



Town of Narrogin

MINUTES

ORDINARY COUNCIL MEETING

26 AUGUST 2014

COMMENCING AT 7:30 PM

COUNCIL CHAMBERS
THE TOWN OF NARROGIN
89 EARL STREET
NARROGIN, WA 6312

Meaning of and CAUTION concerning Council's "In Principle" support:

When Council uses this expression it means that: (a) Council is generally in favour of the proposal BUT is not yet willing to give its consent; and (b) Importantly, Council reserves the right to (and may well) either decide against the proposal or to formally support it but with restrictive conditions or modifications.

Therefore, whilst you can take some comfort from Council's "support" you are clearly at risk if you act upon it before Council makes its actual (and binding) decision and communicates that to you in writing.

Disclaimer:

"Warning - Verbal Information & Advice: Given the inherent unreliability and uncertainty that surrounds verbal communication, the Town strongly recommends that, if a matter is of importance to you, then you should NOT act upon or otherwise rely upon any VERBAL information or advice you receive from the Town unless it is first confirmed in writing."

These minutes were confirmed at the Ordinary Council meeting held on 9 September 2014

Signed  Date 9/9/14
(Presiding Member at the meeting at which minutes were confirmed)

ORDINARY COUNCIL MEETING MINUTES

26 August 2014

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

Mayor Ballard opened the meeting at 7:33 pm.

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

In Attendance:

Mayor Ballard

Cr Paternoster

Cr Ward

Cr Bartron

Cr Russell

Cr McKenzie

Cr Schutz

Cr Kain

Mr Cook – Chief Executive Officer

Mr Robinson – Director of Technical and Environmental Services

Mr Bastow – Director Corporate and Community Services

Ms French – Executive Assistant

Visitors in Attendance:

Mr Don Ennis

MR Rob Madson

Mrs Pia van Straalen

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

Cr Ward declared a proximity interest in item 10.2.328

Cr McKenzie declared a financial interest in item 10.2.329

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

Rob Madson of 7 Jersey Street Narrogin presented four questions to the Council.

Q1 Narrogin is a Wheatbelt town, and the Wheatbelt Region is the State's largest agricultural producer. Is the Town of Narrogin committed to identifying themselves with agriculture into the future?

Q2 *Is the Town of Narrogin aware that other shires support their agricultural shows to the extent of the use of their workforce before, during and after the event, as well as in kind support for the use of Council facilities in addition to cash sponsorship? (Shires of Katanning and Northam are some examples).*

Q3 *This year represents the 110th Narrogin Agricultural Show. Does the Town of Narrogin support this event continuing in the district at its current venue utilising Clayton Road oval and the Narrogin Leisure Centre?*

Q4 *I note in tonight's agenda that the Upper Great Southern Hockey Association has submitted a development proposal which has elicited a response that the Town of Narrogin considers the use of the outdoor netball courts for vehicular access as unacceptable. This area is utilised during the Narrogin Agricultural Show for access to the pavilions by exhibitors, entertainers and equipment providers. The Narrogin Agricultural Society has not been consulted on, or informed about, this decision.*

Several years ago, the lights and power at Clayton Road oval were upgraded. The Narrogin Agricultural Society was not consulted, which resulted in power points being situated in unsuitable positions for use during the Show.

Can you please advise what the trigger is for regular users of Council facilities, such as the Narrogin Agricultural Society, to be consulted on the development of the facilities they use?

A written response to the questions posed by Mr Madson will be provided at the following meeting of Council.

Mr Don Ennis had a query regarding the dog exercise area; however, this was resolved.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Cr Ward requested a leave of absence for the meeting of 23 September 2014.

Council Resolution: 0814.108

Moved: Cr Paternoster

Seconded: Cr Schutz

That Council approve Cr Ward Leave of absence for the 23rd September 2014.

CARRIED 8/0

Cr Bartron requested a leave of absence for the meeting of 9 September 2014.

Council Resolution: 0814.109

Moved: Cr Ward

Seconded: Cr Kain

That Council approve Cr Bartron Leave of absence for the 23rd September 2014.

CARRIED 8/0

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Council Resolution: 0814.110

Moved: Cr McKenzie

Seconded: Cr Bartron

That Council:

Accept the minutes of the Ordinary Council Meeting held on 12th August, 2014 and be confirmed as an accurate record of proceedings.

Carried 8/0

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Mayor Ballard welcomed former Mayor Don Ennis to acknowledge the award received from WALGA recently. Cr McKenzie and former Cr John Muller were also to be acknowledged by Mayor and Council.

9. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

NIL

10. MATTERS WHICH REQUIRE DECISIONS

Table of Contents

10.1 DEVELOPMENT AND TECHNICAL SERVICES	6
10.2.328 REVIEW OF DOG EXERCISE AREAS WITHIN TOWN OF NARROGIN.....	6
10.2.329 PROPOSED SEA CONTAINER FOR STORAGE – CLAYTON ROAD HOCKEY FIELD	12
10.2.330 PROPOSED SIGNAGE FOR NARROGIN CEMETERY	21
10.2 CORPORATE AND COMMUNITY SERVICES	34
10.2.332 REGIONAL WASTE SITE MEMORANDUM OF UNDERSTANDING.....	34
10.2.333 NARROGIN AGRICULTURAL SOCIETY COMMUNITY CHEST APPLICATION AND RENT ARREARS.....	41
10.2.334 MEMBERSHIP NOMINATIONS FOR TOWNSCAPE ADVISORY COMMITTEE	47
10.2.335 INFORMATION TECHNOLOGY POLICY.....	51
10.2.336 ACCOUNTS FOR AUTHORISATION – JULY 2014	62
10.2.337 MONTHLY FINANCIAL REPORTS – JULY 2014	70
11. ELECTED MEMBER'S MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	107
NIL	38
12. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING.....	107
NIL	38
13. CLOSURE OF MEETING	107

10.1 DEVELOPMENT AND TECHNICAL SERVICES

Cr Ward left the meeting at 7:48pm having declared a proximity interest.

10.2.328 REVIEW OF DOG EXERCISE AREAS WITHIN TOWN OF NARROGIN

File Reference: 19.7.4
Disclosure of Interest: Nil
Applicant: N/A
Previous Item Nos: Nil
Date: 20th August 2014
Author: Brian Robinson, Director Tech & Environmental Services

Attachments:

A plan depicting the areas proposed as Dog Exercise Areas and Dog Prohibited Areas.

Summary:

With the introduction of Dog Amendment Act 2013 and Dog Amendment Regulations 2014, dog exercise areas and prohibited areas under local laws no longer apply. Council is requested to determine those areas which should be identified under the revised legislation.

Background:

Prior to the introduction of recent changes to the Dog Act and associated regulations, the provisions of Dog Local Laws were used to identify Dog Exercise Areas and areas where dogs may be prohibited within a Local Authority. Where Local Government sought to establish or modify such areas, an amendment to a local law was required.

On the 1st November 2013 the Dog Amendment Act removed the local government's ability to make local laws to regulate exercise and prohibited areas. Local governments now wishing to establish such areas they may do so via a resolution of Council made by absolute majority.

Within the Town of Narrogin By-Laws Relating to Dogs (gazetted in October 1987) Part IV states:

17. *The owner of a dog shall prevent that dog from entering or being in any of the following places:*
 - a) *A public building;*
 - b) *A theatre or picture garden;*
 - c) *A house of worship;*
 - d) *A public business premises;*
18. *The owner of a dog shall prevent that dog from entering or being in any of the following places unless on a leash held by a person:*
 - a) *A sports ground*
 - b) *An area set aside for public recreation;*
 - c) *A carpark*
 - d) *Any land vested in or under the control of the Council (not being a road, street, or undeveloped land).*
19. *Any person who shall commit a breach of any of these by-laws shall upon conviction be liable to a penalty not exceeding \$100.00.*

Pursuant to the Dog Amendment Regulations, these provisions became inoperable on the 31st July 2014.

Council is now requested to consider formally identifying areas appropriate for dog exercise areas within the Town and those areas where dogs should be prohibited.

Comment:

In accordance with section 31(1) of the Dog Act a dog shall not be in a public place unless it is held by a person who is capable of controlling the dog, or it is securely tethered. Sub-clause (2) specifies those circumstances where a dog is exempt from these requirements. One such circumstances is where the dog is within specified dog exercise area.

Dog Exercise areas are public areas where owners may walk or exercise their dogs without them being tethered. However, owners are still required to be in effective control of the dog and must carry a lead. The owners or responsible persons must also collect any faeces must be picked and placed in a bin.

Notwithstanding the above, clauses 31(2B) permits a local government to, by absolute majority, identify an area where dogs are prohibited. Council may choose to prohibit dogs at times, or at specified times.

To assist Council in determining possible exercise and prohibited areas, the following comments:

Dog Exercise Areas

In order to ensure sufficient areas for the exercise of dogs, it is recommended that Council identify a range of reserves and other land for this purpose. The areas should be large enough to cater for a number of dogs being exercised at the same time.

To date the Town of Narrogin has had no official dog exercise areas. Despite this, Council staff have observed that dogs are regularly walked off their leads in various areas, including, but not limited to:-

- Lot 123 Earl Street;
- Foxes Lair/The Town Commonage and Railway Dam; and
- Thomas Hogg Reserve.

No objection is raised to the formal identification and use of Lot 123 as a Dog Exercise Area. The use of Lot 123 for this purpose may be reviewed at any time that development and/or disposal of the land is being contemplated.

The balance of the reserves currently being used provide a 'bush experience' for those walking their dogs. Although no objection is raised to the continued use of the majority of this land, portion of Foxes Lair is reserved as an "A" class reserve. It is considered that the use of an "A" class reserve for such activities is contrary to the primary purpose of the reserve. This opinion is further detailed within the following section of this report.

As an alternative to Foxes Lair, Council's Ranger has suggested Reserve 1276, being on the west side of White Road opposite the refuse site.

It is also recommended that the playing oval surface at Thomas Hogg Oval be excluded from the Dog Exercise Area to prevent damage to the oval surface.

Dog Prohibited Areas

Although the Town of Narrogin By-Laws relating to dogs previously required dogs to be on leads when located on sportsground or in other recreation areas, no dog "Prohibited areas" were formally identified.

Even on a lead, dogs and dog walking is considered to be incompatible with the purpose of some reserves. For example dog faeces being left on the playing surface of a sporting oval, or a dog scratching/digging at the cricket wicket. For this reason it is recommended that the playing surfaces at Clayton Road and Thomas Hogg Oval be identified as prohibited areas.

Similarly it is considered that the exercise of dogs, even on a lead, is potentially incompatible with the use of the Narrogin Race and Trotting Tracks.

It is also recommended that dogs should be prohibited from Lions Park, where the primary purpose is to provide playground equipment for small children and families. Council may also wish to prohibit dogs from the playground/skate park area of Gnarrogin Park (whilst still allowing dogs on leads to be walked along Narrogin Creek.

Foxes Lair consists of three reserves vested with the Town, two of which are "A" class reserves. As "A" class reserves, the primary purpose of the reserve is the preservation/conservation of flora and fauna. Given this, use of the area as a Dog Exercise Area is not acceptable and as such Dogs must be on a lead at all times.

Pursuant to clause 31(3C) of the Dog Act 1076, Council must advertise its intent to introduce Dog Exercise and Dog Prohibited Areas a minimum of 28 days prior to introducing them.

Consultation:

- CEO – Aaron Cook
- Regulatory Services Officer – Guy Maley
- Friends of Foxes Lair

Statutory Environment:

- Dog Amendment Act 2013 & Section 31 of the Dog Act 1976
- Dog Amendment Regulations 2014

Policy Implications: - Nil

Financial Implications:

Should Council support the officer's recommendation, advertising of the proposed Dog Exercise and Dog Prohibited Areas as required by legislation. This cost (approx. \$300) will be wholly contained within Council's adopted budget for the 2014/15 financial year.

The erection of appropriate signage will also be required to ensure that such areas are clearly demarked. Additional bins and dog waste bag dispensers will also be required in the

designated dog exercise areas. Quotes for the signs etc are yet to be obtained, but expenditure will be wholly contained within the approved budget.

Strategic Implications:

The Town of Narrogin Strategic Community Plan 2012-2022 identifies the following relevant recommendations that support the introduction of Dog Exercise and Dog Prohibited Areas:

- 3.3 Consolidate and Identify Purposes for all of Council's reserves and properties for ongoing and future use;
- 3.4 Investigate options for Council to reduce its environmental impact within its operations and facilities where economical to do so.

The establishment of Dog Exercise areas will formalise opportunities for residents and visitors to the Town to exercise with their dogs.

Prohibited areas will ensure that the primary purpose of the specific reserve is protected for the use and enjoyment of residents and visitors to the Town.

Voting Requirements:

Absolute Majority

Officers Recommendation:

That Council:

- 1) Pursuant to clause 31(3A) of the Dog Act 1976 specify the following places to be dog exercise areas within the Town of Narrogin:
 - Lot 123 Earl Street;
 - The Town Commonage being reserves 12610 & Part 39708 located between Range Road and the now disused railway line to the east; and
 - Lot 1276 White Road.
- 2) Pursuant to clause 31(3B) of the Dog Act 1976 specify the following places to be "Dog Prohibited Areas":
 - The playing surfaces of Clayton Road Oval, the Narrogin Hockey Field, the Center Sports grounds and Narrogin Race and Pacing Tracks (Reserve 27330 - Lot 1567 Clayton Road)
 - The playing surface of Thomas Hogg Oval Reserve 20443 (Lot 1117) Bannister Street; and
 - Lions Park, being Reserve 5635 Federal Street.
- 3) All other locations within the Town of Narrogin boundaries, Dogs must be on a lead at all times and infringements will be issues for non-compliance.
- 4) An advertisement be placed be placed in the local paper advising that the above areas will become effective as at the 1st October 2014.

- 5) Arrangements be made for the erection of appropriate signage and waste disposal facilities.
- 6) A plan of the Dog Exercise and Dog Prohibited Areas be placed on the Town of Narrogin website.

Council Resolution 0814.111

Moved: Cr Bartron

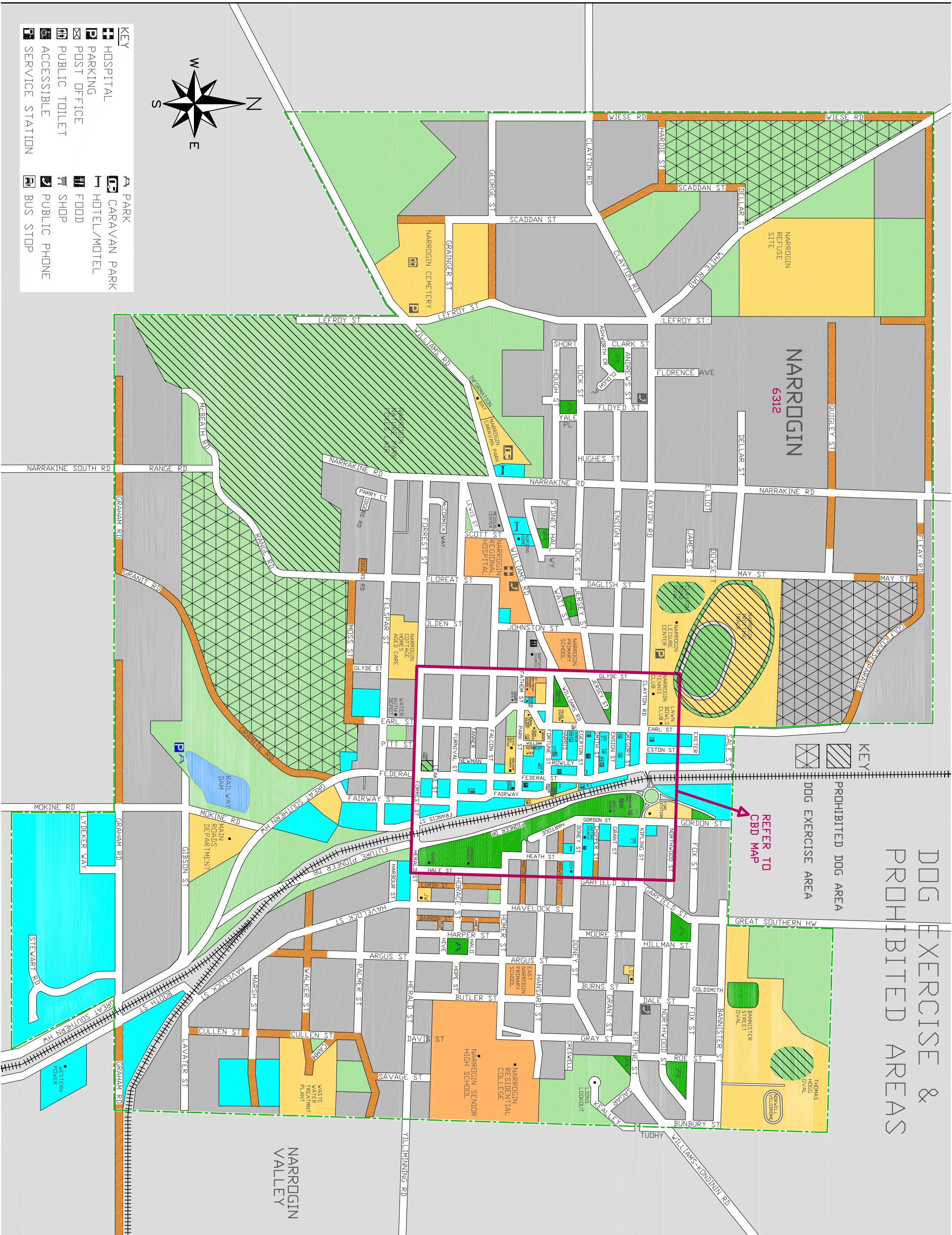
Seconded: Cr Paternoster

That Council:

- 1) Pursuant to clause 31(3A) of the Dog Act 1976 specify the following places to be dog exercise areas within the Town of Narrogin:
 - Lot 123 Earl Street;
 - The Town Commonage being reserves 12610 & Part 39708 located between Range Road and the now disused railway line to the east;
 - The playing surface and surrounds of Thomas Hogg Oval Reserve 20443 (Lot 1117) Bannister Street; and
 - Lot 1276 White Road.
- 2) Pursuant to clause 31(3B) of the Dog Act 1976 specify the following places to be "Dog Prohibited Areas":
 - The playing surfaces of Clayton Road Oval, the Narrogin Hockey Field, the Center Sports grounds and Narrogin Race and Pacing Tracks (Reserve 27330 - Lot 1567 Clayton Road)
 - Lions Park, being Reserve 5635 Federal Street.
- 3) All other locations within the Town of Narrogin boundaries, Dogs must be on a lead at all times and infringements will be issues for non-compliance.
- 4) An advertisement be placed be placed in the local paper advising that the above areas will become effective as at the 1st October 2014.
- 5) Arrangements be made for the erection of appropriate signage and waste disposal facilities.
- 6) A plan of the Dog Exercise and Dog Prohibited Areas be placed on the Town of Narrogin website.

CARRIED 7/0

Reason for change: To clarify that the Thomas Hogg oval and surrounds as a Dog Exercise area.



Cr Ward re-entered the meeting at 8:03 pm.

Cr McKenzie departed room at 8:03pm having declared a financial interest.

10.2.329 PROPOSED SEA CONTAINER FOR STORAGE – CLAYTON ROAD HOCKEY FIELD

File Reference: 28.6.21 & RESERVE 27330
Disclosure of Interest: Nil
Applicant: Upper Great Southern Hockey Association
Previous Item Nos: Nil
Date: 21st August 2014
Author: Brian Robinson, Director Tech & Environmental Services

Attachments:

Copy of Submitted Application for Planning Consent.

Summary:

Council is requested to determine an application for planning consent seeking approval to the placement of a Sea Container adjacent to the Narrogin Hockey Field.

Background:

As Councillors would be aware the Narrogin Hockey Field is located immediately west of the Narrogin Regional Leisure Centre on Clayton Road. An existing building contains the hockey clubrooms incorporating a kiosk, toilets, a grandstand/viewing area and some storage.

Approval is being sought to place of a 12m long 2.4 metre wide sea container on the northern side of the existing clubrooms in an area that is currently grassed. If approved, the sea container would be used for both refrigerated and standard storage. Details submitted with the application indicate that the sea container will be clad with colour bond to match the external walls of the recreation centre.

Plans submitted with the application indicate that the Hockey Club is also proposing to establish a new 100mm thick concrete path around the perimeter of the remaining grass area. Discussions with representatives from the Hockey Club indicate that these paths would be used to facilitate access for deliveries and an ambulance as required on game days.

Comment:

When considering an application for planning consent, clause 6.4 of the Scheme requires that Council has regard to various matters, including but not limited to:-

- The size, shape and character of the land to which the application relates and the view from the building and interruption of the view likely to be caused by the proposed building.
- The existing and likely future character and amenity of the neighbourhood, including the appearance of the building.
- The position of proposed buildings and their effect on adjoining buildings or and.

In this case, the position of the proposed sea container will be well screened from the street and the only potential impact is visual impact within the grounds. Provided that the sea container is clad as proposed, little or no impact will result. It is therefore recommended that conditional approval be granted to the request for placement of the sea container.

The above said it is recommended that Council place a time limit on any approval (ie five years) to allow the condition and location of the sea container to be subject of future review.

In respect of the proposed paths, vehicle access to the northern side of the existing Hockey Pavilion is only available via Clayton Road oval, past the Ram Shed and along the edge of the outdoor netball courts. Use of this route is not supported for emergency vehicle access, particularly when the club has access to the parking area at Jessie House during game events, which provides far more direct access to the Hockey Field in the case of an emergency. Keys to the Jessie House car park were previously provided to the club.

Previously use of the access past the Netball Courts has inappropriately resulted in the netball courts being used as a parking area, particularly during times of hockey practice. This practice was not considered acceptable to Council staff, due to the potential for damage to the netball court.

Whilst this parking practice has since ceased, the access is still used on an informal basis for deliveries to the Hockey Pavilion using a domestic standard vehicle. The vehicle currently parks on the edge of the courts whilst unloading. The establishment of formal access for deliveries is not supported given the in appropriate nature of access across the netball courts and the potential for larger delivery vehicles to damage the netball court surface.

Consultation:

- CEO – Aaron Cook
- Representatives of Upper Great Southern Hockey Association.

Statutory Environment:

Town Planning Scheme No 2.

Policy Implications: - Nil.

Financial Implications:

The required application fee has been paid.

Strategic Implications:

The use of a temporary storage facility as proposed is recommended to be approved; however, the use of the path as vehicular access is not presented for acceptance.

Voting Requirements:

Simple Majority

OFFICER'S RECOMMENDATION:

That Council grant planning consent to the proposed Sea Container being used for storage as proposed subject to the following conditions:

- 1) This approval relates to the location of the proposed sea container and additional concrete path immediately adjacent to the sea container only.
- 2) The sea container hereby approved being externally clad in a material matching or complimenting the existing external appearance of the Narrogin Regional Leisure Centre to the satisfaction of Council.
- 3) The structure being maintained to the satisfaction of Council.
- 4) This approval is valid for a period of five years only, after which the further approval of Council will be required to continue use of the container in the proposed location.

Advice to Applicant:

- 1) Further to condition No 1) above, the applicant is advised that the Town of Narrogin is not prepared to approve the construction of additional concrete paths abutting the netball courts or Narrogin Regional Leisure Centre as proposed.
- 2) The applicant is advised that whilst the Town of Narrogin is prepared to allow the informal use of the netball court access for deliveries using a domestic standard vehicle during the week; however, once the courts have been cleaned for play access will be closed, Council is not prepared to approve the establishment of formal access directly to the sea container.
- 3) The Town of Narrogin considers the use of the proposed paths for emergency access to be inappropriate given the in direct access route and potential for conflict with users of the adjacent netball courts. In the opinion of Council, the use of the Jessie House carpark is more appropriate for this purpose.

Council Resolution 0814.112

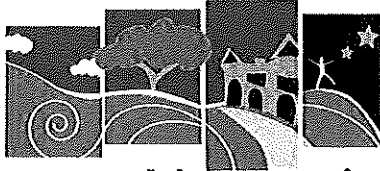
Moved: Cr Kain

Seconded: Cr Schutz

That Council:

Defer the item to a meeting held in September 2014.

CARRIED 7/0



Town of Narrogin

TOWN PLANNING SCHEME NO. 2 DISTRICT SCHEME

APPLICATION FOR PLANNING CONSENT

I/We UPPER GREAT SOUTHERN HOCKEY ASSOCIATION
(Full Name of Applicant)

of PO BOX 240, NARROGIN WA 6312 Postcode _____
(Address for Correspondence)

hereby apply for planning consent to:

- (1) use the land described hereunder for the purpose of
NEW SEA CONTAINER FOR STORAGE
- (2) erect, alter or carry out development on land described hereunder in accordance with the accompanying plans (3 copies attached).

The existing use of the land is: Recreation

The approximate cost of the proposed development is: \$ 10,000.00

The estimated time of completion is: ASAP

The approximate number of persons to be housed/ employed when the development is completed is: N/A.

TITLES OFFICE DESCRIPTION OF LAND

LOCALITY PLAN

(Indicate distance to nearest intersecting street)

HOUSE NO: 50 STREET: CLAYTON ROAD

LOT NO: _____ PLAN OR DIAG: _____

LOCATION NO: _____

CERTIFICATE OF TITLE: VOLUME: _____ FOLIO: _____

LOT DIMENSIONS

SITE AREA: _____ square metres

FRONTAGE: _____ metres

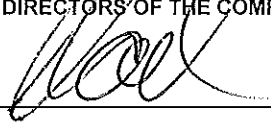
DEPTH: _____ metres

AUTHORITY

SIGNATURE OF APPLICANT:  DATE: _____

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

NOTE: 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.

SIGNATURE OF OWNER:  DATE: 20/8/14

NOTE: THIS FORM IS TO BE SUBMITTED IN DUPLICATE, TOGETHER WITH THREE COPIES OF PLANS, COMPRISING THE INFORMATION SPECIFIED IN THE PARTICULARS REQUIRED WITH 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 specifically exempted by the Council:

- (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 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.

FOR OFFICE USE ONLY

File Reference: _____

Application Number: _____

Date Received: _____

Date of Approval / Refusal: _____

Date of Notice of Decision: _____



UPPER GREAT SOUTHERN HOCKEY ASSOCIATION INC

ABN. 12 647 002 356

Seniors
PO Box 240
Narrogin WA 6312
ugshockey@westnet.com.au
Phone / Fax. (08) 9881 1851

Juniors
PO Box 302
Narrogin WA 6312
ugsjunior@westnet.com.au

Town of Narrogin RECEIVED	
Directed to	Aaron
28 JUL 2014	
Ref No.	ICRIMM 058
Property File	
Subject File	26.8.21
C-Point No.	

Mr Aaron Cook
Chief Executive Officer
Town of Narrogin
PO Box 188
Narrogin WA 6312

Dear Mr Cook,

Facility upgrades

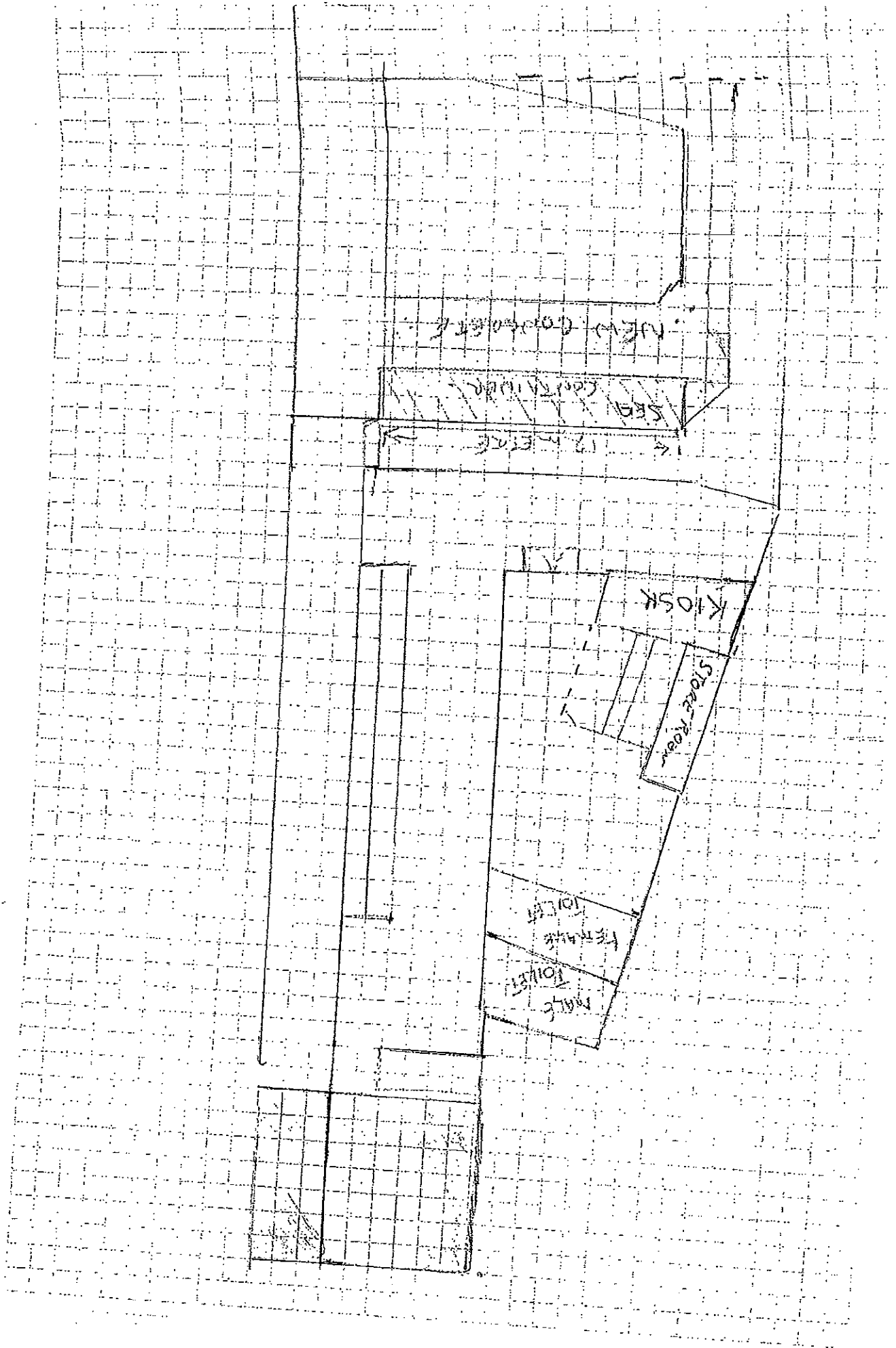
The Upper Great Southern Hockey Association (UGSHA) has planned a number of upgrades to our hockey facility. Please find attached a site plan. Of particular importance are the new concrete area and the sea container (shown at the bottom of the site plan). The sea container will be clad with colour bond to suit the existing walls of the recreation centre.

If you have any problems with these upgrades, we request that you contact our UGSHA president Mark Regan (0417188440) as soon as possible.

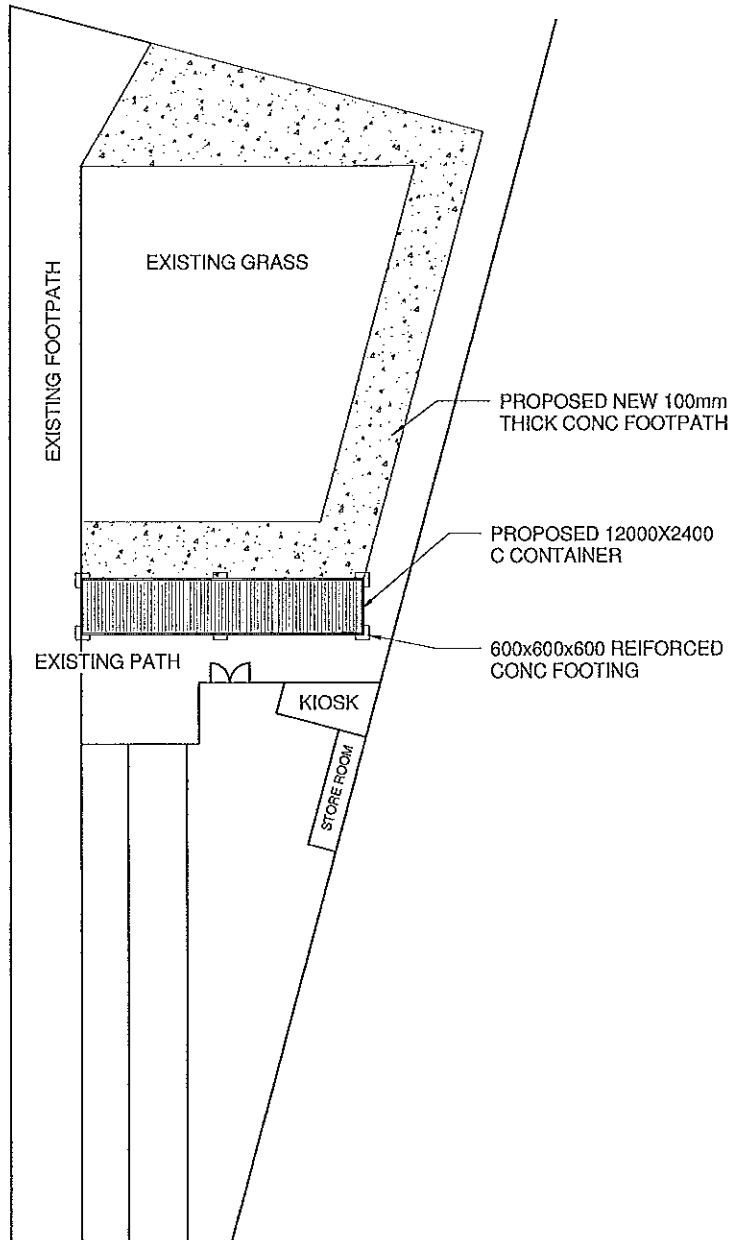
Yours sincerely

Claire Coffey
Secretary of the UGSHA

25 July 2014

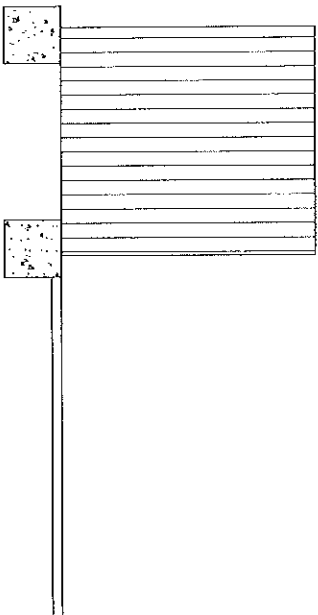


EXISTING
HOCKEY TURF



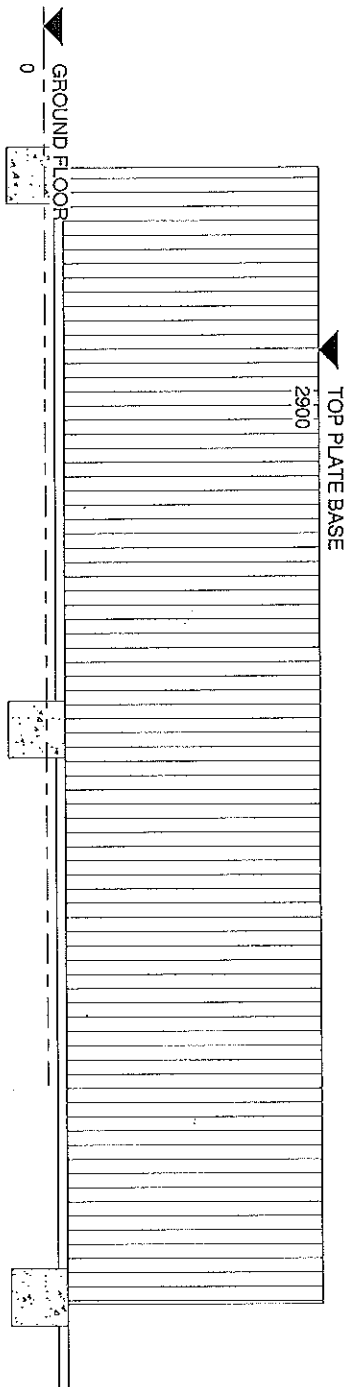
GROUND FLOOR PLAN

SCALE 1:200



EAST ELEVATION

SCALE 1:50



NORTH ELEVATION

SCALE 1:50

Cr McKenzie re-entered the meeting at 8:11 pm

10.2.330 PROPOSED SIGNAGE FOR NARROGIN CEMETERY

File Reference: 5.4.12
Disclosure of Interest: Nil
Applicant: N/A
Previous Item Nos: Nil
Date: 21st August 2014
Author: Brian Robinson, Director Tech & Environmental Services

Attachments:

Samples of proposed signage.

Summary:

Councils are requested to consider endorsement of a proposed signage program to be undertaken within the Narrogin Cemetery.

Background:

It has been identified that the Narrogin Cemetery is currently lacking signage to guide visitors to specific grave sites.

Council staff are proposing to a guide to the overall Cemetery adjacent to the main entrance and erect just over 100 signs within the Cemetery identifying plot locations. Samples of the proposed signs are shown attached.

Comment:

It is proposed that signs will be erected along each of the internal roadways identifying the denomination and plot number for each and every section within the Cemetery. A sample of the signs is shown attached.

Consultation:

- CEO – Arron Cook;
- Town Foreman – John Warburton.

Statutory Environment: - N/A

Policy Implications: - Nil

Financial Implications:

A quote has been obtained for the individual plot signs, which have been priced at \$13.20 per sign. Whilst the cost of the main information sign is yet to be confirmed, the costs associated with the purchase and erection of all signs will be wholly contained in the approved budget.

Strategic Implications:

The provision of suitable signage at the entrance and within the cemetery will in the authors opinion dramatically improve the ability to easily identify a specific grave.

Voting Requirements:

Simple Majority

Council Resolution 0814.113

Moved: Cr Russell

Seconded: Cr Ward

That Council endorse the signage program for the Narrogin Cemetery as proposed.

CARRIED 8/0

NARROGIN CEMETERY





Methodist

Plots A, F, G



Methodist

Plots G, F, A

10.2.331 REVISED DESIGN FOR PROPOSED NEW NICHE WALL AT NARROGIN CEMETERY - LEFROY STREET, NARROGIN

File Reference: 5.4.12
Disclosure of Interest: Nil
Applicant: F Kulker & Town of Narrogin
Previous Item Nos: Item 10.1.777 – 12th February 2013
Date: 21st August 2014
Author: Director of Technical & Environmental Services

Attachments:

Revised Plans for new Niche Wall adjacent to Lefroy Street and Grainger Road.

Summary:

Council is requested to consider approving a revised design and to confirm the preferred location for the new Niche Wall at the Narrogin Cemetery.

Background:

As Councillors are aware, local Building Contractors P & F Kulker have for some time been proposing the construction of a new Niche Wall at the Narrogin Cemetery.

Council previously considered the design of the new Niche Wall at its ordinary meeting held on the 12th February 2013, whereby it resolved to approve the Niche Wall being located adjacent to Grainger Street, near the Lefroy Street intersection.

At the time, the design was generally described as a central roofed structure which was proposed for the niche wall(s) and garden seating areas at either end of the structure. Both the central structure and garden walls were to be constructed of limestone blocks.

Since that time, the proponents have been attempting to refine the proposal and the process for interring ashes into the wall. Unfortunately during this process, it was identified that the use of limestone blocks would be problematic given:

- a) The need to bore holes within the limestone blocks;
- b) The bore holes being round would have to be oversized to cater for standard ashes containers being rectangular; and
- c) The impact hole boring would have on the structural integrity of the building.

As a result it is now proposed to modify the design, to:

- 1) use the central portion of the building (to be constructed of limestone blocks) as a meeting point/shelter; and
- 2) Construct Niche Walls on each end of the building, commencing with the eastern side.

Conceptual plans of the revised design are shown attached.

Comment:

In the authors opinion, the revised design is preferable to the original concept for a number of reasons, including the fact that it would be possible to complete a number of extensions to the Niche Wall as the need arises. Furthermore shelter will now be available for those attending internment services or visiting the Niche Wall.

Approval of the revised design is therefore recommended.

In terms of the proposed location, Council was requested to consider two potential locations at its February 2013 meeting, which were described as:

- a) Adjacent to the Existing Gazebo and Chemical Toilet located off Williams Road; and
- b) Within a clear area of land adjacent to Grainger Street near the intersection with Lefroy Street.

The officers report identified a preference for the Grainger Street option given that:

- Ultimately, the Narrogin Cemetery will be expanding to the northern side of Grainger Road, so the location of the new Niche Wall abutting Grainger Street would be central to the ultimate development;
- The existing access road off Williams is not acceptable for regular public access and would require significant upgrading to meet required safety standards;
- There is no parking available in the area off Williams Road, so the construction of a formal carpark would be required.
- Location of the Wall adjacent to Grainger Street would facilitate public parking and access using the existing Grainger Street road pavement.

During the process of revising the design, the Chief Executive Officer has questioned whether the proposed area would be better suited to use for graves with the Niche Wall constructed further westward along Grainger Street.

Existing graves in the area are currently setback approximately 18 metres from Grainger Street. As reflect on the existing Cemetery map/site plan, this setback does not provide sufficient room for the standard grave configuration to be extended. On this basis the author recommends the area is not suitable for additional graves.

Although alternative locations for the new niche wall may exist further westward along Grainger Street, it is noted that the currently approved area is cleared and is well suited to the proposed construction. This location is also clearly visible from Grainger Street and the future cemetery area to the north, ensuring that a new niche wall would still be visually associated with future expansion of the cemetery.

Consultation:

- Chief Executive Officer – Aaron Cook,
- Cadet Building Surveyor Josiah Farrell and the applicants.

Statutory Environment:

Cemeteries Act 1986 and the Local Government Act 1990.

Policy Implications:

Nil

Financial Implications:

The Kulker Family has agreed to meet the costs associated with construction of the roof and to contribute to the brickwork associated with the structure.

The applicants have made approaches to other local business for their 'in kind' support. For example the cost of slab construction.

Some additional funding may be sourced from Council's adopted budget to ensure completion of the project. Whilst no specific allocation has been made in the budget, suitable levels of funding are contained within various areas of the adopted budget. Further advice regarding this aspect of the proposal will be provided to Council in due course.

Strategic Implications:

Once all viable burial land is used within the current cemetery boundaries, it will be necessary for the Town of Narrogin to extend the cemetery into the currently vacant land north of Grainger Street. The proposed location would therefore be central to the overall cemetery development.

Voting Requirements:

Simple Majority.

Council Resolution 0814.114

Moved: Cr Russell

Seconded: Cr McKenzie

That Council approve the revised design and location plan relating to the proposed new Niche Wall in accordance with the site Plans dated August 2014 as shown Attached.

CARRIED 8/0

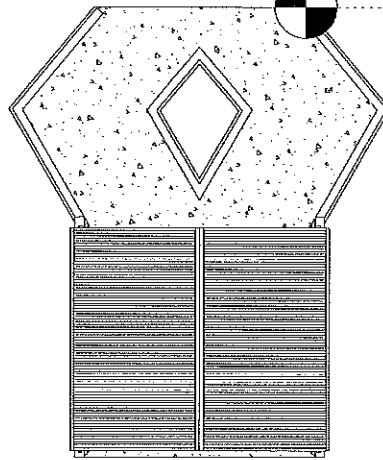
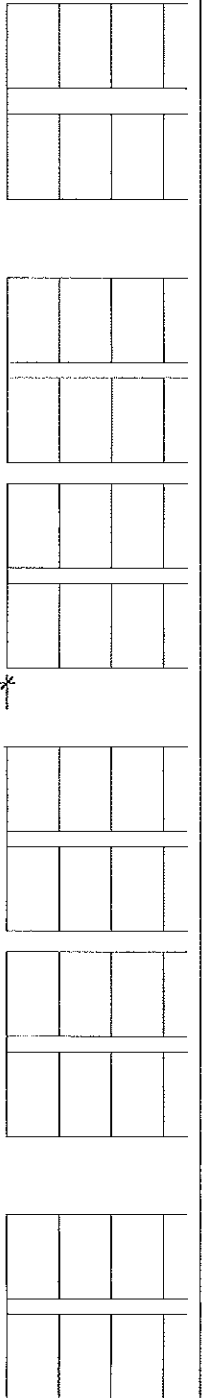
LEFROY STREET

GRAINGER STREET

SETOUT POINT

6600

17308



CEMETERY NICHE WALL

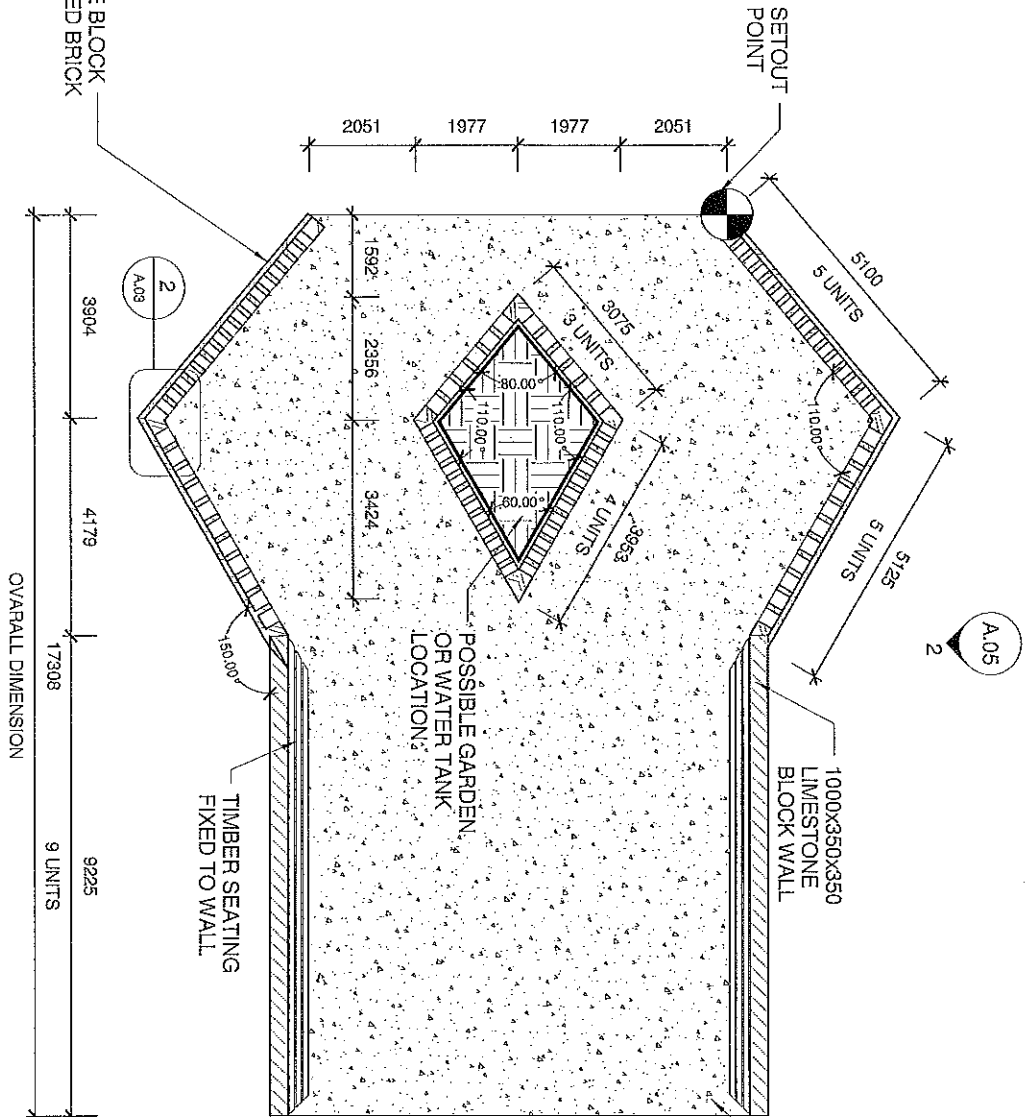
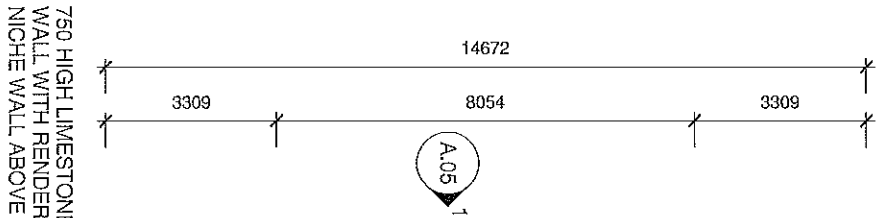
SITE PLAN

Rev	Date	Description
1	DEC-2012	LOCATION ESTABLISHED
2	AUG-2014	DESIGN CHANGE

Project:

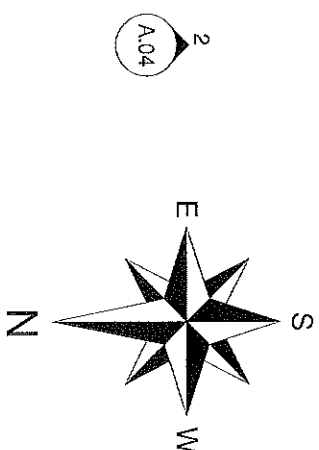
WORKING DRAWINGS FOR:
NICHE WALL FOR THE
TOWN OF NARRROGIN CEMETERY

Designed By:	P & F KULKER	Scale:	1:200
Drawn By:	JOSIAH FARRELL	Job No.:	1201
Checked By:		Dwg No.:	A.01
Date:	AUGUST 2014		



1 GROUND FLOOR

1 : 100



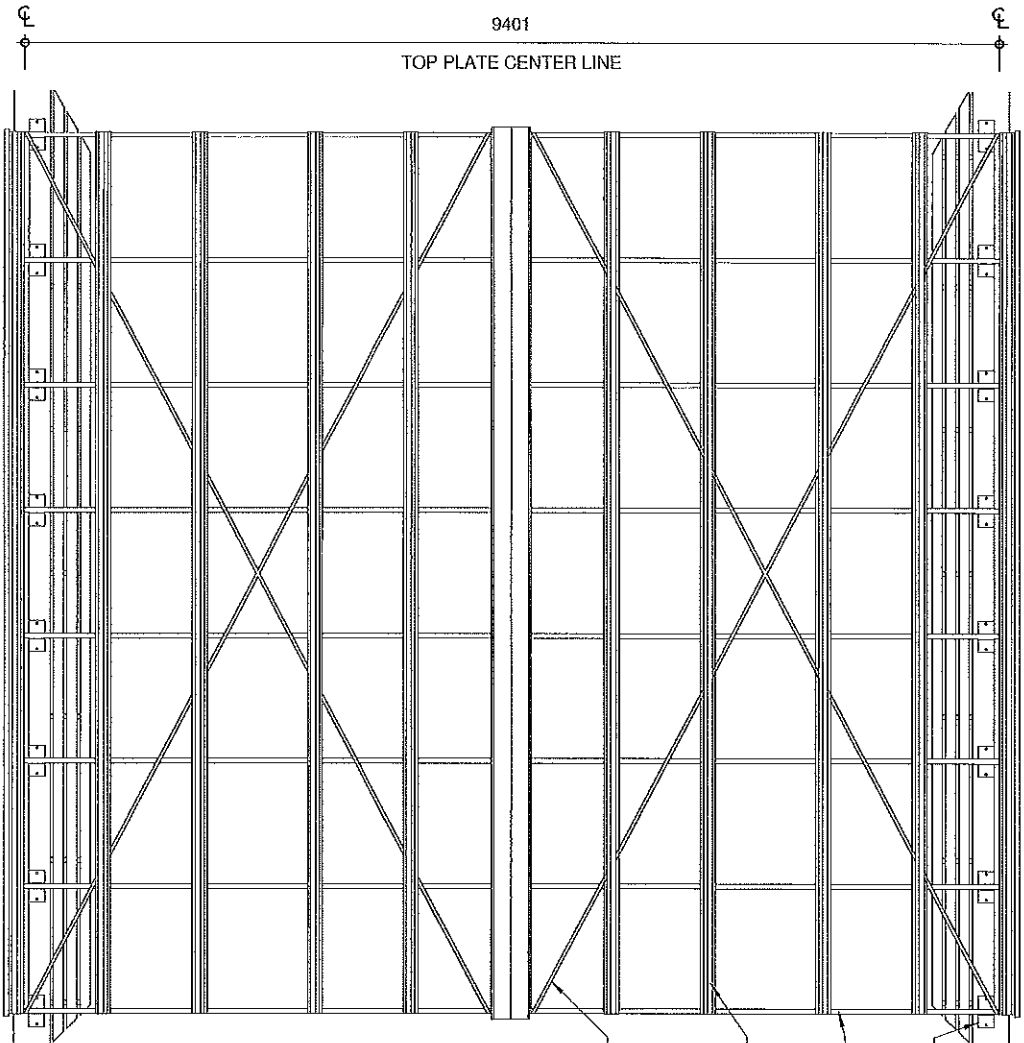
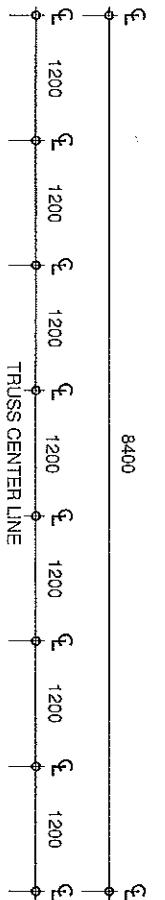
CEMETERY NICHE WALL

GROUND FLOOR

Rev	Date	Description
1	DEC-2012	LOCATION ESTABLISHED
2	AUG-2014	DESIGN CHANGE

Project: WORKING DRAWINGS FOR:
NICHE WALL FOR THE
TOWN OF NARROGIN CEMETERY

Designed By:	P & F KULKER	Scale:	1 : 100
Drawn By:	JOSIAH FARRELL	Job No.:	1201
Checked By:		Dwg No.:	A.02
Date:	AUGUST 2014		



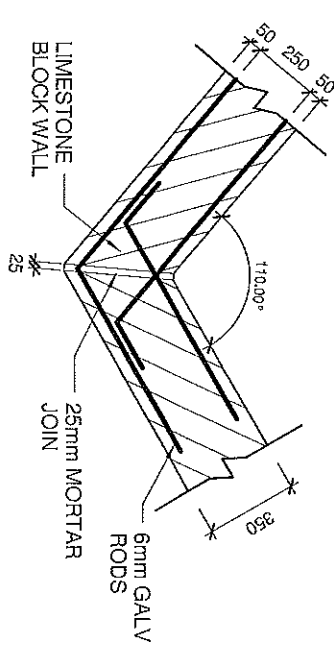
- GALVANISE STEEL CLEATS FOR TRUSS REFER TO DETAIL
- 8 TIMBER TRUSSES @ 1200 CTR OVER ALL 8400
- 55 TOP HAT FIXED TO TRUSSES WITH CUSTOM ORB ROOF SHEETING OVER
- PGI SPEED BRACING FIXED TO TOP OF EACH TRUSS

1 TRUSS PLAN

1 : 50

2 BLOCKWORK JOIN

1 : 20



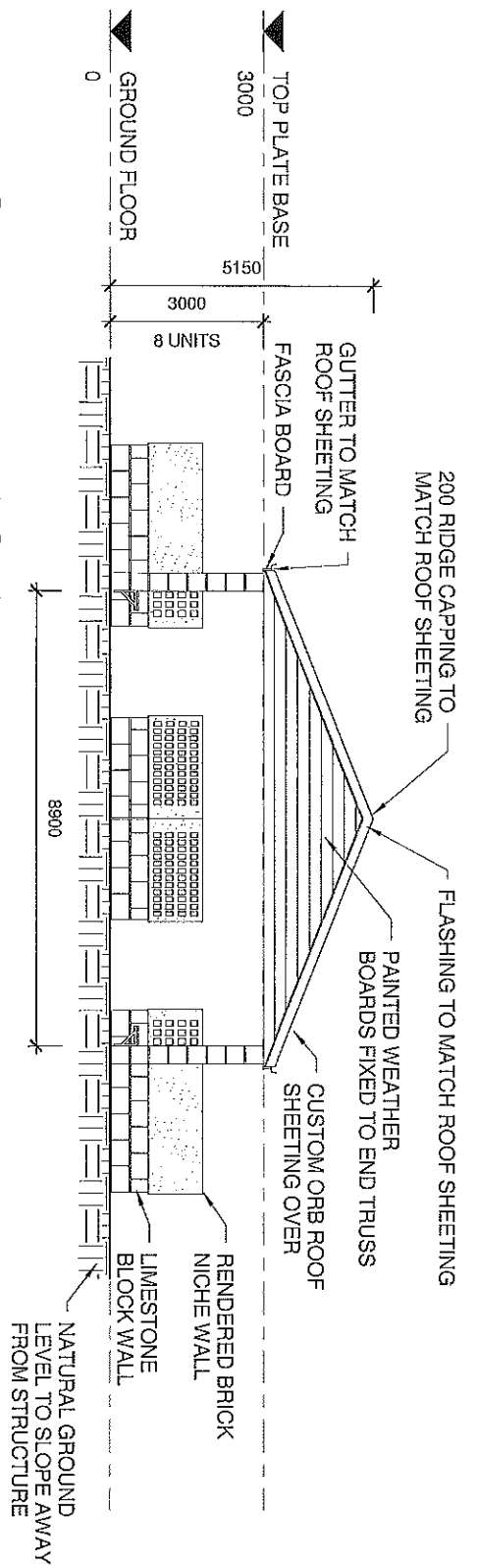
CEMETERY NICHE WALL

TRUSS PLAN

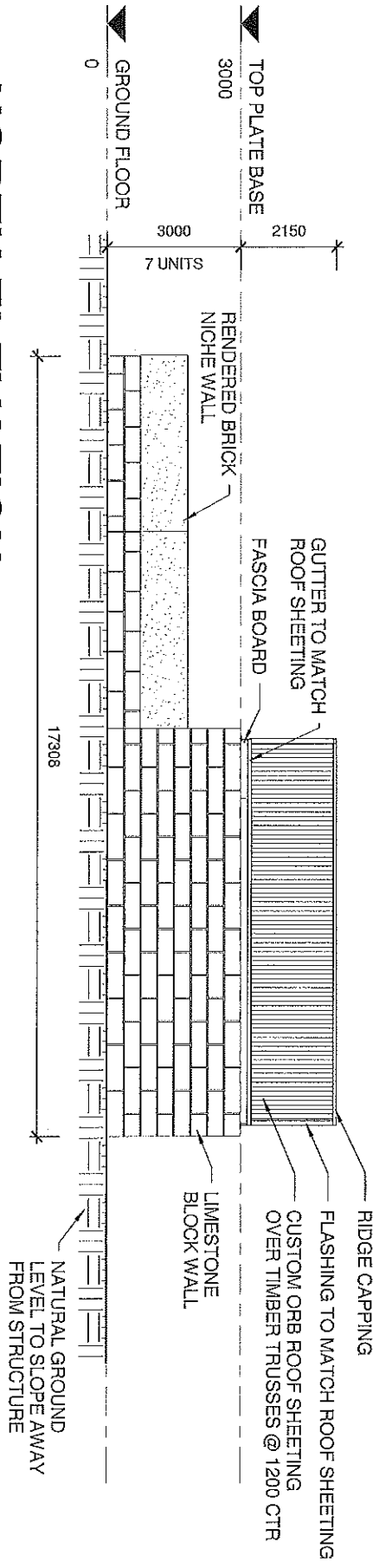
Rev	Date	Description
1	DEC-2012	LOCATION ESTABLISHED
2	AUG-2014	DESIGN CHANGE

Project: WORKING DRAWINGS FOR:
NICHE WALL FOR THE
TOWN OF NARROGIN CEMETERY

Designed By:	P & F KULKER	Scale:	A.S.
Drawn By:	JOSIAH FARRELL	Job No:	1201
Checked By:		Dwg No:	A.03
Date:	AUGUST 2014		



1 WEST ELEVATION
1 : 100



2 NORTH ELEVATION
1 : 100

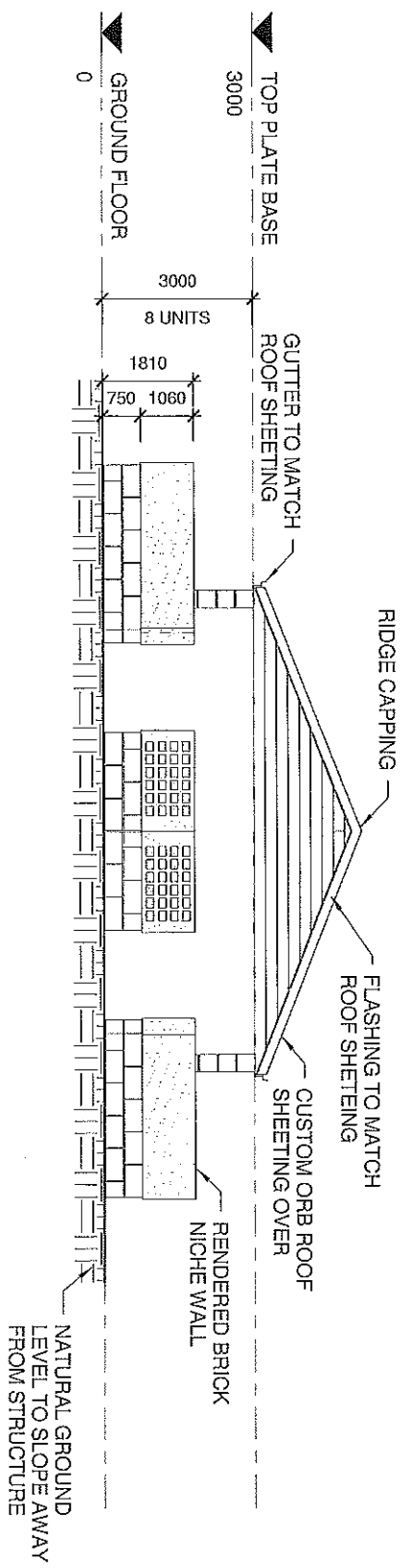
CEMETERY NICHE WALL

ELEVATIONS

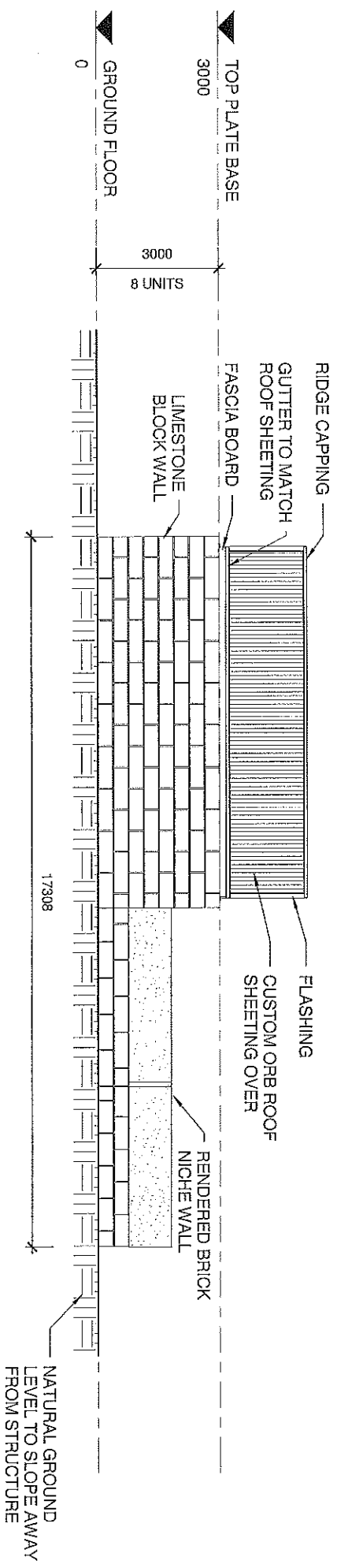
Rev	Date	Description
1	DEC-2012	LOCATION ESTABLISHED
2	AUG-2014	DESIGN CHANGE

Project: **WORKING DRAWINGS FOR:
NICHE WALL FOR THE
TOWN OF NARROGIN CEMETERY**

Designed By:	P & F KULKER	Scale:	1:100
Drawn By:	JOSIAH FARRELL	Job No.:	1201
Checked By:		Dwg No.:	A.04
Date:	AUGUST 2014		



1 EAST ELEVATION
1 : 100



2 SOUTH ELEVATION
1 : 100

CEMETERY NICHE WALL

ELEVATIONS

Rev	Date	Description
1	DEC-2012	LOCATION ESTABLISHED
2	AUG-2014	DESIGN CHANGE

Project:

WORKING DRAWINGS FOR:
NICHE WALL FOR THE
TOWN OF NARROGIN CEMETERY

Designed By: P & F KULIKER

Drawn By: JOSIAH FARRELL

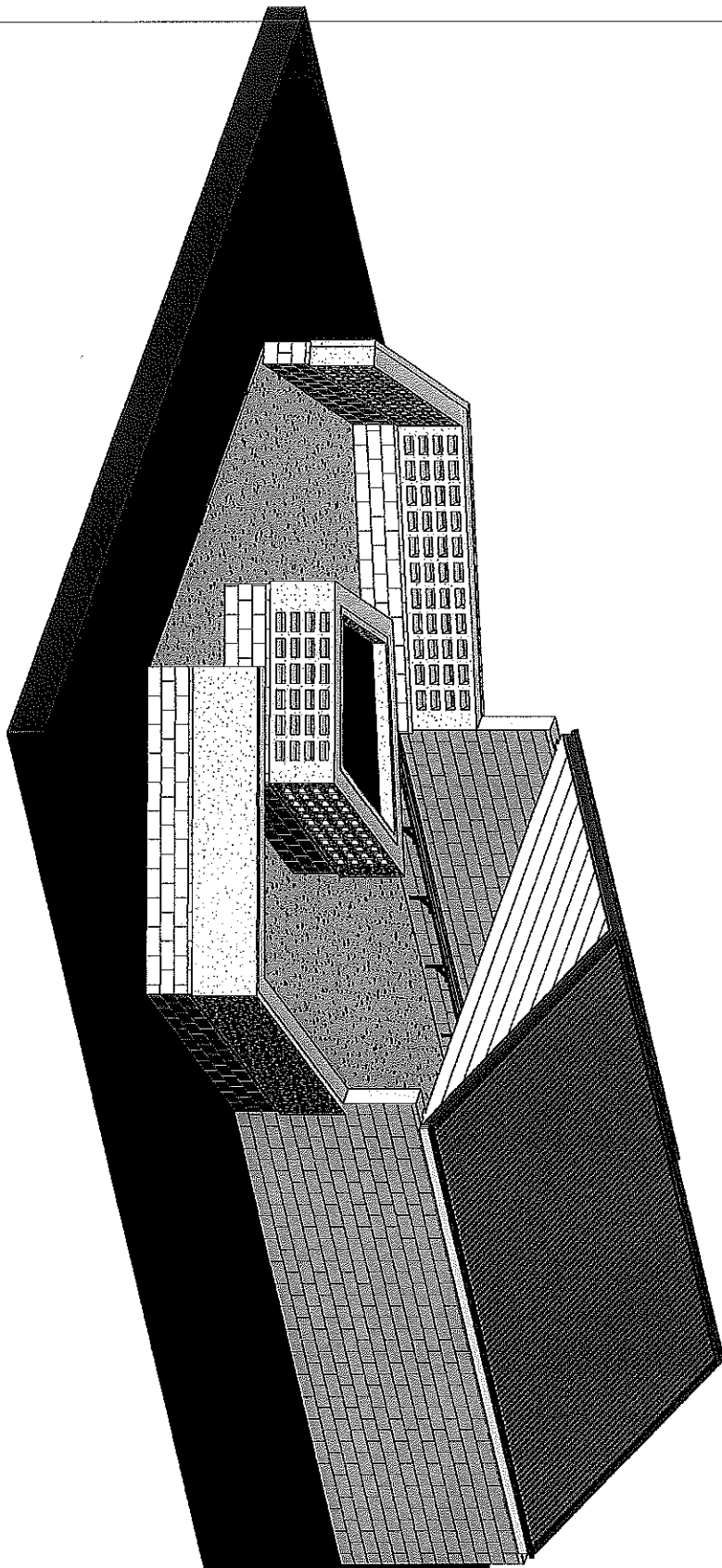
Checked By:

Date: AUGUST 2014

Scale: 1:100

Job No: 1201

Dwg No: A.05



10.2 CORPORATE AND COMMUNITY SERVICES

10.2.332 REGIONAL WASTE SITE MEMORANDUM OF UNDERSTANDING

File Reference: 31.3.3
Disclosure of Interest: Nil
Applicant: Chief Executive Officer
Previous Item Nos: Various
Date: 20th August 2014
Author: Mr Aaron Cook – Chief Executive Officer

Mr Steve Friend Shire of Wagin

Attachments:

- Draft Memorandum of Understanding prepared by Mr Steve Friend from the Shire of Wagin on behalf of the working group.
- Legal advice received by the Shire of Wagin.

Summary:

It is presented to Council to endorse the attached Memorandum of Understanding as changes have been required to be made in regards to the time frames of execution of the agreement to purchase the land and two Councils have withdrawn from the group.

Background:

The Great Southern Regional Waste Group has been working together for some six years to establish a regional waste site that would service the member Councils and enable the refuse sites in each individual Shire to act as a transfer station to forward their waste to a central refuse site.

An item concerning the funding arrangements for each local authority for the kerbside and bulk bin removal and maintenance of the new site went to Council in May 2014.

Another item about the capital contribution towards the purchase and establishment of the new site went to Council in March 2014.

The group has been meeting on a regular basis and at the last meeting (23rd June 2014) it was resolved that a new memorandum of Understanding (MOU) be negotiated with the land owners as the original one had expired.

Comment:

As mentioned above, the previous MOU with the land owners expired as none of the conditions of the MOU had been completed within the timeframes stipulated.

The original MOU was dated 11th June 2013 and was signed by the Shires of Wagin, Wickepin, Narrogin, Pingelly, Williams, Cuballing, Wandering, Dumblebung and the Town of Narrogin.

The MOU required the Group to have a **Works Approval** with the Department of Environment Regulation (DER), an approval for **Subdivision /Amalgamation** and **Development Approval** for the operation of landfill site within 180 days of signing of the MOU (11th December 2013).

The MOU allowed for an extension of 90 days (11th February 2014) should some of the approvals mentioned above be still continuing.

The MOU has not been met as none of the approvals mentioned have been received, or in fact at the expiration of the MOU, had been applied for.

In addition, the Shires of Wandering and Dumbleyung have since withdrawn from the group.

As the funding arrangements have been worked out and each local authority has resolved to budget funds for the purchase of the land and establishment of the site in the 2014/15 year, the group has consolidated and is moving on with obtaining the necessary approvals.

In order to have the land "reserved" for the group by the owners, for the purposes of a refuse site, a new MOU needs to be entered into.

The last meeting of the Group (23rd June 2014) expressed a desire for the start date of the new MOU to be 31 August 2014 to allow for individual local governments to finish their budget processes.

It was also thought that the wording could stay the same as the original MOU, with the start date changed and the 180 days approval period changed to 12 months and a further 180 days if required. This would bring the date for the approvals to be in place by 31 August 2015 with a further 180 days, 31st February 2016.

The reason for the substantially longer timeframe is because it was felt that the original MOU was unrealistically short and gave the land owners an unfair expectation that the approvals could be in place and the land sold to the group when it was really impossible to achieve this so soon.

The Group's executive officer (Mr Steve Friend) has met with the land owners who have agreed that the MOU could start on the 31st August 2014 and could run for 12 months as requested.

However they would not agree to an extension of 180 days after the expiration of the 12 months as they believe that should be sufficient time to get the approvals in place.

If there is an outstanding approval at the expiration of the 12 month period, they will be willing to negotiate a further period of time.

An extension should be possible if demonstrable objectives have been met or can be shown to be substantially underway.

If the approvals have not been applied for, or there is a lack of effort to obtain the required approvals, at the expiration of the 12 month period, any further negotiation could involve a financial penalty to purchase the land.

It is felt that all approvals will have been applied for and hopefully approved within the 12 month period.

A submission to the Department of Health seeking the Governor's approval for the land to be gazetted as a refuse site has already been submitted.

The Works Approval application is waiting on the site to be surveyed for contour information – this should be completed by the end of this month (July 2014). This will enable the application to be made hopefully by September/October 2014 with a result known by early 2015.

Should a Works Approval be granted and the Governor then grants approval for the land's use, a subdivision application will be submitted straight away.

A result of a subdivision application would be known within 90 days of the application.

Obviously there can be no guarantees, however two of the applications will be made prior to the end of 2014, with the third (subdivision) hopefully made by early 2015.

The endeavour of the group will be shown so that if there is a holdup along the way, it is hoped that any further extension will be forthcoming.

A copy of the proposed second MOU is attached for consideration by Council. If all Councils agree to this MOU, it will be arranged for it to be signed by the land owners and each local government President/Mayor and CEO.

It should also be pointed out that two local authorities have pulled out of the previous MOU without penalty.

As the applications for approval are currently being lodged, it should be each local governments understanding that there can be no withdrawal from the second MOU without some financial penalty as the remainder of the Group will have to cover the financial implications of proceeding to purchase the land.

Consultation:

- Regional Waste Working Group CEO's.
- Landowners.

Statutory Environment:

The eventual purchase will relate to the Local Government Act 1995 and its regulations and will need to be dealt with at that time. Mr Friend has sought legal input in regards to the MOU and its implications to committing the Councils and the response is as follows:

"If the MOU is signed by the present members of the Group, and the approvals being sought are forthcoming, the land will be required to be purchased.

If at a later stage one member wishes to withdraw, the purchase will have to continue at a disadvantage to the remaining members.

Each local government must be aware of the implications of this proposed second MOU."

Policy Implications: - Nil

Financial Implications:

The Group is expected to make a budget allowance in 2014/2015 of \$80,000 each towards the cost of the land purchase and establishment of the new site so the financial implications are becoming more apparent.

There should be no expectation that a withdrawal from the Group could be made without some penalty.

Strategic Implications:

It is imperative that a new MOU be entered into with a clear understanding of each member of the Group's, and the landowners, obligations.

An MOU should satisfy the Group and the landowners to enable the Group to keep proceeding.

Voting Requirements:

Simple Majority

Council Resolution 0814.115

Moved: Cr Bartron

Seconded: Cr Kain

That Council:

Agrees to the terms and conditions of the proposed MOU between the Wagin Group of Councils and the owners of Lot 23 (3118) Wandering Narrogin Road Cuballing to formalise the agreement to purchase a portion of the property for the use of a regional refuse site, provided the approvals required to do so are in place by no later than 31st August 2015, or that every endeavour has been made to secure the necessary approvals.

CARRIED 8/0

MEMORANDUM OF UNDERSTANDING

Parties to MOU

The Wagin Voluntary Group of Councils (WVGC), which comprises the Shire of Cuballing, Shire of Narrogin, Town of Narrogin, Shire of Pingelly, Shire of Wagin, Shire of Wickiepin and the Shire of Williams located at: 2 Arthur Road, Wagin WA 6315

AND:

Peter John Dowdell and Heather Mary Dowdell (the Land Owners) located at: 3118 Wandering Narrogin Road, Cuballing WA 6311

Purpose

1. The purpose of this Memorandum of Understanding (MOU) is to formalise the agreement of the parties that they have already negotiated in relation to the offer to purchase approximately 75 hectares of land, for a landfill site (the landfill site), identified as part of 23P39761 being part of Lot 23 Nebrikinning Road, Cuballing WA on Plan 39761 and as marked on the Landgate and subdivision images attached (the Land).

Objective

2. The objective of the MOU is to demonstrate in writing through a formal agreement between the parties that WVGC is prepared to offer \$375,000 for the purchase (the purchase) of the Land subject to:
 - a. A Works Approval being obtained from the Department of Environment and Conservation for the construction of the landfill site on the Land;
 - b. The approval for Subdivision/Amalgamation being obtained from the Western Australian Planning Commission;
 - c. Planning/Development Approval for the operation of the landfill site being obtained from the Shire of Cuballing.

Obligations of WVGC

WVGC:

3. Will be seeking a Department of Environment Regulation landfill licence for the disposal of putrescible waste which restricts the landfill site to the disposal of Municipal Solid Waste;
4. Agree that landfill site will not be used for the disposal of green waste;
5. Expect the life of the landfill site to be 30-50 years;
6. Acknowledge that any future use of the landfill site will be constrained by the Shire of Cuballing Town Planning Scheme;
7. Will abide by the Department of Environment Regulation conditions of the Licence and Works Approval for the landfill site;
8. Will erect and/or maintain boundary fences at the landfill site in accordance with the *Dividing Fences Act 1961*;
9. Will provide a buffer around the landfill site as per the Landfill Licence conditions;
10. Acknowledge that the Site Management Plan will restrict general public from accessing the site;
11. Will hold normal insurance coverage, including public liability, in line with local government contemporary practices;
12. Will initiate the Public Consultation process on the proposal as soon as practicable following the signing of the MOU by all the parties;

13. Will meet all costs relevant to the surveying, subdivision title transfer and purchase, development and fencing of the Land;
14. Will exercise due diligence in a meaningful time frame;
15. Will pay and meet all expenses associated with the above.

Obligations of The Land Owners:

The Land Owners:

16. Accept that significant processes are required to be completed to allow the Land to be used as a landfill site;
17. Will retain the Land for sale to the WVGC for the purpose of a landfill site whilst this MOU remains current;
18. Do by this MOU pledge their right title and interest in the Land so as to create a caveatable interest in the Land for the WVGC.

Mutual Obligations of both parties:

19. They will use their best endeavours and fully collaborate to have the abovementioned approvals in place within 365 days from the date of this MOU, on the basis that this MOU is of no legal effect and cannot achieve legal status unless it is executed by all parties by 31st August 2014;
20. They agree that if at the end of that 365 day period one or more of the abovementioned Works Approval, approval for Subdivision/Amalgamation and Planning/Development approvals has or have been denied, the parties are thereupon discharged from further proceeding with the purchase, except that WVGC is to lodge a withdrawal of any caveat lodged by WVGC against the title to the Land within the ensuing 30 days;
21. They agree that if by the end of that 365 day period none of the abovementioned Works Approval, approval for Subdivision/Amalgamation and Planning/Development approvals have been denied and one or two of those approval processes are still continuing, the parties will renegotiate the conditions of the MOU;
22. They agree that if during the said 365 days all required approvals have been obtained, the parties are thereupon to proceed to settlement within the 28 days from the date of the last of those approvals within the relevant period. At settlement WVGC will provide the Land Owners with a bank cheque for \$375,000.00 in exchange for receiving from the Land Owners the duplicate certificate of title for the Land and a registrable transfer of the Land in favour of all the local government councils that comprise WVGC, as tenants in common in equal shares.

From: Gavin Wells [<mailto:gavin2@iinet.net.au>]
Sent: Friday, 11 April 2014 12:48 AM
To: Peter Webster
Subject: RE: MOU

The current agreement is made between all 9 councils and the landowners.

The current agreement does not provide for an opting out by either the councils (or any of them) or by the landowners. It was never designed to deal with that issue. The instructions I had from John Case was to simply draw up an agreement between the then participating councils and the landowners with the singular purpose of compelling the councils and the landowners to submit to the process by which the landowners agreed to sell the land to the councils for the purpose of having the land used for the facility.

The current agreement was meant to be subsequently complemented by a separate contract/MOU between all participating councils on their mutual rights and obligations re the management and use of landfill facility once it was established. I never received instructions for the complementary agreement.

From: Peter Webster [<mailto:ceo@wagin.wa.gov.au>]
Sent: Monday, 31 March 2014 10:33 AM
To: gavin2@iinet.net.au
Cc: S Friend
Subject: FW: MOU

Gavin

I have attached the MOU as requested.

The situation is that of the nine Councils that signed the MOU one has pulled out, one is not committed as yet, one has said that the 9 must remain in the agreement for them to continue and one has said that 7 must remain in the agreement to continue.

If all of this played out there would only be 5 left and then the cost would increase considerably and I think the others will then all pull out.

What my questions are: -

- 1) Can one or two pull out bearing in mind that the 9 agreed to the purchase the land subject to works approval licence being obtained and other approvals
- 2) Can the 9 just walk away?
- 3) Can we force the 9 shires who signed up to purchase the land?

Any assistance with this would be welcomed.

Regards
Peter Webster
CEO
Shire of Wagin 9861 1177 or 0429 611 493

10.2.333 NARROGIN AGRICULTURAL SOCIETY COMMUNITY CHEST APPLICATION AND RENT ARREARS

File Reference: 15.1.1
Disclosure of Interest: NIL
Applicant: Narrogin Agricultural Society Inc
Previous Item Nos: 10.2.319, 10.2.904
Date: 22 August 2014
Author: Susan Guy Manager Leisure and Culture

Attachments:

Narrogin Agricultural Society Inc. correspondence dated 19 August 2014

Summary:

Council is requested to consider the merit of granting a \$2,000 Community Chest Fund allocation to the Narrogin Agricultural Society Inc (NAS) and to choose from one of the recommendations presented.

Background:

At the 22 July 2014 Ordinary Council meeting Council accepted the Community Chest Committee's recommendation to accept an out of time application from NAS and allocate \$2,000 of Community Chest funds to the organisation on the condition that it comply with the standard Community Chest Application Guidelines. On 31 July 2014 the Town received a Community Chest Application from NAS for \$2,000 for a contribution to the hire costs of a Gymbus in the amount of \$2,450. This application complied with the Application Guidelines.

At the time Council accepted the Community Chest Committee's recommendation the CEO was of the firm view that NAS was in rental arrears in the amount of \$2,050 and at the time of writing is due to pay rent in advance for the 2014/15 year in the amount of \$1,100 (inc GST). This situation gives rise to the need for Council to consider the merit of agreeing to an allocation of \$2,000 cash from the Community Chest Fund to NAS in the context of these rental arrears.

NAS utilises "standard" size office space at the John Higgins Community Centre (JHCC) for the purpose of coordinating and managing the Narrogin Agricultural Show. It does not have a lease with the Town. A rental fee of \$1,000 for standard office space at the JHCC, if a lease is not in place, was introduced by Council in the 2012/13 financial year. This increased to \$1,050 in the 2013/14 financial year and to \$1,100 for the 2014/15 financial year. These fees are set out in the Schedule of Fees and Charges in respective budgets.

The following is a brief outline of the recent communication between the Town and the NAS President.

On 2 April 2014, the CEO wrote to the NAS President concerning the outstanding rent, pointing out that if NAS had entered into a lease agreement with the Town the rent could have been substantially reduced (through negotiation) and further the NAS could have considered co-location and rent sharing with another organisation requiring the use of the space intermittently (similar to NAS). The CEO stated that NAS had never approached Council with any requests regarding its arrangements relating to rent and a lease. In addition the CEO stated:

I understand that you have an issue with the Agricultural Society being charged the rent; however, you stated that you would place this in writing so that Council could consider your points. This has not occurred and I am being instructed to follow up on outstanding debts. If you still wish to make this submission to Council I suggest that you do so urgently and notify me of this action and the date that I will receive the information so that I can withhold any action until Council has been able to make a consideration

The NAS President did not respond to the 2 April 2014 communication from the CEO.

On 24 July 2014, following the 22 July Council meeting, the CEO emailed the NAS President asking that the rental matter be finalised and recommended that the NAS Community Chest application be used to cover the \$2,000 in rent arrears and attached the correspondence of 2 April to this email. This email went unanswered.

On 18 August 2014, the author advised the President a Council Agenda Item was pending regarding the Community Chest application and requested a response to the CEO's letter of 2 April and in particular a statement setting out NAS's views on paying rent.

On 20 August 2014, the author received an emailed response from the President with a letter attached (see Attachment to this Item) setting out NAS's position as follows:

... the Society only occupies an office in the John Higgins Centre because all of the building assets formerly owned by it on the showgrounds were demolished to make way for the construction of a new recreation centre. At the time this decision was taken, Council committed to replacing the Society's facilities but reneged on an agreement to do so. The John Higgins Centre office has been provided free of charge to the Society until recently, presumably in acknowledgement of this.

It shouldn't need to be reiterated, but the land that the office is situated on is held by Council as a Crown grant in trust for sporting and show ground purposes. The Narrogin Agricultural Society has been promoting agriculture in the district of Narrogin since 1901 and will be holding their 110th annual show this year. The Society does not exist to make a profit and all funds raised are used to present the annual show. This also results in thousands of dollars being distributed to local community groups who assist with the show's operations.

It is my contention that the Narrogin Agricultural Society is an integral part of the Narrogin Community and should not have to pay rent on property set aside for show ground purposes given the circumstances surrounding the loss of the Society's own office facilities and I ask that Council waive the rent associated with the John Higgins office as a gesture of good faith and support for the farmers of this district, without which Narrogin would not exist.

Further, the President has stated "A \$300 annual charge was introduced in 2010. This amount was then increased to \$1,000 in 2013 without notice. I was aware of the push to get community groups in TON owned facilities on to a lease only by virtue of the fact that I was a Councillor at the time, however no lease has been presented to us for consideration". (Email communication dated 20 August 2014).

Comment:

The Director of Corporate and Community Services has advised that he does not believe that a written record exists of Council's commitments to NAS regarding replacing facilities or waiving rent and that the agreements that the President refers to took place some ten years ago.

In terms of considering the fairness of rental charges to NAS, the prospect of waiving fees and the future arrangements with NAS regarding its use of office space at the JHCC, it would seem that Council is left to consider the case of waiving fees for NAS based on an undocumented history of the arrangement between NAS and the Council with respect to the use of facilities at the Showgrounds/JHCC and comparative arrangements Council has with other organisations renting space at the John Higgins Centre.

The Director of Corporate and Community Service's reported understanding of the history of the rental situation at the JHCC prior to 2012/13, is that rents charged to individual organisations interested in utilising JHCC office space were largely determined by negotiation and agreed to on a verbal basis. The Director explained the introduction of set fees for organisations without a lease was designed to encourage those organisations to enter into formal lease agreements.

The CEO is of the view that NAS has in the past had opportunities to approach Council to discuss lease and rental fees. It would seem however that regardless of which party is perceived as responsible for initiating the process of lease negotiations, the ultimate view of NAS is that its history with the Showgrounds is one of the loss of its facilities and the broken pledge of Council to waive fees, although it appears there is no written record of this.

CEO Comments

Essentially there are three issues that need resolution within this item:

- The outstanding rent
- Ensuring that NAS has committed to a lease arrangement; and
- The Community Chest Application.

In achieving a satisfactory outcome for Council in all three areas it is proposed by the CEO that a negotiated rent of \$150 per annum be presented in a lease agreement to NAS, back dated to 1 July 2012, the initial date of the introduction of rental fees for office space at the JHC, with the lease agreement being for a period of 5 years. Included in the conditions of this proposed lease would be subletting at the discretion of the Town of Narrogin, however, guaranteeing NAS full accessibility for the 6 – 8 weeks in a year when it requires exclusive use of the office. This proposal will require NAS to ensure that others can utilise the office space and have their materials and information stored appropriately.

This proposal would result in NAS having a debt with the Town of Narrogin of \$200 for the 2012/13 and 2013/14 financial years plus the rent charge for this financial year of \$100. It is then proposed that NAS's Community Chest Application for \$2,000 be reduce by \$300 and upon NAS signing the lease agreement, the funding from the Community Chest application be approved by Council.

Consultation:

- Mr Aaron Cook, CEO Town of Narrogin
- Mr Colin Bastow, Director Corporate and Community Services, Town of Narrogin
- Mr Rob Madson, President Narrogin Agricultural Society Inc

Statutory Environment: - Nil

Policy Implications: - Nil

Financial Implications:

The financial implication varies depending on the recommendation chosen.

Strategic Implications: - Nil

Voting Requirements: - Simple Majority

Officers Recommendation:

That Council:

In considering the merit of granting a \$2,000 Community Chest Fund allocation to NAS, choose from one of the following recommendations:

1. **a)** Authorise the Chief Executive Officer to prepare and execute a lease agreement with NAS for the office space located at the JHCC for a period of 5 years at a rent of \$150 per annum, set retrospectively from 1 July 2012; and
b) Ensure that the lease allows the Town of Narrogin to sublet the office to other parties through the year other than the 6 weeks prior to the Narrogin Agricultural Show and the 2 weeks following; and
c) Ensure the lease payment for the previous financial years and this financial year form part of the Community Chest application from NAS ;and
d) That the remaining \$1,550 be paid to NAS from the Community Chest Funds upon the lease being signed and returned to Council; and
e) Should NAS accept the above arrangements; the CEO will negotiate with NAS and return the item to Council for endorsement.
2. Grant the \$2,000 allocation independently of the context of NAS being in rental arrears of \$2,050 for the 2012/13 and 2013/14 financial years for the use of a standard size office at the JHCC.
3. Grant the \$2,000 allocation on the proviso that NAS's Community Chest application is applied to full rental arrears of \$2,050 for the 2012/13 and 2013/14 financial years.
4. Grant the \$2,000 allocation on the proviso that NAS's Community Chest application is applied to full rental arrears of \$2,050 and NAS enters into a negotiated agreement with the Town with respect to NAS's future arrangements for the use of the JHCC office space and the rent it will pay for the 2014/15 financial year and beyond with the CEO given discretion as to reducing rental fees or waiving.
5. Do not grant the \$2,000 allocation until NAS pays its rental arrears for the 2012/13 and 2013/14 financial years and NAS enters into a negotiated agreement with the Town with respect to the future use of the JHCC office space and the rent it will pay for the 2014/15 financial year and beyond.

Council Resolution 0814.116

Moved: Cr Schutz

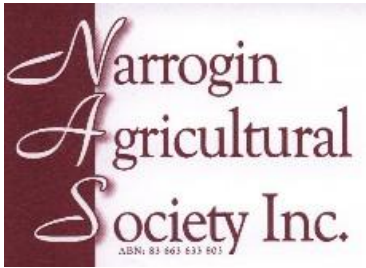
Seconded: Cr Kain

That Council:

- a)** Authorise the Chief Executive Officer to prepare a lease agreement with NAS for the office space located at the JHCC for a period of 5 years at a rent of \$150 per annum, set retrospectively from 1 July 2012; and.
- b)** Ensure that the lease allows the Town of Narrogin to sublet the office to other parties through the year other than the 6 weeks prior to the Narrogin Agricultural Show and the 2 weeks following; and
- c)** Ensure the lease payment for the previous financial years and this financial year form part of the Community Chest application from NAS ;and
- d)** That the remaining \$1,550 be paid to NAS from the Community Chest Funds upon the lease being signed and returned to Council; and
- e)** Should NAS accept the above arrangements; the CEO will negotiate with NAS and return the item to Council for endorsement.

CARRIED 8/0

Reason for Change: To clarify point one as the preferred option and the removal of the word "execute"



PO Box 357 Narrogin WA 6312
Ph/Fax 9881 4515
E-Mail: narroginas@westnet.com.au
Web Address: www.narroginagsociety.com.au

19 August 2014

Chief Executive Officer
Town of Narrogin
PO Box 188
NARROGIN WA 6312

Re: John Higgins Centre Office Space

I refer to your previous correspondence regarding rent considered outstanding on the office at the John Higgins Centre currently occupied by the Society.

Firstly, I would like to point out that at no time has the Society been formally advised of an increase in the rent on this property. An invoice for \$1000 was received, with no justification for a 233% increase from the previous annual rate of \$300. This is no way to conduct business, and I pointed this out at the time as a Councillor but was ignored.

Secondly, the Society only occupies an office in the John Higgins Centre because all of the building assets formerly owned by it on the showgrounds were demolished to make way for the construction of a new recreation centre. At the time this decision was taken, Council committed to replacing the Society's facilities but reneged on an agreement to do so. The John Higgins Centre office has been provided free of charge to the Society until recently, presumably in acknowledgement of this.

It shouldn't need to be reiterated, but the land that the office is situated on is held by Council as a Crown grant in trust for sporting **and show ground purposes**. The Narrogin Agricultural Society has been promoting agriculture in the district of Narrogin since 1901 and will be holding their 110th annual show this year. The Society does not exist to make a profit and all funds raised are used to present the annual show. This also results in thousands of dollars being distributed to local community groups who assist with the show's operations.

It is my contention that the Narrogin Agricultural Society is an integral part of the Narrogin Community and should not have to pay rent on property set aside for show ground purposes given the circumstances surrounding the loss of the Society's own office facilities and I ask that Council waive the rent associated with the John Higgins office as a gesture of good faith and support for the farmers of this district, without which Narrogin would not exist.

Should you wish to discuss this matter further, I can be contacted at any time on 0458 207 730.

Yours sincerely

Rob Madson
President

110th Narrogin Agricultural Show - Saturday 18th October 2014

10.2.334 MEMBERSHIP NOMINATIONS FOR TOWNSCAPE ADVISORY COMMITTEE

File Reference: 26.3.8
Disclosure of Interest: Nil
Applicant: Nil
Previous Item Nos: 10.2.318
Date: 21 August 2013
Author: Susan Guy, Manager Leisure and Culture

Attachments:

Mrs Lee Tompson Membership Nomination Form

Mr Peter White Membership Nomination Form

Summary:

Council is requested to consider:

1. Appointing Mrs Lee Tompson as a member of the Town of Narrogin Townscape Advisory Committee;
2. Appointing Mr Peter White as a member of the Town of Narrogin Townscape Advisory Committee;
3. Giving approval to the CEO to invite other community members, deemed suitable and appropriate, to serve on the Townscape Advisory Committee; and
4. Agreeing to re-advertise the call for nominations for membership to the Townscape Advisory Committee.

Background:

Following Council's endorsement of the Townscape Advisory Committee's new Terms of Reference at the Ordinary Council meeting of 8 July 2014, the Town called for nominations for membership of the Committee by advertising in the Narrogin Observer and placing nomination forms and notices at the Library, various other retail outlets including the Narrogin Nursery and Café and on Community Notice Boards. The closing date for nominations was 11 August 2014.

The newly adopted Terms of Reference states that the Townscape Advisory Committee shall be constituted by the Town of Narrogin in accordance with Section 5.8 of the Local Government Act 1995. All members of the Committee shall be appointed by Council in accordance with Section 5.10 of the Act.

The Town received two completed nomination forms; one from Mrs Lee Thompson and the other from Mr Peter White. (See Attachment). Both nominees have served for a number of years on the Townscape Advisory Committee.

Comment:

The newly adopted Terms of Reference states the Committee shall include up to six members of the community/government and non-government organisations having specialised knowledge or interest in townscape issues.

It is important that the Town has a robust and strong Townscape Advisory Committee which represents a cross section of the community and with a membership with appropriate skills,

knowledge and experience. As the Town has received two nominations for membership it is considered that the call for nominations should be readvertised and that the CEO also invite community members and representatives from government and non-government organisations to join as Committee members. Once the CEO has established a list of interested persons, this list would be provided to Council as part of the appointment process along with any additional nominations received through re-advertising.

Consultation:

Mr Aaron Cook, CEO Town of Narrogin

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

The Town's Strategic Plan 2012 – 22 Strategy 6.5 states:
Develop a Town Site revitalisation plan focusing on the central business district and additional generic streetscape design for residential areas.

Voting Requirements:

Simple Majority

Council Resolution 0814.117

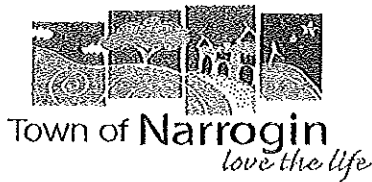
Moved: Cr McKenzie

Seconded: Cr Schutz

That Council:

1. Appoint Mrs Lee Thomson as a member of the Town of Narrogin Townscape Advisory Committee;
2. Appoint Mr Peter White as a member of the Town of Narrogin Townscape Advisory Committee;
3. Give approval to the CEO to invite other community members, deemed suitable and appropriate, to serve on the Townscape Advisory Committee; and
4. Approve the re-advertising of the call for nominations for membership to the Townscape Advisory Committee.

CARRIED 8/0



Town of Narrogin RECEIVED	
Directed to	Susan
Ref No.	29 JUL 2014
Property File	ICR144062
Subject File	26.3.8
C-Point No.	

NARROGIN TOWNSCAPE ADVISORY COMMITTEE

MEMBERSHIP NOMINATION

The Town of Narrogin's Townscape Advisory Committee works with the Council to:

- Ensure Townscape issues are given due consideration and value by Council in its planning, design, implementation and maintenance of the built and natural environment;
- Develop and promote the town's identity;
- Promote townscape issues within the wider community;
- Promote the conservation and retention of places of heritage value;
- Enhance the quality of life in Narrogin by providing safe, comfortable, environmentally sustainable and aesthetically pleasing public spaces; and
- Provide an avenue of communication and consultation between Council and community.

Surname THOMSON Given Names (LEE) CORALIE EDITH

Address 45 A Argus Street,
Narrogin. 6312

Postal Address (if different from above)

Telephone: Home 98811764 Mobile _____

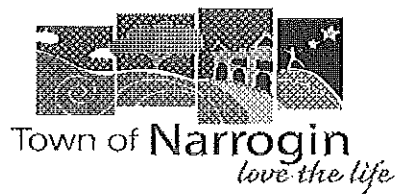
Email _____

Please provide a brief outline of your interest, knowledge, experience and skills in relation to Townscape issues:

Having been a dedicated member of the Ngw. Townscape Advisory Comm. & regularly attended meetings, since its inception, I wish to re-nominate for membership. My own keen interest in & practise of gardening over the past 50+ years and my appreciation of the nine dot-pointed axis listed in the Townscape Advisory Comm's Terms of Reference, motivate me to re-nominate.

A personal interest of mine, on behalf of the Narrogin Community, is the continuing planting of additional trees both to further beautify our general landscape & for the additional environmental bonus thus delivered.

Sincerely, Lee Thomson



NARROGIN TOWNSCAPE ADVISORY COMMITTEE

MEMBERSHIP NOMINATION

The Town of Narrogin's Townscape Advisory Committee works with the Council to:

- Ensure Townscape issues are given due consideration and value by Council in its planning, design, implementation and maintenance of the built and natural environment;
- Develop and promote the town's identity;
- Promote townscape issues within the wider community;
- Promote the conservation and retention of places of heritage value;
- Enhance the quality of life in Narrogin by providing safe, comfortable, environmentally sustainable and aesthetically pleasing public spaces; and
- Provide an avenue of communication and consultation between Council and community.

Surname White Given Names Peter Julian

Address

1 James Street Narrogin, 6312

Postal Address (if different from above)

Telephone: Home 98813390 Mobile 0457232460

Email plwhite@treko.net.au

Please provide a brief outline of your interest, knowledge, experience and skills in relation to Townscape issues:

I've lived in Narrogin for 24 years and, as a resident and a property owner, have a keen interest in look and feel of the town. I consider that well designed amenities and streetscapes are an integral part of improving the lives of the residents while making the town attractive to visitors.

I have served for several years on the previous committee and am familiar with many of the issues confronting the town as well as committee procedures. I have provided council and council committees with several presentation, prepared and reviewed documents and researched information on many treescape topics.

I have a background in horticulture, amenity planting, planning and design as well as some skills in presentation and public consultation.

I think that the Ghost town, Clone town, Home town presentation was in important reminder of the need to be proactive in the shaping and maintaining the character of the town and its surrounding environment.

Please return this form by email to susan@narrogin.wa.gov.au or post/hand deliver to the Town Administration building at 89 Earl Street Narrogin by Monday 11 August 2014

Enquiries to Susan Guy, Manager of Leisure and Culture, Phone 9881 1944
Email: susan@narrogin.wa.gov.au

10.2.335 INFORMATION TECHNOLOGY POLICY

File Reference: 13
Disclosure of Interest: Nil
Applicant: Nil
Previous Item Nos: Nil
Date: 20 August 2014
Author: Colin Bastow – Director Corporate and Community Services

Attachments: Information Technology Usage Policies and Procedures.

Summary:

Council is request to consider adopting an Information Technology (IT) Usage policies and procedures policy that will effectively regulate the use of the Town's various IT systems.

Background:

The Town has invested a significant amount of both staff time and money in the development and maintenance of its IT systems. It is therefore extremely important that the Town retains full control over this investment by not allowing any user to claim privacy issues over any item that maybe stored or otherwise been communicated over its IT Systems.

As an employer, the Town is exposed to potential litigation if its staff misuse IT Systems to harass others. To reduce this risk the Town would be obligated to education staff on what acceptable behaviour is or is not. By establishing a policy the Town is better able to educate users and take action against those who may have misusing any IT System.

The Town's reputation can also be at risk if the general public believe inappropriate activity has occurred on the Town's IT Systems.

Penalties for breaches of the copyright legislation can be substantial for organisations like the Town. Therefore the Town needs to take proactive step to ensure only legitimate software is installed on its IT Systems.

The proposed policy is also includes the use of other technology such as voice mail and personal mobile phones. The use by staff of their private mobile phone such as smart phones for phone calls and texting is a growing issue in any organisation due to the disruptive and time consuming nature of this technology. In most case office based staff have been issued with a landline phone as part of their employment and there is no reason why they could not be contacted on this phone in an emergency.

The Town has experienced a major issue in the past were Officers had shared their passwords. This practice does not allow the Town to identify which particular Officer had undertaken a specific activity. Which does reduces the Towns ability to hold Officers accountable if an inappropriate behaviour does occur.

Comment:

This policy is intended to assist users of the Towns IT Systems to better understand their responsibilities with regards to using the Town's IT Systems as well as reduce the risk from inappropriate usage.

The Town currently has the following different groups of people using its IT Systems:

- Employees,
- Volunteers,
- Elected Members,
- General Public, and
- Consultants.

The above usage happens over numerous locations which make it impossible to central monitor all activity at all times.

The Town is planning to install a limited wireless internet service at Mackey Park and currently operates a free wireless service in the B.W Farr Library. The Town does not have the infrastructure or human resources to thoroughly lock these systems down to prevent inappropriate behaviour from the general public. Hence the need to set appropriate rules of usage.

Although this policy focuses on all users the main purpose is to regulate Town's own staff behaviour as they are the biggest users and create the most risk. A DRAFT copy of this policy was provided to the Town's Management Group for their review and comment. No significant issues had been identified by the Management Group at the time is report had been written.

The author has been involved in supporting IT Systems for a number of different Local Governments over the past twenty years. Over this time the Author has seen many inappropriate activities being done by Officers within those organisations. In one case a person deliberately introduced a computer virus to their work computer just to test if the antivirus software would stop it, luckily it worked. In another time an officer loaded a CAD computer program on to their work computer that was purchased in Bali for one dollar. The Author has also seen many inappropriate emails which have been sent around the office as so called humour. All of these activities had the potential to cause serious issue within the particular Local Government where they occurred.

The Town does need to amend or implement a number of other policies over the next twelve months to ensure appropriate accountability is established, assist with the education and setting standards for staff to follow and reduce potential risks. Additional policies will need to be considered by Council which includes the following topics:

- Business Continuity (New)
- Harassment in the Work Place (Update)
- Financial Controls (New)
- Telephone/Communication (New)
- Private use of motor vehicles (New)
- Other

Consultation:

Management Group of the Town including the CEO and DTES

Statutory Environment:

- Local Government Act 1995
- Copyright Act 1968
- Various Employment Legislation.

Policy Implications:

The Town intends to development a number of policy over the next twelve months to assist with staff development and ongoing monitoring of significant areas of the Town's operations.

Financial Implications:

Reduce the risk of the Town being held responsible for the inappropriate behaviour of users of the Town's IT Systems.

Strategic Implications: Nil

Voting Requirements: Simple Majority

Council Resolution 0814.118

Moved: Cr Bartron

Seconded: Cr Schutz

That Council:

Adopt the Information Technology Usage Policies and Procedures Policy as presented.

CARRIED 8/0

INFORMATION TECHNOLOGY USAGE POLICIES AND PROCEDURES

POLICY NO:

POLICY INTENTION: This policy outlines the conditions governing the use of all Information Technology (IT) facilities provided by the Town of Narrogin. This policy applies to elected members, staff and to others to whom access to IT facilities has been provided by the Town.

RESOLUTION NO.:

RESOLUTION DATE:

POLICY:

1.0 General Use

- 1.1 The Town of Narrogin reserves the right to, without notice, modify, upgrade, withdraw or otherwise alter any facilities it provided.
- 1.2 The Town of Narrogin has ownership of all files and e-mail messages stored on Town computers and reserves the right to examine all computer software and data including emails that has been received, sent or otherwise stored on its computer systems to ensure compliance with this Policy.
- 1.3 Users should not have an expectation of privacy while using any of the Town's IT systems.
- 1.4 Users must respect the resource limitations of the IT facilities provided. Resources are not infinite.
- 1.5 Any facilities provided to users are for the business purposes of the Town of Narrogin except where they are provided for general public use. The Town will not be responsible for meeting any costs resulting from either the misuse of facilities or the use of facilities for non-business related purposes.
- 1.6 The Town of Narrogin supports only those facilities which it provided for business purposes. Hardware, software, operating systems and networking protocols not in use at, or provided and approved by, the Town, are not supported.
- 1.7 Users must comply with the Town's Code of Conduct at all times.

2.0 Storage

- 2.1 All corporate information including correspondence, minutes of meetings, memos, file notes and reports (other than those generated through the Town's databases) are to be stored in the Electronic Document Management System (R Drive). This is consistent with the legislative requirements of the State Records Act 2000.
- 2.2 E-mails and faxes, sent and received, and of corporate nature must be captured and stored in the Electronic Document Management System (**EDMS**) which is currently **SynergySoft Records**. This is consistent with the legislative requirements of the State Records Act 2000.
- 2.3 Hard copy documents must be scanned and registered into the EDMS upon receipt.
- 2.4 Corporate documents must not be stored on desktop computers or on portable media (i.e.: floppy disks, CDs, DVDs) There are appropriate methods for storing draft and 'working' documents within the EDMS. Network drives are provided for non-corporate documents only and only limited quotas are allowed. It is the responsibility of each staff member to understand what documents should be stored in the EDMS, this information can be obtained from the Records Officer.
- 2.5 Only the network drives and corporate systems are backed up. 'C' drives and other Local drives are not backed up and users will be responsible for any loss of data stored on this drive or on portable media.
- 2.6 Duplication of data is to be avoided. Any documents stored in the EDMS should not be stored elsewhere unless access to EDMS is planned to be unavailable or the data is stored on media specifically designed for the purpose of backup.

3.0 Installing Unauthorised Software or Files

- 3.1 Users must not purchase, install, copy or use any software without prior written approval.
- 3.2 The use of any files that are subject to Copyright regulations that have not been authorised in writing by the Copyright owner are not permitted to be used on the Town of Narrogin systems.
- 3.3 Copyright authorisation documentation is to be registered in the EDM system.
- 3.4 The installation and use of third party "screen savers" is not permitted.

4.0 Access to Computer Facilities

- 4.1 Users may use only those facilities, which they have been properly authorised to use by the relevant Manager/Director. Authorisation must be provided to IT Services in writing before access is provided and/or modified.
- 4.2 Users may not use any of the facilities provided by the Town of Narrogin in such a way as to reflect poorly upon the Town.
- 4.3 Users may not use any of the facilities provided to them by the Town of Narrogin in such a way as to achieve personal gain or to earn income external to their employment at the Town.
- 4.4 The playing of online games is not permitted.
- 4.5 Where the use of any IT facility is governed by a password, the password must not be inappropriately divulged to any other person.
- 4.6 Users must take every reasonable precaution to ensure that their passwords, accounts, software and data are adequately protected. It is strongly recommended that passwords are not written down and kept near a user's desk.
- 4.7 Any computer account or facility allocated to a user is for their exclusive use. The user must not allow another person to use it without appropriate authorisation from their Manager or Directors.
- 4.8 Users will comply with any directive (verbal, written or electronic) from the Town with regards to their access to the Town's IT systems.
- 4.9 Users must treat IT systems and telephones with respect. Any willful damage sustained to equipment will result in the costs of repair being sought from the user of the equipment. Any damage sustained to equipment as a result of neglect may result in the costs of repair or replacement being sought from the user of the equipment.
- 4.10 Food and beverages should not be consumed in close proximity to IT equipment.
- 4.11 Users should be aware that the use of mobile computing facilities may result in significant communications costs. When users do not have access to local call connections to the Town, on-line time should be kept to a minimum. The Town of Narrogin will not be responsible for any excessive costs incurred. Next G devices are available for senior staff who has to travel and need internet access.
- 4.12 Remote access to the Town of Narrogin IT facilities is provided on a needs basis. Those seeking such access will need approval in writing from their Director. Users with remote access must take extra care in relation to security issues and report any breaches (or perceived breaches) of security immediately.
- 4.13 The Town reserves the right to perform system maintenance tasks outside regular Administration Centre working hours. Where abnormal maintenance tasks are planned, notification of the anticipated down time will be communicated whenever possible. If staff has a particular need for after hour's access to IT facilities they should liaise with the Towns IT Service staff in advance to arrange access options.

5.0 Security

- 5.1 Regardless of the prevailing security, or lack of security, users shall not access any data or software except data or software they have permission to use.
- 5.2 Users must not attempt to rename, delete, or modify the data of another user without prior authorisation, except in the following circumstances:-
 - 5.2.1 For data or files stored on a shared network facility or transferred in/out via a shared network facility.
 - 5.2.2 Under direction of their supervising officer(s) to amend data or files stored in a personal directory.
- 5.3 Anti-virus software protection is provided at both server and desktop level. If a user suspects that their machine has become infected with a virus (or similar type entity) it should be reported immediately.
- 5.4 Users are encouraged to log out of their workstations when they are not in use.
- 5.5 Users should correctly shut their computer systems down before finishing work each day, unless otherwise requested.
- 5.6 Users must report without delay, any breaches (either real or perceived) of security.

6.0 Voice Mail

- 6.1 Voice Mail is a corporate resource for business use and serves to provide a minimum level of customer service when a telephone is unattended. Where possible telephones should be diverted to another officer.
- 6.2 The system should be used for its intended purpose and not used as a means of avoiding answering telephone calls.
- 6.3 The legitimate use of Voice Mail is for cases where staff is out of their offices for short periods where phone calls would go unanswered. Voice Mail should not be used to take calls when staff is on leave.
- 6.4 Users must work with each other to minimise the reliance on Voice Mail as much as possible. This will serve to ensure that a high level of customer service is maintained.

7.0 IT Support

- 7.1 The Information Technology Service would like all users of our equipment to get maximum productivity through the use of advanced technology.
- 7.2 Progress is only possible through cooperation; staff should communicate with us as frequently as possible to enable better understand of their needs or frustration. Requests for new systems will be formal and such requests will be treated in order of priority.
- 7.3 The IT Service does not have an designated Officer assigned to the task of IT support.

8.0 Internet and E-mail

- 8.1 The provision of Internet browsing facilities is for business purposes, however minor

private usage is allowable if it does not impact on staff productivity.

- 8.2 E-mail users must check their e-mail frequently, delete any unnecessary messages promptly and manage their e-mail files wisely. Limits are set on mailbox sizes; therefore user should make sure e-mails are registered into the EDMS.
- 8.3 When commencing leave, staff should utilize the ability of the email software to forward incoming mail to the person who is acting in the position during their absence.
- 8.4 Outlook Calendars are regarded as a management tool and should be made available for other staff to review. Personal appointments can be marked 'Private' so reviewers may not see the details of the content.

9.0 What is Acceptable Use in regards to Internet and E-mail?

- 9.1 Subject to the balance of this policy, employees may use the Internet access provided by the Town of Narrogin for:-
 - 9.1.1 Work-related purposes;
 - 9.1.2 Sending and receiving personal email messages, provided that if email messages are sent with a Town of Narrogin email address in the from: or Reply-To: header, a disclaimer shall accompany the email to the effect that the views of the sender may not represent those of Town of Narrogin;
 - 9.1.3 Accessing the World Wide Web for limited personal purposes; and utilizing any other Internet service or protocol for personal purposes after obtaining permission in writing.
 - 9.1.4 E-mail messages of a corporate nature that leave the Town of Narrogin destined for an external organisation are public records and must be captured in the EDMS. Any corporate e-mail messages that officers receive must also be captured in this manner. If the user is unclear of how to capture the correspondence in the EDMS themselves such messages should be forwarded to Records staff to facilitate this legislative (State Records Act 2000) requirement.

Condition: **Provided in each case that the personal use is moderate in time, does not incur any costs for the Town and does not interfere with the duties of the employee or his or her colleagues.**

10.0 What is Not Acceptable Use in regards to Internet and E-mail?

- 10.1 Except in the course of an employee's duties or with the express permission of the Town, the Internet access provided by the Town may not be used for:-
 - 10.1.1 Personal commercial purposes;
 - 10.1.2 Sending unsolicited bulk email such as advertising or announcements that are not related to Town's business to any group;

- 10.1.3 Sending any e-mail that is inappropriate, for example, e-mails that contains pornographic material, profanity, racial and sexual discrimination, forwarding of hoaxes, chain-mail, spam, harassing colleagues or knowingly sending or forwarding virus-infected e-mails.
- 10.1.4 Sending excessive number of email on a particular topic to other Officers;
- 10.1.5 Excessively forwarding copies of emails to Officers supervisors.
- 10.1.6 Including Officers into emails as a carbon copy (CC) recipient where a specific response or action is required from them;
- 10.1.7 Disseminating confidential information of the Town of Narrogin to others without permission;
- 10.1.8 Any illegal purpose;
- 10.1.9 Knowingly causing interference with or disruption to any network, information service, equipment or any user thereof;
- 10.1.10 Disseminating personal contact information of officers or employees of the Town without their consent;
- 10.1.11 Knowingly causing any other person to view content which could render the Town liable pursuant to equal opportunity or sexual discrimination legislation at the suit of that person; or
- 10.1.12 Knowingly downloading or requesting software or media files or data streams that are not related to Town business.
- 10.1.13 Sending e-mails that has documents attached, to multiple users within Council. Documents of corporate value should be registered in the EDMS and be referred to in e-mails. If a document is not of corporate value it can be stored on the Shared drive and referred to in an e-mail.
- 10.1.14 The use of real-time messaging services such as ICQ or MSN or Yahoo.
- 10.1.15 Web sites including but not limited to those of the following nature:-
 - Adult Entertainment.
 - Pornography.
 - Racist.
 - Sexist

11.0 Disclaimer to be used

Town of Narrogin Disclaimer:

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

The Town uses virus-scanning software but exclude all liability for viruses or similar defects in any attachment.

11.0 Approval Required by

- 11.1 Unless otherwise stated users will need to receive permission to vary this policy is required from the Director of Corporate and Community Services or the Chief Executive Officer.

12.0 Private Phones

- 12.1 The use of private mobile phones during office hours is discouraged and the phone is not to be left out in the open unless prior approval to do so has been given by the Officers supervisor.
- 12.2 This policy excludes any phone issued by the Town.

13.0 Consequences of Unacceptable Use

- 13.1 The Town of Narrogin keeps and may monitor logs of Internet usage which may reveal information such as which Internet servers (including World Wide Web sites) have been accessed by employees, and the email addresses of those with whom they have communicated. The Town of Narrogin will not, however, engage in real-time surveillance of Internet usage, will not monitor the content of email messages sent or received by its employees unless a copy of such message is sent or forwarded to the company by its recipient or sender in the ordinary way, and will not disclose any of the logged, or otherwise collected, information to a third party except under compulsion of law.
- 13.2 Responsibility for use of the Internet that does not comply with this policy lies with the employee so using it and such employee must indemnify the Town of Narrogin for any direct loss and reasonably foreseeable consequential losses suffered by the Town by reason of the breach of policy.
- 13.3 The Town of Narrogin will review any alleged breach of this Policy on an individual basis. If the alleged breach is of a very serious nature which breaches the employee's duty of fidelity to the Town, the employee shall be given an opportunity to be heard in relation to the alleged breach and if it is admitted or clearly established to the satisfaction of the Town the breach may be treated as grounds for dismissal.
- 13.4 Otherwise, an alleged breach shall be dealt with as follows:-
 - 13.4.1 Initially, the employee shall be informed of the alleged breach, given an opportunity to respond to the allegation, and if it is not satisfactorily explained, be asked to desist from or where applicable to remedy the breach.
 - 13.4.2 If the breach is not desisted from or remedied, The Town of Narrogin may either withdraw the employee's access to the Internet/email or provide a first warning to the employee, to which the employee shall have an opportunity to respond.
 - 13.4.3 If the infringing conduct continues the employee may be given a second and a third warning, to each of which he or she shall have an opportunity to respond.
 - 13.4.4 If a breach is committed after the third warning the employee may be dismissed. Breaches of this policy will be handled as per the Town Disciplinary Policy.

14.0 Questions

If you have any questions about this information technology policy, please contact the Director of Corporate and Community Services. If you do not have any questions, the Town of Narrogin presumes that you understand and are aware of the rules and guidelines in this policy and will adhere to them.

15.0 Declaration

I have read, understand and acknowledge receipt of the Information Technology Usage Policies and Procedures policy. I will comply with the guidelines set out in this policy.

Signature: _____

Name: _____

Date: _____

10.2.336 ACCOUNTS FOR AUTHORISATION – July 2014

File Reference: 12.1.1
Disclosure of Interest: Nil
Applicant: Nil
Previous Item Nos: Nil
Date: 21/08/2014
Author: Aimie Allinson – Finance Officer

Attachments:

Accounts for Authorisation – July 2014

Background:

Pursuant to Section 6.8 (2)(b) of the *Local Government Act 1995*, where expenditure has been incurred by a local government it is to be reported to the next Ordinary Meeting of Council.

Comment:

The attached “Accounts for Authorisation – July 2014” is presented to Council for approval. Below is a summary of activity.

Total Creditor Payments July 2014	\$706,891.95
Total Payroll Payments July 2014	\$308,970.67
Total Payments July 2014	\$1,015,862.62
Percentage paid by EFT July 2014	63.0%
Percentage paid by Cheque July 2014	7.0%
Percentage paid by Payroll July 2014	30.0%
Percentage of Local Suppliers and Payroll July 2014	53.0%
Dollar Value spent with Local Suppliers July 2014	\$538,959.76
Percentage of Non-Local Suppliers July 2014	47.0%

Please note ‘F’ is fully funded, ‘P’ is partially funded, ‘R’ is reimbursements and ‘I’ is insurance claims.

Council Resolution 0814.119

Moved: Cr McKenzie

Seconded: Cr Kain

That Council:

Approve the Accounts for Authorisation for the month of July 2014, for the Municipal Fund totalling \$1,015,862.62

CARRIED 8/0

ACCOUNTS FOR AUTHORISATION JULY 2014

#	Chq/EFT	Date	Name	Description	Amount	Type
1	EFT2264	01/07/2014	Staples Australia Pty Ltd	NCP MAINTENANCE External Pacific Glazed Display Cases	791.14	
2	EFT2265	01/07/2014	Frank Weston & Co	DRAINAGE MATERIALS Drainage Grate	833.81	
3	EFT2266	01/07/2014	Narrogin Earthmoving & Concrete	CEMETERY MATERIALS Sand Bulk Supply 31/5/14	550.00	
4	EFT2267	01/07/2014	Narrogin Agricultural Repairs	NHC MAINTENANCE Blades	154.00	F
5	EFT2268	01/07/2014	ORICA	TWIS CHLORINE Rental 920kg Cylinder x4	697.00	
6	EFT2269	01/07/2014	Country Paint Supplies	FEDERAL STREET Paint For Line Marking	101.50	
7	EFT2270	01/07/2014	Shire of Narrogin	ROAD MAINTENANCE Grading Golf Course Parade, Palmer Street, Quigley Street & Refuse Site Entrance Road	1317.25	
8	EFT2271	01/07/2014	Narrogin Gasworx	NHC MATERIALS Gas Bottle 4 KG.	94.00	F
9	EFT2272	01/07/2014	Narrogin Boilermakers	WORKS UNIFORM Shirts & Pants	202.50	
10	EFT2273	01/07/2014	Signs Plus	NHC NAME BADGE CATS Volunteers	55.00	F
11	EFT2274	01/07/2014	Lynne Yorke	REIMBURSEMENT MATERIALS Cargo Barrier & Anchor Belts	291.30	R
12	EFT2275	01/07/2014	PH & KE Gow Licensed Surveyors	CEMETERY MAINTENANCE Survey Of New Plots	605.00	
13	EFT2276	01/07/2014	Mulgrew Automotive	NGN10179 MERCEDES SPRINTER NHC Inspection	86.30	
14	EFT2277	01/07/2014	Shire Of Cuballing	NHLP BEAT IT Hall Hire 2 x a week for 8 weeks. (1.5 hours)	742.50	F
15	EFT2278	07/07/2014	Narrogin Hire & Reticulation	CLAYTON ROAD OVAL Pump Upgrade - hardware	527.75	F
16	EFT2279	07/07/2014	Best Office Systems	ADMIN PHOTOCOPIER Copy Charges May 2014	325.50	
17	EFT2280	07/07/2014	Ray White Narrogin	DTES RENT 22/05/14-19/06/14	2400.00	
18	EFT2281	07/07/2014	Wright express-(COLES)	TOWN OF NARROGIN COLES MAY 2014	1516.25	
19	EFT2282	07/07/2014	Narrogin Packaging	NRLC CLEANING Toilet Paper, Kiosk Supplies Sugar Sachets	2605.83	
20	EFT2283	07/07/2014	Australia Post	TOWN OF NARROGIN POSTAGE MAY 2014	629.66	
21	EFT2284	07/07/2014	Narrogin Fruit Market	MEMBERS REFRESHMENTS Catering 11 people 27/05/14	359.90	
22	EFT2285	07/07/2014	Courier Australia	FREIGHT to 20 June 2014	408.80	
23	EFT2286	07/07/2014	Dynamic Print	ADMIN STATIONERY DL Windowface Envelopes 3000x	372.00	
24	EFT2287	07/07/2014	Narrogin Auto Electrics	NGN417 MITSUBISHI TRITON UTE Parts (RANGER)	15.00	
25	EFT2288	07/07/2014	Kleenheat Gas	NRLC LPG Bulk Supply	23192.82	
26	EFT2289	07/07/2014	Knightline Computers	ADMIN IT HP ProDesk 400 including 23 Monitor and Setup"	9465.90	
27	EFT2290	07/07/2014	MAKIT Narrogin Hardware	COMMUNITY GARDEN Reticulation Materials	1643.00	F
28	EFT2291	07/07/2014	Hancocks Home Hardware	COMMUNITY GARDEN SACK TROLLEY	173.75	F
29	EFT2292	07/07/2014	Landgate	DRAINAGE MAINTENANCE Title Search laneway off Rowley Street and adjacent properties	119.20	
30	EFT2293	07/07/2014	Narrogin Earthmoving & Concrete	DRAINAGE FEDERAL ST Limestone block laying and associated concrete backfill	15451.70	
31	EFT2294	07/07/2014	WALGA	CULTURE ADVERTISING Community Chest	112.00	
32	EFT2295	07/07/2014	ARTS Narrogin Inc	ARTWORKSHOP For Children x 8 Days	3739.00	
33	EFT2296	07/07/2014	Susan Farrell	COUNCIL LAUNDRY Linen Table Cloths & Tea Towels 8/6/14	50.00	
34	EFT2297	07/07/2014	Greenline Ag Pty Ltd	JD 130 J/DEERE RIDE ON MOWER Blades	57.55	
35	EFT2298	07/07/2014	Ballards of Narrogin	NRLC MAINTENANCE Oxygen Medical First Aid	71.55	
36	EFT2299	07/07/2014	Anderson, Munro & Wyllie	AUDIT 2012/13 Roads to Recovery Grant	825.00	
37	EFT2300	07/07/2014	Commander Australia Ltd	NHC TELEPHONE Service Charges May and June 2014	431.76	F

ACCOUNTS FOR AUTHORISATION JULY 2014

#	Chq/EFT	Date	Name	Description	Amount	Type
38	EFT2301	07/07/2014	UHY Haines Norton Chartered Accountants	2013/14 LOCAL GOVT RATES COMPARISON REPORT	198.00	
39	EFT2302	07/07/2014	Narrogin Newsagency	TOWN OF NARROGIN NEWSAGENCY JUNE 2014	177.56	
40	EFT2303	07/07/2014	Narrogin Electrical Services	CLAYTON ROAD OVAL Install new submains to pump	10123.85	F
41	EFT2304	07/07/2014	IT Vision	ADMIN IT Synergy Soft Recordings on Demand	1540.00	
42	EFT2305	07/07/2014	Liquor Barons	COUNCIL REFRESHMENT 24/6/14	123.95	
43	EFT2306	07/07/2014	Narrogin Betta Electrical	NCP EQUIPMENT Microwave Campers Kitchen	69.00	
44	EFT2307	07/07/2014	Kulker Plumbing Service	NCP MAINTENANCE Unblock Drain	93.50	
45	EFT2308	07/07/2014	Narrogin Nursery, Café & Gallery	Street landscaping - 42 Shrubs to replace annuals	915.00	
46	EFT2309	07/07/2014	McLeods Barristers & Solicitors	LEGAL FEES Opinion on the Parking of Commercial Vehicles in Other Residential Zone""	2748.30	
47	EFT2310	07/07/2014	Narrogin Bearing Service	WORKS SUNDRY PLANT Replacement Belt drives	69.96	
48	EFT2311	07/07/2014	ORICA	NRLC CHEMICALS Chlorine Gas Delivered 18/02/14	3791.04	
49	EFT2312	07/07/2014	Mechanical & Diesel Services	NGN390 JD TRACTOR 3,000 Hr Service (WORKS)	3547.34	
50	EFT2313	07/07/2014	Great Southern Waste Disposal	REFUSE SITE Management Fees - 28th April to 26th May 2014	30919.20	
51	EFT2314	07/07/2014	RJ Smith Engineering	LIBRARY REFRESHMENTS 5 bottles of drinking water	80.00	
52	EFT2315	07/07/2014	P & F Kulker Building Contractors	NRRC NETBALL REPAIRS Shelters and bolt to limestone blocks,acc westons iron sheets	982.97	
53	EFT2316	07/07/2014	Super Civil Pty Ltd	FEDERAL STREET Intersection with Palmer street	42395.32	F
54	EFT2317	07/07/2014	CY O'Connor Institute	NRLC TRAINING Haydock Create and Use Spreadsheets	253.00	
55	EFT2318	07/07/2014	MacDonald Johnston	1AEK763 SWEEPER Sweeper Brooms, Conversion kit and water nozzles	2317.02	
56	EFT2319	07/07/2014	Air Response	NHC Maintenance Fixing blades to outside airconditioning unit.	369.37	F
57	EFT2320	07/07/2014	Goodyear Dunlop Tyres Pty Ltd	NGN13182 TRAILER Tyres	981.68	
58	EFT2321	07/07/2014	Shire of Narrogin	GOVERNANCE CONTRIBUTION Toward Asset Management Plan and Long Term Financial Plan Development	5885.80	
59	EFT2322	07/07/2014	Narrogin Gasworx	COMMUNITY GARDEN BBQ Gasmate 4 Burner with Wok Cooker	720.00	F
60	EFT2323	07/07/2014	Derbahl Pty Ltd	NRLC JHCC Water Course Cafe Pump Out Grease Trap and Service Fee June 2104	175.00	
61	EFT2324	07/07/2014	Body Training Solutions	NHLP TRAINING Club Trainer licenses	898.00	F
62	EFT2325	07/07/2014	Radiowest Broadcasters Pty Ltd	NHLP ADVERTISING Radio Broadcasters May 2014	1392.60	F
63	EFT2326	07/07/2014	Ashley Blyth Tree Lopping	DRAINAGE FEDERAL ST Tree Removal	880.00	F
64	EFT2327	07/07/2014	Pro-Met Express	NRLC FREIGHT Confectionery June 2014	181.55	
65	EFT2328	07/07/2014	Livingstone International	NHC CLEANING Hand Towels	187.66	F
66	EFT2329	07/07/2014	Bob Waddell Consultant	ADMIN ACCOUNTING Assistance With 2014/2015 Budget	2046.00	
67	EFT2330	07/07/2014	Raeco	LIBRARY MAINTENANCE Bookends, CD/dvd cases	426.95	

ACCOUNTS FOR AUTHORISATION JULY 2014

#	Chq/EFT	Date	Name	Description	Amount	Type
68	EFT2331	07/07/2014	Western Australia Police	NHC EMPLOYEE COSTS Volunteer National Police Check Mar/May 2014	60.40	F
69	EFT2332	07/07/2014	Austral Mercantile Collections Pty Ltd	RATES LEGAL FEES JUNE	2135.81	
70	EFT2333	07/07/2014	Upper Great Southern Hockey	NRLC ADVERTISING Hockey Fixture Book 2014	110.00	
71	EFT2334	07/07/2014	Marketforce	NHLP BROCHURE Design, produce and print A5 brochures roll fold 6pp	698.50	F
72	EFT2335	07/07/2014	Melchiorre Plumbing & Gas	MUSEUM MAINTENANCE Plumbing unblock toilet	88.00	
73	EFT2336	07/07/2014	The University of Western Australia	CULTURE Medical Students Sponsorship 2013 Irish Students	3300.00	
74	EFT2337	07/07/2014	Katanning Security Services Pty Ltd	TOWN HALL SECURITY Late to Close 10/06/2014	66.00	
75	EFT2338	07/07/2014	Crevet Pipelines	TWIS MATERIALS Pipe for Replacement on Bannister street	9877.01	
76	EFT2339	07/07/2014	Community West	NHC TRAINING Senior First Aid - Trefort, George, Climo, Neasham-Turner, Holley	460.00	F
77	EFT2340	07/07/2014	West Australian Newspapers Limited	NRLC ADVERTISING Leisure Centre Car Park and Public Consultation for NRLC Tender	752.00	
78	EFT2341	07/07/2014	Narrogin Pumps Solar And Spraying	NRLC MAINTENANCE Mushroom Pump	2409.29	
79	EFT2342	07/07/2014	Agcrete Pre-Cast Concrete Products	FEDERAL STREET DRAINAGE, drainage pipes and sump setup	6195.20	F
80	EFT2343	07/07/2014	Metaland Narrogin	RAILWAY CARRIAGES MATERIALS for external cladding	2954.06	
81	EFT2344	07/07/2014	Aurora Environmental	TAFE Site Contamination Reporting Phase 2 DSI	12994.14	F
82	EFT2345	07/07/2014	PGV Environmental	WDC GRANT Preparation of Draft documentation for Clearing Permit Application	852.50	
83	EFT2346	07/07/2014	Sandra Burges	NHLP TRAINING Heal Cycle 3 Education Sessions	1700.00	F
84	EFT2347	07/07/2014	Castledex Pty Ltd	ADMIN STATIONERY Fullvue Files Standard x 100 including freight	95.82	
85	EFT2348	07/07/2014	Jeni Anning	ADMINISTRATION Financial Services June 2014	3925.00	
86	EFT2349	07/07/2014	Stewart & Heaton Clothing Co Pty Ltd	EMERGENCY MANAGEMENT Tabards for Emergency Management Team	710.06	
87	EFT2350	07/07/2014	Ymca Of Perth Inc	NRLC MANAGER Provision 12/5/14 - 8/6/14	14006.30	
88	EFT2351	07/07/2014	S & D Strahan Painting Service	TOWN HALL UPGRADE Prepare and paint foyer ceiling, walls, skirting, window and doors	3080.00	
89	EFT2352	07/07/2014	Broad Electrical and Air Conditioning	NRLC MAINTENANCE, Repair and replacement of Exit Lights at the NRLC	2978.00	
90	EFT2353	07/07/2014	Reface Industries Pty Ltd	LIBRARY MAINTENANCE Repair Venmill Disc Repair Machine	829.36	
91	EFT2354	07/07/2014	Accumax Global	REFUSE MAINTANENCE, 10 x 600mm x 450mm asbestos removal warning signs along with swing stands	755.70	
92	EFT2355	07/07/2014	Murray House Resource Centre	LIBRARY TRAINING Occupational Health and Safety K Weaver	1780.00	
93	EFT2356	07/07/2014	Malcom Ovans	REIMBURSEMENT MATERIALS Gardening reticulation, Poly, nipples, joiners	77.50	

ACCOUNTS FOR AUTHORISATION JULY 2014

#	Chq/EFT	Date	Name	Description	Amount	Type
94	EFT2357	07/07/2014	Kleenheat Gas	NRLC CHEMICALS Bulk LPG x 2 30/06/2014	701.49	
95	EFT2358	07/07/2014	Road Signs Australia - Bibby Financial Services Australia Pty Ltd	TRANSPORT SIGNAGE Federal Street Parking	459.36	
96	EFT2359	07/07/2014	Aaron Joseph Cook	REIMBURSEMENT CEO Contractual Expenses - Telephone, internet, power and water	1738.70	
97	EFT2360	07/07/2014	Brian Ronald Robinson	REIMBURSEMENT DTES Telephone	152.70	
98	EFT2361	07/07/2014	Kulker Plumbing Service	NCP ABLUTION BLOCK MAINTENANCE Remove and replace broken soap holder	259.95	
99	EFT2362	07/07/2014	PFD Food Services Pty Ltd	NRLC KIOSK Stock for Resale Chips, icecream etc	353.25	
100	EFT2364	07/07/2014	Super Civil Pty Ltd	ROADS KERBING Earl Street Loading Bay	1364.00	
101	EFT2365	07/07/2014	Shire of Narrogin	WORKS HIRE Grader, Roller and Operators for Wiese Road 28/06/2014	264.00	
102	EFT2366	07/07/2014	RJ Broun Painting Service	NRLC UPGRADE Painting	54340.00	
103	EFT2367	07/07/2014	PH & KE Gow Licensed Surveyors	CEMETERY Survey Pegging, Hallmarks and Deck pikes	506.00	
104	EFT2368	07/07/2014	Metaland Narrogin	DRAINAGE MAINTENANCE Fence Panels for Eston St	617.87	
105	EFT2369	07/07/2014	Stoneham & Associates	NHLP CONSULTATION for Healthy Policies Project	2200.00	F
106	EFT2370	10/07/2014	Wright express-(COLES)	TOWN OF NARROGIN COLES June 2014	1426.35	F
107	EFT2371	10/07/2014	Australia Post	TOWN OF NARROGIN POSTAGE June 2014	519.11	
108	EFT2372	10/07/2014	Great Southern Fuels	TOWN OF NARROGIN FUEL June 2014	8013.94	
109	EFT2373	10/07/2014	Leigh Ballard	COUNCIL CATERING, G'dday Vietnam day flowers & table arrangements	270.92	R
110	EFT2374	10/07/2014	Courier Australia	FREIGHT WORKS June 2014	1930.92	
111	EFT2375	10/07/2014	Kleenheat Gas	NRLC BULK LPG gas	11479.37	
112	EFT2376	10/07/2014	Knightline Computers	ADMIN IT NAS Backup with 4 x 3TB H/Drives	4424.00	
113	EFT2377	10/07/2014	MAKIT Narrogin Hardware	TOWN OF NARROGIN Hardware June 2014	1728.75	
114	EFT2378	10/07/2014	Landgate	RATES GRV Schedule G2014/6	761.39	
115	EFT2379	10/07/2014	Sportspower Narrogin	NRRC, Squash balls & feather shuttles	104.00	
116	EFT2380	10/07/2014	Narrogin Agricultural Repairs	COMMUNITY GARDENS, Lawn Mower	549.00	F
117	EFT2381	10/07/2014	Aaron Joseph Cook	REIMBURSEMENT CEO Rent, 200514 - 190614	2000.00	R
118	EFT2382	10/07/2014	Narrogin Newsagency	TOWN OF NARROGIN NEWSAGENCY Account June 2014	177.94	
119	EFT2383	10/07/2014	McLeods Barristers & Solicitors	LEGAL ADVICE, Leisure Centre Agreement YMCA including discount 2½% if paid by 170714	901.59	
120	EFT2384	10/07/2014	Edwards Motors Pty Ltd	VEHICLE NGN592, L/H P & G, repairs to noisy engine bay	86.65	
121	EFT2385	10/07/2014	Great Southern Waste Disposal	REFUSE SITE Narrogin 260514 - 300614	38383.60	
122	EFT2386	10/07/2014	RJ Smith Engineering	ADMIN Water supply	112.00	
123	EFT2387	10/07/2014	PFD Food Services Pty Ltd	NRRC PFD Kiosk Stock For Resale	149.55	
124	EFT2388	10/07/2014	Great Southern Towing	TOWING, Abandoned vehicle on bannister st reserve	88.00	
125	EFT2389	10/07/2014	Farmworks Rural Pty Ltd	COMMUNITY GARDENS, EGGSLENT EGGS PROJECT for community garden 2 rolls of rabbit netting	319.99	F
126	EFT2390	10/07/2014	The Distributors Perth	NRLC KIOSK Stock for resale - Lollies	1038.05	

ACCOUNTS FOR AUTHORISATION JULY 2014

#	Chq/EFT	Date	Name	Description	Amount	Type
127	EFT2391	10/07/2014	Radiowest Broadcasters Pty Ltd	NHLP ADVERTISING Radio advertising for - Feb - June 2014	1304.95	F
128	EFT2392	10/07/2014	T-Quip	PLANT PARTS Gear box and mounts Toro	1173.45	
129	EFT2393	10/07/2014	Boral Asphalt	ROAD MAINTENANCE Bulk Emulsion	968.00	
130	EFT2394	10/07/2014	Shire of Wickiepin	NHLP MIXED NETBALL COMMUNITY CENTRE HIRE	60.00	F
131	EFT2395	10/07/2014	West Australian Newspapers Limited	COUNCIL ADVERTISING Narrogin Observer 010514	288.86	
132	EFT2396	10/07/2014	Metaland Narrogin	TRANSPORT BRIDGES MAINTENANCE, Bridge plates to maintain access to drive ways over open trenches	300.00	
133	EFT2397	10/07/2014	Global Synthetics Pty Ltd	ROADS, BRIDGES Propex AS401 Geofirma 150A, f agricultural drain	1078.00	
134	EFT2398	10/07/2014	Narrogin Quarry Operations	ROAD MAINTENANCE Rip rap (Blue metal dust)	207.90	
135	EFT2399	11/07/2014	Lavendale Farm	NHC TRAINING Accommodation Deposit 10,11 & 12 October 2014	500.00	F
136	EFT2400	22/07/2014	Best Office Systems	ADMIN PHOTOCOPIER MPC6003 Colour copies	546.19	
137	EFT2401	22/07/2014	Narrogin Dependant Persons bus Association	HACC SOCIAL SUPPORT Shoppers Bus	152.63	F
138	EFT2402	22/07/2014	Staples Australia Pty Ltd	TOWN OF NARROGIN STATIONERY June 2014	1538.64	
139	EFT2403	22/07/2014	Courier Australia	LIBRARY FREIGHT 300614	216.12	
	EFT2404	22/07/2014	Kleenheat Gas	NRLC LPG Bulk Supply	11249.23	
140	EFT2405	22/07/2014	Hancocks Home Hardware	NHC Home Hardware for Ladder and Axe.	153.50	F
141	EFT2406	22/07/2014	Narrogin Earthmoving & Concrete	CEMETERY, Yellow sand	1747.90	
142	EFT2407	22/07/2014	WALGA	MEMBERS ADVERTISING Expressions of Interest Further Development of Narrogin Central Business Zone	2109.75	
143	EFT2408	22/07/2014	Sportspower Narrogin	NRLC INDOOR COURTS Netball ring nets @ 4 \$35.00 each indoor use	159.90	
144	EFT2409	22/07/2014	Susan Farrell	COUNCIL LAUNDRY Linen 270614	40.00	
145	EFT2410	22/07/2014	Ballards of Narrogin	ANIMAL CONTROL Dog biscuits	30.00	
146	EFT2411	22/07/2014	Australia's Golden Outback	TOUR SUBSCRIPTIONS Gold membership Australia's Golden Outback	295.00	
147	EFT2412	22/07/2014	Narrogin Electrical Services	ADMIN BUILDING Replacement of old fluro's in office	3901.70	
148	EFT2413	22/07/2014	IT Vision	ADMIN Annual License fee up to 300615	37062.30	
149	EFT2414	22/07/2014	Royal Life Saving Society WA Inc	NRLC TRAINING & DEVELOPMENT Pool Lifeguard Requal Josh Rowley	110.00	
150	EFT2415	22/07/2014	Borgas Engineering	NO4141 JD FRONT END LOADER Repair backhoe bucket	66.00	
151	EFT2416	22/07/2014	Edwards Motors Pty Ltd	ONGN DCCS Holden Captiva 15000km service	375.00	
152	EFT2417	22/07/2014	RJ Smith Engineering	ADMIN WATER Supplied 15lt x 7	112.00	
153	EFT2418	22/07/2014	TJ & EA Lynch	NCP MAINTENANCE Repair Washing Machine	40.00	
154	EFT2419	22/07/2014	P & F Kulker Building Contractors	NCP COTTAGE REFURBISHMENT Labour to complete component of demolition works at Caravan Park	858.00	
155	EFT2420	22/07/2014	WA Country Health Service	HACC Meals on Wheels May 254 meals	6299.00	F
156	EFT2421	22/07/2014	Public Transport Authority	TRANSWA TICKET SALES June 2014	1105.65	
157	EFT2422	22/07/2014	Super Civil Pty Ltd	NBN FOOTPATH Asphalt patches Flocon work	3344.00	

ACCOUNTS FOR AUTHORISATION JULY 2014

#	Chq/EFT	Date	Name	Description	Amount	Type
158	EFT2423	22/07/2014	Command A Com	ADMIN TELEPHONE SYSTEM Rental 270714 - 271014	1320.00	
159	EFT2424	22/07/2014	Derbahl Pty Ltd	CEMETERY MAINTENANCE Service to portable WC	90.00	
160	EFT2425	22/07/2014	Sigma Chemicals	NRLC CHEMICAL Photometer test kit 9	1009.00	
161	EFT2426	22/07/2014	Local Government Managers Australia	MEMBERS TRAINING & DEVELOPMENT 2014-2015 LGMA	1341.00	
162	EFT2427	22/07/2014	Narrogin Boilermakers	WORKS PPE Gum Boots x 2 and PPE for Emu Bob of TAFE site	84.00	
163	EFT2428	22/07/2014	Bob Waddell Consultant	ADMIN CONSULTANTS Bob Waddell assistant with 2014/15 Annual Budget	165.00	
164	EFT2429	22/07/2014	Australasian Performing Right Association Ltd	HACC APRA LICENSE 2014/15	198.03	F
165	EFT2430	22/07/2014	Cannon Hygiene Australia Pty Ltd	TOWN HALL CLEANING Monthly Sanitary Unit service 200614 - 030415	872.88	F
166	EFT2431	22/07/2014	Upper Great Southern Junior Hockey Association	KIDS SPORT July Voucher x1	50.00	F
167	EFT2432	22/07/2014	Brookton Junior Football Club	KIDS SPORT July Vouchers x 7	385.00	F
168	EFT2433	22/07/2014	Upper Great Southern Hockey	REC TALENT DEVELOPMENT SQUAD Upper Great Sth Hockey	1100.00	F
169	EFT2434	22/07/2014	Environmental Health Australia (New South Wales) INC	HEALTH SUBSCRIPTION I'm Alert Online Food Safety Training - Renewal 2014-2015	330.00	
170	EFT2435	22/07/2014	Melchiorre Plumbing & Gas	PUBLIC TOILET MAINTENANCE Repairs to Male Toilet seat & pneumatic buttons	1212.72	
171	EFT2436	22/07/2014	Brookton Pingelly Panthers Football Club	KIDS SPORT July Vouchers x4	570.00	F
172	EFT2437	22/07/2014	Central Country Zone (Walgala)	MEMBERS SUBSCRIPTIONS Central Country Zone 2014/2015	3850.00	
173	EFT2438	22/07/2014	Brookton Women's Hockey Club	KIDS SPORT July Vouchers x 6	658.00	F
174	EFT2439	22/07/2014	Metaland Narrogin	HERITAGE RAILWAY STATION MAINTENANCE flashings and tech screws for train carriages	133.54	
175	EFT2440	22/07/2014	Aurora Environmental	TAFE Site Contamination Reporting Phase 2 DSI	15337.01	F
176	EFT2441	22/07/2014	Wheatbelt Regional Cricket Council	REC TALENT DEVELOPMENT SQUAD Wheatbelt Regional Cricket Squad	1000.00	F
177	EFT2442	22/07/2014	Usana Australia Pty Ltd	NRLC KIOSK STOCK protein bars and revs drink can, Re:Kelly Edwards	107.80	
178	EFT2443	22/07/2014	Itvision User Group Inc	ADMIN SUBSCRIPTIONS Annual Membership User group 2014/15	660.00	
179	EFT2444	22/07/2014	KUKERIN DUMBLEYUNG FOOTBALL CLUB	KIDS SPORT July Vouchers x 2	280.00	F
180	DD545.1	21/07/2014	Australian Taxation Office	BAS JUNE 2014	82016.00	
181	DD555.1	10/07/2014	Water Corporation	WATER CHARGES Various Accounts	223.00	
182	DD555.2	21/07/2014	Water Corporation	WATER CHARGES Various Accounts	3822.35	
183	DD555.3	29/07/2014	Synergy	ELECTRICITY	23244.00	
184	DD555.4	10/07/2014	Telstra	TOWN OF NARROGIN July 2014 LANDLINE	2570.98	
185	DD567.1	28/07/2014	Telstra	TOWN OF NARROGIN July 2014 Mobile	1828.24	
186	DD567.3	29/07/2014	Water Corporation	WATER CHARGES Various Accounts	8903.05	
187	45040	01/07/2014	McLeods Barristers & Solicitors	LOT 123 LEGAL ADVICE	538.58	
188	45041	01/07/2014	Allans Bobcat and Truck Hire	CEMETERY MAINTENANCE Grave Digs	462.00	

ACCOUNTS FOR AUTHORISATION JULY 2014

#	Chq/EFT	Date	Name	Description	Amount	Type
189	45042	01/07/2014	Narrogin Toyota	SMALL PLANT Service & Parts for Line Trimmer	150.00	
190	45043	01/07/2014	Narrogin Amcal Chemist	COUNCIL MATERIALS Frames for Certificates	89.70	
191	45044	01/07/2014	South Western Sydney Medicare Local Ltd	NHLP HEAL Instructor license S. Rogers	407.00	
192	45045	01/07/2014	Stephen Walker	REIMBURSEMENT COMMUNITY GARDEN Fridge	200.00	F
193	45047	04/07/2014	Department of Transport	ONGN HOLDEN CRUZE 2014 Registration	7263.25	
194	45048	07/07/2014	Synergy	CLAYTON ROAD ELECTRICITY 14/5/14 -10/6/14	47176.70	
195	45049	07/07/2014	Water Corporataion	CLAYTON RD CLUB WATER27/3/14 - 23/5/14	1340.07	
196	45050	07/07/2014	Narrogin Taxis	NHC TAXI May 2014	332.50	F
197	45051	07/07/2014	Sally Rogers	NHLP TRAINING 1 x HEAL Education Session	800.00	F
198	45052	07/07/2014	Town of Narrogin - Petty Cash - Admin	ADMIN PETTY CASH JUNE 2014	289.50	
199	45053	07/07/2014	Town Of Narrogin	HEMOCARE PETTY CASH Recoup to 24/06/2014	436.10	F
200	45054	07/07/2014	Australasian Performing Right Association Ltd	NRLC LICENSE APRA Music 1/5/14 - 30/4/14	648.66	
201	45056	10/07/2014	Synergy	STREET LIGHTS ELECTRICITY 689 250514 - 240614	10485.49	
202	45057	10/07/2014	Telstra	TOWN OF NARROGIN LANDLINE Account June 2014	919.21	
203	45058	10/07/2014	Sally Rogers	6 x sessions of circuit classes at the Outdoor Gym @\$40	240.00	F
204	45059	10/07/2014	Vital Packaging	REFUSE TAFE PIT SITE, Asbestos bags for containing & disposal	907.50	F
205	45060	10/07/2014	Narrogin Primary School P&C	JHCC Bond Refund	334.00	R
206	45061	16/07/2014	Town Of Narrogin	BSL JUNE 2014	130.14	
207	45062	16/07/2014	Building and Construction Industry Training Fund	BCITF JUNE 2014	648.31	
208	45063	16/07/2014	Department Of Commerce Building Commission	BSL JUNE 2014	578.78	
209	45064	22/07/2014	Water Corporation	NRRC Chemical Storage - Replacement Wind Sock and Frame	775.56	
210	45065	22/07/2014	Fortune French Hot Bread	OTHER GOVERNMENT Refreshments 'Welcome Morning Tea'	120.00	

TOTAL PURCHASES 706,891.95

Payroll Date	Nett Paid
2/07/2014	\$ 106,835.95
16/07/2014	\$ 99,038.79
30/07/2014	\$ 103,095.93
TOTAL	\$ 308,970.67

F Funded
R Reimbursement
I Insurance
PRB Partially reimbursement

Cheque Total	\$ 75,273.05	7%
EFT Total	\$ 631,618.90	62%
Payroll Total	\$ 308,970.67	30%
TOTAL	\$ 1,015,862.62	
Local Suppliers	229,989.09	23%
Employees	308,970.67	30%

10.2.337 MONTHLY FINANCIAL REPORTS – JULY 2014

File Reference: 12.8.1
Disclosure of Interest: Nil
Applicant: Nil
Previous Item Nos: Nil
Date: 22 August 2014
Author: Rhona Hawkins – Manager Finance

Attachments:

Monthly Financial Report for the period ended 31 July 2014.

Summary:

In accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996, the Town is to prepare a monthly Statement of Financial Activity for approval by Council.

Comment:

The Monthly Financial Statements for the Month of July are not available at the time of preparing the Agenda.

Delays in producing the report have been a result of the upload of the new Budget incorporating the new Chart of Accounts and some teething problems associated with this upload. We are currently working through these issues with the assistance of the software company IT Vision and our Consultant, Bob Waddell. At the time of writing this, we are confident we have completed all the “fixes” required and will have a document available via email on Monday.

Consultation:

Colin Bastow, Director of 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 2014/15 Annual Budget, or resulting from a Council Motion for a budget amendment.

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Council Resolution 0814.120

Moved: Cr McKenzie

Seconded: Cr Ward

That Council:

Receive the July 2014 Monthly Financial Reports as presented.

CARRIED 8/0



MONTHLY FINANCIAL REPORT

FOR THE PERIOD ENDED 31 JULY 2014

TABLE OF CONTENTS

Statement of Financial Activity

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 Disposals and Acquisitions
Note 12	Trust
Note 13	Information on Borrowings

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

TOWN OF NARROGIN
STATEMENT OF FINANCIAL ACTIVITY
(Nature or Type)
FOR THE PERIOD ENDED 31 JULY 2014

	Note	Adopted Annual Budget	Revised Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 300%	
Operating Revenues		\$	\$	\$	\$	\$	%	
Grants, Subsidies and Contributions	8	2,861,468	2,861,468	128,809	303,101	174,292	58%	▲
Profit on Asset Disposal	10	19,340	19,340	1,611	0	(1,611)	(100%)	
Fees and Charges		1,380,518	1,380,518	54,651	842,658	788,007	94%	▲
Service Charges		0	0	0	0	0		
Interest Earnings		96,300	96,300	7,107	1,641	(5,466)	(333%)	
Other Revenue		105,000	105,000	8,749	11,304	2,555	23%	
Total (Excluding Rates)		4,462,626	4,462,626	200,927	1,158,705	957,778		
Operating Expense								
Employee Costs		(3,724,892)	(3,724,892)	(336,827)	(427,386)	(90,559)	(21%)	▲
Materials and Contracts		(3,115,874)	(3,115,874)	(269,371)	(87,369)	182,002	208%	▼
Utilities Charges		(738,110)	(738,110)	(121,204)	(35,414)	85,790	242%	▼
Depreciation (Non-Current Assets)		(1,324,892)	(1,324,892)	(110,402)	0	110,402	100%	▼
Interest Expenses	12	(50,796)	(50,796)	(4,230)	(2,045)	2,185	107%	
Insurance Expenses		(194,494)	(194,494)	(94,965)	(48)	94,917	197744%	▼
Loss on Asset Disposal	10	(40,686)	(40,686)	(3,388)	0	3,388	100%	
Other Expenditure		(267,030)	(267,030)	(40,162)	(5,070)	35,092	692%	▼
Total		(9,456,774)	(9,456,774)	(980,549)	(557,331)	423,218		
Funding Balance Adjustment								
Add Back Depreciation		1,324,892	1,324,892	110,402	0	(110,402)	(100%)	▼
Adjust (Profit)/Loss on Asset Disposal	10	21,346	21,346	1,777	0	(1,777)	(100%)	
Adjust Employee Benefits Provision (Non-Current)		0	0	0	0	0		
Adjust Deferred Pensioner Rates (Non-Current)		0	0	0	0	0		
Movement in Leave Reserve (Added Back)		0	0	0	0	0		
Adjust Rounding		0	0	0	0	0		
Net Operating (Ex. Rates)		(3,647,910)	(3,647,910)	(667,443)	601,373	1,268,816		
Capital Revenues								
Grants, Subsidies and Contributions	8	217,194	217,194	18,099	0	(18,099)	(100%)	
Proceeds from Disposal of Assets	10	228,600	228,600	19,046	0	(19,046)	(100%)	
Proceeds from New Debentures	12	0	0	0	0	0		
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	9	1,132,231	1,132,231	94,348	0	(94,348)	(100%)	▼
Total		1,578,025	1,578,025	131,493	0	(131,493)		
Capital Expenses								
Land Held for Resale	10	0	0	0	0	0		
Land and Buildings	10	(428,050)	(428,050)	(35,665)	(31,321)	4,344	14%	
Plant and Equipment	10	(668,302)	(668,302)	(55,688)	0	55,688	100%	▼
Furniture and Equipment	10	(45,650)	(45,650)	(3,803)	(7,130)	(3,327)	(47%)	
Infrastructure Assets - Roads	10	(369,919)	(369,919)	(30,824)	0	30,824	100%	▼
Infrastructure Assets - Footpaths	10	(71,790)	(71,790)	(5,982)	0	5,982	100%	
Infrastructure Assets - Drainage	10	(41,500)	(41,500)	(3,458)	0	3,458	100%	
Infrastructure Assets - Parks & Ovals	10	0	0	0	0	0		
Infrastructure Assets - Townscape	10	0	0	0	0	0		
Infrastructure Assets - Other	10	(202,030)	(202,030)	(16,831)	(4,482)	12,349	276%	
Purchase of Investments		0	0	0	0	0		
Repayment of Debentures	12	(138,357)	(138,357)	(11,528)	(3,160)	8,368	265%	
Advances to Community Groups		0	0	0	0	0		
Transfer to Reserves	9	(199,221)	(199,221)	(16,598)	0	16,598	100%	
Total		(2,164,819)	(2,164,819)	(180,377)	(46,093)	134,284		
Net Capital		(586,794)	(586,794)	(48,884)	(46,093)	2,791		
Total Net Operating + Capital		(4,234,704)	(4,234,704)	(716,327)	555,280	1,271,607		
Rate Revenue		3,184,313	3,184,313	125	3,182,468	3,182,343	100%	▲
Opening Funding Surplus(Deficit)		1,055,431	944,357	944,357	944,357	0	0%	
Closing Funding Surplus(Deficit)	3	5,040	(106,034)	228,155	4,682,105	4,453,950		

TOWN OF NARROGIN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
FOR THE PERIOD ENDED 31 JULY 2014

	Note	Adopted Annual Budget	Revised Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 300%	Var
Operating Revenues		\$	\$	\$	\$	\$	%	
Governance		6,200	6,200	99	257	158	62%	
General Purpose Funding		1,386,813	1,386,813	8,764	3,518	(5,246)	(149%)	
Law, Order and Public Safety		30,700	30,700	1,429	1,945	516	27%	
Health		8,750	8,750	3,707	2,827	(880)	(31%)	
Education and Welfare		1,447,107	1,447,107	120,038	292,730	172,692	59%	▲
Housing		7,800	7,800	650	900	250	28%	
Community Amenities		878,745	878,745	11,506	737,519	726,013	98%	▲
Recreation and Culture		300,253	300,253	21,716	62,084	40,368	65%	▲
Transport		332,194	332,194	27,681	11,174	(16,507)	(148%)	
Economic Services		214,617	214,617	17,882	39,330	21,448	55%	
Other Property and Services		66,641	66,641	5,553	6,420	867	14%	
Total (Excluding Rates)		4,679,820	4,679,820	219,025	1,158,705	939,680		
Operating Expense								
Governance		(967,382)	(967,382)	(113,146)	(50,050)	63,096	126%	▼
General Purpose Funding		(167,592)	(167,592)	(16,519)	(11,890)	4,629	39%	
Law, Order and Public Safety		(238,488)	(238,488)	(22,607)	(19,298)	3,309	17%	
Health		(97,655)	(97,655)	(9,769)	(6,468)	3,301	51%	
Education and Welfare		(1,539,998)	(1,539,998)	(140,758)	(67,878)	72,880	107%	▼
Housing		0	0	(1,668)	(72)	1,596	2223%	▼
Community Amenities		(1,083,881)	(1,083,881)	(97,032)	(39,420)	57,612	146%	▼
Recreation and Culture		(2,784,637)	(2,784,637)	(310,108)	(132,463)	177,645	134%	▼
Transport		(1,443,439)	(1,443,439)	(133,587)	(39,505)	94,082	238%	▼
Economic Services		(1,076,848)	(1,076,848)	(98,109)	(42,890)	55,219	129%	▼
Other Property and Services		(56,854)	(56,854)	(37,246)	(147,397)	(110,151)	(75%)	▲
Total		(9,456,774)	(9,456,774)	(980,549)	(557,331)	423,218		
Funding Balance Adjustment								
Add back Depreciation		1,324,892	1,324,892	110,402	0	(110,402)	(100%)	▼
Adjust (Profit)/Loss on Asset Disposal	10	21,346	21,346	1,777	0	(1,777)	(100%)	
Adjust Employee Benefits Provision (Non-Current)		0	0	0	0	0		
Adjust Deferred Pensioner Rates (Non-Current)		0	0	0	0	0		
Movement in Leave Reserve (Added Back)		0	0	0	0	0		
Adjust Rounding		0	0	0	1	1	100%	
Net Operating (Ex. Rates)		(3,430,716)	(3,430,716)	(649,345)	601,375	1,250,720		
Capital Revenues								
Proceeds from Disposal of Assets	10	228,600	228,600	19,046	0	(19,046)	(100%)	
Proceeds from New Debentures	12	0	0	0	0	0		
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	9	1,132,231	1,132,231	94,348	0	(94,348)	(100%)	▼
Total		1,360,831	1,360,831	113,394	0	(113,394)		
Capital Expenses								
Land Held for Resale	10	0	0	0	0	0		
Land and Buildings	10	(428,050)	(428,050)	(35,665)	(31,321)	4,344	14%	
Plant and Equipment	10	(668,302)	(668,302)	(55,688)	0	55,688	100%	▼
Tools	10	0	0	0	0	0		
Furniture and Equipment	10	(45,650)	(45,650)	(3,803)	(7,130)	(3,327)	(47%)	
Infrastructure Assets - Roads	10	(369,919)	(369,919)	(30,824)	0	30,824	100%	▼
Infrastructure Assets - Footpaths	10	(71,790)	(71,790)	(5,982)	0	5,982	100%	
Infrastructure Assets - Drainage	10	(41,500)	(41,500)	(3,458)	0	3,458	100%	
Infrastructure Assets - Parks & Ovals	10	0	0	0	0	0		
Infrastructure Assets - Townscape	10	0	0	0	0	0		
Infrastructure Assets - Other	10	(202,030)	(202,030)	(16,831)	(4,482)	12,349	276%	
Purchase of Investments		0	0	0	0	0		
Repayment of Debentures	12	(138,357)	(138,357)	(11,528)	(3,160)	8,368	265%	
Advances to Community Groups		0	0	0	0	0		
Transfer to Reserves	9	(199,221)	(199,221)	(16,598)	0	16,598	100%	
Total		(2,164,819)	(2,164,819)	(180,377)	(46,093)	134,284		
Net Capital		(803,988)	(803,988)	(66,983)	(46,093)	20,890		
Total Net Operating + Capital		(4,234,704)	(4,234,704)	(716,328)	555,282	1,271,610		
Rate Revenue		3,184,313	3,184,313	125	3,182,468	3,182,343	100%	▲
Opening Funding Surplus(Deficit)		1,055,431	944,357	944,357	944,357	0	0%	
Closing Funding Surplus(Deficit)	3	5,040	(106,034)	228,154	4,682,106	4,453,952		

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2014

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 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.

(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.

**TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2014**

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 construction/road base original surfacing and major re-surfacing	not depreciated 50 years
- bituminous seals	20 years
Gravel roads clearing and earthworks construction/road base gravel sheet	not depreciated 50 years 12 years
Formed roads (unsealed) clearing and earthworks construction/road base	not depreciated 50 years
Footpaths - slab	40 years

Capitalisation Threshold

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

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2014

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.

(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.

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2014

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications (Continued)

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.

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.

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2014

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications (Continued)

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.

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.

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2014

Note 3: SURPLUS/(DEFICIT) POSITION

				Positive=Surplus (Negative=Deficit)		
				31/07/2014	30/06/2014	31/07/2013
Note	This Period	Last Period	Same Period Last Year			
	\$	\$	\$			
Current Assets						
Cash Unrestricted	999,105	1,157,057	1,330,927			
Cash Restricted	2,548,050	2,548,050	2,703,016			
Receivables - Rates and Rubbish	4,170,871	142,799	119,700			
Receivables -Other	243,594	802,451	767,844			
Inventories	0	0	0			
	7,961,620	4,650,356	4,921,487			
Less: Current Liabilities						
Payables	(491,126)	(917,609)	(1,145,130)			
Loan Liability	11,412	8,252	(117,951)			
Provisions	(450,149)	(450,149)	(350,149)			
	(929,862)	(1,359,506)	(1,613,230)			
Net Current Asset Position	7,031,758	3,290,850	3,308,257			
Less: Cash Restricted	(2,548,050)	(2,548,050)	(2,703,016)			
Add Back: Component of Leave Liability not Required to be funded	209,808	209,808	50,000			
Add Back: Current Loan Liability	(11,412)	(8,252)	117,951			
Adjustment for Trust Transactions Within Muni	0	0	(1,500)			
Net Current Funding Position	4,682,104	944,357	771,693			

**TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2014**

Note 5: MAJOR VARIANCES

Comments/Reason for Variance

Most of the variances relate to the month end processes that have not been completed due to the need to finalise the 13/14 Financial Year before carrying out the general operational procedures. These will be reported on next month.

5.1 OPERATING REVENUE (EXCLUDING RATES) - PROGRAM

5.1.1 GOVERNANCE

Nil

5.1.2 GENERAL PURPOSE FUNDING

Nil

5.1.3 LAW, ORDER AND PUBLIC SAFETY

Nil

5.1.4 HEALTH

Nil

5.1.5 EDUCATION AND WELFARE

Nil

5.1.6 HOUSING

Nil

5.1.7 COMMUNITY AMENITIES

Nil

5.1.8 RECREATION AND CULTURE

Nil

5.1.9 TRANSPORT

Nil

5.1.10 ECONOMIC SERVICES

Nil

5.1.11 OTHER PROPERTY AND SERVICES

Nil

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2014

Note 5: MAJOR VARIANCES

Comments/Reason for Variance

Most of the variances relate to the month end processes that have not been completed due to the need to finalise the 13/14 Financial Year before carrying out the general operational procedures. These will be reported on next month.

5.2 OPERATING EXPENSES - PROGRAM

5.2.1 GOVERNANCE

Nil

5.2.2 GENERAL PURPOSE FUNDING

Nil

5.2.3 LAW, ORDER AND PUBLIC SAFETY

Nil

5.2.4 HEALTH

Nil

5.2.5 EDUCATION AND WELFARE

Nil

5.2.6 HOUSING

Nil

5.2.7 COMMUNITY AMENITIES

Nil

5.2.8 RECREATION AND CULTURE

Nil

5.2.9 TRANSPORT

Nil

5.2.10 ECONOMIC SERVICES

Nil

5.2.11 OTHER PROPERTY AND SERVICES

Nil

**TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2014**

Note 5: MAJOR VARIANCES

Comments/Reason for Variance

Most of the variances relate to the month end processes that have not been completed due to the need to finalise the 13/14 Financial Year before carrying out the general operational procedures. These will be reported on next month.

5.3 CAPITAL REVENUE

5.3.1 PROCEEDS FROM DISPOSAL OF ASSETS

Nil

5.3.2 PROCEEDS FROM NEW DEBENTURES

Nil

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)

Nil

**TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2014**

Note 5: MAJOR VARIANCES

Comments/Reason for Variance

Most of the variances relate to the month end processes that have not been completed due to the need to finalise the 13/14 Financial Year before carrying out the general operational procedures. These will be reported on next month.

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

Nil

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 - 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)

Nil

5.5 OTHER ITEMS

Nil

5.5.1 RATE REVENUE

Nil

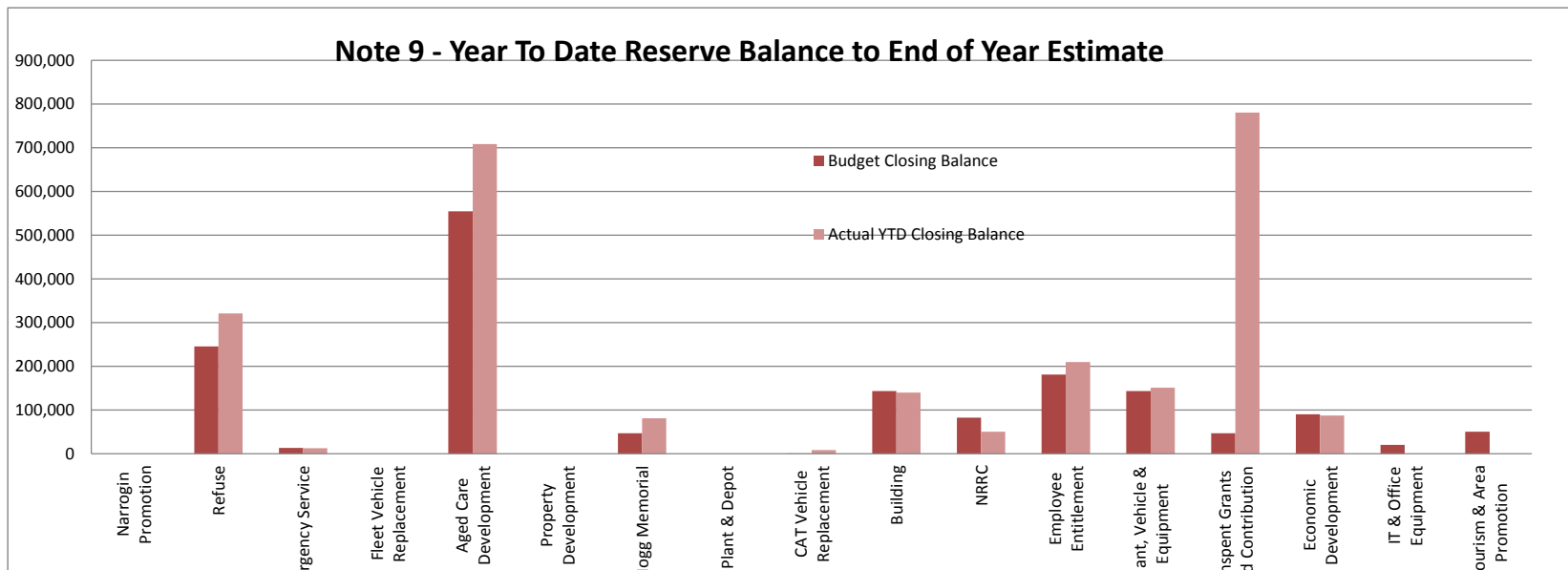
5.5.2 OPENING FUNDING SURPLUS(DEFICIT)

Nil

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2014

Note 10: Cash Backed Reserve

Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Budget Closing Balance	Actual YTD Closing Balance
		\$	\$	\$	\$	\$	\$		\$	\$
Narrogin Promotion	0	0	0	0	0	0	0		0	0
Refuse	320,663	4,656	0	0	0	80,000	0		245,319	320,663
Emergency Service	12,590	183	0	0	0	0	0		12,773	12,590
Fleet Vehicle Replacement	0	0	0	0	0	0	0		0	0
Aged Care Development	708,326	10,284	0	0	0	164,000	0		554,610	708,326
Property Development	0	0	0	0	0	0	0		0	0
J Hogg Memorial	80,530	1,169	0	0	0	35,000	0		46,699	80,530
Plant & Depot	0	0	0	0	0	0	0		0	0
CAT Vehicle Replacement	8,299	120	0	8,000	0	16,000	0		419	8,299
Building	139,750	3,176	0	0	0	0	0		142,926	139,750
NRRC	50,000	726	0	31,221	0	0	0		81,947	50,000
Employee Entitlement	209,808	3,046	0	0	0	32,000	0		180,854	209,808
Plant, Vehicle & Equipment	150,854	2,597	0	50,000	0	60,000	0		143,451	150,854
Unspent Grants and Contribution	780,230	11,328	0	0	0	745,231	0		46,327	780,230
Economic Development	87,000	2,715	0	0	0	0	0		89,715	87,000
IT & Office Equipment	0	0	0	20,000	0	0	0		20,000	0
Tourism & Area Promotion	0	0	0	50,000	0	0	0		50,000	0
	2,548,050	40,000	0	159,221	0	1,132,231	0		1,615,040	2,548,050



**TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2014**

Note 11: CAPITAL DISPOSALS AND ACQUISITIONS

Actual				Disposals	Current Budget This Year				
Cost	Accum Depr	Proceeds	Profit (Loss)		Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over
\$	\$	\$	\$		\$	\$	\$	\$	\$
0	0	0	0	OTHGOV - Proceeds on Disposal of Assets					
0	0	0	0	Proceeds on Disposal - CEO Vehicle 2013/14	40,000	40,000	3,333	0	(3,333) ▼
0	0	0	0	Proceeds on Disposal - DCCS Vehicle 2013/14	27,000	27,000	2,250	0	(2,250) ▼
0	0	0	0	ANIMAL - Proceeds on Disposal of Assets					
0	0	0	0	Proceeds on Disposal - Ranger Vehicle	15,000	15,000	1,250	0	(1,250) ▼
0	0	0	0	HACC - Proceeds on Disposal of Assets					
0	0	0	0	Proceeds on Disposal - Toyota Camry Altise 2013/14	10,000	10,000	833	0	(833) ▼
0	0	0	0	AGEDOTHER - Proceeds on Disposal of Assets					
0	0	0	0	Procced on Disposal CAT Vehicle NGN219	16,000	16,000	1,333	0	(1,333) ▼
0	0	0	0	Proceeds on Disposal CAT (1) Vehicle 2013/14	16,000	16,000	1,333	0	(1,333) ▼
0	0	0	0	PLANT - Proceeds on Disposal of Assets					
0	0	0	0	Proceeds on Disposal - DTES Vehicle 2013/14	27,500	27,500	2,291	0	(2,291) ▼
0	0	0	0	Proceeds on Disposal - Side Tipping Truck	20,000	20,000	1,666	0	(1,666) ▼
0	0	0	0	BUILD - Proceeds on Disposal of Assets					
0	0	0	0	Proceeds on Disposal - Building Surveyor Vehicle 2013/14	26,600	26,600	2,216	0	(2,216) ▼
0	0	0	0	ADMIN - Proceeds on Disposal of Assets					
0	0	0	0	Proceeds on Disposal of Manager of Finance Vehicle	16,500	16,500	1,375	0	(1,375) ▼
0	0	0	0	COMMUNITY - Proceeds on Disposal of Assets					
0	0	0	0	Proceeds on Disposal - MLC Vehicle NGN0	14,000	14,000	1,166	0	(1,166) ▼
0	0	0	0	Totals	228,600	228,600	19,046	0	(19,046)

Comments - Capital Disposal

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2014

Note 11: CAPITAL DISPOSALS AND ACQUISITIONS

Contributions Information				Summary Acquisitions	Current Budget					
Grants	Reserves	Borrowing	Total		This Year					
					Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$	\$	\$		\$	\$		
				Inventories						
0	0	0	0	Land for Resale	0	0	0	0	0	↑↑↑
0	0	0	0	Land and Buildings	428,050	428,050	35,665	31,321	(4,344)	▼
				Property, Plant & Equipment						
0	0	0	0	Plant & Equipment	668,302	668,302	55,688	0	(55,688)	▼
0	0	0	0	Furniture & Equipment	45,650	45,650	3,803	7,130	3,327	▲
				Infrastructure						
0	0	0	0	Roads	369,919	369,919	30,824	0	(30,824)	▼
0	0	0	0	Footpaths	71,790	71,790	5,982	0	(5,982)	▼
0	0	0	0	Drainage	41,500	41,500	3,458	0	(3,458)	▼
0	0	0	0	Parks & Ovals	0	0	0	0	0	↑↑↑
0	0	0	0	Townscape	0	0	0	0	0	↑↑↑
0	0	0	0	Other Infrastructure	202,030	202,030	16,831	4,482	(12,349)	▼
0	0	0	0	Totals	1,827,241	1,827,241	152,251	42,934	(109,317)	

Comments - Capital Acquisitions

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2014

Note 11: CAPITAL DISPOSALS AND ACQUISITIONS

Contributions				Land & Buildings	Current Budget					
					This Year					
Grants	Reserves	Borrowing	Total		Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$		\$	\$	\$	\$	\$	
			0	OTHGOV - Capital Administration Building						
			0	Building Renovation Administration	5,044	5,044	420	95	(325)	▼
			0	Administration Building (Capital)	50,000	50,000	4,166	0	(4,166)	▼
			0	ANIMAL - Building (Capital)						
			0	Animal Pound Building (Capital)	40,000	40,000	3,333	0	(3,333)	▼
			0	SAN - Building (Capital)						
			0	Regional Tip Site	80,000	80,000	6,666	0	(6,666)	▼
			0	COM AMEN - Building (Capital) - Other Community Amenities						
			0	Cemetery Toilets - Capital	20,000	20,000	1,666	0	(1,666)	▼
			0	HALLS - Building (Capital)						
			0	Town Hall Renovations (Stage3)	119,614	119,614	9,967	14,250	4,283	▲
			0	Roofing Railway Institute Hall	3,500	3,500	291	2,980	2,689	▲
			0	John Higgins Community Complex Building Capital	6,500	6,500	541	6,793	6,252	▲
			0	NRRC - Building (Capital)						
			0	NRRC Painting & Renovating (FGF)	6,605	6,605	550	0	(550)	▼
			0	LIB - Building (Capital)						
			0	Library Building Upgrade	0	0	0	95	95	▲
			0	Libray Building (Capital)	47,500	47,500	3,958	0	(3,958)	▼
			0	AERO - Building (Capital)						
			0	Land for Aerodrome	30,000	30,000	2,500	0	(2,500)	▼
			0	TOUR - Building (Capital)						
			0	Electrical Ugrade Caravan Park	0	0	0	1,550	1,550	▲
			0	Caretakers Cottage Refurbishment Caravan Park	0	0	0	5,463	5,463	▲
			0	Transportable Caravan Park	0	0	0	95	95	▲
			0	Caravan Park Renovations	19,287	19,287	1,607	0	(1,607)	▼
0	0	0	0	Totals	428,050	428,050	35,665	31,321	(4,344)	

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2014

Note 11: CAPITAL DISPOSALS AND ACQUISITIONS

Contributions				Plant & Equipment	Current Budget					
Grants	Reserves	Borrowing	Total		This Year					
					Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$	\$	\$	\$	\$	\$		
			0	OTHGOV - Capital Plant & Equipment						
			0	1NGN CEO Vehicle	47,000	47,000	3,916	0	(3,916)	▼
			0	ONGN DCCS Vehicle	37,000	37,000	3,083	0	(3,083)	▼
			0	ANIMAL - Plant & Equipment (Capital)						
			0	NGN417 RO Vehicle	31,000	31,000	2,583	0	(2,583)	▼
			0	HACC - Plant & Equipment (Capital)						
			0	Aged Care Bus	268,802	268,802	22,400	0	(22,400)	▼
			0	CHCP - Plant & Equipment (Capital)						
			0	NGN847 Homecare (HACC) Vehicle	24,000	24,000	2,000	0	(2,000)	
			0	AGEDOTHER - Plant & Equipment (Capital)						
			0	NGN219 CATS Vehicle	24,000	24,000	2,000	0	(2,000)	▼
			0	NGN219 CATS Vehicle	24,000	24,000	2,000	0	(2,000)	▼
			0	PLANT - Plant & Equipment (Capital)						
			0	NGN00 DTES Vehicle	35,000	35,000	2,916	0	(2,916)	▼
			0	1BBN838 Side Tipping Truck Purchase	100,000	100,000	8,333	0	(8,333)	▼
			0	BUILD - Plant & Equipment						
			0	NGN2 BS Vehicle	27,500	27,500	2,291	0	(2,291)	▼
			0	ADMIN - Plant and Equipment (Capital)						
			0	002NGN MF Vehicle	25,000	25,000	2,083	0	(2,083)	
			0	COMMUNITY - Plant & Equipment (Capital)						
			0	NGN0 MLC Vehicle	25,000	25,000	2,083	0	(2,083)	
0	0	0	0	Totals	668,302	668,302	55,688	0	(55,688)	

Contributions				Furniture & Equipment	Current Budget					
Grants	Reserves	Borrowing	Total		This Year					
					Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$	\$	\$	\$	\$	\$		
			0	OTHGOV - Capital Furniture & Equipment						
			0	Corporate Additional Server	25,000	25,000	2,083	0	(2,083)	▼
			0	LIB - Furniture & Equipment (Capital)						
			0	Airconditioner Upgrade	13,500	13,500	1,125	0	(1,125)	▼
			0	ADMIN - Furniture & Equipment (Capital)						
			0	Folding Machine	7,150	7,150	595	7,130	6,535	▲
0	0	0	0	Totals	45,650	45,650	3,803	7,130	3,327	

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2014

Note 11: CAPITAL DISPOSALS AND ACQUISITIONS

Contributions				Roads	Current Budget					
					This Year					
Grants	Reserves	Borrowing	Total		Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$		\$	\$	\$	\$	\$	
			0	ROADC - Roads (Capital) - Council Funded						
			0	Fortune Street	103,300	103,300	8,608	0	(8,608)	▼
			0	Glyde Street	12,880	12,880	1,073	0	(1,073)	▼
			0	Gray Street	35,380	35,380	2,948	0	(2,948)	▼
			0	Havelock Street	10,000	10,000	833	0	(833)	▼
			0	Grant Street	23,280	23,280	1,940	0	(1,940)	▼
			0	Burns Street	14,238	14,238	1,186	0	(1,186)	▼
			0	ROADC - Roads (Capital) - Roads to Recovery						
			0		0	0	0	0	0	↑↑↑
			0	ROADC - Roads (Capital) - Regional Road Group						
			0	Federal Street - Renewal (RRG)	170,841	170,841	14,236	0	(14,236)	▼
			0	ROADC - Roads (Capital) - Black Spot						
			0		0	0	0	0	0	↑↑↑
			0	ROADC - Roads (Capital) - Flood Damage						
			0		0	0	0	0	0	↑↑↑
0	0	0	0	Totals	369,919	369,919	30,824	0	(30,824)	

Contributions				Footpaths	Current Budget					
					This Year					
Grants	Reserves	Borrowing	Total		Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$		\$	\$	\$	\$	\$	
			0	ROADC - Footpaths (Capital)						
			0	Footpaths (Capital) - (SPARE)	71,790	71,790	5,982	0	(5,982)	▼
0	0	0	0	Totals	71,790	71,790	5,982	0	(5,982)	

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2014

Note 11: CAPITAL DISPOSALS AND ACQUISITIONS

Contributions				Drainage	Current Budget				
					This Year				
Grants	Reserves	Borrowing	Total		Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over
\$	\$	\$	\$		\$	\$	\$	\$	\$
			0	ROADC - Drainage (Capital)					
				Mokine Road Drainage Works	41,500	41,500	3,458	0	(3,458) ▼
					0				0
0	0	0	0	Totals	41,500	41,500	3,458	0	(3,458)

Contributions				Other Infrastructure	Current Budget				
					This Year				
Grants	Reserves	Borrowing	Total		Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over
\$	\$	\$	\$		\$	\$	\$	\$	\$
			0	SEW - Infrastructure Other (Capital)					
				Pump - Centre Sports	6,562	6,562	546	0	(546) ▼
			0	REC - Infrastructure Other (Capital)					
				Thomas Hogg Oval Electrical Upgrade	35,000	35,000	2,916	0	(2,916) ▼
			0	Outdoor Basketball Halfcourts	17,968	17,968	1,497	0	(1,497) ▼
			0	Playground Equipment	20,000	20,000	1,666	0	(1,666) ▼
			0	Mackie Park Shelters	15,000	15,000	1,250	0	(1,250) ▼
			0	Fox Lair	10,000	10,000	833	0	(833) ▼
			0	Town Clock	12,500	12,500	1,041	0	(1,041) ▼
			0	NHLP - Infrastructure Other (Capital)					
				NHLP - Gnarojin Creek infrastructure	0	0	0	4,482	4,482 ▲
			0	ROADC - Infrastructure Other (Capital)					
				Street Furniture	20,000	20,000	1,666	0	(1,666) ▼
			0	Street Lighting - Decorative	40,000	40,000	3,333	0	(3,333) ▼
			0	TOUR - Infrastructure Other (Capital)					
				Banner Poles	25,000	25,000	2,083	0	(2,083) ▼
0	0	0	0	Totals	202,030	202,030	16,831	4,482	(12,349)

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2014

Note 12: TRUST FUND

Not included in this statement are as follows:

Trust Items	Opening Balance 1-Jul-14	Amount Received	Amount Paid	Closing Balance 31-Jul-14
	\$	\$	\$	\$
DoT Licensing	0	0	0	0
TransWA	0	0	0	0
Councillor Nomination Fees	0	0	0	0
Cultural Development	4,820	0	0	4,820
Public Open Space Bonds	49,560	0	0	49,560
Trust Other	250	0	0	250
Crossover/Footpath	7,050	0	0	7,050
Town Hall Facility Bonds	2,075	0	0	2,075
Musical Society	300	0	0	300
Narrogin Abbatoir Committee	480	0	0	480
Meat Inspection	1,990	0	0	1,990
Retention Bonds	0	0	0	0
BRB Levy	0	0	0	0
BCITF Levy	0	0	0	0
	66,525	0	0	66,525

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2014

Note 13: INFORMATION ON BORROWINGS

Debtenture Repayments	Principal 1-Jul-14	New		Principal		Principal		Interest	
		Loans		Repayments		Outstanding		Repayments	
		2014-15 Budget \$	2014-15 Actual \$	2014-15 Budget \$	2014-15 Actual \$	2014-15 Budget \$	2014-15 Actual \$	2014-15 Budget \$	2014-15 Actual \$
Governance									
Loan 125 - Corporate Software & Server Upgrade	178,857	0	0	42,524	0	136,333	178,857	5,605	0
Recreation & Culture									
Loan 121B - Narrogin Regional Recreation Complex	440,530	0	0	38,916	3,160	401,614	437,370	23,134	2,045
Loan 126 - Town Hall Renovations	257,837	0	0	24,467	0	233,370	257,837	9,719	0
Economic Services									
Loan 124 - Commercial Property	88,879	0	0	23,556	0	65,323	88,879	4,877	0
Loan 127 - Industrial Land Purchase	168,734	0	0	8,894	0	159,840	168,734	7,461	0
	1,134,837	0	0	138,357	3,160	996,480	1,131,677	50,796	2,045

(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.



TOWN OF NARROGIN

SCHEDULES 2 TO 14

(By Program)

FOR THE PERIOD ENDED 31 JULY 2014

TABLE OF CONTENTS

	Page
Schedule 2 - General Fund Summary	1
Schedule 3 - General Purpose Funding	2 to 7
Schedule 4 - Governance	8 to 12
Schedule 5 - Law, Order, Public Safety	13 to 17
Schedule 7 - Health	18 to 20
Schedule 8 - Education & Welfare	21 to 31
Schedule 9 - Housing	32 to 33
Schedule 10 - Community Amenities	34 to 40
Schedule 11 - Recreation & Culture	41 to 50
Schedule 12 - Transport	51 to 56
Schedule 13 - Economic Services	57 to 63
Schedule 14 - Other Property & Services	64 to 78

TOWN OF NARROGIN
SCHEDULE 02 - GENERAL FUND SUMMARY
Financial Statement for Period Ended
31 July 2014

		Adopted Budget		Revised Budget		YTD Budget		YTD Actual	
		Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
MUNICIPAL FUND									
OPERATING									
General Purpose Funding	03	4,571,126.00	167,592.00	4,571,126.00	167,592.00	8,889.00	16,519.00	3,185,985.62	11,889.58
Governance	04	6,200.00	967,382.00	6,200.00	967,382.00	99.00	113,146.00	257.35	50,050.43
Law, Order, Public Safety	05	30,700.00	238,488.00	30,700.00	238,488.00	1,429.00	22,607.00	1,944.68	19,297.70
Health	07	8,750.00	97,655.00	8,750.00	97,655.00	3,707.00	9,769.00	2,827.28	6,467.64
Education & Welfare	08	1,447,107.00	1,539,998.00	1,447,107.00	1,539,998.00	120,038.00	140,758.00	292,729.95	67,878.31
Housing	09	7,800.00	(0.01)	7,800.00	(0.01)	650.00	1,668.00	900.00	71.80
Community Amenities	10	878,745.00	1,083,880.89	878,745.00	1,083,880.89	11,506.00	97,032.00	737,518.80	39,420.35
Recreation & Culture	11	300,253.00	2,784,636.78	300,253.00	2,784,636.78	21,716.00	310,108.00	62,084.45	132,463.08
Transport	12	332,194.00	1,443,439.39	332,194.00	1,443,439.39	27,682.00	133,587.00	11,173.66	39,505.10
Economic Services	13	214,617.00	1,076,847.84	214,617.00	1,076,847.84	17,882.00	98,109.00	39,330.00	42,890.06
Other Property & Services	14	66,641.00	56,853.93	66,641.00	56,853.93	5,553.00	37,246.00	6,420.43	147,396.78
TOTAL - OPERATING		7,864,133.00	9,456,773.82	7,864,133.00	9,456,773.82	219,151.00	980,549.00	4,341,172.22	557,330.83
CAPITAL									
General Purpose Funding	03	0.00	40,000.00	0.00	40,000.00	0.00	3,333.00	0.00	0.00
Governance	04	0.00	226,568.00	0.00	226,568.00	0.00	18,877.00	0.00	95.00
Law, Order, Public Safety	05	0.00	71,000.00	0.00	71,000.00	0.00	5,916.00	0.00	0.00
Health	07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Education & Welfare	08	298,802.00	348,802.00	298,802.00	348,802.00	24,899.00	29,066.00	0.00	0.00
Housing	09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Community Amenities	10	80,000.00	106,562.00	80,000.00	106,562.00	6,666.00	8,878.00	0.00	0.00
Recreation & Culture	11	332,766.00	402,291.00	332,766.00	402,291.00	27,729.00	33,517.00	0.00	31,760.69
Transport	12	131,790.00	758,209.00	131,790.00	758,209.00	10,981.00	63,178.00	0.00	0.00
Economic Services	13	283,829.00	154,237.00	283,829.00	154,237.00	23,652.00	12,851.00	0.00	7,108.49
Other Property & Services	14	5,044.00	57,150.00	5,044.00	57,150.00	420.00	4,761.00	0.00	7,130.00
TOTAL - CAPITAL		1,132,231.00	2,164,819.00	1,132,231.00	2,164,819.00	94,347.00	180,377.00	0.00	46,094.18
		8,996,364.00	11,621,592.82	8,996,364.00	11,621,592.82	313,498.00	1,160,926.00	4,341,172.22	603,425.01
Less Depreciation Written Back			(1,324,892.00)		(1,324,892.00)		(110,402.00)		0.00
Less Profit/Loss Written Back		(19,340.00)	(40,686.00)	(19,340.00)	(40,686.00)	(1,611.00)	(3,388.00)	0.00	0.00
Movement in Employee Entitlements Reserve Cash			0.00		0.00		0.00		0.00
Movement in Deferred Pensioner Rates	9093100		0.00		0.00		0.00		0.00
Movement in Deferred Pensioner ESL	9093101		0.00		0.00		0.00		0.00
Movement in Non Current LSL Provision	9094200		0.00		0.00		0.00		0.00
Adjustment in Fixed Assets			0.00		0.00		0.00		0.00
Rounding Adjustment			0.00		0.00		0.00		0.00
Plus Proceeds from Sale of Assets		228,600.00		228,600.00		19,046.00		0.00	
TOTAL REVENUE & EXPENDITURE		9,205,624.00	10,256,014.82	9,205,624.00	10,256,014.82	330,933.00	1,047,136.00	4,341,172.22	603,425.01
Surplus/Deficit July 1st B/Fwd		1,055,431.00		944,359.00		944,357.00		944,356.82	
		10,261,055.00	10,256,014.82	10,149,983.00	10,256,014.82	1,275,290.00	1,047,136.00	5,285,529.04	603,425.01
Surplus/Deficit C/Fwd			5,040.18		(106,031.82)		228,154.00		4,682,104.03
		10,261,055.00	10,261,055.00	10,149,983.00	10,149,983.00	1,275,290.00	1,275,290.00	5,285,529.04	5,285,529.04

TOWN OF NARROGIN
SCHEDULE 03 - GENERAL PURPOSE FUNDING
 Financial Statement for Period Ended
 31 July 2014

PROGRAMME SUMMARY	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
OPERATING EXPENDITURE									
Rate Revenue and Administration		125,440.00		125,440.00		13,008.00		10,036.31	
General Purpose Funding		0.00		0.00		0.00		0.00	
Investment Activity		25,885.00		25,885.00		2,156.00		1,853.27	
Other General Purpose Funding		16,267.00		16,267.00		1,355.00		0.00	
OPERATING REVENUE									
Rate Revenue and Administration	3,256,813.00		3,256,813.00		4,290.00		3,185,710.59		▲
General Purpose Funding	1,259,113.00		1,259,113.00		0.00		0.00		
Investment Activity	55,000.00		55,000.00		4,583.00		275.03		
Other General Purpose Funding	200.00		200.00		16.00		0.00		
SUB-TOTAL	4,571,126.00	167,592.00	4,571,126.00	167,592.00	8,889.00	16,519.00	3,185,985.62	11,889.58	
CAPITAL EXPENDITURE									
Rate Revenue and Administration		0.00		0.00		0.00		0.00	
General Purpose Funding		0.00		0.00		0.00		0.00	
Investment Activity		40,000.00		40,000.00		3,333.00		0.00	
Other General Purpose Funding		0.00		0.00		0.00		0.00	
CAPITAL REVENUE									
Rate Revenue and Administration	0.00		0.00		0.00		0.00		
General Purpose Funding	0.00		0.00		0.00		0.00		
Investment Activity	0.00		0.00		0.00		0.00		
Other General Purpose Funding	0.00		0.00		0.00		0.00		
SUB-TOTAL	0.00	40,000.00	0.00	40,000.00	0.00	3,333.00	0.00	0.00	
TOTAL - PROGRAMME SUMMARY	4,571,126.00	207,592.00	4,571,126.00		8,889.00	19,852.00	3,185,985.62	11,889.58	

TOWN OF NARROGIN
SCHEDULE 04 - GOVERNANCE
 Financial Statement for Period Ended
 31 July 2014

PROGRAMME SUMMARY	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
<u>OPERATING EXPENDITURE</u>									
Members of Council		537,704.00		537,704.00		79,310.00		26,742.81	▼
Other Governance		429,678.00		429,678.00		33,836.00		23,307.62	
<u>OPERATING REVENUE</u>									
Members of Council	1,200.00		1,200.00		99.00		0.00		
Other Governance	5,000.00		5,000.00		0.00		257.35		
SUB-TOTAL	6,200.00	967,382.00	6,200.00	967,382.00	99.00	113,146.00	257.35	50,050.43	
<u>CAPITAL EXPENDITURE</u>									
Members of Council		0.00		0.00		0.00		0.00	
Other Governance		226,568.00		226,568.00		18,877.00		95.00	
<u>CAPITAL REVENUE</u>									
Members of Council	0.00		0.00		0.00		0.00		
Other Governance	0.00		0.00		0.00		0.00		
SUB-TOTAL	0.00	226,568.00	0.00	226,568.00	0.00	18,877.00	0.00	95.00	
TOTAL - PROGRAMME SUMMARY	6,200.00	1,193,950.00	6,200.00	1,193,950.00	99.00	132,023.00	257.35	50,145.43	

TOWN OF NARROGIN
SCHEDULE 05 - LAW, ORDER, PUBLIC SAFETY
Financial Statement for Period Ended
31 July 2014

PROGRAMME SUMMARY	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
OPERATING EXPENDITURE									
Fire Prevention		32,595.00		32,595.00		2,896.00		1,365.92	
Emergency Services Levy		5,700.00		5,700.00		475.00		0.00	
Animal Control		128,165.00		128,165.00		12,094.00		14,324.13	
Other Law, Order & Public Safety		72,028.00		72,028.00		7,142.00		3,607.65	
OPERATING REVENUE									
Fire Prevention	1,300.00		1,300.00		107.00		0.00		
Emergency Services Levy	10,700.00		10,700.00		891.00		1,690.36		
Animal Control	18,700.00		18,700.00		431.00		254.32		
Other Law, Order & Public Safety	0.00		0.00		0.00		0.00		
SUB-TOTAL	30,700.00	238,488.00	30,700.00	238,488.00	1,429.00	22,607.00	1,944.68	19,297.70	
CAPITAL EXPENDITURE									
Fire Prevention		0.00		0.00		0.00		0.00	
Emergency Services Levy		0.00		0.00		0.00		0.00	
Animal Control		71,000.00		71,000.00		5,916.00		0.00	
Other Law, Order & Public Safety		0.00		0.00		0.00		0.00	
CAPITAL REVENUE									
Fire Prevention	0.00		0.00		0.00		0.00		
Emergency Services Levy	0.00		0.00		0.00		0.00		
Animal Control	0.00		0.00		0.00		0.00		
Other Law, Order & Public Safety	0.00		0.00		0.00		0.00		
SUB-TOTAL	0.00	71,000.00	0.00	71,000.00	0.00	5,916.00	0.00	0.00	
TOTAL - PROGRAMME SUMMARY	30,700.00	309,488.00	30,700.00	309,488.00	1,429.00	28,523.00	1,944.68	19,297.70	

TOWN OF NARROGIN
SCHEDULE 07 - HEALTH
 Financial Statement for Period Ended
 31 July 2014

PROGRAMME SUMMARY	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
OPERATING EXPENDITURE									
Health Inspection and Administration		97,655.00		97,655.00		9,769.00		6,467.64	
Preventative Services - Pest Control		0.00		0.00		0.00		0.00	
OPERATING REVENUE									
Health Inspection and Administration	8,750.00		8,750.00		3,707.00		2,827.28		
Preventative Services - Pest Control	0.00		0.00		0.00		0.00		
SUB-TOTAL	8,750.00	97,655.00	8,750.00	97,655.00	3,707.00	9,769.00	2,827.28	6,467.64	
CAPITAL EXPENDITURE									
Health Inspection and Administration		0.00		0.00		0.00		0.00	
Preventative Services - Pest Control		0.00		0.00		0.00		0.00	
CAPITAL REVENUE									
Health Inspection and Administration	0.00		0.00		0.00		0.00		
Preventative Services - Pest Control	0.00		0.00		0.00		0.00		
SUB-TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL - PROGRAMME SUMMARY	8,750.00	97,655.00	8,750.00	97,655.00	3,707.00	9,769.00	2,827.28	6,467.64	

TOWN OF NARROGIN
SCHEDULE 08 - EDUCATION & WELFARE
Financial Statement for Period Ended
31 July 2014

PROGRAMME SUMMARY	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
OPERATING EXPENDITURE									
Pre-School		9,883.00		9,883.00		1,380.00		0.00	
Home and Community Care (HACC)		890,635.00		890,635.00		81,907.00		39,399.44	▼
Aged Care Packages (CACP)		261,097.00		261,097.00		24,132.00		18,725.41	
National Respite For Carers (NRCP)		144,983.00		144,983.00		13,341.00		6,019.19	
Aged & Disability - Senior Citz Centre		47,133.00		47,133.00		4,484.00		165.68	
Aged & Disability - Other		143,389.00		143,389.00		11,942.00		3,568.59	
Other Welfare		42,878.00		42,878.00		3,572.00		0.00	
OPERATING REVENUE									
Pre-School	3,255.00		3,255.00		0.00		0.00		
Home and Community Care (HACC)	886,258.00		886,258.00		73,853.00		250,404.01		▲
Aged Care Packages (CACP)	272,000.00		272,000.00		22,666.00		27,832.13		
National Respite For Carers (NRCP)	140,160.00		140,160.00		11,680.00		7,545.45		
Aged & Disability - Senior Citz Centre	5,375.00		5,375.00		172.00		0.00		
Aged & Disability - Other	139,509.00		139,509.00		11,622.00		6,948.36		
Other Welfare	550.00		550.00		45.00		0.00		
SUB-TOTAL	1,447,107.00	1,539,998.00	1,447,107.00	1,539,998.00	120,038.00	140,758.00	292,729.95	67,878.31	
CAPITAL EXPENDITURE									
Pre-School		0.00		0.00		0.00		0.00	
Home and Community Care (HACC)		292,802.00		292,802.00		24,400.00		0.00	
Aged Care Packages (CACP)		0.00		0.00		0.00		0.00	
National Respite For Carers (NRCP)		0.00		0.00		0.00		0.00	
Aged & Disability - Senior Citz Centre		0.00		0.00		0.00		0.00	
Aged & Disability - Other		56,000.00		56,000.00		4,666.00		0.00	
Other Welfare		0.00		0.00		0.00		0.00	
CAPITAL REVENUE									
Pre-School	0.00		0.00		0.00		0.00		
Home and Community Care (HACC)	282,802.00		282,802.00		23,566.00		0.00		
Aged Care Packages (CACP)	0.00		0.00		0.00		0.00		
National Respite For Carers (NRCP)	0.00		0.00		0.00		0.00		
Aged & Disability - Senior Citz Centre	0.00		0.00		0.00		0.00		
Aged & Disability - Other	16,000.00		16,000.00		1,333.00		0.00		
Other Welfare	0.00		0.00		0.00		0.00		
SUB-TOTAL	298,802.00	348,802.00	298,802.00	348,802.00	24,899.00	29,066.00	0.00	0.00	
TOTAL - PROGRAMME SUMMARY	1,745,909.00	1,888,800.00	1,745,909.00	1,888,800.00	144,937.00	169,824.00	292,729.95	67,878.31	

TOWN OF NARROGIN
SCHEDULE 09 - HOUSING
 Financial Statement for Period Ended
 31 July 2014

PROGRAMME SUMMARY	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
OPERATING EXPENDITURE									
Staff Housing		(0.01)		(0.01)		1,668.00		71.80	
OPERATING REVENUE									
Staff Housing	7,800.00		7,800.00		650.00		900.00		
SUB-TOTAL	7,800.00	(0.01)	7,800.00	(0.01)	650.00	1,668.00	900.00	71.80	
CAPITAL EXPENDITURE									
Staff Housing		0.00		0.00		0.00		0.00	
CAPITAL REVENUE									
Staff Housing	0.00		0.00		0.00		0.00		
SUB-TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL - PROGRAMME SUMMARY	7,800.00	(0.01)	7,800.00	(0.01)	650.00	1,668.00	900.00	71.80	

TOWN OF NARROGIN
SCHEDULE 10 - COMMUNITY AMENITIES
 Financial Statement for Period Ended
 31 July 2014

PROGRAMME SUMMARY	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
OPERATING EXPENDITURE									
Sanitation - Household Refuse		684,875.74		684,875.74		58,179.00		20,355.42	▼
Sanitation - Other		88,375.00		88,375.00		7,363.00		0.00	
Sewerage		91,730.09		91,730.09		9,801.00		2,999.65	
Urban Stormwater Drainage		2,011.00		2,011.00		1,005.00		2,686.79	
Town Planning & Regional Development		58,940.00		58,940.00		6,072.00		2,281.96	
Other Community Amenities		157,949.06		157,949.06		14,612.00		11,096.53	
OPERATING REVENUE									
Sanitation - Household Refuse	562,885.00		562,885.00		0.00		523,867.00		
Sanitation - Other	247,560.00		247,560.00		8,333.00		199,367.00		▲
Sewerage	30,200.00		30,200.00		0.00		0.00		
Urban Stormwater Drainage	0.00		0.00		0.00		0.00		
Town Planning & Regional Development	2,000.00		2,000.00		166.00		0.00		
Other Community Amenities	36,100.00		36,100.00		3,007.00		14,284.80		
SUB-TOTAL	878,745.00	1,083,880.89	878,745.00	1,083,880.89	11,506.00	97,032.00	737,518.80	39,420.35	
CAPITAL EXPENDITURE									
Sanitation - Household Refuse		80,000.00		80,000.00		6,666.00		0.00	
Sanitation - Other		0.00		0.00		0.00		0.00	
Sewerage		6,562.00		6,562.00		546.00		0.00	
Urban Stormwater Drainage		0.00		0.00		0.00		0.00	
Town Planning & Regional Development		0.00		0.00		0.00		0.00	
Other Community Amenities		20,000.00		20,000.00		1,666.00		0.00	
CAPITAL REVENUE									
Sanitation - Household Refuse	80,000.00		80,000.00		6,666.00		0.00		
Sanitation - Other	0.00		0.00		0.00		0.00		
Sewerage	0.00		0.00		0.00		0.00		
Urban Stormwater Drainage	0.00		0.00		0.00		0.00		
Town Planning & Regional Development	0.00		0.00		0.00		0.00		
Other Community Amenities	0.00		0.00		0.00		0.00		
SUB-TOTAL	80,000.00	106,562.00	80,000.00	106,562.00	6,666.00	8,878.00	0.00	0.00	
TOTAL - PROGRAMME SUMMARY	958,745.00	1,190,442.89	958,745.00	1,190,442.89	18,172.00	105,910.00	737,518.80	39,420.35	

TOWN OF NARROGIN
SCHEDULE 11 - RECREATION & CULTURE
Financial Statement for Period Ended
31 July 2014

PROGRAMME SUMMARY	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
OPERATING EXPENDITURE									
Public Halls and Civic Centres		226,127.67		226,127.67		36,952.00		5,440.54	▼
Narrogin Regional Recreation Complex		1,287,083.06		1,287,083.06		149,435.00		70,645.60	▼
Other Recreation & Sport		760,460.35		760,460.35		74,868.00		31,398.98	▼
Healthy Lifestyles Program		33,532.00		33,532.00		2,794.00		189.77	
Libraries		284,747.70		284,747.70		28,217.00		20,984.74	
Heritage		12,948.00		12,948.00		3,555.00		803.45	
Other Culture		179,738.00		179,738.00		14,287.00		3,000.00	
OPERATING REVENUE									
Public Halls and Civic Centres	40,905.00		40,905.00		3,407.00		11,115.48		
Narrogin Regional Recreation Complex	69,660.00		69,660.00		2,507.00		39,932.47		▲
Other Recreation & Sport	130,188.00		130,188.00		10,846.00		5,966.84		
Healthy Lifestyles Program	0.00		0.00		0.00		0.00		
Libraries	54,500.00		54,500.00		4,540.00		5,069.66		
Heritage	1,000.00		1,000.00		83.00		0.00		
Other Culture	4,000.00		4,000.00		333.00		0.00		
SUB-TOTAL	300,253.00	2,784,636.78	300,253.00	2,784,636.78	21,716.00	310,108.00	62,084.45	132,463.08	
CAPITAL EXPENDITURE									
Public Halls and Civic Centres		154,081.00		154,081.00		12,837.00		24,022.73	
Narrogin Regional Recreation Complex		76,742.00		76,742.00		6,394.00		3,160.48	
Other Recreation & Sport		110,468.00		110,468.00		9,203.00		0.00	
Healthy Lifestyles Program		0.00		0.00		0.00		4,482.48	
Libraries		61,000.00		61,000.00		5,083.00		95.00	
Heritage		0.00		0.00		0.00		0.00	
Other Culture		0.00		0.00		0.00		0.00	
CAPITAL REVENUE									
Public Halls and Civic Centres	129,614.00		129,614.00		10,801.00		0.00		
Narrogin Regional Recreation Complex	38,605.00		38,605.00		3,217.00		0.00		
Other Recreation & Sport	131,015.00		131,015.00		10,917.00		0.00		
Healthy Lifestyles Program	33,532.00		33,532.00		2,794.00		0.00		
Libraries	0.00		0.00		0.00		0.00		
Heritage	0.00		0.00		0.00		0.00		
Other Culture	0.00		0.00		0.00		0.00		
SUB-TOTAL	332,766.00	402,291.00	332,766.00	402,291.00	27,729.00	33,517.00	0.00	31,760.69	
TOTAL - PROGRAMME SUMMARY	633,019.00	3,186,927.78	633,019.00	3,186,927.78	49,445.00	343,625.00	62,084.45	164,223.77	

TOWN OF NARROGIN
SCHEDULE 12 - TRANSPORT
Financial Statement for Period Ended
31 July 2014

PROGRAMME SUMMARY	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue	Expenditure	Revenue	Expenditure	Revenue	Expenditure	Revenue	Expenditure	
	\$	\$	\$	\$	\$	\$	\$	\$	
OPERATING EXPENDITURE									
Construction - Roads, Streets, Bridges and Depots		0.00		0.00		0.00		0.00	
Maintenance - Roads, Streets, Bridges and Depots		1,396,008.39		1,396,008.39		129,100.00		35,945.47	
Road Plant Purchases		22.00		22.00		1.00		0.00	
Aerodromes		3,500.00		3,500.00		291.00		0.00	
Transport Licensing		43,909.00		43,909.00		4,195.00		3,559.63	
OPERATING REVENUE									
Construction - Roads, Streets, Bridges and Depots	217,194.00		217,194.00		18,099.00		0.00		
Maintenance - Roads, Streets, Bridges and Depots	0.00		0.00		0.00		0.00		
Road Plant Purchases	15,000.00		15,000.00		1,250.00		0.00		
Aerodromes	0.00		0.00		0.00		0.00		
Transport Licensing	100,000.00		100,000.00		8,333.00		11,173.66		
SUB-TOTAL	332,194.00	1,443,439.39	332,194.00	1,443,439.39	27,682.00	133,587.00	11,173.66	39,505.10	
CAPITAL EXPENDITURE									
Construction - Roads, Streets, Bridges and Depots		543,209.00		543,209.00		45,263.00		0.00	▼
Maintenance - Roads, Streets, Bridges and Depots		0.00		0.00		0.00		0.00	
Road Plant Purchases		185,000.00		185,000.00		15,415.00		0.00	
Aerodromes		30,000.00		30,000.00		2,500.00		0.00	
Transport Licensing		0.00		0.00		0.00		0.00	
CAPITAL REVENUE									
Construction - Roads, Streets, Bridges and Depots	71,790.00		71,790.00		5,982.00		0.00		
Maintenance - Roads, Streets, Bridges and Depots	0.00		0.00		0.00		0.00		
Road Plant Purchases	60,000.00		60,000.00		4,999.00		0.00		
Aerodromes	0.00		0.00		0.00		0.00		
Transport Licensing	0.00		0.00		0.00		0.00		
SUB-TOTAL	131,790.00	758,209.00	131,790.00	758,209.00	10,981.00	63,178.00	0.00	0.00	
TOTAL - PROGRAMME SUMMARY	463,984.00	2,201,648.39	463,984.00	2,201,648.39	38,663.00	196,765.00	11,173.66	39,505.10	

TOWN OF NARROGIN
SCHEDULE 13 - ECONOMIC SERVICES
Financial Statement for Period Ended
31 July 2014

PROGRAMME SUMMARY	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
OPERATING EXPENDITURE									
Rural Services		57,893.00		57,893.00		5,661.00		0.00	
Tourism and Area Promotion		263,047.84		263,047.84		26,915.00		10,243.76	
Building Control		134,369.00		134,369.00		12,316.00		27,100.24	
Saleyards		839.00		839.00		419.00		0.00	
Economic Development		0.00		0.00		0.00		0.00	
Other Economic Services		620,699.00		620,699.00		52,798.00		5,546.06	▼
OPERATING REVENUE									
Rural Services	0.00		0.00		0.00		0.00		
Tourism and Area Promotion	99,667.00		99,667.00		8,305.00		6,394.61		
Building Control	69,045.00		69,045.00		5,752.00		23,439.54		
Saleyards	0.00		0.00		0.00		0.00		
Economic Development	0.00		0.00		0.00		0.00		
Other Economic Services	45,905.00		45,905.00		3,825.00		9,495.85		
SUB-TOTAL	214,617.00	1,076,847.84	214,617.00	1,076,847.84	17,882.00	98,109.00	39,330.00	42,890.06	
CAPITAL EXPENDITURE									
Rural Services		0.00		0.00		0.00		0.00	
Tourism and Area Promotion		94,287.00		94,287.00		7,856.00		7,108.49	
Building Control		27,500.00		27,500.00		2,291.00		0.00	
Saleyards		0.00		0.00		0.00		0.00	
Economic Development		0.00		0.00		0.00		0.00	
Other Economic Services		32,450.00		32,450.00		2,704.00		0.00	
CAPITAL REVENUE									
Rural Services	0.00		0.00		0.00		0.00		
Tourism and Area Promotion	19,287.00		19,287.00		1,607.00		0.00		
Building Control	0.00		0.00		0.00		0.00		
Saleyards	0.00		0.00		0.00		0.00		
Economic Development	0.00		0.00		0.00		0.00		
Other Economic Services	264,542.00		264,542.00		22,045.00		0.00		
SUB-TOTAL	283,829.00	154,237.00	283,829.00	154,237.00	23,652.00	12,851.00	0.00	7,108.49	
TOTAL - PROGRAMME SUMMARY	498,446.00	1,231,084.84	498,446.00	1,231,084.84	41,534.00	110,960.00	39,330.00	49,998.55	

TOWN OF NARROGIN
SCHEDULE 14 - OTHER PROPERTY & SERVICES
Financial Statement for Period Ended
31 July 2014

PROGRAMME SUMMARY

	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
OPERATING EXPENDITURE									
Private Works		56,853.66		56,853.66		4,736.00		10,911.82	
Public Works Overheads		0.00		0.00		4,566.00		85.84	
Plant Operation Costs		0.00		0.00		10,273.00		(26,064.46)	▼
Plant Depreciation Costs		0.00		0.00		0.00		0.00	
Administration Overheads		0.27		0.27		15,551.00		81,413.15	▲
Community Services Overheads		0.00		0.00		2,120.00		16,851.96	
Salaries and Wages		0.00		0.00		0.00		64,198.47	
Town Planning Schemes		0.00		0.00		0.00		0.00	
Stock, Fuels & Oils		0.00		0.00		0.00		0.00	
Unclassified		0.00		0.00		0.00		0.00	
OPERATING REVENUE									
Private Works	66,641.00		66,641.00		5,553.00		6,284.08		
Public Works Overheads	0.00		0.00		0.00		136.35		
Plant Operation Costs	0.00		0.00		0.00		0.00		
Plant Depreciation Costs	0.00		0.00		0.00		0.00		
Administration Overheads	0.00		0.00		0.00		0.00		
Community Services Overheads	0.00		0.00		0.00		0.00		
Salaries and Wages	0.00		0.00		0.00		0.00		
Land/Subdivision Development	0.00		0.00		0.00		0.00		
Stock, Fuels & Oils	0.00		0.00		0.00		0.00		
Unclassified	0.00		0.00		0.00		0.00		
SUB-TOTAL	66,641.00	56,853.93	66,641.00	56,853.93	5,553.00	37,246.00	6,420.43	147,396.78	
CAPITAL EXPENDITURE									
Private Works		0.00		0.00		0.00		0.00	
Public Works Overheads		0.00		0.00		0.00		0.00	
Plant Operation Costs		0.00		0.00		0.00		0.00	
Plant Depreciation Costs		0.00		0.00		0.00		0.00	
Administration Overheads		32,150.00		32,150.00		2,678.00		7,130.00	
Community Services Overheads		25,000.00		25,000.00		2,083.00		0.00	
Salaries and Wages		0.00		0.00		0.00		0.00	
Land/Subdivision Development		0.00		0.00		0.00		0.00	
Stock, Fuels & Oils		0.00		0.00		0.00		0.00	
Unclassified		0.00		0.00		0.00		0.00	
CAPITAL REVENUE									
Private Works	0.00		0.00		0.00		0.00		
Public Works Overheads	0.00		0.00		0.00		0.00		
Plant Operation Costs	0.00		0.00		0.00		0.00		
Plant Depreciation Costs	0.00		0.00		0.00		0.00		
Administration Overheads	5,044.00		5,044.00		420.00		0.00		
Community Services Overheads	0.00		0.00		0.00		0.00		
Salaries and Wages	0.00		0.00		0.00		0.00		
Land/Subdivision Development	0.00		0.00		0.00		0.00		
Stock, Fuels & Oils	0.00		0.00		0.00		0.00		
Unclassified	0.00		0.00		0.00		0.00		
SUB-TOTAL	5,044.00	57,150.00	5,044.00	57,150.00	420.00	4,761.00	0.00	7,130.00	
TOTAL - PROGRAMME SUMMARY	71,685.00	114,003.93	71,685.00	114,003.93	5,973.00	42,007.00	6,420.43	154,526.78	

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

The Mayor closed the meeting at 8:49 pm