



Town of Narrogin

MINUTES

ORDINARY COUNCIL MEETING

22 OCTOBER 2013

COMMENCING AT 8PM

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
12 November 2013

Signed  Date 12/11/13
(Presiding Member at the meeting at which minutes were confirmed)

ORDINARY COUNCIL MEETING MINUTES

22 October 2013

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

Meeting was opened by the Mayor at 8:00 pm.

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

Attendance:

Mr Ballard Mayor

Cr Paternoster

Cr McKenzie

Cr Russell

Cr Ward

Cr Schutz

Cr Bartron

Mr Cook – Chief Executive Officer

Mr Bastow – Director of Corporate and Community Services

Mr Robinson – Director of Corporate and Community Services

Leave of Absence:

Cr Kain

Members of Public:

Mr Peter White - NRRRA

Ms Toni Beaton - NRRRA

Ms Susan Guy - ToN

Ms Alex Ferns - ToN

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

NIL

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

NIL

5. PUBLIC QUESTION TIME

Mr Peter White enquired on the meeting that John Stanley presented at last Monday. There were quite a few ideas put for but he stated that he felt it

wasn't clear how the town may progress with these ideas. Will the ideas be put forward and developed?

Mayor advised Council will be taking the information on board and doing what they can. CEO advised that there may be an opportunity to have him back in a workshop style meeting.

Mr Peter White enquired on lot 123 and what future proposals may be in place.

CEO advised no change since last asked the question. Council has progressed as far as it can and it is still in a confidential agreement between the two parties. At this stage there are no plans in the near foreseeable future. If and when there is, there will be heavy community consultation and allowance for all parties to have their opinions to be heard

Mr Peter White enquired on the strategic plan on how progress is with all 2013 points that have been earmarked. CEO advised without having the document in front of him he is unable to fully answer that question and suggested that Council meeting is not really the right forum to do so and that some are resolved, some are in progress.

Mr Peter White enquired on recent council elections. Will there be another election to fill the vacant seat.

Mayor Ballard advised there may be a motion moved tonight requesting that an application be made to consider the created vacancy.

Mr Peter White enquired if there has been any progress with the amalgamation of the Shire and ToN.

Mayor advised unofficially no, but until the two Councils get together to further discuss and so until that happens, all remains the same.

CEO advised quotations received from three consultants regarding the business plan and transitional document and will continue with discussions. Once a consultant is appointed there will be an eight week review period and with the request for the documents to be revised and reduced to make it a more manageable document for the general public to view and understand. It will then go to State Government to apply for transitional funding can be made available.

Mr Peter White enquired as to when the next electors meeting is planned for.

Mayor advised that once the audit has been completed and Council is hoping to have this by early December. Cannot confirm at this point until we get the first draft of the annual report out.

Ms Beaton asked questions on the ground water and CEAC committee of which has not been reinstated since its first two meetings.

CEO advised that the committee has not met in two years.

No other requests have been put forward for that committee to meet. Mr Robinson advised that Council is under recourses at this point of time to offer time and labour at this point in time.

CEO advised that a community committee could be established for the reasons stated and Council would then attend were possible and if required

Mr White asked why the 'Welcome to Country' has been removed.
CEO advised that it was removed 18 months ago but is still used on occasions

CEO advised that is still acknowledged on our letterhead but it was decided to only use this for special function where it is required to thank the Noongar people but not to be used in every meeting and event so as not to belittle the Noongar people by using in every meeting. It will continue to be used at public meetings and events.

6. APPLICATIONS FOR LEAVE OF ABSENCE

NIL

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Council Resolution 1013.212

Moved: Cr Russell

Seconded: Cr Paternoster

That Council:

Accept the minutes of the Ordinary Council Meeting held on 8 October 2013 and be confirmed as an accurate record of proceedings.

CARRIED 7/0

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

NIL

9. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

NIL

10. MATTERS WHICH REQUIRE DECISIONS

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10.2.112 ELECTION OF DEPUTY MAYOR

File Reference:

Disclosure of Interest:

Nil

Applicant:

Chief Executive Officer

Previous Item Nos:

Nil

Date:

17th October 2013

Author:

Mr Aaron Cook - Chief Executive Officer

Attachments: - Nil

Summary:

The Deputy Mayor needs to be elected from within Council for a two year term of office expiring in October 2015.

Background:

After each election the Mayor is required to receive nominations for the position of Deputy Mayor at the first available Council meeting.

Comment:

The Mayor is to conduct the election and receive nominations for the office of Deputy Mayor. Nominations are to be given to the Mayor in writing prior to the meeting if possible alternatively, if a Councillor is nominated from the floor by another Councillor, the Mayor cannot accept the nomination unless the nominee has advised the Mayor, orally or in writing, that he or she is willing to be nominated for the office.

Councillors are to vote on the matter by secret ballot as if they were electors voting at an election, and the successful candidate determined, as if those votes were votes cast at an election. If, when the votes cast are counted, there is an equality of votes between 2 or more candidates who are the only candidates in, or remaining in, the count, the count is to be discounted and, not more than 7 days later, a special meeting of the Council is to be held.

Any nomination for the office may be withdrawn and further nominations may be made, before or when the special meeting is held. When the special meeting is held, the Councillors are to vote again on the matter by secret ballot as if they were voting at an election.

Consultation: - Nil

Statutory Environment: Schedule 2.3 of the Local Government Act.

Policy Implications: - Nil

Financial Implications: - Nil

Strategic Implications: - Nil

Voting Requirements: Simple Majority

OFFICER'S RECOMMENDATION

Nil - Item is for Council action not resolution.

Two nominations were received; however, there was a third that was withdrawn;

Cr Arthur Paternoster

Cr McKenzie

Both nominees gave a short presentation to Council prior to the votes being cast.

Votes were cast, results were;

Paternoster/5

McKenzie/2

Mayor Ballard declared Cr Paternoster the new Deputy Mayor.

10.2.113 ELECTION OF STANDING AND OCCASIONAL COMMITTEES AND COMMUNITY ORGANISATION REPRESENTATIVES

File Reference: Nil
Disclosure of Interest: Nil
Applicant: Chief Executive Officer
Previous Item Nos: Nil
Date: 17th October 2013
Author: Mr Aaron Cook - Chief Executive Officer

Attachments: Nil

Summary:

It is presented to Council to receive nominations and accept Elected Members to represent Council at Committee meetings.

Background:

Council have after each election received nominations for the Standing Committees, Occasional Committees and as Community Organisation representatives. These Elected Members are then expected to attend these Committee Meetings and represent Council.

Comment:

One of the matters that has been raised by Council in regards to the number of Committees is that many of them are inactive or are in recession. It has been proposed that the opportunity is taken at this time to review these Committees and remove them from the list. That is not to say that Council would not send a representative but when the group became active again Council would nominate a representative to attend the meeting.

As such, it is requested that from the list of Committees below that the Elected Members identify the inactive Committees and a letter be sent to the last Chair Person stating that Council does not have a elected representative for the Committee and should the Committee become active again that upon request Council will consider taking nominations for an Elected Member representative.

The author has highlighted the committees that he has seen to be inactive for Council to deliberate over and this may be incorrect so Councils may wish to discuss further and re-include within the resolution. Please note that many Committees have Members and Deputies elected. Also the author has taken the opportunity to list the other representation that Councillors have taken on or have been elected to outside of Council normal operations but are dependent on being a Councillor or have affect to Council.

It is also suggested that several committees are listed in the wrong area and this is presented to be fixed. Please note that the previous two Standing Committees being the Corporate and Community Services and Technical and Environmental Services Committees are listed as being Occasional Committees in the instance that they are required.

Occasional Committees	Member	Member	Member	Member	Member
Airport Committee					
Arts and Cultural Development					
Australia Day					
Disability Access Advisory					
Information Technology					
Local Emergency Management (LEMAC)					
Meals on Wheels					
Townscape Advisory					
Youth Support					
Narrogin SafeTown and Roadwise					
Sustainable Environment Advisory					
CEO Performance Review and Advisory					
NLC Strategic Review					
Reconciliation Action Plan					
Audit					

Community Organisations	Member	Deputy	Member	Deputy
Aboriginal/Police/Community Relations				
Chamber of Commerce				
Narrogin Cottage Homes				
Main Roads WA Regional Board Sub Group				
Museum Management				
Regional Road Group South				
Seniors and Disabilities Interest Group				
Dryandra Country Visitors Centre				
WALGA Central Country Zone				
Rural Clinical School Advisory Group				
Vi Barham Committee				
University Working Group				
Government Sponsored Bodies				
- Narrogin Land Conservation District				
- APB Narrogin regional Advisory				
Regional Transition Group				
Great Southern Business Ass.				

Elected Competitive Representation	Member	Council Dependent
Regional Road Group South	Ennis	Yes
Municipal Waste Authority	Ennis	Yes
Golden Outback	Ennis	Yes
WALGA State Council	Ennis	Yes
Wheatbelt Development Commission (Community Vacancy)	Ballard	No

Consultation: - Senior Staff

Statutory Environment:

Policy Implications: - Nil

Financial Implications: - Nil

Strategic Implications:

The Election to Committees is important to ensure that the Elected Member has an interest and will be committed to the process and attendance to the meetings.

Voting Requirements: - Simple Majority

Council Resolution 1013.213

Moved: Cr Bartron

Seconded: Cr Ward

That Council:

The nominations to the following Occasional Committees and Community Organisations are accepted and the Elected Competitive Representation be acknowledged.

CARRIED 7/0

Occasional Committees	Member	Member	Member	Member	Member
Airport Committee	Cr Paternoster	Mayor Ballard			
Australia Day	Cr Paternoster	Cr McKenzie			
Disability Access Advisory	Cr Bartron	Cr Russell			
Local Emergency Management (LEMAC)	Mayor Ballard	Cr Paternoster	Cr Bartron	Cr Kain	
Townscape Advisory	Cr McKenzie	Cr Bartron			
Narrogin SafeTown and Roadwise	Mayor Ballard	Cr Paternoster	Cr Kain		
CEO Performance Review and Advisory/Audit	Mayor Ballard	Cr Paternoster	Cr Schutz	Cr McKenzie	Cr Bartron
NLC Strategic Review	Cr Bartron	Cr Schutz	Cr Kain	Mayor Ballard	
Regional Road Group South	Mayor Ballard		Cr Ward	Proxy Cr Paternoster	
WALGA Central Country Zone	Mayor Ballard	Cr Paternoster	Proxy Cr Bartron		

Community Organisations	Member	Deputy	Member	Deputy
Chamber of Commerce *CEO as Councillor Representative / Deputy Mr Robinson or Mr Bastrow	Mayor Ballard	Cr Kain	Cr Schutz	
Narrogin Cottage Homes	Cr Russell			
Museum Management ToN Representative/ JaneDarvell	Cr McKenzie			
Dryandra Country Visitors Centre	Cr McKenzie	Cr Kain		
Narrogin Community Youth Support Assoc.	Cr Kain			
Rural Clinical School Advisory Group	Cr Schutz	Cr Bartron		
Regional Transition Group	Mayor Ballard Member	Cr Ward Proxy	Cr Paternoster Member	

Elected Competitive Representation	Member	Council Dependent
Wheatbelt Development Commission (Community Vacancy)	Ballard	No
CY O'Connor Board		

10.1 DEVELOPMENT AND TECHNICAL SERVICES

10.1.820 REQUEST TO REMOVE FEDERAL STREET CROSSWALK

File Reference: 28.8.3
Disclosure of Interest: Nil
Applicant: Main Roads Western Australia
Previous Item Nos: Nil
Date: 17th October 2013
Author: Brian Robinson, Director Technical & Environmental Services

Attachments: Email from Main Roads WA dated 14th October 2013

Summary:

Main Roads Western Australia has requested the Town of Narrogin's support to the removal of the Federal Street Crosswalk located at the Corner of Federal Street and Fortune Street, adjacent to the Town of Narrogin Town Hall.

Background:

An email has been received from Main Roads Western Australia advising of their plans to remove the "Federal Street" Crosswalk, being the last remaining crosswalk in the Wheatbelt region.

Main Roads has progressively been removing crosswalks due to concerns that they encourage pedestrians to simply walk out into oncoming traffic, expecting vehicles will stop.

Prior to proceeding with this work, Main Roads is seeking Council's support for its removal.

Comment:

Over recent years, Main Roads WA has expressed concern regarding the state of line marking associated with the crosswalk. Although Council staff have arranged for the line marking to be renewed, the new markings did not adhere to the road surface.

As Councillors would be aware, the Town of Narrogin has applied for Federal Street to be included in the Significant Road list. This would allow for the resurfacing of Federal Street to be funded under Regional Road funding arrangements. An application for this funding is currently with Main Roads.

It is proposed that the line marking would be renewed once a new road surface has been established.

Federal Street is one of the busiest streets within Narrogin often carrying in excess of 3,000 vehicle movements per day. Furthermore, the intersection between Federal and Fortune Streets is without doubt the busiest intersection within the Townsite and experiences high levels of pedestrian traffic.

Although Main Roads WA's concerns regarding crosswalks and the state of the linemarking associated with the Federal Street crosswalk, it is recommended that the proposal to remove the cross walk should not be supported.

Consultation:

- Aaron Cook, Chief Executive Officer; and
- Mayor Don Ennis

Statutory Environment:

Pursuant to the Road Traffic Act 2000, Main Roads is responsible for all traffic signage and line marking within the State of Western Australia. As a result the decision as to whether to retain the Federal Street crosswalk will rest with Main Roads.

Policy Implications:

Nil

Financial Implications:

Should Main Roads decide to proceed with removal of the crosswalk, this work will be undertaken at no expense to the Town of Narrogin.

Strategic Implications:

The intersection of Federal Street and Fortune Street has been constructed with pram ramps on all sides, assisting pedestrians to cross Federal Street both at the crosswalk (south of the intersection) and north of the intersection.

The above said, it has been observed that the elderly and walking impaired prefer to use the cross walk to ensure they are able to cross the road safely.

Voting Requirements:

Council Resolution 1013.214

Moved: Cr Bartron

Seconded: Cr McKenzie

That Council advise Main Roads Western Australia that whilst it is acknowledged Main Roads preferred approach is to remove crosswalks within the Wheatbelt, the Town of Narrogin objects to the removal of the Federal Street crosswalk on the following grounds:

- a) Narrogin is a regional centre within the Wheatbelt which results in Federal Street carrying traffic volumes significantly greater than those experienced in other Wheatbelt communities.
- b) As a regional centre, a significant proportion of the Narrogin community is elderly and/or physically impaired. The Town of Narrogin considers it is essential to retain the crosswalk for those persons who require longer than normal to cross Federal Street.
- c) However, should Main Roads not accept Council preferred action not to remove the crosswalk, Main Roads will undertake a strong marketing plan to advise and

communicate with the Narrogin Community that it is a Main Roads decision to remove the crosswalk.

CARRIED 7/0

10.2 CORPORATE AND COMMUNITY SERVICE

10.2.114 CHAMBER OF COMMERCE REQUEST FOR FREE ATTENDANCE AT THE LEISURE CENTRE ON THE 22ND DECEMBER 2013

File Reference: 26.3.4
Disclosure of Interest: Nil
Applicant: Narrogin Chamber of Commerce
Previous Item Nos: 13th November 2012
Date: 15th October 2013
Author: Mr Aaron Cook - Chief Executive Officer

Attachments:

Letter of request from the Narrogin Chamber of Commerce.

Summary:

It is proposed to consider the Narrogin Chamber of Commerce request to open the Narrogin Leisure Centre on the 22nd December 2013 to assist in promoting the Shop Local Campaign.

Background:

Each year the Narrogin Chamber of Commerce have run a program in December to encourage people to shop in Narrogin. This promotion has changed over the years; however, this year they are again running the Shop Local Promotion.

Essentially this promotion is subscribed to by the Members who pay \$200.00 and receive \$300.00 of prize gift vouchers from the Chamber to be spent at Member businesses. The Town is participating in the promotion this year for all persons who hold a current "Membership" with the Centre on the date of the Draw. The prize can then be spent at the Leisure Centre or other Chamber Member businesses of which the Town is a Member Business.

Comment:

The Town of Narrogin previously have opened the Leisure Centre on the day requested to assist in retaining people within the Town to promote the Shop Local Program.

The attendance at the Centre has been strong and the Businesses have seen an increase in the number of shoppers remaining in town due to this. It must also be noted that normally there is a Race and Pace Meeting on at the Narrogin Race Track.

The cost to Council to provide this service has not previously been properly quantified and it is proposed that this will be facilitated this year if Council accept. With the amount being quantified this can be listed as a donation to the Chamber and properly accounted for within the accounts for Council to assess and potentially promote at the conclusion of the financial year.

As such, it is proposed that Council, as per previous years, offer the Leisure Centre open free to entry either all day or from 12 noon until close as per last year.

Consultation: - Nil

Statutory Environment:

It is proposed that Council do not waive the fees and charges on the day but rather recognise the loss of revenue as a donation to the Chamber of Commerce Shop Local Promotion. As the cost will be administratively accounted for there is no impact within the Local Government Act.

Policy Implications: - Nil

Financial Implications:

Council will lose a minimal amount of revenue from the Centre on the Day; however, if additional patrons utilise the Centre then there is the potential for more sales from the reception. This will not cover the loss but may reduce the impact.

Strategic Implications:

The support of the Shop Local Promotion is important to Narrogin and its economic health and show the support of the organisation to the Chamber of Commerce.

Voting Requirements: - Simple Majority

Council Resolution 1013.215

Moved: Cr Russell

Seconded: Cr Schutz

That Council:

Make a donation to the Narrogin Chamber of Commerce "Shop Local Promotion" to the amount of \$400.00 or the loss of income from opening the Leisure Centre to the general public for free from 12 noon to close on the 22nd December 2013 to assist in promoting the campaign. The cost of the provision is to be journaled from the Donations account to the Leisure Centre revenue account.

CARRIED 6/0



Narrogin Chamber of Commerce

"To be a representative body promoting the growth and development of business in our community."

PO Box 374
NARROGIN WA 6312
narroginchamber@westnet.com.au
Fax 9881 2605
ABN: 62 016 955 789

Scott Ballantyne: Chairperson: Tel 0418 814 761
Kerry Bryant: Administration: Tel 0428 812 607

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

Town of Narrogin RECEIVED	
Directed to	CEO
13 SEP 2013	
Ref No.	
Property File	
Subject File	6.1.3
C-Point No.	

Dear Aaron

NARROGIN LEISURE CENTRE

As you are aware the Narrogin Chamber of Commerce no longer run the annual Late Night Shopping event and instead encourage businesses in the CBD to remain open later during the Saturday afternoons prior to Christmas.

Once again the chamber will be running their Shop Local Promotion and depending on budget allocations will hold bonus draws on Saturday 22nd December at the Narrogin Racing Christmas Meeting.

In an effort to keep people in Narrogin during the day, we were hoping that the Town Council could grant FREE entrance to the Narrogin Leisure Centre on this day.

Would you please advise your decision at your earliest convenience to our Administration Officer, Kerry Bryant at narroginchamber@westnet.com.au so that we can include this in our promotion?

Kind regards

Scott Ballantyne
Chairperson

12 November 2013

<http://www.narrogindirectoryonline.com.au>

10.2.115 LESSER HALL REQUEST "PINK RIBBON AND BREAST CANCER NETWORK MELBOURNE CUP FUNCTION.

File Reference:
Disclosure of Interest: Nil
Applicant: Mrs Natalie Lally and Mrs Lana Grzinic
Previous Item Nos: Nil
Date: 14th October 2013
Author: Mr Aaron Cook - Chief Executive Officer

Attachments:

Letter of application and description of the event from the applicant.

Summary:

It is proposed for Council to reduce the hire fees for the Lesser Town Hall to cover the cost of opening the centre and the resultant cleaning.

Background:

The applicant provided a request for the consideration of Fees and Charges for the hire of the facility to assist in the fundraising for the event. It was made clear to the author that it is planned that the event would occur; however, the extent as to the amount of funds raised may be restricted if forced to pay the full fees.

Comment:

It is presented to Council to consider the reduction of Fees and Charges for the hire of the Lesser Hall on the 5th November 2013. As has been stated this event is to raise money for the Pink Ribbon and Breast Cancer Network.

Further information regarding the event and the reasons for the request are presented within the attachment.

Should Council favourably consider this request it is presented to not waive or reduce the fees or charges but rather accept the request as a donation from Council to the fundraising.

It is requested to use the Lesser Hall and Gallery as a crèche for the event. There will be setting up required by the organisers and packing down. This has been stated that it will be performed on the day of the event. As such, the fees and charges that would apply are listed:

- | | |
|---------------------------------------|---|
| • Hire of Lesser Hall full day | \$400.00 |
| • Hire of Gallery for Crèche per hour | \$105.00 (\$35.00 per hour for 3 hours) |
| Total | \$505.00 |

It is presented to Council to make a donation to the event for the amount of \$355.00 which requires the applicant to pay \$150.00 for the event which will cover the cleaning and

facilitation of the hire. It will be requested of the applicant that should Council accept the donation that the Town of Narrogin be recognised for this contribution.

Within the fees and charges is the comment that the CEO is able to negotiate the fees for Significant Functions. Although this has not been defined it was felt by the author that this was not significant and as such presented to Council for determination.

Consultation: - Nil

Statutory Environment: - Nil

Policy Implications: - Nil

Financial Implications:

There will be no financial impact as to the decision other than the donation made to the applicant for the fundraising event. A internal transaction for the donation will be recorded within the donations account so that Council can keep track of these transactions through the year.

Strategic Implications: - Nil

Voting Requirements: Simple Majority.

Council Resolution 1013.216

Moved: Cr Ward

Seconded: Cr Paternoster

That Council:

Accept the applicants request and approve a donation of \$355.00 to the Pink Ribbon and Breast Cancer Network towards to the Hire of the Lesser Hall and Gallery Space on the 5th November 2013.

CARRIED 6/0

43 Gray St Narrogin
Narrogin
WA 6312

09.10.2013

Dear Aaron,

A small group of Narrogin women are fundraising for a *Pink Ribbon and Breast Cancer Network Melbourne Cup Luncheon on 5 November 2013. We have all individually had a close experience with breast cancer, be it as a survivor, carer or having lost a loved one to this dreadful disease. We are all passionate about fundraising for the prevention of Breast cancer and to aid in finding a cure.

Although we do not know the exact figures of who within our community is currently fighting this disease that does not discriminate, we are aware that SEVEN local women had Breast cancer diagnosed from the Breastscreen WA bus visit to Narrogin last year. Within our collective social group only, we have three friends who are currently fighting the disease, through Chemotherapy and/or Radiation therapy. This is a disease that is prevalent within our town and its surrounds and is continuing to affect the lives of our entire community.

We are planning to hold a Ladies Melbourne Cup Luncheon and would like to celebrate our occasion in the newly renovated Narrogin Town Hall on the morning of the cup (November 5). We would like to deliver a very grand and enjoyable community spirited day that will raise a generous amount for Breast Cancer Research. We hope that by holding this luncheon we can contribute positively to educating our community, fundraising to cure this devastating disease and aiding people suffering from the effects of Breast Cancer.

We kindly request your consideration that the fee charges associated with the hire of the Town Hall might be reduced/waived in the circumstance that it is a function held in the spirit of fundraising for the benefit of our community. We believe also given the positive nature of our plight and the Pink themed Decorations we plan to use, the occasion will also be an opportunity to highlight the grand renovations that have been completed in our beloved Town Hall.

Should you wish to speak to someone regarding our event, please don't hesitate to contact Natalie Lally or Lana Grzinic, details below.

We thank you for your consideration and we look forward to hearing your response to our request.

Sincerely yours,

Natalie Lally and Lana Grzinic

*This event as a The Pink Ribbon and Breast Cancer Network Australia event.

**10.2.116 OBJECTION TO RATES AND APPLICATION FOR EXEMPTION –
FOUNDATION HOUSING LTD A266100 – 56 LOCK STREET, NARROGIN**

File Reference: 266100,266200, 337028--337035
Disclosure of Interest: Nil
Applicant: Foundation Housing Ltd
Previous Item Nos: Nil
Date: 4 September 2013
Author: Narelle Rowe – Rates Officer

Attachments:

- Letter dated 23 August 2013 from Foundation Housing Ltd
- Amended letter dated 5 September 2013 from Foundation Housing Ltd

Summary:

Foundation Housing Ltd (FHL) have lodged an objection to 2013/14 rates levied on six housing units situated at 56 Lock Street, Narrogin on the basis that 60% of the property is used for social housing tenants. In addition, they have requested this portion of land be exempt from any general rates in the future.

Comments:

Foundation Housing Ltd purchased 10 units from the Housing Authority (Department of Housing) on 14 March 2011. As stated in their Constitution, the predominate purpose of FHL is to provide low cost and affordable housing stock for people in poverty, with low income or who are homeless, socially marginalised or otherwise disadvantaged. FHL is a community housing organisation and holds charitable tax and benevolent institution status. The property is used for housing low income tenants at rentals based on a percentage of their income. The tenants are taken from a joint wait list managed jointly by the Department of Housing and other community housing organisations. The property has a mixture of social and affordable housing tenants. 'Social Housing' rentals are set as up to 25% of tenants gross income, 'Affordable Housing' rentals being 30% of tenants income, with all rents being set at lower than 75% of the market rental. In comparison with Department of Housing rentals, tenants who occupy FHL properties then become entitled to receive Commonwealth Rental Assistance funding and this subsidy is on-charged to the tenant and recouped by FHL. As a result of this, FHL have confirmed rental charges for their properties are higher in comparison to Department of Housing's properties.

Foundation Housing believe they are entitled to rates exemption for 6 units situated at 56 Lock Street, Narrogin due to occupation by 'social housing' tenants, and the property **predominately** being used for charitable purposes therefore meeting the eligibility requirements in accordance with Section 6.26(2)(g) of the Local Government Act 1995.

It is understood exemption will also be sought in the future of any remaining properties should they be occupied by tenants meeting the same criteria.

Several programs are currently in existence to provide accommodation for persons with high support needs such as Community Disabilities Housing Program and Crisis Accommodation Program however Mr Jeff Logan from FHL has confirmed that no

tenants are being housed under any such schemes for which they are seeking exemption. Of the 10 units occupied, FHL have advised occupation of units is as follows:

5 Units = Parenting Pension
1 Unit = Newstart Allowance
2 Units = Disability Pension
1 Unit = Wages
1 Unit = Aged Pension

No commercial operations are conducted at the properties.

The Department of Housing also provide low cost accommodation to low income, disadvantaged persons in a similar manner to Foundation Housing however base their rental solely on 25% of assessable income in accordance with the Department's 'Rent To Income Policy' which states "No household pays more than 25% of gross assessable income in rent." The Department of Housing's properties are all rateable once the residence is rented. Tenants occupying these premises are not entitled to receive Commonwealth Rental Assistance funding.

FHL have stated that apart from recognition of their operations as charitable by other agencies as referred to above, the Courts have long recognised that the provision of housing and accommodation to people in need is a charitable purpose at law. Decisions include *Ballarat Trustees Executors & Agency Co Ltd v FCT* (1950) 80 CLR 350, *City of Hawthorn v Victorian Welfare Association* (1970) VR 205 and, in Western Australia, *Municipality of North Fremantle v Saw* (1906) 8 WALR 164. More specifically, in one of the more recent decisions, *Common Equity Housing Ltd v Commissioner of State Revenue* (1996) 96 ATC 4598, the Victorian Supreme Court found that the operations of Common Equity Housing Ltd, which involved the provision of housing at reduced rents to low income earners, were charitable

The Local Government Act 1995 6.26 (2)(g) states as follows:

"6.26 Rateable land

..(2) The following land is not rateable land

*....(g) Land **used exclusively** for charitable purposes:.."*

Defining Charitable Purpose

The Local Government Act states that land is not rateable if the land is used exclusively for charitable purposes. The words "used", "exclusively" and "charitable purposes" would need further clarification in a court. FHL is registered as a public benevolent institution entitled to charity tax concessions. The Constitution of FHL states that the Company exists for the purpose "To acquire, construct and provide low cost and affordable housing stock for people in poverty, with low income, who are homeless, social marginalised, inadequately housed or otherwise disadvantaged;

(b) to own and manage a portfolio of housing stock for rental to people on low income in housing need; ..." Their letter of 5 September 2013 states that the property is 'predominately' used for charitable purposes which is not the equivalent of "exclusive". The main objective of the complex is for the purpose of assisting the poor and low income persons with affordable housing and therefore could be considered to be "used for charitable purposes".

The Western Australia Charitable Collections Act 1946 which defines the term "charitable purpose" as

- The affording of relief to diseased, sick, infirm, incurable, poor, destitute, helpless or unemployed persons or to the dependants of any such persons;
- The relief of distress occasioned by war, whether occasioned in Western Australia or elsewhere;
- The supply of equipment to any of His Majesty's naval, military, or air forces, including the supply of ambulances, hospitals ships;
- The supply of comforts or conveniences to member so the said forces;
- The affording of relief, assistance or support to persons who are or have been members of the said forces or to the dependants of any such persons;
- The supports of hospitals, infant health centres, kindergartens and other activities of a social welfare or public character; and
- Any other benevolent, philanthropic or patriotic purpose.

WALGA issued a policy position on rating of charitable organisations and State Government owned entities. They state in 2005 the Local Government Advisory Board conducted an Inquiry into the operation of S 6.26 (2) (g) of the Act. They advised that despite strong representation from the Local Government sector for amendments that will achieve consistent interpretation and application of Section 6.26(2) (g) of the Local Government Act 1995, the former Minister for Local Government informed the Association in January 2008 there would be no change to the Act.

The Policy advised that Local Government in WA forego rate revenue upward of \$6.5 million p.a. for land used for charitable purposes and that there is an increasing call upon Local Government to exempt land owned and operated by charities for Independent Living Units (ILU's) and public housing properties transferred by the Department of Housing and Works for management by charitable bodies.

"There is increasing pressure placed on Local Governments to exempt from rates all land utilised by a charitable body, regardless of the function. Should a Local Government determine the land use is not for charitable purposes, the charitable organisation turns to the State Administrative Tribunal for a ruling, thus imposing resourcing costs and potential appeal expenses upon the Local Government."

"There is also the potential future threat to Local Government rate revenue should the Federal Government's National Rental Affordability Scheme include incentives to encourage increased participation by charitable organisations in providing affordable rental accommodation. The consequences of increased ownership by charities in the rental property sector, in the current State legislative climate, will expand the quantity of foregone rate revenue and increase the financial burden on Local Governments to provide services to rental occupants residing in rate exempted properties."

"The Association's position on the operation of S 6.26 (2) (g) if the Local Government Act 1995 (as embodied in the attached Response Paper) is reiterated as offering the most flexible approach to the uses arising from charitable rating."

The Association requests the support of the Minister for Local Government to either:

- a) *Amend the charitable organisations section of the Local Government Act 1995 to eliminate exemptions for commercial (non-charitable) business activities of charitable organisation; or*

- b) *establish a compensatory fund for Local Governments, similar to the pensioner discount provisions, if the State Government believes charitable organisations remain exempt from payment of Local Government rates.*
- c) *Amend the Local Government Act to clarify that Independent Living Units should only be exempt from rates where they qualify under the Commonwealth Aged Care Act 1997."*

Consultation:

Colin Bastow, Director of Corporate and Community Services
Local Government Act 1995
City of Armadale – Julie Hawkins
Shire of Denmark
City of Perth
Foundation Housing – Jeff Logan
Foundation Housing – Hans Gerritsen
Foundation Housing – Ann Davies

Statutory Environment:

Section 6.26(2)(g) of the Local Government Act 1995 states that land is not rateable if it is used exclusively for charitable purposes.

Policy Implications: Nil

Financial Implications:

A266100 - 2013-2014 rates – Unit 1 - \$1,162.42
A337028 - 2013-2014 rates – Unit 2 - \$1,162.42
A337029 - 2013-2014 rates – Unit 3 - \$1,068.49
A337030 - 2013-2014 rates – Unit 4 - \$1,068.49
A337032 – 2013-2014 rates – Unit 6 - \$1,068.49
A337034 – 2013-2014 rates – Unit 8 - \$1,068.49
TOTAL REDUCTION IN RATES \$6,598.80

Strategic Implications: Nil

Voting Requirements: Absolute Majority

Council Resolution 1013.217

Moved: Cr McKenzie

Seconded: Cr Bartron

That Council

Rejects Foundation Housing Ltd application for rate exemption for properties situated at 56 Lock Street, Narrogin as the land is not used exclusively for charitable purposes.

CARRIED 7/0

SCANNED



5 September 2013

Senior Rates Advisor
TOWN OF NARROGIN
43 Federal Street,
NARROGIN WA 6312

Attn: Ms Narelle Rowe

Town of Narrogin RECEIVED	
Directed to	Narelle
Ref No.	9 SEP 2013
Property File	ICR 132 142
Subject File	A266100
Company File	

Dear Sir/Madam

**Objection to rates and application for exemption for
Units 1-10/56 Lock Street, NARROGIN**

We refer to your Rates Notices for the above properties situated at units 1-10/56 Lock Street, NARROGIN ("Property"), issued for the year ending 30 June 2014 in the name of Foundation Housing Ltd ("FHL").

FHL hereby objects to the issue of the Rates Notice under section 6.76(1)(a)(ii) of the Local Government Act 1995 on the basis that the Property is predominately used for charitable purposes and therefore is exempt from general rates in accordance with section 6.26(2)(g) of the Local Government Act 1995.

In support of FHL's objection to the issue of the Rates Notices, we state the following:

FHL is a community housing organisation and a company limited by guarantee with charitable tax status. FHL also has public benevolent institution status.

A copy of FHL's Constitution is available for your reference on our website at www.foundationhousing.org.au which sets out FHL's objectives.

FHL's charitable status enables it to received tax concessions at both a Commonwealth and State level including company income tax, goods and services tax, fringe benefits tax, stamp duty, payroll tax and land tax.

The principal purposes of FHL, as stated in the objectives set out in its Constitution, include to "provide low cost and affordable housing stock for people in poverty, with low income or who are homeless, socially marginalised or otherwise disadvantaged".

The Property is used for housing low-income community housing tenants. These are a mixture of social and affordable housing tenants.

The social housing tenants' rentals are set as up to 25% of their income and affordable housing at up to 30% of their income. In all cases the rentals are set at lower than 75% of market rent.

The tenants are taken from a joint wait list managed with other community housing organisations and the Department of Housing.

131 Brisbane Street Perth WA 6000 Telephone (08) 9227 6480 Facsimile (08) 9227 5611
admin@foundationhousing.org.au www.foundationhousing.org.au ABN 78 115 629 662

SCANNED



23 August 2013

Town of Narrogin RECEIVED	Town of Narrogin RECEIVED
Directed to Narelle	
28 AUG 2013	28 AUG 2013
Ref No. A2661.00	
Property File ICR132037	

Senior Rates Advisor
TOWN OF NARROGIN
43 Federal Street,
Narrogin WA 6312

Dear Sir/Madam

**Objection to rates and application for exemption for
56 Lock Street, NARROGIN**

We refer to your Rates Notice for the above property at 1/56 Lock Street, NARROGIN ("Property"), issued for the year ending 30 June 2014 in the name of Foundation Housing Ltd ("FHL").

FHL hereby objects to the issue of the Rates Notice under section 6.76(1)(a)(ii) of the Local Government Act 1995 on the basis that the Property is used exclusively for charitable purposes and therefore is exempt from general rates in accordance with section 6.26(2)(g) of the Local Government Act 1995.

In support of FHL's objection to the issue of the Rates Notice, we state the following:

FHL is a community housing organisation and a company limited by guarantee with charitable tax status. FHL also has public benevolent institution status.

A copy of FHL's Constitution is available for your reference on our website at www.foundationhousing.org.au which sets out FHL's objects.

FHL's charitable status enables it to receive tax concessions at both a Commonwealth and State level including company income tax, goods and services tax, fringe benefits tax, stamp duty, payroll tax and land tax.

The principal purposes of FHL, as stated in the objects set out in its Constitution, include to "provide low cost and affordable housing stock for people in poverty, with low income or who are homeless, socially marginalised or otherwise disadvantaged".

The Property is used for housing low-income community housing tenants. These are a mixture of social and affordable housing tenants.

The social housing tenants' rentals are set as up to 25% percentage of their income and affordable housing at up to 30% of their income. In all cases the rentals are set at lower than 75% of market rent.

The tenants are taken from a joint wait list managed with other community housing organisations and the Department of Housing.

131 Brisbane Street Perth WA 6000 Telephone (08) 9227 0480 Facsimile (08) 9227 5611
admin@foundationhousing.org.au www.foundationhousing.org.au ABN 76 115 629 662

10.2.117 OUTDOOR GYMNASIUM PUBLIC CONSULTATION

File Reference: 26.3.8
Disclosure of Interest: Nil
Applicant: N/A
Previous Item Nos: 10.2.1020
Date: 15 October 2013
Author: Susan Guy Manager of Leisure and Culture

Summary:

Council is requested to approve the installation of an 8 Station Small Park Gymnasium in the recreation reserve (Reserve 49048) in the proximity of the Railways Tennis Club courts and the Community Garden on Hale Street.

Background:

On 13 August 2013 at its Ordinary meeting, Council was presented with an Agenda item (10.2.10200) concerning the location for the installation of an 8 Station Small Park outdoor Gymnasium. Councillors were advised that the Town's successful Healthy Communities Initiative (HCI) grant application for over \$566,000, included an allocation for the purchase and installation of an outdoor gymnasium within the Narrogin town site, funded from the Narrogin Healthy Lifestyles Project (NHLP) and that the outdoor gym is an identified NHLP delivery outcome.

Council was asked to consider and determine the best site to install an outdoor gym based on weighing up the advantages and disadvantages of the sites in terms of a range of social, environmental and safety factors. The local sites presented for consideration were:

- In the vicinity of the Railways Tennis Club courts and the Community Garden in the recreation reserve (Reserve 49048) on Hale Street
- The Skate Park
- The Narrogin Regional Leisure Complex (NRLC)
- Lions Park
- Fox's Lair

The Manager of Leisure and Culture recommended that Council approve the installation of the gymnasium in the recreation reserve (Reserve 49048) in the proximity of the Railways Tennis Club courts and the Community Garden on Hale Street.

Council after some deliberation resolved that a Public Consultation be arranged in regards to the proposed location of the gym being the South Eastern area of Reserve 49048 near the Railways Tennis Club and that the Public Consultation be advertised for two weeks with the results presented to Council. (Council Resolution 0713.162)

Comment:

Two advertisements were placed in the Narrogin Observer on 12 and 19 September 2013 advising that the Town plans to install an outdoor gymnasium within the Town site in the near future, that it is funded by the Narrogin Healthy Lifestyles Project (NHLP) and that two

viable sites have been considered by Council being Gnarojin Park near the Skate Park and Hale Street on the reserve between the old Railways Tennis Club and the Community Gardens. Residents were invited to express their preference regarding these two sites by either

- Preparing a letter of response addressed to the Chief Executive Officer or;
- Completing a Survey Monkey questionnaire on line or;
- Completing and returning a paper questionnaire.

Paper questionnaires were available at various locations including the Town's administration building, the library and the Narrogin Regional Leisure Centre.

A total of 51 people responded to the survey. Of these, 46 answered the question regarding their preferred site for the outdoor gym with 31 or 67 per cent expressing a preference for the Hale Street site and 15 or 33 per cent expressing a preference for Gnarojin Park. As an overall indicator 31 respondents out of 51 or 60 per cent selected Hale Street as the preferred site.

The survey asked respondents to provide reasons for their choice of site. For those respondents who chose Hale Street, the reasons included: too many kids at the skate park (risk to safety or privacy); peaceful and easy access; out of the way; secluded; easily enough accessible; there is a great walk way along the creek so you would be able to use the gym equipment as you went; better security and access; away from busy part of town; other area very busy with children; and the skate park is an area where teens hang out and drink - too much potential for violence.

Reasons why the minority of respondents preferred Gnarojin Park included: it is easily accessible; near a park; suitable for children; more central and easy to get to; creates more variety; closer to toilets; parents can exercise while kids use skate park; and closer to BBQ facilities.

Additional data was collected from the Survey as the information would be used for NHLP evaluation purposes. Some of this data of the 51 respondents is presented below:

Gender distribution:

- 80 per cent were female
- 20 per cent were male

Age distribution:

- 54 per cent were 21 to 39 years of age,
- 40 per cent were 40 years and over
- 6 per cent were under 20 years of age.

Distribution of respondents across Local Government Authorities:

- 68 per cent (34) resided in Narrogin,
- 26 per cent, (12) resided in the Shires of Narrogin, Wickopin and Cuballing
- 8 per cent (4) resided in Williams, Pingelly and Wagin.

Ranking of Site Features:

Respondents were asked to rank the site features of an outdoor gymnasium in terms of what they saw as most important to least important. These site features were: shade, low risk of vandalism, easily accessible (near a walking track), adequate lighting at night, family friendly, privacy, away from busy roads, proximity to other sporting facilities and adequate parking.

A total of 45 out of the 51 respondents completed this question. The majority of respondents indicated that access to public toilets, shade, low risk of vandalism and easily accessible were the most important site features. Adequate lighting, family friendly and privacy were ranked as moderately important by a small proportion of respondents, along with away from busy roads. No respondents indicated that proximity to other sporting facilities and adequate parking was the most important site feature.

Council Resolution 1013.218

Moved: Cr Schutz

Seconded: Cr Russell

That Council:

In accordance with the findings of the public consultation, approve the installation of an 8 Station Small Park Gymnasium in the recreation reserve (Reserve 49048) in the proximity of the Railways Tennis Club courts and the Community Garden on Hale Street.

CARRIED 7/0

10.2.118 ACCOUNTS FOR AUTHORISATION – September 2013

File Reference: 12.1.1
Disclosure of Interest: Nil
Applicant: Nil
Previous Item Nos: Nil
Date: 17 OCTOBER 2013
Author: Aimie Allinson – Finance Officer

Attachments:

Accounts for Authorisation – September 2013

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 – September 2013" is presented to Council for approval. Below is a summary of activity.

Total Creditor Payments September 2013	\$535,876.46
Total Payroll Payments September 2013	\$212,813.05
Total Payments September 2013	\$748,689.51
Percentage paid by EFT September 2013	81.90%
Percentage paid by Cheque September 2013	18.10%
Percentage of Local Suppliers September 2013	63.13%
Dollar Value spent with Local Suppliers September 2013	\$472,621.35

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

Council Resolution 1013.219

Moved: Cr Bartron

Seconded: Cr Ward

That Council: Approve the Accounts for Authorisation for the month of September 2013 for the Municipal Fund totalling \$748,689.51

CARRIED 7/0

LIST OF ACCOUNTS FOR PAYMENT – SEPTEMBER 2013

Chq/EFT	Date	Name	Description	Amount
EFT927	06/09/2013	Best Office Systems	NCP FAX/COPIER	-349.00
EFT928	06/09/2013	Narrogin Fruit Market	ADMIN CATERING For personnel folding Rates	-124.50
EFT929	06/09/2013	Don Ennis	MAYOR TRAVEL Claim 31/8/13 (Reimbursed from WALGA)	-438.00
EFT930	06/09/2013	Dynamic Print	ADMIN STATIONERY Invoices August 2013	-1,427.01
EFT931	06/09/2013	Narrogin Retravision	NCP REPAIRS To Washing Machines and Dryer	-132.00
EFT932	06/09/2013	Ingrey's	Building Surveyors 45,000km vehicle service for Dual Cab Triton - NGN2	-610.15
EFT933	06/09/2013	Kleenheat Gas	NRLC LPG Bulk Supply 7/8/13	-7,315.37
EFT934	06/09/2013	Knightline Computers	ADMIN IT Licence Renewal 2013-2014	-1,359.00
EFT935	06/09/2013	MAKIT Narrogin hardware	TOWN HALL #3570 CYLINDER ONLY - TH4	-769.00
EFT936	06/09/2013	Coca-Cola Amatil (Aust) PTY LTD	NRLC KIOSK Stock for resale- drinks	-811.23
EFT937	06/09/2013	WALGA	MEMBERS WA LOCAL GOVERNMENT Convention 2013	-7,911.00
EFT938	06/09/2013	Susan Farrell	COUNCIL LAUNDRY Linen	-50.00
EFT939	06/09/2013	DFES-Department of Fire & Emergency Services	FESA ESL OPTION B QUARTER 1 2013-2014	-45,545.30
EFT940	06/09/2013	Ballards of Narrogin	NRLC Medical Oxygen 13/8/13	-71.55
EFT941	06/09/2013	Australia's Golden Outback	AGO MEMBERSHIP 2013/2014	-295.00
EFT942	06/09/2013	Narrogin Electrical Services	NRLC REPAIRS Labour and Materials, Replacement of Lights in Pool area	-2,515.15
EFT943	06/09/2013	Liquor Barons	COUNCIL REFRESHMENTS Meeting 21/8/13	-42.00
EFT944	06/09/2013	S. Williams Plumbing	JHCC Locate and Repair Leak in JHCC Main Water Line	-1,255.00
EFT945	06/09/2013	The Royal Life Saving Society Australia	NRLC Swim School uniforms	-203.00
EFT946	06/09/2013	Kulker Plumbing Service	NHC Contractor fees - Reconnection Of Jessie House Water Meter	-93.50
EFT947	06/09/2013	West Country PRINT SYNC	ADMIN PRINTER Reading 6/8/13	-1,776.20
EFT948	06/09/2013	Mechanical & Diesel Services	RIDE ON MOWER Repairs Mower bearing replacement	-763.40
EFT949	06/09/2013	Narrogin Sports and Camping	NRLC GYM Maintenance of treadmills	-286.00
EFT950	06/09/2013	PFD Food Services Pty Ltd	NRLC KIOSK Stock Resale Food Chips Ice cream	-197.30

R

F

EFT951	06/09/2013	Air Response	Building Maintenance - Routine Service of Airconditioning	-400.00
EFT952	06/09/2013	Espresso Essential WA	NRLC COFFEE Machine Filters	-51.75
EFT953	06/09/2013	Ikes Home Improvement & Glass Centre	NRLC REPAIR Window Locks	-339.00
EFT954	06/09/2013	Peerless Jal Pty Ltd	NRLC MAINTENANCE and Parts	-1,669.97
EFT955	06/09/2013	Kojonup Veterinary Hospital	ANIMAL CONTROL Destruction costs - 2 dogs	-90.00
EFT956	06/09/2013	Dorma Automatics PTY LTD	NRLC MAINTENANCE Door Locks	-1,851.30
EFT957	06/09/2013	Austcycle Pty Ltd	NHLP MONTHLY Provider July 2013	-99.00
EFT958	06/09/2013	Katanning Security Services Pty Ltd	NRLC ALARM Responses 1/8/13 - 14/8/13	-330.00
EFT959	06/09/2013	Zenien	NRLC SECURITY System	-24,483.80
EFT960	06/09/2013	Local Health Authorities Analytical Committee	ANALYTICAL SERVICES 2013-2014	-1,274.89
EFT961	12/09/2013	LGISWA	John Higgins Community Complex	-5,084.63
EFT962	12/09/2013	LGIS WorkCare	Home & Community Care	-4,883.23
EFT963	12/09/2013	LGIS Insurance Broking	Admin Insurance	-3,994.14
EFT964	13/09/2013	Narrogin Hire & Reticulation	SEWERAGE HARDWARE Various Plumbing items	-69.62
EFT965	13/09/2013	Best office	LIBRARY PHOTOCOPIER Colour Copy Charges August 2013	-223.83
EFT966	13/09/2013	Kleenheat Gas	NRLC LPG Bulk Supply 23/8/13	-2,538.68
EFT967	13/09/2013	Knightline Computers	WORKS DEPOT Printer	-281.95
EFT968	13/09/2013	MAKIT Narrogin hardware	HARDWARE Materials Depot July 2013	-345.15
EFT969	13/09/2013	Coca-Cola Amatil (Aust) PTY LTD	NRLC KIOSK Stock for Resale Drinks	-1,030.73
EFT970	13/09/2013	Greenline Ag Pty Ltd	JD RIDE ON MOWER Parts and Repairs 15/07/2013	-125.85
EFT971	13/09/2013	Commander Australia Ltd	NHC TELEPHONE Commander Service Charges 15/7/13 - 14/8/13	-189.93
EFT972	13/09/2013	Aaron Joseph Cook	REIMBURSEMENT FUEL 10/7/13	-126.57
EFT973	13/09/2013	Brian Ronald Robinson	DTES REIMBURSEMENT Electricity June - August 2013	-167.75
EFT974	13/09/2013	Narrogin Electrical Services	NHC MAINTENANCE Replace and test front flood light	-192.50
EFT975	13/09/2013	Liquor Barons	COUNCIL REFRESHMENTS 1/8/13	-136.98
EFT976	13/09/2013	S. Williams Plumbing	NHC Plumbing Repair Leaking Cistern	-145.00
EFT977	13/09/2013	Narrogin and	NHC HIRE Senior Citizens Hall 1, 8, 10,	-600.00

		District Senior Citizens Centre	24 & 29 July 2013	
EFT978	13/09/2013	Edwards Motors Pty Ltd	LIBRARY VEHICLE Service 032NGN	-325.20
EFT979	13/09/2013	Narrogin Sports and Camping	FOREMAN VEHICLE Light Roof Mount	-320.00
EFT980	13/09/2013	PFD Food Services Pty Ltd	NRLC Kiosk Stock for Resale Icecreams	-231.60
EFT981	13/09/2013	P & F Kulker Building contractors	TOWN HALL UPGRADE Reconstruct Toilets Final Payment	-123,737.90
EFT982	13/09/2013	Super Civil PTY LTD	PW HOMER STREET Lay & Supply Asphalt Footpath	-2,200.00
EFT983	13/09/2013	MacDonald Johnston	HINO ROADSWEEPER Parts & Repairs 1AEK763	-1,780.58
EFT984	13/09/2013	Goodyear Dunlop Tyres Pty Ltd	VARIOUS PLANT Tyre and puncture repairs	-1,041.32
EFT985	13/09/2013	COMMAND A COM	NRLC TELEPHONE System Rental Charges 5/9/13 - 5/12/13	-478.50
EFT986	13/09/2013	Narrogin Panel Beating Service	00NGN REPAIRS Panel Beating (Works Supervisor)	-921.13
EFT987	13/09/2013	Peerless Jal Pty Ltd	NHC CLEANING Supplies	-475.67
EFT988	13/09/2013	Narrogin Chamber of Commerce	RATES INCENTIVE Prizes 2013-2014	-2,000.00
EFT989	13/09/2013	Central Country Zone (Walga)	ANNUAL SUBSCRIPTION 2013/2014 WALGA	-3,740.00
EFT990	13/09/2013	Dementia Care Australia	NHC UNIFORM Name Badges	-220.00
EFT991	13/09/2013	The Intermedia Group Pty Ltd	NHC SUBSCRIPTION 2013 Australian Ageing Agenda	-43.50
EFT992	13/09/2013	GGJ Consultants	NHC SUBSCRIPTION Support manual 2013/2014	-350.00
EFT993	13/09/2013	Australian Family Tree Connections	LIBRARY SUBSCRIPTION 2013/2014	-74.00
EFT994	13/09/2013	Bridgeworks Personnel Ltd	NHC TAFE Aged Care Cert III Drotsky	-2,000.00
EFT995	19/09/2013	Wright express-(COLES)	NHC COLES Account August 2013	-2,722.14
EFT996	26/09/2013	Best Office Systems	ADMIN PHOTOCOPIER Black and White copies	-133.42
EFT997	26/09/2013	Australia Post	ADMIN POSTAGE August 2013	-1,977.26
EFT998	26/09/2013	Best office	LIBRARY PHOTOCOPIER Colour Copies	-131.77
EFT999	26/09/2013	Narrogin Fruit Market	COUNCIL CATERING Lunch 6/8/13	-467.70
EFT1000	26/09/2013	Don Ennis	MEETING FEES July To September 2013	-10,419.90
EFT1001	26/09/2013	Leigh Ballard	MEETING FEES July to September 2013	-2,250.00
EFT1002	26/09/2013	Dynamic Print	ANIMAL CONTROL Dog Registration Renewals	-782.00
EFT1003	26/09/2013	Narrogin Retravision	TELEPHONE WORKS Mobile Phones x 2	-498.00
EFT1004	26/09/2013	E & H Staphorst	NHC SERVICE NGN219 30000km	-369.60

			Service	
EFT1005	26/09/2013	Narrogin Auto Electricians	NGN417 PARTS Beacen / Light Bar On Roof	-410.16
EFT1006	26/09/2013	Ingrey's	1 EAD854 - 15,000KM service	-652.20
EFT1007	26/09/2013	Kleenheat Gas	NRLC LPG Bulk Supply 2/9/13	-209.59
EFT1008	26/09/2013	Knightline Computers	ADMIN IT Install Rowter DV2830 Drytek	-2,450.95
EFT1009	26/09/2013	MAKIT Narrogin hardware	HARDWARE TRANSPORT August 2013	-434.40
EFT1010	26/09/2013	Landgate	RATES Valuation Mining Roll E70\04342	-252.06
EFT1011	26/09/2013	Coca-Cola Amatil (Aust) PTY LTD	NRLC KIOSK Stock for Resale Drinks	-316.38
EFT1012	26/09/2013	WALGA	TOWN OF NARROGIN Website New Modules	-750.00
EFT1013	26/09/2013	Westrac Equipment	1CYQ644 BOBCAT PARTS and Repairs (WORKS)	-998.98
EFT1014	26/09/2013	Narrogin Agricultural Repairs	NHC PARTS Honda Lawn Mower	-150.00
EFT1015	26/09/2013	Dryandra Country Visitors Centre Inc	TOURISM CONTRIBUTION Dryandra Visitor Centre 2013/2014	-14,500.00
EFT1016	26/09/2013	Ballards of Narrogin	POUND SUSTENANCE Dog Biscuits	-76.00
EFT1017	26/09/2013	Bibby Financial Services Australia Pty Ltd	TRANSPORT SIGNS and Grab rails	-309.10
EFT1018	26/09/2013	Robert John Madson	MEETING FEES ALLOWANCE July to September 2013	-3,406.25
EFT1019	26/09/2013	Aaron Joseph Cook	REIMBURSEMENT CEO RENT 24/8/13 TO 21/9/13	-4,000.00
EFT1020	26/09/2013	Narrogin Electrical Services	NRLC TOILETS Lights fitted to male toilets, pool area and re-connect kiosk roller shutter	-3,973.60
EFT1021	26/09/2013	Liquor Barons	COUNCIL REFRESHMENTS Meeting 13/09/2013	-203.99
EFT1022	26/09/2013	S. Williams Plumbing	MACKIE PARK OFFICE Plumbing Replace Kitchen Sink Waste	-285.00
EFT1023	26/09/2013	David Arthur Russell	MEETING FEES July to September 2013	-2,250.00
EFT1024	26/09/2013	Arthur Reginald Paternoster	MEETING FEES July to September 2013	-2,250.00
EFT1025	26/09/2013	Jan Elizabeth McKenzie	MEETING FEES July to September 2013	-2,250.00
EFT1026	26/09/2013	Baileys Fertilisers	OVAL CLAYTON RD Fertiliser	-2,426.60
EFT1027	26/09/2013	Orica Australia Pty Ltd	NRLC CHLORINE x 3 Cylinders	-697.00
EFT1028	26/09/2013	Edwards Motors Pty Ltd	REFUND OVERPAYMENT Vehicle Registration (1 EGU 314)	-412.45
EFT1029	26/09/2013	Narrogin Glass & Quick Fit Windscreens	REFUSE SITE Repairs Of Broken Window Replace	-547.23
EFT1030	26/09/2013	Great Southern	REFUSE SITE Management Fees -	-29,530.44

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		Waste Disposal	29/7/13 to 26/8/13	
EFT1031	26/09/2013	RJ Smith Engineering	NGN12070 JD Mower Catcher Repair Back Plate	-1,232.50
EFT1032	26/09/2013	Narrogin Toyota & Mazda	SMALL PLANT Chainsaw Blower Service	-631.95
EFT1033	26/09/2013	Public Transport Authority	TRANS WA Bus Ticket Sales August 2013	-880.41
EFT1034	26/09/2013	Cy O'connor Institute	NHC TRAINING Books Van Der Reit	-66.00
EFT1035	26/09/2013	Air Response	NRLC POOL AIRCONDITIONING Fit new humidity and temp controllers	-2,006.24
EFT1036	26/09/2013	Shire of Narrogin	DCCS RENT 24/8/13 - 21/9/13	-1,400.00
EFT1037	26/09/2013	COMMAND A COM	ADMIN TELEPHONE RENTAL Charges 27/10/13 - 27/1/14	-1,320.00
EFT1038	26/09/2013	Radiowest Broadcasters Pty Ltd	NHLP ADVERTISING Radio August 2013	-1,837.00
EFT1039	26/09/2013	Ashley Blyth Tree Lopping	NCP MAINTENANCE Tree Lopping and Stump Grinding	-990.00
EFT1040	26/09/2013	Narrogin Panel Beating Service	CEO VEHICLE 1NGN Excess	-700.00
EFT1041	26/09/2013	Pro-Met Express	REFUSE SITE FREIGHT Delivery of Tip Passes	-40.40
EFT1042	26/09/2013	New Security Installations Pty Ltd	ADMIN SECURITY Alarm Monitoring June - Nov 2013	-151.04
EFT1043	26/09/2013	Dawsons Funeral Home	NHC UNIFORMS Engraving for Staff badges	-52.00
EFT1044	26/09/2013	Ikes Home Improvement & Glass Centre	LIBRARY MAINTENANCE Public Notice Board Replace glass with vandal proof polycarbonate	-415.00
EFT1045	26/09/2013	Narrogin Boilermakers	WORKS CREW Uniforms	-1,708.00
EFT1046	26/09/2013	Alphawest Services Pty Ltd	ADMIN IT Support July 2013	-59.59
EFT1047	26/09/2013	Peerless Jal Pty Ltd	CACP CLEANING Hand Sanitizer	-46.06
EFT1048	26/09/2013	Austcycle Pty Ltd	NHLP AUSTCYCLE Licence August 2013	-99.00
EFT1049	26/09/2013	Public Libraries Western Australia Inc.	LIBRARY MEMBERSHIP PLWA 2013 /2014	-153.75
EFT1050	26/09/2013	Katanning Security Services Pty Ltd	NRLC SECURITY Alarm response	-59.90
EFT1051	26/09/2013	Links Modular Solutions	NRLC IT Support 01/07/2013 to 30/06/2014	-2,326.50
EFT1052	26/09/2013	Cheryl Leanne Haydock	NRLC REIMBURSEMENT Expenses Kiosk Supplies	-118.44
EFT1053	26/09/2013	THE LITERATURE CENTRE INC	LIBRARY GRANT Liliana Stafford 20 -23 August 2013	-3,385.60
EFT1054	27/09/2013	Kinetic Super	Superannuation contributions	-132.36
EFT1055	27/09/2013	Concept One the Industry Superannuation	Superannuation contributions	-615.08

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		Fund		
EFT1056	27/09/2013	Hesta Superannuation	Superannuation contributions	-814.07
EFT1057	27/09/2013	Rest Superannuation	Superannuation contributions	-147.37
EFT1058	27/09/2013	WA Local Government Super Plan	Superannuation contributions	-19,199.94
EFT1059	27/09/2013	AustralianSuper	Superannuation contributions	-412.96
EFT1060	27/09/2013	Host Plus	Superannuation contributions	-436.79
EFT1061	27/09/2013	Prime Super	Superannuation contributions	-399.18
44466	06/09/2013	Synergy	ELECTRICITY CLAYTON RD 10/7/13 - 13/8/13	-18,677.60
44467	06/09/2013	Narrogin Packaging	NRLC KIOSK SUPPLIES Paper Towel , Toilet Paper and Plastic cups	-321.55
44468	06/09/2013	Water Corporation	CLAYTON RD WATER USE 20/3/13 - 18/7/13	-3,448.46
44469	06/09/2013	Sportspower Narrogin	NHLP EQUIPMENT Ball Bag	-29.99
44470	06/09/2013	Narrogin Newsagency	ADMIN NEWSAGENCY Account August 2013	-269.66
44471	06/09/2013	IT Vision	RATES BILLING TRAINING MODULE	-240.00
44472	06/09/2013	Local Government Managers Australia	MOF MEMBERSHIP LGMA 2013 -2014	-465.00
44473	06/09/2013	Westfarmers Landmark	HONDA ATV Parts New Sprayer Wand	-20.00
44474	06/09/2013	Zipform	RATE NOTICE STATIONERY 2013	-2,317.70
44475	06/09/2013	Boral Asphalt	CLAYTON RD pre-mix	-3,311.00
44476	06/09/2013	Jane Hollingshead	NHLP REIMBURSEMENT Visitors book	-20.95
44477	06/09/2013	Australasian Performing Right Association Ltd	NHC APRA LICENCE 2013 - 2014	-194.05
44478	06/09/2013	VisiMax Safety	RANGER VEHICLE Light Bar	-1,891.65
44479	06/09/2013	A & A Corasaniti Building Contractors Pty Ltd	Capital Works - Smith Street Footpath Construction	-11,718.00
44480	06/09/2013	Department of Mines & Petroleum	NRLC Dangerous goods licence renewal	-192.00
44481	06/09/2013	Earl Street Surgery	STAFF RECRUITMENT - Pre-Employment medical expenses Noel White	-198.00
44482	06/09/2013	RAC Businesswise	NHC NGN219 2013 BusinessWise Renewal	-177.00
44483	13/09/2013	TELSTRA	DTES & FOREMAN MOBILE Phone Account August 2013	-781.51
44484	13/09/2013	Narrogin Packaging	NRLC Cleaning Products Paper Towel ,Toilet Paper Pie Bags and hand care	-305.15
44485	13/09/2013	Hancocks Home Hardware	ADMIN OFFICE Materials Black Plastic for Alteration	-8.85

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44486	13/09/2013	Narrogin Meals On Wheels	NHC Meals On Wheels x 336 July 2013	-584.64
44487	13/09/2013	Narrogin Taxis	HACC Taxi Services July 2013	-196.90
44488	13/09/2013	Narrogin Nursery, Café & Gallery	PARKS & GARDENS PLANTS Perennials Town Centre	-2,944.00
44489	13/09/2013	The Distributors Perth	NRLC KIOSK Stock for Resale Confectionary	-1,022.00
44490	13/09/2013	Zipform	REFUSE SITE STATIONERY Tip Passes Printing	-2,431.00
44491	13/09/2013	The Hospitality Store	NHC MOW's Thermometer Infrared Laser	-115.86
44492	13/09/2013	Mister Yardman	NRLC CLEANING Mister Yardman box pick up for the Year Ending 30/06/2014	-495.00
44493	13/09/2013	CREVET PIPELINES	SEWERAGE PARTS Maintenance	-2,126.26
44494	26/09/2013	Synergy	ELECTRICITY CLAYTON RD Sportsground 14/8/13 - 10/9/13	-23,668.10
44495	26/09/2013	TELSTRA	TELEPHONE ADMIN September 2013	-2,378.90
44496	26/09/2013	Narrogin Packaging	NHC CLEANING Supplies Toilet Paper , Gloves and paper Towel	-1,413.23
44497	26/09/2013	Narrogin Dependant Persons bus Association	NHC HIRE Shoppers Bus August 2013	-232.38
44498	26/09/2013	Water Corporation	WATER COMMUNITY GARDEN Charges 22/7/13 - 9/9/13	-35.55
44499	26/09/2013	Staples Australia Pty Ltd	ADMIN STATIONERY August 2013	-1,149.55
44500	26/09/2013	Les Archibald	MEETING FEES July to September 2013	-2,250.00
44501	26/09/2013	Courier Australia	ADMIN FREIGHT August 2013	-116.44
44502	26/09/2013	Department of finance shared services State Library Of WA	LIBRARY LOST and Damaged Books The Zoo	-2.20
44503	26/09/2013	Parrys Pty Ltd	WORKS UNIFORM Boots	-917.76
44504	26/09/2013	IT Vision	IT VISION Annual Licence Fee 30/6/14	-35,663.10
44505	26/09/2013	Thing-A-Me-Bobs	ADMIN CITIZENSHIP Gift Wrap	-6.00
44506	26/09/2013	Michael Gerard Kain	MEETING FEES July to September 2013	-2,250.00
44507	26/09/2013	John Fisher Muller	MEETING FEES July to September 2013	-2,250.00
44508	26/09/2013	Ted's Carpet Cleaning Service	LIBRARY CLEANING Carpets 18/8/13	-121.00
44509	26/09/2013	Narrogin Toyota	NGN9722 TIPPING UTE Repair Brakes	-573.34
44510	26/09/2013	Farmworks Rural PTY LTD	VERGE MAINTENANCE Herbicides	-759.44
44511	26/09/2013	Pictures For Pleasure	ADMIN BUILDING Replacement of glass in pictures	-60.00
44512	26/09/2013	Boral Asphalt	CLAYTON RD Emulsion 820.000 Lt	-992.20
44514	26/09/2013	Lynne Yorke	REIMBURSEMENT COLES Consumables	-140.61
44515	26/09/2013	Austral	RATES LEGAL Fees May 2013	-869.35

		Mercantile Collections Pty Ltd		
44516	26/09/2013	The Childrens Book Council of Australia WA branch	LIBRARY MEMBER Stationery 2013	-59.00
44517	26/09/2013	The Hospitality Store	NHC EQUIPMENT HOT Water Urn	-253.00
44518	26/09/2013	Zee Tags	ANIMAL CONTROL Dog and Cat Registration Tags for 2013/14	-545.31
44519	27/09/2013	Australian Ethical Superannuation	Superannuation contributions	-569.24
44520	27/09/2013	BT Super For Life	Superannuation contributions	-508.72
44521	27/09/2013	Commonwealth Bank	Superannuation contributions	-526.54
44522	27/09/2013	IOOF	Superannuation contributions	-292.70
44523	27/09/2013	Macquarie Investment Manager	Superannuation contributions	-338.84
44524	27/09/2013	MLC Nominees	Payroll deductions	-1,575.87
44525	27/09/2013	QANTAS Staff Credit Union Limited	Superannuation contributions	-253.26
44526	27/09/2013	St Andrews Retirement Plan	Superannuation contributions	-145.24
44527	27/09/2013	Colonial First State Investments	Superannuation contributions	-76.14
44528	27/09/2013	AMP Life Limited	Superannuation contributions	-43.06

-\$ 535,876.46

PAYROLL SUMMARY

September 2013 pay details

pay date	nett amount
	\$
6/09/2013	3,821.66
	\$
11/09/2013	100,807.13
	\$
25/09/2013	<u>108,184.26</u>
	\$
Total	<u><u>212,813.05</u></u>

Cheque Total

-\$ 135,539.85

EFT Total

-\$ 400,336.61

Payroll Total

-\$ 212,813.05

TOTAL

-\$ 748,689.51

F	Funded
P	Partially Funded
R	Reimbursement
I	Insurance
PRB	Partially reimbursement

10.2.119 MONTHLY FINANCIAL REPORTS AUGUST AND SEPTEMBER 2013

File Reference: 12.8.1
Disclosure of Interest: Nil
Applicant: Nil
Previous Item Nos: Nil
Date: 18th October 2013
Author: Mr Colin Bastow - Director of Corporate Services

Attachments:

- Monthly Financial Report for the period ended 31 August 2013
- Monthly Financial Report for the period ended 30 September 2013

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.

Comments:

The Financial Reports are provided as attachments to this document and are provided separately due to the preparation time. Please note that there are notations on the reports providing guidance as to a minor discrepancy.

Consultation: - Nil

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 2013/2014 Annual Budget, or resulting from a Council Motion for a budget amendment.

Strategic Implications: - Nil

Voting Requirements: Simple Majority

Council Resolution 1013.220

Moved: Cr Schutz

Seconded: Cr Ward

That Council:

Receive the August and September 2013 Monthly Financial Reports as presented.

CARRIED 7/0

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

Council Resolution 1013.221

Moved: Cr Paternoster

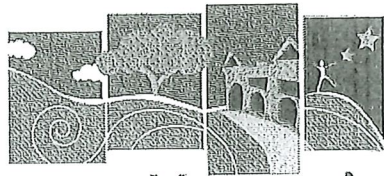
Seconded: Cr Russell

That Council request the Electoral Commission to allow the Town of Narrogin to defer its requirement to call an extraordinary election, due to the vacancy created by the election of the Mayor so that Council can formally consider making application to the Minister for Local Government to reduce the numbers of Councillors from eight to seven.

CARRIED 7/0

13. CLOSURE OF MEETING

Meeting was declared closed at 9:50pm.



Town of Narrogin

Memorandum

To: Carolyn Thompson.
From: Aaron Cook Chief Executive Officer
Date: 4 July 2015
File ref: Councilor - Personal
Subject: Signing of Minutes

There are multiple sets of Minutes that are required to be signed by the previous Mayor Mr Don Ennis. Due to the time taken to process these minutes to enable the signature I contacted Mr Ennis on several occasions to attend the office and perform the signatures.

Mr Ennis has refused to accommodate this request sighting that he is no longer in a position to verify the records. He also stated that he would prepare a letter to this effect for Council's records as he had spoken to the Department and this would meet the requirement. Since that time no letter has been provided and, as such, please place this memo on Mr Ennis's Councilor file and with the unsigned minutes as a record that the request for him to sign was made.

Thank you

A handwritten signature in black ink, appearing to read 'Aaron Cook', written over a faint circular stamp.

Aaron Cook
Chief Executive Officer