



Town of Narrogin

MINUTES

ORDINARY COUNCIL MEETING

25 NOVEMBER 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
16 December 2014

Signed  Date 16/12/14
(Presiding Member at the meeting at which minutes were confirmed)

ORDINARY COUNCIL MEETING AGENDA

25 NOVEMBER 2014

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

The Mayor opened the meeting at 7:30pm.

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

Elected Members

Mayor Leigh Ballard
Cr Arthur Paternoster – Deputy Mayor
Cr Clive Bartron
Cr Colin Ward
Cr David Russell
Cr Michael Kain
Cr Jan McKenzie
Cr Paul Schutz

Staff

Mr Aaron Cook – Chief Executive Officer
Mr Brian Robinson – Director of Technical and Environmental Services
Mr Colin Bastow - Director Corporate and Community Services
Ms Carolyn Thompson – Executive Assistant

Apologies

Nil

Visitors

Mr Seale
Mr Little

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

Mayor Ballard raised the following matters for note of Council but do not form a Declaration of Interest.

- Item 10.1.362 – Business premises are located within the identified blast zone but is outside of the proximity interest guidelines.
- Item 10.1.365 – Business is a supplier of bottled LPG gas, not bulk gas, and is not associated with the supply of bulk gas and, as such, is outside of the financial interest guidelines.

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

Mr Seale - Will Council provide minutes of the previous Annual Elector's Meeting prior to the Elector's meeting 2 December?

Mr Cook – Responded that they will be provided prior to the meeting.

(Note: that these minutes have been available on the Town of Narrogin Website since the 30th May 2014)

Mr Seale - Will the survey as referred to in the Strategic Plan be carried out prior to the Merger?

Mayor Ballard – This may be considered.

Mr Seale - With reference to Item 10.1.362, will Council edit this item to delete the word “delegate” and replace with the word “resolve” under the Officer's Recommendation?

Mayor Ballard – Responded that this will be dealt with during discussion on the item.

Mr Seale - With reference to Item 10.2.363, will Council edit this item to delete the word “authorise” and replace it with “resolve” under the Officer's Recommendation?

Mayor Ballard – Responded that this will be dealt with during discussion on the item.

Mr Seale - With reference to Item 10.2.365 – Statutory Environment – will Council edit the item to reflect the statutory requirement of the “Functions in General Regulations 1997 clause 11”?

Mayor Ballard – Responded that this will be dealt with during discussion on the item.

Mr Seale - With reference to the Monthly Financial Report on page 38 will council edit the item to reflect that the figures shown are the year to date actual and full budget amounts?

Mayor Ballard – Responded that this will be dealt with during the discussion on the item.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Council Resolution: 1114.163

Moved: Cr Michael Kain

Seconded: Cr Paul Schutz

That Council:

Accept the minutes of the Ordinary Council Meeting held on 11th November, 2014 and be confirmed as an accurate record of proceedings.

CARRIED: 8/0

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Nil

9. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

10. MATTERS WHICH REQUIRE DECISIONS

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

13. CLOSURE OF MEETING

Note: Mr Seal interjected to the meeting during discussion requesting a “Point of Order” regarding point 9.1 within the Standing Orders which require Members to Stand is not being acted upon.

Mayor Ballard responded that a decision was made in the first meeting after being elected as Mayor that Council would informally relax this requirement.

10.1 DEVELOPMENT AND TECHNICAL SERVICES

10.1.362 APPLICATION FOR BLASTING PERMIT – NO 162 (LOT 5) FEDERAL STREET, NARROGIN

File Reference: a170400
Disclosure of Interest: Nil
Applicant: Dynamic Drill & Blast
Previous Item Nos: Item 10.2.313 – 8th July 2014
Item 10.1.350 – 14th October 2014
Date: 20th November 2014
Author: Brian Robinson, Director Technical & Environmental Services

Attachments:

Relevant excerpts from a generic Explosive Management Plan submitted by the applicant.

Summary:

Council is requested to consider granting a permit for the use of explosives to facilitate site works associated with the redevelopment of Narrogin Toyota.

Background:

At its July 2014 meeting, Council granted conditional approval to Stage 1 of the Narrogin Toyota/Mazda redevelopment comprising new workshops, storage and car detailing facilities. Subsequently Council granted conditional approval to stages 2 and 3 of the redevelopment incorporating a new showroom/administration building and car display yard.

Approval is now being sought for a permit to use explosives to blast significant rock on site in order that the bulk site works may then be completed. Bulk site works are required to facilitate the development, use and drainage of the site in accordance with the approved plans.

In accordance with section 131 of the Dangerous Goods Safety (Explosive) Regulations 2007, a person who wishes to use an explosive in a town site to blast rock or similar solid material, must obtain a written permit to do so from the local authority.

Pursuant to the requirements of the regulations, the applicant is required to submit a detailed Blast/Explosive Management Plan at least 24 hours prior to any proposed explosion.

Comment:

At this stage the applicant has submitted a generic Explosive Management Plan, seeking Council's agreement in principal to the use of explosives on the site. Essentially the plan details, amongst other things, the site management requirements, training requirements for staff, safe handling procedures the shot firing process.

The use of explosives for blasting within a town site has potential to impact on the area through various means, including but not limited to:-

- a) Detrimental impact through noise;
- b) Threat to the life of residents through fly-rock;
- c) Damage to both private and public infrastructure.

To assist Council in determining whether the proposed use is acceptable in principal, the following comments are offered:

Noise

Preliminary details contained within the Management Plan indicate that it will be necessary for a number of blasts to be completed. It is proposed that all blasts will occur between the hours of 12:30pm and 1:30pm. Blasting at this time will limit the potential impact of noise.

Fly-Rock

Fly-rock is the generic term given to materials sent sky-ward as a result of a blast. Due care must be taken to ensure that explosives are sized and prepared so as to limit the potential for fly-rock. For this reason staff are required to be suitably trained and qualified

At this stage the applicant has indicated that an exclusion zone of some 150 metres is proposed although blasts will be managed to ensure that no fly-rock leaves the site.

Property Damage

In addition to fly-rock, the use of explosives for blasting has the potential to impact on the adjacent infrastructure through vibrations and air blasts. The submitted draft management plan indicates that appropriate equipment will be located on site to record the impact of each blast.

Investigations will be completed following each blast to ensure the blasting.

It is recommended that the applicant undertake a dilapidation survey being for all buildings

As detailed in the draft Management Plan, the applicant has developed a series of safe working procedures, including procedures on how to reduce the potential for fly-rock through appropriate drilling practices and the use of blast mats.

Consultation:

Chief Executive Officer and the applicant.

Statutory Environment:

Pursuant to section 131 of the Dangerous Goods Safety (Explosives) Regulations 2007, a person wishing to use explosives within a Town site is required to first obtain a permit from the relevant local authority.

In accordance with Section 131 (6), on receipt of an application for blasting operations within a town site, the local authority may:

- a) Issue a notice that prohibits the explosion;
- b) Issue a permit for the explosion; or
- c) Issue a permit for the explosion that contains reasonable conditions to ensure the safety of people and or property, to ensure such people are notified of the proposed explosion and to reduce the potential disturbance.

Section 131(7) states that a local government shall not grant a permit unless it is satisfied that public risk insurance is in place of at least \$10,000,000 or such higher amount as the local government decides is reasonable.

In this case, given that the site conditions dictate that only blasting will be able to remove rock to permit the completion of site works, it is recommended that the Chief Executive Officer be granted delegated authority to issue a conditional permit following the receipt of a refined site specific Blast Management Plan.

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Voting Requirements: Simple Majority

OFFICER'S RECOMMENDATION

That Council:

- 1) Advise the applicant that it has no objection in principal to the proposed use of explosives for blasting on the Narrogin Toyota Mazda site at No 162 (Lot 5) Federal Street; and
- 2) Delegate authority to the Chief Executive Officer for the issuing of blasting permit for No 162 (Lot 5) Federal Street, subject to the following conditions:
 - a. The applicant provide a certificate of currency demonstrating that they hold current public risk insurance of at least \$10,000,000.00.
 - b. Submission of a detailed Blast Management Plan to the satisfaction of the Chief Executive Officer.
 - c. Unless otherwise approved by the CEO, all blasting to be restricted to between the hours of 12:30pm and 1:30pm Monday to Friday.

- d. The applicant forwarding correspondence to all property owners/occupiers within the identified blast exclusion zone to advise of the proposed blasting a minimum of 14 days prior to blasting on site.
- e. The applicant arrange for a public notice to appear in the local paper a minimum of 14 days prior to the blasting being undertaken to ensure residents are aware of the activities to be undertaken.
- f. The applicant ensure that all service and emergency service authorities are advised of the proposed blasting times and location a minimum of 48 hours prior to blasting being undertaken.

Advice to Applicant:

- a) The applicant is advised that the Town of Narrogin is to be supplied a hard copy of all correspondence prepared in accordance with conditions d, e and f.
- b) It is recommended that the applicant arrange for a dilapidation survey to be undertaken of all homes and other premises having potential to be impacted on by the blasting activity.
- c) That the Town of Narrogin, through issuing the proposed permit, should all requirements be met, is in no way accepting any liability for any action or result of any action that the applicant may make in carrying out the permit, including any damages, injury or loss to building or life that may occur.

Council Resolution: 1114.164

Moved: Cr Paul Schutz

Seconded: Cr Clive Bartron

That Council:


- 1) Advise the applicant that it has no objection in principal to the proposed use of explosives for blasting on the Narrogin Toyota Mazda site at No 162 (Lot 5) Federal Street; and
- 2) Issue a blasting permit for No 162 (Lot 5) Federal Street, subject to the following conditions:
 - a. The applicant provide a certificate of currency demonstrating that they hold current public risk insurance of at least \$10,000,000.00.
 - b. Submission of a detailed Blast Management Plan to the satisfaction of the Chief Executive Officer.
 - c. Unless otherwise approved by the CEO, all blasting to be restricted to between the hours of 12:30pm and 1:30pm Monday to Friday.
 - d. The applicant forwarding correspondence to all property owners/occupiers within the identified blast exclusion zone to advise of the proposed blasting a minimum of 14 days prior to blasting on site.
 - e. The applicant arrange for a public notice to appear in the local paper a minimum of 14 days prior to the blasting being undertaken to ensure residents are aware of the activities to be undertaken.
 - f. The applicant ensure that all service and emergency service authorities are advised of the proposed blasting times and location a minimum of 48 hours prior to blasting being undertaken.

Advice to Applicant:

- d) The applicant is advised that the Town of Narrogin is to be supplied a hard copy of all correspondence prepared in accordance with conditions d, e and f.
- e) It is recommended that the applicant arrange for a dilapidation survey to be undertaken of all homes and other premises having potential to be impacted on by the blasting activity.
- f) That the Town of Narrogin, through issuing the proposed permit, should all requirements be met, is in no way accepting any liability for any action or result of any action that the applicant may make in carrying out the permit, including any damages, injury or loss to building or life that may occur.

CARRIED: 8/0

Note Reason for Change: To remove the reference to Delegation within the resolution.

EXPLOSIVE MANAGEMENT PLAN CONTRACT No: Narrogin Toyota Dealership – Halanson Earthmoving	
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EXPLOSIVE MANAGEMENT PLAN (ExMP)

Contract No.:

Contractor: **Halanson Earthmoving**

Site: Narrogin Toyota Dealership

EXMP Author: **Chris Horrocks**

EXMP Owner: Mark Davis

Controlled Copies:	Numbered:	Issued To:	Signature:
Halanson Earthmoving Project Manager	1	Shane Steele	
Dynamic Drill and Blast Site Manager	2	Mark Davis	
Dynamic Drill and Blast	3	Chris Horrocks	

Register of Changes				
Date	Title	Issue No.	Page	Description

1. PURPOSE

1.1 Introduction

It is a requirement to develop and implement a formal “*Explosive Management Plan*” under the Mines Safety Inspection Regulations “Explosives” Part 8.59 – “Preparation of an Explosives plan for an underground coal mine” and Australian Standards AS2187.2 2006 section 4.2 Appendix A “Blast Management Plan and Records”.

Dynamic Drill and Blast Pty Ltd recognises this requirement and has adopted it to meet its operational requirements for the Narrogin Toyota Dealership Project when using and handling explosives on site.

The standards and protocol set out in the Explosive Management Plan is to minimise injury and prevent fatalities from the use of explosives and to achieve best practices in the design process, use and handling of explosives at all operations where explosives are used.

1.2 Purpose

The purpose of this “Explosives Management Plan” is not only to provide a detailed description of how explosives are transported, stored, handled, used and disposed of, in open pit mining operations and / or Civil Works but also be utilised in the day to day operations as an active management tool. This includes drill and blast design to maintain the stability of excavations.

It therefore provides management with the “how-to-do” information to enable them to safely manage explosives within their area of responsibility. Accordingly, this document is primarily a management document and is supported by a number of other workplace documents as listed in the Appendix.

1.3 Scope

The requirements of the Explosives Management Plan apply to all personnel who operate in areas under the control of Dynamic Drill and Blast. This includes all relevant clients and sub contractor personnel, including any third parties and their facilities, infrastructure, equipment and supplies.

The Explosive Management Plan shall be read in conjunction with current statutory Acts and Regulations in addition to Halanson Earthmoving site specific management plans and guidelines.

1.4 Document Information

The Explosive Management Plan links the design process and relevant blasting standards that is highlighted in the Safe Work Procedures; an Explosives Management Plan (ExMP) is required for each operation or mine. The ExMP is to be compiled by an appropriately qualified and competent delegate in conjunction with the Site Manager for Dynamic Drill and Blast. The Halanson Earthmoving Construction / Registered Manager shall approve the ExMP before it is adopted.

This document contains information that is important to the safety of everyone associated with the mining / construction operations where explosives are used. This information shall be communicated to new personnel who have responsibility for the transport, storage, handling / use and disposal of explosives or the design and implementation of drilling and blasting plans.

2. DRILL & BLAST PHILOSOPHY

Under the Dynamic Drill and Blast Safety Management System, Safe Work Procedures have been developed separately for drilling and blasting operations, in a bid to provide standards and training on how to conduct drill and blast operations in an efficient and safe method.

2.1 Drill & Blast Design Process

Proper drill and blast design is essential to achieve efficient and safe blasting. The Dynamic Drill and Blast blasting standards require drilling and blasting to be properly planned and carried out to minimise any adverse impact on the environment (i.e. fly-rock, air-blast) as well as ground stability and rock fragmentation.

DRILLING AND DESIGN PROCESS

- ◆ An agreement on rock to be blasted “Rock Horizon” shall be decided between the Halanson Earthmoving Representative. This is defined by a rip test with a D10 dozer.
- ◆ Survey shall peg crest and toe lines and pick up the area (rock horizon), to determine agreed volume and bench height. Survey shall produce a plan of the area.
- ◆ Consultation with the Halanson Earthmoving representative on desired blast parameters eg. wall and face control, powder factors, blast orientation and timing. A Blast Master Plan shall be set up for every mining level / cutting.
- ◆ Examine the ground conditions, (Geological constraints).
- ◆ Dynamic Drill and Blast Blast Designer / Blasting Manager prepares and submits a Drill Design Proposal Sheet– **Appendix 1**.
- ◆ The Halanson Earthmoving Representative signs off, agreeing to the Drill Design Proposal Sheet.
- ◆ A copy of the approved Drill Design Proposal Sheet is given to the Shotfirer who marks up the drill pattern in accordance with the Drill Design Proposal Sheet.
- ◆ The Surveyor picks up the hole locations and depths and develops a drill plan. On the drill plan the surveyor places reference points which correspond with pegs placed on the ground which gives the chainage for locating drill lines and correct pattern orientation. Hole number and depths to design are placed on the drill plan.
- ◆ The drill plan is checked by the Blast Designer / Blast Manager for correct depths. Adjustments are made where required.
- ◆ The drill pattern is drilled to the depths on the plan with the driller dipping their own holes. The driller records each hole depth on the Driller Log / Charge Sheet. All holes shall be drilled with water irrespective of suspected fibrous minerals that may be in the area or not. Where there is a change of ground conditions i.e. cavities, distinct change in hardness, the

design weight of explosives shall always be used / followed first for loading purposes but in the event that the designed charge height is reached before design weight, then loading of the hole will be terminated.

- ◆ Where cavities are encountered, the hole shall be bagged off above the cavity stemmed up 300-800mm of dirt to create a plug and loaded. This is dependent on the depth of the cavity and the number of cavities per hole.
- ◆ Any holes that are found to be overloaded when loading blast holes using the stemming stick for charge height control shall have the product removed or diluted. This can be achieved by pouring water down the hole until the required stemming height is reached.
- ◆ Where a hole has been primed and the primer has jammed in the hole within the height of the normal stemming column, the hole shall be stemmed up and an artificial burden shall be placed on top of the hole to a height that is greater than the normal designed stemming column to contain the energy released when the primer is initiated. Care must be taken to protect the signal tube when placing the artificial burden on top of the stemming.
- ◆ Once the pattern has been loaded and all charge weights and stemming heights / charge heights recorded, the pattern will be ready for stemming.
- ◆ 10mm crushed aggregate (10% of the blast hole diameter) will be used to stem the blast holes. When stemming the hole, the stemming material should be slowly poured / shovelled into the hole to reduce bridging the hole prematurely. Large rocks shall not be used as stemming material.
- ◆ To maintain zero fly-rock where required a minimum of 27 drill bit diameters will be used as the minimum stemming height to contain fly-rock. General blasting with no restrictions shall have the stemming heights brought up to 23-25 bit diameters of stemming height.
- ◆ Once the blast pattern is stemmed, it can be clipped / tied in as per the tie diagram on the Blast Design Proposal Sheet (Generic tie) or the tie-in set up by the Blast Designer using the drill plan which shows actual holes to be fired.
- ◆ There will be no pre-loading of blast patterns and sleeping shots overnight unless approved by the Construction / Registered Manager.

BLAST FIRING

Note: Special attention needs to be given when clearing out the roadways and creeks areas for blasting. It is recommended that the Dynamic Drill and Blast Blasting Procedure OPER 22 be used. All old tracks not being used shall be barricaded off with a sizable windrow after consultation with Halanson Earthmoving representative.

General Overview of Blasting Procedure – BLASTING OPER 22

With a confirmed blast time set, the Blast Controller after complying with the agreed blast clearance and site approved:

- ◆ Position blast guards and blocks off and clears the blast zone area.

Note: Mr Seale interjected during the discussion of the item regarding the removal of the wording authorise the CEO to stress its importance after the CEO made the statement that this amendment was inconsequential but was Council's decision.

The Mayor requested that Mr Seale to sit as the point had been raised.

10.1.363 PROPOSED MODIFICATION OF RESERVE MANAGEMENT ORDER – RESERVES 35591 AND 36090 KEALLY STREET, NARROGIN

File Reference: R35591, R36090 & 4.3.2
Disclosure of Interest: Nil
Applicant: Town of Narrogin/CY O'Connor TAFE
Previous Item Nos: Item 10.2.926
Date: 20th November 2014
Author: Brian Robinson, Director Technical & Environmental Services

Attachments:

Copy of current vesting order for Reserve 35591 (Lot 1545) Keally Street, Narrogin

Summary:

Council is requested to consider making application to the Minister for Lands for a change of the Management Order from "Parks" to "Community Purposes" to facilitate the future use and development of the land for education purposes.

Background:

At its meeting held on the 23rd October 2012, Council was requested to endorse 'in principal' the transfer of Reserves 35591 and 36090 Keally Street to the Education Department to facilitate a new centralised TAFE facility.

In accordance with the officer recommendation, Council resolved as follows:

That Council:

Endorse in principle the following resolution relating to the proposed TAFE project and the transfer of Reserves 36090 and 35591.

- 1. Upon the Department of Training and Workforce Development and C.Y.O'Connor TAFE securing the significant funding required for the full construction of the proposed Narrogin TAFE project, including Administration, Workshops and full facilities, Council commit to the transfer of Reserves 36090 and 35591 to the Department of Training and Workforce Development.*
- 2. In return, the Department of Workforce Development and Training advocate to the Department of Treasury and Ministers that once the development has been constructed and 59, (Lot 337 and 338) Fortune St (Old Convent Building) is vacated that the land and infrastructure be handed to the Town of Narrogin, or its new entity's name, for a nominal cost.*
- 3. The Department of Training and Workforce Development allocate a value on the Reserves within their business plan to be shown as a value of the "In Kind"*

contribution of the Town of Narrogin to the TAFE development project in recognition of the relinquishing of the Reserves.

4. *That the "Lions Lookout" be retained in the control of the Local Government and that the Department of Training and Workforce Development facilitate the subdivision of this area from the Reserves and facilitate the transfer of the Reserves when funding is secured and the TAFE project is committed.*

Since that time, Council's Town Engineer and Chief Executive Officer have been acting as Project Manager and Project Director respectively, progressing with service headworks, detailed site investigation and site remediation. This aspect of the proposal is expected to be finalised within 6 months.

Following the completion of this initial phase, it will up to CY O'Connor TAFE to progress with the bulk site works and construction phases.

Council is now requested to consider making application to the Minister for Lands for modification of the current vesting/management order to further facilitate the development of a new TAFE facility on the land.

Comment:

Currently both reserves are vested with the Town of Narrogin for the purpose of "Parks". The purpose of this vesting is not consistent with the proposed use and development of the land.

It is therefore recommended that Council make application to the Minister for Lands to modify the current vesting order to identify the reserve purpose being for "Community Purposes". Such a purpose would be consistent with the intended use.

Consultation:

Chief Executive Officer – Aaron Cook
Town Engineer – David Coates

Statutory Environment:

Management Orders for crown reserves are issued by the Minister for Lands under the Land Administration Act 1997. Applications for modification of existing management orders are made through the Department of Regional Development and Lands – State Land Services

Policy Implications:

Nil

Financial Implications:

There is no cost associated with an application for modification of a management order other than Council officer time. All costs will therefore be wholly contained within the adopted 2014/15 budget.

Strategic Implications:

Modification of the current Management Order to reflect the reserve purpose as "Community Purpose" will facilitate the ultimate development and use of the land for an education facility,

whilst still recognising the potential use of the land for other community purposes, such as Lions Lookout.

Given that the initial phase of the proposed education facility is to be located on Reserve 35591 it is recommended that priority be given to modification of the management order for this reserve.

To avoid future delays in modifying the Management Order for Reserve 36090, it is recommended that Council furthermore resolve to seek approval for this modification also. It is however recommended that the Ministers approval not be sought until it is clear that the project is proceeding.

Voting Requirements:

Simple Majority

Council Resolution: 1114.165

Moved: Cr David Russell

Seconded: Cr Colin Ward

That Council:

That Council authorise the Chief Executive Officer to:

1. Make application to the Minister for Lands to modify the current Management Order relating to Reserve 35591, changing the purpose of the reserve from "Parks" to "Community Purpose"; and
2. Subject to the preliminary and bulk site works on Reserve 35591 being completed to the satisfaction of the Chief Executive Officer, make application to the Minister for Land to modify the current Management Order for Reserve 36090, changing the purpose of the reserve from "Parks" to "Community Purpose".

CARRIED: 8/0

LAND ACT, 1933
(Section 33)

VESTING ORDER

File No. 1205/21

I, Air Chief Marshal Sir Wallace Kyle, Knight Grand Cross of the Most Honourable Order of the Bath, Knight Commander of the Royal Victorian Order, Commander of the Most Excellent Order of the British Empire, Companion of the Distinguished Service Order, Distinguished Flying Cross, Knight of Grace of the most Venerable Order of the Hospital of St. John of Jerusalem, Governor in and over the State of Western Australia and its Dependencies in the Commonwealth of Australia, do hereby, in pursuance of the powers enabling me in that behalf, and under and by virtue of the provisions of section 33 of the Land Act, 1933, direct that Reserve No. 35591

shall vest in and be held by the Town of Narrogin

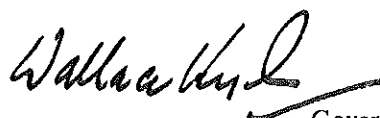
in trust for the following objects and purposes (that is to say) "Park"

subject nevertheless to the powers reserved to me by section 37 of the said Act.

Given under my hand, at Perth,

this 30th day

of MAY 1979



Governor

LAND ACT, 1933
(Section 33)

VESTING ORDER

File No. 1205/21

I, Air Chief Marshal Sir Wallace Kyle, Knight Grand Cross of the Most Honourable Order of the Bath, Knight Commander of the Royal Victorian Order, Commander of the Most Excellent Order of the British Empire, Companion of the Distinguished Service Order, Distinguished Flying Cross, Knight of Grace of the most Venerable Order of the Hospital of St. John of Jerusalem, Governor in and over the State of Western Australia and its Dependencies in the Commonwealth of Australia, do hereby, in pursuance of the powers enabling me in that behalf, and under and by virtue of the provisions of section 33 of the Land Act, 1933, direct that Reserve No. 36090

shall vest in and be held by the Town of Narrogin

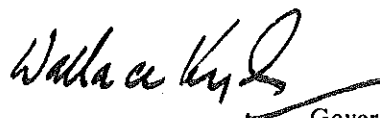
in trust for the following objects and purposes (that is to say) "Park"

subject nevertheless to the powers reserved to me by section 37 of the said Act.

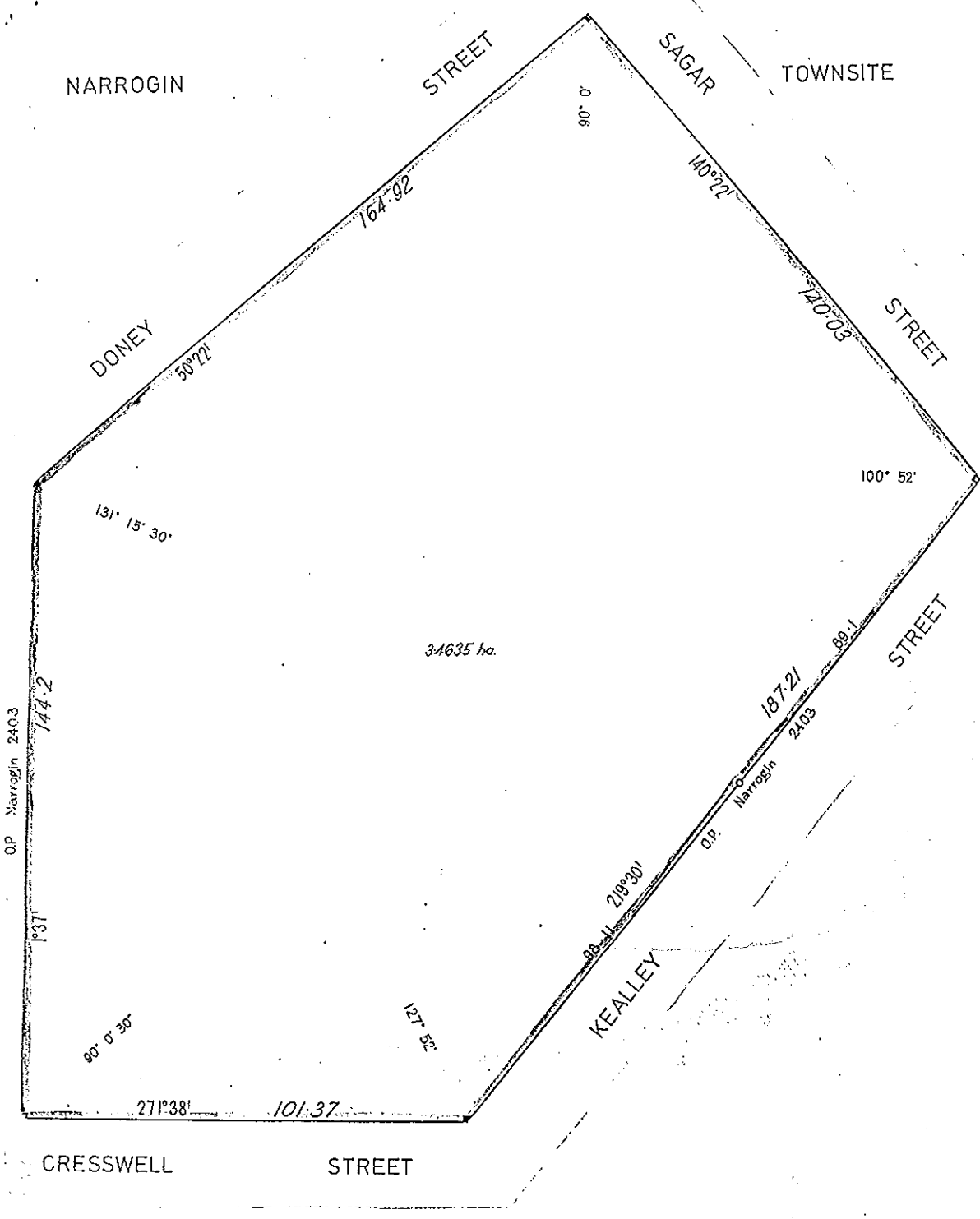
Given under my hand, at Perth,

this 30th day

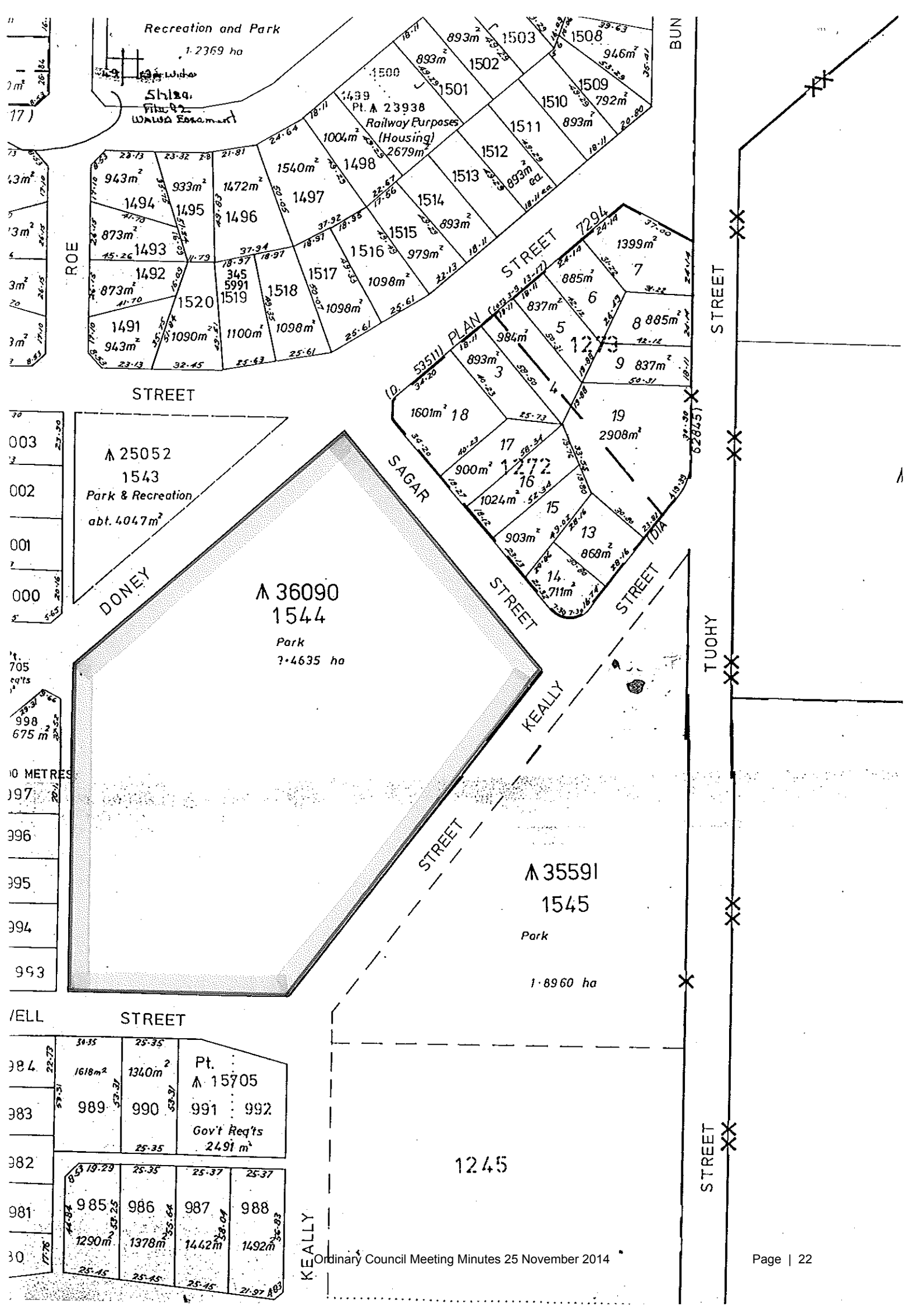
of MAY 1979



Governor



DISTRICT WILLIAMS	NARROGIN LOT 1544		FILE No. 2219/78
			SCALE 1:1000 All measurements in metres
SURVEYOR'S CERTIFICATE <small>This survey was performed in accordance with the Surveyors Act and Regulations, 1961.</small>	Azimuth observed at O.P. Narrogin 2403 or assumed from O.P. Narrogin 2403	Calc. Bk. No. C. Antill 9 Fol. 30	SURVEY APPROVED Surveyor General Date
	Surveyor COMPILED	Account No. 1110/12/5-10-78	
Field Book No. Page	Reference Narrogin 12.37	Examined 11/10/12/5-10-78	Recorded on Public Plan.
Diagram Drawn 11/10/12/5-10-78 Date 25.8.78	Inspector of Plans and Surveys	Diagram passed	Registered, On Key Plan 1110/12/5-10-78 Custodian of Plans
COMPILED Surveyor		Date	DEPT. OF LANDS AND SURVEYS DIAGRAM No 2219/78



Recreation and Park
1.2369 ha
Shiga
WALUSA Easement

STREET

DONEY

A 36090
1544
Park
7.4635 ha

SAGAR

STREET

A 35591
1545
Park
1.8960 ha

1.8960 ha

STREET

STREET

A 35591
1545
Park
1.8960 ha

1.8960 ha

TUOHY

STREET

BUN

STREET

177
13m²
13m²
3m²
3m²
3m²
003
002
001
000
705
998
10 METRES
997
996
995
994
993
/ELL
984
983
982
981
30

34-35	25-35	Pt. A 15705	
1618m ²	1340m ²	991	992
989	990	Gov't Req'ts 2491 m ²	
19-29	25-35	25-37	25-37
985	986	987	988
1290m ²	1378m ²	1442m ²	1492m ²

10.2

CORPORATE AND COMMUNITY SERVICES

10.2.364 NARROGIN CARAVAN PARK RULES

File Reference: 5.4.26
Disclosure of Interest: Nil
Applicant: Nil
Previous Item Nos: Nil
Date: 17 November 2014
Author: Colin Bastow – Director Corporate and Community Services

Attachments:

Park Rules

Summary:

Council to consider adopting Park Rules for the Narrogin Caravan Park (NCP).

Background:

Park Rules are designed to assist with the day-to day management of a Caravan Park and Camping Grounds. Many Caravan Parks have established their own Park Rules which they promote to new and existing guests/tenants.

The Department of Commerce had recommended the Town adopt a set of Park Rules to assist with its management of the NCP.

Comment:

Council is asked to consider adopting a set of basic rules to improve the Town's ability to manage the NCP. The initial set of rules has focused on resolving a number of issues the Town has experienced in the short time it has resumed direct management of the NCP.

The Park Rules should be seen as a living document that will be reviewed regularly and amended as and when required.

Current and future tenants of the NCP need to be better informed as to what is expected of them by the Town and this can be done very easily by providing them a copy of the Park Rules. Also the Park Rules will back up the Town's NCP Caretakers when they are dealing with difficult tenants/visitors who may challenge their authority over various issues.

Some specific issues that need to be addressed:

- Tenants staying in tent accommodation for extended periods of time.
- Use of excess alcohol and illegal drugs on site.
- Parking of trucks which create noise and Town Planning issues.
- Taking excessively long showers.
- Open fires.
- Management of pets.
- Tenants sleeping in buildings.

- Tenants may have an expectation of never receiving a rent increase.
- Sale of property within the NCP.

The Town will need to spend time on implementing and updating its procedures to better manage long-stay tenants as they are governed under the Residential Tenancy Act 1987. A long stay tenant is someone who has stayed at the NCP for 90 days or more.

Consultation:

Aaron Cook – CEO
 Fred and Verna Neervoort - NCP Caretakers

Statutory Environment:

Local Government Act 1995
 Caravan Parks and Camping Grounds Act 1995
 Residential Tenancies Act 1987

Policy Implications:

Establish a set of rules to improve the management of the NCP.

Financial Implications: Nil

Strategic Implications: Nil

Voting Requirements:

Simple Majority

OFFICER’S RECOMMENDATION

That Council:

Adopt the Narrogin Caravan Park – Park Rules as presented.

Council Resolution: 1114.166

Moved: Cr Jan McKenzie

Seconded: Cr Michael Kain

That Council:

Adopt the Narrogin Caravan Park – Park Rules as amended.

CARRIED: 8/0

Note Reason for Change: To incorporate three changes to the attached document.

- 1) Change the Title to read “Narrogin Caravan Park – Park Rules/Terms and Conditions; and
- 2) Replace Check in Time from “By 11.00am to “From 11.00am”.

- 3) Remove paragraph 20 and replace with a footer to encompass the intent of paragraph 20
“Unless provided for in these Caravan Park Rules/Terms and Conditions patrons must follow directions given to them by the Caretaker”.



**NARROGIN CARAVAN PARK
PARK RULES
(Terms & Conditions)**

1 .Check in time

- From 11.00am

2. Check out time

- By 10.00am

3. Site Fees

- Site Fees must be paid in advance and no refund will be allowed due to cancelled bookings.
- Site Fees will be reviewed at least once every year.

4. Office Hours

- Office opening hours are 9.00am – 6.00pm.

5. Noise

- Patrons must be respectful at all times to each other and not make any noise that may offend others including neighbouring properties.
- Quiet time in the Caravan Park is between the hours of 10.00pm to 6.00am each day.

6. Speed

- The speed limit within the Caravan Park is strictly 8km per hour (walking pace). This speed limit also includes the use of bicycles and similar type vehicles.

7. Pets

- Pets are only allowed in the Caravan Park with the Caretaker's approval.
- The Caretaker will only approve pets that appear to be friendly to people and other animals and can be appropriately secured.
- Pets that have been declared dangerous are not permitted in the Caravan Park under any circumstances.
- Pets must be secured on a leash while walking around the Caravan Park.
- No pets are allowed in the ablution blocks, campers' kitchen or recreational shed.

8. Smoking

- Smoking is not permitted inside the caretaker's cottage, ablution block, campers kitchen or recreational shed.

9. Visitors

- Visitors must report to the Caretaker on arrival.
- Visitors must park their vehicles in the designated visitors' parking area.
- Visitors are not allowed to use the Caravan Park's ablution block facilities.

10. Excessive use of Power

- The use of power tools such as welders and grinders are not permitted in the Caravan Park.



**NARROGIN CARAVAN PARK
PARK RULES
(Terms & Conditions)**

11. Water Conservation

- The Town encourages the responsible use of water within the Caravan Park.
- Patrons are only allowed to take up to a maximum time of 5 minutes per shower.
- All private gardens must be approved by the Caretaker.
- Private washing machines can only be used if approval is given by the Caretaker.

12. Car Parking

- Only one car is strictly permitted per site.
- Approval may be given by the Caretaker to park more than one vehicle on site.
- All on-site cars must be registered at the Caravan Park reception on arrival.
- All other vehicles or visitors' vehicles must remain in the visitors' parking area.

13. Quad Bikes / Recreational Motor Bikes

- No Quad bikes, trail bikes or recreational motor bikes are to be ridden in the park under any circumstances.

14. Open Fires

- Open fires are not permitted in the Caravan Park.

15. Setting Up on Site

- All caravans/camper trailers must have their draw bars facing the roadway in accordance with the Caravan Parks and Camping Grounds Regulations 1997.
- All caravans/camp sites must be 3 metres away from each other. This is the Patron's responsibility and failure to comply may result in the Caretaker moving their tent or caravan to adhere to these regulations.
- No canopy is to be installed with star pickets unless approved by the Caretaker.

16. Use of Power Cables and Hoses

- The Town will only allow well-maintained power cables and hoses to be connected to its power outlets, water taps and drainage system.
- The Caretaker may remove any power cable and/or hose that is considered not to be well maintained or dangerous without notice.
- Patrons are not to dispose of waste water directly on to the ground and must use the Caravan Park's designated drainage system.

17. Washing

- Washing can only be hung out on the Caravan Park's approved clothes lines.
- Permission is needed from the Caretaker to use a private washing machine in the Caravan Park.



**NARROGIN CARAVAN PARK
PARK RULES
(Terms & Conditions)**

18. Supervision of children

- Children must be appropriately supervised by an adult whilst in the Caravan Park at all times.

19. Cancellation Policy

- The Town will not refund any Site Fees it has already received if a Tenant cancels their booking.

20. Responsible use of Alcohol

- The Town does encourage the responsible consumption of alcohol.
- Person who become intoxicated may be asked to leave the Caravan Park
- The driving of a vehicle within the Caravan Park whilst under the influence of drugs or alcohol is not permitted.

21. Illegal Drugs

- The possession or use of illegal drugs within the Caravan Park is not permitted. Offenders will be reported to the Police and evicted from the Caravan Park.

22. Trucks Parking

- Trucks are not permitted to be parked in the Caravan Park.
- The Town has provided a designated truck parking area which is located next to the Caravan Park.

23. Use of Ablution Blocks

- Patrons may not provide any other person the Ablution Block key or otherwise allow access to the Ablution Blocks facilities.
- Patrons are not allowed to make copies of the Ablution Block keys.
- Waste water and sewerage is not to be disposed of in the Ablution Blocks.
- Only Patrons and approved persons may use the Ablution Blocks.
- Bond is payable before the Ablution Block key will be issued to Patrons.

24. Campers Kitchen and Recreation Shed

- Only Patrons can use the Campers Kitchen and Recreational Shed.

25. Sleeping in buildings

- Under no circumstances are Patrons allow to camp or sleep in the Ablution Blocks, Campers Kitchen and Recreational Shed.

26. Sewerage Dump Point

- Only Patrons may use the Dump Point.



**NARROGIN CARAVAN PARK
PARK RULES
(Terms & Conditions)**

27. Tents

- Patrons can only camp in a tent for a maximum of 14 days within any three month period. The Caretaker may approve an additional 14 days stay.
- No tent is allowed to be setup directly below a large tree.

28. Lease Agreements

- Long stay Patrons will be offered a maximum of a three month lease which can be renewed.

29. Annual Site Fees Review

- Site Fees will be reviewed at least once every year.

30. Sale of Caravans, Furniture and Equipment

- No sale of tenant's caravans, furniture and equipment is allowed within the Caravan Park.

31. Structures

- Patrons are not to erect or construct a permanent type structure without the Towns approval.

32. Compliance to Park Rules

- All persons are expected to behave in a manner which is conducive to the safety, comfort and convenience of others in the Caravan Park.
- A breach of the Park Rules may result in the summary eviction of the offender at the discretion of the Caretaker.

Note: Unless provided for in these Park Rules (Terms & Conditions), patrons and visitors must follow all reasonable and lawful directions given to them by the Caretaker.

10.2.365 BULK LPG TENDER

File Reference: 23.12.1
Disclosure of Interest: Nil
Applicant: Director of Corporate and Community Services
Previous Item Nos: 10.2.352
Date: 17 November 2014
Author: Colin Bastow – Director Corporate and Community Services

Attachments: Nil

Summary:

Council to consider awarding a 4 year contract for the supply of Bulk LPG to the Narrogin Regional Leisure Centre (NRLC) and Narrogin Caravan Park (NCP).

Background:

Council approved the tender for the supply of Bulk LPG at its ordinary meeting held on 14 October 2014.

Comment:

The Town has received three tenders for the supply of Bulk LPG from the following companies:

- Kleenheat Gas,
- ELGAS, and
- Origin Energy WA

The Town had requested tenderers to include pricing for a two and four year contract terms.

Both Kleenheat Gas and ELGAS have local agents based in Narrogin. While Origin Energy WA proposes to manage this contract from Pinjarra/Albany

The cost of installing replacement gas tanks at the NRLC and NCP have been included in the per litre price of purchasing LPG by the Town. It was commented by ELGAS representatives that it would cost them about \$15,000 to exchange the current gas tanks at both sites for their own tanks. This would explain why the four-year contract price for supplying LPG is cheaper than the two-year contract price, as this cost can be spread over an extra two years.

It is interesting to note that the Town's current Bulk LPG contractor, Kleenheat Gas who would not have any additional cost associated with installing gas tanks, has tendered the highest LPG price of the three tenderers.

ELGAS has proposed the installation of smaller gas tanks at the NRLC than the other two tenderers. Their tanks are about 75% of the current storage capacity of existing tanks.

The current system for monitoring gas levels and to order LPG when required has been very successful as there has never been a time when the tanks have been left empty. All tenderers are offering the same service.

A summary of the tenderers' terms and conditions is listed below.

Kleenheat Gas

Tender is valid for 14 days (expires on the 24 November 2014).

LPG pricing will be reviewed monthly and may be amended based on a set formula. The formula is linked to the Saudi Aramco Contract Price and the Australian dollar.

ELGAS

Tender is valid until the 30 November 2014.

LPG pricing will be reviewed monthly as is subject to change due to movements in the ELGAS wholesale price and the CPI (Perth).

The initial LPG price is based on the Town's estimated annual usage of LPG.

Any remaining LPG which is contained in the Kleenheat Gas tanks will be transferred into the ELGAS tanks when their company tanks are installed.

Annual CPI price variations will be applied on the anniversary date of the agreement and each year thereafter.

Origin Energy WA

Tender is valid until the 4 December 2014.

LPG pricing will be reviewed monthly and may be amended based on a set formula. This formula is linked to the Saudi Aramco Contract Price and the Australian dollar.

Any remaining LPG which is contained in the Kleenheat as tanks will be transferred into the Origin Energy WA tanks when their company tanks are installed.

The Town is expected to comply with specific conditions e.g. supply a copy of the current dangerous goods licence.

Conclusion

In determining the best tender, the Town had based its recommendation on the total cost to the Town of purchasing LPG.

All tenderers seemed to have a similar process in place for determining price adjustments.

All tenderers will regularly check the Town's supply of LPG at the two sites and refill as required.

A 4-year contract term is recommended to Council as it has the cheapest price.

The Town is required to give Kleenheat Gas three months' notice of the termination of its Bulk LPG agreement. This is an industry standard termination period and Origin Energy WA has advised the Town that it would take about eight weeks before it could install its own tanks.

The Albany Leisure and Aquatic Centre have been contact by the Town to see if they had any issues with Origin Energy WA as this company is their current Bulk LPG supplier. The Town was advised that Origin Energy WA was a reliable supplier who delivers LPG to their facility every five to six days.

Consultation:

Aaron Cook - CEO
Greg Adshead – Origin Energy WA
Harrison Carnaby - ELGAS
Grant Lamont – Kleenheat Gas
Milton Brooks – YMCA

Statutory Environment:

Section 3.57 of the Local Government Act 1995

Policy Implications:

Nil

Financial Implications:

Based on the consumption of GAS in the 2013/14 financial year. Which was 186,000l at the NRLC and 2,000l at the NCP.

2 YEAR CONTRACT TERM

1. Kleenheat Gas

Annual gas tank hire cost \$2,151

Estimated annual supply of LPG cost \$134,420 (71.5 cents per litre)

2. ELGAS

Annual gas tank hire cost \$1,400

Estimated annual supply of LPG cost \$129,720 (69.0 cents per litre)

3. Origin Energy WA

Annual gas tank hire cost \$1,470

Estimated annual supply of LPG cost \$122,200 (65.0 cents per litre)

4 YEAR CONTRACT TERM

1. Kleenheat Gas

Annual gas tank hire cost \$2,151

Estimated annual Supply of LPG cost \$131,600 (70.0 cents per litre)

2. ELGAS

Annual gas tank hire cost \$1,400

Estimated annual Supply of LPG cost \$122,200 (65.0 cents per litre)

3. Origin Energy WA

Annual gas tank hire cost \$1,470

Estimated annual supply of LPG cost \$117,500 (62.5 cents per litre)

The above estimated costs are based on the initial LPG price which was obtained from the appropriate Tender document.

Above prices exclude GST.

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

OFFICER'S RECOMMENDATION

That Council:

Award a 4 year contract for the delivery and supply of Bulk LPG to the Narrogin Regional Leisure Centre and Narrogin Caravan Park to Origin Energy WA Ltd.

Council Resolution: 1114.167

Moved: Cr Paul Schutz

Seconded: Cr Colin Ward

That Council:

Award a 4 year contract for the delivery and supply of Bulk LPG to the Narrogin Regional Leisure Centre and Narrogin Caravan Park to Origin Energy WA Ltd, with the following conditions:

- 1) Failure to supply condition being applied within the contract.
- 2) Clarity of price adjustment within the contract to enable testing of price value.

**CARRIED: 8/0
Absolute Majority**

Please note reason for change: To ensure that points one and two are included within the contract provisions for the supply tender.

10.2.366 BUDGET AMENDEMENT FOR CORPORATE TRAINING

File Reference: 12.4.1
Disclosure of Interest: Nil
Applicant: Nil
Previous Item Nos: Nil
Date: 18 November 2014
Author: Colin Bastow – Director Corporate and Community Services

Attachments:

Nil

Summary:

Council to consider the approval of a budget amendment to allow the expenditure on corporate training from funds held in the Town's LGIS members' experience account.

Background:

Currently the Town has approximately \$14,000 allocated to it by the Municipal Insurance Scheme for risk management type projects.

Comment:

The Town needs to invest in more targeted corporate training to resolve a number of internal communication issues between officers. If left unresolved, these issue could become a major problem for the Town and result in the loss of experienced staff as well as ongoing poor customer service.

This year there has already been corporate training in Word 2013 and Excel 2013 as the Town had to upgrade its application software to allow all officers to use the same version of MS Office. This training was included in this year's budget.

There is also a need for the Town to educate its staff about bullying and harassment as a there are a number of staff who do not understand these concepts. It is important that all staff are able to identify and report any issues relating to actual harassment they may be subjected to in the work place. Unfortunately, in recent times a number of staff have mistakenly believed they may have been bullied, when in fact they were being performance-managed.

The Town has received advice that its LGIS members experience account can be used for this type of corporate training.

The Town could possibly fund the corporate training from its current staff development budget accounts, but this would mean that other much-needed training could not be undertaken this year.

Consultation:

Aaron Cook – CEO
Sandra Clohessy – Client Service Manager LGIS

Statutory Environment:

Local Government Act 1995

Policy Implications:

Nil

Financial Implications:

Council to approve the expenditure of up to \$14,000 from the Town's LGIS member experience account.

The net cost to the Town is expected to be Nil as this project is self-funded.

The Town is required to make application to LGIS to access the funds in its member's experience account.

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

Council Resolution: 1114.168

Moved: Cr David Russell

Seconded: Cr Clive Bartron

That Council:

If the application from the LGIS members experience account is successful, approves the following budget amendments:

1. Increase the expenditure for Corporate Training \$14,000
2. Increase the income from the Town's LGIS experience account \$14,000

**CARRIED: 8/0
Absolute Majority**

10.2.367 ACCOUNTS FOR AUTHORISATION – October 2014

File Reference: 12.1.1
Disclosure of Interest: Nil
Applicant: Nil
Previous Item Nos: Nil
Date: 20/11/2014
Author: Rhona Hawkins – Manager Finance

Attachments:

Accounts for Authorisation – October 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 – October 2014” is presented to Council for approval. Below is a summary of activity.

Total Creditor Payments October 2014	\$742,084.98
Total Payroll Payments October 2014	\$169,859.13
Total Payments October 2014	\$911,944.11
Percentage paid by EFT October 2014	63%
Percentage paid by Cheque October 2014	19%
Percentage paid by Payroll October 2014	19%
Percentage of Local Suppliers October 2014	30%
Dollar Value spent with Local Suppliers October 2014	\$271,053.01
Percentage of Local Suppliers and Payroll - October 2014	49%

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

Council Resolution: 1114.169

Moved: Cr Colin Ward

Seconded: Cr David Russell

That Council: Approve the Accounts for Authorisation for the month of October 2014,

For the Municipal Fund totalling \$911,944.11.

CARRIED: 8/0

ACCOUNTS FOR AUTHORISATION - October 2014

Chq/EFT	Date	Name	Description	Amount	
45118	03/10/2014	Australian Taxation Office	BAS AUGUST 2014 Payg Liability	-10786.00	
45119	03/10/2014	Geoff Perkins Farm Machinery Centre	NHC SMALL PLANT Repairs Lawn Mower	-77.00	F
45120	03/10/2014	Mereana Jane Lewis	NHC REIMBURSEMENT M Lewis Medical	-106.20	F
45121	03/10/2014	Department of Mines & Petroleum	NRLC LICENCE Dangerous Goods 2014/2015	-192.00	
45122	03/10/2014	Michelle Christine Healy	COMMUNITY GARDEN REIMBURSEMENT Volunteer Vacuum	-123.00	F
45123	03/10/2014	GBR Mechanical	NGN802 MITSUBISHI TRITON Service 10,000km	-697.30	
45124	03/10/2014	Wheatbelt Regional Football District Club	REGIONAL TALENT DEVELOPMENT GRANT	-1000.00	R
45125	03/10/2014	Australian Portable Toilets	CEMETRY MAINTENANCE TOILET Replacement Pump and Handle For Portaroo	-102.30	
45126	03/10/2014	Information Services and Technology Pty Ltd	MUSEUM TRAINING MOSAiC version 10 for MOSAiC training	-440.00	
45127	07/10/2014	Westrac Equipment	1BBN838 CAPITAL PURCHASE Replacement Backhoe	-96580.00	
45128	10/10/2014	Mereana Jane Lewis	NHC REIMBURSEMENT Materials	-202.58	F
45129	10/10/2014	Narrogin Homecare - Petty Cash	NHC PETTY CASH SEPTEMBER 2014	-233.20	F
45130	10/10/2014	Mens Shed Narrogin Inc	ARTILLERY GUN RENOVIATIONS Materials	-2000.00	
45131	10/10/2014	Campervan Motorhome Club Of Australia	TOURISIM & PROMOTION Caravan Park Signs	-260.00	
45132	10/10/2014	Wagin NAB AFL AUSKICK	NRLC KIDSPORT VOUCHER 2014	-55.00	R
45133	16/10/2014	Town Of Narrogin	ADMIN Float for #5 Cash till operator	-200.00	
45134	16/10/2014	Town of Narrogin - Petty Cash - Admin	ADMIN PETTY CASH October 2014	-243.80	
45135	16/10/2014	Town Of Narrogin	COMMUNITY GARDEN Rubbish Charges 2014/2015	-427.00	F
45136	16/10/2014	Girl Guides Wa Inc	NRLC KIDSPORT VOUCHERS 2014	-600.00	R
45137	16/10/2014	ADLER CORPORATION	Rates refund for assessment A195600 70 Fox Street NARROGIN WA 6312	-1313.12	
45139	30/10/2014	Synergy	NRRC ELECTRICITY 10/09/14 - 07/10/14	-39441.90	
45140	30/10/2014	Water Corporation	NRRC POOL WATER Use Charges 03/10/14	-10020.76	
45141	30/10/2014	Narrogin Primary School	MEMBERS DONATION Year 6 & 7 Graduation	-70.00	
45142	30/10/2014	Phyllis Louie Evenis	Rates refund for assessment A255600 63 Kipling Street NARROGIN WA 6312	-625.76	
45143	30/10/2014	Australian Ethical Superannuation	Payroll deductions	-1636.15	
45144	30/10/2014	Commonwealth Bank	Superannuation contributions	-675.96	
45145	30/10/2014	MLC Nominees	Superannuation contributions	-342.00	
45146	30/10/2014	St Andrews Retirement Plan	Superannuation contributions	-95.36	
45147	30/10/2014	Colonial First State Investments	Superannuation contributions	-81.78	
45148	30/10/2014	AMP Life Limited	Superannuation contributions	-118.95	
45149	30/10/2014	Telstra Super Pty Ltd	Superannuation contributions	-332.12	
45150	31/10/2014	Synergy	MUNICIPAL POWER HOUSE ELECTRICITY 02/08/14 - 01/10/14	-607.65	
45151	31/10/2014	Town Of Narrogin	TRANSWA COMMISSION September 2014	-233.08	
45152	31/10/2014	Armada Mower World & Service Co	NHC HACC MAINTENANCE Mower/slasher and trim line.	-895.00	
DD640.1	01/10/2014	Synergy		-14309.85	
DD640.2	01/10/2014	Telstra		-844.12	
DD640.3	01/10/2014	Water Corporation		-7222.22	
DD653.1	31/10/2014	Australian Taxation Office	SEPTEMBER BAS PAYG Tax	-47587.00	
EFT2727	03/10/2014	Best Office Systems	NRLC PRINTER INK Cyan, Magenta, Yellow & Black	-286.00	
EFT2728	03/10/2014	Ray White Narrogin	DTEs RENT 5/8/14 - 4/11/14	-4342.62	
EFT2729	03/10/2014	Wright express-(COLES)	NHC COLES Account August 2014	-1401.62	
EFT2730	03/10/2014	Narrogin Packaging	NRLC CLEANING MATERIALS Hand Towels ,Gloves ,Lollie Bag ,Plastic Cups	-347.75	
EFT2731	03/10/2014	Narrogin Dependant Persons bus Association	HACC SOCIAL SUPPORT Shopper Bus 1/9/14	-181.50	F
EFT2732	03/10/2014	Great Southern Fuels	NGN00 DTEs FUEL AUGUST 2014	-7002.58	
EFT2733	03/10/2014	Narrogin Taxis	NHC HACC TRANSPORT Service August 2014	-625.50	F
EFT2734	03/10/2014	E & H Staphorst	NGN219 NHC CATS Car service on 15000kms.	-180.35	F
EFT2735	03/10/2014	Kleenheat Gas	NRLC LPG BULK Supply 21/7/14	-11037.10	
EFT2736	03/10/2014	Knightline Computers	ADMIN IT SUPPORT Backup BS Laptop Update Phone System Software, Network Front Counter Printer	-670.00	
EFT2737	03/10/2014	MAKIT Narrogin Hardware	REC OFFICER Cut 3 x MP10 (Master Key System 6437) keys	-102.00	
EFT2738	03/10/2014	Narrogin Earthmoving & Concrete	FOX STREET MAINTENANCE Footpath Construction Hillman to Northwood Street	-24750.00	
EFT2739	03/10/2014	WALGA	MEMBERS ADVERTISING NO 07/08/2014 Town of Narrogin Decision of July 2014	-365.67	
EFT2740	03/10/2014	Greenline Ag Pty Ltd	JOHN DEERE Ride On Lawn Mower Parts Belt & Freight	-149.14	
EFT2741	03/10/2014	Dryandra Country Visitors Centre Inc	DCVC CONTRIBUTION 2014/2015	-14500.00	
EFT2742	03/10/2014	Ballards of Narrogin	ANIMAL POUND Sustenance Dog (biscuits)	-60.00	
EFT2743	03/10/2014	Anderson, Munro & Wyllie	HACC Audit fees year ending 2013	-1760.00	F
EFT2744	03/10/2014	Aaron Joseph Cook	REIMBURSEMENT CEO STAFF HOUSING 200614 - 180714	-4931.56	R
EFT2745	03/10/2014	Narrogin Newsagency	CHCP STATIONERY Display Books with Insert wallet	-143.35	
EFT2746	03/10/2014	Narrogin Electrical Services	MACKIE PARK Public Toilets Electrical Repairs Mothers Room	-378.40	
EFT2747	03/10/2014	Liquor Barons	GOVERNANCE REFRESHMENTS Health Sundowner	-171.96	
EFT2748	03/10/2014	Allans Bobcat and Truck Hire	CAPITAL DRAINAGE WORKS - Federal Street contractor payment for removal and transport of soil.	-3520.00	
EFT2749	03/10/2014	JR & A Hersey Pty Ltd	DEPOT EQUIPMENT Ear Plugs , Shovels , Magic Trees & Lube	-273.35	
EFT2750	03/10/2014	ORICA	TWIS MATERIALS Chlorine 2x 900kg Bottles	-5532.50	
EFT2751	03/10/2014	Mechanical & Diesel Services	NGN 10179 MERCEDES SERVICE Replace LHF Wiper Arm, Globe , Freight 113,750kms	-225.50	F
EFT2752	03/10/2014	Great Southern Waste Disposal	REFUSE SITE MANAGEMENT 28th July 2014 to 25th August 2014	-46546.24	
EFT2753	03/10/2014	Super Civil Pty Ltd	PRIVATE WORKS CONTRACTOR Re-inststament of red asphalt path	-19773.60	
EFT2754	03/10/2014	Country Paint Supplies	SALE YARD TOILET BUILDING MAINTENANCE Showmans Toilets purchase of paint for floor and walls	-483.53	
EFT2755	03/10/2014	Air Response	NCP MAINTENANCE Service Caretakers Airconditioners	-1533.90	
EFT2756	03/10/2014	Farmworks Rural Pty Ltd	VERGE MAINTENANCE Spraying Chemicals	-1233.10	
EFT2757	03/10/2014	Shire of Narrogin	REFUSE SITE MAINTENCE Repairs To Gravel Road	-1683.00	
EFT2758	03/10/2014	Lynette Peggy O'Dea	HACC TRAINING REIMBURSEMENT Medical L O'Dea	-126.00	F

EFT2759	03/10/2014	Aged & Community Services WA	NHC HACC Aged & Community Services WA Membership Subscription 2014-2015	-1725.77	F
EFT2760	03/10/2014	Boral Asphalt	ROAD MAINTENANCE GENERAL EXPENSES Pre-mix 5 tonne	-2547.60	
EFT2761	03/10/2014	Peerless Jal Pty Ltd	NCP MATERIALS CLEANING Active O Conc Spray & Wipe 5L	-279.91	
EFT2762	03/10/2014	Nicholls Bus Service	NHC HACC TRAINING Bus Driving Lesson M Lewis	-420.00	F
EFT2763	03/10/2014	WA College Of Agriculture	SPONSORSHIP SCHOOL AWARDS WA College of Agriculture 2014 Graduation Award	-70.00	
EFT2764	03/10/2014	Western Australia Police	REFUND KEEP IT SAFE INITIATIVE 2010 "Unspent Funds"	-3081.14	
EFT2765	03/10/2014	Dust & Tulle Dance School	KIDSPORT VOUCHERS 2014	-533.00	F
EFT2766	03/10/2014	Narrogin Pony & Riding Club	NRLC KIDSPORT VOUCHERS 2014	-390.00	F
EFT2767	03/10/2014	Hot Klobba Clothing Co	NHC HACC Uniform for Keturah Pinchback.	-41.45	F
EFT2768	03/10/2014	Brookton Pingelly Panthers Football Club	KIDSPORT VOUCHERS 2014	-80.00	F
EFT2769	03/10/2014	Local Health Authorities Analytical Committee	HEALTH ANALYTICAL Services 2014-2015	-1351.38	
EFT2770	03/10/2014	Narrogin Auto Parts & Accessories	NGN00 MITSUBISHI Triton Foreman Seat Covers	-516.60	
EFT2771	03/10/2014	Narrogin Residential College	NRLC KIDSPORT VOUCHERS 2014	-135.00	F
EFT2772	03/10/2014	Gnarojin Community Garden	COMMUNITY GARDEN REIMBURSEMENT Materials Engraver	-139.55	F
EFT2773	03/10/2014	YMCA of Perth Inc	NRLC CONSULTANCY Provision of Centre Manager 11/8/14 - 21/8/14	-3144.27	
EFT2774	03/10/2014	Maggie Signs & Decals	TOWN HALL BUILDING MAINTENANCE Replace Decals On The Honour Board	-1078.00	
EFT2775	03/10/2014	Esplanade Hotel Fremantle	NRLC TRAVEL & ACCOMIDATION Cheryl Haydock and Brendan Firman	-919.00	
EFT2776	03/10/2014	Fulton Hogan	FOOTPATH MAINTENANCE Red Oxide 1Tonne	-968.00	
EFT2777	03/10/2014	City of Vincent	LIBRARY LOST BOOKS Communication Skills & "Outside Suburbia"	-65.85	
EFT2778	03/10/2014	Gt Radiator & Machining Services	KUBOTA MOWER PARTS Bronze Rollers	-704.00	
EFT2779	03/10/2014	InclusionWa	NHC HACC TRAINING WA Disability Workshop Tim, Jhodi and Lynne Yorke 29/10/14	-429.00	F
EFT2780	03/10/2014	Alzheimer's Australia Wa Ltd	NHC CHCP TRAINING Alzheimers Australia Symposium Registration for Lynne Yorke	-500.00	F
EFT2781	03/10/2014	Civic Wattle Pty Ltd	REFUND of RATES Civic Wattle Pty Ltd 42 Bannister st ref: refund batch #790	-401.22	
EFT2782	03/10/2014	Alan Francis Willey	REFUND RATES Overpayment for A185700 A & G Whilley	-1441.00	
EFT2783	03/10/2014	Pingelly Nippers Club	NRLC KIDSPORT VOUCHERS 2014	-770.00	F
EFT2784	03/10/2014	Gillian Margaret Ovans	COMMUNITY GARDEN Reimbursement of Purchases	-130.00	F
EFT2785	10/10/2014	Best Office Systems	ADMIN MAINTENANCE Posiflex CR-4100 Cash Draw	-1124.83	
EFT2786	10/10/2014	Ray White Narrogin	DTEs WATER 15/7/14 - 18/9/14	-124.44	R
EFT2787	10/10/2014	Wright express-(COLES)	NHC COLES Account September 2014	-1224.56	F
EFT2788	10/10/2014	Narrogin Packaging	HARRIS STREET TOILETS Materials Toilet Paper	-891.08	
EFT2789	10/10/2014	Courier Australia	SMALL PLANT FREIGHT 29/8/14	-287.25	
EFT2790	10/10/2014	Narrogin Auto Electrics	NGN00 MITSUBISHI TRITON Parts For Fitted Beacon	-760.05	
EFT2791	10/10/2014	State Library of Western Australia	LIBRARY LOST & DAMAGED Books 12395	-402.60	
EFT2792	10/10/2014	Narrogin Carpets & Curtains	NRLC RENOVATIONS MATERIALS Carpet	-1500.00	
EFT2793	10/10/2014	MAKIT Narrogin Hardware	NCP MATERIALS H/D Steel Frame 5 mdf shelves 1880H x 900W x 400D	-687.90	
EFT2794	10/10/2014	Hancocks Home Hardware	MUNICIPAL POWER HOUSE Maintenance Keys	-40.00	
EFT2795	10/10/2014	Frank Weston & Co	MACKIE PARK MAINTENANCE Supply and Install Gazebo	-6607.70	
EFT2796	10/10/2014	WALGA	MEMBERS ADVERTISING Community Services Townscape member nominations	-247.12	
EFT2797	10/10/2014	Narrogin Agricultural Repairs	NHC HACC MAINTENANCE Lawn Mower Repair	-119.00	F
EFT2798	10/10/2014	Ballards of Narrogin	JHCC LPG Supply x 2 45kg Cylinders 22/9/14	-234.00	
EFT2799	10/10/2014	Anderson, Munro & Wylie	TOWN HALL AUDIT Grant Acquistal Stage 3	-1870.00	
EFT2800	10/10/2014	Narrogin Newsagency	ADMIN NEWSPAPERS September 2014	-28.59	
EFT2801	10/10/2014	Royal Life Saving Society WA Inc	NRLC TRAINING LIFE GUARD Requal J Rowley	-110.00	
EFT2802	10/10/2014	Narrogin Beta Electrical	TOWN HALL MATERIALS Vacuum Cleaner and Bags	-357.48	
EFT2803	10/10/2014	Narrogin and District Senior Citizens Centre	NHC HACC HIRE of Hall and Facilities on 3 and 17 Sep 2014	-420.00	F
EFT2804	10/10/2014	Narrogin Glass & Quick Fit Windscreens	00NGN MITSUBISHI TRITON Repairs to Window	-178.65	
EFT2805	10/10/2014	RJ Smith Engineering	LIBRARY REFRESHMENT Water September 2014	-128.00	
EFT2806	10/10/2014	WA Country Health Service	NHC HACC Meals On wheels For August 14; 2 course meal	-2323.75	F
EFT2807	10/10/2014	Goodyear Dunlop Tyres Pty Ltd	NGN752 ISUZU TRUCK Tyres	-1131.88	
EFT2808	10/10/2014	Aged & Community Services WA	NHC CHCP TRAINING Aged & Community Services WA CDC Workshop L.Yorke L.O'Dea	-390.00	F
EFT2809	10/10/2014	Bob Waddell Consultant	ADMIN CONSULTANTS Assistance August Monthly Statements 2014	-264.00	
EFT2810	10/10/2014	Echelon Australia Pty Ltd	ADMIN OHS INSURANCE July - December 2014	-7519.60	
EFT2811	10/10/2014	Raeco	LIBRARY MATERIALS Genre stickers & Dvd cases	-432.52	
EFT2812	10/10/2014	Wavesound Pty Ltd	LIBRARY SUBSCRIPTION Audio Tapes Clipper Collection	-787.05	
EFT2813	10/10/2014	Belvedere Nursery	CEMETERY MAINTENANCE FERTILISING Rose food & Herbicide	-49.90	
EFT2814	10/10/2014	Portner Press Pty Ltd	ADMIN EMPLOYMENT Law Update 6 2014	-97.00	
EFT2815	10/10/2014	Narrogin Floral Studio	ADMIN FLOWERS Get Well N Rowe	-70.00	
EFT2816	10/10/2014	West Australian Newspapers Limited	ADMIN ADVERTISING NO 28/8/14 Executive Assistant	-201.60	
EFT2817	10/10/2014	GBR Mechanical	00NGN MITSUBISHI TRITON Service 60,000 Kms	-300.10	
EFT2818	10/10/2014	LIWA Aquatics	NRLC TRAINING LIWA Aquatics Annual Conference 2014	-980.00	
EFT2819	10/10/2014	Jeni Anning	ADMIN FINANCIAL Services September 2014	-4620.00	
EFT2820	10/10/2014	Quick Corporate Australia	ADMIN STATIONERY September 2014	-380.31	
EFT2821	10/10/2014	Narrogin Furnishings	NRLC STAGE 2 Upgrade Re Carpet Renovations	-12965.00	
EFT2822	16/10/2014	Narrogin Packaging	NHC HACC CLEANING Materials Gloves, Envirocare, Glad bake	-180.20	F
EFT2823	16/10/2014	Australia Post	ADMIN POSTAGE September 2014	-612.96	
EFT2824	16/10/2014	Great Southern Fuels	NGN219 TOYOTA CAMRY CATS FUEL September 2014	-7502.03	

EFT2825	16/10/2014	Narrogin Fruit Market	COUNCIL CATERING & T French Farewell September 2014	-1033.55
EFT2826	16/10/2014	Narrogin Auto Electrics	NGN11845 TORRO MOWER Repairs Labour	-45.60
EFT2827	16/10/2014	Kleenheat Gas	NRLC BULK LPG Annual Cylinder Charge 2014	-2095.08
EFT2828	16/10/2014	Kulker Plumbing Service	TWIS MAINTENANCE MATERIALS Coupling for Sewer Repair	-116.14
EFT2829	16/10/2014	ORICA	NRLC CHEMICALS Chlorine Bottle Rent x4	-685.76
EFT2830	16/10/2014	Edwards Motors Pty Ltd	NGN00 Replacement DTES Vehicle SV6 Commodore	-7195.20
EFT2831	16/10/2014	Mechanical & Diesel Services	NO4141 J/DEERE FEL REPAIRS Hydraulic Hoses and Control Valves	-8082.25
EFT2832	16/10/2014	Great Southern Waste Disposal	REFUSE SITE MANAGEMENT 25/8/14 - 29/09/014	-47943.12
EFT2833	16/10/2014	Country Paint Supplies	ROAD MAINTENANCE Line Marking Paint	-156.60
EFT2834	16/10/2014	Shire of Narrogin	FOXES LAIR FIRE BREAKS Grade foxes lair	-761.20
EFT2835	16/10/2014	Dumbleyung Gymnastics Club	NRLC KIDSPORT VOUCHERS 2014	-800.00
EFT2836	16/10/2014	Narrogin Pumps Solar And Spraying	SMALL PLANT REPAIRS Pump Parts & Labour	-216.95
EFT2837	16/10/2014	Narrogin Residential College	NRLC KIDPORT VOUCHERS 2014	-405.00
EFT2838	16/10/2014	Arthur Spartalis	ART VALUATION Hotichins and Narrogin Art Prize Collection 22.8.14	-1200.00
EFT2839	16/10/2014	Jemma Dessauvage	REGIONAL TALENT Development Presenter	-350.00
EFT2840	30/10/2014	Best Office Systems	NHC HACC PHOTOCOPYING Black Copies x 5626	-79.30
EFT2841	30/10/2014	Narrogin Dependant Persons bus Association	NHC HACC HIRE Shoppers Bus September 2014	-185.63
EFT2842	30/10/2014	Leigh Ballard	MEMBERS SITTING FEE July - September 2014	-10025.00
EFT2843	30/10/2014	Narrogin Taxis	NHC HACC TAXI Services September 2014	-470.40
EFT2844	30/10/2014	Dynamic Print	ADMIN STATIONERY Envelopes Plainface x 1000	-343.00
EFT2845	30/10/2014	Ingrey Ford Pty Ltd	1NGN CEO Vehicle Replacement - Mitsubishi Pajero GLS MY2015	-12662.00
EFT2846	30/10/2014	Kleenheat Gas	NRRC LPG Bulk Supply 30/09/2014	-17902.53
EFT2847	30/10/2014	Knighline Computers	NHC HACC STATIONERY Ink cartridges for printer	-949.50
EFT2848	30/10/2014	State Library of Western Australia	LOST AND DAMAGED BOOK Macrame	-145.78
EFT2849	30/10/2014	Narrogin Carpets & Curtains	ADMIN BUILDING Repair Carpet in Building Office	-100.00
EFT2850	30/10/2014	MAKIT Narrogin Hardware	WWTP E1 Padlock (Master Key 6437)	-107.80
EFT2851	30/10/2014	Hancocks Home Hardware	MACKIE PARK MAINTENANCE Herbicide for Parks	-40.00
EFT2852	30/10/2014	Landgate	RATES GRV INTERIMS 2014/9	-62.35
EFT2853	30/10/2014	Narrogin Earthmoving & Concrete	Fox Street - Footpath construction from Roe to Dale Streets	-24000.90
EFT2854	30/10/2014	DFES Department of Fire & Emergency Services	FESA ESL Council Properties 2014/15	-5290.82
EFT2855	30/10/2014	Ballards of Narrogin	POUND MAINTENANCE CLEANING 5 litre containers of Hibitane	-377.00
EFT2856	30/10/2014	Road Signs Australia - Bibby Financial Services Australia Pty Ltd	SIGNAGE Direction Signage - St Matthew's Catholic Church	-138.60
EFT2857	30/10/2014	Anderson, Munro & Wyllie	AUDIT CLGF 2011-12 NRLC Upgrade Stage 2	-1485.00
EFT2858	30/10/2014	UHY Haines Norton Chartered Accountants	RATES TRAINING UHYN Nuts and Bolts 24 November 2014 (Narelle Rowe)	-863.50
EFT2859	30/10/2014	Narrogin Meals On Wheels	NHC HACC Meals on Wheels x 245 September 2014	-426.30
EFT2860	30/10/2014	Narrogin Newsagency	NHC HACC NEWSPAPERS 03/09/14 - 26/09/14	-19.60
EFT2861	30/10/2014	Narrogin Electrical Services	CLAYTON ROAD OVAL MAINTENANCE Replace capacitors and overload in compressor	-1199.00
EFT2862	30/10/2014	David Arthur Russell	MEMBERS SITTING FEE July - September 2014	-2250.00
EFT2863	30/10/2014	Arthur Reginald Paternoster	MEMBERS SITTING FEE July - September 2014	-3406.26
EFT2864	30/10/2014	Jan Elizabeth McKenzie	MEMBERS SITTING FEE July - September 2014	-2250.00
EFT2865	30/10/2014	Michael Gerard Kain	MEMBERS SITTING FEE July - September 2014	-2250.00
EFT2866	30/10/2014	Baileys Fertilisers	CLAYTON ROAD OVAL Bulka Bag of Brilliance	-772.20
EFT2867	30/10/2014	Allans Bobcat and Truck Hire	CEMETERY Grave Digging x 2	-880.00
EFT2868	30/10/2014	Edwards Motors Pty Ltd	ONGN DCCS 2014 Replacement Holden Captiva 7 LTZ MY 14	-10090.00
EFT2869	30/10/2014	Mechanical & Diesel Services	NGN10179 MERCEDES SPRINTER Repairs 2/10/2014	-268.40
EFT2870	30/10/2014	Narrogin Glass & Quick Fit Windscreens	0ONGN MITSUBISHI TRITON Repairs New door for canopy	-1368.22
EFT2871	30/10/2014	RJ Smith Engineering	ADMIN WATER 15L x 6	-96.00
EFT2872	30/10/2014	WA Country Health Service	NHC HACC Meals on Wheels 142 x 2 Course Meal	-2411.75
EFT2873	30/10/2014	Narrogin Toyota	NGN 839 TOYOTA CAMRY Service 30,000km (CHCP)	-492.32
EFT2874	30/10/2014	CY O'Connor Institute	NHC HACC TRAINING Provide Support to Meet Personal Care Needs (Dot Trefort)	-276.33
EFT2875	30/10/2014	Country Paint Supplies	CEMETERY MAINTENANCE Paint for fence	-756.46
EFT2876	30/10/2014	Air Response	NHC HACC MAINTENANCE Airconditioning Replace Pressure Switch	-224.49
EFT2877	30/10/2014	Farmworks Rural Pty Ltd	VERGE MAINTENANCE Nail, arrow and mcpa for spraying	-691.90
EFT2878	30/10/2014	Wormald	NCP FIRE EXTINGUISHERS Service	-224.40
EFT2879	30/10/2014	Ashley Blyth Tree Lopping	STREET TREE MAINTENANCE Pruning for Western Power	-3960.00
EFT2880	30/10/2014	Narrogin Panel Beating Service	MEMBERS CEO Vehicle Minor Repairs	-380.00
EFT2881	30/10/2014	Pro-Met Express	NRRC FREIGHT Underpaid Inv 19258 by GST	-8.46
EFT2882	30/10/2014	New Security Installations Pty Ltd	ADMIN SECURITY Radon Wireless Panic Two Buttons	-352.00
EFT2883	30/10/2014	Dawsons Funeral Home	NHC HACC UNIFORM Name Badge (Tim)	-30.00
EFT2884	30/10/2014	Fairway Carriers	PARKS Truck Hire to move seacontainer from BMX Track to Works Depot	-99.11
EFT2885	30/10/2014	Lynne Yorke	CHCP TRAINING REIMBURSEMENT Meals for Staff	-66.80
EFT2886	30/10/2014	Austral Mercantile Collections Pty Ltd	RATES Debt Collection Process Service Fee	-134.86
EFT2887	30/10/2014	PH & KE Gow Licensed Surveyors	TAFE SITE Capital Works Feature Survey Lots 1545 and 1544	-31350.00
EFT2888	30/10/2014	Belvedere Nursery	COMMUNITY GARDEN Large Pots x 2	-240.00
EFT2889	30/10/2014	Crevet Pipelines	TWIS MAINTENANCE Materials Bolts	-1205.28
EFT2890	30/10/2014	The Intermedia Group Pty Ltd	NHC HACC SUBSCRIPTIONS Australian Ageing Agenda	-43.50
EFT2891	30/10/2014	Narrogin Pumps Solar And Spraying	PLANT PUMP Service	-479.06
EFT2892	30/10/2014	Metaland Narrogin	NRRC GROUNDS MAINTENANCE 2 x 100mm posts at 2m long for gate at Ram Shed	-84.66
EFT2893	30/10/2014	Paul Marcel Schutz	MEMBERS SITTING FEE July - September 2014	-2250.00
EFT2894	30/10/2014	Colin John Ward	MEMBERS SITTING FEE July - September 2014	-2250.00

EFT2895	30/10/2014	Covs Parts Pty Ltd	NGN 752 PARTS Jack and straps for truck	-191.91	
EFT2896	30/10/2014	Clive Malcolm Bartron	MEMBERS SITTING FEE July - September 2014	-2250.00	
EFT2897	30/10/2014	Gnarojin Community Garden		-12.13	
EFT2898	30/10/2014	G & J Suckling Radio and TV Service	CLAYTON ROAD OVAL MAINTENANCE Replacement Cable - dug up at trotting track (14/06/2014)	-162.00	
EFT2899	30/10/2014	Steele's Guns And Outdoors	EVENTS EQUIPMENT Gazebo with 3 walls for use at events and functions	-355.00	
EFT2900	30/10/2014	Maggie Signs & Decals	MEMBERS GENERAL Update Honour Board in Foyer Front Office	-35.00	
EFT2901	30/10/2014	Quick Corporate Australia	ADMIN STATIONARY Stamps - Entered x 3 & Copy x 2 (inc Freight)	-144.32	
EFT2902	30/10/2014	Wheatbelt GP Network	COMMUNITY CHEST DONATION Youth Unleashed" Mental Health Week 2014"	-1000.00	
EFT2903	30/10/2014	Geldens Uniform Specialists	UNIFORM Loriann Bell 2014/15	-5217.00	P
EFT2904	30/10/2014	Concept One the Industry Superannuation Fund	Superannuation contributions	-952.38	
EFT2905	30/10/2014	Hesta Superannuation	Superannuation contributions	-853.10	
EFT2906	30/10/2014	Onepath Custodians Pty Ltd	Superannuation contributions	-306.12	
EFT2907	30/10/2014	WA Local Government Super Plan	Superannuation contributions	-18245.45	
EFT2908	30/10/2014	AustralianSuper	Superannuation contributions	-603.19	
EFT2909	30/10/2014	Host Plus	Superannuation contributions	-309.89	
EFT2910	30/10/2014	Prime Super	Superannuation contributions	-339.00	
EFT2911	30/10/2014	Department of Human Services	Payroll deductions	-904.20	
EFT2912	30/10/2014	BT Lifetime Super	Superannuation contributions	-438.46	
EFT2913	30/10/2014	Rearden Campbell Superannuation Fund	Superannuation contributions	-358.46	
EFT2914	31/10/2014	Total Undercar	NGN10179 MERCEDES SPRINTER Tyres	-172.60	F
EFT2915	31/10/2014	Narrogin Auto Electrics	00NGN MITSUBISHI TRITON Repairs 03/10/2014 (Works Foreman)	-31.40	
EFT2916	31/10/2014	WALGA	MEMBERS ADVERTISING NO 11/09/14 Council Decisions - August	-253.29	
EFT2917	31/10/2014	Susan Farrell	COUNCIL LAUNDRY October 2014	-50.00	
EFT2918	31/10/2014	Road Signs Australia - Bibby Financial Services Australia Pty Ltd	SIGNS Road Closed x 10	-946.00	
EFT2919	31/10/2014	Commander Australia Ltd	NHC HACC Commander Service Charges 15/08/14 -14/09/14	-387.76	F
EFT2920	31/10/2014	Allans Bobcat and Truck Hire	CEMETERY Grave Digging - GST Omitted	-88.00	
EFT2921	31/10/2014	Mechanical & Diesel Services	NGN11845 TORO Repairs Bearings	-491.70	
EFT2922	31/10/2014	Public Transport Authority	TRANSWA TICKETS September 2014	-1144.26	
EFT2923	31/10/2014	Country Paint Supplies	GNAROJIN PARK MAINTENANCE Paint for Toilets	-75.00	
EFT2924	31/10/2014	Goodyear Dunlop Tyres Pty Ltd	1BBN838 MITSUBISHI SIDE TIPPER Tyres x 2	-1999.87	
EFT2925	31/10/2014	Shire of Narrogin	DCCS HOUSING RENT 23/08/14 - 20/09/2014	-2800.00	
EFT2926	31/10/2014	Alchemy Technology	NHC CHCP TRAINING SMS Consumer Directed Care Module	-3478.20	F
EFT2927	31/10/2014	Traffic Force	SPRING FESTIVAL Consultant Review of Traffic Management Plan	-506.00	
EFT2928	31/10/2014	Fegan Building Surveying	BUILD Contract Building Surveyor Services	-2271.50	

Payroll Date	Nett Paid
8/10/2014	\$ 85,030.00
22/10/2014	\$ 84,566.02
29/10/2014	\$ 263.11
TOTAL	\$ 169,859.13

F	Funded
R	Reimbursement
I	Insurance
PRB	Partially reimbursement

Cheque Total	170,814.97	19%
EFT Total	571,270.01	63%
Payroll Total	169,859.13	19%
Total	<u>911,944.11</u>	
Local Suppliers	271,053.01	30%
Employees	169,859.13	19%

10.2.368 MONTHLY FINANCIAL REPORTS – OCTOBER 2014

File Reference: 12.8.1
Disclosure of Interest: Nil
Applicant: Nil
Previous Item Nos: Nil
Date: 20 November 2014
Author: Rhona Hawkins – Manager Finance

Attachments:

Monthly Financial Report for the period ended 31 October 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 Town of Narrogin is four months into the financial year, assuming even monthly cash flow, budgets versus actuals should equate to 4/12 (33%) of the Budget. Below is a summary up to end of October 2014.

	Year to date Actual	Adopted Budget	Percent
Operating Revenue	2,084,881	4,462,626	46.72%
Rates	3,179,975	3,184,313	99.86%
Operating Expenditure	2,552,390	9,456,774	26.99%
Capital Revenue	238,768	1,578,025	15.13%
Capital Expenditure	413,086	2,164,819	19.08%
Net Current Assets	4,062,815	5,040	

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: 1114.170

Moved: Cr Clive Bartron

Seconded: Cr Paul Schutz

That Council:

Receive the October 2014 Monthly Financial Reports as presented.

CARRIED: 8/0

Please Note: The agenda item table and pre text was altered to reflect that the actual figures are reflective of the actual expenses to the end of the month of October.



MONTHLY FINANCIAL REPORT

FOR THE PERIOD ENDED 31 OCTOBER 2014

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Statement of Financial Activity

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Note 7	Receivables	
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Note 9	Grants	
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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 OCTOBER 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	842,889	941,210	98,321	10%	▲
Profit on Asset Disposal	10	19,340	19,340	6,444	1,092	(5,352)	(490%)	
Fees and Charges		1,380,518	1,380,518	930,229	1,058,478	128,249	12%	▲
Service Charges		0	0	0	0	0		
Interest Earnings		96,300	96,300	31,178	32,441	1,263	4%	
Other Revenue		105,000	105,000	34,996	51,660	16,664	32%	
Total (Excluding Rates)		4,462,626	4,462,626	1,845,736	2,084,881	239,145		
Operating Expense								
Employee Costs		(3,724,892)	(3,724,892)	(1,278,952)	(1,134,459)	144,493	13%	▼
Materials and Contracts		(3,115,874)	(3,115,874)	(1,079,568)	(582,766)	496,802	85%	▼
Utilities Charges		(738,110)	(738,110)	(269,082)	(193,315)	75,767	39%	▼
Depreciation (Non-Current Assets)		(1,324,892)	(1,324,892)	(441,608)	(406,576)	35,032	9%	
Interest Expenses	12	(50,796)	(50,796)	(16,920)	(8,093)	8,827	109%	
Insurance Expenses		(194,494)	(194,494)	(190,830)	(113,126)	77,704	69%	▼
Loss on Asset Disposal	10	(40,686)	(40,686)	(13,552)	(29,156)	(15,604)	(54%)	
Other Expenditure		(267,030)	(267,030)	(125,786)	(84,900)	40,886	48%	▼
Total		(9,456,774)	(9,456,774)	(3,416,298)	(2,552,390)	863,908		
Funding Balance Adjustment								
Add Back Depreciation		1,324,892	1,324,892	441,608	406,576	(35,032)	(9%)	
Adjust (Profit)/Loss on Asset Disposal	10	21,346	21,346	7,108	28,064	20,956	75%	
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	115	115	100%	
Adjust Rounding		0	0	0	0	0		
Net Operating (Ex. Rates)		(3,647,910)	(3,647,910)	(1,121,846)	(32,754)	1,089,092		
Capital Revenues								
Grants, Subsidies and Contributions	8	217,194	217,194	72,396	0	(72,396)	(100%)	▼
Proceeds from Disposal of Assets	10	228,600	228,600	76,184	132,931	56,747	43%	▲
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	377,392	105,837	(271,555)	(257%)	▼
Total		1,578,025	1,578,025	525,972	238,768	(287,204)		
Capital Expenses								
Land Held for Resale	10	0	0	0	0	0		
Land and Buildings	10	(428,050)	(428,050)	(142,660)	(89,864)	52,796	59%	▼
Plant and Equipment	10	(668,302)	(668,302)	(222,752)	(234,533)	(11,781)	(5%)	
Furniture and Equipment	10	(45,650)	(45,650)	(15,212)	(7,130)	8,082	113%	
Infrastructure Assets - Roads	10	(369,919)	(369,919)	(123,296)	(3,500)	119,796	3423%	▼
Infrastructure Assets - Footpaths	10	(71,790)	(71,790)	(23,928)	(41,602)	(17,674)	(42%)	
Infrastructure Assets - Drainage	10	(41,500)	(41,500)	(13,832)	(3,200)	10,632	332%	
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)	(67,324)	(19,133)	48,191	252%	▼
Purchase of Investments		0	0	0	0	0		
Repayment of Debentures	12	(138,357)	(138,357)	(46,112)	(12,731)	33,381	262%	▼
Advances to Community Groups		0	0	0	0	0		
Transfer to Reserves	9	(199,221)	(199,221)	(66,392)	(1,393)	64,999	4666%	▼
Total		(2,164,819)	(2,164,819)	(721,508)	(413,086)	308,422		
Net Capital		(586,794)	(586,794)	(195,536)	(174,318)	21,218		
Total Net Operating + Capital		(4,234,704)	(4,234,704)	(1,317,382)	(207,072)	1,110,310		
Rate Revenue		3,184,313	3,184,313	3,183,313	3,179,975	(3,338)	(0%)	
Opening Funding Surplus(Deficit)		1,055,431	1,089,912	1,089,912	1,089,912	0	0%	
Closing Funding Surplus(Deficit)	3	5,040	39,521	2,955,843	4,062,815	1,106,972		

TOWN OF NARROGIN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
FOR THE PERIOD ENDED 31 OCTOBER 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	396	66,379	65,983	99%	▲
General Purpose Funding		1,386,813	1,386,813	355,459	388,655	33,196	9%	
Law, Order and Public Safety		30,700	30,700	19,216	10,068	(9,148)	(91%)	
Health		8,750	8,750	5,078	3,564	(1,514)	(42%)	
Education and Welfare		1,447,107	1,447,107	486,707	562,705	75,998	14%	▲
Housing		7,800	7,800	2,600	4,700	2,100	45%	
Community Amenities		878,745	878,745	747,469	780,456	32,987	4%	
Recreation and Culture		300,253	300,253	96,739	145,627	48,888	34%	▲
Transport		332,194	332,194	110,724	(15,171)	(125,895)	830%	
Economic Services		214,617	214,617	71,528	87,315	15,787	18%	
Other Property and Services		66,641	66,641	22,212	50,583	28,371	56%	▲
Total (Excluding Rates)		4,679,820	4,679,820	1,918,128	2,084,881	166,753		
Operating Expense								
Governance		(967,382)	(967,382)	(375,582)	(255,015)	120,567	47%	▼
General Purpose Funding		(167,592)	(167,592)	(59,386)	(51,848)	7,538	15%	
Law, Order and Public Safety		(238,488)	(238,488)	(88,256)	(107,542)	(19,286)	(18%)	
Health		(97,655)	(97,655)	(35,156)	(29,202)	5,954	20%	
Education and Welfare		(1,539,998)	(1,539,998)	(537,810)	(390,938)	146,872	38%	▼
Housing		0	0	(1,412)	0	1,412	100%	
Community Amenities		(1,083,881)	(1,083,881)	(369,760)	(359,086)	10,674	3%	
Recreation and Culture		(2,784,637)	(2,784,637)	(1,031,658)	(779,306)	252,352	32%	▼
Transport		(1,443,439)	(1,443,439)	(484,890)	(419,695)	65,195	16%	▼
Economic Services		(1,076,848)	(1,076,848)	(368,518)	(210,326)	158,192	75%	▼
Other Property and Services		(56,854)	(56,854)	(63,870)	50,566	114,436	(226%)	
Total		(9,456,774)	(9,456,774)	(3,416,298)	(2,552,391)	863,907		
Funding Balance Adjustment								
Add back Depreciation		1,324,892	1,324,892	441,608	406,576	(35,032)	(9%)	
Adjust (Profit)/Loss on Asset Disposal	10	21,346	21,346	7,108	28,064	20,956	75%	
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	115	115	100%	
Adjust Rounding		0	0	0	1	1	100%	
Net Operating (Ex. Rates)		(3,430,716)	(3,430,716)	(1,049,454)	(32,754)	1,016,700		
Capital Revenues								
Proceeds from Disposal of Assets	10	228,600	228,600	76,184	132,931	56,747	43%	▲
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	377,392	105,837	(271,555)	(257%)	▼
Total		1,360,831	1,360,831	453,576	238,768	(214,808)		
Capital Expenses								
Land Held for Resale	10	0	0	0	0	0		
Land and Buildings	10	(428,050)	(428,050)	(142,660)	(89,864)	52,796	59%	▼
Plant and Equipment	10	(668,302)	(668,302)	(222,752)	(234,533)	(11,781)	(5%)	
Tools	10	0	0	0	0	0		
Furniture and Equipment	10	(45,650)	(45,650)	(15,212)	(7,130)	8,082	113%	
Infrastructure Assets - Roads	10	(369,919)	(369,919)	(123,296)	(3,500)	119,796	3423%	▼
Infrastructure Assets - Footpaths	10	(71,790)	(71,790)	(23,928)	(41,602)	(17,674)	(42%)	
Infrastructure Assets - Drainage	10	(41,500)	(41,500)	(13,832)	(3,200)	10,632	332%	
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)	(67,324)	(19,133)	48,191	252%	▼
Purchase of Investments		0	0	0	0	0		
Repayment of Debentures	12	(138,357)	(138,357)	(46,112)	(12,731)	33,381	262%	▼
Advances to Community Groups		0	0	0	0	0		
Transfer to Reserves	9	(199,221)	(199,221)	(66,392)	(1,393)	64,999	4666%	▼
Total		(2,164,819)	(2,164,819)	(721,508)	(413,086)	308,422		
Net Capital		(803,988)	(803,988)	(267,932)	(174,318)	93,614		
Total Net Operating + Capital		(4,234,704)	(4,234,704)	(1,317,386)	(207,072)	1,110,314		
Rate Revenue		3,184,313	3,184,313	3,183,313	3,179,975	(3,338)	(0%)	
Opening Funding Surplus(Deficit)		1,055,431	1,089,912	1,089,912	1,089,912	0	0%	
Closing Funding Surplus(Deficit)	3	5,040	39,521	2,955,839	4,062,815	1,106,976		

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 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 OCTOBER 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 - bituminous seals	not depreciated 50 years 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 OCTOBER 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 OCTOBER 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 OCTOBER 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

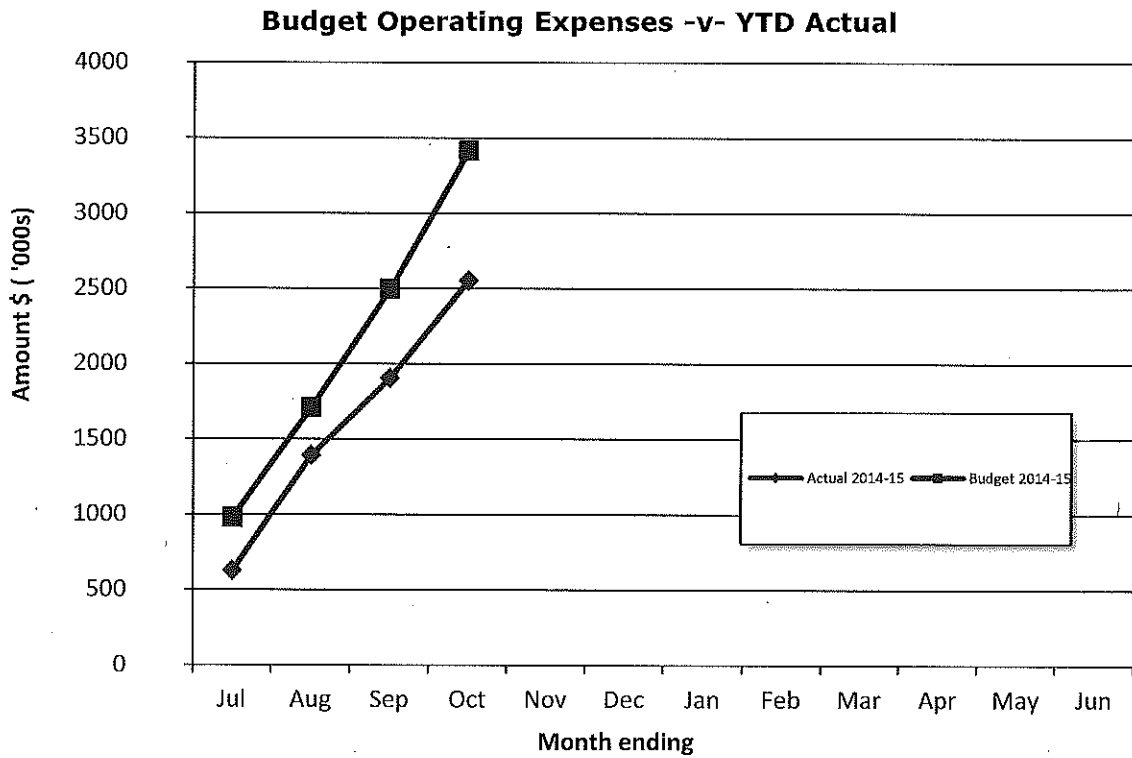
Rural Services, Tourism, Building Control, Economic Development.

OTHER PROPERTY & SERVICES

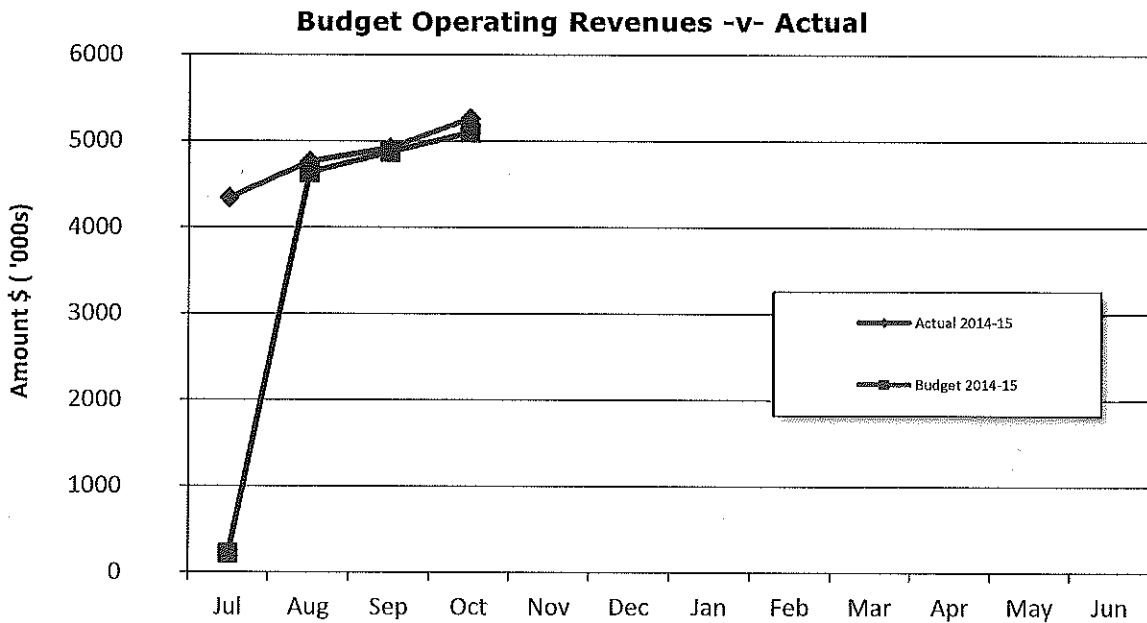
Private Works, Stocks and Miscellaneous Items.

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

Note 2 - Graphical Representation - Source Statement of Financial Activity



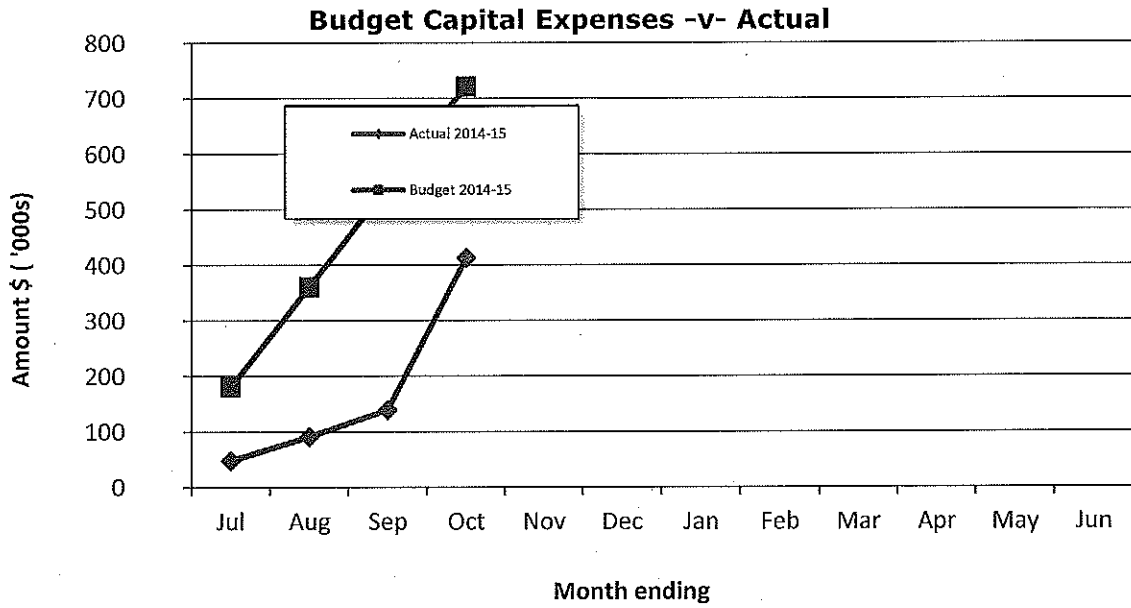
Comments/Notes - Operating Expenses



Comments/Notes - Operating Revenues

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

Note 2 - Graphical Representation - Source Statement of Financial Activity



Comments/Notes - Capital Expenses

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

Note 3: SURPLUS/(DEFICIT) POSITION

		Positive=Surplus (Negative=Deficit)		
		31/10/2014	30/09/2014	31/10/2013
Note	This Period	Last Period	Same Period Last Year	
	\$	\$	\$	
Current Assets				
Cash Unrestricted	3,214,424	3,321,312	2,404,147	
Cash Restricted	2,443,606	2,549,443	2,703,016	
Receivables - Rates and Rubbish	1,139,577	1,410,110	1,161,077	
Receivables -Other	147,719	167,753	269,606	
Inventories	0	0	0	
	6,945,325	7,448,617	6,537,846	
Less: Current Liabilities				
Payables	(243,287)	(402,713)	(517,765)	
Loan Liability	(125,626)	(128,831)	(111,919)	
Provisions	(425,541)	(425,541)	(350,149)	
	(794,454)	(957,084)	(979,833)	
Net Current Asset Position	6,150,871	6,491,533	5,558,013	
Less: Cash Restricted	(2,443,606)	(2,549,443)	(2,703,016)	
Add Back: Component of Leave Liability not Required to be funded	229,923	229,923	50,000	
Add Back: Current Loan Liability	125,626	128,831	111,919	
Adjustment for Trust Transactions Within Muni	0	0	57,705	
Net Current Funding Position	4,062,814	4,300,844	3,074,622	

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

Note 4: CASH AND INVESTMENTS

	Interest	Unrestricted	Resstricted	Trust	Total	Institution	Maturity
	Rate	\$	\$	\$	Amount \$		Date
(a) Cash Deposits							
Municipal Account	0.40%	3,212,124			3,212,124	NAB	On-Call
Cash Floats - Admin		1,000			1,000		
Library		150			150		
Homecare		100			100		
NRLC - Till 1		0			0		
Refuse Site		100			100		
Petty Cash - Admin		300			300		
Library		200			200		
Homecare		350			350		
Reserve Account			4,653		4,653	NAB	
Trust Account	0.05%			67,625		NAB	On-Call
(b) Term Deposits							
Municipal		0			0		
Reserve Term Deposit	3.56%		2,438,953		2,438,953	NAB	30/09/2014
(c) Investments							
Total		3,214,324	2,443,606	67,625	5,657,929		

Comments/Notes - Investments

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

Note 5: MAJOR VARIANCES

Comments/Reason for Variance

5.1 OPERATING REVENUE (EXCLUDING RATES) - PROGRAM

5.1.1 GOVERNANCE

Permanent - Revenue has exceeded expectation due to reimbursements not budgetted.

5.1.2 GENERAL PURPOSE FUNDING

Nil

5.1.3 LAW, ORDER AND PUBLIC SAFETY

Timing - Revenue in Animal Control is higher than expected and Fire Control is lower however it is anticipated this will even out over the year.

5.1.4 HEALTH

Timing - Regulatory Fees and Charges and Penalties are lower than anticipated for this time of year.

5.1.5 EDUCATION AND WELFARE

Nil

5.1.6 HOUSING

Nil

5.1.7 COMMUNITY AMENITIES

Nil

5.1.8 RECREATION AND CULTURE

Permanent - Rental/Lease income is higher than anticipated in the Town Hall for this time of year.

5.1.9 TRANSPORT

Timing - The Works Construction Program has not commenced.

5.1.10 ECONOMIC SERVICES

Permanent - Income from the Caravan Park is higher than expected, as is Building Licence Fees and Charge Out for Building Services.

5.1.11 OTHER PROPERTY AND SERVICES

Permanent - Private Works is higher than budgetted.

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

Note 5: MAJOR VARIANCES

Comments/Reason for Variance

5.2 OPERATING EXPENSES - PROGRAM

5.2.1 GOVERNANCE

Timing - All expenditure for Members of Council has been averaged during the budget process.

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

Timing - All expenditure under the Home and Community Care Program has been averaged during the budget process.

5.2.6 HOUSING

Nil

5.2.7 COMMUNITY AMENITIES

Nil

5.2.8 RECREATION AND CULTURE

Timing - All expenditure for the Narrogin Regional Leisure Centre has been averaged during the budget process.

5.2.9 TRANSPORT

Timing - Expenditure in Road Maintenance is lower than anticipated at this time of year.

5.2.10 ECONOMIC SERVICES

Timing - Expenditure on the TAFE Land Assembly Project is lower than expected.

5.2.11 OTHER PROPERTY AND SERVICES

Permanent - Private Works expenditure is higher as is expected due to increase revenue.

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

Note 5: MAJOR VARIANCES

Comments/Reason for Variance

5.3 CAPITAL REVENUE

5.3.1 PROCEEDS FROM DISPOSAL OF ASSETS

Timing - Change over of vehicles has been slower than anticipated.

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)

Timing - Transfers have not be completed as planned.

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

Note 5: MAJOR VARIANCES

Comments/Reason for Variance

5.4 CAPITAL EXPENSES

Timing - Capital Expenditure was averaged over twelve months when uploading the budget, this will be rectified for the December 2014 quarter.

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)

Timing - Transfers have not be completed as planned.

5.5 OTHER ITEMS

Nil

5.5.1 RATE REVENUE

Nil

5.5.2 OPENING FUNDING SURPLUS(DEFICIT)

Nil

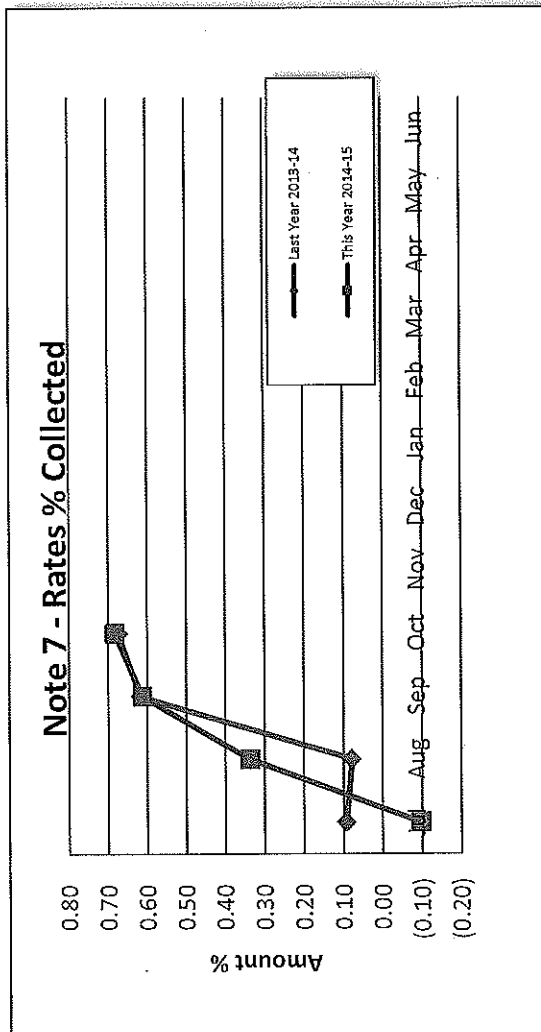
TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2014

Note 7: RECEIVABLES

Receivables - Rates and Rubbish

Previous Year		
Rates Levied this year (YTD)	219,204	255,442
Less Collections to date	3,645,375	3,618,000
Equals Current Outstanding	(2,638,287)	(3,654,238)
	1,226,291	219,204
Net Rates Collectable		
% Collected	68.27%	94.34%

Primary Council Meeting Minutes 25 November 2014



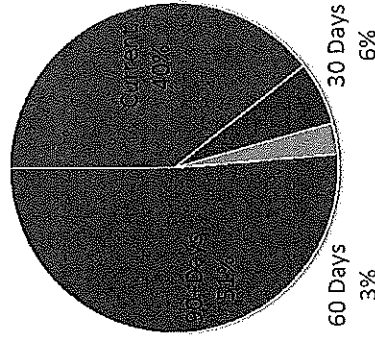
Comments/Notes - Receivables Rates and Rubbish

Receivables - General

	Current	30 Days	60 Days	90+ Days
	\$ 57,815	\$ 9,132	\$ 4,428	\$ 75,077
Total Outstanding	146,452			

Amounts shown above include GST (where applicable)

Note 7 - Accounts Receivable (non-rates)



Comments/Notes - Receivables General

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

Note 9: GRANTS AND CONTRIBUTIONS

Program/Details	Provider	Approval	2014-15 Budget	Variations Additions (Deletions)	Revised Grant	Recovery Status	
						Received	Not Received
GENERAL PURPOSE FUNDING			\$	\$	\$	\$	
GENGRANT - Financial Assistance Grant - General	Grants Commission (Untied)	Yes	(1,102,884)		(1,102,884)	(277,542)	(825,342)
GENGRANT - Financial Assistance Grant - Roads	Grants Commission (Roads)	Yes	(156,229)		(156,229)	(39,330)	(116,899)
RATES - Reimbursement of Debt Collection Costs (Inc GST)	Refund	Yes	(10,000)		(10,000)	(21,794)	11,794
MEMBERS							
MEMBERS - Reimbursements	Reimbursements	Yes	(1,100)		(1,100)	(370)	(730)
OTHER GOVERNANCE							
OTHGOV - Reimbursements	Reimbursements	Yes	(5,000)		(5,000)	(1,001)	(3,999)
LAW, ORDER, PUBLIC SAFETY							
ESL - SES Subsidy (Operating) Grant	FESA (SES Subsidy)	Yes	(6,000)		(6,000)	(3,330)	(2,670)
FIRE - Reimbursements	FESA (SES)	Yes	(800)		(800)	0	(800)
EDUCATION & WELFARE							
HACC - Recurrent Grant Funding	Dept. of Health & Ageing	Yes	(800,358)		(800,358)	(455,823)	(344,535)
CHCP - Recurrent Grant Funding	Dept. of Health & Ageing	Yes	(260,000)		(260,000)	(46,680)	(213,320)
NRCP - Recurrent Grant Funding	Bethanie Care	Yes	(140,160)		(140,160)	(15,614)	(124,546)
AGEDOTHER - Baptist Care Contributions	Neurodegenerative Conditions Coordinating Care Program	Yes	(12,467)		(12,467)		(11,127)
AGEDOTHER - Juniper Community Income	Juniper Community Income	Yes	(100,000)		(100,000)	(1,340)	(95,705)
AGEDOTHER - CATS Contribution							
AGEDOTHER - Commonwealth Carers Respite Fees & Charges	Dept. of Veterans Affairs/CATS	Yes	(8,000)		(8,000)	0	(8,000)
AGEDOTHER - PATS Voucher Income	Travel Rebate	Yes	(1,595)		(1,595)	0	(1,595)
AGEDSNRS - Reimbursements	Fees	Yes	0		0	(390)	390
WELFARE - Contributions & Donations	Reimbursements	Yes	(2,075)		(2,075)	0	(2,075)
	Donations	Yes	(550)		(550)	0	(550)
COMMUNITY AMENITIES							

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

Note 9: GRANTS AND CONTRIBUTIONS

Program/Details	Provider	Approval	2014-15 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status		
						Received	Not Received	
SAN - Contributions & Donations	Shire of Narrogin	(Yes/No)	\$ (12,000)	\$	\$ (12,000)	\$	\$ (12,000)	
Refuse Contributions	Royalties for Regions	Yes	0	0	0	0	0	
COM AMEN - Contributions & Donations	Shire of Narrogin (incl Toilets)	Yes	(8,700)		(8,700)		(8,700)	
COM AMEN - Reimbursements	LGIS Reimbursement	Yes	0		0	(4,803)	4,803	
RECREATION AND CULTURE								
HALLS - Contributions & Donations	Shire of Narrogin	Yes	(15,200)		(15,200)	(414)	(14,786)	
HALLS - Reimbursements	Reimbursements	Yes	(230)		(230)	(227)	(3)	
NPRC - Contributions & Donations	Shire of Narrogin	Yes	(39,500)		(39,500)	0	(39,500)	
NPRC - Reimbursements	Reimbursements	Yes	(300)		(300)	(617)	317	
REC - Grants - Other Recreation	Dept Sport and Recreation	Yes	(20,000)		(20,000)	(20,000)	0	
REC - Contributions & Donations	Shire Contribution	Yes	(38,600)		(38,600)	0	(38,600)	
REC - Reimbursements - Other Recreation	Shire Contribution	Yes	(61,980)		(61,980)	(8,586)	(53,394)	
LIB - Contributions & Donations	Shire of Narrogin	Yes	(36,000)		(36,000)	(4,582)	(31,418)	
LIB - Grant - Regional Library Services	State Government	Yes	(10,000)		(10,000)	(2,921)	(7,079)	
LIB - Other Grants	Reimbursements	Yes	(3,500)		(3,500)	0	(3,500)	
LIB - Reimbursements Lost Books	Reimbursements	Yes	(500)		(500)	(69)	(431)	
HERITAGE - Contributions & Donations	Reimbursements	Yes	(1,000)		(1,000)	0	(1,000)	
OTHCUL - Contributions & Donations - Other Culture	Shire of Narrogin	Yes	(4,000)		(4,000)	(13)	(3,987)	
TRANSPORT								
ROADC - Regional Road Group Grants (MRWA)	Main Roads WA (RRG)	Yes	(113,894)		(113,894)	0	(113,894)	
ROADC - Roads to Recovery Grant	Main Roads WA (Direct/Lights)	Yes	(103,300)		(103,300)	0	(103,300)	
ECONOMIC SERVICES								
ECONOM - Reimbursements	Reimbursements	Yes	(2,740)		(2,740)	(5,987)	3,247	
OTHER PROPERTY AND SERVICES								
PWO - Other Reimbursements	Reimbursements	Yes	0		0	(483)	483	

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

Note 9: GRANTS AND CONTRIBUTIONS

Program/Details	Provider	Approval	2014-15 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status	
						Received	Not Received
TOTALS		(Yes/No)	\$ (3,078,662)	\$ 0	\$ (3,078,662)	\$ (916,210)	\$ (2,162,452)

Comments - Grants and Contributions

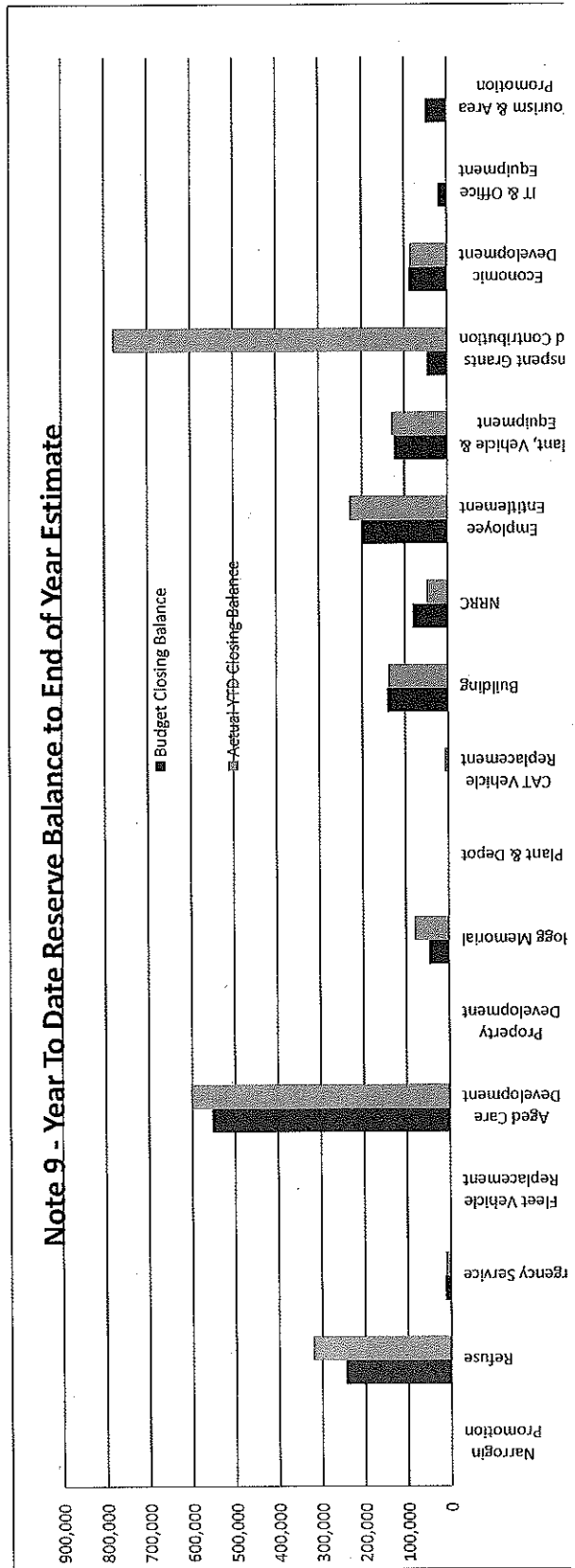
The above table of grants and contributions is not exhaustive but does contain that activity deemed important enough for inclusion in this table.

TOWN OF NARROGIN
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD ENDED 31 OCTOBER 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	175	0	0	80,000	0		245,319	320,838
Emergency Service	12,590	183	7	0	0	0	0		12,773	12,597
Fleet Vehicle Replacement	0	0	0	0	0	0	0		0	0
Aged Care Development	708,326	10,284	387	0	0	164,000	105,837		554,610	602,876
Property Development	0	0	44	0	0	0	0		0	44
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	5	8,000	0	16,000	0		419	8,304
Building	139,750	3,176	76	0	0	0	0		142,926	139,826
NRRC	50,000	726	27	31,221	0	0	0		81,947	50,027
Employee Entitlement	229,808	3,046	115	0	0	32,000	0		200,854	229,923
Plant, Vehicle & Equipment	130,854	2,597	82	50,000	0	60,000	0		123,451	130,936
Unspent Grants and Contribution	780,230	11,328	427	0	0	745,231	0		46,327	780,657
Economic Development	87,000	2,715	48	0	0	0	0		89,715	87,048
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	1,393	159,221	0	1,132,231	105,837		1,615,040	2,443,606

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



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

Note 11: CAPITAL DISPOSALS AND ACQUISITIONS

		Actual			Current Budget				Variance (Under) Over	
		Cost	Accum Depn	Proceeds	Profit (Loss)	Original Budget	Revised Budget	YTD Budget		Actual
Disposals										
\$										\$
43,351	0	37,273	(6,079)		40,000	40,000	13,332	37,273		23,941 ▲
31,828	0	26,511	(5,317)		27,000	27,000	9,000	26,511		17,511 ▲
0	0	0	0		15,000	15,000	5,000	0		(5,000) ▼
0	0	0	0		10,000	10,000	3,332	0		(3,332) ▼
0	0	0	0		16,000	16,000	5,332	0		(5,332) ▼
0	0	0	0		16,000	16,000	5,332	0		(5,332) ▼
28,425	2,944	26,573	1,092		27,500	27,500	9,164	26,573		17,409 ▲
28,465	0	24,575	(3,891)		0	0	0	24,575		24,575 ▲
31,870	0	18,000	(13,870)		20,000	20,000	6,664	18,000		11,336 ▲
0	0	0	0		26,600	26,600	8,864	0		(8,864) ▼
0	0	0	0		16,500	16,500	5,500	0		(5,500) ▼
0	0	0	0		14,000	14,000	4,664	0		(4,664) ▼
163,940	2,944	132,931	(28,065)	Totals	228,600	228,600	76,184	132,931		56,747

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

Note 11: CAPITAL DISPOSALS AND ACQUISITIONS

		Contributions		Current Budget				
Grants	Reserves	Borrowing	Total	Original Budget	Revised Budget	This Year		Variance (Under) Over
						YTD Budget	Actual	
\$	\$	\$	\$	\$	\$	\$	\$	\$
0	0	0	0	25,000	25,000	8,332	0	(8,332)
				13,500	13,500	4,500	0	(4,500)
				7,150	7,150	2,380	7,130	4,750
				45,650	45,650	15,212	7,130	(8,082)

Furniture & Equipment

OTHGOV - Capital Furniture & Equipment
 Corporate Additional Server
 LIB - Furniture & Equipment (Capital)
 Airconditioner Upgrade
 ADMIN - Furniture & Equipment (Capital)
 Folding Machine

		Contributions		Current Budget				
Grants	Reserves	Borrowing	Total	Original Budget	Revised Budget	This Year		Variance (Under) Over
						YTD Budget	Actual	
\$	\$	\$	\$	\$	\$	\$	\$	\$
0	0	0	0	103,300	103,300	34,432	3,500	(30,932)
				12,880	12,880	4,292	0	(4,292)
				35,380	35,380	11,792	0	(11,792)
				10,000	10,000	3,332	0	(3,332)
				23,280	23,280	7,760	0	(7,760)
				14,238	14,238	4,744	0	(4,744)
				0	0	0	0	0
				170,841	170,841	56,944	0	(56,944)
				0	0	0	0	0
				0	0	0	0	0
				369,919	369,919	123,296	3,500	(119,796)

Roads

ROADC - Roads (Capital) - Council Funded
 Fortune Street
 Glyde Street
 Gray Street
 Havelock Street
 Grant Street
 Burns Street
 ROADC - Roads (Capital) - Roads to Recovery
 ROADC - Roads (Capital) - Regional Road Group
 Federal Street - Renewal (RRG)
 ROADC - Roads (Capital) - Black Spot
 ROADC - Roads (Capital) - Flood Damage

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

Note 11: CAPITAL DISPOSALS AND ACQUISITIONS

				Current Budget				
				This Year				
Contributions		Footpaths						
Grants	Reserves	Borrowing	Total	Original Budget	Revised Budget	YTD Budget	Actual	
\$	\$	\$	\$	\$	\$	\$	\$	\$
0	0	0	0	71,790	71,790	23,928	41,602	17,674 ▲
				Totals	71,790	23,928	41,602	17,674

Ordinary Council Meeting Minutes 25 November 2014

				Current Budget				
				This Year				
Contributions		Drainage						
Grants	Reserves	Borrowing	Total	Original Budget	Revised Budget	YTD Budget	Actual	
\$	\$	\$	\$	\$	\$	\$	\$	\$
0	0	0	0	41,500	41,500	13,832	0	(13,832) ▼
				Totals	41,500	13,832	3,200	(10,632)

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 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-Oct-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	1,100	0	8,150
Town Hall Facility Bonds	2,075	0	0	2,075
Musical Society	300	0	0	300
Narrogin Abattoir 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	1,100	0	67,625

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

Note 13: INFORMATION ON BORROWINGS

Debtenture Repayments	Principal 1-Jul-14	New Loans		Principal Repayments		Principal Outstanding		Interest 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	12,731	401,614	427,799	23,134	8,093					
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	12,731	996,480	1,122,106	50,796	8,093					

(SS) Self supporting loan financed by payments from third parties.
(SAR) Self Supporting Loan where financed by combination of Specified Area Rate and payment from third parties.
All other loan repayments are to be financed by general purpose revenue.

10.2.369 Nomination of Elected Member Representatives for role as Commissioners

File Reference: 14.8.1
Disclosure of Interest: Nil
Applicant: Chief Executive Officer
Previous Item Nos: Nil
Date: 5 November 2014
Author: Mr Aaron Cook – Chief Executive Officer

Attachments: - Nil

Summary:

With Council set to make a decision regarding its final approval for the endorsement for the merger to continue and for the letter to the Local Government Advisory Board to be prepared and presented for action, it is proposed that Council consider nominating the proposed two Commissioners from its existing elected members.

Background:

As all Councillors would be well aware, the Town has been progressing forward with the merger proposal in earnest over the last 12 months since the removal of the Shire of Cuballing.

The Merger Report and its contents have been negotiated between the two Councils and will be presented to the Local Government Advisory Board for endorsement.

One of the negotiated points was that each Council is to nominate two Elected Members for the Role of Commissioner for the new entity with the Minister recommending the fifth Commissioner being an independent person.

Comment:

This item has been presented with the intent is to resolve the Town's nominations of two Elected Members for the position of Commissioner so that in the instance that both Councils agree to proceed and the letter to the Local Government Advisory Board and Minister is prepared that the Town can have the nominated Elected Members listed for the Minister to progress his consideration.

It must be noted that there is not a limited time frame as to the finalisation of the nominations; however, the author is providing the Elected Members as much time as possible to be prepared and not have the decision rushed.

Consultation: - Nil

Statutory Environment: - Nil

Policy Implications: - Nil

Financial Implications: - Nil

Strategic Implications:

The decision of the nomination of two proposed Commissioners for the interim of the new entity is a decision that should not be taken lightly. Although a short period of time, potentially 3–5 months, the Commissioners will be making key strategic and long term decisions on behalf of the new entity.

The intent was always for Council to assess who would be available/interested in this position and with consideration as to who was intending to nominate for the new entity as well. The consistency of members continuing during this and the first formative years of the new Council is essential for uniformity of decision-making and having a strong understanding as to the backgrounds of the decision-making, negotiations required and work that went into achieving the merger.

It would be beneficial to consider also, that although there are not to be any deputy Commissioners within the interim phase of Council, that at least one or two backup Members are nominated should either the Minister reject one proposal or personal issues changes the nominated Members availability.

Voting Requirements: - Simple Majority

Council Resolution 1114.171

Moved: Cr Jan McKenzie

Seconded: Cr Colin Ward

That Council:

Suspend Standing Orders 9.1, 9.5, 9.6 to facilitate discussion.

CARRIED 8/0

OFFICER'S RECOMMENDATION

That Council:

Advise the Local Government Advisory Board and the Minister for Local Government and Communities that the following Elected Members be nominated for the role of Commissioner for the Town and Shire of Narrogin merger, for the period after all Elected Members are required to relinquish their position until the initial election held in October of the merging year.

In order of preference:

- 1)
- 2)
- 3)
- 4)

Council Resolution: 1114.172

Moved: Cr Jan McKenzie

Seconded: Cr Colin Ward

That Council:

Resume standing orders 9.1, 9.5, 9.6 to the meeting.

CARRIED 8/0

Council Resolution 1013.173

Moved: Cr Colin Ward

Seconded: Cr Clive Bartron

That Council:

Advise the Local Government Advisory Board and the Minister for Local Government and Communities that the following Elected Members be nominated for the role of Commissioner for the Town and Shire of Narrogin merger, for the period after all Elected Members are required to relinquish their position until the initial election held in October of the merging year.

In order of preference:

- 1) Mayor Leigh Ballard
- 2) Cr Paul Schutz
- 3) Cr Clive Bartron
- 4) Cr Colin Ward

CARRIED: 8/0

Council Resolution: 1114.174

Moved: Cr Paul Schutz

Seconded: Cr David Russell

That Council:

Recognise that this agenda item presented affects the organisation from all Elected Members, Chief Executive Officer, Senior Staff and all staff in some manner. The interest is financial in some instances; however, being an interest in common all Councillors and Senior Staff are allowed to remain and participate within the meeting fully.

CARRIED 8/0

10.2.370 Town and Shire of Narrogin Merger Proposal

File Reference: 14.8.1
Disclosure of Interest: All Councillors, Chief Executive Officer, Directors – due to impacts that will affect all parties. Interest is noted but due to it being an interest in common all parties are endorsed to remain within the meeting.
Applicant: Chief Executive Officer
Previous Item Nos: Various
Date: 20th November 2014
Author: Mr Aaron Cook – Chief Executive Officer

Attachments:

- Draft letter to the Local Government Advisory Board (LGAB).
- Town of Narrogin Public Consultation minutes.
- Making a proposal to the Local Government Advisory Board, requirements prepared by the Department of Local Government.
- Map of the proposed new Boundary.
- Town and Shire of Narrogin Merger Report is located within the Town of Narrogin website within the Publication's tab.

Summary:

It is presented to Council to commit to the Town and Shire of Narrogin boundary change merger through authorising the Chief Executive Officer to finalise and send the attached draft letter to the Local Government Advisory Board with copies going to the Minister for Local Government and the Department of Local Government.

Background:

The Town and Shire of Narrogin have been working through various forms of merger proposal for many years now with the recent failed attempt to include the Shire of Cuballing.

Since the Shire of Cuballing withdrew, the two Narrogin's have progressed the potential for a Boundary Change merger of the two Councils. This has progressed strongly over the last twelve months since the remaining issues that were required to be negotiated were resolved.

Both Councils performed public consultation within their communities via a public meeting and also requesting written submissions. The Town of Narrogin Public Meeting was held on the 27th October 2014 and was attended by 26 members of the public plus staff and Councillors. Minutes of the meeting are attached; however, it is noted that the attendance represented approximately 1% of the Town of Narrogin Electors. Many questions and positive statements were received at the meeting; however, there was also a focus on several of the negotiated points from some of the attendees although these were deemed more as a criticism of the decision rather than being against the merger proposal. There were no written submissions received by Council.

From the Public Meeting the overall finding is that the Town of Narrogin community want to see the merger continue and be finalised.

It must be noted that the Shire of Narrogin also conducted a Public Meeting on the 14th October 2014 and 16 Members of the Public were in attendance. The Mayor and CEO attended for a short period but had to leave due to the Ordinary Council Meeting commitment. General comment received after the meeting from the Shire was that there were concerns raised from the meeting; however, due to the poor response and general apathy towards the merger that the Shire was to continue within the process. Several submissions have also been received by the Town of Narrogin but the author is not aware of their contents at the time of preparing this item.

Comment:

Council are presented with this agenda item in order to finalise the merger progression that has been in discussion for at least 5 years in various forms.

As stated above, the Public Consultation and request for Public Submission is presented as being a positive response to the merger by the Town of Narrogin community and results in Council deciding if the letter to the Local Government Advisory Board is to be finalised and sent.

It has been presented on numerous occasions that once both Councils agree to presenting the letter to the LGAB, and it is sent, the merger decision from that point is removed from the Town and Shire's control. The decision of the LGAB will be final as far as Council is concerned as the Minister will approve the decision quickly. A staged time frame is presented below:

- 1) Letter finalised and presented to the Local Government Advisory Board. 1st Week December 2014.
- 2) Local Government Advisory Board assessment of the merger proposal and facilitation of required consultation. Commencement in December 2014 is expected with the conclusion in February 2015.
- 3) Local Government Advisory Board recommendation to be presented to the Minister for Local Government for consideration and approval. Expected announcement 1st week of March 2015.
- 4) Many of the requirements within the merger report are essential to the administrative aspect of the merger being facilitated and need to be gazetted and, as such, are presented to the Governor for endorsement. The timeframe for this process is unknown but is expected to take at least one month for the Governor to consider and

then advertising to occur being another month which places the finalisation of the process towards the end of May 2015.

The implications of the delays/remaining time frame have been raised with the Department of Local Government who may force a delay in the merger date to July 2016. However, it must be noted that should a delay occur the progression of the funding, employment of a Project Manager and the facilitation of the merger of key documents and outcomes can still be facilitated and set in place. Essentially works will not cease or be delayed, only the merger date.

In regards to the letter it was always proposed that one joint letter would be prepared and sent to the LGAB, Minister's Office and Department for action and, as such, it has been drafted in this manner. If there is a minor error or omission in the letter this can be corrected as Council is resolving the resolution to advise the LGAB of the proposed merger not the letter.

Consultation:

Shire of Narrogin
Department of Local Government
Narrogin Ratepayers and Community

Statutory Environment:

Various sections of the Local Government Act 1995 being 2.1, 2.2, 2.3(1), 2.3(2) and Schedules 2.1, 2.2, 2.5.

Policy Implications:

Nil

Financial Implications:

Through accepting the resolution below there is no direct positive or negative financial implication to the Town of Narrogin. The \$1,212,000 is funded to the Town for the facilitation of the merger and essentially the Town is to auspice the monies on behalf of the new entity and facilitate the engagement of services prior to the merger date.

There are several key dates/milestones for the payments with the first being the submission of the letter where \$121,000 will be released, acceptance by the Minister \$599,800 then payment 3 and 4 and through reaching milestones.

This item cannot be presented without noting the potential loss of grant monies through the Regional Road Group and Financial Assistance Grants in future years as is documented in the Merger Report. In saying this, the new entity will however be able to potentially seek larger grants from the state for proactive works within the new entity.

Strategic Implications:

The Town and Shire of Narrogin have been working towards and progressing a merger with the Shire of Narrogin for several years. This resolution is the culmination of these efforts and will see the new entity being larger, stronger, more flexible and better staffed to deal with the

community expectations into the future. For further information please refer to the Town and Shire of Narrogin Merger Report.

It must be noted that this is the single largest decision that the Town of Narrogin possibly has ever made. The change that is proposed will essentially change the core of the Town of Narrogin as it operates today into a more diverse organisation focused on “Town” and “Rural” issues and initially this may require open thought processes by the Elected Members to ensure that fair and reasonable decisions are made.

It must also be noted that the potential issues created within the first two years of the new entity with four Councillors from the Town and Shire ward may create conflict and issues within Council. This decision was one of the negotiated points and is not a criticism of the process but rather should be noted as a potential short term negative.

The Change Management that will be required will be a heavy load for the first two to three years of the new entity’s existence and will create issues; however, once this has been resolved the new organisation will sit stronger and more vibrantly within the Local Government Sector and should be in a position to provide more and better services to its constituents.

Voting Requirements:

Absolute Majority

Council Resolution: 1114.175

Moved: Cr Jan McKenzie

Seconded: Cr Paul Schutz

That Council Resolve:

The Town of Narrogin, being an affected local government within the meaning of Schedule 2.1 of the Local Government Act 1995 (LGA), resolves to submit a proposal to the Local Government Advisory Board, pursuant to clause 2(1) of Schedule 2.1 of the LGA, that orders be made by the Governor under Section 2.1 of the LGA which would abolish the district of the Shire of Narrogin and vary the boundary of the district of the Town of Narrogin so as to include within it the area of the former district of Shire of Narrogin in accordance with the attached plan illustrating the proposed changes.

**CARRIED: 8/10
Absolute Majority**

OCR14599-

Aaron Cook

CR MEL CONGERTON
CHAIRMAN
LOCAL GOVERNMENT ADVISORY BOARD
GPO BOX R1250
PERTH WA 6844

Dear Mr Congerton,

RE: TOWN AND SHIRE OF NARROGIN BOUNDARY CHANGE PROPOSAL

As you would be aware the Town and the Shire of Narrogin have been working through a merger, by Boundary Change, since the Shire of Cuballing withdrew from the process due to a successful Poll.

Both Councils have met formally to consider the finalisation and acceptance of the merger of the two Councils by way of boundary change and the following resolution was accepted by both Council's with the Shire of Narrogin on the 20th November and the Town of Narrogin on the 25th November.

The Town/Shire of Narrogin, being an affected local government within the meaning of Schedule 2.1 of the Local Government Act 1995 (LGA), resolves to submit a proposal to the Local Government Advisory Board, pursuant to clause 2(1) of Schedule 2.1 of the LGA, that orders be made by the Governor under Section 2.1 of the LGA which would abolish the district of the Shire of Narrogin and vary the boundary of the district of the Town of Narrogin so as to include within it the area of the former district of Shire of Narrogin in accordance with the attached plan illustrating the proposed changes.

The Merger Report/Business Case attached is a revised copy of the document that was presented to the Local Government Advisory Board for the Town, Shire of Narrogin and Shire of Cuballing amalgamation proposal.

This proposal presented to the LGAB is for a merger to be conducted by Boundary Change through extending the Town of Narrogin boundary to the extremity of the Shire of Narrogin, with the effect that the Shire of Narrogin is to be abolished on the preferred date being the 1st July 2015, timing permitting. The reasoning for this proposal is due to the benefits that will be received by "Narrogin" residents through the increased and improved service provision provided to its residents and ratepayers.

A large amount of negotiation has been performed by the Town and Shire Elected Members to agree on certain aspects of the Boundary Change and its implications. As such, one important negotiated point is that the new entity will be named the Shire of Narrogin and this will be

processed over the first 6 months of the new entity being formed with the Town of Narrogin, being the lead agency, changing its name to the Shire of Narrogin.

Attached to the report is a detailed copy of the proposed boundary of the new entity, essentially the existing Shire of Narrogin's boundary, no additional boundary increases are being sought.

The Town and Shire of Narrogin existing Councils are committing, currently and through the new entity to comply with any and all regulatory or legislative requirements that may need to be met to facilitate the boundary change.

The Town and Shire of Narrogin have proceeded through public consultation several times now; however, both entities have recently conducted a public meeting concerning the proposed boundary change and also requested written feedback. From this consultation both meetings were poorly attended with the Town of Narrogin having 26 members of the public attend being approximately 1% of the total electors for the district and the Shire received 16 members of the public being approximately 3% of their total electors. The Town of Narrogin received no written submissions but have included a copy of the minutes of the public meeting for your reference and the Shire of Narrogin received 3 written submissions with copies attached for your reference.

The general feedback from both communities is positive towards the merger. There is and always will be concern over potential lost revenue and some resistance to change. In general the communities are apathetic to the merger with the general comment that it has taken too long and just get it done.

With the level of consultation that both Councils have conducted, the Town and Shire have indicated that they are comfortable with the LGAB conducting their consultation through written submissions only. Depending on the consultation decided upon by the LGAB the Town and Shire would like to request that they are consulted in regards to the timing of advertisements and closures of submissions as the Narrogin communities' availability over the December and January periods is limited.

The following is an extract of the matters to be included in the Governor's Orders from the report:

Matters to be included in the Governor's Orders –

1. Name of the new entity to be "*Shire of Narrogin*".
2. Merger through boundary change occur under the provisions of the Local Government Act 1995 s2.1 (1)(c) relating to boundary change, with the Town as the continuing organisation and the current Shire being subsumed.
3. Merger through boundary change preferred effective date to be 1 July 2015. While this is the preferred date for the merger, as it will complement the State-wide Local Government Elections in October 2015, the actual date will depend on the preparedness to meet this timeline.
4. During the period between vacation of office by the elected members of the former Councils until elections, that five Commissioners be appointed being –
 - An Independent Chairperson appointed by the Minister
 - 2 Commissioners by the Minister on the nomination of the Shire
 - 2 Commissioners by the Minister on the nomination of the Town
5. Inaugural election of the new entity to be held in October following merger through Boundary change.

6. The number of elected members from inaugural election to the 2017 ordinary election to be 8.
7. Wards to be established with the following names, areas and representation from inaugural election until immediately prior to the ordinary election in October 2017.
 - Rural Ward – being the whole of the area of the previous Shire of Narrogin
 - Urban Ward – being the whole of the area of the previous Town of Narrogin
 - Each ward to have 4 elected members
 - 2 elected members of each Ward to retire at the October 2017 ordinary elections
8. Effective as of the 2017 ordinary election –
 - Wards are discontinued
 - Number of offices of elected member increased to 9.
9. Shire President to be elected from and by the elected members.
10. Excluding rate increases applying to all assessments, parity rate increases to be phased in over 10 years.
11. Reserves to be quarantined without access to change or use as otherwise permitted by the Local Government Act, due to conditions of grant to the original local government, are –
 - Community Assisted Transport Vehicle Reserve
 - J Hogg Memorial Reserve
 - Aged Care Development Reserve
 - Unspent Grants Reserve
 - Road Construction Reserve – to be renamed Grain Freight Routes Reserve
12. The new entity is not required to prepare a plan under section 5.56 of the Act in the financial year ending on 30 June of the year of merger through boundary change.
13. During the period beginning on commencement day and ending on 30 June of the financial year commencing 10 years after the date of merger through boundary change, section 6.33 of the Act is modified to the extent necessary to allow the new entity to impose differential general rates according to whether –
 - a) the land is in the area of the State that, immediately before commencement day, was the district of Shire of Narrogin; or
 - b) the land is in the area of the State that, immediately before commencement day, was the district of the Town of Narrogin.
14. The principles to apply to rates increases for a period of 10 years from the time of merger through boundary change are –
 - a) GRV rate in the \$ is to be increased to parity with the Town/Urban Ward.
 - b) UV rate in the \$ is to be increased from today's rate in the \$ to the current (2014) Wagin rate in the \$.
 - c) All minimums are to be raised to equality with the Town/Urban Ward minimum rate.
 - d) The Rural Town site of Highbury GRV minimum is to be calculated at 75% of the normal minimum rate, subject to there being no reduction in minimum rate.
15. The new entity is not required to comply with section 6.36 of the Act in relation to any –
 - a) differential general rates; or
 - b) minimum payment applying to a differential rate category under section 6.35(6)(c) of the Act, imposed in respect of the financial year ending on 30 June 2016.

Following from the Governor's Orders a list of the key items within the report have been provided to the LGAB for consideration. Should there be an issue with any of the matters contained within this list or the remainder of the document please contact the CEO of the Town or Shire of Narrogin for further clarification.

- a) Both Councils are wanting the Boundary change to occur on the 1st July 2015; however, this is dependent of the timing of approvals from the LGAB and the Minister. (Section 12)
- b) It is requested of the Local Government Advisory Board to be noted in correspondence to the Minister and the Governor that the GRV and UV Rate Parity Increases, in points 10 and 14 of the Governors Orders, be that the rate increases be "recommended to be applied equally" over the phase in years.
- c) The Elected Members from both Councils will resign from their positions in May of 2015 as proposed, or the merger year depending on timing. (Section 4)
- d) Employee arrangements have been set within the report that all employees will be offered the same or an appropriate negotiated alternative if required. Where similar positions have a remuneration discrepancy the total benefit package will apply to the higher level so that no staff are too loose conditions or pay. While the Act provided a guarantee of employment for two years this is dependent on continued satisfactory performance. (Section 5)
- e) CEO arrangements have been agreed within the report that as both existing CEO's have expressed an interest in the new CEO position, both existing CEO's will be offered roles as a Director within the new entity without loss of benefit or entitlement and both will be eligible for consideration as the Acting CEO. (Section 5)
- f) The appointment of a more permanent contracted CEO will commence after the inaugural election is held in October of the merging year. (section 5)
- g) As has been stated with the Town of Narrogin boundary being extended the Town of Narrogin will be the lead agency and the Shire of Narrogin abolished. (Section 4 & 12)
- h) The Head office will be located at the Town of Narrogin administration centre located at 89 Earl St Narrogin. (Section 11)
- i) The Works Crew location will be at the Shire of Narrogin Depot located in the Narrogin Industrial Area on Lydeker Way(Section 11)
- j) Both Councils have recognised that funding may reduce from sources, like the Regional Road Group where negotiation has been required to keep the potential funding above a revised one Council allocation for several years, Financial Assistance Grants effects are still unknown as the financial impact after five years is not clear. It is also recognised that the potential for larger competitive grants is stronger as one entity. (Section 8)
- k) There has been a strong misconception that the Town is riddled with excessive loans. This is not the case and both parties are very conservative in their loan base. There are no loans planned to be taken as part of the merger process. (Section 8)
- l) The Town has worked hard to increase its Reserves over the last three years and, as such, has strong reserves which is also against community perception. The Shire of Narrogin also have appropriate reserve funds and neither Council have any intention to utilise these funds to pay for parts of the merger. (Section 8)

We trust that the information that has been provided in this letter and the attached report are sufficient for you to commence your investigation work into the Town and Shire of Narrogin merger through boundary change. Should you require any additional information regarding any of the points please feel free to contact Mr Aaron Cook CEO 0407 522 297 or Mayor Ballard 0428 832 095 of the Town of Narrogin or Mr Geoff McKeown CEO 0427 982 072 or President Cr Chadwick 0427 812 329 of the Shire of Narrogin.

Yours sincerely,

Leigh Ballard
Mayor
Town of Narrogin

Cr Richard Chadwick
President
Shire of Narrogin

Aaron Cook
Chief Executive Officer
Town of Narrogin
21 November 2014

Geoff McKeown
Chief Executive Officer
Shire of Narrogin

PUBLIC SUBMISSIONS – TOWN AND SHIRE OF NARROGIN MERGER

Comments/questions received from the public consultation meeting 27th October 2014 – Attendance of 26 + Councillors and Staff

The Mayor opened the meeting at 7:03pm and provided a brief introduction as to how the Councils came to be in the current discussions and provided a brief overview of the document key points as covered in the Summary Report. The Mayor then opened the meeting for questions.

1) Mr Martin – How will the \$1,212,000 be distributed between the Councils?

Mr Cook – The copy of the budget has been provided and the allocation of the funding will be made at key instalments. The first being made when the letter is sent to the Local Government Advisory Board (LGAB) being \$121,000, the second being paid on acceptance of the merger by the Minister being \$599,000, the third \$400,000 being paid on the Departments receipt of the progress report, and the last \$91,000 being paid on the receipt of the second progress report. The Town of Narrogin is auspicing the grant on behalf of the two Councils.

2) Mr Ennis – I have ongoing concern regarding the degradation of the voting value, being 4 councillors each, when you look at the number of electors for the Shire are greatly less than the Town of Narrogin and, as such, there is no equality for the voters in the Town and is a point that Council should not have rolled over on.

Mayor Ballard – The two Councils went through a lengthy negotiation process regarding the points within the document point and, as such, the agreement made in this situation was to allow for 4 councillors from each entity for the first term of two years but from then onwards there would be no wards effectively opening up the voting representation. It must be noted that we are not looking at the situation as being an, us and them. If you are elected you are there to represent the whole new entity and Narrogin Community moving forward.

Mr Ennis – this was a point that was made prior, that had not changed and it seems that everything that the Shire put on their wish list has been accepted.

Mayor Ballard – No there has been negotiation required and compromise made by both Councils to come to a common agreement.

3) Mr White – The Shire of Narrogin are quoted as not having adopted its Corporate Business Plan will this affect the new entity when merging?

Mayor Ballard – The project Manager will take both plans and merge the documents and facilitate its development for the new Council to consider.

Mr Cook – This will not impede the new entity as each of the Plans will need to be merged and re written for the new Council once the merger takes place. The report requests 12 months be provided to the new Council to prepare these documents and in the meantime the old documents will be utilized.

Mr White – Will this include the Asset Management Plan and others

Mr Cook – Yes all of the reports will be re prepared.

4) Mr Rob Madson – A comment on what you said earlier with the process of negotiation for the representation and the new entity will not look at decision making as an, us and them. Yet for the first two years there will be an, us and them situation with 4 councillors coming from each old organisation.

Mayor Ballard – There will be a us and them for the day of voting and then from there onwards the councillors elected are for the whole new entity and must base their decisions on the best outcome for the new Council. Not the Old Shire or Town.

Mr Rob Madson – Experience dictates that this may not be the case.

Mayor Ballard – This is where a level of trust is being provided by both Councils.

Mr Rob Madson – The report requests that the State funds \$2.6 Million yet the allocation made is only \$1.212. Where is the additional \$1.4 Million coming from for the shortfall?

Mayor Ballard – The initial budget was calculated using a large amount of external contractors and now large amounts of the work is required to be completed internally. In addition to this the budget was very much an all-in budget so there were areas that could be trimmed.

Mr Rob Madson – There was a large allocation of \$400,000 made to the ITC costs and how this this being handled?

Mayor Ballard – The allocation within the budget for the repayment of the loan has been set to one side to enable these monies to be utilized within the overall budget of the merger. If in the instance that monies are saved then this loan will be repaid at the closure of the merger. There is still an allocation for data migration and transition.

Mr Rob Madson – Employee Arrangements states that all current employees will remain so how will savings be made to accommodate the increased capacity and specialist employees and the increased service provision that the report talks about? Has there been a policy made to utilize natural attrition for staff numbers to allow for savings to be made? Total Salaries and Wages will increase on merger from the ratchet up scenario? Also CEO Arrangements in that each existing CEO will be offered a Directors Role and this could result in the new organization having 4 Directors and nothing is mentioned in regards to the existing Town of Narrogin Directors which may end up with one CEO and 4 Directors which was considered top heavy many years ago? And talks about the potential for Directorships being reduced to 3 and if neither of the CEO's take the role of CEO how will this be achieved?

Mr Cook – As per the Local Government Act all full time employees are guaranteed two years of employment, dependent on satisfactory performance and, as such, the organisation will be required to ensure that their positions remain the same or within a similar department on similar conditions and over the first few years savings in this area will not be made. The Specialty Staff Council has employed an Engineer and has done for approximately 12 months and the service provision will be achieved through the greater number of staff and more direct duties allocated to their particular service. The ratchet up costs are real and will be incurred due to the merging of staff from the two organisations as the pay levels may be

different and either staff will need to catch up and other staff's increases will cease until others benefits are matched. Failure to do this will result in payouts or redundancies which the new organisation cannot afford. This will result in higher wages for a period of time; however, the impact will reduce over several years.

The CEO arrangements are as commented; however, the report does state that it is expected that one of the CEO's will become the Acting CEO resulting in the organization having 3 directors for a period and when the full time CEO is appointed will determine if the organisation has 4 Directors or 3. In addition to this I have spoken to my Directors regarding this matter and I will not go into that tonight; however, their two positions will effectively be cut into half and it must be noted that the two existing Directors and new Directors positions will be facilitated by contract and will have set commencement and conclusion dates. Part of the specialist employee discussion in the document is the increase in the Senior Employees within Directors positions to provide specialist advice and leadership to their areas and I feel that the Town of Narrogin has suffered over the years by not having the appropriate level of Directors and the rational for the removal of the two Directors positions really relates back to the Leisure Centre increased costs.

Mr Rob Madson in point 5.4.3 it talks about the potential for removing non-essential activities and services which indicates to ratepayers that services will be cut and or removed.

Mr Cook – It is the opportunity for any organization going through change to look at the services that it provided and I feel it would be remiss if the Council and Executive did not investigate the services that it provides for value for money and effect within the community. This does not mean that just because a service costs the ratepayer that it would it be removed if it did we would close the Library, Leisure Centre and other services tomorrow, but rather the outcomes achieved would be investigated and reported to the new Council.

Mr Rob Madson In regards to the rates equity and comparison used being Wagin, why was Katanning not used as this community is much more like Narrogin

Mayor Ballard – Wagin was chosen based on its UV values and it was deemed that the area held very similar farming ability and the valuation of land through the VGO office and productivity was very similar to Narrogin.

Mr Rob Madson – The rate increases each year that are proposed within the report to enable parity are to be applied over 10 years. It was originally looked into that the Town Rates would freeze at a minimal increase and this seems to be dispensed with.

Mayor Ballard – No it is stated within the document that the Towns rates would be kept to a minimum so that the parity is reached quicker but this report cannot dictate to the new entity the amount of rates to be increased and needs to be based on the costs and what is required.

Mr Rob Madson – The financial impact from the loss of Grants is spread over a 5 year period then why are the rates being phased in over 10 years?

Mr Cook – In regards to the 10 years the Minister has already said no to this request so it is highly unlikely that this will be approved and if not it will be facilitated over the stated 5 year period to bring it back into line with the funding reductions.

Mr Rob Madson – The SWAT review states that the strength is in one voice, rather than two, this is a load of nonsense and not valid at all and I disagree with that statement entirely.

Mayor Ballard – That is your opinion Mr Madson

Mr Rob Madson – The plant savings through rationalization was going to be strong when there were more than two Councils but now this positive effect is not there not going to be redundancies and increased staff costs and a large impact from the loss of Grants so why are we progressing this.

Mayor Ballard – As you well know Rob when you join the Town and Shire together there is not a lot of double up of plant items due to the differences in their operations, however, when the other Councils were involved yes there was going to be savings from plant reductions.

Mr Rob Madson – Taking that on board with the increase in staff and reduction of income and I would like to see a commitment to the utilization of the natural attrition as a tool to reduce expenses.

Mayor Ballard – The entity cannot sack staff under the Local Government Act and, as such, savings within the first two years will not be made however, natural attrition will be utilized.

Mr Rob Madson – Within the CEO Review it states that there are overall benefits to be gained that will offset any negatives gained but I fail to see how this will be the case; however, there are tangible benefits to the employees.

Mayor Ballard – So back to you then Rob in the last four years of progressing this matter you have not once raised this matter that you cannot find a benefit yet kept going through the process, we have does the exact same thing, we have not changed anything from when you were on that group

5) Mr Crosby – Since 2010 this process has been progressed and several models have been considered including differing numbers of Councils, has the alternative model of just extending the Towns Boundaries been considered and still retain the two Councils?

Mayor Ballard – The whole document is a boundary change and not an amalgamation, but if tension is reasonable now between the Shire and Town could you imagine how this relationship would be if the Town instigated this.

6) Mr McNab – If you owned property on the Town Boundary and the boundary was extended say if my rates are \$800 they would then increase to say \$8000

Mr Cook – Your sentiment of that the Rates would increase, yes they would, however, not like your describing and if the Towns boundary was to expand then the rates would need to be phased in over a period of time the same as what is described within the document.

7) Mrs Beaton – As a business person within the Town it would be expected that you would assess the financial benefit from the merger of the two Councils and how would you see this coming about?

Mayor Ballard – The document clearly shows that there is no financial benefit and in the long term there may be but currently it is based on budget figures and assumptions, but the benefit is to the Town and Shire residents in the better utilization of services and better

corporate structure. For example the extra Director, more specialized staff and more staff to deal with daily functions of the Council.

Mr Cook – to add to that the Community Development aspect of Council is expected to benefit with the potential allocation of more staff as this is becoming a very active side of the organization and the Customer Service area becoming more efficient especially in regards to the communications as this is an area that the Town currently struggles due to the busyness of the front counter and phone system.

Mrs Beaton – As a bigger organization will the entity have more influence over larger stakeholders like Telstra so that the area could get better coverage?

Mayor Ballard – It is felt that the lobbying will be stronger with one voice.

Mrs Beaton – How will this affect the Narrogin Hospital as we are not amalgamating with any other areas?

Mayor Ballard – No there will be no change in the Hospital as the Government Departments utilize different boundaries that the Local Governments and are generally based on population and service areas.

8) Mr Brian Kermot – It appears that the people here are not looking forward to the future to see where the benefits will eventuate from, like the additional grants that can be obtained but are looking at today. Having staff leave will provide benefits in the future through the reallocation of duties or potential savings in wages.

Mr Cook – The new entity will have the ability to apply for larger grants within the state and having a greater influence in this area. The Greater entity will have more ability to apply for larger grants and be successful than if it were to remain the same as it is today.

Cr Bartron - It must be noted that through having less staff due to natural attrition does have the effect of potentially less people living in Narrogin and does this mean a family or one person, are they re-employed in another vocation? The intent is not to make the population smaller surely?

9) Mr White – On page 13 it discusses the Commissioners. How will the Commissioners be elected to office?

Mayor Ballard – The document requests that the Town and Shire will nominate two councillors from the existing standing members to be nominated for the role of Commissioners and the Minister is to nominate 1 additional independent Commissioner. This is the Ministers decision and he may disagree with the nominations from the two Councils.

Mr Cook – It should be noted that the Minister is to provide several names to the Councils for the independent Commissioner and the Councils can recommend to the Minister their preference; however, it is the Ministers decision. Please note that the Minister has had a copy of this report for many months and this matter has been directly raised with him and he has not expressed any concerns.

10) Mr Holmes – Do you feel that there will be any discussions regarding the Shire of Cuballing in the near future to bring them in?

Mayor Ballard – Nothing is planned at this stage. What the Minister has in store we don't know.

11) Mr Steve Madson – I am a ratepayer of the Town and Shire and I hold the position of Training Director at CY O'Connor TAFE, after the meeting in Highbury the Premier announced the mergers in the City and if we were not talking cooperatively would they be forcing this upon us?

Mayor Ballard – The Minister and Premier have always said that once the City was resolved that they would look to regional WA, the Nationals are against forced mergers but it is up to the Government of the day. Currently they are offering \$1,212,000 to merge yet if we wait the amount could be greatly less like what is being offered in the City for example the Shire and Town of Northam received \$700,000.

12) Mrs Maxwell – I am in favour of the Merger and if the Town and Shire work as a team it must be better for everyone and how many people live outside of the Town but work in the Town and surely it has to work in the end.

Cr Paternoster – The issue that many people have chosen to forget is that we are all Narrogin People whether you live outside of the boundary or not we are still Narrogin People and if for the sake of bringing two bodies together we negotiate and for the first two years we do it this was with the votes, where is the big issue, we will be together as one Narrogin we will have one strong voice and for me this is a very important issue with the Narrogin coming together and need to get real and realize that this is Narrogin coming together with Narrogin.

13) Mr Ennis – That comment was directed at me and I would like to respond. The decision for councillor numbers and voting needs to be equitable and an easy working model to enable the entity to progress forward. The entity will not have an increased voice as it will not be stronger within the political arena, I have seen this so often and have experience in the area of dealing with parliamentarians. It is an argument that everyone needs to hear and there are two side to each argument.

Mayor Ballard – I don't disagree and like the Deputy Mayor mentioned that we will progress as one entity and as Aaron has also mentioned that the fight for grants is going to get harder and we will have more presence as one body as they will be very dependent on size and population and will be contestable.

14) Mrs Heffernan – I would like to state that I support the merger as I do think that Narrogin is a doughnut Council and is surrounded there must be benefits looking forward to the future but I the mean time it requires a lot of good grace to the ratepayers and councillors elected and I don't think that Council staff should have a mortgage on their jobs and when it goes to the new Council that the whole staffing issue should be looked at because in the 11 years as living as a Narrogin ratepayer the overall calibre of the Town has gone backwards and if you want more people to come her in the future you need to attract more business with vitality and jobs for people and will become the spotlight for the State with grants and the overall greater big picture and without being told furrphies as to how account is being done and it was quoted in the paper and Frank and I did our homework and ours went up by 17% with the advent of the recycling bins and revaluation that came from Perth and these costs have crept in and is much more than the 4%. The elected councillors must be honest with the ratepayers and tell it like it is and not sneak in with things along the way as you will loss the credibility with the people.

Mr Cook – In response to the rate comment the total Town of Narrogin Rates, as in the revenue raised increased by 4%. The increases too many residents came from the increase in the Gross Rental Value and this impact is different to every ratepayer in Narrogin and the Town of Narrogin has no control over this and occurs every four years. There were some winners and some losers in this increase. To explain how this works the Town of Narrogin take the new Total Valuation, supplied by the VGO's office and reduces the rate in the dollar to match last year's rates value. The Towns increase is then applied. You are well within your rights to place a complaint to the Valuer General's Office at any stage concerning your valuation.

Mrs Heffernan – Will the greater Council have any bearing on how this will occur in the future?

Mr Cook – I would have to say that nearly all local Governments in the State have been upset by this revaluation, but to answer the question, yes the Town has already raised its concern with the Department and the Minister and are joining with other Local Governments to voice its concern and advocate for a new methodology to be implemented. The Minister needs to push this and I feel that he may be busy dealing with other matters at the moment.

15) Mr White – The Reserve Accounts on page 47 the new entity Road Reserve is to be renamed the Grain Freight Reserve and it looks like it's being brought forward as an asset but what would occur if the Grain Freight program is ceased?

Mr Cook – The Reserve that you are talking about is a Quarantined Reserve that the Shire already holds and it is their monies not the states and as such it is being treated much like the other Town Reserves that are being quarantined, there are other Reserves that from the two Councils that will be merged and used for the purpose at hand. Should the Grain Freight program cease the monies would be allocated to other road projects.

16) Mrs Johnston – I am not from here and am struggling with the concept that there is and Town and Shire of Narrogin, but if the two join the funding that you were to receive (Regional Road Group) should stay the same yet you are accepting 75%.

Mr Cook – The two Councils requested and fought for a long time with the RRG to retain the maximum allocation. However, the RRG have differing ideas as to how the money should be allocated and this was the best deal that we could secure being 75% of the total previous maximum potential allocations for a set period of time. The RRG members understand that this decision will affect them in the future should other mergers happen either in partnership or forced.

Mrs Johnston – So you get 100% now.

Mayor Ballard – No this is the maximum that we can claim/request for funding. The Town and Shire previously have not claimed the maximum allocation. This is the first year the Shire has for many years and the Town has not due to its smaller road network and inability to match funding. The normal request for funding is about 60%. We are losing the ability to apply for funding that we have not utilized for the last 10 years.

17) Mr White – A point of clarity on page 30 Standing Orders are considered important to be in place early for the new entity where other local laws can wait, I did not understand the meaning of this.

Mr Cook – Standing Orders are the rules that Council Operates under for the Meetings it holds and sets out how the councillors, members of the public and staff should act and operate. These are important, but with this being a boundary change the Town's Standing Orders will remain in place until changed so this item is covered.

18) Cr Chadwick Shire President - This is a merger not an amalgamation and we all need to work together. The RRG is a disappointment but it was the other Shires decision and they could not understand that there was nothing changing for the new entity. This is sure to change when others are forced to merge but it all goes on the roads. The Shire of Narrogin has raised this issue at every meeting it has held for years and needs to occur and both Councils need to make it work. The Shire, to me has more to lose than the Town and the Town has a lot to gain and we expect that the rates will need to increase. We have kept them low for a long time due to efficiencies but that is not to say that the Town is not efficient. I still feel that the Shire of Cuballing and even Wickopin should be included in this merger. We have to make this work and that is why I feel that Don's suggestion of more councillors for the Town initially will not work as it is a partnership and if not we would look at it like a takeover. I am disappointed that at our meeting we had 22 and as a representation of the Town this is not good either and so it has to be assumed that we are doing the right thing. There will be arguments and it won't be plain sailing.

19) Mr Ennis – In reply to Richards comments my opinion on this is well stated, in that if you do have 4 and 4 you need to have a breaker of the vote and this person should be elected separately at large, and I am not against the merger

20) Mrs Bairstow – What happens now?

Mayor Ballard – Basically the submissions close on Wednesday and an agenda item will be prepared within the month of November and the resolution will be to write to the Local Government Advisory Board to progress this Boundary Change and the Shire will do the same and if both Councils resolve the same the letter will be written to the LGAB

21) Mr Ennis – The closure of submissions is too close after this meeting especially if you don't have access to the web and need to get a copy from the Council office or sit in the library and read it.

Mayor Ballard – It has been open for presenting submission for about three weeks so there has been plenty of time.

22) Mr Rob Madson – The merger is dependent on quite a lot of conditions, what will occur if the Governors Orders change or are not accepted.

Mr Cook - If this occurs the report will still be presented to the Minister for approval but will be outside of the Councils hands at that time. How it comes out of that determination is how it will be and the new entity will need to work with that.

Mr Rob Madson – If they come back and say no wards from the start what will happen.

Mr Cook – Then the new entity will be forced to work with this but I don't think they will as the Minister wants this to work as a partnership.

Mr Cook – Mr Mayor before closing the meeting can I please advise everyone that you do not need to submit another written submission if you have presented you issues and questions tonight and I will not be writing the same questions twice in the report to be presented to Council.

Mayor Ballard – Thank you everyone for coming out tonight and please note that the submissions close on Wednesday. Thank you again.

Written submissions received – Closed 29th October 2014

It is noted that no written submissions were received.

5. Making a proposal to the LGAB

1. Introduction

The State Government has released its reform model for local governments in the Perth metropolitan area.

These guidance notes are for local governments that intend to lodge a proposal with the LGAB that is consistent with the Government-endorsed model.

The *Local Government Act 1995* (the Act) sets out the powers and responsibilities of the LGAB. The Act also specifies the required content of proposals to the LGAB, the processes that the LGAB must follow and the powers of the Minister for Local Government. Sections 2.1, 2.2, 2.3(1), 2.3(2) and Schedules 2.1, 2.2 and 2.5 of the Act are relevant.

2. Making a proposal to the LGAB

Metropolitan local governments, either alone or preferably jointly as a proposed amalgamation group, may submit a proposal to the LGAB.

State Government financial assistance is available to support the development of proposals and initial planning and transition costs. Further detail about financial assistance is provided under the heading "Financial Assistance" in section 3 of these guidance notes.

The required content for a proposal to the LGAB is specified by Clause 2(2) of Schedule 2.1 of the Act. It states:

- (2) *A proposal is to—*
- (a) *set out clearly the nature of the proposal, the reasons for making the proposal and the effects of the proposal on local governments; and*
 - (b) *be accompanied by a plan illustrating any proposed changes to the boundaries of a district; and*
 - (c) *comply with any regulations about proposals.*

The requirements of the Act will be met if a proposal contains the information outlined below.

The nature of the proposal

A proposal must identify clearly how local government districts, or areas of local government districts, are proposed to be created, abolished or have their boundaries changed.

For clarity, the proposal should also identify the essence of the proposal - whether it contemplates boundary changes; an amalgamation of existing local government districts; a combination of boundary changes and amalgamation; and so on.

A "boundary change" is where the boundary of one existing local government is intended to be extended to encompass either the whole of another local government, or a part of another local government.

An “amalgamation” is where two or more existing local governments are abolished and a new local government is created within the boundaries of the former local governments.

A “combination” is where two or more local governments are to be abolished to create a new local government and a boundary is extended to encompass the whole or a part(s) of another local government(s).

The “nature of the proposal” may also include a proposed commencement date for the new boundary arrangements. The Government-endorsed model is for a commencement date of 1 July 2015.

The reasons for making the proposal

The Act requires that the proposal include the reasons for making the proposal. It is suggested that these reasons be framed around the proposal's beneficial impacts on operational efficiency, effectiveness and improved service delivery.

As examples, such benefits may include improved financial viability; a broader rate base; improved economies of scale; reduced duplication; better use of resources and facilities; a broader range of services for the community; expanded organisational capacity; improved career paths for staff; greater ability to plan and implement major projects; and improved capacity to partner with other levels of government.

The effect of the proposal on the local governments

As required by the Act, the proposal should describe the anticipated outcome or results of the proposal for the local government(s).

Any other issues which might be relevant to the proposal should also be identified.

A plan illustrating the proposed changes

It is a requirement of the Act that a map or plan showing the proposed boundaries be submitted to the LGAB as part of the proposal.

To comply with the *Grant Agreement*, the plan should be the State Government endorsed model, with any anomalies that the local governments have identified being corrected. A map showing the State Government endorsed model is available from the Department of Local Government and Communities website www.dlgc.wa.gov.au.

Anomalies

Local governments may amend anomalies they identify in the Government's model. These must be minor in nature and may affect street boundaries or block boundaries but not entire suburbs. The amendments must have minimal impact on the overall plan.

Compliance with any regulations

There are no regulations that relate to a proposal to the LGAB.

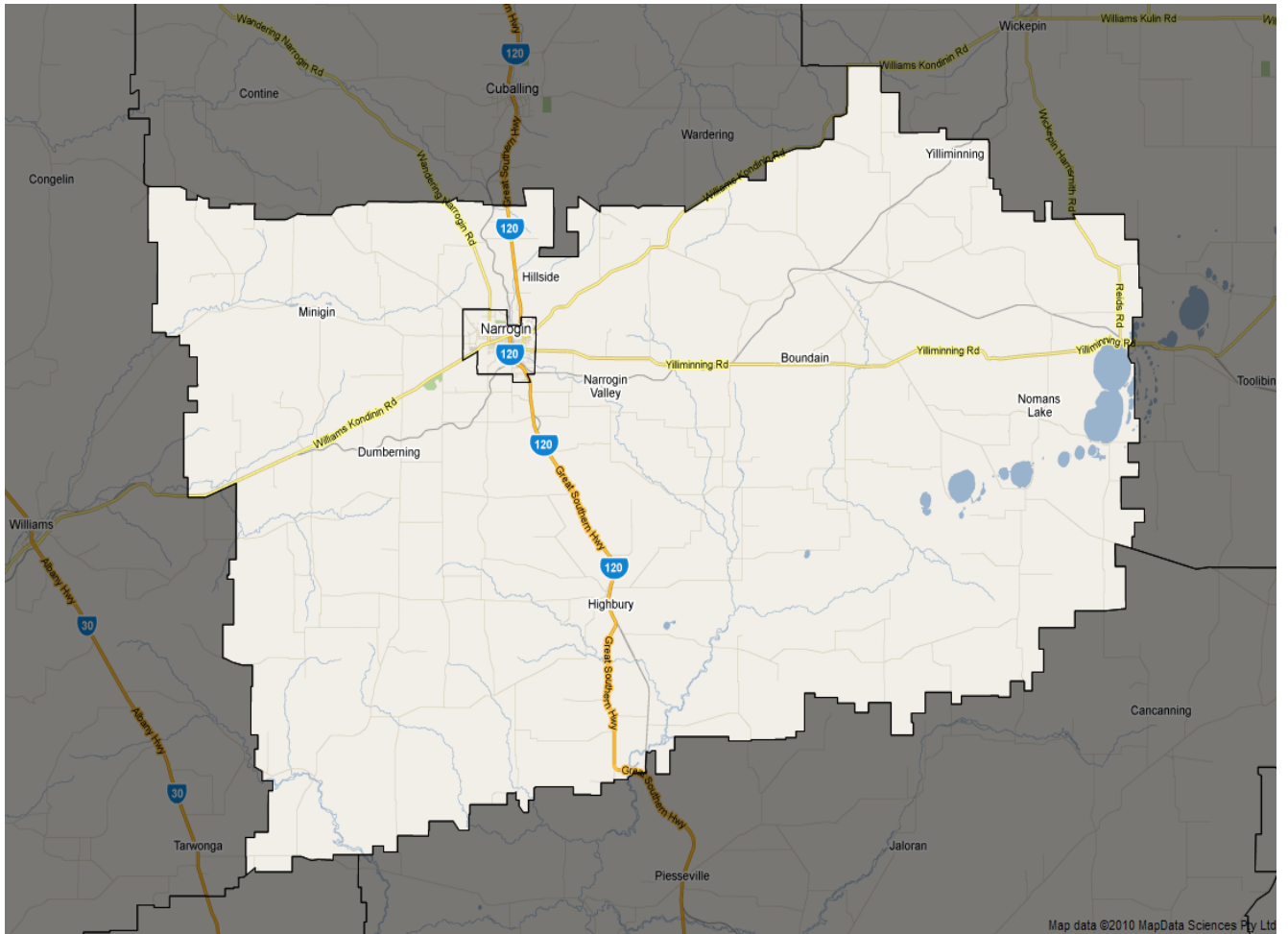
Endorsement

Proposals to the LGAB must be endorsed by the relevant Council(s). For a proposal from an individual local government, it is that local government's Council. For a joint proposal, it is the Council of each local government.

Suggested wording for the Council resolution is provided at Attachment 2 of this document.

Attachment

Proposed New Boundary



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

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

Please be advised that Cr McKenzie cannot attend the Dryandra Country Visitors Centre Committee any more due to her increased commitments and as such Council need to nominate another representative to attend the meetings.

Council Resolution: 1114.176

Moved: Cr Arthur Paternoster

Seconded: Cr Paul Schutz

That Council nominate Councillor Colin Ward as Council representative to attend the bi-monthly meetings of the Dryandra Country Visitors Centre with Cr Michael Kain to remain as proxy.

CARRIED: 8/10

16. CLOSURE OF MEETING

The Mayor closed the meeting at 9:10pm.