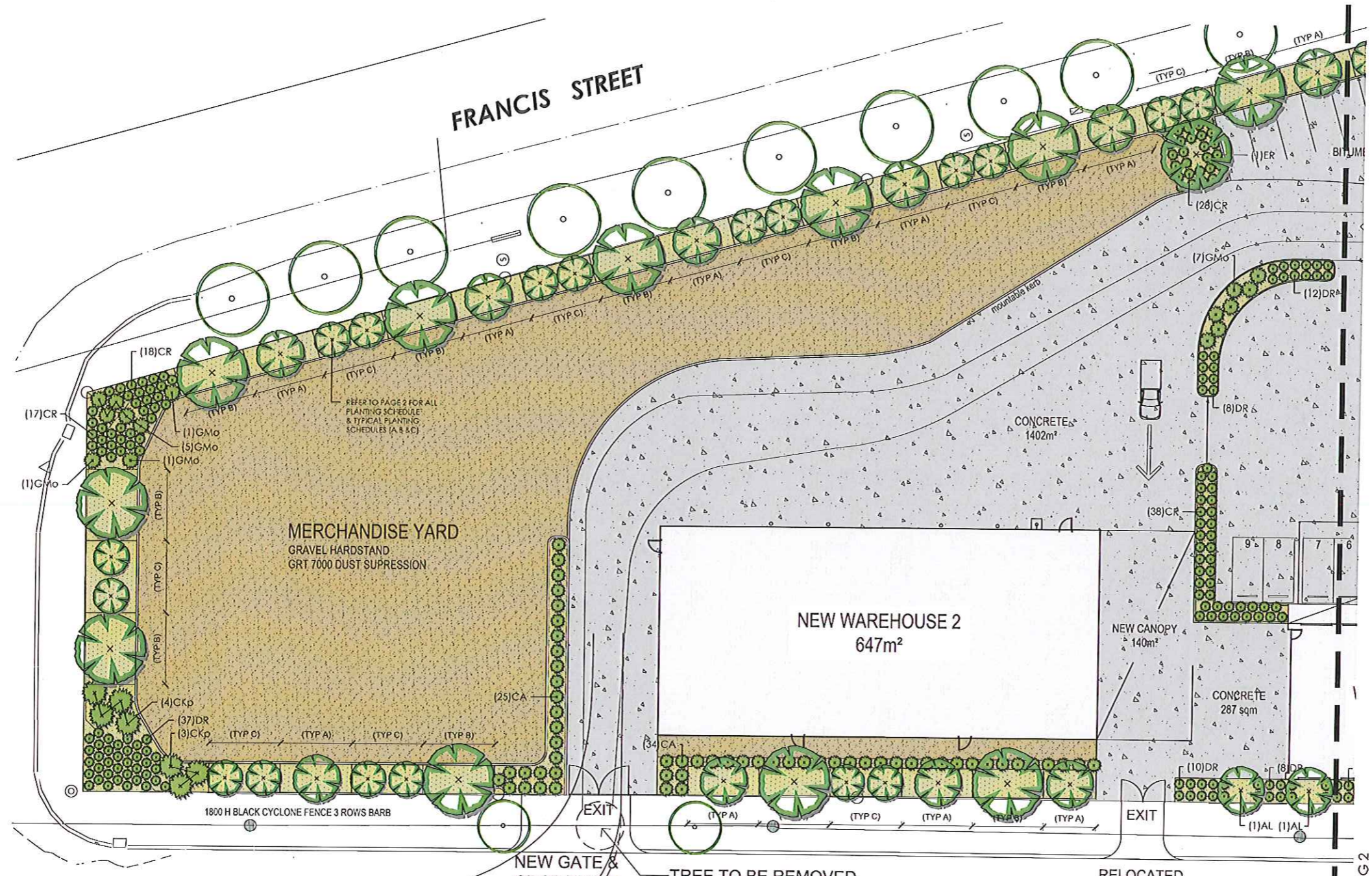
ADDRESS: **33-37 FAIRWAY ST, NARROGIN, WA**

415 McCLELLAND DRIVE
LANGWARRIN, VIC 3910
t.03 9788 8724 f.03 9788 8799
e.info@genusla.com.au
www.genusla.com.au

DRAWN:	DATE:	SCALE:	No:
DL	6/2017	1:100	-
DRAWING SIZE:	PROJECT REFERENCE:	ISSUE:	SHEET No:
A1	17-2117	A	2 of 2

MATCHLINE: > REFER TO PG 1

LANDSCAPE PLAN 1:200



- NOTES**
- EXISTING TREE TO BE RETAINED
 - EXISTING TREE TO BE REMOVED
 - PROPOSED TREE
 - PROPOSED SHRUB
 - PROPOSED TUFTING SHRUB, CLIMBER OR GROUNDCOVER
 - MULCHED GARDEN BED
 - CRUSHED ROCK PATH
 - CONCRETE PAVEMENT

1. Contractor to verify location of all underground services prior to commencement of work.
 2. Remove weeds from all areas shown on the drawings as garden bed and lawn. Herbicide to be used sparingly.
 3. Grade 5% into garden beds, lawn or gravel areas. Adjust grading accordingly when water tracks or ponding is apparent.
 4. Determine pH of soil using pH kit available at most nurseries. The soil should have a pH slightly acidic to neutral (pH - 5.5 to 7.0). If outside of this range contact your local nursery to obtain advice on improving the pH level. Plant tolerance of high or low pH varies. Clay soils should be checked for responsiveness to gypsum which can allow plant roots to penetrate the soil. If required, add gypsum according to manufacturer's directions.
 5. Minimise cultivation of existing soil and improve with organic material such as well rotted manures, soil improvers or compost prepared to AS 4454-2003. Top dress existing soil with this matter and cover with mulch. If existing topsoil is not available then imported topsoil that complies with AS 4419-2003 should be used.
 6. Plant selection shall be as per the plant schedule in locations as shown on the drawings. Plant quantities are to be confirmed by the contractor and any discrepancies between the plant schedule and plan area to be reported to the Landscape Architect before proceeding. Plants are to have well developed root systems and be free of pest and disease.
 7. A drip watering system should be installed to all garden beds and connected to a rainwater tank if available. If unavailable, a rainwater tank should be sized and installed as per plumbing regulations and local guidelines. Budget to confirm location and style on site.
- REFER TO LOCAL WATER AUTHORITY DURING PERIOD OF WATER RESTRICTION
9. Apply organic mulch to all garden bed areas to a depth of 75mm as per planting details. Recommended sources of mulch should be Pine or local common Eucalyptus. Rare timbers such as Red Gum or Jarrah should not be used.
 10. Seed is an essential fertilizer to apply upon initial planting. Seed is large leaf and promotes healthy & balanced growth. Phosphorus is an ideal liquid fertilizer that can be applied to the entire garden every three months. Individual plant species have varying requirements. Consult your local nursery for advice.
 11. All timber products to be treated pine, recycled or plantation grown. Jarrah, Red Gum or Native (White) Cypress Pine (*Callitris columellaris*) should not be used unless demonstrated that they are a recycled product.
 12. Stake trees for one to two years as per detail. Use two or three 38x38x1800mm stakes per tree and fasten with 50mm fabric ties.
 13. All climbers require wire or trellis climbing frame to be attached to the adjacent surface. Unless otherwise noted on plan, use timber edging as per detail between all garden beds, crushed rock paths & lawn areas.
 14. Areas shown as lawn on the drawings are to be re-graded to provide smooth contours and rolled to remove soil clods and rubble. It is recommended that lawn areas be seeded with non-invasive grass species such as Queensland Blue Grass (*Dactyloctenium aegyptium*), Redleg Grass (*Boutchouka sp.*), Weeping Grass (*Miscanthus sp.*), Creeping Bent Grass (*Agrostis stolonifera*), Clustered Waxygrass (*Danthalia racemosa*), Kentucky Bluegrass (*Poa pratensis*), Tall Fescue (*Festuca arundinacea*). Water lawn areas during establishment in accordance with State guidelines as advised by Local Water Authority. Follow-up maintenance should be undertaken every 4-6 weeks for 2 years following establishment. Dead or diseased plants should be replaced. Continue to monitor for weed species and remove as required. Eradicate any pest animals or insects. Continue to water plants according to individual species moisture needs, seasonal conditions and as advised by Local Water Authority. All plants and trees to be monitored and pruned as required according to AS 4373 (Pruning of Amenity Trees). Mulch to be replenished annually in Spring.

TREE PROTECTION NOTES



LANDSCAPE PLAN 1:200

(Ref - AS 4970-2009 Protection of Trees on Development Sites)

Tree protection zones (TPZ) must be established to ensure the successful retention of trees on any development site. The intention of a TPZ is to provide adequate root space to sustain the health and stability of the tree while minimizing physical damage and changes to the tree's growing environment.

The TPZ is a combination of the root area and crown area requiring protection.

The Structural or Critical Root Zone (CRZ) is the area within the TPZ that is required for tree stability.

Determining the TPZ and CRZ

The TPZ is a radius around the tree and is calculated for each tree using the DSH, which is the diameter of the trunk at breast height (1.4m from the ground). The TPZ radius is equal to 12 times DSH. The TPZ should not be less than 2.0m nor greater than 15.0m (unless as notified by a qualified arborist or responsible authority). The TPZ of palms, monocots, cycads or tree ferns should not be less than 1.0m outside the crown projection. The CRZ is calculated when major encroachment within the TPZ is proposed and is detailed in AS 4970-2009.

Violations to the TPZ

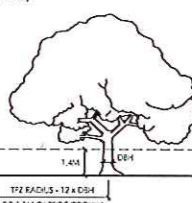
Encroachment or violations to the TPZ including excavation, compacted fill and machine trenching are possible but must be in accordance with AS 4970-2009.

Minor encroachment

If proposed encroachment is less than 10% of the area of the TPZ and is outside the SRZ, detailed root investigation should not be required. The area lost to this encroachment must be compensated for elsewhere and contiguous with the TPZ as per AS 4970-2009.

Major encroachment

If the proposed encroachment is greater than 10% of the TPZ or inside the SRZ, a qualified arborist must demonstrate that the tree(s) would remain viable.



TPZ encroachment considerations

Any construction or excavation that involves encroachment within any TPZ must first be approved by a qualified arborist and the local authority. Alternative construction methods should be employed. These include screw piles, pier & beam footings, cantilevered slabs and walling jobs. Site footings must not be used. Paving constructed within the TPZ of any tree must be porous in nature. All underground services must be provided outside the canopy drip-line and TPZ of any existing trees on site or adjoining properties.

Excavation must be undertaken by hand within the TPZ and any tree roots greater than 30mm in diameter encountered within the TPZ must be inspected by a qualified arborist and/or the responsible authority before any pruning occurs. Pruning of any tree root greater than 30mm diameter must be undertaken by a qualified arborist.

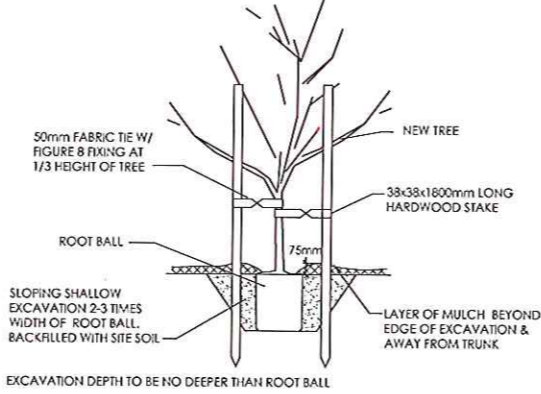
Tree protection measures

Protective fencing must be erected before any machinery or materials are brought on site and before commencement of works, including demolition. An immovable protective fence to 1.8m must be constructed around the TPZ in accordance with AS 4970-2009.

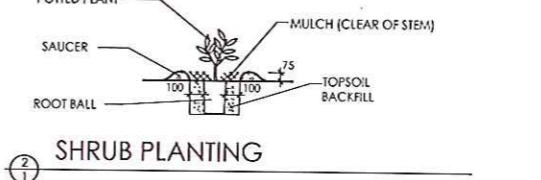
Where work is to occur within a TPZ, the protective fencing may be relocated as approved by a qualified arborist and/or the responsible authority. Protective fencing must only be moved the minimum distance necessary for this work to occur. The base of a tree to be retained is to be decomposed, weeded, fertilised and provided with a layer of organic mulch 50-100mm deep for the duration of construction. Soil moisture levels should be regularly monitored and temporary irrigation installed if required.

The following activities are not permitted within the fenced area:

- Alteration of existing soil level, compaction of soil or changing of soil drainage
- Storage of equipment, machinery or materials
- Storage or disposal of fuel, oils, chemicals, poisons, rubbish or other materials
- Use of open trenching to lay underground services unless approved by the responsible authority
- Severing or injuring of tree roots
- Vehicular or pedestrian access
- Attaching of anything whatsoever, including temporary services wires, nails, screws or other fixing devices
- Construction of any building or structure
- Use of machinery to remove existing concrete, bricks or material



TREE PLANTING
DETAIL 1:25



SHRUB PLANTING
DETAIL 1:25



TIMBER EDGE
DETAIL 1:25

MATCHLINE: > REFER TO PG 2

ISSUE	DATE	DESCRIPTION
A	27/06/17	TOWN PLANNING APPLICATION

© THIS DRAWING IS PROTECTED BY COPYRIGHT & REMAINS THE PROPERTY OF GENUS LANDSCAPE ARCHITECTS. THESE DRAWINGS ARE TO BE USED SOLELY FOR THE PURPOSE NOMINATED IN THE DRAWING TITLE & ARE NOT TO BE USED FOR ANY OTHER APPLICATION TO THE CONTRARY OR FOR ANY PURPOSE UNLESS SPECIFICALLY APPROVED IN WRITING BY THE LANDSCAPE ARCHITECT.

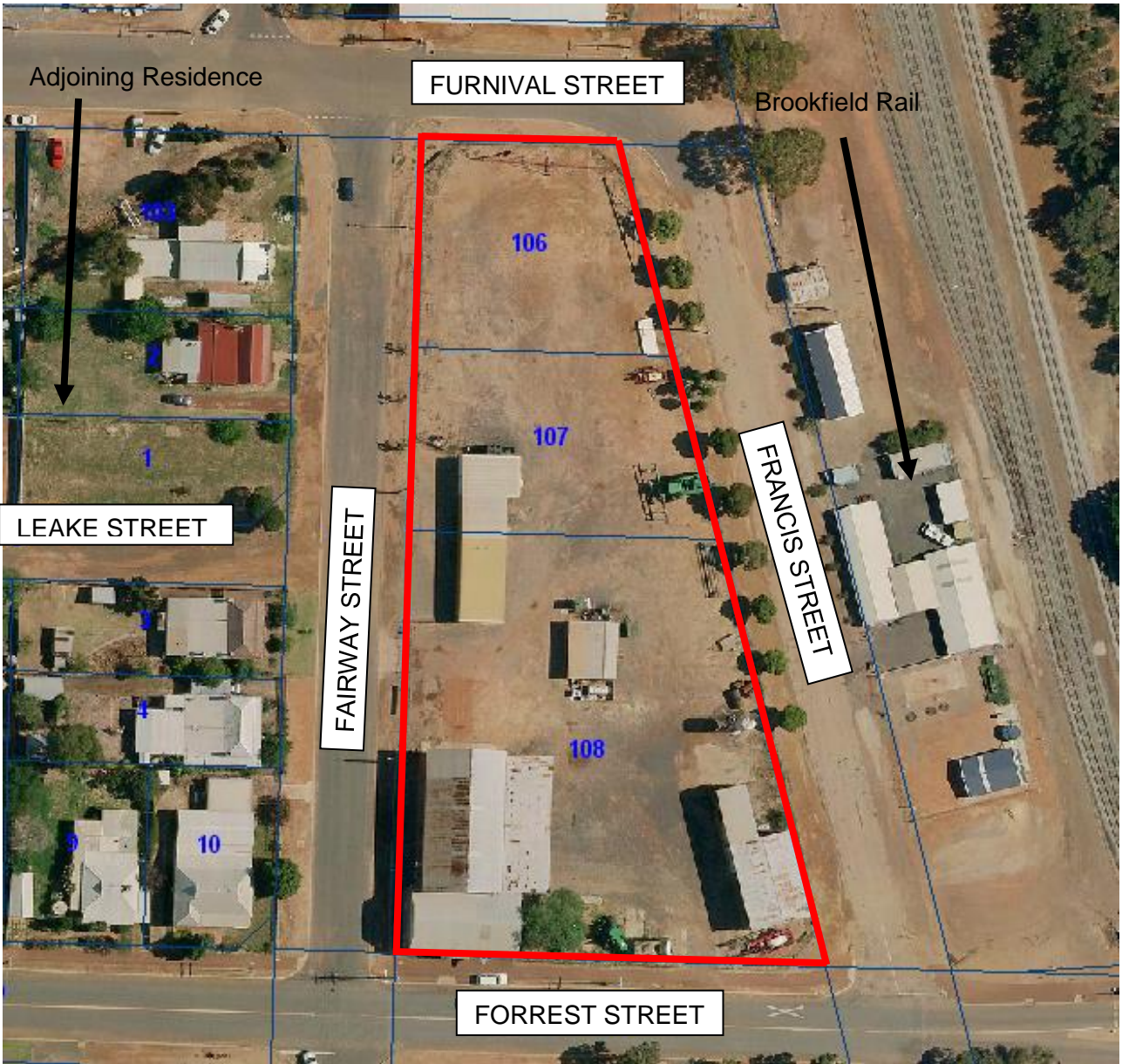
TITLE:
INDUSTRIAL DEVELOPMENT

CLIENT:
LANDMARK

ADDRESS:
33-37 FAIRWAY ST, NARROGIN, WA

415 McCLELLAND DRIVE
LANGWARRIN, VIC 3910
t.03 9788 8724 f.03 9788 8799
e.info@genusla.com.au
www.genusla.com.au

DRAWN: DL	DATE: 6/2017	SCALE: 1:100	No: -
DRAWING SIZE: A1	PROJECT REFERENCE: 17-2117	ISSUE: A	SHEET No: 1 of 1



Attachment 2 – Locational Plan

Town of Narrogin

MUNICIPAL INVENTORY OF HERITAGE PLACES – REVIEW 2015



PLACE No. 14

Name of Place	MUNICIPAL POWER HOUSE (FMR)		
Other Names			
Location/Address	32 Fairway Street, Narrogin		
Land Description :	Lot 108	Asmnt. No.314100	
Construction Dates	1934		
Uses:	Municipal Power House for electricity supply until 1963; since then, Council Works Depot for Town and Shire.		
Architect/Designer/builder			
Associated Persons			
Construction Materials:			
Walls	Brick		
Roof	Corrugated iron		
Other	Cement floor, asbestos ceiling		
Description			
Modifications	Interior alterations		
Architectural style			
Condition:	Good	Integrity: low Degree	Authenticity: moderate Degree
Historical evidence	Electric lighting came to Narrogin in 1914 using a generator at the flour mill on the north east corner of Fairway and Furnival Streets. The Municipal Council took over the power supply when the Municipal Power House was opened in 1934. In 1963 the power supply was taken over by the State Electricity Company. Since that date the building has been used as a Council Works Depot.		
Statement of Significance			
	Historic significance for its links to the growth of the town and evidence of the changing roles of Local Government and State Government in providing services in country Western Australia.		
Management Category	C		
Supporting Information	1995 Municipal Inventory.		
Heritage Listings			
HCWA Database Number			

10.2 CORPORATE AND COMMUNITY SERVICES

10.2.072 LIST OF ACCOUNTS FOR ENDORSEMENT – JUNE 2017

File Reference: 12.1.1
Disclosure of Interest: Nil
Applicant: Nil
Previous Item Nos: Nil
Date: 30 June 2017
Author: Brooke Conway – Finance Officer Accounts
Authorising Officer: Frank Ludovico – Executive Manager Corporate & Community Services

Attachments

- List of Accounts for Endorsement – June 2017

Summary

Council is requested to endorse the payments as presented in the List of Accounts for Endorsement – June 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 – June 2017” is presented to Council for endorsement. Below is a summary of activity.

Total Creditor Payments June 2017	\$3,089,415.53
Total Payroll Payments June 2017	\$323,865.78
Total Payments June 2017	\$3,413,281.31
Percentage paid by EFT June 2017	82.26%
Percentage paid by Cheque June 2017	6.46%
Percentage paid by Payroll June 2017	9.49%
Percentage of Local Suppliers & Wages paid June 2017	83.61%
Dollar Value spent with Local Suppliers June 2017	\$2,530,039.78
Percentage of Non-Local Suppliers June 2017	16.39%

Please note 'F' is fully funded, 'PF' is partially funded, 'R' is reimbursements and 'I' is insurance claims

Due to recent frauds, 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 2016/2017 Annual Budget, or resulting from a Council resolution for a budget amendment.

Strategic Implications

Nil

Voting Requirements

Simple Majority

COUNCIL RESOLUTION 0717.086 AND OFFICER'S RECOMMENDATION

Moved: Cr Fisher

Seconded: Cr Wiese

That Council:

Endorse the payments as presented in the List of Accounts for Endorsement, for the month of June 2017 for the Municipal Fund totalling \$3,413,281.31.

CARRIED 7/0

10.2.073 MONTHLY FINANCIAL REPORTS – JUNE 2017

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

Attachments

- Monthly Financial Report for the period ended 30 June 2017.

Background

Council is requested to review the June 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 June 2017 Monthly Financial Reports are presented for review.

Consultation

Frank Ludovico, Executive Manager Corporate and Community Services

Statutory Environment

Local Government Financial Regulations (1996) (as amended) 22, 32, and 34 apply.

Policy Implications

Nil

Financial Implications

All expenditure has been approved via adoption of the 2016/17 Annual Budget, or resulting from a Council Motion for a budget amendment.

Strategic Implications

Nil

Voting Requirements

Simple Majority

COUNCIL RESOLUTION 0717.087 AND OFFICER'S RECOMMENDATION

Moved: Cr Schutz

Seconded: Cr Ward

That Council:

Receive the June 2017 Monthly Financial Reports as presented.

CARRIED 7/0



MONTHLY FINANCIAL REPORT

FOR THE PERIOD ENDED 30 JUNE 2017

TABLE OF CONTENTS

Statement of Financial Activity by Nature and Type

Statement of Financial Activity by Statutory Reporting Program

Note 1 Significant Accounting Policies

Note 2 Graphical Representation

Note 3 Surplus/(Deficit) Position

Note 4 Cash and Investments

Note 5 Major Variances

Note 6 Budget Amendments

Note 7 Receivables

Note 8 Rating Information

Note 9 Grants

Note 10 Cash Backed Reserves

Note 11 Capital Acquisitions

Note 12 Capital Disposals

Note 13 Trust

Note 14 Information on Borrowings

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

SHIRE OF NARROGIN
STATEMENT OF FINANCIAL ACTIVITY
(Nature or Type)
FOR THE PERIOD ENDED 30 JUNE 2017

Note	Adopted Annual Budget	Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	Var
Operating Revenues							
	\$	\$	\$	\$	\$	%	
Grants, Subsidies and Contributions	9	3,834,372	3,834,372	3,834,372	5,388,298	1,553,926	29% ▲
Profit on Asset Disposal	11	1,500	1,500	1,500	0	(1,500)	(100%) ▲
Fees and Charges		1,505,220	1,505,220	1,505,220	1,770,584	265,364	15% ▲
Service Charges		0	0	0	0	0	
Interest Earnings		182,100	182,100	182,100	202,341	20,241	10% ▲
Other Revenue		154,500	154,500	154,500	127,510	(26,990)	(21%) ▼
Total (Excluding Rates)		5,677,692	5,677,692	5,677,692	7,488,733	1,811,041	
Operating Expense							
Employee Costs		(4,747,282)	(4,775,020)	(4,775,020)	(4,592,904)	182,116	4% ▼
Materials and Contracts		(3,841,876)	(3,819,138)	(3,819,138)	(2,882,012)	937,126	33% ▼
Utilities Charges		(705,537)	(705,537)	(705,537)	(640,613)	64,924	10% ▼
Depreciation (Non-Current Assets)		(2,299,553)	(2,299,553)	(2,299,553)	(2,522,841)	(223,288)	(9%) ▼
Interest Expenses		(75,851)	(75,851)	(75,851)	(56,725)	19,127	34% ▼
Insurance Expenses		(283,943)	(283,943)	(283,943)	(287,792)	(3,849)	(1%) ▼
Loss on Asset Disposal	11	(306,206)	(306,206)	(306,206)	(398,304)	(92,098)	(23%) ▲
Other Expenditure		(4,249,534)	(4,249,534)	(4,249,534)	(4,160,050)	89,484	2%
Total		(16,509,783)	(16,514,783)	(16,514,783)	(15,541,241)	973,542	
Funding Balance Adjustment							
Add Back Depreciation		2,299,553	2,299,553	2,299,553	2,522,841	223,288	9%
Adjust (Profit)/Loss on Asset Disposal	11	304,706	304,706	304,706	398,304	93,598	23% ▲
Adjust Employee Benefits Provision (Non-Current)		0	0	0	(95,495)	(95,495)	100%
Adjust Deferred Pensioner Rates (Non-Current)		0	0	0	(40,191)	(40,191)	100%
Movement in Leave Reserve (Added Back)		0	0	0	3,375	3,375	100%
Adjustment for SoN Figures in NCA's		0	0	0	51,922	51,922	(100%)
Adjust Rounding		0	0	0	0	0	
Net Operating (Ex. Rates)		(8,227,832)	(8,232,832)	(8,232,832)	(5,211,752)	3,021,079	
Capital Revenues							
Grants, Subsidies and Contributions	9	1,721,744	1,398,515	1,398,515	1,439,802	41,287	3%
Proceeds from Disposal of Assets	11	598,145	608,145	608,145	564,991	(43,154)	(8%) ▼
Proceeds from New Debentures	13	350,000	350,000	350,000	0	(350,000)	(100%) ▼
Proceeds from Sale of Investments		0	0	0	0	0	
Proceeds from Advances		0	0	0	0	0	
Self-Supporting Loan Principal		0	0	0	0	0	
Transfer from Reserves	10	1,471,398	1,521,398	1,521,398	844,072	(677,326)	(80%) ▼
Total		4,141,287	3,878,058	3,878,058	2,848,866	(1,029,192)	
Capital Expenses							
Land Held for Resale	10	0	0	0	0	0	
Land and Buildings	11	(1,940,939)	(1,940,939)	(1,940,939)	(862,341)	1,078,598	125% ▼
Plant and Equipment	11	(487,000)	(547,000)	(547,000)	(693,290)	(146,290)	(21%) ▲
Furniture and Equipment	11	(74,000)	(69,000)	(69,000)	(52,346)	16,654	32% ▼
Infrastructure Assets - Roads	11	(2,637,621)	(2,314,392)	(2,314,392)	(2,014,327)	300,065	15% ▼
Infrastructure Assets - Footpaths	11	(50,000)	(50,000)	(50,000)	(48,272)	1,728	4%
Infrastructure Assets - Road Drainage	11	(65,000)	(65,000)	(65,000)	0	65,000	100% ▼
Infrastructure Assets - Parks & Ovals	11	(20,000)	(20,000)	(20,000)	(14,028)	5,972	43%
Infrastructure Assets - Townscape	11	0	0	0	0	0	
Infrastructure Assets - Other	11	(955,735)	(955,735)	(955,735)	(627,870)	327,865	52% ▼
Purchase of Investments		0	0	0	0	0	
Repayment of Debentures	13	(221,310)	(221,310)	(221,310)	(211,875)	9,435	4%
Advances to Community Groups		0	0	0	0	0	
Transfer to Reserves	10	(295,737)	(295,737)	(295,737)	(641,872)	(346,135)	(54%) ▲
Total		(6,747,342)	(6,479,113)	(6,479,113)	(5,166,222)	1,312,891	
Net Capital		(2,606,055)	(2,601,055)	(2,601,055)	(2,317,356)	283,699	
Total Net Operating + Capital		(10,833,887)	(10,833,887)	(10,833,887)	(7,529,108)	3,304,778	
Rate Revenue		4,517,811	4,517,811	4,517,811	4,559,085	41,274	1%
Opening Funding Surplus(Deficit)		6,316,076	5,860,483	5,860,483	5,860,483	0	0%
Closing Funding Surplus(Deficit)	3	0	(455,592)	(455,592)	2,890,459	3,346,052	

SHIRE OF NARROGIN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
FOR THE PERIOD ENDED 30 JUNE 2017

Note	Adopted Annual Budget	Revised Annual Budget (d)	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	Var
Operating Revenues							
	\$	\$	\$	\$	\$	%	
Governance	96,100	96,100	96,100	159,597	63,497	40%	▲
General Purpose Funding	2,476,134	2,476,134	2,476,134	3,712,841	1,236,707	33%	▲
Law, Order and Public Safety	35,797	35,797	35,797	328,831	293,034	89%	▲
Health	7,500	7,500	7,500	8,328	828	10%	
Education and Welfare	1,287,386	1,287,386	1,287,386	1,394,458	107,072	8%	
Housing	13,000	13,000	13,000	12,900	(100)	(1%)	
Community Amenities	978,119	978,119	978,119	1,163,150	185,031	16%	▲
Recreation and Culture	424,355	424,355	424,355	246,821	(177,534)	(72%)	▼
Transport	1,714,688	1,391,459	1,391,459	1,370,654	(20,805)	(2%)	
Economic Services	249,694	249,694	249,694	299,879	50,185	17%	▲
Other Property and Services	116,663	116,663	116,663	231,075	114,412	50%	▲
Total (Excluding Rates)	7,399,436	7,076,207	7,076,207	8,928,536	1,852,329		
Operating Expense							
Governance	(1,707,907)	(1,692,907)	(1,692,907)	(1,212,593)	480,314	40%	▼
General Purpose Funding	(177,867)	(177,867)	(177,867)	(190,610)	(12,743)	(7%)	
Law, Order and Public Safety	(427,553)	(427,553)	(427,553)	(304,090)	123,463	41%	▼
Health	(194,492)	(194,492)	(194,492)	(127,986)	66,506	52%	▼
Education and Welfare	(5,492,981)	(5,492,981)	(5,492,981)	(5,310,848)	182,133	3%	
Housing	(31,874)	(31,874)	(31,874)	(22,984)	8,891	39%	
Community Amenities	(1,435,677)	(1,435,677)	(1,435,677)	(1,184,970)	250,708	21%	▼
Recreation and Culture	(2,688,661)	(2,688,661)	(2,688,661)	(2,426,815)	261,846	11%	▼
Transport	(3,289,313)	(3,289,313)	(3,289,313)	(3,659,554)	(370,241)	(10%)	▲
Economic Services	(1,025,957)	(1,025,957)	(1,025,957)	(840,166)	185,791	22%	▼
Other Property and Services	(37,501)	(57,501)	(57,501)	(260,626)	(203,125)	(78%)	▲
Total	(16,509,783)	(16,514,783)	(16,514,783)	(15,541,241)	973,542		
Funding Balance Adjustment							
Add back Depreciation	2,299,553	2,299,553	2,299,553	2,522,841	223,288	9%	
Adjust (Profit)/Loss on Asset Disposal	304,706	304,706	304,706	398,304	93,598	23%	▲
Adjust Employee Benefits Provision (Non-Current)	0	0	0	(95,495)	(95,495)	100%	
Adjust Deferred Pensioner Rates (Non-Current)	0	0	0	(40,191)	(40,191)	100%	
Movement in Leave Reserve (Added Back)	0	0	0	3,375	3,375	100%	
Adjustment for SoN Figures in NCA's	0	0	0	51,922	51,922	100%	▲
Adjust Rounding	0	0	0	0	0		
Net Operating (Ex. Rates)	(6,506,088)	(6,834,317)	(6,834,317)	(3,771,950)	3,062,367		
Capital Revenues							
Proceeds from Disposal of Assets	598,145	608,145	608,145	564,991	(43,154)	(8%)	
Proceeds from New Debentures	350,000	350,000	350,000	0	(350,000)	(100%)	▼
Proceeds from Sale of Investments	0	0	0	0	0		
Proceeds from Advances	0	0	0	0	0		
Self-Supporting Loan Principal	0	0	0	0	0		
Transfer from Reserves	1,471,398	1,521,398	1,521,398	844,072	(677,326)	(80%)	▼
Total	2,419,543	2,479,543	2,479,543	1,409,063	(1,070,480)		
Capital Expenses							
Land Held for Resale	0	0	0	0	0		
Land and Buildings	(1,940,939)	(1,940,939)	(1,940,939)	(862,341)	1,078,598	125%	▼
Plant and Equipment	(487,000)	(547,000)	(547,000)	(693,290)	(146,290)	(21%)	▲
Furniture and Equipment	(74,000)	(69,000)	(69,000)	(52,346)	16,654	32%	▲
Infrastructure Assets - Roads	(2,637,621)	(2,314,392)	(2,314,392)	(2,014,327)	300,065	15%	▼
Infrastructure Assets - Footpaths	(50,000)	(50,000)	(50,000)	(48,272)	1,728	4%	
Infrastructure Assets - Road Drainage	(65,000)	(65,000)	(65,000)	0	65,000	100%	▼
Infrastructure Assets - Parks & Ovals	(20,000)	(20,000)	(20,000)	(14,028)	5,972	43%	
Infrastructure Assets - Townscape	0	0	0	0	0		
Infrastructure Assets - Other	(955,735)	(955,735)	(955,735)	(627,870)	327,865	52%	▼
Purchase of Investments	0	0	0	0	0		
Repayment of Debentures	(221,310)	(221,310)	(221,310)	(211,875)	9,435	4%	
Advances to Community Groups	0	0	0	0	0		
Transfer to Reserves	(295,737)	(295,737)	(295,737)	(641,872)	(346,135)	(54%)	▲
Total	(6,747,342)	(6,479,113)	(6,479,113)	(5,166,222)	1,312,891		
Net Capital	(4,327,799)	(3,999,570)	(3,999,570)	(3,757,159)	242,411		
Total Net Operating + Capital	(10,833,887)	(10,833,887)	(10,833,887)	(7,529,108)	3,304,778		
Rate Revenue	4,517,811	4,517,811	4,517,811	4,559,085	41,274	1%	
Opening Funding Surplus(Deficit)	6,316,076	5,860,483	5,860,483	5,860,483	0	0%	
Closing Funding Surplus(Deficit)	0	(455,592)	(455,592)	2,890,459	3,346,052		

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

1. SIGNIFICANT ACCOUNTING POLICIES

Financial activity are:

(a) Basis of Accounting

This statement is a special purpose financial report, prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets or obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

(f) Cash and Cash Equivalents

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

(g) Trade and Other Receivables

Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectability of trade receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(h) Inventories

General

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

Inventories held from trading are classified as current even if not expected to be realised in the next 12 months.

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

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Land Held for Resale

Land purchased for development and/or resale is valued at the lower of the cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Buildings	50 to 100 years
Furniture and Equipment	10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
clearing and earthworks	not depreciated
construction/road base	50 years
original surfacing and	
major re-surfacing	
- bituminous seals	20 years
Gravel roads	
clearing and earthworks	not depreciated
construction/road base	50 years
gravel sheet	12 years
Formed roads (unsealed)	
clearing and earthworks	not depreciated
construction/road base	50 years
Footpaths - slab	40 years

Capitalisation Threshold

Plant, Property and Equipment (excluding Buildings) items from \$5,000 or greater, and Building and Infrastructure items from \$10,000 or greater.

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

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Trade and Other Payables

provided to the local government prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

(l) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave,

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

(n) Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable capitalised as part of the cost of the particular asset.

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(o) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

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

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

Operating Grants, Subsidies and Contributions

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

Non-Operating Grants, Subsidies and Contributions

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

Profit on Asset Disposal

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

Service Charges

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these are television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Interest Earnings

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Other Revenue / Income

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

Employee Costs

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

Materials and Contracts

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

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

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications (Continued)

Utilities (Gas, Electricity, Water, etc.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

Insurance

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

(q) Statement of Objectives

In order to discharge its responsibilities to the community, the Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

GOVERNANCE

Members of Council, Civic Functions, Executive Support, Human Resources & Payroll, Security Services, Administration Support, Records Management, Information Technology and Financial Control.

GENERAL PURPOSE FUNDING

All Rate Revenue and Penalties, General Purpose Grant, Pensioners Deferred Rates Grant and Interest Revenue.

LAW, ORDER, PUBLIC SAFETY

Fire Prevention, Animal Control, General Ranger Services, Emergency Services.

HEALTH

Maternal and Infant Health, Preventative Services (Immunisation), Inspections, Pest Control.

HOUSING

The Town does not have any staff or other residential housing.

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

(q) Statement of Objectives (Continued)

COMMUNITY AMENITIES

Sanitation Household Refuse, Refuse Site, Sewerage, Protection of the Environment, Town Planning, Cemeteries, Bus Shelters.

RECREATION AND CULTURE

Public Halls and Civic Centres, Aquatic Centre, Beaches, Recreation Grounds (Active and Passive), Arts, Leisure Development, Libraries, Museum, Arts Centre.

TRANSPORT

Road Maintenance, Footpaths, Bridges, Street Trees, Street Lighting, Cycle ways, Vehicle Crossovers, Depots, Parking.

ECONOMIC SERVICES

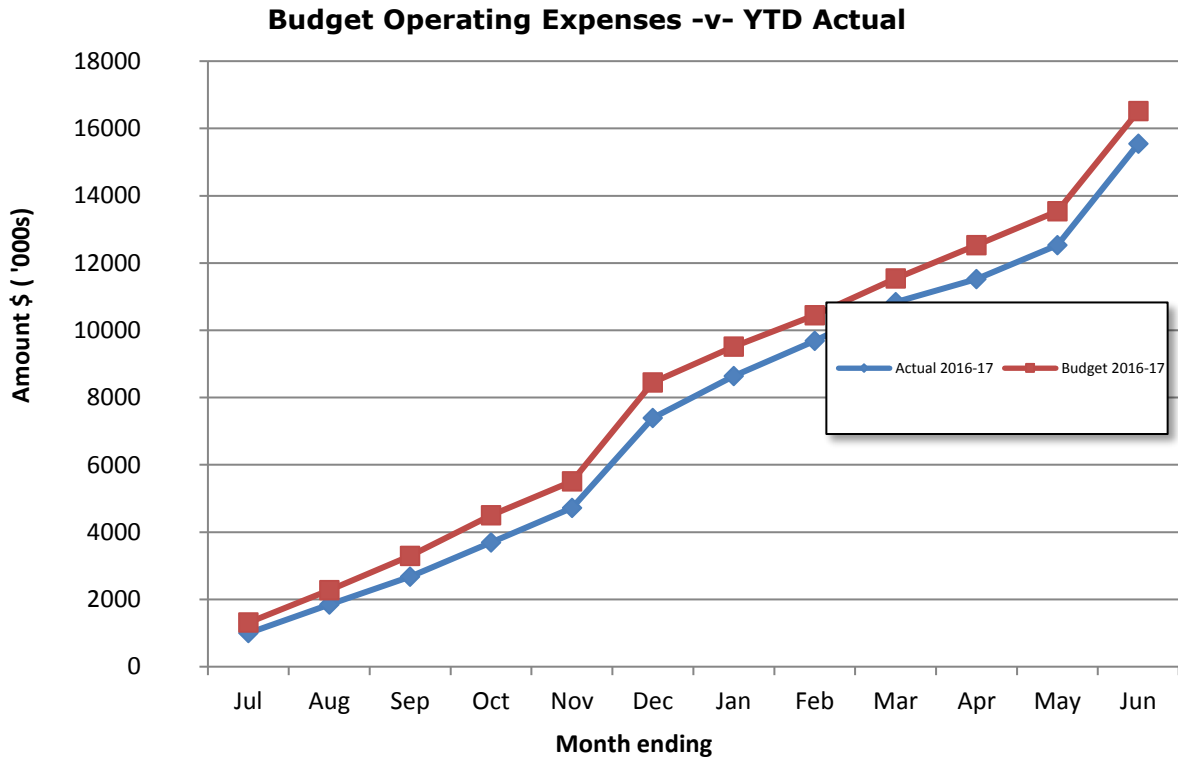
Rural Services, Tourism, Building Control, Economic Development.

OTHER PROPERTY & SERVICES

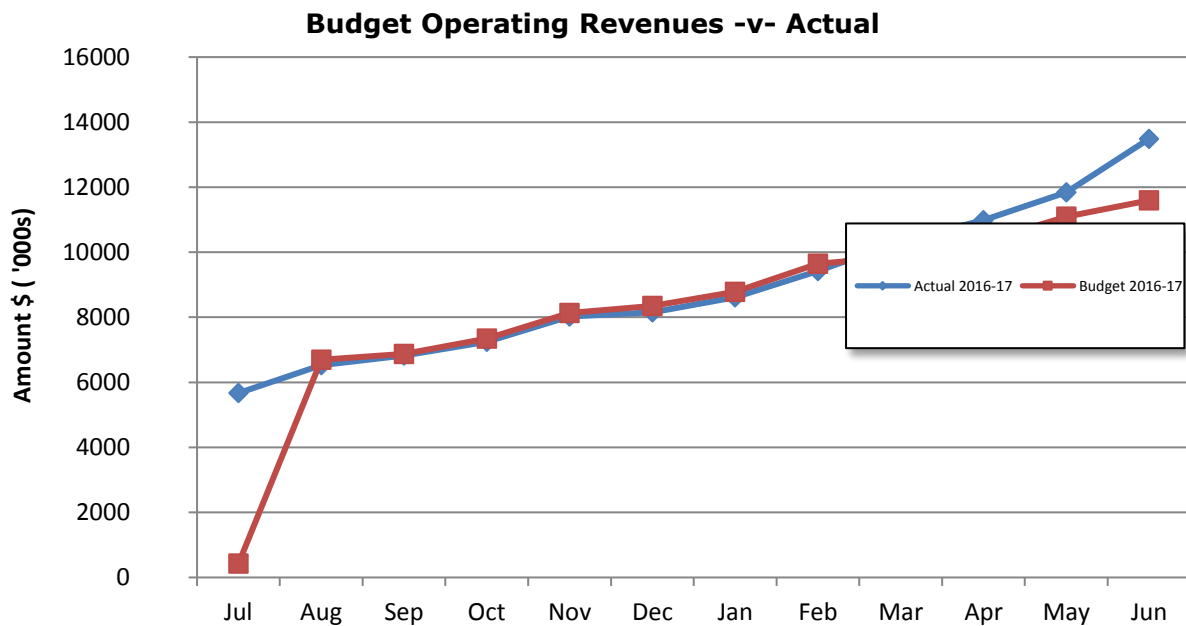
Private Works, Stocks and Miscellaneous Items.

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

Note 2 - Graphical Representation - Source Statement of Financial Activity



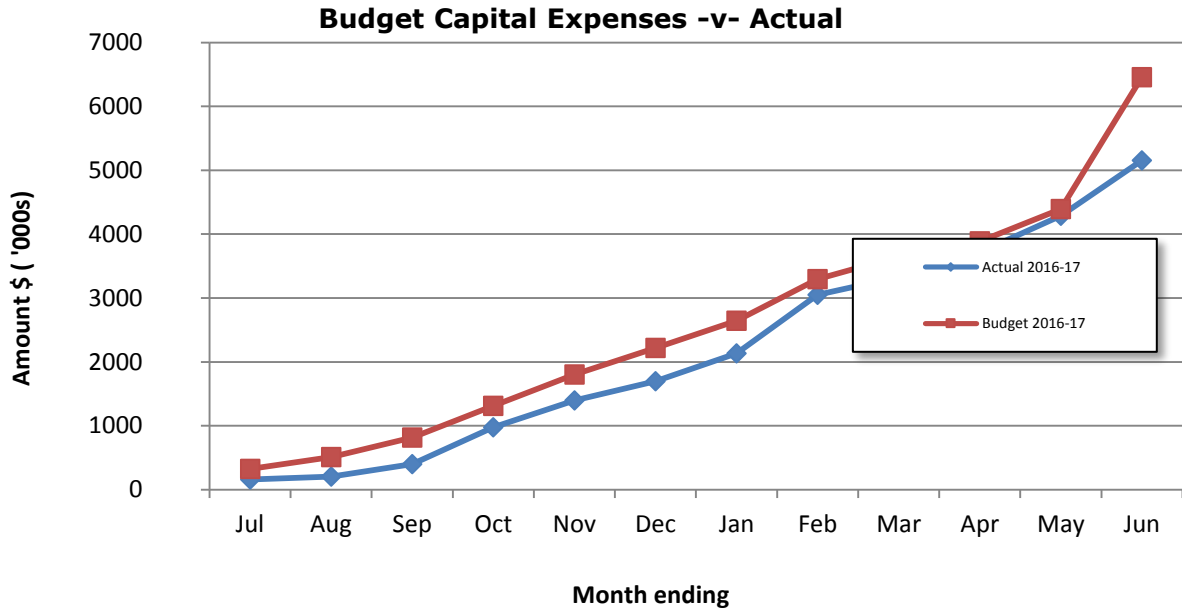
Comments/Notes - Operating Expenses



Comments/Notes - Operating Revenues

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

Note 2 - Graphical Representation - Source Statement of Financial Activity

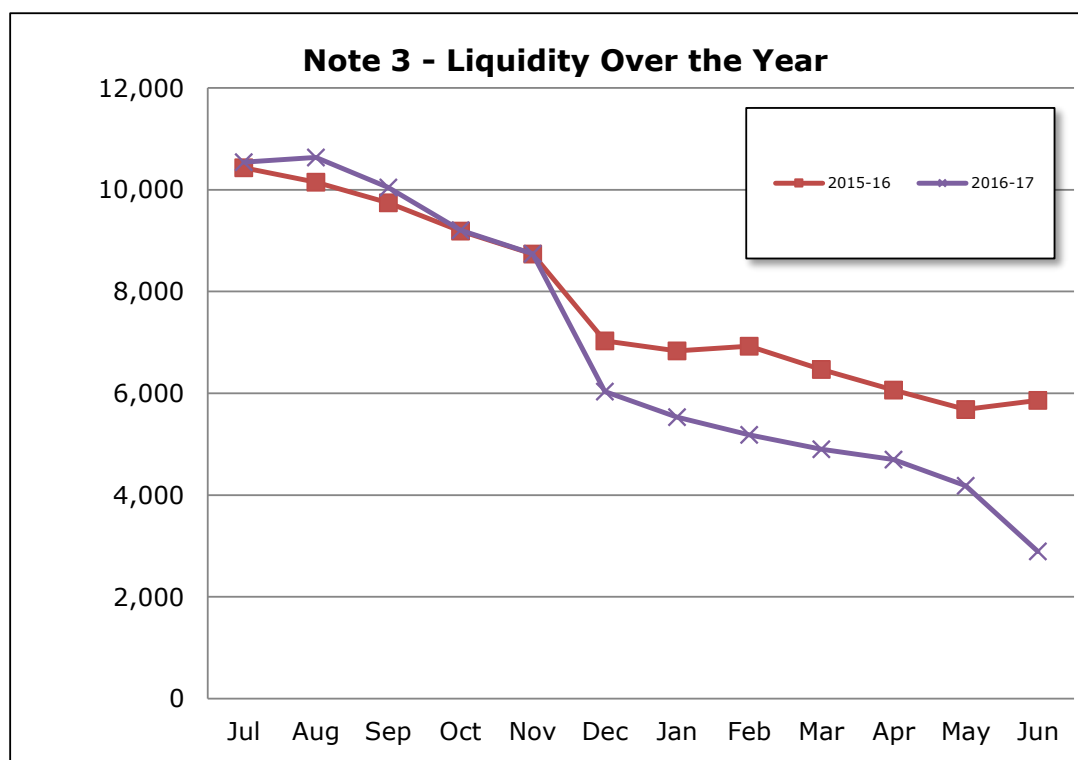


Comments/Notes - Capital Expenses

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

Note 3: SURPLUS/(DEFICIT) POSITION

		Positive=Surplus (Negative=Deficit)			
		2016-17			
		30/06/2017	31/05/2017	30/06/2016	
Note		This Period	Last Period	Same Period Last Year	
		\$	\$	\$	
Current Assets					
	Cash Unrestricted	4	2,820,474	4,441,562	5,722,420
	Cash Restricted	4	4,096,309	4,247,642	3,366,844
	Receivables - Rates and Rubbish, ESL, Excess Rates	7	308,033	301,657	283,174
	Receivables -Other	7	256,561	263,328	376,069
	Inventories		13,775	8,504	0
			7,495,153	9,262,692	9,748,508
Less: Current Liabilities					
	Payables		(147,088)	(472,007)	(372,293)
	Loan Liability		(242,370)	(22,077)	(191,364)
	Provisions		(845,116)	(730,966)	(483,572)
			(1,234,574)	(1,225,049)	(1,047,229)
Net Current Asset Position			6,260,578	8,037,642	8,701,279
Less: Cash Restricted			(3,984,852)	(4,247,642)	(3,366,844)
Add Back: Component of Leave Liability not Required to be funded			372,364	374,330	334,685
Add Back: Current Loan Liability			242,370		191,364
Adjustment for Trust Transactions Within Muni			0	(3,614)	0
Net Current Funding Position			2,890,461	4,160,716	5,860,483



Comments - Net Current Funding Position

The Net Current Funding Position above includes Karinya Grant funds of \$111,457.

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

Note 4: CASH AND INVESTMENTS

	Interest	Unrestricted	Restricted	Trust	Total	Institution	Maturity
	Rate	\$	\$	\$	Amount \$		Date
(a) Cash Deposits							
Municipal Account	1.95%	2,709,422			2,709,422	NAB	On-Call
Old Shire Municipal Funds		108,313			108,313	ANZ	On-Call
Old Shire Term Deposit		118,093			118,093	ANZ	On-Call
Department of Transport		0			0		
Trans WA		0			0		
Cash Floats - Admin		1,200			1,200		
Library		150			150		
Homecare		100			100		
NRLC - Till 1		0			0		
Refuse Site		100			100		
Caravan Park		100			100		
Petty Cash - Admin		300			300		
Library		200			200		
Homecare		350			350		
CATS		240			240		
Reserve Account					0	NAB	
Trust Account	1.50%			161,865	161,865	NAB	On-Call
(b) Term Deposits							
Karinya Grant - Restricted	1.45%	0	111,457		111,457		
Reserve Term Deposit	2.25%		3,984,852		3,984,852	NAB	
					0		
					0		
(c) Investments							
Total		2,820,474	4,096,309	161,865	7,196,741		

Comments/Notes - Investments

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

Note 5: MAJOR VARIANCES

Comments/Reason for Variance

5.1 OPERATING REVENUE (EXCLUDING RATES) - PROGRAM

5.1.1 GOVERNANCE

PERMANENT - Rates Revenue: Penalty interest, instalment charges, debt collection reimbursements - approx \$30,000 higher than anticipated

5.1.2 GENERAL PURPOSE FUNDING

Nil

5.1.3 LAW, ORDER AND PUBLIC SAFETY

TIMING - Fire Prevention: General Expenditure lower than budgeted \$25,000

TIMING - Emergency Services Levy: BFB Expenditure lower than budgeted \$23,500

TIMING - Animal Control: General Expenditure lower than budgeted \$48,000

TIMING - Other Law, Order & Safety: SEMC Local Emergency Awareness \$17,400

TIMING - Other Law, Order & Safety: General Expenditure lower than budgeted \$60,734

PERMANENT - Other Law, Order & Safety: Grant monies received for CCTV \$100,000

5.1.4 HEALTH

Nil

5.1.5 EDUCATION AND WELFARE

NIL

5.1.6 HOUSING

Nil

5.1.7 COMMUNITY AMENITIES

PERMANENT - Sanitation Other: Additional charges for asbestos waste \$168,000

PERMANENT - Community Amenities: Wheatbelt Regional Centres Revitalisation Grant \$30,000

5.1.8 RECREATION AND CULTURE

PERMANENT - NRRC additional reimbursements \$7,000

PERMANENT - Other Recreation & Sport: Grant income kidsport \$32,000

PERMANENT - Other Culture: Grant funding Lotterywest \$10,000

5.1.9 TRANSPORT

NIL

5.1.10 ECONOMIC SERVICES

PERMANENT - TOUR: Rent received from Narrogin Caravan Park Caretakers not in budget \$10,250

PERMANENT - TOUR: Caravan Park Fees higher than anticipated \$10,000

PERMANENT - ECONOM: Rent received from Asset 3325 (33-37 Fairway St) not in budget \$18,000

5.1.11 OTHER PROPERTY AND SERVICES

PERMANENT - Private Works Income greater than expected for this time of the year \$13,000. NB: This is mostly offset by corresponding expenditure.

PERMANENT - POC: Fuel tax credit higher than anticipated \$17,000

PERMANENT - Administration Overheads: Increase in revenue relates to reimbursements Paid Parental Leave \$10,000, this is offset by corresponding expenditure.

PERMANENT - Salaries and Wages: Workers compensation offset with expense account \$20,000

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

Note 5: MAJOR VARIANCES

Comments/Reason for Variance

5.2 OPERATING EXPENSES - PROGRAM

5.2.1 GOVERNANCE

TIMING - Other Governance: Merger Structural Reform expenditure less than expected for this time of year - approx \$208,000

TIMING - Other Governance: Consultancy expenditure not conducted \$27,500

PERMANENT - Other Governance: Staff housing maintenance \$15,000

PERMANENT - Members of Council: Subscriptions for WALGA paid in previous year - approx \$22,700

TIMING - Members of Council: Council Chambers furniture has not been purchased to date - approx \$19,250

5.2.2 GENERAL PURPOSE FUNDING

Nil

5.2.3 LAW, ORDER AND PUBLIC SAFETY

TIMING - Law, Order and Public Safety: All expenditure was budgeted as an average over twelve months. Actual expenses have not occurred exactly as per the budget.

5.2.4 HEALTH

PERMANENT - Health Inspections: Salaries and wages were budgeted for a full-time employee and this has not occurred, the current incumbent works three days per week.

5.2.5 EDUCATION AND WELFARE

TIMING - HACC: General operating expenditure for program less than expected for this time of the year - approx \$68,000.

TIMING - CHSP: General operating expenditure for program less than expected for this time of the year - approx \$65,000.

TIMING - Aged & Disability Other: General operating expenditure for program less than expected for this time of the year - approx \$44,000.

5.2.6 HOUSING

Nil

5.2.7 COMMUNITY AMENITIES

TIMING - Sanitation: Expenditure not as expected \$162,000

PERMANENT - Sewerage: Waste Water Treatment expenditure \$14,000 higher

TIMING -Town Planning: Salaries and wages not as budgeted - approx \$31,000

TIMING -Town Planning: Contract Town Planning expenditure lower \$25,000

TIMING - Other Community Amenities: Cemetery and Public Conveniences expenditure is not as anticipated - approx \$70,000

5.2.8 RECREATION AND CULTURE

TIMING - Public Halls, Civic Centres: General operating expenditure for program less than expected for this time of the year - approx \$30,000.

TIMING - NRRC: Expenditure lower than expected for this time of year. Gas utility and ground maintenance is higher during winter months, expected to decrease during summer - approx \$115,000

TIMING - Libraries: Expenditure lower than expected for this time of year - approx \$65,000

TIMING - Heritage: Building maintenance expenditure less than expected for this time of year \$19,000

TIMING - Other Culture: Expenditure lower than expected for this time of year - approx \$100,000

5.2.9 TRANSPORT

Nil

5.2.10 ECONOMIC SERVICES

TIMING - Rural Services: Expenditure lower than anticipated - \$45,000

TIMING - Tourism & Area Promotion: Caravan Park Maintenance and Operations Expenditure not as expected for this time of year - approx \$95,000

5.2.11 OTHER PROPERTY AND SERVICES

PERMANENT - Private Works Expenditure greater than expected for this time of the year - approx \$22,000. NB: This is offset by corresponding income.

TIMING - Plant Operations Costs: Recovered amount being under allocated - \$27,000

TIMING - Administration Overhead: Recovered amount being under allocated- \$82,000

PERMANENT - Salaries and Wages: Workers compensation \$30,000. NB: This is offset by corresponding income.

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

Note 5: MAJOR VARIANCES

Comments/Reason for Variance

5.3 CAPITAL REVENUE

5.3.1 PROCEEDS FROM DISPOSAL OF ASSETS

TIMING - Proceeds from disposal of assets: Higher than anticipated proceeds received from asset disposal at this time of the year - \$349,028

5.3.2 PROCEEDS FROM NEW DEBENTURES

TIMING - Proceeds from New Debentures not completed as per budget timing - \$350,000

5.3.3 PROCEEDS FROM SALE OF INVESTMENT

Nil

5.3.4 PROCEEDS FROM ADVANCES

Nil

5.3.5 SELF-SUPPORTING LOAN PRINCIPAL

Nil

5.3.6 TRANSFER FROM RESERVES (RESTRICTED ASSETS)

TIMING - Transfer from Reserves not completed as per budget timing - \$77,743

5.4 CAPITAL EXPENSES

5.4.1 LAND HELD FOR RESALE

NIL

5.4.2 LAND AND BUILDINGS

NIL

5.4.3 PLANT AND EQUIPMENT

TIMING - Capital Expenditure on Furniture and Equipment is not as per budget timing - less \$84,723

5.4.4 TOOLS

NIL

5.4.5 FURNITURE AND EQUIPMENT

NIL

5.4.6 INFRASTRUCTURE ASSETS - ROADS

NIL

5.4.7 INFRASTRUCTURE ASSETS - FOOTPATHS

NIL

5.4.9 INFRASTRUCTURE ASSETS - ROAD DRAINAGE

NIL

5.4.10 INFRASTRUCTURE ASSETS - PARKS AND OVALS

NIL

5.4.11 INFRASTRUCTURE ASSETS - OTHER

NIL

5.4.12 PURCHASES OF INVESTMENT

NIL

5.4.13 REPAYMENT OF DEBENTURES

NIL

5.4.14 ADVANCES TO COMMUNITY GROUPS

NIL

5.4.15 TRANSFER TO RESERVES (RESTRICTED ASSETS)

TIMING - Transfer to Reserves not completed as per budget timing - \$210,495

5.5 OTHER ITEMS

5.5.1 RATE REVENUE

NIL

5.5.2 OPENING FUNDING SURPLUS(DEFICIT)

NIL

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

Note 6: BUDGET AMENDMENTS/VARIATION TO SURPLUS/(DEFICIT)
Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Number	Job Number	Description	Council Resolution	Classification	No Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
		Budget Adoption		Opening Surplus(Deficit)	\$	\$	\$	\$
		Variation between adopted budget opening position and actual		Opening Surplus(Deficit)			(455,593)	(455,593)
				Opening Surplus(Deficit)				(455,593)
		New Position - IT Officer						(455,593)
2040200		OTHGOV - Salaries & Wages	0814.120	Operating Expenses		13,575		(442,018)
2040201		OTHGOV - Superannuation	0814.120	Operating Expenses		1,425		(440,593)
2140500		ADMIN - Salaries & Wages	0814.120	Operating Expenses			(39,000)	(479,593)
2140501		ADMIN - Superannuation	0814.120	Operating Expenses			(3,738)	(483,331)
2140523		ADMIN - Information Systems	0814.120	Operating Expenses		22,738		(460,593)
4040250	FE001	Corporate Software Upgrade & Server	0814.120	Capital Expenses		5,000		(455,593)
		Replace Kangoo Renault with Volkswagen Caddy						(455,593)
4080355	PA015A	NGN11555 Volkswagen Caddy Trendline 2016	0914.139	Capital Expenses			(60,000)	(515,593)
5080350	PD015	Proceeds on Disposal - Renault Kangoo X76 MY07	0914.139	Capital Revenue		10,000		(505,593)
5080451		CHCP - Realisation on Disposal of Assets	0914.139	Non Cash Item	(10,000)			(505,593)
5080452		CHCP - Transfers From Reserve	0914.139	Capital Revenue		50,000		(455,593)
		Reallocate Savings from Road Seal Tender to further Road Works						(455,593)
4120165		ROADC - Roads (Capital) - Council Funded	1016.154	Capital Expenses				(455,593)
	IR205	Whimbun Rock Road - Renewal (Rural)	1016.154	Capital Expenses			(38,514)	(494,107)
	IR025	Havelock Street - Renewal (Local)	1016.154	Capital Expenses		2,474		(491,633)
	IR028	Hansard Street - Upgrade (Local)	1016.154	Capital Expenses		2,581		(489,052)
	IR064	Eston Street - Upgrade (Local)	1016.154	Capital Expenses		3,036		(486,016)
	IR056	May Street - Upgrade (Rural)	1016.154	Capital Expenses		3,974		(482,042)
	IR060	Butler Street - Upgrade (Local)	1016.154	Capital Expenses		4,830		(477,212)
	IR033	Lock Street - Upgrade (Local)	1016.154	Capital Expenses		7,866		(469,346)
	IR015	Fox Street - Upgrade (Local)	1016.154	Capital Expenses		8,556		(460,790)
	IR010	Furnival Street - Upgrade (Local)	1016.154	Capital Expenses		21,704		(439,086)
4120166		ROADC - Roads (Capital) - Roads to Recovery	1016.154	Capital Expenses				(439,086)
	R2R207	Wagin-Wickepin Road - Renewal (Rural) (R2R)	1016.154	Capital Expenses			(26,587)	(465,673)
	R2R221	Narrakine Road South - Renewal (Rural) (R2R)	1016.154	Capital Expenses		2,421		(463,252)
	R2R030	Fairway Street - Renewal (Local) (R2R)	1016.154	Capital Expenses		5,520		(457,732)
	R2R209	Dongolocking Road - Renewal (Rural) (R2R)	1016.154	Capital Expenses		11,592		(446,140)
	R2R212	Narrogin Valley Road - Renewal (Rural) (R2R)	1016.154	Capital Expenses		38,973		(407,167)
	R2R216	Highbury West Road - Renewal (Rural) (R2R)	1016.154	Capital Expenses		1,584		(405,583)
4120167		ROADC - Roads (Capital) - Regional Road Group	1016.154	Capital Expenses				(405,583)
	RRG204	Tarwonga Road - Renewal (Rural) (RRG)	1016.154	Capital Expenses			(48,918)	(454,501)
	RRG331	Narrogin-Harrismith Road - Renewal (Local) (RRG)	1016.154	Capital Expenses		21,600		(432,901)
	RRG332	Wandering-Narrogin Road - Upgrade (Local) (RRG)	1016.154	Capital Expenses		27,308		(405,593)
4120169		ROADC - Roads (Capital) - Flood Damage	1016.154	Capital Expenses				(405,593)
	FDC01	Roads (Capital) - Flood Damage (SPARE)	1016.154	Capital Expenses			(50,000)	(455,593)
		Reallocate expenditure from flood damaged roads						(455,593)
4120165		ROADC - Roads (Capital) - Council Funded	1016.154	Capital Expenses				(455,593)
	IR274	Rosedale Road - Upgrade (Rural)	0417.047	Capital Expenses			(116,729)	(572,322)
	IR304	Curnows Road - Upgrade (Rural)	0417.047	Capital Expenses			(26,279)	(598,601)
	IR344	Sheppard Road - Upgrade (Rural)	0417.047	Capital Expenses			(38,323)	(636,924)
	IR267	Pritchard Road - Upgrade (Rural)	0417.047	Capital Expenses			(47,840)	(684,764)
	IR206	Rushy Pool Road - Upgrade (Rural)	0417.047	Capital Expenses		45,937		(638,827)
	IR210	Birdwhistle Road - Renewal (Rural)	0417.047	Capital Expenses		15,684		(623,143)
	IR213	Chomley Road - Renewal (Rural)	0417.047	Capital Expenses		45,927		(577,216)
	IR215	Highbury East Road - Renewal (Rural)	0417.047	Capital Expenses		22,384		(554,832)
	IR263	Borgas Road - Renewal (Rural)	0417.047	Capital Expenses		6,216		(548,616)
	IR292	Wangling Gully Road - Renewal (Rural)	0417.047	Capital Expenses		24,526		(524,089)
	IR309	McDougal Road - Renewal (Local)	0417.047	Capital Expenses		33,005		(491,084)
	IR311	Quarry Road - Renewal (Rural)	0417.047	Capital Expenses		24,099		(466,986)
	IR336	Cannell Road - Renewal (Rural)	0417.047	Capital Expenses		11,392		(455,593)
								(455,593)
								(455,593)
		Closing Funding Surplus (Deficit)			(10,000)	495,928	(951,521)	(455,593)

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

Note 7: RECEIVABLES

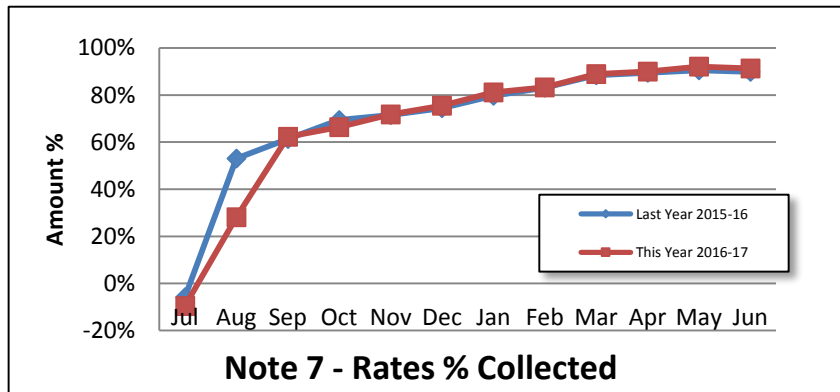
Receivables - Rates and Rubbish

	Current 30/06/17	Previous 30/06/16
	\$	\$
Previous Year	409,938	409,938
Rates Levied this year (YTD)	4,527,226	
Movement in Excess Rates	23,732	
Domestic Refuse Collection Charges	444,978	
Domestic Services (Additional)	3,672	
Commercial Collection Charge	41,716	
Commercial Collection Charge (Additional)	45,997	
Total Rates and Rubbish (YTD)	5,095,448	3,735,409
Less Collections to date	(5,030,398)	(3,735,409)
Equals Outstanding	474,987	409,938
Net Rates Collectable		
% Collected	91.51%	90.11%

(Note 8)

Pensioner Deferred Rates	(160,058)
Pensioner Deferred ESL	(6,897)
	(166,954)
Total Rates and Rubbish, ESL, Excess Rates	308,033

(Note 3)

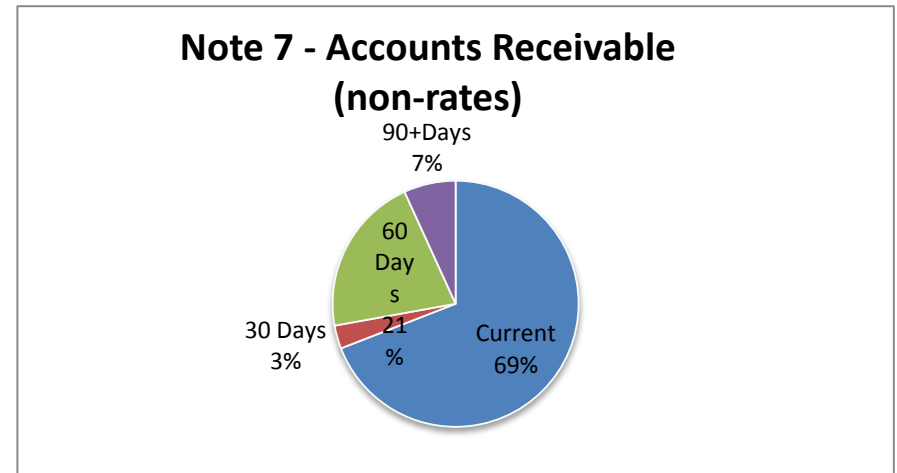


Receivables - Sundry Debtors

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
	172,723	7,638	52,573	17,047
Total Outstanding				249,980

Amounts shown above include GST (where applicable)

Rates Pensioner Rebate Claims	1,653
GST Input	64,508
Provision For Doubtful Debts	(60,388)
Total Receivables - Other (Note 3)	255,753



Comments/Notes - Receivables Rates and Rubbish

Comments/Notes - Receivables General

SHIRE OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2017

Note 8: RATING INFORMATION	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
RATE TYPE											
Differential General Rate											
GRV											
Urban	0.104090	1,689	28,365,972	2,952,614	18,958	0	2,971,572	2,952,614		0	2,952,614
Rural	0.056866	63	1,108,380	63,029	(2,430)	0	60,599	63,029		0	63,029
General Rate											
UV	0.005693	367	165,526,000	942,340	0	0	942,340	942,340		0	942,340
Sub-Totals		2,119	195,000,352	3,957,983	16,529	0	3,974,512	3,957,983	0	0	3,957,983
Minimum Payment	Minimum \$										
GRV											
Urban	1041.00	442	4,554,640	460,122	0	0	460,122	460,122	0	0	460,122
Rural	643.00	35	276,139	22,505	0	0	22,505	22,505	0	0	22,505
UV	643.00	109	8,376,100	70,087	0	0	70,087	70,087	0	0	70,087
Sub-Totals		586	13,206,879	552,714	0	0	552,714	552,714	0	0	552,714
Total Rates Levied (Note 7)							4,527,226				4,510,697
Discounts							0				0
Rates Adjustments							0				0
Movement in Excess Rates							23,732				0
Amount from General Rates							4,550,958				4,510,697
Ex Gratia Rates							8,127				7,114
Specified Area Rates							0				0
Totals							4,559,085				4,517,811

Comments - Rating Information

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

Note 9: GRANTS AND CONTRIBUTIONS

Program/Details	Provider	Approval	2016-17 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status	
						Received	Not Received
		(Yes/No)	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING							
RATES - Reimbursement of Debt Collection Costs (Inc GST)			0		0	(62)	62
RATES - Reimbursement of Debt Collection Costs (Exc GST)		Yes	(18,000)		(18,000)	(41,482)	23,482
GENGRANT - Financial Assistance Grant - General	Grants Commission (Untied)	Yes	(1,689,730)		(1,689,730)	(2,563,585)	873,855
GENGRANT - Financial Assistance Grant - Roads	Grants Commission (Roads)	Yes	(561,404)		(561,404)	(874,170)	312,766
MEMBERS							
MEMBERS - Reimbursements	Reimbursements		0		0	(1,976)	1,976
OTHGOV - Contributions & Donations	Reimbursements		0		0	(596)	596
OTHER GOVERNANCE							
OTHGOV - Reimbursements	Reimbursements	Yes	(5,000)		(5,000)	(65,395)	60,395
OTHGOV - Grant Funding - Council		Yes	(91,000)		(91,000)	(91,000)	0
OTHGOV - Grant Funding - Council			0		0	0	0
LAW, ORDER, PUBLIC SAFETY							
FIRE - Reimbursements	FESA (SES)	Yes	(50)		(50)	(195)	145
FIRE - Grants	FESA (SES)	Yes	0		0	(182,526)	182,526
ESL - SES Subsidy (Operating) Grant	FESA (SES Subsidy)	Yes	(1,730)		(1,730)	(1,730)	0
ESL - Bush Fires Subsidy (Operating) Grant	FESA (SES Subsidy)	Yes	(13,617)		(13,617)	(13,617)	0
EDUCATION & WELFARE							
HACC - Recurrent Grant Funding	Dept. of Heath & Ageing		(828,371)		(828,371)	(853,409)	25,038
HACC - Contributions & Donations	Dept. of Heath & Ageing	Yes	(1,000)		(1,000)	0	(1,000)
HACC - Other Grants			0		0	0	0
CHCP - Recurrent Grant Funding	Dept. of Heath & Ageing	Yes	(86,505)		(86,505)	(92,460)	5,955
CHCP - Reimbursements			0		0	0	0
CHSP - Recurrent Grant Funding		Yes	(207,645)		(207,645)	(210,760)	3,115
AGEDSNRS - Reimbursements	Reimbursements	Yes	(500)		(500)	(1,851)	1,351
AGEDOTHER - PATS Voucher Income		Yes	(2,000)		(2,000)	(183)	(1,817)
AGEDOTHER - CATS Contributions & Donations (inc GST)	Dept. of Veterans Affairs/CATS Travel Rebate	Yes	(2,000)		(2,000)	0	(2,000)
AGEDOTHER - CATS Contributions & Donations (inc GST)	Donations		0		0	(2,620)	2,620
AGEOTHER - Commonwealth Carers Respite Fees & Charges	Fees		0		0	(18,659)	18,659
AGEOTHER - Juniper Community Income	Juniper Community Income	Yes	(24,000)		(24,000)	(10,916)	(13,084)
HACC - Non-Recurrent Grant Funding	Dept. of Heath & Ageing	Yes	0		0	0	0
AGEDOTHER - Grant Funding			0		0	(42,629)	42,629
AGEDOTHER - Aged Friendly Communities Regional Grant			0		0	(3,030)	3,030
WELFARE - Contributions & Donations	Donations		0		0	0	0
WELFARE - Grants	Donations		0		0	0	0
WELFARE - Grants	Donations	Yes	(24,000)		(24,000)	0	(24,000)

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

Note 9: GRANTS AND CONTRIBUTIONS

Program/Details	Provider	Approval	2016-17 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status	
						Received	Not Received
		(Yes/No)	\$	\$	\$	\$	\$
COMMUNITY AMENITIES							
SAN - Reimbursements		Yes	(3,000)		(3,000)	(718)	(2,282)
PLAN - Reimbursements		Yes	0		0	(253)	253
COM AMEN - Grants		Yes	0		0	(30,000)	30,000
RECREATION AND CULTURE							
HALLS - Reimbursements	Reimbursements	Yes	(440)		(440)	(140)	(300)
NRRC - Pool Subsidy	Dept Sport and Recreation	Yes	(30,000)		(30,000)	(35,200)	5,200
NRRC - Reimbursements	Reimbursements	Yes	(1,000)		(1,000)	(1,853)	853
REC - Grants - Kids Sports	Dept Sport and Recreation		0		0	(32,990)	32,990
REC - Grants - Regional Talent Program	Dept Sport and Recreation		0		0	(15,000)	15,000
REC - Reimbursements - Other Recreation	Reimbursements	Yes	(61,980)		(61,980)	(77,208)	15,228
REC - Grants - Other Recreation	Dept Sport and Recreation	Yes	(20,000)		(20,000)	(22,000)	2,000
REC - Grants - Other Recreation	Dept Sport and Recreation	Yes	(274,460)		(274,460)	(20,000)	(254,460)
LIB - Reimbursements Lost Books	Reimbursements	Yes	(500)		(500)	0	(500)
LIB - Contributions & Donations		Yes	(5,000)		(5,000)	(5,000)	0
LIB - Contributions & Donations	Reimbursements		0		0	(0)	0
LIB - Grant - Regional Library Services	State Government		0		0	0	0
LIB - Other Grants			0		0	0	0
HERITAGE - Contributions & Donations			0		0	(1,026)	1,026
OTHCUL - Grants - Other Culture			0		0	(8,932)	8,932
OTHCUL - Grants - Other Culture			0		0	0	0
OTHCUL - Fees & Charges			0		0	0	0
TRANSPORT							
ROADC - Regional Road Group Grants (MRWA)	Main Roads WA (RRG)	Yes	(474,014)		(474,014)	(464,615)	(9,399)
ROADC - Roads to Recovery Grant	Roads to Recovery	Yes	(626,041)		(626,041)	(627,412)	1,371
ROADC - Flood Damage Income	Roads to Recovery	Yes	(323,229)		(323,229)	0	(323,229)
ROADM - Direct Road Grant (MRWA)	Main Roads WA (Direct/Lights)	Yes	(133,900)		(133,900)	(133,900)	0
ROADM - Street Lighting Subsidy	Main Roads WA (Direct/Lights)	Yes	(5,000)		(5,000)	(4,784)	(216)
ROADM - Reimbursements	Main Roads WA (Direct/Lights)	Yes	0		0	(16,749)	16,749
ECONOMIC SERVICES							
TOUR - Reimbursements (Exc GST)	Reimbursements		0		0	(12,750)	12,750
ECONOM - Reimbursements	Reimbursements	Yes	(1,000)		(1,000)	(791)	(209)

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

Note 9: GRANTS AND CONTRIBUTIONS

Program/Details	Provider	Approval	2016-17 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status	
						Received	Not Received
		(Yes/No)	\$	\$	\$	\$	\$
OTHER PROPERTY AND SERVICES							
PWO - Other Reimbursements	Reimbursements	Yes	0		0	(3,073)	3,073
POC - Fuel Tax Credits Grant Scheme	Reimbursements	Yes	(40,000)		(40,000)	(56,752)	16,752
ADMIN - Reimbursements	Reimbursements	Yes	0		0	(13,807)	13,807
ADMIN - Reimbursements (No GST)	Reimbursements	Yes	0		0	(72)	72
ADMIN - Paid Parental Leave	Reimbursements	Yes	0		0	(10,762)	10,762
COMMUNITY - Reimbursements	Reimbursements	Yes	0		0	(126)	126
SAL - Reimbursement - Workers Compensation	Reimbursements	Yes	0		0	(26,428)	26,428
TOTALS			(5,556,116)	0	(5,556,116)	(6,695,192)	1,139,076

Comments - Grants and Contributions

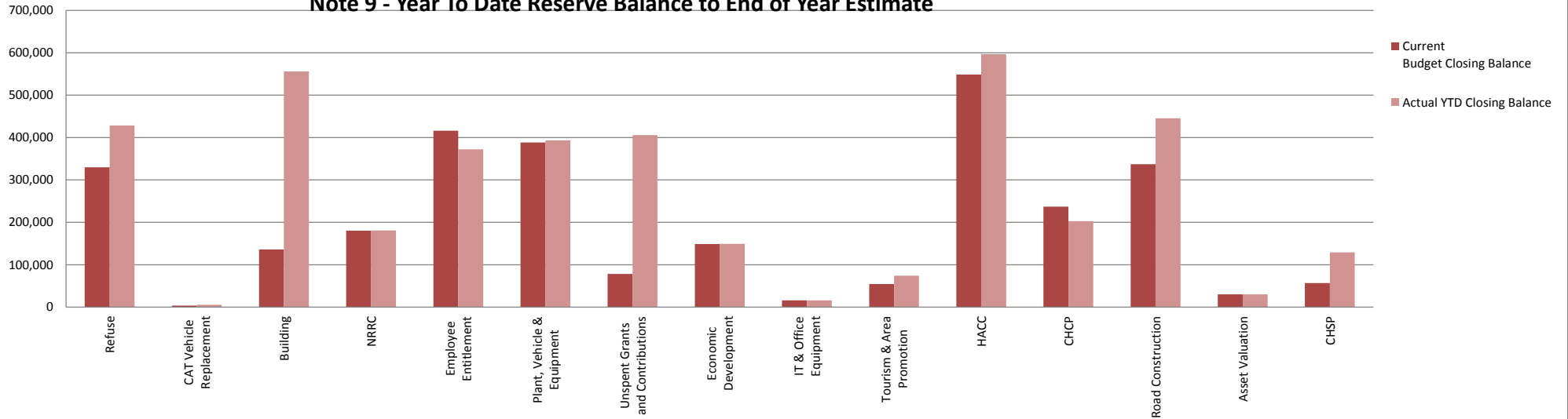
The above table of grants and contributions is not exhaustive but does contain that activity deemed important enough for inclusion in this table.

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

Note 10: Cash Backed Reserve

Name	Old ToN Opening Balance	Old SoN Opening Balance	Current Budget Interest Earned	Actual Interest Earned	Forecast Interest Earned	Current Budget Transfers In (+)	Actual Transfers In (+)	Forecast Transfers In (+)	Current Budget Transfers Out (-)	Actual Transfers Out (-)	Forecast Transfers Out (-)	Transfer out Reference	Current Budget Closing Balance	Actual YTD Closing Balance	Forecast YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$		\$	\$	\$
Refuse	338,389	81,938	7,336	7,995	7,336	0	0	0	98,000	0	98,000		329,664	428,323	329,664
CAT Vehicle Replacement	9,001	0	157	179	157	0	0	0	5,500	3,828	5,500		3,658	5,352	3,658
Building	224,265	7,590	4,047	5,690	4,047	50,000	318,527	50,000	150,000	0	150,000		135,902	556,072	135,902
NRRC	112,267	35,623	2,581	2,800	2,581	30,000	30,000	30,000	0	0	0		180,472	180,691	180,472
Employee Entitlement	334,685	34,305	6,440	7,046	6,440	40,737	40,737	40,737	0	44,408	0		416,167	372,364	416,167
Plant, Vehicle & Equipment	103,984	208,895	5,461	10,575	5,461	70,000	70,000	70,000	0	0	0		388,340	393,454	388,340
Unspent Grants and Contributions	1,075,830	0	18,777	14,357	18,777	0	0	0	1,016,155	684,279	1,016,155		78,452	405,908	78,452
Economic Development	146,190	0	2,551	2,805	2,551	0	0	0	0	0	0		148,741	148,995	148,741
IT & Office Equipment	20,550	14,521	612	663	612	0	0	0	20,000	20,000	20,000		15,683	15,734	15,683
Tourism & Area Promotion	102,638	0	1,791	1,974	1,791	0	0	0	50,000	30,642	50,000		54,429	73,970	54,429
HACC	597,360	0	11,314	11,611	11,314	0	0	0	60,000	12,210	14,000		548,674	596,761	594,674
CHCP	246,487	0	4,690	5,112	4,690	0	0	0	14,000	48,705	60,000		237,177	202,894	191,177
Road Construction	0	437,336	7,633	7,966	7,633	0	0	0	107,743	0	107,743		337,226	445,302	337,226
Asset Valuation	0	0	0	0	0	30,000	30,000	30,000	0	0	0		30,000	30,000	30,000
CHSP	55,198	0	1,610	1,171	1,610	0	72,665	0	0	0	0		56,808	129,034	56,808
	3,366,844	820,208	75,000	79,943	75,000	220,737	561,929	220,737	1,521,398	844,072	1,521,398		2,961,392	3,984,853	2,961,392

Note 9 - Year To Date Reserve Balance to End of Year Estimate



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

Note 11: CAPITAL ACQUISITIONS

Summary Acquisitions	Current Budget						Variance (Under)Over	
	This Year							
	Original Budget	Revised Budget	YTD Budget	Actual	Forecast			
	\$	\$	\$	\$	\$	\$		
Inventories								
Land for Resale	0	0	0	0	0	0	0	↑↑↑
Property, Plant & Equipment								
Land and Buildings	1,940,939	1,940,939	1,940,939	862,341	1,962,261	(1,078,598)	▼	
Plant & Equipment	487,000	547,000	547,000	693,290	535,378	146,290	▲	
Furniture & Equipment	74,000	69,000	69,000	52,346	74,284	(16,654)	▼	
Tools	0	0	0	0	0	0	↑↑↑	
Infrastructure								
Roads	2,637,621	2,314,392	2,314,392	2,014,327	2,456,517	(300,065)	▼	
Footpaths	50,000	50,000	50,000	48,272	50,000	(1,728)	▼	
Road Drainage	65,000	65,000	65,000	0	65,000	(65,000)	▼	
Parks & Ovals	20,000	20,000	20,000	14,028	14,088	(5,972)	▼	
Townscape	0	0	0	0	0	0	↑↑↑	
Other Infrastructure	955,735	955,735	955,735	627,870	956,248	(327,865)	▼	
Totals	6,230,295	5,962,066	5,962,066	4,312,474	6,113,776	(1,649,592)		

Land & Buildings	Current Budget						Variance (Under)Over	
	This Year							
	Original Budget	Revised Budget	YTD Budget	Actual	Forecast			
	\$	\$	\$	\$	\$	\$		
OTHGOV - Capital Administration Building								
Administration Building (Capital)	311,000	311,000	311,000	336,278	332,322	25,278	▲	
Building Renovation Administration	405,500	405,500	405,500	365,583	405,500	(39,917)	▼	
ANIMAL - Building (Capital)								
Animal Pound Building (Capital)	15,000	15,000	15,000	12,664	15,000	(2,336)	▼	
WELFARE - Building (Capital)								
Disability Toilet - Changing Places	96,000	96,000	96,000	37,898	96,000	(58,102)	▼	
STF HOUSE - Building (Capital)								
Staff Housing Building (Capital)	20,000	20,000	20,000	0	20,000	(20,000)	▼	
HALLS - Building (Capital)								
Town Hall (Federal St) Building Capital	72,500	72,500	72,500	6,389	72,500	(66,111)	▼	
NRRC - Building (Capital)								
NRRC Building (Capital)	50,000	50,000	50,000	53,043	50,000	3,043	▲	
LIB - Building (Capital)								
Library Building (Capital)	60,000	60,000	60,000	20,530	60,000	(39,470)	▼	
HERITAGE - Building (Capital)								
Museum Building (Capital)	20,000	20,000	20,000	0	20,000	(20,000)	▼	
TOUR - Building (Capital)								
Caravan Park Campers Kitchen Building Capital	18,000	18,000	18,000	5,637	18,000	(12,363)	▼	
Accommodation Units (NCP)	350,000	350,000	350,000	1,790	350,000	(348,210)	▼	
Caravan Park Renovations	92,939	92,939	92,939	20,000	92,939	(72,939)	▼	
ECONOM - Building (Capital)								
Purchase of Land	350,000	350,000	350,000	0	350,000	(350,000)	▼	
ADMIN - Building (Capital)								
Old Shire Office Building Capital	80,000	80,000	80,000	2,530	80,000	(77,470)	▼	
Totals	1,940,939	1,940,939	1,940,939	862,341	1,962,261	(1,078,598)		

Plant & Equipment	Current Budget						Variance (Under)Over	
	This Year							
	Original Budget	Revised Budget	YTD Budget	Actual	Forecast			
OTHGOV - Capital Plant & Equipment	\$	\$	\$	\$	\$	\$		
1NGN CEO Vehicle	50,000	50,000	50,000	53,054	53,054	3,054	▲	
ONGN DCCS Vehicle	38,000	38,000	38,000	33,927	33,927	(4,073)	▼	
FIRE - Plant & Equipment (Capital)								
1GDT882 Isuzu NPSDB-B15 Fire Unit	0	0	0	182,526	0	182,526	▲	
OLOPS - Plant & Equipment (Capital) - OLOPS								
CCTV Upgrade	0	0	0	109,113	0	109,113	▲	
HACC - Plant & Equipment (Capital)								
NGN839 CHCP Vehicle	24,000	24,000	24,000	0	24,000	(24,000)	▼	
NGN11555 Volkswagen Caddy Trendline 2016	0	60,000	60,000	52,001	52,001	(7,999)	▼	
AGEDOTHER - Plant & Equipment (Capital)								
NGN219 CATS Vehicle	24,000	24,000	24,000	21,818	24,000	(2,182)	▼	
009NGN 2017 Toyota Camry Altise	0	0	0	22,455	24,000	22,455	▲	
PLAN - Plant & Equipment								
NGN00 EMDRS Vehicle 2016	38,000	38,000	38,000	36,527	36,527	(1,473)	▼	
NRRC - Plant & Equipment (Capital)								
NRRC Airconditioner	70,000	70,000	70,000	0	70,000	(70,000)	▼	
ROADC - Plant & Equipment (Capital)								
Depot Security Upgrade	15,000	15,000	15,000	13,838	13,838	(1,162)	▼	
PLANT - Plant & Equipment (Capital)								
Bobcat Stump Grinder	13,000	13,000	13,000	11,300	11,300	(1,700)	▼	
MAZDA BT50 UTE 2017 (WORKS) (P62)	45,000	45,000	45,000	34,000	45,000	(11,000)	▼	
ON0 EMTRS Vehicle 2016	38,000	38,000	38,000	33,927	33,927	(4,073)	▼	
NO01 MO Vehicle 2016	52,000	52,000	52,000	52,195	52,195	195	▲	
Tipper Truck 3 Tonne	0	0	0	0	0	0	↑↑↑	
BUILD - Plant & Equipment								
Utility Building Surveyor 2016	30,000	30,000	30,000	18,918	18,918	(11,082)	▼	
ADMIN - Plant and Equipment (Capital)								
002 NGN MF Vehicle 2016	25,000	25,000	25,000	17,691	17,691	(7,309)	▼	
COMMUNITY - Plant & Equipment (Capital)								
NGN 0 MLC Vehicle 2016	25,000	25,000	25,000	0	25,000	(25,000)	▼	
Totals	487,000	547,000	547,000	693,290	535,378	146,290		

Furniture & Equipment	Current Budget						Variance (Under)Over	
	This Year							
	Original Budget	Revised Budget	YTD Budget	Actual	Forecast			
OTHGOV - Capital Furniture & Equipment	\$	\$	\$	\$	\$	\$		
Corporate Software Upgrade & Server	50,000	45,000	45,000	34,585	50,000	(10,415)	▼	
CHCP - Furniture & Equipment (Capital)								
Mobile Works Solution (HACC)	10,000	10,000	10,000	3,828	10,000	(6,172)	▼	
LIB - Furniture & Equipment (Capital)								
Library Front Counter	8,000	8,000	8,000	7,650	8,000	(350)	▼	
TOUR - Furniture & Equipment (Capital)								
Clothes Drier (NCP)	6,000	6,000	6,000	6,284	6,284	284	▲	
Totals	74,000	69,000	69,000	52,346	74,284	(16,654)		

Roads	Current Budget						
	This Year						
	Original Budget	Revised Budget	YTD Budget	Actual	Forecast	Variance (Under)Over	
	\$	\$	\$	\$	\$	\$	
ROADC - Roads (Capital) - Council Funded							
Furnival Street - Upgrade (Local)	87,356	65,652	65,652	64,480	87,356	(1,172)	▼
Fox Street - Upgrade (Local)	25,745	17,189	17,189	13,010	25,745	(4,179)	▼
Havelock Street - Renewal (Local)	39,576	37,102	37,102	27,302	39,576	(9,800)	▼
Hansard Street - Upgrade (Local)	31,764	29,183	29,183	21,170	31,764	(8,013)	▼
Lock Street - Upgrade (Local)	29,444	21,578	21,578	22,912	29,444	1,334	▲
May Street - Upgrade (Rural)	12,133	8,159	8,159	10,517	12,133	2,358	▲
Butler Street - Upgrade (Local)	14,675	9,845	9,845	20,131	14,675	10,286	▲
Eston Street - Upgrade (Local)	9,345	6,309	6,309	3,378	9,345	(2,931)	▼
Narrakine Road - Upgrade (Rural)	25,227	25,227	25,227	27,837	21,719	2,610	▲
Whimbin Rock Road - Renewal (Rural)	0	38,514	38,514	33,898	38,514	(4,616)	▼
Rushy Pool Road - Upgrade (Rural)	64,526	18,589	18,589	5,020	64,526	(13,569)	▼
Birdwhistle Road - Renewal (Rural)	32,263	16,579	16,579	14,202	32,263	(2,377)	▼
Chomley Road - Renewal (Rural)	73,127	27,200	27,200	15,533	73,127	(11,667)	▼
Highbury East Road - Renewal (Rural)	105,950	83,566	83,566	12,275	105,950	(71,291)	▼
Highbury West Road - Renewal (Rural)	112,552	112,552	112,552	115,905	87,554	3,353	▲
Borgas Road - Renewal (Rural)	13,695	7,479	7,479	6,737	13,695	(742)	▼
Pritchard Road - Upgrade (Rural)	0	47,840	47,840	34,330	13,695	(13,510)	▼
Wanerie Road - Upgrade (Rural)	0	0	0	7,292	35,768	7,292	▲
Rosedale Road - Upgrade (Rural)	0	116,729	116,729	76,356	35,768	(40,373)	▼
Wangeling Gully Road - Renewal (Rural)	35,768	11,242	11,242	4,288	35,768	(6,954)	▼
Graham Road - Renewal (Local)	45,405	45,405	45,405	0	45,405	(45,405)	▼
Curnows Road - Upgrade (Rural)	0	26,279	26,279	11,404	45,405	(14,874)	▼
McDougall Road - Renewal (Local)	51,042	18,037	18,037	9,320	51,042	(8,717)	▼
Quarry Road - Renewal (Rural)	40,420	16,321	16,321	10,651	40,420	(5,670)	▼
Cannell Road - Renewal (Rural)	18,255	6,863	6,863	3,994	18,255	(2,868)	▼
Sheppard Road - Upgrade (Rural)	0	38,323	38,323	17,359	18,255	(20,964)	▼
	0	0	0	0		0	↑↑↑
ROADC - Roads (Capital) - Roads to Recovery							
Fairway Street - Renewal (Local) (R2R)	74,349	68,829	68,829	51,544	68,829	(17,285)	▼
Clayton Road - Renewal (Local) (R2R)	72,483	72,483	72,483	63,077	72,483	(9,406)	▼
Federal Street - Renewal (Local) (R2R)	0	0	0	70,117	72,483	70,117	▲
Wagin-Wickepin Road - Renewal (Rural) (R2R)	0	26,587	26,587	25,981	10,794	(606)	▼
Dongolocking Road - Renewal (Rural) (R2R)	156,009	144,417	144,417	183,727	144,417	39,310	▲
Narrogin Valley Road - Renewal (Rural) (R2R)	190,529	151,556	151,556	179,540	198,200	27,984	▲
Highbury West Road - Renewal (Rural) (R2R)	0	(1,584)	(1,584)	1,068	1,068	2,652	▲
Narrakine Road South - Renewal (Rural) (R2R)	133,990	131,569	131,569	63,343	131,569	(68,226)	▼
	0	0	0	0		0	↑↑↑
ROADC - Roads (Capital) - Regional Road Group							
Forrest Street - Renewal (Local) (RRG)	0	0	0	500	395	500	▲
Federal Street - Renewal (Local) (RRG)	210,885	210,885	210,885	210,622	210,885	(263)	▼
Tarwonga Road - Renewal (Rural) (RRG)	178,950	227,868	227,868	226,878	178,950	(990)	▼
Narrogin-Harrismith Road - Renewal (Local) (RRG)	79,740	58,140	58,140	60,823	79,740	2,683	▲
Wandering-Narrogin Road - Upgrade (Local) (RRG)	241,446	214,138	214,138	214,801	241,446	663	▲
ROADC - Roads (Capital) - Flood Damage							
Roads (Capital) - Flood Damage (SPARE)	0	50,000	50,000	600	18,091	(49,400)	▼
Chomley Road - Flood Damage	32,585	8,146	8,146	5,553		(2,593)	▼
Highbury West Road - Flood Damage	44,233	11,058	11,058	5,818		(5,240)	▼
Narrakine Road South - Flood Damage	95,741	23,935	23,935	9,091		(14,844)	▼
Warren Road - Flood Damage	50,322	12,581	12,581	7,039		(5,542)	▼
Manning Road - Flood Damage	40,753	10,188	10,188	5,455		(4,733)	▼
Hyde Road - Flood Damage	11,162	2,791	2,791	909		(1,882)	▼
Groves Road - Flood Damage	26,093	6,523	6,523	3,636		(2,887)	▼
Graham Road - Flood Damage	96,510	24,128	24,128	7,699		(16,429)	▼
Jones Road - Flood Damage	33,573	8,393	8,393	27,204		18,811	▲

Totals	2,637,621	2,314,392	2,314,392	2,014,327	2,456,517	(300,065)
---------------	------------------	------------------	------------------	------------------	------------------	------------------

Footpaths	Current Budget						Variance (Under)Over	
	This Year							
	Original Budget	Revised Budget	YTD Budget	Actual	Forecast			
ROADC - Footpaths (Capital)	\$	\$	\$	\$	\$	\$	\$	
Mokine St - Footpath Construction	10,000	10,000	10,000	8,272	10,000	(1,728)	▼	
Footpaths (Capital) - (SPARE)	40,000	40,000	40,000	40,000	40,000	0	↑↑↑	
Totals	50,000	50,000	50,000	48,272	50,000	(1,728)		

Road Drainage	Current Budget						Variance (Under)Over	
	This Year							
	Original Budget	Revised Budget	YTD Budget	Actual	Forecast			
ROADC - Drainage (Capital)	\$	\$	\$	\$	\$	\$	\$	
Drainage Works	50,000	50,000	50,000	0	50,000	(50,000)	▼	
Drainage - Federal Street	15,000	15,000	15,000	0	15,000	(15,000)	▼	
Totals	65,000	65,000	65,000	0	65,000	(65,000)		

Parks & Ovals	Current Budget						Variance (Under)Over	
	This Year							
	Original Budget	Revised Budget	YTD Budget	Actual	Forecast			
REC - Infrastructure Parks & Gardens (Capital)	\$	\$	\$	\$	\$	\$	\$	
Cricket Practice Nets (Clayton Road Oval)	10,000	10,000	10,000	4,006	4,066	(5,994)	▼	
Clayton Road Oval - Replace Fencing	10,000	10,000	10,000	10,022	10,022	22	▲	
Totals	20,000	20,000	20,000	14,028	14,088	(5,972)		

Other Infrastructure	Current Budget						Variance (Under)Over	
	This Year							
	Original Budget	Revised Budget	YTD Budget	Actual	Forecast			
ANIMAL - Infrastructure Other (Capital)	\$	\$	\$	\$	\$	\$	\$	
Animal Pound Exercise Area	5,000	5,000	5,000	0	5,000	(5,000)	▼	
SAN - Infrastructure Other (Capital)								
Refuse Site Transfer Station	148,000	148,000	148,000	0	148,000	(148,000)	▼	
SEW - Infrastructure Other (Capital)								
Waste Water Treatment Facility	50,000	0	0	0	0	0	↑↑↑	
COM AMEN - Infrastructure Other (Capital) - Other Community Amenities								
Cemetery Upgrade	110,000	110,000	110,000	34,680	110,000	(75,320)	▼	
NRRC - Infrastructure Other (Capital)								
NRRC Infrastructure Other (Capital)	28,000	28,000	28,000	0	28,000	(28,000)	▼	
REC - Infrastructure Other (Capital)								
Sydney Hall Way - Playground Equipment	15,000	15,000	15,000	18,498	15,000	3,498	▲	
Jersey Park - Playground Equipment	45,000	45,000	45,000	45,000	45,000	0	↑↑↑	
Yale Park - Playground Equipment	15,000	15,000	15,000	18,498	15,000	3,498	▲	
Town Clock	10,000	10,000	10,000	0	10,000	(10,000)	▼	
Railway Dam	10,000	10,000	10,000	3,804	10,000	(6,196)	▼	
Skate Park Design and Plan	5,125	5,125	5,125	7,438	5,638	2,313	▲	
Skate Park Construction	408,460	458,460	458,460	425,050	458,460	(33,410)	▼	
Drainage - Highbury Tennis Courts	10,000	10,000	10,000	6,553	10,000	(3,447)	▼	
ROADC - Infrastructure Other (Capital)								
Street Furniture	12,000	12,000	12,000	18	12,000	(11,982)	▼	
TOUR - Infrastructure Other (Capital)								
NCP Infrastructure Upgrade	24,000	24,000	24,000	19,330	24,000	(4,670)	▼	
Banner Poles	60,150	60,150	60,150	49,000	60,150	(11,150)	▼	
Totals	955,735	955,735	955,735	627,870	956,248	(327,865)		

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

Note 12: CAPITAL DISPOSALS

Actual				Disposals	Current Budget						
Cost	Accum Depr	Proceeds	Profit (Loss)		This Year						
					Original Budget	Revised Budget	YTD Budget	Actual	Forecast	Variance (Under)Over	
\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
				OTHGOV - Proceeds on Disposal of Assets							
42,000	1,059	39,091	(1,850)	Proceeds on Disposal - CEO Vehicle	38,000	38,000	38,000	39,090.91	39,091.00	1,091	▲
31,000	781	21,995	(8,224)	Proceeds on Disposal - DCCS Vehicle	27,500	27,500	27,500	21,994.75	21,995.00	(5,505)	▼
				FIRE - Proceeds on Disposal of Assets							
7,000	657	5,000	(1,343)	Proceeds on Disposal - NO0 1984 Isuzu JCS Water Cart	0	0	0	5,000.00	0.00	5,000	▲
				HACC - Proceeds on Disposal of Assets							
10,000	0	8,000	(2,000)	Proceeds on Disposal - Renault Kangoo X76 MY07	0	10,000	10,000	8,000.00	8,000.00	(2,000)	▼
				CHCP - Proceeds on Disposal of Assets							
0	0	0	0	Proceeds on Disposal - Toyota Altise 839	10,000	10,000	10,000	0.00	10,000.00	(10,000)	▼
				AGEDOTHER - Proceeds on Disposal of Assets							
21,632	1,465	13,636	(6,530)	Proceeds on Disposal - NGN219 CATS Vehicle	14,000	14,000	14,000	13,636.36	14,000.00	(364)	▼
18,000	1,647	11,818	(4,535)	Proceeds on Disposal - 009NGN 2014 Toyota Camry Altise	0	0	0	11,818.18	14,000.00	11,818	▲
				NRRC - Proceeds on Disposal of Assets							
5,000	419	0	(4,581)	Proceeds on Disposal - Asset written off	0	0	0	0.00	0.00	0	↑↑↑
				PLAN - Proceeds on Disposal of Assets							
28,000	706	20,909	(6,385)	Proceeds on Disposal - EMDRS Vehicle	25,000	25,000	25,000	20,909.09	20,909.00	(4,091)	▼
				PLANT - Proceeds on Disposal of Assets							
45,922	2,084	43,636	(201)	Proceeds on Disposal - ON0 EMTRS Vehicle	43,600	43,600	43,600	43,636.36	43,636.00	36	▲
38,200	1,901	34,545	(1,754)	Proceeds on Disposal - NO01 MO Vehicle	34,545	34,545	34,545	34,545.45	34,545.00	0	▲
0	0	0	0	Proceeds on Disposal - Tipper Ute NGN97	10,000	10,000	10,000	0.00	10,000.00	(10,000)	▼
86,716	838	0	(85,878)	Proceeds on Disposal - P & E Under Capitalisation Threshold	0	0	0	0.00	0.00	0	↑↑↑
				BUILD - Proceeds on Disposal of Assets							
15,000	315	5,627	(9,058)	Proceeds on Disposal - Library Vehicle	15,000	15,000	15,000	5,626.73	5,627.00	(9,373)	▼
				ECONOM - Proceeds on Disposal of Assets							
400,000	0	348,606	(51,394)	ECONOM - Proceeds on Disposal	350,000	350,000	350,000	348,605.51	350,000.00	(1,394)	▼
25,000	2,344	0	(22,656)		0	0	0	0.00	0.00	0	↑↑↑
10,000	938	0	(9,062)		0	0	0	0.00	0.00	0	↑↑↑
1,500	141	0	(1,360)		0	0	0	0.00	0.00	0	↑↑↑
180,000	9,933	0	(170,067)		0	0	0	0.00	0.00	0	↑↑↑
				ADMIN - Proceeds on Disposal of Assets							
16,200	408	12,128	(3,664)	Proceeds of Disposal - 002 NGN MF Vehicle	16,500	16,500	16,500	12,127.82	12,128.00	(4,372)	▼
0	0	0	0	Proceeds on Disposal - NGN0 MLC Vehicle	14,000	14,000	14,000	0.00	14,000.00	(14,000)	▼
7,760	0	0	(7,760)	Proceeds on Disposal - P & E Under Capitalisation Threshold	0	0	0	0.00	0.00	0	↑↑↑
				COMMUNITY - Proceeds on Disposal of Assets							
0	0	0	0		0	0	0	0.00	0.00	0	↑↑↑
988,930	25,635	564,991	(398,304)	Totals	598,145	608,145	608,145	564,991.16	597,931.00	(43,154)	

Comments - Capital Disposal

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

Note 13: TRUST FUND

Not included in this statement are as follows:

Trust Items	Opening Balance 1-Jul-16	Amount Received	Amount Paid	Closing Balance 30-Jun-17
	\$	\$	\$	\$
DoT Licensing	0	0	0	0
TransWA	0	0	0	0
Councillor Nomination Fees	0	1,120	(1,120)	0
Cultural Development	0	0	0	0
Public Open Space Bonds	72,599	0	0	72,599
Trust Other	500	2,090	(2,090)	500
BSL Levy	0	16,814	(16,814)	0
BCITF Levy	0	20,163	(20,163)	0
Crossover/Footpath	15,250	16,314	(6,100)	25,464
Town Hall Facility Bonds	3,450	5,130	(4,405)	4,175
Musical Society	0	0	0	0
Narrogin Abattoir Committee	0	0	0	0
Meat Inspection	0	0	0	0
Retention Bonds	0	0	59,127	59,127
	91,799	61,631	8,435	161,865

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

Note 14: INFORMATION ON BORROWINGS

Debt Repayments	Principal 1-Jul-16	New Loans			Principal Repayments			Principal Outstanding			Interest Repayments		
		2016-17 Budget	2016-17 Actual	2016-17 Forecast	2016-17 Budget	2016-17 Actual	2016-17 Forecast	2016-17 Budget	2016-17 Actual	2016-17 Forecast	2016-17 Budget	2016-17 Actual	2016-17 Forecast
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Governance													
Loan 125 - Corporate Software & Server Upgrade	92,381	0	0	0	45,428	45,428	45,428	46,953	46,953	46,953	3,289	3,296	3,289
Loan 128 - Administration Building Upgrade	450,000	0	0	0	39,784	39,784	39,784	410,216	410,216	410,216	14,896	13,592	14,896
Recreation & Culture													
Loan 49 - Narrogin Regional Leisure Centre (*)	9,972	0	0	0	9,972	9,972	9,972	0	0	0	322	322	322
Loan 121B - Narrogin Regional Leisure Centre	357,441	0	0	0	43,526	39,805	43,526	313,915	317,636	313,915	20,961	19,571	20,961
Loan 126 - Town Hall Renovations	207,950	0	0	0	26,411	26,411	26,411	181,539	181,539	181,539	9,126	9,121	9,126
Transport													
Loan 51 - Shire Depot (*)	67,621	0	0	0	32,617	32,617	32,617	35,004	35,004	35,004	4,767	4,929	4,767
Economic Services													
Loan 124 - Commercial Property	40,341	0	0	0	13,854	13,054	13,854	26,487	27,287	26,487	14,863	1,506	14,863
Loan 127 - Industrial Land Purchase	150,543	0	0	0	9,718	4,805	9,718	140,825	145,738	140,825	7,627	4,387	7,627
Loan 129 - Accommodation Units	0	350,000	0	350,000	0	0	0	350,000	0	350,000	0	0	0
	1,376,249	350,000	0	350,000	221,310	211,875	221,310	1,504,939	1,164,374	1,504,939	75,851	56,725	75,851

(*) Loan was transferred to the Shire on 1 July 2016 as a result of the merger.

(SS) Self supporting loan financed by payments from third parties.

(SAR) Self Supporting Loan where financed by combination of Specified Area Rate and payment from third parties.

All other loan repayments are to be financed by general purpose revenue.

10.2.074 REGISTER OF DELEGATIONS – CEO’S REPORT

File Reference:	13.5.7
Disclosure of Interest:	Nil
Applicant:	N/A
Previous Item Nos:	N/A
Date:	8 July 2017
Author:	Niel Mitchell, Merger Project Manager
Authorising Officer:	Aaron Cook – Chief Executive Officer

Attachments

- CEO Report – Authorisations, Secondary Delegations and Purchasing Limits approved by CEO

Summary

To consider amendments to the CEO’s Report – Authorisations, Secondary Delegations and Purchasing Limits approved.

Background

The *Local Government Act 1995* requires that the Register of Delegations be reviewed in full by Council at least once each year, which was done at the Council Meeting held on 24 May 2017.

Delegations 1.1, 3.8 and others require the CEO to report to Council on the further delegations, and authorisations made, at least annually.

Comment

The report regarding the secondary delegations and authorisations under delegated authority was presented to the Council meeting on 24 May 2017 and the amended report is presented for formal receipt by Council as per the original report due to a number of changes in interpretation.

Following reference to a number of governance professionals, including those of the Cities of Joondalup and Rockingham, it was determined that a stricter interpretation of the concepts of **delegation** and **authorisation** be applied. The two have very close functions, and the difference are not always clear or easy to describe.

Accordingly, the following definitions are being applied –

Term	Definition	Example	Effect
Delegation	means the conferral by absolute majority of Council, of legal authority to make decisions permitted by legislation or local law, and in accordance with the enabling legislation or local law	The Council may delegate to ...	specific discretionary authority to delegate
		The local government may ...	discretionary organisational function to make decisions
		The Council shall ...	mandatory action restricted to Council
		The Council may determine ...	discretionary action restricted to Council
Authorisation	means the conferral of legal authority to implement actions to the extent expressly permitted by legislation or local law, by – simple majority of Council, or the CEO under delegated authority	An authorised person shall/may ...	specific authority to act
		CEO's appointment of authorised person under delegated authority	specific authority within any stated limits
		Not stated to be authorised in the head of power, it is not permitted	

These definitions do not apply where an activity is required or permitted, but does not refer to a delegation or authorised person. In these instances it is taken as an administrative function.

Consultation

- Aaron Cook – Chief Executive Officer
- Frank Ludovico – Executive Manager Corporate and Community Services
- Governance Officers, City of Joondalup
- Governance Officers, City Rockingham

Statutory Environment

Local Government Act 1995 –

- *s.5.42 – Council may delegate certain powers and functions to the CEO by absolute majority, in writing*
- *s.5.43 – Limits on delegations to CEO*
- *s.5.44 – CEO may further delegate the discharge of duties to any employee, in writing*
- *s.5.46 – register of delegations made to CEO or to other staff by CEO –*
 - (1) to be kept,*
 - (2) to be reviewed annually*
 - (3) record of exercise of the power or discharge of duty to be kept.*

Local Government (administration) Regulations 1996 –

- *r.18G – some matters may not be delegated to CEO*
- *r.19 – Delegates to keep certain records*

Policy Implications

The Register of Delegations authorises the CEO to implement Council actions or activities in specified manner

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Absolute Majority

COUNCIL RESOLUTION 0717.088 AND OFFICER'S RECOMMENDATION

Moved: Cr Schutz

Seconded: Cr Ward

That Council:

Formally receives the amended Report of the CEO of Authorisations, Delegations and Approved Purchasing Limits of staff as required by Delegations 1.1 and 3.8.

**CARRIED 7/0
BY ABSOLUTE MAJORITY**

Authorisations, Delegations, Approved Purchasing Limits

CEO Report – 28 July 2017

Review date – 29 June 2017

Effective date – 1 July 2017 to 30 June 2018

As required by –

- Delegation 1.1 – Appointment of Authorised Officers
- Delegation 3.8 – Municipal Fund – Incurring Expenditure
- Individual Delegations

Authorised persons exercise authority directly from the relevant legislation or local law as a result of their appointment as an authorised person, and further delegation is not required, although may be made in order to apply limits or conditions on the use of the authority. Accordingly, reference to legislation and relevant principal delegation is essential.

Delegations are where the person exercises authority instead of the Council.

Arrangement

1. Authorised Persons appointed by CEO under Delegated Authority
2. Secondary delegations by CEO – according to Officer
3. Approved Purchase Order Limits

Abbreviations

ABO	Authorised Building Officer
BFCO	Bush Fire Control Officer
BO	Authorised Building Officer
CBFCO	Chief Bush Fire Control Officer
Cemetery	Officer responsible for cemetery administration
CEO	Chief Executive Officer
CSO	Customer Service Officers
	Includes all staff having duties or responsibilities, and is not limited to front counter
D/Pres	Deputy President
DCBFCO	Deputy Chief Bush Fire Control Officer
EHO	Environmental Health Officer
EMCCS	Executive Manager Corporate & Community Services
EMDRS	Executive Manager Development & Technical Services
EMTRS	Executive Manager Technical & Rural Services
FCO	Fire Control Officer
MF	Manager Finance
MO	Manager Operations
RBS	Registered Building Surveyor

Definitions

The following definitions are applied –

Delegation means the conferral by absolute majority of Council, of legal authority to make decisions permitted by legislation or local law, and in accordance with the enabling legislation or local law.

Examples –

- The Council may delegate to ... specific discretionary authority to delegate
- The local government may ... discretionary organisational function to make decisions

Excludes –

- The Council shall ... mandatory action restricted to Council
- The Council may determine ... discretionary action restricted to Council

authorisation means the conferral of legal authority to implement actions to the extent expressly permitted by legislation or local law, by –

- simple majority of Council, or
- the CEO under delegated authority.

Examples –

- An authorised person shall/may ... specific authority to act
- CEO's appointment of authorised person under delegated authority specific authority within any stated limits

Excludes –

- If not stated to be authorised in the head of power, it is not permitted

Policy means the accepted methods, standards, actions or outcomes as set by resolution of Council, for use of delegations or authorisations, or when acting through.

Executive Instruction has the same meaning as Policy, but made by the CEO rather than resolution of Council.

acting through means giving effect to a delegation, authorisation or instruction within the limits imposed.

Examples –

- The Officer is to review/cause ... specific administrative requirement of legislation on a person responsible nominated by the CEO
- The Lesser Hall may be hired ... discretionary organisational function in accordance with various restrictions or requirements
- Approved purchasing limits delegation to incur expenditure is to CEO, who gives effect to that delegation by acting through other staff
- CEO is responsible for all staff actions of senior officers, HR functions etc give effect to the statutory responsibility

Note – the implication of s.5.45 of the Act is that “acting through” is linked to use of delegated authority.

instruction means the direction to a person, of Council or a more senior person, to act in a particular way, implement a particular task, cease a particular action etc.

1. Authorised Persons appointed by CEO under Delegated Authority

As determined by CEO under of Delegation 1.1

1. The following appointments are made by the CEO under delegated authority.
2. The CEO or Council may impose limits or conditions on the exercise of that authority.
3. Maximum period of authorisation is duration of employment by the Shire of Narrogin.

Review – Required annually

Term of Authorisation – Cessation of employment/contract or earlier determination

Previous review by CEO – 12 May 2017

Revised Authorisations by CEO –

Applicable Legislation	Officer	Relevant Delegation	Limits or Conditions determined by CEO If in addition to that specified in relevant Delegation
Bush Fires Act	Ranger	5.1	Issue of burning permits in Narrogin Ttownsite Enforcement functions
	Rangers- Relief	5.1	Enforcement functions
Building Act	RBS	10.1 17.1	Appointment of Hayley Fegan, Fegan Building Surveying – - By CEO under delegated authority – refer 12 August 2014 item 10.2.326
	ABo	10.1	In full
Caravan Parks and Camping Grounds Act	Rangers		Enforcement functions
Cat Act	EMCCS	4.2	In full
	EMDRS	4.2	In full
	EMTRS	4.2	In fill
	CSOs	4.2	All matters related to registration of cats
	Rangers	4.2	Enforcement functions
Cemeteries Act	Cemetery	7.1	Administrative functions
	Rangers	7.1	Enforcement functions
Control of Vehicles (Off-road Areas) Act	EMCCS	15.1	In full
	EMDRS	15.1	In full
	EMTRS	15.1	In full
	MO	15.1	Enforcement functions
	Rangers		Enforcement functions
Dog Act	CSOs	4.4	All matters relating to registration of dogs
	Rangers	4.4	Enforcement functions
Environmental Protection Act	EHO		In full
Food Act	EHO	18.1	In full
Health (Miscellaneous Provisions) Act	EHO	6.1	In full

Applicable Legislation	Officer	Relevant Delegation	Limits or Conditions determined by CEO If in addition to that specified in relevant Delegation
Litter Act	Rangers		Enforcement functions
Liquor Act	EMCCS	11.1	In full
	EMDRS	11.1	In full
	EMTRS	11.1	In full
Local Government Act	MF	3.6	In full, other than – - agreements over \$5,000, - notice to tenant to pay rent to Shire - court action over \$20,000
		3.9	In full
		3.10	Restricted, as specified in Delegation
	MO	13.2	Negotiations for all matters prior to signing of agreement
		13.3	Negotiations for all matters prior to signing of agreement
		13.4	Negotiations for all matters prior to signing of agreement
		13.9	Period not exceeding 1 week
	Rangers	4.1	Enforcement functions
4.6			
4.7			
Local Government (Miscellaneous Provisions) Act	Rangers	4.6 4.7	Enforcement functions
Planning and Development Act	EMDRS	10.2 10.3 10.4	In full
Public Health Act	EHO	6.1	In full

Applicable Local Law	Officer	Relevant Delegation	Limits or Conditions determined by CEO If in addition to that specified in relevant Delegation
Cat Local Law	Rangers	4.3	Enforcement functions
Cemetery Local Law	EMCCS	7.1	In full
	EMDRS	7.1	In full
	Cemetery	7.1	Administrative functions
	Rangers	7.1	Enforcement functions
Dogs Local Law	Rangers	4.5	Enforcement functions
Fencing Local Law	EMTRS	10.5	In full
	ABO	10.5	In full
	RBS	10.5	In full
Meeting Procedures Local Law	Not applicable	N/A	N/A
Parking Local Law	EMDRS	4.8	In full
	Rangers	4.8	Enforcement functions
Public Places & Local	EMCCS	11.3	In full

Applicable Local Law	Officer	Relevant Delegation	Limits or Conditions determined by CEO If in addition to that specified in relevant Delegation
Government Property Local Law	EMDRS	11.3	In full
	EMTRS	11.3	In full
	EHO	11.3	Part 3 – Activities on LG Property Requiring a Licence Part 9 – where applicable to environmental health or food matters Clause 10.4 Clause 12.1 Clause 12.2 Part 13 – To extent matters relate to delegations made
	MO	11.3	Part 4 Clause 5.1 Clause 6.1 Clause 6.2 Clause 6.4 Part 13 – To extent matters relate to delegations made
	Rangers	11.3	Enforcement functions of – Part 3 (excl. 3.3) Part 4 Part 5 Clause 6.1 Clause 6.2 Clause 6.4 Part 7 Part 8 Clause 9.17 Clause 10.4 Clause 12.1 Clause 12.2 Part 13 – To extent matters relate to delegations made

CEO


Date 29 June 2017

Local Laws in development –

- Amenity local Law 2017
- Bush Fire Brigades Local Law 2017
- Extractive Industries Local Law 2017
- Health Local Law 2017

2. Secondary delegations by CEO – according to Officer

As determined by CEO in accordance with the authority of each Delegation.

1. The following secondary delegations are made by the CEO in accordance with the authority of each primary Delegation.
2. The CEO may impose limits or conditions on the exercise of that authority. The person is to exercise the delegation in accordance with any limits, conditions or instruction by CEO, or Council Policy.
3. No secondary delegations are permitted by Officers other than CEO.
4. Reference to the principal delegation is essential.

Review – Required annually

Term of Secondary Delegation – Shorter of next review effective date or cessation of employment

Previous review by CEO – 12 May 2017

Revised Secondary Delegations –

Delegation Number	Delegation Title	OFFICER	Authority determined by CEO
2.2	Destruction of records	EMCCS	In full
2.3	Confidential records	EMCCS	In full
3.1	Tenders – Authority to set criteria, specifications, call, accept, vary	EMCCS	Criteria, specification and calling, within their division only
3.2	Contracts – variations	EMCCS	Maximum value of \$10,000 or 5%, within their division only
3.3	Disposing of property, confiscated or uncollected goods	EMCCS	Matters within their division only
3.4	Disposing of land – leases, rentals etc	EMCCS	In full
3.5	Rates record, extensions and objections	EMCCS	In full
3.6	Sundry & rate debtors – Recovery & agreements	EMCCS	In full
3.7	Write off of sundry debts	EMCCS	In full
3.8	Municipal Fund – Incurring expenditure	EMCCS	Store cards and fuel cards only
3.9	Municipal and Trust Funds – Payments from Bank Accounts	EMCCS	In full
3.10	Investments	EMCCS	Restricted, as specified in Delegation
4.1	Disposal of sick or injured animals	EMCCS	In full
4.6	Impounding of vehicles and goods	EMCCS	In full
4.7	Impounding of cattle etc	EMCCS	In full
5.1	Issue of burning permits – CEO	EMCCS	In full

Delegation Number	Delegation Title	OFFICER	Authority determined by CEO
5.2	Fire fighting – Emergency plant hire	EMCCS	In full
8.2	Long service leave	EMCCS	All employees other than CEO or Executive Managers
11.2	Discount/waiver/subsidy of facility hire fees	EMCCS	In full
13.1	Reserves under control of the local government	EMCCS	In full
13.2	Things to be done on land not local government property	EMCCS	In full
13.3	Works on land outside the district	EMCCS	In full
13.4	Materials from land not under local government control	EMCCS	In full
13.5	Notices requiring certain things to be done	EMCCS	In full
13.6	Notice of local government works	EMCCS	In full
13.8	Event on roads	EMCCS	In full
13.9	Temporary road closures	EMCCS	In full
3.1	Tenders – Authority to set criteria, specifications, call, accept, vary	EMDRS	Specifications, criteria and calling, within their division only
3.2	Contracts – variations	EMDRS	Maximum value of \$10,000 or 5%, within their division only
3.3	Disposing of property, confiscated or uncollected goods	EMDRS	Matters within their division only
3.9	Municipal and Trust Funds – Payments from Bank accounts	EMDRS	In full
3.10	Investments	EMDRS	Restricted, as specified in Delegation
4.1	Disposal of sick or injured animals	EMDRS	In full
4.6	Impounding of vehicles and goods	EMDRS	In full
4.7	Impounding of cattle etc	EMDRS	In full
5.1	Issue of burning permits – CEO	EMDRS	In full
5.2	Fire fighting – Emergency plant hire	EMDRS	In full
10.1	Building permits – Authorised person	EMDRS	In full
10.2	Illegal development	EMDRS	In full
10.3	Local planning scheme	EMDRS	In full
10.4	Application for subdivision or amalgamation	EMDRS	In full

Delegation Number	Delegation Title	OFFICER	Authority determined by CEO
13.1	Reserves under control of the local government	EMDRS	In full
13.2	Things to be done on land not local government property	EMDRS	In full
13.5	Notices requiring certain things to be done	EMDRS	In full
13.6	Notice of local government works	EMDRS	In full
13.8	Event on roads	EMDRS	In full
13.9	Temporary road closures	EMDRS	In full
3.1	Tenders – Authority to set criteria, specifications, call, accept, vary	EMTRS	Specifications, criteria and calling, within their division only
3.2	Contracts – variations	EMTRS	Maximum value of \$10,000 or 5%, within their division only
3.3	Disposing of property, confiscated or uncollected goods	EMTRS	Matters within their division only
3.9	Municipal and Trust Funds – Payments from Bank Accounts	EMTRS	In full
3.10	Investments	EMTRS	Restricted, as specified in Delegation
4.1	Disposal of sick or injured animals	EMTRS	In full
4.6	Impounding of vehicles and goods	EMTRS	In full
4.7	Impounding of cattle etc	EMTRS	In full
5.1	Issue of burning permits – CEO	EMTRS	In full
5.2	Fire fighting – Emergency plant hire	EMTRS	In full
13.1	Reserves under control of the local government	EMTRS	In full
13.2	Things to be done on land not local government property	EMTRS	In full
13.3	Works on land outside the district	EMTRS	In full
13.4	Materials from land not under local government control	EMTRS	In full
13.5	Notices requiring certain things to be done	EMTRS	In full
13.6	Notice of local government works	EMTRS	In full
13.7	Private works/infrastructure on, over, under public land	EMTRS	In full
13.8	Event on roads	EMTRS	In full
13.9	Temporary road closures	EMTRS	In full

Delegation Number	Delegation Title	OFFICER	Authority determined by CEO
15.2	Native flora and fauna	EMTRS	In full
16.1	Heavy haulage vehicles - Permits	EMTRS	Negotiations for all matters prior to signing of agreement



CEO _____

Date 29 June 2017

3. Approved Purchase Order Limits

As determined by CEO under of Delegation 3.8

Review – Required annually

Term of Approval – Shorter of next review effective date or cessation of employment

Previous review by CEO – 12 May 2017

Revised limits –

Staff member	\$ limit authorised	Restrictions on purpose
<u>CEO Office</u> CEO	All	None
Executive Assistant	1,500	Executive & corporate services matters only
<u>Corporate & Community Services</u> Executive Manager	75,000	Relevant business unit matters only
Records Officer	500	Relevant corporate services matters only
Manager Finance	10,000	Relevant business unit matters only
Manager Leisure & Culture	10,000	Leisure & culture matters only
Manager Library & Info Services	10,000	Library related matters only
Manager Community Care	10,000	Community care matters only
<u>Technical & Rural Services</u> Executive Manager	75,000	Relevant business unit matters only
Technical Officer	10,000	Relevant business unit matters only
Manager Operations	30,000	Relevant business unit matters only
Maintenance Foreman	10,000	Works maintenance matters only
Construction Foreman	10,000	Works construction matters only
Depot Storeman	5,000	Workshop (mechanical, stores) only
Depot Administration Officer	1,500	Depot administrative matters only
<u>Development & Regulatory Services</u> Executive Manager	75,000	Relevant business unit matters only
DRS Executive Support Officer	1,500	Relevant business unit matters only
DRS Technical Officer	10,000	Relevant business unit matters only
Environmental Health Surveyor (Senior)	5,000	Environmental health matters only
Authorised Building Officer	5,000	Building matters only

CEO

Date 29 June 2017

10.2.075 LOCAL LAW – UNDERTAKING TO PARLIAMENT

File Reference:	19.6.4
Disclosure of Interest:	None
Applicant:	Not Applicable
Previous Item Nos:	N/A
Date:	16 July 2017
Author:	Niel Mitchell, Merger Project Manager
Authorising Officer:	Aaron Cook, Chief Executive Officer

Attachments

- Confidential letter provided under separate cover – Joint Standing Committee on Delegated Legislation

Summary

Advice has been received from the Joint Standing Committee on Delegated Legislation (JSCDL) regarding the Public Places and Local Government Property Local Law adopted by Council, published in the Government Gazette and now in force.

Background

The JSCDL has delegated power from Parliament to review local laws etc, and make a recommendation for disallowance if considered appropriate.

The Interpretation Act 1984 s.42 specifies the authority of each House of Parliament to review local laws and to pass a resolution to disallow.

Comment

The JSCDL advises that the correspondence is confidential and privileged. Should the contents of the letter need to be discussed, the JSCDL Legal Advisory Officer has advised that the meeting should be closed to the public.

Further, the JSCDL has advised that a Notice of Disallowance of the local law has been presented to the Legislative Council, however this does not constitute passing of a resolution to disallow. To avoid disallowance of the local law, Council is requested to provide the following undertakings:

1. To within six months:
 - amend the grammatical and drafting errors in clauses 1.6, 3.1(1)(p), 8.9, 8.10(b) and 9.2(2);
 - delete clause 4.8(a) ~ the prohibition on bringing 'a glass' onto a children's playground and other public places; and
 - delete clause 4.16.
2. and include the following additional undertakings:
 - That all consequential amendments arising from the undertakings will be made.

- That the Local Law will not be enforced in a manner contrary to the undertakings given.
- That the undertakings will be completed within six months of the date of the letter giving the undertaking.
- That the Shire will provide a copy of the minutes of the meeting at which the Shire of Narrogin Council resolved to provide the undertaking.
- Where the Local Law is made publicly available, whether in hard copy or electronic form, it be accompanied by a copy of these undertakings.

In their advice the JSCDL noted the next Council meeting is on 26 July 2017, and requested that the undertakings be provided by 1 August 2017, should Council agree.

Subject to Council's resolution, a report to the August 2017 meeting will be made to initiate the undertakings given, if any.

Consultation

- Aaron Cook – Chief Executive Officer
- Anne Turner – Joint Standing Committee on Delegated Legislation

Statutory Environment

Local Government Act 1995 – s.3.12 – requirement to submit a local law to Parliament for review once adopted

Interpretation Act 1984 s.42 – local laws to be laid before Parliament, and either House may pass a resolution to disallow

Shire of Narrogin Public Places and Local Government Property Local Law – clauses as notified in text if this item to be inoperative by virtue of the undertaking until amended or deleted

Policy Implications

Nil

Financial Implications

Cost of local public notice of intent, publication in Gazette, notice of adoption.

Strategic Implications

Community safety and emergency response.

Voting Requirements

Simple Majority

COUNCIL RESOLUTION 0717.089 AND OFFICER'S RECOMMENDATION

Moved: Cr Seale

Seconded: Cr Wiese

That Council:

Provide the following undertakings to the Joint Standing Committee on Delegated Legislation:

1. within six months to:

- amend the grammatical and drafting errors in clauses 1.6, 3.1(1)(p), 8.9, 8.10(b) and 9.2(2);
- delete clause 4.8(a) ~ the prohibition on bringing 'a glass' onto a children's playground and other public places; and
- delete clause 4.16.

2. and advise the following additional undertakings:

- That all consequential amendments arising from the undertakings will be made.
- That the Local Law will not be enforced in a manner contrary to the undertakings given.
- That the undertakings will be completed within six months of the date of the letter giving the undertaking.
- That the Shire will provide a copy of the minutes of the meeting at which the Shire of Narrogin Council resolved to provide the undertaking.
- Where the Local Law is made publicly available, whether in hard copy or electronic form, it be accompanied by a copy of these undertakings.

CARRIED 7/0

Commonly-used abbreviations:
CEO Chief Executive Officer
JSCDL Joint Standing Committee on Delegated Legislation

10.2.076 FIRE CONTROL OFFICER APPOINTMENT 2017-2018

File Reference:	9.1.1
Disclosure of Interest:	None
Applicant:	Not Applicable
Previous Item Nos:	N/A
Date:	14 July 2017
Author:	Niel Mitchell, Merger Project Manager
Authorising Officer:	Azhar Awang, Executive Manager Development & Regulatory Services

Attachments

- Shire of Narrogin Fire Control Officers
- Shire of Narrogin Dual Fire Control Officers nominated to adjoining Shires

Summary

The *Bush Fires Act* requires the appointment of Fire Control Officers (FCOs) from time to time, as well as a Chief Bush Fire Control Officer (CBFCO), and Deputy Chief Bush Fire Control Officer (DCBFCO). Department of Fire and Emergency Service (DFES) advise that the Act does not permit the appointment of more than one DCBFCO, even if seniority is specified.

Background

Under the *Bush Fires Act 1954*, a Fire Control Officer (FCO) has significant authority, and in a fire emergency, they may assume responsibility for the situation, as their authority overrides that of any volunteer on the ground, including the Brigade Captain, if elected by the brigade. A Brigade Captain is elected by the Brigade and is not subject to Council approval, so their authority as Captain is limited to the Brigade area adopted by Council.

It is open to Council to specify that the election of the Captain of a Brigade is subject to confirmation by Council. This option is a recommendation from the Fire Control Officers' meeting held 30 March 2017, and has been included in the proposed Bush Fire Brigades Local Law.

In turn, any FCO including 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

There is no restriction on the number of FCOs that may be appointed, or requirement to specify and area of operation for each. However, another outcome of the FCOs meeting is a recommendation that generally two FCOs be appointed for each Brigade area, one of whom should be appointed the Captain and the other as First Lieutenant.

Where –

- there are not two FCO for the Brigade area, the position of First Lieutenant is left to the Brigade to fill

- there are more than 2 FCO in the Brigade area, seniority recommended in the attachment follows discussion with the CBFCO

It is noted from DFES records –

- Minigin Bush Fire Brigade –
 - o Mr Jim Curnow listed as First Lieutenant but is not an FCO. If the recommendation of the FCO meeting is followed, Mr Curnow is to be replaced by Mr Brenton Hardie.
- Nomans Lake Bush Fire Brigade –
 - o Mr David Walker is listed as Captain, who has advised of his wish not to continue. Mr Daryl Kilpatrick is now the senior FCO, but has advised that he does not wish to take on the role of Captain.
 - o Cr Geoff Ballard is listed as First Lieutenant, but is not an FCO. If the recommendation of the FCO meeting is followed, Cr Ballard is to be replaced by Cr Nathan Walker. Cr Walker has indicated his willingness to assume the Captain's role.
- Ockley Bush Fire Brigade –
 - o Mr Tim Shepherd is listed as Captain, and while he is an FCO, Mr Alastair McDougall is DCBFCO and senior to him.
 - o If Mr McDougall is appointed as First Lieutenant, the recommendation of the FCO meeting is followed, despite the reversal of seniority within the Brigade. Mr McDougall is also listed as the Brigade Secretary.

For clarification –

- Operational roles (fire-fighting) are FCO, Captain, First Lieutenant etc, Active Member
- Non-Operational roles are Secretary, BFB Auxilliary, Cadet, Radio Operator, Training Officer etc

Insurance covers all persons to the same extent, as all are involved in “normal brigade activities” as defined by the *Bush Fires Act*.

Each Fire Control Officer's authority extends throughout the whole of the district, unless limited by Council.

General extent of authority proposed –

- CBFCO, DCBFCO, CEO, EMDRS and Ranger – whole of district
- Rural based FCOs – within the rural area only,
- Relief Rangers are restricted to issue of burning permits within urban area only.

One of the major tasks of an FCO is the issue of burning permits during the restricted burning periods at the opening and closing of the fire season. The authority for issuing of permits has now been set with the adoption of Delegations –

- 5.1 – Issue of burning permits – CEO

- 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 - Variations

An 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.

- Staff members and any plant they are operating at the time may be required by an FCO to cease the work they are doing. But any instructions to staff to carry out fire fighting works such clearing firebreaks with a grader or loader, or transport of equipment, must come through the usual channels from the Manager Operations or more senior officer.
- Hire of plant and contractors for fire fighting is addressed by Delegation 5.2 Fire fighting – Emergency plant hire to the CEO, who has made a secondary delegation as permitted by the *Local Government Act 1995* to Executive Manager Corporate and Community Services, Executive Manager Technical and Rural Services and Executive Manager Development and Regulatory Services. This restriction is not in contradiction to the power of an FCO under the *Act s.39(1)(h)*.

A critically important task of the FCOs is to review weather conditions and determine whether or not a harvest ban and movement of vehicles ban should be imposed, and when they are to be lifted. The CBFCO coordinates advice from a number of FCOs around the Shire. This harvest ban advice group is one method of obtaining the views of a range of people, and does not require Council direction, but is suggested that it be left to the discretion of the CBFCO.

Appointment of Fire Weather Officers (FWO) is not proposed. An FWO has the authority to override FCO's control of a burning permit where conditions between one part of the Shire and another vary, and the local circumstances allow. The CBFCO advises that he sees no need for appointments to this role.

Clover burning permit officers are also addressed by Delegation 20.2 Issue of Clover Burning Permits, and are limited to the CBFCO and DCBFCO. Issue of these permits is during the prohibited period, subject to significant restrictions under the Act. Advice from the CBFCO is that these are now rarely requested.

Appointment of non-staff to a role having statutory authority as an authorised officer must be made by Council. The CEO has been delegated authority to appoint staff members under Delegation 1.1 Appointment of authorised persons, however, in this instance it is suggested that Council confirm the staff appointments as well.

It is common and advisable that dual FCOs are appointed. As a registered volunteer, they are automatically covered by the provisions of the Act and for insurance if fighting a fire in an adjoining Shire, but the Act also provides that volunteers at an emergency in the adjoining Shire are subject to the authority of any volunteer registered with a BFB in the area of the fire. It is therefore possible for a very experienced FCO from one Shire to be subject to the directions of a very inexperienced volunteer in the emergency area. Appointment of dual FCOs addresses this potential imbalance of expertise. The authority of dual FCOs is generally restricted to emergency operations, and do not issue permits, but this is a decision for Council.

A listing of those proposed to be nominated to other Shires is attached, following discussion with the CBFCO.

Adjoining Shires are to be requested to nominate or confirm prior nominations.

An FCO's statutory authority is greater than that of a Brigade Captain if elected by the brigade, but it should be noted that an FCO does not automatically assume the Incident Control function. Control may be transferred to the FCO at the decision of the person on the ground, or required to be transferred by the FCO.

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 an FCO. In this regard, Council should note the requirement of the proposed Bush Fire Brigades Local Law that FCO are to complete an FCO course or refresher at least once every five years, for their appointment to remain valid.

The Local Law is not yet in force, as comment from DFES is still awaited.

Accordingly, appointment of FCOs is recommended for a 12 month period, after which time, appointments could be made for a five-year-period, at Council's discretion, once participation in training is known.

Nomination from the FCO Meeting, or by an adjoining Shire does not mean automatic right to the role. Appointment becomes effective only by resolution of Council.

From the former Shire appointments, a number of changes are advised –

- David Walker has decided to conclude his service as an FCO with the Nomans Lake Brigade. DFES records indicate at least 27 years as an FCO –
 - o prior to 1990 – an FCO with the Cancanning BFB
 - o Cancanning BFB likely became Nomans Lake BFB in 1999
 - o Secretary of Nomans Lake BFB in 2000
 - o Captain of Nomans Lake BFB in 2015
- Cr Nathan Walker is recommended by the FCO Meeting as his replacement.

The requirement for burning permits commences on 1 October 2017 with the opening of the restricted period.

Consultation

- Aaron Cook – Chief Executive Officer
- Azhar Awang – Executive Manager Development and Regulatory Service
- Wendy Russell – Executive Support Officer
- Richard Chadwick – Chief Bush Fire Control Officer
- Fire Control Officers Meeting of 30 March 2017
- FCOs – Jim Curnow, Stuart Moyses, Bill Warren, Daryl Kilpatrick, Nathan Walker
- Andrea Dinse – Department of Fire and Emergency Services

Statutory Environment

Bush Fires Act 1954

- s.38 – Local government may appoint bush fire control officers –
 - (1) seniority of multiple DCBFCOs to be determined

- (2A) local public notice of appointments required
- (2E) certificate of appointment to be issued
- (5A) & (5B) local government may issue directions to FCOs
- s.39(1) – Special powers of bush fire control officers to extinguish or prevent spread of fires, whether private property or not –
 - (a) exercise any appropriate powers of the FES Commissioner under the *Fire Brigades Act 1942*
 - (b) enter any land or building,
 - (c) pull down, cut, remove fences,
 - (d) require firebreaks,
 - (e) use any water other than domestic supply or from a school
 - (f) take charge of and give directions to a brigade in relation to its operations at a fire
 - (g) any other thing which in his opinion is incidental to the exercise of any of the foregoing powers
 - (h) employ a person or use volunteers
 - (i) enter a building believed to be on fire and take any necessary steps, except within a declared fire district, unless with the consent of an officer in charge of a brigade established under the *Fire Brigades Act 1942*
- s.40 – Local government may join in appointing bush fire control officers
- s.41 – Bush fire brigades to be established and area defined by the local government
- s.43 – Election and duties of officers of brigades – by the Brigade, subject to any local government local law
- s.56 – Duties of police officers, bush fire control officers etc.
 - It is their duty to –
 - (1)(a) if an offence under the Act is observed, to demand name and address of the person committing the offence
 - (1)(b) an FCO is required to report the offence to the local government

Policy Implications

Council Delegation –

- 1.1 – Appointment of authorised persons
- 5.1 – Issue of Burning Permits – CEO
- 5.2 – Fire fighting – 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

Cost of local public notice

Strategic Implications

Community safety and emergency response

Voting Requirements

Simple Majority

COUNCIL RESOLUTION 0717.090 AND OFFICER’S RECOMMENDATION

Moved: Cr Seale

Seconded: Cr Fisher

That Council:

1. Revoke all previous appointments as a Fire Control Officer.
2. Appoint the persons listed in the attached Schedule as Shire of Narrogin Fire Control Officers.
3. Confirm the Bush Fire Brigade ranks as per the attached Schedule.
4. Nominate the persons listed in the attached Schedule as dual Fire Control Officers to the adjoining Shires as per the attached Schedule.
5. Invite nominations from adjoining Shires for appointment by Council as dual Fire Control Officers.
6. Send a letter of appreciation be sent to Mr David Walker for his service to the community as a BFB Volunteer and a Fire Control Officer.

CARRIED 7/0

Commonly-used abbreviations:	
BFB	Bush Fire Brigade
CBFCO	Chief Bush Fire Control Officer
CEO	Chief Executive Officer
DCBFCO	Deputy Chief Bush Fire Control Officer
DFES	Department of Fire and Emergency Services
FCO	Fire Control Officer

SHIRE OF NARROGIN FIRE CONTROL OFFICERS

POSITION	Name	Contact	Call sign
Chief Bush Fire Control Officer	Richard Chadwick	0427 812 329	Narrogin Central
Deputy CBFCO	Alastair McDougall	0428 824 044	Ockley
Base Radio Operator	Alastair McDougall	0428 824 044	Ockley
Shire of Narrogin	Shire Office Shire Depot Shire Ranger	9890 0900 9881 5443 0448 873 207	Narrogin Office Narrogin Depot Narrogin Ranger

BUSH FIRE BRIGADE	Brigade Rank	Fire Control Officers	Contact	Call sign
Boundain	Captain	Mark Hoysted	0427 823 052	Rushy Pool
Highbury East	Captain 1 st Lieutenant	Pip Porter Bernie Rhodes	0429 859 041 0429 115 067	Highbury East Highbury North
Highbury South	Captain 1 st Lieutenant 2 nd Lieutenant	Stuart Moyses Bill Warren Murray Saunders	0427 859 029 0488 617 313 0427 811 100	Highbury South Highbury n/a
Highbury West	Captain 1 st Lieutenant	John Eckersley Russell Ashley	0428 859 063 0428 815 859	Highbury West Dumberning
Minigin	Captain 1 st Lieutenant	Barry Hardie Brenton Hardie	0429 845 200 0409 110 092	Minigin Mingin
Narrogin Central	Captain 1 st Lieutenant	Richard Chadwick Dave Hayes	0427 812 329 0427 779 063	Narrogin Central Fire & Rescue 1
Narrogin South	Captain 1 st Lieutenant	Vern Gibson Jon Rick	0428 108 274 0428 584 467	Narrogin South Cooramining
Narrogin Valley	Captain	Keiran Quartermaine	0429 889 838	Narrogin East
Nomans Lake	Captain 1 st Lieutenant	Nathan Walker Daryl Kilpatrick	0428 827 027 0400 429 516	Nomans Lake Nomans West
Ockley	Captain 1 st Lieutenant	Tim Shepherd Alastair McDougall	0427 524 050 0428 824 044	Yillimining Ockley

Shire Administration	Aaron Cook Chief Executive Officer	9890 0900 (Bus Hrs)	Narrogin Office
	Azhar Awang Exec Mgr, Dev & Reg.	9890 0900 (Bus Hrs)	
	Guy Maley Ranger	0448 873 207 (Ranger)	Narrogin Ranger
	Noel White Relief Ranger – restricted to issue of urban burning permits only		

DUAL FIRE CONTROL OFFICERS

Dual Fire Control Officers have the necessary authority of the appointing Shire to fight and give directions for fighting activities within the Shire, but do not issue burning permits. Nomination is not automatic appointment, as this must be done by the authorising Shire, and an appropriate certificate of authority issued.

Nominated by Shire of Narrogin –

TO	Fire Control Officers	Contact	Call sign
Shire of Cuballing Office – 9883 6031	Richard Chadwick Barry Hardie	0427 812 329 0429 845 200	Narrogin Central Minigin
Shire of Wagin Office – 9861 1177	Stuart Moyses Nathan Walker	0427 859 029	Highbury South Nomans Lake
Shire of West Arthur Office – 9736 2222	Murray Saunders	0427 811 100	n/a
Shire of Wickepin Office – 9888 1005	Alastair McDougall	0428 824 044	Ockley
Shire of Williams Office – 9885 1005	Barry Hardie Brenton Hardie	0429 845 200 0409 110 092	Minigin Mingin

10.2.077 ADOPTION OF 2017/18 DRAFT ANNUAL BUDGET

File Reference:	12.4.1
Disclosure of Interest:	Nil
Applicant:	Not Applicable
Previous Item Nos:	Item 10.2.048 24 May 2017 (Council Resolution 0517.057) Item 10.2.049 24 May 2017 (Council Resolution 0517.058)
Date:	14 July 2018
Author:	Frank Ludovico - Executive Manager Corporate & Community Services
Authorising Officer:	Aaron Cook – Chief Executive Officer

Attachments

Attachment 1 – 2017/18 Draft Annual Budget – Under separate cover

Summary

The 2017/18 Draft Annual Budget for the year ended 30 June 2018 is prepared to deliver on other strategies adopted by the Council and maintains a high level of service across all programs while ensuring an increased focus on road and associated infrastructure as well as on renewing and maintaining all assets at sustainable levels.

Background

The 2017/18 Draft Annual Budget has now been balanced and converted into the statutory format since the Council's budget workshop held 25 June 2017.

The 2017/18 Draft Annual Budget has been prepared with due regard with the best strategic planning documentation available.

Comment

The budget has been prepared to include information required by the *Local Government Act 1995*, Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards.

The Significant Projects program totalling \$3.9 million has been provided for with investment in, for example:

Significant Projects	Value (\$)	Funding
Construction of Waste Transfer Station	133,000	IP
Finalise Cemetery Upgrade (Car Park and Niche Wall)	85,000	IP
CCTV upgrade	109,000	IP
Development of Gnarojin Park Master Plan	30,000	
Bin Surrounds - CBD (Townscape)	40,000	
Memorial Park Public Toilets	80,000	

Public Toilet Maintenance – Painting & Re-tiling (Gnarojin, Smith St, Harris St and Highbury)	31,000	
Town Hall Upgrade	94,000	
Playground upgrades (Lions, Jersey, Northwood, Ashworth Parks, Hockey Club and Highbury Hall)	157,000	
Library Landscaping – Stage 1A – Accessible Ramp	80,000	
Roadworks - Roads to Recovery (Whimbin Rock Rd - \$285k)	541,860	PF
Roadworks Regional Road Group (Narrogin Harrismith Rd)	617,510	PF
Footpath Construction (Daglish & Felspar Sts and Williams Rd)	66,000	
Plant and Equipment Purchases	525,000	
Accommodation Units (NCP)	350,000	
Proposed Youth Service	50,000	
Management Plans Foxes Lair & Railway Dam	20,000	
Development of Narrogin Sport and Recreation Master Plan	70,000	PF, G
Gravel Pit Rehabilitation (White, Whimbin, Cardwell, Hilders, Wagin – Wickepin Rds)	20,000	
Narrogin Caravan Park (Power Upgrade, Renovate ablutions and old laundry).	152,900	PF
Dryandra Country Visitors Centre – operational support	60,000	
Old Shire Office Building Upgrade	80,000	

(In Progress – “IP”, Partially Funded – “PF”, Grant Dependent – “G”)

Rating

In accordance with the memorandum of understanding (MOU) between the former Town and Shire of Narrogin, it was agreed to phase in the additional rate increase to allow the rural ward GRV ratepayers to gradually achieve parity with the urban ward GRV ratepayers. Details of the MOU can be found at <http://www.narrogin.wa.gov.au/live/services/rates.aspx>.

The proposed differential general rates were approved by the Council on 24 May 2017 and advertised for public comment in the Narrogin Observer on 1 June 2017. No submissions were received by 23 June 2017 when the public comment period closed.

During the Budget Workshop held on 25 June 2017 capacity was found to reduce the “natural increase” from 3% to 2%. this change is reflected in the recommendations below.

Loans

A new loan for \$350,000 has been proposed to fund the purchase/construction of accommodation units at the Narrogin Caravan Park. It is expected that the increased income generated from renting these new units will offset the costs associated with the repayment of this loan. Currently the Shire does not have any onsite accommodation at the Narrogin Caravan Park.

Employees

The following new positions have been included in the Draft Budget:

- Trainee Administration Officer (substantially grant funded).
- Trainee Outside Worker (substantially grant funded).
- Regulatory Officer (0.8 Ranger 0.2 other duties)
- Assistant Environmental Health Officer.
- Planning Assistant (conversion to full time).

These positions enable an increase in service provision and contributes to the organisation and community sustainability.

New Services

The Shire does not anticipate delivering any new major services.

Fees and Charges

Since Council adopted the Fees and Charges at its 24 May 2017 Council meeting an additional Charge has been proposed. This detailed below:

- Caravan Site Fees per half day (Up to 2 Adults and 2 Children) - \$16.00 (GST Inc) –This charge has been proposed to meet requests of patrons.

Consultation

- Elected Members
- Executive Management Group
- Officers from relevant functional areas

Statutory Environment

Local Government Act 1995 Section 6.2 of requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its Municipal Fund for the financial year ending on the next following 30 June.

The *Local Government Act 1995 Section 5.63 (1)(b)* specifically excludes the need for Elected Members to “Declare a Financial Interest” in imposing a rate, charge or fee.

The Section reads as follows:

*“5.63(1) Sections 5.65, 5.70 and 5.71 do not apply to a relevant person who has any of the following interests in a matter –
(b) an interest arising from the imposition of any rate, charge or fee by the local government;”*

Additionally, the declaration provisions of the Act to not apply to Council business reimbursements or to Members sitting fees. Any other interest, be it Financial, Proximity or Impartiality must be declared.

Local Government Act 1995 Divisions 5 and 6 refer to the setting of budgets and raising of rates and charges. The Local Government (Financial Management) Regulations 1996 details

the form and content of the budget. The 2017/18 Draft Annual Budget as presented is considered to meet statutory requirements.

There is no legislative requirement to re-advertise differential rates, even if they are changed from the advertised figures.

Local Government (Financial Management) Regulations 1996

Regulation 34(5) requires each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

Policy Implications

Policy 3.6 Rating – Merger Parity Transition. This policy confirms the agreement of the Memorandum of Understanding made between the former Shire of Narrogin and former Town of Narrogin and signed in March 2015, and applying from the 2016/17 Budget as follows:

Annual Parity Factor Increase – Compounding	Rating Category
Over 10 Years	
3.21%	UV – Rate in \$
5.48%	UV – Minimum
6.92%	GRV Rate in \$
5.48%	GRV – Minimum
2.49%	GRV – Rural Townsite Minimum

Financial Implications

The financial implications of the budget are based upon the objective of achieving a balanced budget at 30 June 2018 after carrying out normal operational requirements and an extensive capital program.

Strategic Implications

Community Strategic Plan 2017-27

- Civic Leadership Objective 4.1 An Efficient and Effective organisation

Voting Requirements

Absolute Majority

OFFICER'S RECOMMENDATION

That Council:

1. Pursuant to the provisions of the *Local Government Act 1995 section 6.2* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, adopt the Municipal Fund Budget as contained in ATTACHMENT 1 (under separate cover) of this agenda and the minutes, for the Shire of Narrogin for the 2017/18 financial year which includes the following:
 - Statement of Comprehensive Income by Nature and Type.
 - Statement of Comprehensive Income by Program.
 - Statement of Cash Flows.
 - Rate Setting Statement.
 - Notes to and Forming Part of the Budget.
 - Capital Expenditure Program

2. For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, Council pursuant to the *Local Government Act 1995 sections 6.32, 6.33, 6.34 and 6.35*, impose the following differential general and minimum rates on Gross Rental and Unimproved Values.

Differential Rate Category	Rate in the \$	General Minimum Payment \$	Lesser Minimum Payment \$
GRV – Urban	10.6172	1,062.00	
GRV – Rural	6.1938	691.00	653.00
UV	0.59990	691.00	

- 2.1. Pursuant to the *Local Government Act 1995 section 6.45* and the *Local Government (Financial Management) Regulations 1996 regulation 64(2)*, Council nominates the following due dates for the payment in full by instalments:

Option 1.

Due Date ~~Monday, 4~~ Tuesday, 5 September 2017

Option 2.

1st Instalment Due	Tuesday, 5 September 2017
2nd Instalment Due	Tuesday, 7 November 2017
3rd Instalment Due	Tuesday, 9 January 2018
4th Instalment Due	Tuesday, 13 March 2018

- 2.2. Pursuant to the *Local Government Act 1995 section 6.45* and the *Local Government (Financial Management) Regulations 1996 regulation 67*, Council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$48 for the four (Statutory) instalment option.
- 2.3. Pursuant to the *Local Government Act 1995 section 6.45* and the *Local Government (Financial Management) Regulations 1996 regulation 68*, Council adopts an interest rate of 5.5% pa where the owner has elected to pay rates and service charges through an instalment option.
- 2.4. Pursuant to the *Local Government Act 1995 section 6.51(1)* and subject to section 6.51(4) and the *Local Government (Financial Management) Regulations 1996 regulation 70*, Council adopts an interest rate of 11% pa for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.
3. Pursuant to the *Local Government Act 1995 section 6.13* and the *Local Government (Financial Management) Regulations 1996 regulation 19A*, Council adopts an interest rate of 11% pa for any amount of money (other than rates and service charges) owing to the Local Government that remains unpaid after becoming due and payable.
4. Pursuant to the *Local Government Act 1995 section 6.12*, to adopt the following rates incentive scheme including a contribution of \$3,000 from municipal funds towards this scheme:
- 1st Prize - \$1,000 Chamber of Commerce Voucher
 - 2nd Prize - \$500 Chamber of Commerce Voucher
 - 15 Prizes - \$100 Chamber of Commerce Voucher
 - 2 double passes to attend Asher Fisch Conducts Schumann for Saturday 18 November 2017. The tickets are valued at \$91 each (\$364 in total), provided by the WA Symphony Orchestra.
5. Councillor Allowances
- 5.1. Pursuant to the *Local Government Act 1995 section 5.99* and the *Local Government (Administration) Regulations 1996 regulation 30*, Council adopts the following annual fees for payment of elected members in lieu of individual meeting attendance fees:
- President \$20,000 pa
 - Councillors (x8) \$ 8,500 each pa
- 5.2. Pursuant to the *Local Government Act 1995 section 5.99A* Council and the *Local Government (Administration) Regulations 1996 regulation 31* adopts the following annual local government allowance for elected members:

- Information & Communications Technology (ICT) Allowance

President	\$ 1,600 pa
Councillors (x8)	\$ 500 each pa

5.3. Pursuant to the *Local Government Act 1995 Council section 5.99A* and the *Local Government (Administration) Regulations 1996 regulation 31* adopts the following annual local government allowance for elected members:

- Child Care the actual cost per hour or \$25 per hour, whichever is the lesser amount.

5.4. Pursuant to the *Local Government Act 1995 section 5.99A* and the *Local Government (Administration) Regulations 1996 regulation 32* Council adopts the following annual local government allowance for elected members:

- Travelling Expenses rate applicable to the reimbursement of travel and accommodations costs in the same or similar circumstances under the Public Service Award 1992 issued by the Western Australian Industrial Relations Commission as at the date of the current determination of the Salaries and Allowances Tribunal on Local Government Elected Council Members.

5.5. Pursuant to the *Local Government Act 1995 section 5.98(5)* Council adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:

- President \$23,500 pa

5.6. Pursuant to the *Local Government Act 1995 section 5.98(5)* Council adopts the following annual local government allowance to be paid in addition of the annual meeting allowance:

- Deputy President \$5,875 pa

6. Pursuant to the *Local Government Act 1995 Section 6.16*, adopts the amended Fees and Charges included 2017/18 Draft Annual Budget ATTACHMENT 1 (under separate cover).

7. In accordance with the *Local Government (Financial Management) Regulations 1996 Regulation 34(5)* adopt the following materiality thresholds:

Condition	Action
Actual variances to Budget up to 5% of Budget	No reporting required
Actual variances to Budget up to 10% of Budget	Use Management Discretion
Actual Variance exceeding 10% and a greater value greater than \$15,000	Must Report

- 2.2. Pursuant to the *Local Government Act 1995 section 6.45* and the *Local Government (Financial Management) Regulations 1996 regulation 67*, Council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$48 for the four (Statutory) instalment option.
- 2.3. Pursuant to the *Local Government Act 1995 section 6.45* and the *Local Government (Financial Management) Regulations 1996 regulation 68*, Council adopts an interest rate of 5.5% pa where the owner has elected to pay rates and service charges through an instalment option.
- 2.4. Pursuant to the *Local Government Act 1995 section 6.51(1)* and subject to section 6.51(4) and the *Local Government (Financial Management) Regulations 1996 regulation 70*, Council adopts an interest rate of 11% pa for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.
3. Pursuant to the *Local Government Act 1995 section 6.13* and the *Local Government (Financial Management) Regulations 1996 regulation 19A*, Council adopts an interest rate of 11% pa for any amount of money (other than rates and service charges) owing to the Local Government that remains unpaid after becoming due and payable.
4. Pursuant to the *Local Government Act 1995 section 6.12*, to adopt the following rates incentive scheme including a contribution of \$3,000 from municipal funds towards this scheme:
- 1st Prize - \$1,000 Chamber of Commerce Voucher
 - 2nd Prize - \$500 Chamber of Commerce Voucher
 - 15 Prizes - \$100 Chamber of Commerce Voucher
 - 2 double passes to attend Asher Fisch Conducts Schumann for Saturday 18 November 2017. The tickets are valued at \$91 each (\$364 in total), provided by the WA Symphony Orchestra.
5. Councillor Allowances
- 5.1. Pursuant to the *Local Government Act 1995 section 5.99* and the *Local Government (Administration) Regulations 1996 regulation 30*, Council adopts the following annual fees for payment of elected members in lieu of individual meeting attendance fees:
- President \$20,000 pa
 - Councillors (x8) \$ 8,500 each pa
- 5.2. Pursuant to the *Local Government Act 1995 section 5.99A* Council and the *Local Government (Administration) Regulations 1996 regulation 31* adopts the following annual local government allowance for elected members:
- Information & Communications Technology (ICT) Allowance

President	\$ 1,600 pa
Councillors (x8)	\$ 500 each pa

5.3. Pursuant to the *Local Government Act 1995 Council section 5.99A* and the *Local Government (Administration) Regulations 1996 regulation 31* adopts the following annual local government allowance for elected members:

- Child Care the actual cost per hour or \$25 per hour, whichever is the lesser amount.

5.4. Pursuant to the *Local Government Act 1995 section 5.99A* and the *Local Government (Administration) Regulations 1996 regulation 32* Council adopts the following annual local government allowance for elected members:

- Travelling Expenses rate applicable to the reimbursement of travel and accommodations costs in the same or similar circumstances under the Public Service Award 1992 issued by the Western Australian Industrial Relations Commission as at the date of the current determination of the Salaries and Allowances Tribunal on Local Government Elected Council Members.

5.5. Pursuant to the *Local Government Act 1995 section 5.98(5)* Council adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:

- President \$23,500 pa

5.6. Pursuant to the *Local Government Act 1995 section 5.98(5)* Council adopts the following annual local government allowance to be paid in addition of the annual meeting allowance:

- Deputy President \$5,875 pa

6. Pursuant to the *Local Government Act 1995 Section 6.16*, adopts the amended Fees and Charges included 2017/18 Draft Annual Budget ATTACHMENT 1 (under separate cover).

7. In accordance with the *Local Government (Financial Management) Regulations 1996 Regulation 34(5)* adopt the following materiality thresholds:

Condition	Action
Actual variances to Budget up to 5% of Budget	No reporting required
Actual variances to Budget up to 10% of Budget	Use Management Discretion
Actual Variance exceeding 10% and a greater value greater than \$15,000	Must Report

8. Due to the reduction in Main Roads Maintenance direct Grant of \$60,000 Council amends the budget for the Memorial Park toilet facility project to \$20,000 for planning.

9. In all instances where Council provides funds to a Community Group exceeding \$10,000 per annum, the CEO is authorised to negotiate and endorse an agreement detailing funding conditions and reporting requirements prior to making any funds available.

**CARRIED 7/0
BY ABSOLUTE MAJORITY**

Reason for change: Council included two new points to the resolution:

1. New point 8 included to reduce the funding of the Memorial Park toilet upgrade to \$20,000 to allow for the initial planning of the facility due to the cut of 50% funding from the Main Roads Western Australia Direct Road Maintenance Grant of \$60,000.
2. New point 9 is included to authorise the CEO to endorse agreements for community groups requiring funds in excess of \$10,000.

ANNUAL BUDGET 2017/18

ADOPTED 26 JULY 2017
FOR PERIOD ENDING 30 JUNE 2018



SHIRE PRESIDENT'S REPORT



The Annual Budget 2017/18 is the second budget for the “new” Shire of Narrogin and is one of consolidation and growth.

The budget has been prepared with a “natural” rate increase of 2% demonstrating Council’s commitment to keeping increases low. Please note that for the former Shire rate payers there is an additional “Parity” increase, as per the merger Memorandum of Understanding.

More details can be found on Councils website:

<http://www.narrogin.wa.gov.au/live/services/rates.aspx>.

Some of the significant projects that have been included in the Annual Budget 2017/18 are listed below. These are many and varied ranging from important capital works projects in the roads and townscaping areas, to some important planning processes in Town Planning and Recreation.

There are, however many challenges ahead, the WA State Government will have some important implications to local governments, but we will work proactively to deal with them in a positive and equitable manner.

Copies of the Annual Budget 2017/18 are available from the Shire’s website www.narrogin.wa.gov.au.

It is with pleasure that I present the Annual Budget 2017/18 that was adopted by Council on 26 July 2017. I look forward to continuing to bring substantial positive change and improvements to our great community.

Leigh Ballard
Shire President

RATES INFORMATION

Differential Rate Category	Rate in the \$	General Minimum Payment \$	Lesser Minimum Payment \$
GRV - Urban	10.6172	1,062.00	
GRV - Rural	6.1938	691.00	653.00
UV	0.59990	691.00	

The general rates detailed above for the 2017/18 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the Budget and the estimated revenue to be received from all sources other than Rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum Rates have been determined by Council on the basis that all ratepayers must make reasonable contribution to the cost of the Local Government's services and facilities.

All land (except exempt land) in the Shire of Narrogin is rated according to its Gross Rental Value (GRV) or on the Unimproved Value (UV) basis.

Due to the merger of the Town and Shire of Narrogin on 1 July 2016, a Memorandum of Understanding (MOU) was endorsed by both Councils to ensure that the new rating system was implemented over a 10-year period to affected previous Shire of Narrogin ratepayers. This increase, termed the "Parity Increase" is designed to ensure that all properties will have the same rate in the dollar applied at the completion of the 10-year period. Further details can be found at <http://www.narrogin.wa.gov.au/live/services/rates.aspx>.

Waste Avoidance and Resource Recovery Act Rate (Tip Site Maintenance)

Section 66 of *The Waste Avoidance and Resource Recovery Act* allows Local Governments to levy a rate for the costs associated with rubbish tip maintenance.

The object of this rate is to ensure costs in relation to the maintenance and servicing of the refuse site within the Shire are equally distributed within the Shire ratepayers.

A receptacle charge rate has been set at \$221.50, plus \$82.00 recycling receptacle charge within the GRV and UV valuation areas throughout the Shire. The commercial rubbish charge rate has been set at \$226.50 for the initial bin and \$248.00 for an additional bin. The special rubbish charge rate for 2017/18 is \$333.00.

Administration & Interest Charge for Rates & Service Charges

- a) Where no instalment option is indicated, penalty interest will begin to accrue at the rate of 11% pa on all Rates that remain unpaid 35 days after the date of issue. Where an instalment option is indicated, interest will begin to accrue at the rate of 11% pa on any instalment payment that remains unpaid after the due date of the instalment, until such time as the instalment is paid.
- b) Instalments: Rates payable by instalments is offered again with an administration cost of \$12 per instalment after the initial payment, ie: \$48 in total. In addition, an interest rate of 5.5%pa (simple interest) will also be charged on the second, third and fourth instalments which will be evenly spread over the four instalments and clearly illustrated on the Rate Notice.
- c) Payment Arrangement Administration Fee: Ratepayers that are experiencing financial hardship may apply to enter into an agreed payment arrangement. The fee to administer these arrangements are:
- | | | | |
|------|-------------------------|---|------|
| i. | 1 - 2 payments | - | \$0 |
| ii. | 3 - 5 payments | - | \$15 |
| iii. | Greater than 5 payments | - | \$48 |

SIGNIFICANT PROJECTS 2017/2018

Significant Projects	Value (\$)	Funding
Construction of Waste Transfer Station	133,000	IP
Finalise Cemetery Upgrade (Car Park and Niche Wall)	85,000	IP
CCTV upgrade	109,000	IP
Development of Gnarojin Park Master Plan	30,000	
Bin Surrounds - CBD (Townscape)	40,000	
Memorial Park Public Toilets	80,000	
Public Toilet Maintenance - Painting & Re-tiling (Gnarojin, Smith Street, Harris Street and Highbury)	31,000	
Town Hall Upgrade	94,000	
Playground upgrades (Lions, Jersey, Northwood, Ashworth Parks, Hockey Club and Highbury Hall)	157,000	
Library Landscaping - Stage 1A - Accessible Ramp	80,000	
Roadworks - Roads to Recovery (Whimbin Rock Road - \$285k)	541,860	PF
Roadworks Regional Road Group (Narrogin Harrismith Road)	617,510	PF
Footpath Construction (Daglish & Felspar Streets and Williams Road)	66,000	
Plant and Equipment Purchases	525,000	
Accommodation Units (NCP)	350,000	
Proposed Youth Service	50,000	
Management Plans Foxes Lair & Railway Dam	20,000	
Development of Narrogin Sport and Recreation Master Plan	70,000	PF, G
Gravel Pit Rehabilitation (White, Whimbin, Cardwell, Hilders, Wagin - Wickepin Roads)	20,000	
Narrogin Caravan Park (Power Upgrade, Renovate ablutions and old laundry).	152,900	PF
Dryandra Country Visitors Centre - operational support	60,000	
Old Shire Office Building Upgrade	80,000	

(In Progress - "IP", Partially Funded - "PF", Grant Dependent - "G")

ELECTED MEMBERS

As a result of the merger of the former Town and Shire of Narrogin an extraordinary election was held in October 2016. The following members were elected.



*President
Leigh Ballard
2017*



*Deputy President
Cr Tim Wiese
Rural Ward - 2017*



*Cr Colin Ward
Urban Ward - 2019*



*Cr Nathan Walker
Rural Ward - 2019*



*Cr Paul Schutz
Urban Ward - 2019*



*Cr Murray Fisher
Rural Ward - 2019*



*Cr Clive Bartron
Urban Ward - 2017*



*Cr Brian Seale
Urban Ward - 2017*



*Cr Geoff Ballard
Rural Ward - 2017)*

Note the Shire President is directly elected by electors and not by other Councillors.

Elections are held biennially on the third Saturday in October and the next ordinary election is 21 October 2017. These elections are subject to electoral procedures as governed by the *Local Government Act 1995*. Voting at these elections is not compulsory and the 2017 election will be conducted by a postal election run by the Electoral Commission.

Council Meetings are held on the fourth Tuesday of each month and are open to the public. Minutes of the meetings are available on the Shire of Narrogin website www.narrogin.wa.gov.au.

SHIRE OF NARROGIN
BUDGET
FOR THE YEAR ENDED 20 JUNE 2018

TABLE OF CONTENTS

Statement of Comprehensive Income by Nature or Type	8
Statement of Comprehensive Income by Program	9
Statement of Cash Flows	10
Rate Setting Statement.....	11
Notes to and Forming Part of the Budget.....	12 – 41
Supplementary Information	42-45
Fees and Charges 2017-2018	46

SHIRE OF NARROGIN
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2018

	NOTE	2017/18 Budget \$	2016/17 Actual \$	2016/17 Budget \$
Revenue				
Rates	8	4,670,116	4,559,085	4,510,697
Operating grants, subsidies and contributions	15	3,313,370	5,388,298	3,702,902
Fees and charges	14	1,539,930	1,770,584	1,659,720
Service charges	11	0	0	0
Interest earnings	2(a)	167,100	202,341	182,100
Other revenue	2(a)	0	127,510	138,584
		<u>9,690,516</u>	<u>12,047,818</u>	<u>10,194,003</u>
Expenses				
Employee costs		(5,225,265)	(4,662,005)	(5,015,674)
Materials and contracts		(3,406,643)	(2,882,011)	(4,169,323)
Utility charges		(634,114)	(640,614)	(705,537)
Depreciation on non-current assets	2(a)	(2,480,898)	(2,522,841)	(2,299,553)
Interest expenses	2(a)	(51,651)	(56,724)	(75,851)
Insurance expenses		(229,505)	(287,792)	(283,943)
Other expenditure		(698,304)	(4,160,050)	(3,653,696)
		<u>(12,726,380)</u>	<u>(15,212,037)</u>	<u>(16,203,577)</u>
		(3,035,864)	(3,164,219)	(6,009,574)
Non-operating grants, subsidies and contributions	15	1,365,310	1,439,802	1,721,744
Profit on asset disposals	6	2,000	0	1,500
Loss on asset disposals	6	(56,965)	(398,304)	(306,206)
Loss on revaluation of non current assets		0	0	0
Net result		<u>(1,725,519)</u>	<u>(2,122,721)</u>	<u>(4,592,536)</u>
Other comprehensive income				
Changes on revaluation of non-current assets		0	0	0
Total other comprehensive income		<u>0</u>	<u>0</u>	<u>0</u>
Total comprehensive income		<u>(1,725,519)</u>	<u>(2,122,721)</u>	<u>(4,592,536)</u>

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

SHIRE OF NARROGIN
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30 JUNE 2018

	NOTE	2017/18 Budget \$	2016/17 Actual \$	2016/17 Budget \$
Revenue (refer notes 1,2,8,10 to 15)				
Governance		5,100	159,597	96,100
General purpose funding		5,937,241	8,271,925	6,993,945
Law, order, public safety		35,838	46,305	35,797
Health		5,500	8,329	7,500
Education and welfare		1,275,024	1,349,210	1,263,386
Housing		12,200	12,900	13,000
Community amenities		1,006,256	1,163,150	978,119
Recreation and culture		260,620	226,821	149,895
Transport		764,106	278,627	291,404
Economic services		242,378	299,879	248,194
Other property and services		146,253	231,075	116,663
		<u>9,690,516</u>	<u>12,047,818</u>	<u>10,194,003</u>
Expenses excluding finance costs (refer notes 1, 2 & 16)				
Governance		(598,410)	(1,197,282)	(1,681,222)
General purpose funding		(204,862)	(192,303)	(177,867)
Law, order, public safety		(475,695)	(304,727)	(427,553)
Health		(202,466)	(131,678)	(194,492)
Education and welfare		(1,723,308)	(5,297,783)	(5,473,881)
Housing		(32,194)	(22,984)	(31,874)
Community amenities		(1,437,527)	(1,180,454)	(1,430,177)
Recreation and culture		(3,049,331)	(2,404,219)	(2,658,252)
Transport		(4,219,595)	(3,568,309)	(3,275,900)
Economic services		(701,342)	(574,619)	(748,107)
Other property and services		(29,999)	(280,955)	(28,401)
		<u>(12,674,729)</u>	<u>(15,155,313)</u>	<u>(16,127,726)</u>
Finance costs (refer notes 2 & 7)				
Governance		(15,305)	(16,888)	(18,185)
Recreation and culture		(26,361)	(29,014)	(30,409)
Transport		(2,279)	(4,929)	(4,767)
Economic services		(7,706)	(5,893)	(22,490)
Other property and services		0	0	0
		<u>(51,651)</u>	<u>(56,724)</u>	<u>(75,851)</u>
		<u>(3,035,864)</u>	<u>(3,164,219)</u>	<u>(6,009,574)</u>
Non-operating grants, subsidies and contributions	15	1,365,310	1,439,802	1,721,744
Profit on disposal of assets	6	2,000	0	1,500
(Loss) on disposal of assets	6	(56,965)	(398,304)	(306,206)
Loss on revaluation of non current assets		0	0	0
		<u>1,310,345</u>	<u>1,041,498</u>	<u>1,417,038</u>
Net result		(1,725,519)	(2,122,721)	(4,592,536)
Other comprehensive income				
Changes on revaluation of non-current assets		0	0	0
Total other comprehensive income		0	0	0
Total comprehensive income		<u>(1,725,519)</u>	<u>(2,122,721)</u>	<u>(4,592,536)</u>

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

**SHIRE OF NARROGIN
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2018**

	NOTE	2017/18 Budget \$	2016/17 Actual \$	2016/17 Budget \$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		4,730,116	4,453,983	4,814,219
Operating grants, subsidies and contributions		3,288,370	5,992,875	4,079,317
Fees and charges		1,539,930	2,170,584	1,659,720
Service charges		0	0	0
Interest earnings		167,100	202,341	182,100
Goods and services tax		0	1,235,493	702,836
Other revenue		0	127,510	138,584
		<u>9,725,516</u>	<u>14,182,786</u>	<u>11,576,776</u>
Payments				
Employee costs		(5,224,965)	(4,331,503)	(5,090,633)
Materials and contracts		(3,398,243)	(3,094,613)	(3,693,549)
Utility charges		(634,114)	(640,614)	(705,537)
Interest expenses		(51,151)	(56,267)	(78,226)
Insurance expenses		(229,505)	(287,792)	(283,943)
Goods and services tax		0	(1,300,000)	(1,350,000)
Other expenditure		(698,304)	(4,160,050)	(3,653,696)
		<u>(10,236,282)</u>	<u>(13,870,839)</u>	<u>(14,855,584)</u>
Net cash provided by (used in) operating activities	3(b)	<u>(510,766)</u>	<u>311,947</u>	<u>(3,278,808)</u>
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for development of land held for resale	5	0	0	0
Payments for purchase of property, plant & equipment	5	(1,820,171)	(1,607,977)	(2,501,939)
Payments for construction of infrastructure	5	(2,087,035)	(2,704,497)	(3,728,356)
Non-operating grants, subsidies and contributions used for the development of assets		1,365,310	1,439,802	1,721,744
Proceeds from sale of plant & equipment	6	117,000	564,991	598,145
Net cash provided by (used in) investing activities		<u>(2,424,896)</u>	<u>(2,307,681)</u>	<u>(3,910,406)</u>
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of borrowings	7	(220,292)	(211,876)	(221,310)
Advances to community groups		0	0	0
Proceeds from self supporting loans		0	0	0
Proceeds from new borrowings	7	350,000	0	350,000
Net cash provided by (used in) financing activities		<u>129,708</u>	<u>(211,876)</u>	<u>128,690</u>
Net increase (decrease) in cash held		(2,805,954)	(2,207,610)	(7,060,524)
Cash at beginning of year		<u>6,934,726</u>	<u>9,142,336</u>	<u>10,182,102</u>
Cash and cash equivalents at the end of the year	3(a)	<u><u>4,128,772</u></u>	<u><u>6,934,726</u></u>	<u><u>3,121,578</u></u>

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

**SHIRE OF NARROGIN
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2018**

	NOTE	2017/18 Budget \$	2016/17 Actual \$	2016/17 Budget \$
Net current assets at start of financial year - surplus/(deficit)	4	2,821,359	5,860,482	6,316,076
		2,821,359	5,860,482	6,316,076
Revenue from operating activities (excluding rates)				
Governance		5,100	159,597	96,100
General purpose funding		1,275,325	3,744,699	2,483,248
Law, order, public safety		35,838	46,305	35,797
Health		5,500	8,329	7,500
Education and welfare		1,275,024	1,349,210	1,263,386
Housing		12,200	12,900	13,000
Community amenities		1,006,256	1,163,150	978,119
Recreation and culture		260,620	226,821	149,895
Transport		766,106	278,627	291,404
Economic services		242,378	299,879	249,694
Other property and services		146,253	231,075	116,663
		5,030,600	7,520,592	5,684,806
Expenditure from operating activities				
Governance		(613,715)	(1,224,245)	(1,707,907)
General purpose funding		(204,862)	(192,303)	(177,867)
Law, order, public safety		(475,695)	(310,651)	(427,553)
Health		(202,466)	(131,678)	(194,492)
Education and welfare		(1,723,308)	(5,310,848)	(5,492,981)
Housing		(32,194)	(22,984)	(31,874)
Community amenities		(1,437,527)	(1,186,839)	(1,435,677)
Recreation and culture		(3,075,692)	(2,433,233)	(2,688,661)
Transport		(4,278,839)	(3,661,071)	(3,289,313)
Economic services		(709,048)	(844,110)	(1,025,957)
Other property and services		(29,999)	(292,379)	(37,501)
		(12,783,345)	(15,610,341)	(16,509,783)
Operating activities excluded from budget				
(Profit) on asset disposals	6	(2,000)	0	(1,500)
Loss on disposal of assets	6	56,965	398,304	306,206
Depreciation on assets	2(a)	2,480,898	2,522,841	2,299,553
Adjustment for Old Shire Figures in Net Current assets		0	51,922	0
Movement in deferred pensioner rates (non-current)		0	(40,191)	0
Movement in leave reserve added back		0	3,375	0
Movement in employee benefit provisions (non-current)		0	(95,494)	0
Amount attributable to operating activities		(2,395,523)	611,490	(1,904,642)
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions	15	1,365,310	1,439,802	1,721,744
Purchase land held for resale	5	0	0	0
Purchase property, plant and equipment	5	(1,820,171)	(1,607,977)	(2,501,939)
Purchase and construction of infrastructure	5	(2,087,035)	(2,704,497)	(3,728,356)
Proceeds from disposal of assets	6	117,000	564,991	598,145
Amount attributable to investing activities		(2,424,896)	(2,307,681)	(3,910,406)
FINANCING ACTIVITIES				
Repayment of borrowings	7	(220,292)	(211,876)	(221,310)
Proceeds from new borrowings	7	350,000	0	350,000
Proceeds from self supporting loans		0	0	0
Transfers to cash backed reserves (restricted assets)	9	(598,823)	(641,872)	(295,737)
Transfers from cash backed reserves (restricted assets)	9	627,618	844,072	1,471,398
Amount attributable to financing activities		158,503	(9,676)	1,304,351
Budgeted deficiency before general rates		(4,661,916)	(1,705,867)	(4,510,697)
Estimated amount to be raised from general rates	8	4,661,916	4,527,226	4,510,697
Net current assets at end of financial year - surplus/(deficit)	4	0	2,821,359	0

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

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of preparation

The budget has been prepared in accordance with applicable Australian Accounting Standards (as they apply to local government and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Material accounting policies which have been adopted in the preparation of this budget are presented below and have been consistently applied unless stated otherwise.

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

Critical accounting estimates

The preparation of a budget in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The local government reporting Entity

All funds through which the Shire of Narrogin controls resources to carry on its functions have been included in the financial statements forming part of this budget.

In the process of reporting on the local government as a single unit, all transactions and balances between those Funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 17 to the budget.

(b) 2016/17 actual balances

Balances shown in this budget as 2016/17 Actual are as forecast at the time of budget preparation and are subject to final adjustments.

(c) Rounding off figures

All figures shown in this budget, other than a rate in the dollar, are rounded to the nearest dollar.

(d) Comparative figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current budget year.

(e) Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in the budget relate to the original budget estimate for the relevant item of disclosure.

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Forecast fair value adjustments

All fair value adjustments relating to remeasurement of financial assets at fair value through profit or loss (if any) and changes on revaluation of non-current assets are impacted upon by external forces and not able to be reliably estimated at the time of budget adoption.

Fair value adjustments relating to the re-measurement of financial assets at fair value through profit or loss will be assessed at the time they occur with compensating budget amendments made as necessary.

It is anticipated, in all instances, any changes upon revaluation of non-current assets will relate to non-cash transactions and as such, have no impact on this budget document.

(g) Rates, grants, donations and other contributions

Rates, grants, donations and other contributions are recognised as revenues when the Shire of Narrogin obtains control over the assets comprising the contributions.

Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(h) Goods and services tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

(i) Superannuation

The Shire of Narrogin contributes to a number of superannuation funds on behalf of employees.

All funds to which the Shire of Narrogin contributes are defined contribution plans.

(j) Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are shown as short term borrowings in current liabilities in Note 4 - Net Current Assets.

(k) Trade and other receivables

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

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(l) Inventories

General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land held for resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(m) Fixed assets

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Mandatory requirement to revalue non-current assets

Effective from 1 July 2012, the *Local Government (Financial Management) Regulations* were amended and the measurement of non-current assets at Fair Value became mandatory.

During the year ended 30 June 2013, the Shire of Narrogin commenced the process of adopting fair value in accordance with the Regulations.

Whilst the amendments initially allowed for a phasing in of fair value in relation to fixed assets over three years, as at 30 June 2015 all non-current assets were carried at fair value in accordance with the requirements.

Thereafter, each asset class must be revalued in accordance with the regulatory framework established and the Shire of Narrogin revalues its asset classes in accordance with this mandatory timetable.

Relevant disclosures, in accordance with the requirements of Australian Accounting Standards, have been made in the financial report as necessary.

Initial recognition and measurement between mandatory revaluation dates

All assets are initially recognised at cost and subsequently revalued in accordance with the mandatory measurement framework detailed above.

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire of Narrogin includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework detailed above, are carried at cost less accumulated depreciation as management believes this approximates fair value. They will be subject to subsequent revaluation of the next anniversary date in accordance with the mandatory measurement framework detailed above.

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Fixed assets (continued)

Revaluation

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Land under roads

In Western Australia, all land under roads is Crown land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in *Australian Accounting Standard AASB 1051 Land Under Roads* and the fact *Local Government (Financial Management) Regulation 16(a)(i)* prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, *Local Government (Financial Management) Regulation 16(a)(i)* prohibits local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of AASB 1051, *Local Government (Financial Management) Regulation 4(2)* provides, in the event of such an inconsistency, the *Local Government (Financial Management) Regulations* prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Shire

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Fixed assets (continued)

Depreciation

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

Major depreciation periods used for each class of depreciable asset are:

Buildings	40 to 100 years
Furniture and Equipment	10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads	
formation	not depreciated
pavement	50 years
gravel sheet	12 years
Formed roads	
formation	not depreciated
pavement	50 years
Footpaths - slab	40 years
Water supply piping & drainage systems	50 to 75 years

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.

Capitalisation Threshold

Expenditure or revaluation on items under the capitalisation threshold will not be capitalised. Rather, it is recorded on an asset inventory listing.

Plant, property and equipment (excluding buildings) \$5,000 or greater, and buildings and infrastructure items \$10,000 or greater.

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(n) Fair value of assets and liabilities

When performing a revaluation, the Shire of Narrogin uses a mix of both independent and management valuations using the following as a guide:

Fair value is the price that the Shire of Narrogin would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset (i.e. the market with the greatest volume and level of activity for the asset or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (ie the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

Fair value hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques

The Shire of Narrogin selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Shire of Narrogin are consistent with one or more of the following valuation approaches:

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(n) Fair value of assets and liabilities (continued)

Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach

Valuation techniques that reflect the current replacement cost of an asset at its current service capacity.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Shire of Narrogin gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability and considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

The mandatory measurement framework imposed by the *Local Government (Financial Management) Regulations* requires, as a minimum, all assets to be revalued at least every 3 years. Relevant disclosures, in accordance with the requirements of Australian Accounting Standards have been made in the budget as necessary.

(o) Financial instruments

Initial recognition and measurement

Financial assets and financial liabilities are recognised when the Shire of Narrogin becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Shire of Narrogin commits itself to either the purchase or sale of the asset (ie trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

Classification and subsequent measurement

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or cost.

Amortised cost is calculated as:

- (a) the amount in which the financial asset or financial liability is measured at initial recognition;
- (b) less principal repayments and any reduction for impairment; and
- (c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method.

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(o) Financial instruments (continued)

The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

(i) Financial assets at fair value through profit and loss

Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short term profit taking. Assets in this category are classified as current assets. Such assets are subsequently measured at fair value with changes in carrying amount being included in profit or loss.

(ii) Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.

(iii) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments that the Shire of Narrogin management has the positive intention and ability to hold to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Held-to-maturity investments are included in current assets where they are expected to mature within 12 months after the end of the reporting period. All other investments are classified as non-current.

(iv) Available-for-sale financial assets

Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.

Available-for-sale financial assets are included in current assets, where they are expected to be sold within 12 months after the end of the reporting period. All other available for sale financial assets are classified as non-current.

(v) Financial liabilities

Non-derivative financial liabilities (excl. financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in the profit or loss.

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(o) Financial instruments (continued)

Impairment

A financial asset is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a "loss event") having occurred, which has an impact on the estimated future cash flows of the financial asset(s).

In the case of available-for-sale financial assets, a significant or prolonged decline in the market value of the instrument is considered a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point.

In the case of financial assets carried at amortised cost, loss events may include: indications that the debtors or a group of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults.

For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if management establishes that the carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance account.

Derecognition

Financial assets are derecognised where the contractual rights for receipt of cash flows expire or the asset is transferred to another party, whereby the Shire of Narrogin no longer has any significant continual involvement in the risks and benefits associated with the asset.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

(p) Impairment of assets

In accordance with Australian Accounting Standards the Shire of Narrogin assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another standard (e.g. AASB 116) whereby any impairment loss of a revaluation decrease in accordance with that other standard.

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Impairment of assets (continued)

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

At the time of adopting this budget, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2018.

In any event, an impairment loss is a non-cash transaction and consequently, has no impact on this budget document.

(q) Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the Shire of Narrogin becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

(r) Employee benefits

Short-term employee benefits

Provision is made for the Shire of Narrogin's obligations for short-term employee benefits. Short term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire of Narrogin's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position. The Shire of Narrogin's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Other long-term employee benefits

Provision is made for employees' long service leave and annual leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Other long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations or service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire of Narrogin's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire of Narrogin does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Borrowing costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

(t) Provisions

Provisions are recognised when the Shire of Narrogin has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

(u) Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the Shire of Narrogin, are classified as finance leases.

Finance leases are capitalised recording an asset and a liability at the lower amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.

(v) Investment in associates

An associate is an entity over which the Shire of Narrogin has significant influence. Significant influence is the power to participate in the financial operating policy decisions of that entity but is not control or joint control of those policies. Investments in associates are accounted for in the financial statements by applying the equity method of accounting, whereby the investment is initially recognised at cost and adjusted thereafter for the post-acquisition change in the Shire of Narrogin's share of net assets of the associate. In addition, the Shire of Narrogin's share of the profit or loss of the associate is included in the

The carrying amount of the investment includes, where applicable, goodwill relating to the associate. Any discount on acquisition, whereby the Shire of Narrogin's share of the net fair value of the associate exceeds the cost of investment, is recognised in profit or loss in the period in which the investment is acquired.

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(w) Investment in associates (continued)

Profits and losses resulting from transactions between the Shire of Narrogin and the associate are eliminated to the extent of the Shire of Narrogin's interest in the associate.

When the Shire of Narrogin's share of losses in an associate equals or exceeds its interest in the associate, the Shire of Narrogin discontinues recognising its share of further losses unless it has incurred legal or constructive obligations or made payments on behalf of the associate. When the associate subsequently makes profits, the Shire of Narrogin will resume recognising its share of these profits once its share of the profits equals the share of the losses not recognised.

(x) Interests in joint arrangements

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint venture entities providing joint venturers with an interest to net assets are classified as a joint venture and accounted for using the equity method. Refer to note 1(o) for a description of the equity method of accounting.

Joint venture operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The Shire of Narrogin's interests, in the assets, liabilities, revenue and expenses of joint operations are included in the respective line items of the financial statements. Information about the joint ventures is set out in Note 20.

(y) Current and non-current classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire of Narrogin's operational cycle. In the case of liabilities where the Shire of Narrogin does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for sale where it is held as non-current based on the Shire of Narrogin's intentions to

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

	2017/18 Budget \$	2016/17 Actual \$	2016/17 Budget \$
2. REVENUES AND EXPENSES			
(a) Net result			
The net result includes:			
Charging as an expense:			
(i) Auditors remuneration			
Audit services	30,750	19,395	30,750
Depreciation by program			
Governance	19,406	19,564	27,092
General purpose funding	0	0	0
Law, order, public safety	3,731	3,689	19,656
Health	0	0	0
Education and welfare	49,109	49,057	37,553
Housing	3,204	3,200	8,015
Community amenities	12,247	12,233	11,718
Recreation and culture	515,144	515,108	514,195
Transport	1,543,959	1,542,039	1,088,840
Economic services	47,882	47,639	50,452
Other property and services	286,216	330,312	542,032
	<u>2,480,898</u>	<u>2,522,841</u>	<u>2,299,553</u>
Depreciation by asset class			
Land and buildings	598,560	608,679	629,510
Furniture and equipment	20,872	21,225	70,637
Plant and equipment	297,650	302,682	540,019
Roads	1,318,226	1,340,513	894,479
Footpaths	49,153	49,984	40,303
Drainage	90,962	92,500	71,285
Parks and ovals	32,082	32,624	0
Other	73,393	74,634	53,320
	<u>2,480,898</u>	<u>2,522,841</u>	<u>2,299,553</u>
Interest expenses (finance costs)			
- Borrowings (refer note 7(a))	51,651	56,724	75,851
	<u>51,651</u>	<u>56,724</u>	<u>75,851</u>
(ii) Crediting as revenues:			
Interest earnings			
Investments			
- Reserve funds	75,000	79,943	75,000
- Other funds	50,000	102,062	52,000
Other interest revenue (refer note 12)	42,100	20,336	55,100
	<u>167,100</u>	<u>202,341</u>	<u>182,100</u>
(iii) Other revenue			
Reimbursements and recoveries	0	0	0
Other	0	127,510	138,584
	<u>0</u>	<u>127,510</u>	<u>138,584</u>

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

2. REVENUES AND EXPENSES (Continued)

(b) Statement of objective

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Shire's Community Vision, and for each of its broad activities/programs.

COMMUNITY VISION

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Shire's Community Vision, and for each of its broad activities/programs.

GOVERNANCE

Objective:

To provide a decision making process for the effective allocation of scarce resources.

Activities:

Includes the activities of members of council and administration support available to the council for provision of governance of the district. Other costs relate to the task of assisting elected members and electors on matters which do not concern specific Shire services.

GENERAL PURPOSE FUNDING

Objective:

To collect revenue to allow for the provisions of infrastructure and services.

Activities:

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

Objective:

To provide services to help ensure a safer community.

Activities:

Supervision and enforcement of various local laws, fire prevention, animal control and other aspects of public safety including emergency services.

HEALTH

Objective:

To provide an operational framework for environmental and community health.

Activities:

Inspect food outlets and their control, noise control and waste disposal compliance.

EDUCATION AND WELFARE

Objective:

To provide services to the disadvantaged, the elderly, children and youth.

Activities:

Preschool and other education, children and youth services, elderly and disadvantaged, senior citizens services.

HOUSING

Objective:

To provide housing to senior employees.

Activities:

Provision of staff housing.

**SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018**

2. REVENUES AND EXPENSES (Continued)

(b) Statement of objective (Continued)

COMMUNITY AMENITIES

Objective:

To provide services required by the community.

Activities:

Rubbish collection services, operation of refuse disposal site, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning scheme, cemetery and public conveniences.

RECREATION AND CULTURE

Objective:

To provide recreational and cultural services to the community.

Activities:

Maintain public halls, civic centres, aquatic centre, recreational centre and various sporting facilities, Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.

TRANSPORT

Objective:

To provide safe, effective and efficient transport services to the community.

Activities:

Construct and maintenance of roads, streets, footpaths, depots parking facilities. Purchase of plant and equipment.

ECONOMIC SERVICES

Objective:

To promote the Town and its economic wellbeing.

Activities:

Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, and standpipes. Building Control.

OTHER PROPERTY & SERVICES

Objective:

To monitor and control the Town's overheads operation accounts and town planning scheme.

Activities:

Private works operation, plant repair and operation costs, administration overheads, community development overheads and gross salary and wages.

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

3. NOTES TO THE STATEMENT OF CASH FLOWS

(a) Reconciliation of cash

For the purposes of the statement of cash flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

	2017/18 Budget \$	2016/17 Actual \$	2016/17 Budget \$
Cash - unrestricted	172,715	2,949,874	0
Cash - restricted	3,956,057	3,984,852	3,121,578
	<u>4,128,772</u>	<u>6,934,726</u>	<u>3,121,578</u>

The following restrictions have been imposed by regulation or other externally imposed requirements:

Refuse Reserve (*)	418,384	428,322	329,663
Emergency Services Reserve	0	0	0
Aged Care Development Reserve	0	0	0
J Hogg Memorial Reserve	0	0	0
Community Assisted Transport (CATS) Vehicle Repl	5,452	5,352	3,657
Building Reserve (*)	516,538	556,072	135,902
Employee Entitlement Reserve (*)	420,109	372,364	416,167
Plant, Vehicle & Equipment Reserve (*)	570,859	393,454	388,340
Economic Development Reserve	151,799	148,995	148,741
Narrogin Regional Leisure Centre (NRLC) Reserve	264,091	180,690	180,471
Tourism & Area Promotion reserve	75,362	73,970	54,429
HACC Reserve	606,476	596,761	649,577
CHCP Reserve	140,810	202,894	259,407
CHSP Reserve	176,067	129,034	93,860
It & Office Equipment Reserve (*)	66,030	15,734	15,684
Road Construction Reserve (**)	293,683	445,302	337,226
Asset Valuation Reserve	30,565	30,000	30,000
Unspent Grants & Contributions Reserve	219,832	405,908	78,453
	0	0	0
	0	0	0
	<u>3,956,057</u>	<u>3,984,852</u>	<u>3,121,577</u>

(b) Reconciliation of net cash provided by operating activities to net result

Net result	(1,725,519)	(2,122,721)	(4,592,536)
Depreciation	2,480,898	2,522,841	2,299,553
(Profit)/loss on sale of asset	54,965	398,304	304,706
Loss on revaluation of non current assets	0	0	0
(Increase)/decrease in receivables	35,000	2,752	732,773
(Increase)/decrease in inventories	5,000	(13,775)	8,828
Increase/(decrease) in payables	4,200	692,690	(310,388)
Increase/(decrease) in employee provisions	0	271,658	0
Grants/contributions for the development of assets	(1,365,310)	(1,439,802)	(1,721,744)
Net cash from operating activities	<u>(510,766)</u>	<u>311,947</u>	<u>(3,278,808)</u>

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

3. NOTES TO THE STATEMENT OF CASH FLOWS (Continued)

	2017/18 Budget \$	2016/17 Actual \$	2016/17 Budget \$
(c) Undrawn borrowing facilities			
credit standby arrangements			
Bank overdraft limit	400,000	400,000	400,000
Bank overdraft at balance date	0	0	0
Credit card limit	15,000	15,000	15,000
Credit card balance at balance date	0	0	0
Total amount of credit unused	<u>415,000</u>	<u>415,000</u>	<u>415,000</u>
Loan facilities			
Loan facilities in use at balance date	<u>1,275,726</u>	<u>1,146,018</u>	<u>1,504,939</u>
Unused loan facilities at balance date	<u>0</u>	<u>0</u>	<u>0</u>

	Note	2017/18 Budget \$	2016/17 Actual \$
4. NET CURRENT ASSETS			

Composition of estimated net current assets

Current assets

Cash - unrestricted	3(a)	172,715	2,949,874
Cash - restricted reserves	3(a)	3,956,057	3,984,852
Receivables		529,593	564,593
Inventories		8,775	13,775
		<u>4,667,140</u>	<u>7,513,094</u>

Less: current liabilities

Trade and other payables		(238,331)	(234,131)
Short term borrowings		0	0
Long term borrowings		(372,078)	(242,370)
Provisions		(845,116)	(845,116)
		<u>(1,455,525)</u>	<u>(1,321,617)</u>

Unadjusted net current assets

3,211,615 **6,191,477**

Differences between the net current assets at the end of each financial year in the rate setting statement and net current assets detailed above arise from amounts which have been excluded when calculating the budget deficiency in accordance with *Local Government (Financial Management) Regulation 32* as movements for these items have been funded within the budget estimates. These differences are disclosed as adjustments below.

Adjustments

Less: Cash - restricted reserves	3(a)	(3,956,057)	(3,984,852)
Less: Land held for resale		0	0
Less: Current loans - clubs / institutions		0	0
Add: Current portion of borrowings		372,078	242,370
Add: Current liabilities not expected to be cleared at end of year		372,364	372,364
Adjusted net current assets - surplus/(deficit)		<u><u>0</u></u>	<u><u>2,821,359</u></u>

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

5. ACQUISITION OF ASSETS

The following assets are budgeted to be acquired during the year.

Asset class	Reporting program											2017/18 Budget total \$	2016/17 Actual total \$
	Governance \$	General purpose funding \$	Law, order, public safety \$	Health \$	Education and welfare \$	Housing \$	Community amenities \$	Recreation and culture \$	Transport \$	Economic services \$	Other property and services \$		
<i>Property, Plant and Equipment</i>													
Land and buildings	40,119				59,000	20,000	80,000	261,500	30,000	502,939	80,000	1,073,558	862,341
Furniture and equipment					10,000			20,000				30,000	52,346
Plant and equipment			111,613					70,000	525,000	10,000		716,613	693,290
	40,119	0	111,613	0	69,000	20,000	80,000	351,500	555,000	512,939	80,000	1,820,171	1,607,977
<i>Infrastructure</i>													
Roads									1,160,355			1,160,355	2,014,327
Footpaths									66,000			66,000	48,272
Drainage									30,000			30,000	0
Parks and ovals													14,028
Other			2,944				373,736	294,000	132,000	28,000		830,680	627,870
	0	0	2,944	0	0	0	373,736	294,000	1,388,355	28,000	0	2,087,035	2,704,497
Total acquisitions	40,119	0	114,557	0	69,000	20,000	453,736	645,500	1,943,355	540,939	80,000	3,907,206	4,312,474

A detailed breakdown of acquisitions on an individual asset basis can be found in the supplementary information attached to this budget document as follows:
- Statement of Estimated Capital Expenditure for the Period 1 July 2017 to 30 June 2018

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

6. DISPOSALS OF ASSETS

The following assets are budgeted to be disposed of during the year.

<u>By Program</u>	Net book value \$	Sale proceeds \$	2017/18 Budget Profit \$	Loss \$	2016/17 Actual		2016/17 Budget	
					Profit \$	Loss \$	Profit \$	Loss \$
Governance		0	0	0	0	(10,075)	0	(8,500)
Law,order, public safety		0	0	0	0	(5,924)	0	0
Education and welfare		0	0	0	0	(13,065)	0	(19,100)
Community amenities		0	0	0	0	(6,385)	0	(5,500)
Transport	171,965	117,000	2,000	(56,965)	0	(87,833)	0	(8,646)
Economic services		0	0	0	0	(263,598)	1,500	(255,360)
Other property and services		0	0	0	0	(11,424)	0	(9,100)
	171,965	117,000	2,000	(56,965)	0	(398,304)	1,500	(306,206)

By Class

	Net book value \$	Sale proceeds \$	2017/18 Budget Profit \$	Loss \$
Plant and equipment	171,965	117,000	2,000	(56,965)
	171,965	117,000	2,000	(56,965)

A detailed breakdown of disposals on an individual asset basis can be found in the supplementary information attached to this budget document as follows:

- Statement of Estimated Capital Expenditure for the Period 1 July 2017 to 30 June 2018

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

7. INFORMATION ON BORROWINGS

(a) Borrowing repayments

Movement in borrowings and interest between the beginning and the end of the current financial year.

Purpose	Principal 1-Jul-17	New loans	Principal repayments		Principal outstanding		Interest repayments	
			2017/18 Budget \$	2016/17 Actual \$	2017/18 Budget \$	2016/17 Actual \$	2017/18 Budget \$	2016/17 Actual \$
Governance								
Loan 125 - Corporate Software & Server Upgrade	46,953		46,953	45,428	0	46,953	1,626	3,296
Loan 128 - Administration Building Extension	410,216		40,862	39,784	369,354	410,216	13,679	13,592
Recreation and culture								
Loan 49 - Narrogin Regional Leisure Centre (*)			0	9,972	0	0	0	322
Loan 121B _ Narrogin Regional Leisure Centre	317,636		46,031	39,805	271,605	317,636	18,344	19,571
Loan 126 - Town Hall Renovations	181,540		27,440	26,411	154,100	181,540	8,017	9,121
Transport								
Loan 51 - Shire Depot (*)	35,004		35,004	32,617	0	35,004	2,280	4,929
Economic services								
Loan 124 - Commercial Property	13,844		13,844	13,054	0	13,844	549	1,506
Loan 127 - Industrial Land	140,825		10,158	4,805	130,667	140,825	7,156	4,387
Loan 129 - Accommodation Units		350,000	0	0	350,000	0	0	0
	1,146,018	350,000	220,292	211,876	1,275,726	1,146,018	51,651	56,724

(*) Loans was transferred to the Shire on the 1 July 2016 as a result of the merger.
All borrowing repayments will be financed by general purpose revenue.

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

7. INFORMATION ON BORROWINGS (Continued)

(b) New borrowings - 2017/18

Particulars/Purpose	Institution	Loan type	Term (years)	Interest rate %	Amount borrowed budget \$	Total interest & charges \$	Amount used budget \$	Balance unspent \$
Loan 129 - Accommodation Units (NCP)	WATC	Debenture	10	2.65	350,000	50,798	350,000	0
					350,000	50,798	350,000	0

(c) Unspent borrowings

The Shire had no unspent borrowing funds as at 30th June 2017 nor is it expected to have unspent borrowing funds as at 30th June 2018.

(d) Overdraft

The Shire has not utilised an overdraft facility during the financial year although an overdraft facility of \$400,000 with the National Australia Bank does exist. It is not anticipated that this facility will be required to be utilised during 2017/18.

(e) Credit Card Facility

Council's Credit Card Facility with National Australia Bank remains unchanged at \$15,000. It is expected the current credit limit of \$15,000 will remain unchanged during 2017/18 financial year.

AASB 101.10(e)
AASB 101.51
AASB 101.112

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

LGA S6.2(4)(b)
FM Reg 23(a)

8. RATING INFORMATION

RATE TYPE	Rate in \$	Number of properties	Rateable value \$	2017/18 Budgeted rate revenue \$	2017/18 Budgeted interim rates \$	2017/18 Budgeted back rates \$	2017/18 Budgeted total revenue \$	2016/17 Actual \$
Differential general rate or general rate GRV								
Urban	0.106172	1,699	28,531,352	3,029,231			3,029,231	2,971,572
Rural	0.061938	71	1,196,000	74,078			74,078	60,600
General Rate UV								
	0.005990	335	162,864,000	975,555			975,555	942,340
Sub-Totals		2,105	192,591,352	4,078,864	0	0	4,078,864	3,974,512
Minimum payment GRV								
Minimum \$								
Urban	1062	444	3,245,025	471,528			471,528	460,122
Rural - Highbury	653	11	82,799	7,183			7,183	22,505
Rural	691	16	105,720	11,056			11,056	
UV	691	135	10,885,900	93,285			93,285	70,087
Sub-Totals		606	14,319,444	583,052	0	0	583,052	552,714
		2,711	206,910,796	4,661,916	0	0	4,661,916	4,527,226
Discounts/concessions (Refer note 13)							0	0
Total amount raised from general rates							4,661,916	4,527,226
Specified area rates (Refer note 10)							0	0
Ex Gratia Rates							8,200	8,127
Movement in Excess Rates							0	23,732
Total rates							4,670,116	4,559,085

**SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018**

8(a). RATING INFORMATION

All land except exempt land in the Shire of Narrogin is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire of Narrogin.

The general rates detailed above for the 2017/18 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

Objectives and reasons for differential rating

To provide equity in the rating of properties across the Shire the following rate categories have been determined for the implementation of differential rating.

Differential general rate

Description	Characteristics	Objects	Reasons
GRV Urban	Properties that had former been located in the Town of Narrogin	To allow the Shire to impose a higher rate in the to the Urban Ward ratepayers to all the phasing in of rate parity with Urban Ward ratepayers.	During the merger negotiations between the Shire and Town of Narrogin, it was agreed that the former Shire Rate Payers will be allowed a 10 year period to achieve rating parity with the formers Town of Narrogin Rate Payers.
GRV Rural	Properties that had former been located in the Shire of Narrogin.	To allow the Shire to set a lower rate in the dollar to Rural Ward ratepayers to allow for the phasing in of rating parity over a 10 year period.	During the merger negotiations between the Shire and Town of Narrogin, it was agreed that the former Shire Rate Payers will be allowed a 10 year period to achieve rating parity with the formers Town of Narrogin Rate Payers.

**SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018**

8(a). RATING INFORMATION

Differential minimum payment

Description	Characteristics	Objects	Reasons
GRV Urban	Properties that had former been located in the Town of Narrogin	To allow the Shire to impose a higher rate in the to the Urban Ward ratepayers to all the phasing in of rate parity with Urban Ward ratepayers.	During the merger negotiations between the Shire and Town of Narrogin, it was agreed that the former Shire Rate Payers will be allowed a 10 year period to achieve rating parity with the formers Town of Narrogin Rate Payers.
GRV Rural	Properties that had former been located in the Shire of Narrogin.	To allow the Shire to set a lower rate in the dollar to Rural Ward ratepayers to allow for the phasing in of rating parity over a 10 year period.	During the merger negotiations between the Shire and Town of Narrogin, it was agreed that the former Shire Rate Payers will be allowed a 10 year period to achieve rating parity with the formers Town of Narrogin Rate Payers. The GRV Lesser Minimum is applicable to assessments in the Highbury townsite for the above reason.

8(b). REASON FOR CHANGE TO ADVERTISED DIFFERENTIAL RATES & MINIMUM PAYMENTS

The Shire had advertised its intention to levy the following differential rates:

GRV Urban	Rate in the dollar	\$0.106172
	Minimum Payment	\$1,062.00
	Lesser Minimum	\$653.00

GRV Rural	Rate in the dollar	\$0.061938
	Minimum Payment	\$691.00

The above advertised rating figures had been based on a 3.0% Natural general rate increase.

As the Shire was able to identify additional income and savings during budget deliberations, the advertised rate increase of 3.0% was reduced by 1.0%. The GRV Rural minimum payment was increased to be consistent with the requirements of the merger's Memorandum of Understanding (MOU) with regards to rating.

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

9. CASH BACKED RESERVES

	2017/18 Budget Opening balance \$	2017/18 Budget Transfer to \$	2017/18 Budget Transfer (from) \$	2017/18 Budget Closing balance \$	2016/17 Actual Opening balance \$	2016/17 Actual Transfer to \$	2016/17 Actual Transfer (from) \$	2016/17 Actual Closing balance \$	2016/17 Budget Opening balance \$	2016/17 Budget Transfer to \$	2016/17 Budget Transfer (from) \$	2016/17 Budget Closing balance \$
Refuse Reserve (*)	428,322	88,062	(98,000)	418,384	420,327	7,995	0	428,322	420,327	7,336	(98,000)	329,663
Community Assisted Transport (CATS) Vehicle Replacement Reserve	5,352	100	0	5,452	9,001	179	(3,828)	5,352	9,000	157	(5,500)	3,657
Building Reserve (*)	556,072	60,466	(100,000)	516,538	231,855	324,217	0	556,072	231,855	54,047	(150,000)	135,902
Employee Entitlement Reserve (*)	372,364	47,745	0	420,109	368,990	47,782	(44,408)	372,364	368,990	47,177	0	416,167
Plant, Vehicle & Equipment Reserve (*)	393,454	177,405	0	570,859	312,879	80,575	0	393,454	312,879	75,461	0	388,340
Economic Development Reserve	148,995	2,804	0	151,799	146,190	2,805	0	148,995	146,190	2,551	0	148,741
Narrogin Regional Leisure Centre (NRLC) Reserve	180,690	83,401	0	264,091	147,890	32,800	0	180,690	147,890	32,581	0	180,471
Tourism & Area Promotion reserve	73,970	1,392	0	75,362	102,638	1,974	(30,642)	73,970	102,638	1,791	(50,000)	54,429
HACC Reserve	596,761	19,715	(10,000)	606,476	597,360	11,611	(12,210)	596,761	648,263	11,314	(10,000)	649,577
CHCP Reserve	202,894	3,819	(65,903)	140,810	246,487	5,112	(48,705)	202,894	268,717	4,690	(14,000)	259,407
CHSP Reserve	129,034	47,033	0	176,067	55,198	73,836	0	129,034	92,250	1,610	0	93,860
It & Office Equipment Reserve (*)	15,734	50,296	0	66,030	35,071	663	(20,000)	15,734	35,072	612	(20,000)	15,684
Road Construction Reserve (**)	445,302	8,381	(160,000)	293,683	437,336	7,966	0	445,302	437,336	7,633	(107,743)	337,226
Asset Valuation Reserve	30,000	565	0	30,565	0	30,000	0	30,000	0	30,000	0	30,000
Unspent Grants & Contributions Reserve	405,908	7,639	(193,715)	219,832	1,075,830	14,357	(684,279)	405,908	1,075,831	18,777	(1,016,155)	78,453
	<u>3,984,852</u>	<u>598,823</u>	<u>(627,618)</u>	<u>3,956,057</u>	<u>4,187,052</u>	<u>641,872</u>	<u>(844,072)</u>	<u>3,984,852</u>	<u>4,297,238</u>	<u>295,737</u>	<u>(1,471,398)</u>	<u>3,121,577</u>

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

9. CASH BACKED RESERVES (Continued)

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Reserve name	Purpose of the reserve
Refuse Reserve (*)	To fund infrastructure development and rehabilitation costs associates with the Town's tip site as well the purchase and development a regional waste facility.
Emergency Services Reserve	To fund the replacement and/or purchase of emergency service plant, property and equipment. (Closed)
Aged Care Development Reserve	To support the delivery of home/aged care services within the district including the purchase of plant and equipment and the relocation of Jessie house.
J Hogg Memorial Reserve	This Reserve was established from funds bequeathed to the Town by the Late Jessie Hogg. The purpose of this reserve is to fund community infrastructure development/enhancements. (Closed)
Community Assisted Transport (CATS) Vehicle Replacement Reserve	To fund the replacement /change over of the CATS vehicle.
Building Reserve (*)	To support the acquisition, upgrade or enhancements of buildings within the district.
Employee Entitlement Reserve (*)	To fund current and past employee's leave entitlements and redundancy payouts.
Plant, Vehicle & Equipment Reserve (*)	To support the purchase/replacement of motor vehicles, and heavy plant and equipment.
Economic Development Reserve	To fund economic development projects that will benefit the district.
Narrogin Regional Leisure Centre (NRLC) Reserve	To fund YMCA additional maintenance works as well as acquisitions, upgrades and enhancement of the building, major plant & equipment items.
Tourism & Area Promotion reserve	For the purpose of tourism & district promotion activities, significant events and festivals which includes banner poles, entry statements and outdoor digital screens.
HACC Reserve	To store unspent H.A.C.C grant funds that can fund the purchase of assets, payout of Homecare employee entitlements and other projects that have been approved by the Funding Body.
CHCP Reserve	To store unspent C.H.C.P grant funds that can fund the purchase of assets, payout of Homecare employee entitlements and other projects that have been approved by the Funding Body.
CHSP Reserve	To store unspent C.H.S.P grant funds that can fund the purchase of assets, payout of Homecare employee entitlements and other projects that have been approved by the Funding Body.
It & Office Equipment Reserve (*)	To fund the purchase and upgrade of computer equipment (including data connection equipment), software and office equipment and CCTV.
Road Construction Reserve (**)	To fund roadworks (including Carparks, Drainage, Footpaths and Kerbing) and flood emergency.
Asset Valuation Reserve	To fund asset valuations.
Unspent Grants & Contributions Reserve	To store unspent grants and contributions. Funds can only be expended on items that have been approved by the relevant

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

10. SPECIFIED AREA RATE

The Shire does not plan to impose a specified area rate.

11. SERVICE CHARGES

The Shire does not plan to impose a service charge.

12. INTEREST CHARGES AND INSTALMENTS - RATES AND SERVICE CHARGES

The following instalment options are available to ratepayers for the payment of rates and service charges.

Instalment options	Date due	Instalment plan admin charge \$	Instalment plan interest rate %	Unpaid rates interest rates %
1st Instalment	5/09/2017	0	0.00%	11.00%
2nd Instalment	7/11/2017	12	5.50%	11.00%
3rd Instalment	9/01/2018	12	5.50%	11.00%
4th Instalment	13/03/2018	12	5.50%	11.00%

	2017/18 Budget revenue \$	2016/17 Actual \$
Instalment plan admin charge revenue	21,100	26,055
Instalment plan interest earned	18,000	17,404
Unpaid rates interest earned	3,000	2,932
	42,100	46,391

13. PAYMENT DISCOUNTS, WAIVERS AND CONCESSIONS

The Shire does not propose to offer an early rates payment discount.

The Shire will offer an early rate payment incentive scheme valued at \$3,364.

- 1st Prize will be valued at \$1,000,
- 2nd Prize will be to the value of \$500 , and
- 3rd Prize will be a double pass to Western Australian Symphony Orchestra (Valued at \$182)
- 4th Prize will be a double pass to Western Australian Symphony Orchestra (Valued at \$182)
- 5th to 19th Prize will be to the value of \$100 each.

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

	2017/18 Budget \$	2016/17 Actual \$
14. FEES & CHARGES REVENUE		
Governance	100	575
General purpose funding	25,900	32,543
Law, order, public safety	16,000	25,421
Health	5,500	8,328
Education and welfare	137,929	157,759
Housing	12,200	12,900
Community amenities	1,003,256	1,132,180
Recreation and culture	19,000	27,336
Transport	2,504	0
Economic services	240,878	286,077
Other property and services	76,663	87,465
	<u>1,539,930</u>	<u>1,770,584</u>
15. GRANT REVENUE		
Grants, subsidies and contributions are included as operating revenues in the Statement of Comprehensive Income:		
By Program:		
Operating grants, subsidies and contributions		
Governance	1,075,125	158,967
General purpose funding	5,000	3,479,299
Law, order, public safety	18,838	15,542
Health		0
Education and welfare	1,137,095	1,191,450
Housing		0
Community amenities	3,000	30,971
Recreation and culture	241,620	199,485
Transport	761,602	155,433
Economic services	1,500	13,541
Other property and services	69,590	143,610
	<u>3,313,370</u>	<u>5,388,298</u>
Non-operating grants, subsidies and contributions		
Governance	0	0
General purpose funding	0	0
Law, order, public safety	100,000	282,526
Health	0	0
Education and welfare	24,000	45,249
Housing	0	0
Community amenities	0	0
Recreation and culture	294,460	20,000
Transport	946,850	1,092,027
Economic services	0	0
Other property and services	0	0
	<u>1,365,310</u>	<u>1,439,802</u>

SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018

	2017/18 Budget \$	2016/17 Actual \$
16. ELECTED MEMBERS REMUNERATION		
The following fees, expenses and allowances were paid to council members and/or the President.		
Meeting fees	88,000	118,462
Mayor/President's allowance	23,500	12,333
Deputy Mayor/President's allowance	5,875	3,083
Travelling expenses	5,000	0
Telecommunications allowance	5,600	3,733
	127,975	137,612

17. TRUST FUNDS

Funds held at balance date over which the local government has no control and which are not included in the financial statements are as follows:

Detail	Balance 1-Jul-17 \$	Estimated amounts received \$	Estimated amounts paid (\$)	Estimated balance 30-Jun-18 \$
Cultural Development	4,820	0	0	4,820
Public Open Space Bonds	72,599	0	0	72,599
Cross Over/Footpath	0	6,000	(6,000)	0
Music Society	300	0	0	300
Narrogin Abattoir Committee	480	0	0	480
Meat Inspection	1,990	0	0	1,990
Key Bond	3,450	0	0	3,450
Other	500	0	0	500
	84,139	6,000	(6,000)	84,139

**SHIRE OF NARROGIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2018**

18. MAJOR LAND TRANSACTIONS

The Shire does not anticipate undertaking any major land transactions.

19. TRADING UNDERTAKINGS AND MAJOR TRADING UNDERTAKINGS

It is not anticipated any trading undertakings or major trading undertakings will occur in 2017/18.

20. INTERESTS IN JOINT ARRANGEMENTS

It is not anticipated the Shire will be party to any joint venture arrangements during 2017/18.

SHIRE OF NARROGIN
STATEMENT OF ESTIMATED CAPITAL EXPENDITURE FOR THE PERIOD 1 JULY 2017 TO 30 JUNE 2018

Particulars	GL Account Number	Balance Sheet Category	Job Number	Cost Accounts Agree	CAPITAL EXPENDITURE								Financing Principal Repayments on Loans	Total Capital Expenditure	CAPITAL INCOME			
					Property, Plant and Equipment			Infrastructure			Other	Investing			Financing	Total Capital Income		
					Building	Furn & Equipment	Plant & Equipment	Roads	Footpaths	Drainage							Proceeds Sale of Asset (Exc GST)	Proceeds From Loan Borrowings
Governance					551	553	555	557	559	561	565	420						
<i>Other Governance</i>																		
OTHGOV - Loan 125 Principal Repayments	4040270	420											\$ 46,953	\$ 46,953				
OTHGOV - Loan 128 Principal Repayments	4040271	420											\$ 40,862	\$ 40,862				
Building Renovation Administration	4040260	551	LB011	Y	\$ 40,119									\$ 40,119				
					\$ 40,119	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 87,815	\$ 127,934	\$ -	\$ -	\$ -	\$ -
Law, Order & Public Safety																		
<i>Animal Control</i>																		
Light Bar Fixing Ranger Vehicle	4050355	555	PE024	Y			\$ 2,500							\$ 2,500				
Animal Pound Exercise Area	4050365	565	IO035	Y							\$ 2,944			\$ 2,944				
<i>Other Law, Order & Public Safety</i>																		
CCTV Upgrade	4050455	555	PE053	Y			\$ 109,113							\$ 109,113				
					\$ -	\$ -	\$ 111,613	\$ -	\$ -	\$ -	\$ 2,944	\$ -	\$ -	\$ 114,557	\$ -	\$ -	\$ -	\$ -
Education & Welfare																		
<i>Commonwealth Home Care Packages (CACP)</i>																		
Mobile Works Solution (HACC)	4090450	553	FE023	Y		\$ 10,000								\$ 10,000				
<i>Other Welfare</i>																		
Disability Toilet - Changing Places	4080850	551	BC090	Y	\$ 59,000									\$ 59,000				
					\$ 59,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 69,000	\$ -	\$ -	\$ -	\$ -
Housing																		
<i>Staff Housing</i>																		
Staff Housing Building (Capital)	4090150	551	BC100	Y	\$ 20,000									\$ 20,000				
					\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -
Community Amenities																		
<i>Sanitation - Household</i>																		
White Road Refuse Site Upgrade	4100165	565	IO024	Y							\$ 15,000			\$ 15,000				
Refuse Site Transfer Station	4100165	565	IO034	Y							\$ 148,000			\$ 148,000				
Bin Surrounds	4100165	565	IO085	Y							\$ 40,000			\$ 40,000				
<i>Sanitation - Public</i>																		
TWIS Dams	4100350	565	IO078	Y							\$ 20,000			\$ 20,000				
<i>Other Community Amenities</i>																		
Memorial Park Public Toilets Capital	4100850	551	BC263	Y	\$ 80,000									\$ 80,000				
Cemetery Upgrade	4100860	565	IO026	Y							\$ 85,000			\$ 85,000				
Gnaroin Park Master Plan	4100860	565	IO086	Y							\$ 30,000			\$ 30,000				
CBD Enhancement	4100860	565	IO089	Y							\$ 35,736			\$ 35,736				
					\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 373,736	\$ -	\$ -	\$ 453,736	\$ -	\$ -	\$ -	\$ -
Recreation & Culture																		
<i>Public Halls, Civic Centres</i>																		
HALLS - Loan 126 Principal Repayments	4110170	420											\$ 27,440	\$ 27,440				
Town Hall (Federal SD) Building Capital	4110160	551	BC150	Y	\$ 94,000									\$ 94,000				
Highbury Hall Building Capital	4110160	551	BC153	Y	\$ 7,500									\$ 7,500				
<i>Narrogin Regional Recreation Complex</i>																		
NRRC - Loan 121B Principal Repayments	4110275	420											\$ 46,031	\$ 46,031				
NRRC Airconditioner	4110255	555	PE160	Y			\$ 70,000							\$ 70,000				
NRRC Building (Capital)	4110260	551	BC160	Y	\$ 50,000									\$ 50,000				
NRRC Infrastructure Other (Capital)	4110265	565	IO160	Y							\$ 30,000			\$ 30,000				
<i>Other Recreation & Sport</i>																		
Thomas Hogg Oval Buildings Capital	4110355	551	BC170	Y	\$ 25,000									\$ 25,000				
Heritage Trail	4110365	565	IO028	Y							\$ 12,000			\$ 12,000				
Memorial Park Paving Upgrade	4110365	565	IO060	Y							\$ 25,000			\$ 25,000				
Lions Park - Playground Equipment	4110365	565	IO061	Y							\$ 50,000			\$ 50,000				
Jersey Park - Playground Equipment	4110365	565	IO068	Y							\$ 16,000			\$ 16,000				
Northwood Park - Playground Equipment	4110365	565	IO069	Y							\$ 45,000			\$ 45,000				
Ashworth Park - Playground Equipment	4110365	565	IO076	Y							\$ 8,000			\$ 8,000				
Hockey Club - Playground Equipment	4110365	565	IO082	Y							\$ 16,000			\$ 16,000				
Highbury Hall - Playground Equipment	4110365	565	IO088	Y							\$ 22,000			\$ 22,000				
Town Clock	4110365	565	IO013	Y							\$ 10,000			\$ 10,000				
Skate Park Construction	4110365	565	IO020	Y							\$ 30,000			\$ 30,000				
Skate Park Improvements	4110365	565	IO021	Y							\$ 30,000			\$ 30,000				
<i>Libraries</i>																		
Library Software Upgrade	4110550	553	FE025	Y		\$ 20,000								\$ 20,000				
Library Landscape - Stage 1A Accessible Ramp	4110560	551	IO080	Y	\$ 80,000									\$ 80,000				
<i>Heritage</i>																		
Museum Building (Capital)	4110660	551	BC201	Y	\$ 5,000									\$ 5,000				
					\$ 261,500	\$ 20,000	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 294,000	\$ 73,471	\$ 718,971	\$ -	\$ -	\$ -	\$ -
Transport																		
<i>Construction Streets, Roads, Bridges, Depots</i>																		
Street Furniture	4120145	565	IO014	Y							\$ 12,000			\$ 12,000				
Ensign Carpark	4120145	565	IO084	Y							\$ 60,000			\$ 60,000				
CVA Carpark	4120145	565	IO087	Y							\$ 60,000			\$ 60,000				
Lydell Depot Building (Capital)	4120160	551	BC311	Y	\$ 30,000									\$ 30,000				
ROADC - Loan 51 Principal Repayments	4120170	420											\$ 35,004	\$ 35,004				
<i>Roads Construction</i>																		
<i>Municipal Funded Works</i>																		
Heath Street - Renewal (Local)	4120165	557	IR040	Y				\$ 11,009						\$ 11,009				

SHIRE OF NARROGIN
STATEMENT OF ESTIMATED CAPITAL EXPENDITURE FOR THE PERIOD 1 JULY 2017 TO 30 JUNE 2018

Particulars	GL Account Number	Balance Sheet Category	Job Number	Cost Accounts Agree	CAPITAL EXPENDITURE								Total Capital Expenditure	CAPITAL INCOME				
					Property, Plant and Equipment			Infrastructure				Financing		Investing	Financing	Total Capital Income		
					Building	Furn & Equipment	Plant & Equipment	Roads	Footpaths	Drainage	Other	Principal Repayments on Loans		Proceeds Sale of Asset (Exc GST)	Proceeds From Loan Borrowings			
Doney Street - Renewal (Local) (R2R)	4120166	557	R2R004	Y				\$ 33,064						\$ 33,064				
Felspar Street - Renewal (Local) (R2R)	4120166	557	R2R012	Y				\$ 49,983						\$ 49,983				
Glyde Street - Renewal (Local) (R2R)	4120166	557	R2R013	Y				\$ 14,061						\$ 14,061				
Garfield Street - Renewal (Local) (R2R)	4120166	557	R2R022	Y				\$ 8,244						\$ 8,244				
Homer Street - Renewal (Local) (R2R)	4120166	557	R2R024	Y				\$ 6,548						\$ 6,548				
Fairway Street - Renewal (Local) (R2R)	4120166	557	R2R030	Y				\$ 4,050						\$ 4,050				
Hale Street - Renewal (Local) (R2R)	4120166	557	R2R037	Y				\$ 11,322						\$ 11,322				
Hillman Street - Renewal (Local) (R2R)	4120166	557	R2R042	Y				\$ 6,048						\$ 6,048				
Marsh Street - Renewal (Local) (R2R)	4120166	557	R2R055	Y				\$ 6,480						\$ 6,480				
May Street - Renewal (Local) (R2R)	4120166	557	R2R056	Y				\$ 12,240						\$ 12,240				
Glison Street - Renewal (Local) (R2R)	4120166	557	R2R076	Y				\$ 13,020						\$ 13,020				
Cresswell Street - Renewal (Local) (R2R)	4120166	557	R2R095	Y				\$ 1,485						\$ 1,485				
Narrakine Road - Renewal (Local) (R2R)	4120166	557	R2R112	Y				\$ 5,040						\$ 5,040				
Whimbun Rock Road - Renewal (Rural) (R2R)	4120166	557	R2R205	Y				\$ 285,522						\$ 285,522				
Wagin-Wickepin Road - Renewal (Rural) (R2R)	4120166	557	R2R207	Y				\$ 18,036						\$ 18,036				
Narrogin Valley Road - Renewal (Rural) (R2R)	4120166	557	R2R212	Y				\$ 37,152						\$ 37,152				
Highbury West Road - Renewal (Rural) (R2R)	4120166	557	R2R216	Y				\$ 21,600						\$ 21,600				
Rowe Street - Renewal (Local) (R2R)	4120166	557	R2R297	Y				\$ 7,965						\$ 7,965				
MAVIA Project Funded Works																		
Narrogin-Harrismath Road - Renewal (Local) (RRG)	4120167	557	RRG331	Y				\$ 607,486						\$ 607,486				
Footpath Construction																		
Daglish Street Footpath Construction	4120175	559	IF007	Y					\$ 27,000					\$ 27,000				
Felspar Street Footpath Construction	4120175	559	IF012	Y					\$ 27,000					\$ 27,000				
Williams Road - Footpath Construction	4120175	559	IFH53	Y					\$ 12,000					\$ 12,000				
Drainage Construction																		
Drainage Works	4120180	561	ID000	Y						\$ 30,000				\$ 30,000				
Road Plant Purchases																		
Capital Purchases																		
Tipper Truck 3 Tonne	4120350	555	PA019A	Y				\$ 25,000						\$ 25,000				
10,000L Emulsion Storage Tank	4120350	555	PE050	Y				\$ 75,000						\$ 75,000				
John Deere Ride on Mower 2017	4120350	555	PE051	Y				\$ 10,000						\$ 10,000				
24 Tonne Excavator	4120350	555	PA976A	Y				\$ 260,000						\$ 260,000				
Irrigation Pump	4120350	555	PE052	Y				\$ 35,000						\$ 35,000				
8T Side Tipping Truck	4120350	555	PA025B	Y				\$ 110,000						\$ 110,000				
Trailer & Signs(Event Traffic Management)	4120350	555	PA063	Y				\$ 10,000						\$ 10,000				
Capital Disposals																		
Proceeds on Disposal - Tipper Ute NGN97	5120350		PD019	Y										\$ 2,000		\$ 2,000		
Proceeds on Disposal - NGN10694 Daewoo Wheeled Excavator	5120350		PD976	Y										\$ 20,000		\$ 20,000		
Proceeds on Disposal - ND4792 2012 Dynapac CA6000PD Pad Foot	5120350		PD8514	Y										\$ 75,000		\$ 75,000		
Proceeds on Disposal - 1BBN838 Side Tipping Truck Purchase	5120350		PDW25A	Y										\$ 20,000		\$ 20,000		
Economic Services								\$ 30,000	\$ -	\$ 525,000	\$ 1,160,355	\$ 66,000	\$ 30,000	\$ 132,000	\$ 35,004	\$ 1,978,359	\$ 117,000	
Tourism & Area Promotion																		
CCTV Installation NCP	4130255	555	PE049	Y				\$ 10,000						\$ 10,000				
Accommodation Units (NCP)	4130260	551	BC236	Y			\$ 350,000							\$ 350,000				
Caravan Park Renovations	4130260	551	LR235	Y			\$ 152,939							\$ 152,939				
TOUR - New Loan Borrowings	5130255	601																
NCP Infrastructure Upgrade	4130265	565	IO033	Y						\$ 8,000				\$ 8,000				
Caravan Park Resealing, Line Marking	4130265	565	IO081	Y						\$ 20,000				\$ 20,000				
Other Economic Services																		
ECONOM - Loan 124 Principal Repayments	4130670	420									\$ 13,844			\$ 13,844				
ECONOM - Loan 127 Principal Repayments	4130671	420									\$ 10,158			\$ 10,158				
Other Property & Services								\$ 502,939	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ 28,000	\$ 24,003	\$ 564,942	\$ -	
Administration Overheads																		
Old Shire Office Building Capital	4140560	551	BC262	Y			\$ 80,000							\$ 80,000				
GRAND TOTAL							\$ 1,073,558	\$ 30,000	\$ 716,613	\$ 1,160,355	\$ 66,000	\$ 30,000	\$ 830,680	\$ 220,293	\$ 4,127,499	\$ 117,000	\$ 350,000	\$ 467,000

SHIRE OF NARROGIN
CAPITAL WORKS & NEW ASSETS - SOURCE OF FUNDING
FOR THE PERIOD ENDED 30 JUNE 2018

Program	Job	GL	NEW BUDGET TOTAL	Capital Grants & Contribs.	Royalties for Regions CLGF	Royalties for Regions Super Towns	Royalties for Regions MWIP/ RDS	Restricted Monies [Prior Grants]	RRGroup	MRWA Direct Grant	Roads to Recovery	FAGS Grant - Rd Formula component	Restricted Monies [Prior Grants]	Other Specific Contribs.	Loan Funds	Reserves	Sale of Assets	Council Funds
4		Governance																
		Other Governance																
	4040270	OTHGOV - Loan 125 Principal Repayments	46,953															46,953
	4040271	OTHGOV - Loan 128 Principal Repayments	40,862															40,862
	4040260	Building Renovation Administration	40,119															40,119
		Total - Governance	127,934	0	0	0	0	0	0	0	0	0	0	0	0	0	0	127,934
5		Law, Order & Public Safety																
		Animal Control																
	PE024	4050355 Light Bar Fixing Ranger Vehicle	2,500															2,500
	IO035	4050365 Annimal Pound Exercise Area	2,944															2,944
	PE053	4050455 CCTV Upgrade	109,113											100,000				9,113
		Total-Law, Order & Public Safety	114,557	0	0	0	0	0	0	0	0	0	0	100,000	0	0	0	14,557
8		Education and Welfare																
		Commonwealth Home Care Packages (CACP)																
	FE023	4080450 Mobile Works Solution (HACC)	10,000													10,000		0
	BC090	4080850 Disability Toilet - Changing Places	59,000													59,000		0
		Total - Education and Welfare	69,000	0	0	0	0	0	0	0	0	0	0	0	0	69,000	0	0
9		Housing																
		Staff Housing																
	BC100	4090150 Staff Housing Building (Capital)	20,000													0		20,000
		Total - Housing	20,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20,000
10		Community Amenities																
		Sanitation - Household																
	IO034	4100165 Refuse Site Transfer Station	148,000													148,000		0
	IO085	4100165 Bin Surrounds	40,000												20,000			20,000
	IO024	4100165 White Road Refuse Site Upgrade	15,000															15,000
	IO078	4100350 TWIS Dams	20,000															20,000
		Other Community Amenities																
	BC263	4100850 Memorial Park Public Toilets Capital	80,000															80,000
	IO086	4100860 Gnaroin Park Master Plan	30,000															30,000
	IO026	4100860 Cemetery Upgrade	85,000															85,000
	IO089	4100860 CBD Enhancement	35,736															35,736
		Total - Community Amenities	453,736	0	0	0	0	0	0	0	0	0	0	0	0	168,000	0	285,736
11		Recreation & Culture																
		Public Halls, Civic Centres																
	BC150	4110170 HALLS - Loan 126 Principal Repayments	27,440															27,440
	BC153	4110160 Town Hall (Federal St) Building Capital	94,000															94,000
	BC153	4110160 Highbury Hall Building Capital	7,500															7,500
		Narrogin Regional Recreation Complex																
	PE160	4110275 NRRRC - Loan 121B Principal Repayments	46,031	10,000														46,031
	BC160	4110255 NRRRC Airconditioner	70,000															60,000
	BC160	4110260 NRRRC Building (Capital)	50,000															50,000
	IO160	4110265 NRRRC Infrastructure Other (Capital)	30,000															30,000
		Other Recreation & Sport																
	BC170	4110355 Thomas Hogg Oval Buildings Capital	25,000															25,000
	IO013	4110365 Town Clock	10,000															10,000
	IO020	4110365 Skate Park Construction	30,000													18,900		11,100
	IO021	4110365 Skate Park Improvements	30,000															30,000
	IO028	4110365 Heritage Trail	12,000															12,000
	IO060	4110365 Memorial Park Paving Upgrade	25,000															25,000
	IO061	4110365 Lions Park - Playground Equipment	50,000															50,000
	IO068	4110365 Jersey Park - Playground Equipment	16,000															16,000
	IO069	4110365 Northwood Park - Playground Equipment	45,000															45,000
	IO076	4110365 Ashworth Park - Playground Equipment	8,000															8,000
	IO082	4110365 Hockey Club - Playground Equipment	16,000															16,000
	IO088	4110365 Highbury Hall - Playground Equipment	22,000															22,000
		Libraries																
	IO080	4110560 Library Landscape - Stage 1A Accessable Ramp	80,000													40,000		40,000
	FE025	4110660 Museum Building (Capital)	20,000															20,000
		Heritage																
	BC201	4110660 Museum Building (Capital)	5,000															5,000
		Total - Recreation & Culture	718,971	10,000	0	0	0	0	0	0	0	0	0	0	0	58,900	0	650,071
12		Transport																
		Construction Streets, Roads, Bridges, Depots																
	IO014	4120145 Street Furniture	12,000															12,000
	IO084	4120145 Ensign Carpark	60,000															60,000
	IO087	4120160 Fairway Depot Building (Capital)	60,000															60,000
	BC211	4120160 Lydeker Depot Building (Capital)	30,000															30,000

**SHIRE OF NARROGIN
CAPITAL WORKS & NEW ASSETS - SOURCE OF FUNDING
FOR THE PERIOD ENDED 30 JUNE 2018**

Program	GL	NEW BUDGET TOTAL	Capital Grants & Contribs.	Royalties for Regions CLGF	Royalties for Regions Super Towns	Royalties for Regions MWIP/ RDS	Restricted Monies [Prior Grants]	RRGroup	MRWA Direct Grant	Roads to Recovery	FAGS Grant - Rd Formula component	Restricted Monies [Prior Grants]	Other Specific Contribs.	Loan Funds	Reserves	Sale of Assets	Council Funds	
IR040	4120170	ROADC - Loan 51 Principal Repayments Municipal Funded Road Works	35,004														35,004	
	4120165	Heath Street - Renewal (Local) RTR (DOTARS) Funded Road Works	11,009														11,009	
	R2R004	4120166	Doney Street - Renewal (Local) (R2R)	33,064						33,064								
	R2R012	4120166	Felspar Street - Renewal (Local) (R2R)	49,983						49,983								
	R2R013	4120166	Glyde Street - Renewal (Local) (R2R)	14,061						14,061								
	R2R022	4120166	Garfield Street - Renewal (Local) (R2R)	8,244						8,244								
	R2R024	4120166	Homer Street - Renewal (Local) (R2R)	6,548						6,548								
	R2R030	4120166	Fairway Street - Renewal (Local) (R2R)	4,050						4,050								
	R2R037	4120166	Hale Street - Renewal (Local) (R2R)	11,322						11,322								
	R2R042	4120166	Hillman Street - Renewal (Local) (R2R)	6,048						6,048								
	R2R055	4120166	Marsh Street - Renewal (Local) (R2R)	6,480						6,480								
	R2R056	4120166	May Street - Renewal (Local) (R2R)	12,240						12,240								
	R2R076	4120166	Gibson Street - Renewal (Local) (R2R)	13,020						13,020								
	R2R095	4120166	Cresswell Street - Renewal (Local) (R2R)	1,485						1,485								
	R2R112	4120166	Narrakine Road - Renewal (Local) (R2R)	5,040						5,040								
	R2R205	4120166	Whimbun Rock Road - Renewal (Rural) (R2R)	285,522						285,522								
	R2R207	4120166	Wagin-Wickepin Road - Renewal (Rural) (R2R)	18,036						18,036								
	R2R212	4120166	Narrogin Valley Road - Renewal (Rural) (R2R)	37,152						37,152								
	R2R216	4120166	Highbury West Road - Renewal (Rural) (R2R)	21,600						21,600								
	R2R297	4120166	Rowe Street - Renewal (Local) (R2R) RRG (MRWA) Project Funded Road Works	7,965						7,965								
	RRG331	4120167	Narrogin-Harrismith Road - Renewal (Local) (RRG) Footpath Construction	607,486					404,991									202,495
	IF007	4120175	Ensign St Footpath Construction	27,000														27,000
	IF012	4120175	Doney Street Footpath Construction	27,000														27,000
IFH53	4120175	Williams Road - Footpath Construction Drainage Construction	12,000														12,000	
ID000	4120180	Drainage Works	30,000														30,000	
			1,453,359	0	0	0	0	404,991	0	541,860	0	0	0	0	0	0	506,509	
		Plant Purchases																
		Road Plant Purchases																
PA019A	4120350	Tipper Truck 3 Tonne	25,000														25,000	
PE050	4120350	10,000L Emulsion Storage Tank	75,000														75,000	
PE051	4120350	John Deere Ride on Mower 2017	10,000											260,000			10,000	
PA976A	4120350	24 Tonne Excavator	260,000															
PE052	4120350	Irrigation Pump	35,000														35,000	
PA025B	4120350	8T Side Tipping Truck	110,000														110,000	
PA063	4120350	Trailer & Signs(Event Traffic Management)	10,000														10,000	
			525,000	0	0	0	0	0	0	0	0	0	0	0	0	0	525,000	
		Total - Transport	1,978,359	0	0	0	0	404,991	0	541,860	0	0	0	0	0	0	1,031,509	
13		Economic Services																
		Tourism & Area Promotion																
PE049	4130255	CCTV Installation NCP	10,000														10,000	
BC236	4130260	Accommodation Units (NCP)	350,000														350,000	
LB235	4130260	Caravan Park Renovations	152,939											92,939			60,000	
IO033	4130265	NCP Infrastructure Upgrade	8,000														8,000	
IO081	4130265	Caravan Park Resealing, Line Marking	20,000														20,000	
		Other Economic Services																
	4130670	ECONOM - Loan 124 Principal Repayments	13,844														13,844	
	4130671	ECONOM - Loan 127 Principal Repayments	10,158														10,158	
		Total - Economic Services	564,942	0	0	0	0	0	0	0	0	0	0	0	92,939	0	472,003	
14		Other Property & Services																
		Administration Overheads																
BC262	4140560	Old Shire Office Building Capital	80,000												40,000		40,000	
		Total - Other Property & Services	80,000	0	0	0	0	0	0	0	0	0	0	0	40,000	0	40,000	
OVERALL TOTALS			4,127,499	10,000	0	0	0	404,991	0	541,860	0	0	100,000	0	688,839	0	2,381,810	

Schedule of Fees and Charges 2017/18

GL CODE	DESCRIPTION	GST Y/N	Statutory fee "S"	2017/18 \$
BUSINESS UNIT: GENERAL PURPOSE FUNDING				
Rates				
3030125.1502	Penalty Interest	N		11.00%
3030126.1502	Instalment interest	N		5.50%
3030128.1304	Instalment Charge (Statutory 4 instalments)	N		48.00
Ad hoc payment arrangements				
3030132.1304	1 to 2 payments	N		0.00
3030132.1304	2 to 5 payments	N		15.00
3030132.1304	Greater than 5	N		48.00
3040204.1304	Electoral roll copy	N		11.00
3030129.1304	Rate enquiries	N		70.00
3100605.1304	Orders & Requisitions	N		130.00
3030129.1304	Request for additional copies of a Rate Notice	N		15.00
3030131.1103	Debt Collection Fee - Landgate Search Fee	N		25.00
3030131.1103	Debt Collection Fee - Caveat Withdrawal	N		164.00
3030131.1103	Debt Collection Fee - Caveat Lodgement	N		164.00
3030131.1103	Debt Collection Fee - Property Seize & Sale Order	N		164.00
Other General Purpose Funding				
3030405.1502	Outstanding Sundry Debtors	N		11.00%
BUSINESS UNIT: LAW, ORDER & PUBLIC SAFETY				
Ranger Services				
3050302.1301	Seizure impoundment registered dog/cat	N	S	30.00
3050302.1301	Seizure impoundment unregistered dog/cat	N	S	100.00
3050300.1304	Daily Impound Fee	N		15.50
3050305.1304	Destruction/disposal of dog/cat	N		200.00
3050300.1304	Surrender of dog/cat	N		103.00
3050300.1304	Out of hours release fee	N	S	100.00
3050300.1304	Sale of dog/cat (excluding license)	Y		51.50
3050301.1304	Unsterilised dog registration Full fee 1 year	N	S	50.00
3050301.1304	Unsterilised dog registration Pensioner fee 1 year			25.00
3050301.1304	Unsterilised dog registration Full fee 3 years	N	S	120.00
3050301.1304	Unsterilised dog registration Pensioner fee 3 years			60.00
3050301.1304	Unsterilised dog registration Full fee life time	N	S	250.00
3050301.1304	Unsterilised dog registration Pensioner fee life time			125.00
3050301.1304	Unsterilised Working dog fee 1 year	N	S	12.50
3050301.1304	Unsterilised Working dog fee 3 year	N	S	30.00
3050301.1304	Unsterilised Working dog fee lifetime	N	S	62.50
3050301.1304	Sterilised dog/cat registration Full fee 1 year	N	S	20.00
3050301.1304	Sterilised dog/cat registration Pensioner fee 1 year			10.00
3050301.1304	Sterilised dog/cat registration Full fee 3 years	N	S	42.50
3050301.1304	Sterilised dog/cat registration Pensioner fee 3 years			21.25
3050301.1304	Sterilised dog/cat registration Full fee life time	N	S	100.00
3050301.1304	Sterilised dog/cat registration Pensioner fee life time			50.00
3050301.1304	Sterilised Working dog fee 1 year	N	S	5.00
3050301.1304	Sterilised Working dog fee 3 year	N	S	10.60
3050301.1304	Sterilised Working dog fee lifetime	N	S	25.00
3050301.1304	Dangerous dog registration fee 1 year	N	S	50.00
3050301.1304	Annual application for approval or renewal of approval to breed cats (per cat)	N	S	100.00
3050305.1304	Application to keep more than standard number of cats - Residential	N	S	20.00
3050305.1304	Application to keep more than standard number of cats - Cat management facility	N	S	500.00
3050305.1304	Renewal of permit - Cat management facility or cat breeder	N	S	100.00
3050301.1304	Cats Registered after 31 May in any year, for that registration year		S	50% of the fee payable
3050305.1304	Application for a kennel licence	N	S	700.00
3050305.1304	Issue of a kennel licence or renewal of a kennel licence	N	S	100.00
3050305.1304	Application to transfer a kennel licence	N	S	100.00

Schedule of Fees and Charges 2017/18

GL CODE	DESCRIPTION	GST Y/N	Statutory fee "S"	2017/18
3050305.1304	Application to keep more than standard number of dogs Dogs kept in approved kennel establishment licensed under section 27 of the Act, where not otherwise registered	N	S	50.00
3050301.1304	Penalty: Unregistered dog/cat	N	S	200.00
3050301.1304	Penalty: Dog in public place without a collar or tags	N	S	200.00
3050301.1304	Penalty: Dog not on leash in certain public places	N	S	200.00
3050301.1304	Penalty: Dog causing a nuisance	N	S	200.00
3050301.1304	Penalty: Failure of alleged offender to give full name and address	N	S	200.00
3050304.1304	Ranger hourly rate (including travel time)	Y		82.50
3050304.1304	Mileage Rate per KM	Y		1.00
3050305.1304	Removal of trapped animal	Y		20.50
3050305.1304	Hire of small animal trap per week	Y		20.50
3050305.1304	Hire of large animal trap per week	Y		31.00
	Bond for animal trap	N		56.50
3050305.1304	Anti Barking Device per month	Y		31.00
	Anti Barking Device Bond	N		56.50
	Dangerous dog collar:			
3050305.1304	- Small	Y		34.50
3050305.1304	- Medium	Y		52.00
3050305.1304	Danergous dog sign	Y		29.50
	Abandoned / Impounded Vehicles			
3050400.1301	- Towing Charge	N		At cost
3050400.1301	- Storage of impounded vehicle (per month or part thereof)	N		67.00
3050400.1301	- Administration	N		33.00

BUSINESS UNIT: HEALTH

Health Services				
3070300.1300	Application to install waste water treatment system	N	S	118.00
3070300.1300	Permit to use waste water treatment system	N		121.50
3070300.1300	Report to Health Department on waste water system	N		121.50
3070301.1304	Annual Food Business Registration Fee	N	S	110.00
3070301.1304	Follow up inspection - Breach of License	N	S	110.00
3070300.1300	Annual Caravan Park Licence	N	S	220.00
3070300.1300	Itinerant Food Vendor/Stallholder Fee Initial License Fee	N	S	110.00
3070300.1300	Annual Itinerant Food Vendor/Stallholder Fee License Renewal	N	S	55.00
3070300.1300	Food Business Notification Fee	N		51.50
3070301.1304	EHO Charge Out per hour	Y		82.50
3070301.1304	Liquor Act Certification Section 39 (Commercial)	N	S	122.00
3070301.1304	Liquor Act Certification Section 39 (Not for Profit)	N	S	61.00
3070301.1304	Meat Inspection Fee	N		EHO Charge Out Rate

BUSINESS UNIT: EDUCATION & WELFARE

Homecare				
	HACC as set by Department of Health and Ageing Schedule of fees and Charges		S	
	Meals on Wheels as set by West Australian Country Health (WACHS)			At Cost
	CHSP as set by the Department of Health and Ageing Schedule of fees and Charges			
	CHCP (Department of Social Services)			
	- Contingency Internal 5%			
	- Contingency External 10%			
	Support Worker (week day) per hour	N		46.00
	Support Worker (week day after 6pm) per hour	N		51.00
	Support Worker (Saturday)	N		51.00
	Support Worker (Sunday / Public Holiday) per hour	N		81.00
	Centre Based Day Care per day	N		101.00
	Centre Based Day Care (after 6pm) per day	N		121.00
	Centre Based Day Care (Saturday) per day	N		151.00
	Centre Based Day Care (Sunday / Public Holiday)	N		201.00
	Centre based Day Care Transport 10km per trip	N		21.00

Schedule of Fees and Charges 2017/18

GL CODE	DESCRIPTION	GST Y/N	Statutory fee "S"	2017/18
	Meals provided per meal	N		11.00
	Travel per service	N		31.00
	Brokerage (Up to) per hour	Y		101.00
	Rosa Bus hire per hour (No Dry hire)	Y		45.00
	Rosa Bus Driver rate per km	Y		1.10
	Hire of Jessie House (as approved by Manager)	Y		150.00
Other Welfare				
	Veterans as set by the Department of Veterans Affairs	Y		
	CATS Vehicle	Y		75.00
BUSINESS UNIT: STAFF HOUSING				
Staff Housing				
	Staff will be charged the difference between the Housing Subsidy and the cost to the Town of renting the residential building.	Y		
BUSINESS UNIT: COMMUNITY AMENITIES				
Sanitation - Household & Other				
<u>Rubbish Charges</u>				
3100100.1304	Domestic Refuse Services (First Service)	N		221.50
3100200.1304	Commercial Refuse Services (First Service)	N		226.50
3100204.1304	Special Refuse Service (First Service)	N		332.50
3100101.1304	Additional service - household	N		221.50
3100201.1304	Additional service - commercial	N		248.00
3100203.1304	Additional service - Special Refuse Service	N		333.00
3100105.1304	Domestic Recycling Service	N		82.00
<u>Refuse Site Fees</u>				
3100202.1304	Waste per cubic metre	N		15.50
3100202.1304	Demolition waste per cubic metre	N		75.00
3100202.1304	Truck bodies	N		206.00
3100202.1304	Passenger Tyre	N		8.00
3100202.1304	Car/Truck Battery	N		3.50
3100202.1304	Car bodies	N		38.50
3100202.1304	Small animal carcasses	N		26.50
3100202.1304	Large animal carcasses	N		79.50
3100202.1304	Liquid Waste (oils) non-commercial per litre (dollars per litre)	N		0.50
3100202.1304	Liquid Waste (oils) Commercial Disposal per litre (dollars per litre)	N		0.10
3100202.1304	Liquid Waste (excludes oils) per litre (dollars per litre)	N		0.10
3100202.1304	Green Waste per 2.4m x 1.8m trailer	N		6.50
3100202.1304	Green Waste (Commercial) per cubic meter	N		6.50
3100202.1304	Asbestos waste per cubic meter (minimum Charge of \$50 applies)	N		149.50
3100202.1304	Clinical/soiled waste per cubic metre (minimum Charge of \$50.00 applies)	N		149.50
3100202.1304	First 6 x Tip Passes Town of Narrogin Ratepayer (Residential properties only)			Free
3100202.1304	6 x Tip Passes Shire of Narrogin Ratepayer (Residential properties only)			----
3100202.1304	Additional 6 x Tip Passes	N		91.50
3100202.1304	9 x Green Waste Passes Town of Narrogin Ratepayer (Residential properties only)			Free
3100202.1304	9 x Green Waste Passes Shire of Narrogin Ratepayer (Residential properties only)			----
3100202.1304	Additional 9 x Green Waste Passes	N		51.00
	A Discount of 10% off the normal purchase price of additional Green Waste and Tip Passes will apply when purchased from the Town's Administration Centre			
3100202.1304	Power Pole Butts per cubic metre (Contaminated timber)	N		145.00
<u>General Waste from Outside the Shire of Narrogin</u>				
3100202.1304	Per cubic metre	N		77.50
<u>Recycled Water</u>				
3130100.1304	Sale of recycled water per kilo litre	Y		1.50
	Narrogin Racing as per lease agreement	Y		

Schedule of Fees and Charges 2017/18

GL CODE	DESCRIPTION	GST Y/N	Statutory fee "S"	2017/18
Town Planning				
<u>Planning Services</u>				
3100600.1304	Home Occupation - Initial Application Fee	N	S	222.00
3100600.1304	Home Occupation - Annual Renewal Fee	N	S	73.00
3100600.1304	Zoning Certificates, Property Settlements & Enquiries (Zoning)	N	S	73.00
3100600.1304	Planning Application Fees based on cost of development			
3100600.1304	(a) Not more than \$50,000	N	S	147.00
3100600.1304	(b) more than \$50,000 but not more than \$500,000 based on estimated costs	N	S	0.32%
3100600.1304	(c) more than \$500,000 but not more than \$2.5 million	N	S	\$1,700.00 plus 0.257% for every \$1 in excess of \$500,000
3100600.1304	(d) more than \$2.5 million but not more than \$5 million	N	S	\$7,161.00 plus 0.206% for every \$1 in excess of \$2.5m
3100600.1304	(e) more than \$5 million but not more than \$21.5 million	N	S	\$12,633.00 plus 0.123% in excess of every \$1 in excess of \$5 million
3100600.1304	(f) more than \$21.5 million	N	S	34,196.00
3100600.1304	Subdivision/Strata Clearance Fees			
3100600.1304	(a) Not more than 5 lots -per lot	N	S	73.00
3100600.1304	(b) more than 5 lots but not more than 195 lots - per lot over 5	N	S	35.00
3100600.1304	(c) more than 195 Lots	N	S	7,393.00
3100600.1304	Change of Use Fee	N	S	295.00
3100600.1304	Fee for use/development already commenced	N	S	Twice the schedule fee
3100600.1304	Provision of Written Planning Advice	N	S	73.00
3100600.1304	Determining an application to amend or cancel development approval	N	S	295.00
3100600.1304	Executive Manager/Town Planner - per hour	N	S	88.00
3100600.1304	Environmental Health Officer/other staff - per hour	N	S	60.00
3100600.1304	Secretary Administrative Officer - per hour	N	S	45.00
3100600.1304	Executive Manager Development & Regulatory Services Charge Out - per hour	N	S	130.00
3100600.1304	Itinerant Vendor License Fee per day	N	S	250.00
	Structure Plan			
	Scheme Amendment			
3100600.1304	- Basic	N		2,800.00
3100600.1304	- Standard	N		4,200.00
3100600.1304	- Complex	N		5,500.00
3100600.1304	Sign Application	N		147.00
3100600.1304	Extractive Industry - New	N		739.00
3100600.1304	Extractive Industry - Commenced or carried out	N		1,478.00
3100600.1304	Liquor Act Certification Section 40	N	S	122.00
Other Community Amenities				
<u>Cemetery</u>				
Single Burial Permits:				
3100800.1304	Application	Y		50.00
3100800.1304	Grant of Right of Burial - Immediate Use Only	Y		250.00
3100800.1304	Interment in a grave 2.1 metres deep	Y		1,500.00
3100800.1304	Re-opening of an ordinary grave for 2nd or 3rd Burial	Y		1,500.00
3100800.1304	Reinstatement, if required	Y		500.00
3100800.1304	After hours internment - weekdays	Y		250.00
3100800.1304	After hours internment - weekend/public holidays	Y		500.00

Schedule of Fees and Charges 2017/18

GL CODE	DESCRIPTION	GST Y/N	Statutory fee "S"	2017/18
Exhumation:				
3100800.1304	Exhumation	Y		2,400.00
3100800.1304	Exhumation reinstatement in existing grave, if required	Y		500.00
3100800.1304	Internment in a new grave after exhumation	Y		1,500.00
Ashes				
3100801.1304	Single Internment Permit:			
3100801.1304	Application (Single Funeral Permit & Permission to place a plaque)	Y		50.00
3100801.1304	Grant for use of Niche Wall	Y		250.00
3100801.1304	Internment - Niche Wall (Temporary Blank Cover)	Y		200.00
3100801.1304	Internment - Garden	Y		200.00
3100800.1304	Internment - Grave	Y		300.00
3100800.1304	Internment - Scattering	Y		0.00
3100800.1304	After hours internment - weekdays	Y		100.00
3100800.1304	After hours internment - weekend/public holidays	Y		200.00
Other				
3100800.1304	Permission to erect Memorial - Grave, Garden	Y		80.00
3100800.1304	Transfer of Right of Burial/Pre-Need Purchase of Certificate	Y		50.00
3100800.1304	Issue of a copy of Grant Right of Burial /Pre-Need Purchase of Certificate	Y		50.00
3100800.1304	Pre-Need Services (Booking of a Site)			
3100800.1304	Pre-need Purchase of Certificate for Burial - 5 Years	Y		300.00
3100801.1304	Pre-need Purchase of Certificate for Niche Wall - 5 Years	Y		300.00
3100801.1304	Pre-need of Certificate for Garden Memorial Position	Y		not permitted
3100801.1304	Pre-need Purchase of Certificate for Memorial Plaque Position	Y		not permitted

BUSINESS UNIT: RECREATION & CULTURE

Public Halls & Civic Centres

Town Hall & Reception Centre (Commercial Usage)

3110100.1302	Town Hall Complex full day (Includes Light & Sound Equipment if approved by CEO/EMCCS) (Excludes	Y		590.00
3110100.1302	Town Hall Complex full day (Excludes Mayors Parlour and Nexus Gallery) hourly rate	Y		85.00
3110100.1302	Town Hall full day	Y		350.00
3110100.1302	Town Hall hourly rate	Y		75.00
3110100.1302	Town Hall Setting up full day	Y		115.00
3110100.1302	Town Hall Rehearsals hourly rate	Y		25.00
3110100.1302	Kitchen Only per day	Y		195.00
3110100.1302	Kitchen Only per hour	Y		40.00
3110100.1302	Cutlery and Crockery Hire per person			----
3110100.1302	Damaged cutlery and Crockery will be replaced at a charge of direct replacement cost plus 20%			
	Administration Charge	Y		Direct Cost plus 20%
	Light & Sound Equipment Use (Not for relocation) (Hires to persons deemed by CEO or EMCCS to have the skills to use)	Y		50.00
3110100.1302	Super Room full day	Y		155.00
3110100.1302	Super Room per hour	Y		30.00
3110100.1302	Mayors Parlour full day	Y		155.00
3110100.1302	Mayors Parlour per hour	Y		30.00
3110100.1302	Baby Grand piano full day (Not to be removed from site)	Y		100.00
3110100.1302	Baby grand piano hourly rate	Y		15.00
3110100.1302	Upright piano hire (Internal) (To be returned on return to Town Hall)	Y		20.00
3110100.1302	Upright piano hire (External) (The Hirer is to fund all relocation costs and retune the Piano on return to the Town Hall)			Cost plus 20%
3110100.1302	Reception Centre full day	Y		400.00
3110100.1302	Reception Centre hourly rate	Y		60.50
3110100.1302	Cleaning	Y		Cost plus 20%
3110100.1302	Setting up hourly rate (per staff member involved) (Minimum 1 hour charge)	Y		88.00
3110100.1302	Nexus Gallery full day	Y		----
3110100.1302	Nexus Gallery hourly rate	Y		----
3110100.1302	Nexus Gallery Art Hire per day	Y		----

Schedule of Fees and Charges 2017/18

GL CODE	DESCRIPTION	GST Y/N	Statutory fee "S"	2017/18
	CEO is given authority to negotiate a hire fee for significant Functions and Conferences at the JHCC and Town Hall	Y		
	Bond without alcohol	N		330.00
	Bond with alcohol	N		1,100.00
<u>Town Hall & Reception Centre (Not for Profit(*)/Individual Resident or Ratepayer (Not a business)</u>				
3110100.1302	Town Hall Complex full day (Includes Light & Sound Equipment if approved by CEO/EMCCS) (Excludes	Y		200.00
3110100.1302	Town Hall Complex full day (Excludes Mayors Parlour and Nexus Gallery) hourly rate	Y		30.00
3110100.1302	Town Hall full day	Y		150.00
3110100.1302	Town Hall hourly rate	Y		25.00
3110100.1302	Town Hall Setting up full day	Y		150.00
3110100.1302	Town Hall Rehearsals hourly rate	Y		25.00
3110100.1302	Kitchen Only per day	Y		100.00
3110100.1302	Kitchen Only per hour	Y		20.00
3110100.1302	Damaged cutlery and Crockery will be replaced at a charge of direct replacement cost plus 20%			
3110100.1302	Administration Charge	Y		Direct Cost plus 20%
3110100.1302	Light & Sound Equipment Use (Not for relocation) (Hires to persons deemed by CEO or EMCCS to have the skills to use)	Y		30.00
3110100.1302	Super Room full day	Y		75.00
3110100.1302	Super Room per hour	Y		15.00
3110100.1302	Mayors Parlour full day	Y		75.00
3110100.1302	Mayors Parlour per hour	Y		15.00
3110100.1302	Baby Grand piano full day (Not to be removed from site)	Y		50.00
3110100.1302	Baby grand piano hourly rate	Y		10.00
3110100.1302	Upright piano hire (Internal) (To be returned on return to Town Hall)	Y		15.00
3110100.1302	Upright piano hire (External) (The Hirer is to fund all relocation costs and retune the Piano on return to the Town Hall)	Y		Cost plus 20%
3110100.1302	Reception Centre full day	Y		200.00
3110100.1302	Reception Centre hourly rate	Y		30.00
3110100.1302	Setting up hourly rate (per staff member involved) (Minimum 1 hour charge)	Y		88.00
3110100.1302	Cleaning	Y		Cost plus 20%
	CEO is given authority to negotiate a hire fee for significant Functions and Conferences at the JHCC and Town Hall	Y		
	Bond without alcohol	N		275.00
	Bond with alcohol	N		550.00
(*) Any function or event that is subject to the 'Not for Profit' Fees and Charges rates must acknowledge the Shire sponsorship at the function/event.				
<u>John Higgins Community Complex</u>				
3110100.1302	Fees and Charges to be set by the YMCA.			
3110100.1302	Office Standard Size per year (if not on a lease agreement)	Y		1,236.00
3110100.1302	Office Large Size per year (if not on a lease agreement)	Y		1,493.50
<u>Other Recreation</u>				
<u>Sportsgrounds</u>				
3110301.1302	Half day hire (schools & non sporting organisations)	Y		74.00
3110301.1302	Full day hire (schools & non sporting organisations)	Y		149.50
3110301.1302	Half day hire commercial	Y		237.00
3110301.1302	Full day commercial	Y		391.50
3110301.1302	Narrogin Towns Cricket Club	Y		1,287.50
3110301.1302	Narrogin Hawks Football Club	Y		2,987.00
	Bond for Commercial Use	N		2,266.00
	Bond for Community Use if required by the EMCCS	N		566.50

Schedule of Fees and Charges 2017/18

GL CODE	DESCRIPTION	GST Y/N	Statutory fee "S"	2017/18
Narrogin Regional Recreation Centre				
<u>Narrogin Regional Leisure Centre (NRLC)</u>				
Fees and Charges to be set by the YMCA.				
Libraries				
<u>RW Farr Regional Library</u>				
3110500.1304	Email Access 30 minutes	Y		2.00
3110501.1301	First Overdue Notice - Book	Y		----
3110501.1301	Second Overdue Notice - Book	Y		----
3110500.1304	Handling Fee for Invoice	Y		13.00
3110500.1304	Laminating A4 size	Y		2.00
3110500.1304	Laminating A3 size	Y		4.00
3110500.1304	Scanning per page	Y		2.00
3110500.1304	Disk repair (CD/DVD)	Y		5.00
3110500.1304	Disk Cleaning (CD/DVD)	Y		2.00
3110500.1304	A4 Single Sided photocopy per copy	Y		0.40
3110500.1304	A3 & A4 Double Sided photocopy per copy	Y		0.60
3110500.1304	A3 Double Sided per copy	Y		0.80
3110500.1304	A4 Single Sided Colour per copy	Y		2.00
3110500.1304	A3 Single & A4 Double Sided Colour per copy	Y		4.00
3110500.1304	Coffee / Tea (if provided by the Town)	Y		2.00
3110500.1304	Restricted Wireless Internet Access	Y		Free
3110500.1304	Historical Research (Town & Shire of Narrogin Residence) e.g. Family History per hour	Y		35.00
3110500.1304	Historical Research (Non Town or Shire of Narrogin Residence)e.g. Family History per hour	Y		60.00
Sale of other Items at RRP or cost plus 20% which ever is the higher.				

BUSINESS UNIT: TRANSPORT

Transport				
<u>Aerodrome</u>				
3120405.1304	Major User Charge per year	Y		850.00
3120405.1304	Minor User Charge per year	Y		510.00
<u>Road Numbering</u>				
3120212.1103	Rural Road Numbering	Y		40.00

BUSINESS UNIT: ECONOMIC SERVICES

Tourism and Area Promotion				
<u>Narrogin Caravan Park</u>				
3130200.1303	Caravan Site Fees per day (up to 2 Adults and 2 Children)	Y		32.50
3130200.1303	Caravan Site Fees per half day (Up to 2 Adults and 2 Children)	Y		16.00
3130200.1303	Caravan Site Fees per week (Up to 2 Adults and 2 Children) up to the first four weeks	Y		160.00
3130200.1303	Caravan Site Fees per week (Up to 2 Adults and 2 Children) after the first four weeks	Y		150.00
3130200.1303	Each additional Person Caravan Site Single Night	Y		7.00
3130200.1303	Each additional Person Caravan Site Weekly	Y		37.00
3130200.1303	Camping Site Fees (No Power) (up to 2 Adults and 2 Children of the same family) per day	Y		12.00
3130200.1303	Camping Site Fees (Power) (up to 2 Adults and 2 Children of the same family) per day	Y		23.00
3130200.1303	Additional Person Camping Site (No Power)	Y		5.00
3130200.1303	Additional Person Camping Site (Power)	Y		7.00
3130200.1303	Caravan Park Site and Camping fees should be paid in advance. However if payment is made in arrears additional fees may apply.			
3130200.1303	Penalty fee for late payment of Site or Camping Fees	Y		5.50
3130200.1303	Washing Machines per cycle	Y		5.00
3130200.1303	Driers up to approximately 30 minutes	Y		4.00
3130200.1303	Letter Box Rental per month	Y		5.00
3130200.1303	Caravan Storage (Caravan not to be sited at a Caravan Site and Unoccupied) per week	Y		125.00

Schedule of Fees and Charges 2017/18

GL CODE	DESCRIPTION	GST Y/N	Statutory fee "S"	2017/18
3130200.1303	Self Contained RV (Short Stay) (Not using any of the CP Facilities) per night (Subject to the Official RV Site being within the Narrogin Caravan Site)	Y		5.00
3130200.1303	Use of Showers and/or Toilet Only (persons not stay in caravan Park) Subject to the approval of the Town	Y		5.00
<u>Other Tourism & Area Promotion</u>				
3030204.1304	Shire Number Plates (Transfer of plates not included)	Y	Direct Cost plus 20%	
3130200.1303	Sale of other promotional Material at RRP or Cost plus 20%	Y		
3130200.1303	RV Permit Fee	Y		5.00
Building Control				
<u>Building Services</u>				
3130300.1304	Building Surveyor hourly rate	Y		92.50
3130300.1304	Trainee Building Surveyor Charge per hour	Y		70.00
3130300.1304	Vehicles mileage rate (BS)	Y		1.00
3130300.1304	Vehicles mileage rate (Trainee BS)			1.00
3130300.1304	Retrieval of Building Plans	N	S	50.00
3130300.1304	Class 1 & 10 Building License Fee 0.3182% - minimum	N	S	96.00
3130300.1304	Class 2-9 Building License Fee 0.182% - minimum	N	S	96.00
190921060	Builders Registration Board Levy	N	S	61.65
190921070	Building Industry Fund .2% (once work over \$20,000 value)	N	S	20.00%
T4	Footpath, kerb and road deposit (per street frontage) 1% of value of proposed works with a minimum of \$1,500	N	S	1,500.00
3130300.1304	# Certificate of Design Compliance As Per Staff Time (\$340 min) or 0.2%, whichever is greater - minimum	N	S	340.00
3130300.1304	Certificate of Built Compliance - As Per Staff Time (\$340 min) or 0.2%, whichever is greater - minimum	N	S	340.00
3130300.1304	Certificates of Construction Compliance As Per Staff Time (\$340 min) or 0.2%, whichever is greater - minimum	N	S	340.00
3130300.1304	Certificates of House & Outbuildings Design Compliance As Per Staff Time (\$95 min) or 0.35%, whichever is greater -minimum	N	S	96.00
3130300.1304	Other charges as per the Building Act			
3130300.1304	Swimming Pool Inspection fee (\$57.45/4 years)	N	S	14.50
3130300.1304	Bushfire Attack Level Certification			
3130300.1304	- Single dwelling	N		150.00
3130300.1304	- each additional dwelling	N		120.00
Other Economic Services				
3130100.1304	Stand Pipe per 1,000L	Y		2.50
BUSINESS UNIT: OTHER PROPERTY & SERVICES				
Private Works				
<u>Charge Out Rates for Private Works</u>				
<u>With Operator (Labour rates included in price)</u>				
3140100.1304	Grader per hour	Y		184.00
3140100.1304	Loader per hour	Y		171.00
3140100.1304	Backhoe per hour	Y		131.00
3140100.1304	Truck (12 SoNne) per hour	Y		172.00
3140100.1304	Truck (3 SoNne) per hour	Y		172.00
3140100.1304	Truck & Float per hour	Y		221.00
3140100.1304	Jet Patcher per hour	Y		164.00
3140100.1304	Multi- Roller per hour	Y		164.00
3140100.1304	Vib Roller per hour	Y		122.00
3140100.1304	Excavator per hour	Y		172.00
3140100.1304	Road Sweeper per hour	Y		164.00
3140100.1304	Dynapac Roller per hour	Y		142.00
3140100.1304	JD Tractor per hour	Y		165.00
3140100.1304	Bomag Vibrating Roller per hour	Y		142.00
3140100.1304	Cat Multi Terrain Loader per hour	Y		135.00

Schedule of Fees and Charges 2017/18

GL CODE	DESCRIPTION	GST Y/N	Statutory fee "S"	2017/18
3140100.1304	JD Backhoe per hour	Y		131.00
3140100.1304	Trailers per hour	Y		49.00
3140100.1304	Tractor Slasher per hour	Y		29.00
3140100.1304	Tractor Aerator per hour	Y		29.00
3140100.1304	New Holland Tractor per hour	Y		165.00
3140100.1304	JD Ride on Mower (with Trailer) per hour	Y		124.00
3140100.1304	Toro Ride on Mower (with Trailer) per hour	Y		124.00
3140100.1304	Isuzu Tip Truck (4 SoNne) per hour	Y		172.00
3140100.1304	Mitsubishi Side Tipper (8 SoNne) per hour	Y		172.00
3140100.1304	Tow behind Broom per hour	Y		125.00
3140100.1304	Generator hire per day or part there of (Commercial)	Y		500.00
3140100.1304	Generator hire per day or part there of (Non Commercial)	Y		250.00
3140100.1304	Materials, Contracts, Plant & Labour Rates	Y		Cost plus 20%
3140100.1304	Labour Rate (Normal @ Normal Hours)	Y		
3140100.1304	Works Crew Labour per hour	Y		88.00
3140100.1304	Works Foreman per hour	Y		110.00
3140100.1304	Operations Manger	Y		121.00
3140100.1304	Mileage Rate per KM	Y		1.50
	* No Dry Hire of plant. Only experienced ticketed Shire staff to operate plant at discretion of CEO or EMTRS			
	All other charges not separately listed in this schedule that is not set by specific legislation	Y		Cost plus 20%

Administration Overheads				
<u>Administration/Office</u>				
3040203.1304	Photocopy charges - Single A4 per copy	Y		0.45
3040203.1304	Photocopy charges - A4 Double / A3 per copy	Y		0.75
3040203.1304	Photocopy charges - A4 Single Colour per copy	Y		2.00
3040203.1304	Photocopy charges - A4 Double / A3 colour per copy	Y		4.00
3040204.1304	Minutes or Agendas (free at council meeting)	Y		25.00
3040206.1304	Digital Projector per day	Y		35.00
3040101.1302	Council chambers full day	Y		390.00
3040101.1302	Council Chambers per hour	Y		50.00
3040101.1302	Meeting Room full day	Y		235.00
3040101.1302	Meeting Room per hour	Y		40.00
3040205.1304	Secretarial support per hour	Y		70.00
3040201.1304	FOI as per statutory fees	Y		as per Act
3040206.1304	Cleaning	Y		Direct Cost plus 20%
	Security Key Bond	Y		250.00
	Bonds that have been approved by the CEO or EMCCS to be paid by credit cards will attract a fee equal to that of the bank fees paid by the Town associated with that particular transaction.			
	All other charges not separately listed in this schedule that is not set by specific legislation			Cost plus 20%

Additional Items about the Town's Fees and Charges

Rounding	Fees and Charges are to be rounded down to the nearest 50c.
Concession Rate	A person who can prove at the time of purchase they are either under 18 years of age or a holder of a Seniors or Health Care Card.
Bonds	<p>Bonds are to be paid before the hire of facilities, equipment or the supplying of keys.</p> <p>All Bonds are to be paid by Cash or Bank Cheque unless approved by the CEO or EMCCS.</p> <p>If the CEO or EMCCS approve payment of Bond by Credit Card then additional fees will apply and the bond will be increase by 3% to cover the loss of bank fees.</p> <p>The CEO or EMCCS may amend or impose an additional bond for the use of the Town facilities by any group or individuals where they believe it is in the best interest of the Town to do so.</p>
Cleaning Requirements	Unless special arrangements have been agreed to by the Town, all facilities are to be tidied to the same standard as the facility was originally hired, at the end of the hire.
Other	<p>All above figures are in Australian Dollars (AUD).</p> <p>All other charges not separately listed in this schedule that is not set by specific legislation to be charged at cost plus 20%</p>

8:49 pm – Mr Cook declared an interest in the following item and left the meeting.
All council employees also left the meeting and no members of the public were present.

10.2.078 AUDIT COMMITTEE MINUTES 26 JUNE 2017

File Reference: 12.2.1
Disclosure of Interest: Mr Aaron Cook – Potential Financial Interest
Applicant: Audit Committee
Previous Item Nos: Nil
Date: 17 June 2017
Author: Frank Ludovico – Executive Manager Corporate and
Community Services
Authorising Officer: Nil

Attachments

- Minutes of the Audit Committee held on 26 June 2017.
- CEO Performance Review Outcomes (Confidential) provided under separate cover.

Summary

The minutes of the Audit Committee held on 26 June 2017 are presented to Council to consider the recommendations of the Committee and endorse the CEO Performance Review.

Background

Each year Council is required to meet with the Auditor to discuss the Audit outcomes. In addition, it is required that a review of the CEO's performance be undertaken on a yearly basis and this duty is performed by the Audit Committee.

An Audit Committee Meeting was held on 26 June where the Auditor was present via a telephone connection and the previous Town of Narrogin audit was discussed and the recent interim audit for the Shire of Narrogin.

The Shire President facilitated the CEO Performance Review Process and collated the responses from the CEO and all Elected Members and the separate review provided by the Executive Team.

Comment

The Auditor did not raise any issues with the Committee.

Consultation

- Nil

Statutory Environment

- *Local Government Act 1995 – regulation 13 Local Government Audit Regulations 1996*
- *Local Government Act 1995 – 5.38 Annual review of certain employees' performances*

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

COUNCIL RESOLUTION 0717.092 AND OFFICER'S RECOMMENDATION

Moved: Cr Schutz

Seconded: Cr Seale

That Council:

Accept the minutes of the Audit Committee and the resolutions contained within and endorse the Chief Executive Officers Performance Review outcomes.

CARRIED 7/0



Shire of
Narrogin

MINUTES AUDIT COMMITTEE MEETING

26 June 2017

**Council Chambers
Shire of Narrogin
89 Earl Street
Narrogin WA 6312**

AUDIT COMMITTEE MEETING MINUTES

26 JUNE 2017

1. OFFICIAL OPENING

5:35 pm the meeting was declared open

2. RECORD OF ATTENDANCE AND APOLOGIES

Mr L Ballard – Shire President
Cr C Ward
Cr N Walker
Cr P Schutz – arrived at 6.00 pm
Cr M Fisher
Cr B Seale
Cr G Ballard

Apologies

Cr T Wiese – Deputy Shire President
Cr C Bartron

Staff

Mr A Cook – Chief Executive Officer
Mr F Ludovico – Executive Manager Corporate & Community Services

Other

Mr Bill Thomas – Auditor Anderson Munro Wyllie via telephone
Mr Michael StJohn – Anderson Munro Wyllie via telephone

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

Mr Aaron Cook declared a financial interest

4. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Nil

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

COMMITTEE DECISION

Moved: Cr Fisher

Seconded: Cr Ward

That the Committee accepts the minutes of the Audit Committee Meeting held on 20 March 2017 and be confirmed as an accurate record of proceedings.

CARRIED 6/0

6. MATTERS WHICH REQUIRE DECISION

6.1 AUDITOR MEETING

5.37 pm – The Auditor, Mr Bill Thomas and Mr Michael StJohn from Anderson Munro Wyllie were contact by telephone to address the Committee.

The Committee discussed the Town of Narrogin 2015/2016 Audit and the recent, to be finalised, interim audit of the Shire of Narrogin.

Please note: Mr Aaron Cook – Chief Executive Officer and Mr Frank Ludovico – Executive Manager of Corporate and Community Services, were present at the meeting for the discussion with the auditor.

5.44 pm – The telephone call with the Auditors ended

5.45 pm – Mr Cook and Mr Ludovico left the meeting

6.2 CEO PERFORMANCE REVIEW - CONFIDENTIAL

The Shire President facilitated the compilation of the information received from the Elected Members and the information provided by the Executive Staff and presented to the Audit Committee. The compiled confidential information was provided to the Audit Committee at the meeting and is to remain confidential.

See Attachment 1 – Recommendation to Ordinary Council Meeting.

10.2.025 CEO PERFORMANCE REVIEW – CONFIDENTIAL

File Reference:	14.1.1
Disclosure of Interest:	Mr Aaron Cook – Conflict of Potential Financial Interest
Applicant:	Aaron Cook - Chief Executive Officer
Previous Item Nos:	Nil
Date:	26 June 2017
Author:	Aaron Cook – Chief Executive Officer
Authorising Officer:	Mr Leigh Ballard – Shire President.

Attachments

Please note: The outcomes of the CEO Performance Review are provided separately due to the confidential nature of the documents.

- The Shire President will provide a copy of the combined comments on the Confidential Review Document.
- The Shire President will also provide the outcomes from the Review from the Executive Managers.

Summary

The Shire President is presenting the findings of the CEO Performance Review to the Audit Committee for discussion and finalisation of the process and presentation to the next available Council Meeting.

Background

Each year the Council is required to perform a Performance Appraisal of the Chief Executive Officer.

This review is undertaken in June each year due to the appointment of the incumbent, Mr Cook, from his previous role as the CEO of the Town of Narrogin to the new Shire of Narrogin.

Each year the Shire President issues a Performance Review document that the CEO completes and this is then provided to the Elected Members for their review and comment. The Shire President then compiles the comments and facilitates the Performance Review meeting with the Elected Members and the CEO.

This Performance Review has included feedback from the Executive Team as to how the CEO has performed to provide additional information for the Elected Members.

Comment

The Shire President will raise the matter of the annual CEO Performance Review and the combined Performance Review Document and the Feedback provided by the Executive Managers.

It is presented that a recommendation be presented to Council at the next available meeting to endorse the minutes of the Audit Committee Meeting.

Consultation

- Mr Aaron Cook – Chief Executive Officer
- Mr Leigh Ballard – Shire President
- Executive Managers Mr Frank Ludovico, Mr Azhar Awang and Mr Torre Evans

Statutory Environment

Local Government Act 1995 – regulation 13 Local Government Audit Regulations 1996

Local Government Act 1995 – 5.38 Annual review of certain employees' performances.

Policy Implications

Nil

Financial Implications

There is no financial impact that is not contained within the proposed 2017/18 budget.

Strategic Implications

Nil

Voting Requirements

Simple Majority – Audit Committee

COMMITTEE'S RECOMMENDATION

Moved: Cr Schutz

Seconded: Cr Seale

That Council:

Accept the minutes of the Audit Committee and the resolutions contained within and endorse the CEO Performance Review outcomes.

CARRIED 8/0

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

Nil

8. CLOSE OF MEETING

9.30 pm the meeting was declared closed.

DRAFT

9.22 pm – Mr Cook returned to the meeting.

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

9.23 – President Ballard declared the meeting closed.