

MINUTES

ORDINARY COUNCIL MEETING

24 March 2015

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:

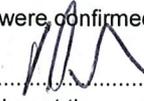
When Council uses this expression it means that: (a) Council is generally in favour of the proposal BUT is not yet willing to give its consent; and (b) Importantly, Council reserves the right to (and may well) either decide against the proposal or to formally support it but with restrictive conditions 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 as amended at the Ordinary Council Meeting held on 14 April 2015

Signed:  Date 14/4/15
(Presiding Member at the meeting at which minutes were confirmed)

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

ORDINARY COUNCIL MEETING MINUTES
24 March 2015

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

7:33pm – The Presiding Person declared the meeting open.

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

Elected Members

Mayor L Ballard
Deputy Mayor Cr A Paternoster
Cr C Bartron
Cr C Ward
Cr D Russell
Cr J McKenzie
Cr P Schutz
Cr M Kain

Staff

Mr A Cook – Chief Executive Officer
Mr B Robinson – Director Technical and Environmental Services
Mr C Bastow – Director Corporate and Community Services
Ms C Thompson – Executive Assistant

Members of the Public

Mr B Seale
Ms A Halliday
Ms E Burgess
Mr A Borrett
Ms C Bell

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

Mayor Ballard declared an interest in Item Number 10.1.019. The nature of his interest was a Financial Interest as he is selling the shed to the applicant.

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

COUNCIL RESOLUTION 0315.023 / OFFICER'S RECOMMENDATION

Moved Cr Paternoster

Seconded Cr Schutz

That Council:

Accept the amended minutes of the Ordinary Council Meeting held on 10 March 2015 and be confirmed as an accurate record of proceedings.

CARRIED 8/0

Please note that the minutes have been amended to include the words "Absolute Majority" at the conclusion of the Delegation Register item 12.2.017.

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

The Presiding Person announced and welcomed our visitors from Department of Local Government and Communities.

The Presiding Person also announced that Cr Bartron is attending this meeting in his uniform as he is on-call for work, and therefore not in his formal attire.

9. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

10.	MATTERS WHICH REQUIRE DECISIONS	
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10.1 TECHNICAL AND ENVIRONMENTAL SERVICES

7.38pm Mayor Ballard departed the meeting due to his financial interest in item 10.1.015.
7.38pm Cr Paternoster the Deputy Mayor became the Presiding Person.

10.1.019 PROPOSED GARAGE AND RETROSPECTIVE PLANNING CONSENT FOR OUTBUILDINGS - NO 86 (LOT 23) CLAYTON ROAD, NARROGIN

File Reference: A115900
Disclosure of Interest: NIL
Applicant: L P Lupton
Previous Item Nos: Nil
Date: 10 March 2015
Author: Brian Robinson – Director Technical & Environmental Services

Attachments:

- Aerial photograph of property
- Copy of submitted application for planning consent.

Summary:

Council is requested to consider granting planning consent to a proposed garage within the front setback of the subject land. Council is furthermore requested to consider granting retrospective planning consent to several outbuilding extensions on the property.

Background

The subject land is a 1,715m² residential property located on the northern side of Clayton Road midway between May Street and Narrakine Road.

As shown on the attached aerial photograph, the site is developed with a single dwelling and associated facilities, which are described as follows:

- i. A bird shelter, carport and patios attached to the dwelling;
- ii. A swimming pool; and
- iii. A series of connected outbuildings totalling some 143m², including:
 - a) a 5.9m x 6.5m shed which has been extended 2m (ie total of 5.9m by 8.5m) towards the home and a 1m awning has been added along the length of the shed with a nil setback to the western side boundary;
 - b) a 5.9m x 7.5m garage that has been extended by 1m, now having a nil setback to the western side boundary,
 - c) a 3.6m x 7.5m garage; and
 - d) a 2.4m wide 6.7m lean-to.

A 3m by 8m shed is also located at the very rear of the property, which was previously used by the adjacent landowner. This shed is in the process of being removed from the site.

The applicant has been liaising with Council's Building Surveyor over a proposal to construct a 6m by 7m garage to be located within the current front setback. During this time, it was

identified that the additions to shed (a) and (b) had been constructed without any form of prior approval. Additionally the lean-to described in point (d) was also erected with no approval.

Finally, a 6m wide patio attached to the home was extended by 1m, resulting in a nil setback to the western side boundary.

Council is now in receipt of an application for planning consent seeking to legitimise the existing development and approval to the 42m² garage. Plans submitted in support of the application indicate that if approved, the proposed garage will be setback approximately 11.6m from the front boundary and 1 metre from the eastern side boundary. Access to the proposed garage will be provided through modification of the existing driveway.

Given the retrospective nature of the approval for the existing outbuildings and the fact the new garage will result in more than 10% of the site being developed for outbuildings, the application may only be determined by Council.

Comment:

The provisions of Town Planning Scheme No 2 include the subject land within the Single Residential Zone.

Pursuant to clause 3.4.9 of Town Planning Scheme No 2, within the Single Residential Zone, *“planning consent will be granted to outbuildings appurtenant to a dwelling”*, provided that the buildings comply with setback requirements, are of single storey construction, result in a maximum area of 75m² of non-masonry outbuilding and does involve a parapet wall exceeding 8 metres in length.

In accordance with clause 3.4.9 a) vii), any proposal which does not comply with the above shall be referred to Council for consideration.

To assist Council in determining this matter, the following comments are offered:

Relaxation of Standards

In accordance with Part 6.2 of the Scheme, Council may relax a requirement prescribed by Town Planning Scheme No 2. The clause however requires that Council must be satisfied that:

- a) approval to the development would be consistent with the orderly and proper planning of the area;
- b) the resultant development will not detrimentally impact on the amenity of the area or adversely impact on the inhabitants of the locality or the areas future development.
- c) The spirit and purpose of the requirements will not be unreasonably departed from.

Retrospective Approval

As detailed in the background section of this report, approval to the application before Council involves the approval of the following works that were undertaken without the prior approval of Council:

- a) A 2m extension and a 1 metre awning added to a 5.9 by 6.5m shed (20.3m²);

- b) A 1m extension of a 5.9m by 7.5m shed (5.9m²); and
- c) A 1m extension of a patio attached to the main dwelling.

If approved, these extensions effectively increase the area of outbuildings from 116m² to 143m². The extensions also result in a total of 20.4m of outbuilding having a nil setback to the western side boundary.

In considering an application for retrospective approval, Council must assess the application against the requirements of the scheme as with any normal application. Comments on these requirements are provided below.

Maximum Area of Outbuildings

It is the author's opinion that the maximum sizes for outbuildings were introduced to the Scheme to ensure the outbuildings were consistent with the residential amenity (ie avoid Industrial Style Sheds) and did not detrimentally impact on adjacent land.

Standards applicable to the Single Residential are based on a maximum density of R12.5 as identified in the Zoning and Development Table. With R12.5 equating to an average lot size of 800m, maximum outbuilding sizes stated in clause 3.4.9 are identifying a maximum area of outbuilding of 75m² on an 800m² lot.

With the property having an area of 1,715m², the total area of outbuildings, if approved, will equate to 10.8% of the site. Should Council approve the application, it is recommended that the applicant be advised it is unlikely any additional approvals for further outbuildings will be granted.

Setbacks to Existing Outbuildings

The extensions of the outbuildings and patios has resulted in 14.4m of outbuilding and 6 metres of patio having a nil setback to the western side boundary.

In accordance with clause 3.4.9 of the Scheme, Council would normally permit up to 8m of outbuilding wall to have a nil setback to the side and/or rear boundary of a property.

When determining applications for nil setbacks, the primary consideration is how the relaxation will impact on the amenity of the adjacent property. In this case, land immediately west of the subject site is used for a transportation depot, which operates under non-conforming use rights. Given this use, approval to the nil setbacks as proposed will not detrimentally impact on the amenity of the adjacent property.

It is also noted that each of the existing structures have now been in place for several years, with no complaint.

Proposed Garage

The newly proposed garage location within the front setback complies with all setback requirements.

To ensure a high standard of presentation, it is recommended that a condition be imposed requiring the garage to be constructed of non-reflective colourbond material.

Although this application is complicated by the fact that the owner has completed outbuilding extensions without Council's prior planning consent, approval of the application would be consistent with Council's previous decisions to allow approximately 10% of a site to be developed with outbuildings.

Conditional approval is therefore recommended.

Consultation:

Chief Executive Officer – Aaron Cook
Building Surveyor – Josiah Farrell

Statutory Environment:

In accordance with section 164 of the Planning and Development Act a Local Authority may "grant its approval under a planning scheme or interim development order for development already commenced or carried out.

Notwithstanding this, Council must also determine what action if any to take for a breach of clause 6.1.1 of TPS No 2 which states, "*A person shall not commence or continue development or change the use of any land zoned or reserved under the Scheme without first having applied for and obtained the planning consent of the Council under the Scheme.*"

Although there are exemptions to this requirement (as per clause 6.1.3 of the Scheme), Council's prior planning consent was required for the now existing outbuilding and patio extensions. The landowner has therefore breached the requirements of clause 6.1.1 and may be prosecuted in accordance with part 7.4 of the scheme.

It is accepted however that in this case, the owner has sought to rectify the situation. Given this and the relatively minor nature of the works undertaken, legal action is not recommended.

Policy Implications:

Development Services Policy No 8 was adopted by Council to guide the assessment of applications for oversized outbuildings (greater than 75m² of outbuilding). As detailed in that Policy, a maximum size outbuilding of 10% may be permitted under delegated authority.

In this case, with an existing 143m² of outbuilding, approval of the garage as proposed will result in a total of 185m² of outbuilding, representing 10.8%.

Financial Implications:

The required application fee has been paid in accordance with the Council's adopted schedule of fees and charges.

Strategic Implications: Nil

Voting Requirements: Simple Majority

COUNCIL RESOLUTION 0315.024 / OFFICER'S RECOMMENDATION

Moved Cr Bartron

Seconded Cr Schutz

That Council:

Pursuant to Section 164 of the Planning and Development Act 2005 grant retrospective approval to the now existing outbuilding and patio extensions and grant approval to the newly proposed garage within the front setback at No 86 (Lot 23) Clayton Road, Narrogin subject to compliance with the following conditions:

- 1 This approval shall expire if the development hereby permitted is not completed within two years of the date hereof, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Town, is granted by it in writing.
- 2 The development hereby approved shall occur generally in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Town of Narrogin.
- 3 The proposed garage within the front setback being constructed of Building materials of a colour not detrimental to the character of the natural landscape of the locality, that is colours to be non-reflective and of muted tones, ie. muted tones of colour not zinalume.
- 4 Uses and activities undertaken within the outbuildings on site shall be undertaken so as not to disturb nearby or adjacent residents in the locality.
- 5 All drainage run-off associated with the development hereby approved shall be contained on site or connected to the Council's stormwater drainage system to the satisfaction of the Town of Narrogin.

Advice to Applicant:

- 1 Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
- 2 The applicant is encouraged to consider connecting the roof of the proposed outbuilding to an appropriate size rainwater storage tank to limit the impact of stormwater.
- 3 The landowners are advised that given the existing area of outbuildings located on the property (including the new garage, subject of this approval), it is highly unlikely that the Town of Narrogin will be prepared to support any additional outbuildings being established within the property.

CARRIED 7/0

7.42pm Mayor Ballard returned to the meeting and resumed the position of Presiding Person

An aerial photograph of a residential property. The main house has a light-colored, multi-gabled roof. To the right of the house is a swimming pool. The property is bordered by a dark fence. A yellow text box is overlaid on the image, containing the following information:

access_no: A115900 23 673139
address: 86 Clayton Road LP Lupton 1715

23

14



Town of Narrogin

Town of Narrogin REMOVED	
Directed to	Josiah
	27 FEB 2015
Ref No.	IBA155244
Property File	
Subject File	7.4.1
C-Point No.	

TOWN PLANNING SCHEME NO. 2
DISTRICT SCHEME

APPLICATION FOR PLANNING CONSENT

I/We LANCE PAUL LUPTON
 (Full Name of Applicant)
 of 86 CHAYTON RD NARROGIN Postcode 6312 WA
 (Address for Correspondence)

hereby apply for planning consent to:

- (1) use the land described hereunder for the purpose of
REQUESTING RETROSPECTIVE PLANNING APPROVAL
- (2) erect, alter or carry out development on land described hereunder in accordance with the accompanying plans (3 copies attached).

The existing use of the land is REQUESTING RETROSPECTIVE PLANNING APPROVAL OF BUILDING

The approximate cost of the proposed development is: \$ _____

The estimated time of completion is: / /

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

TITLES OFFICE DESCRIPTION OF LAND

LOCALITY PLAN

(Indicate distance to nearest intersecting street)

HOUSE NO: 86 STREET: CHAYTON RD NARROGIN WA 6312

LOT NO: 23 PLAN OR DIAG: 21010

LOCATION NO: _____

CERTIFICATE OF TITLE: VOLUME: 1203 FOLIO: 366

LOT DIMENSIONS

SITE AREA: _____ square metres

FRONTAGE: _____ metres

DEPTH: _____ metres

AUTHORITY

SIGNATURE OF APPLICANT: _____

DATE: 17.02.15

NOTE: WHERE THE APPLICANT IS NOT THE OWNER THE OWNER'S SIGNATURE IS REQUIRED.
NOTE: NOTE: ALL OWNERS OF THE PROPERTY MUST SIGN THIS APPLICATION FORM. WHERE PROPERTY IS OWNED BY A COMPANY, AT LEAST TWO DIRECTORS OF THE COMPANY MUST SIGN THE APPLICATION.

SIGNATURE OF OWNER: _____

DATE: 17.02.15

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

THIS IS NOT AN APPLICATION FOR A BUILDING LICENCE

PARTICULARS REQUIRED WITH APPLICATION FOR PLANNING CONSENT

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

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

FOR OFFICE USE ONLY

File Reference: _____

Application Number: _____

Date Received: _____

Date of Approval / Refusal: _____

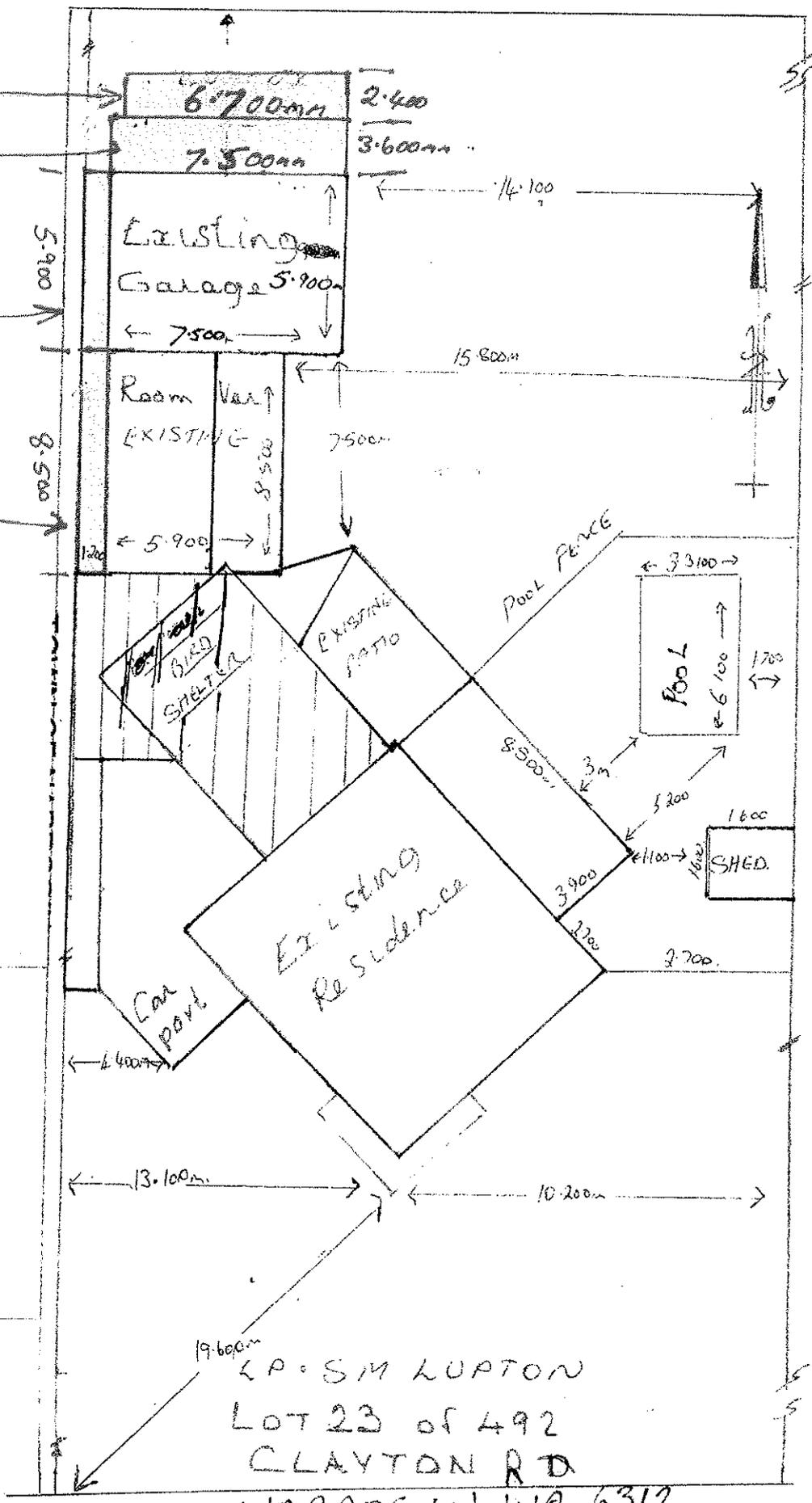
Date of Notice of Decision: _____

LEANTO

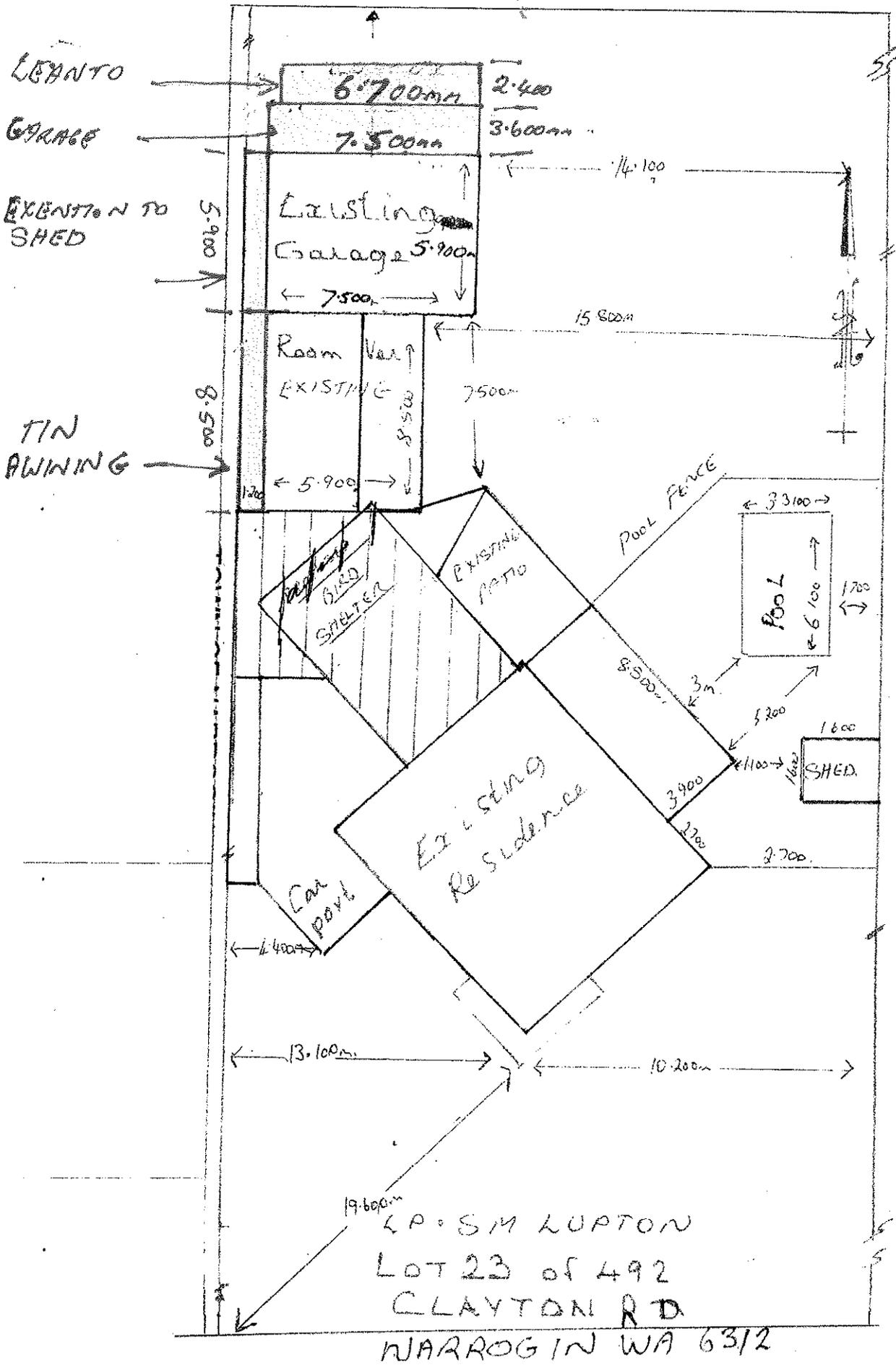
GARAGE

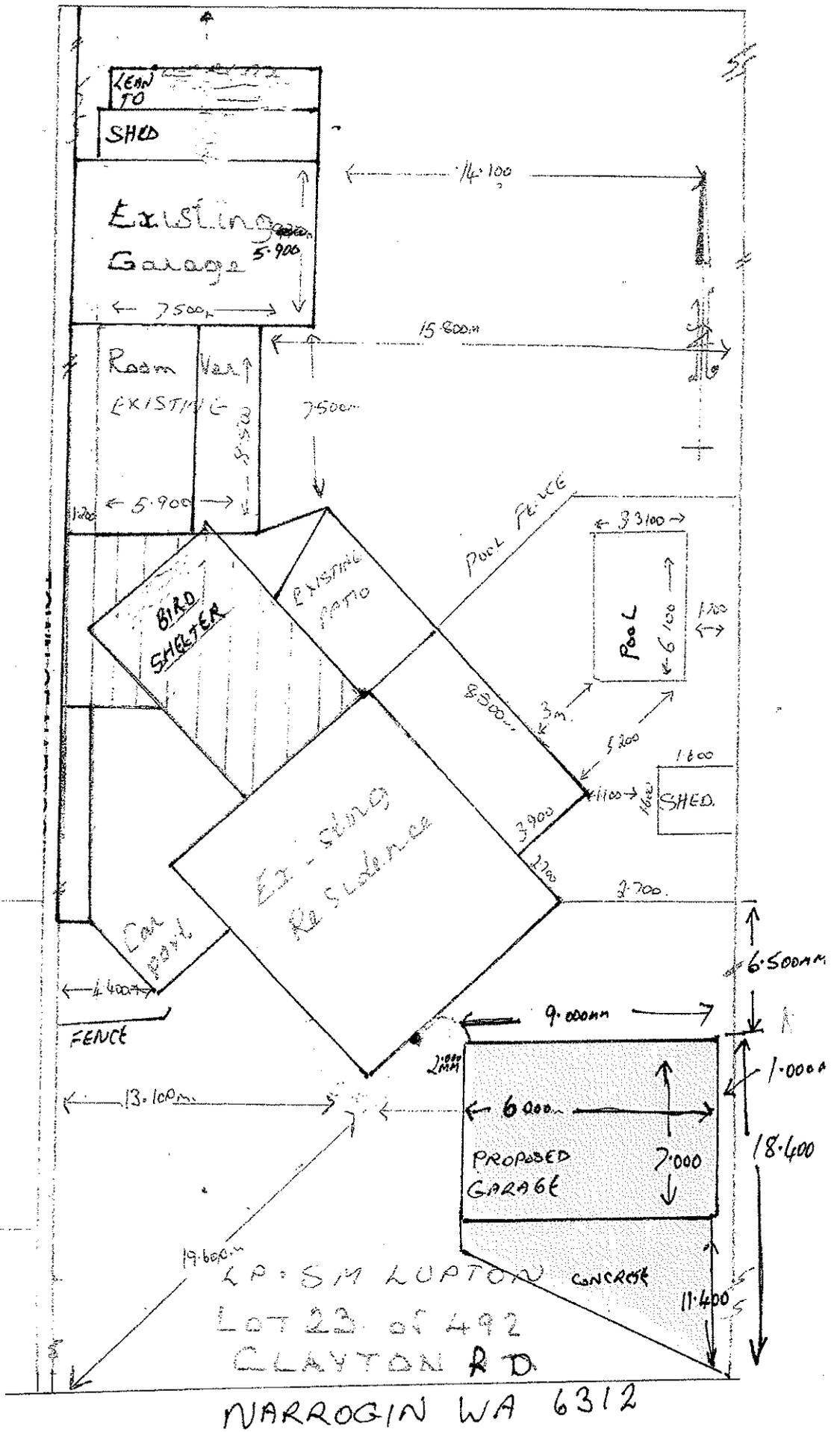
EXTENSION TO SHED

TIN AWNING



LA. SM LUPTON
 LOT 23 of 492
 CLAYTON RD
 NARROGIN WA 6312

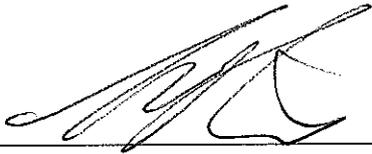




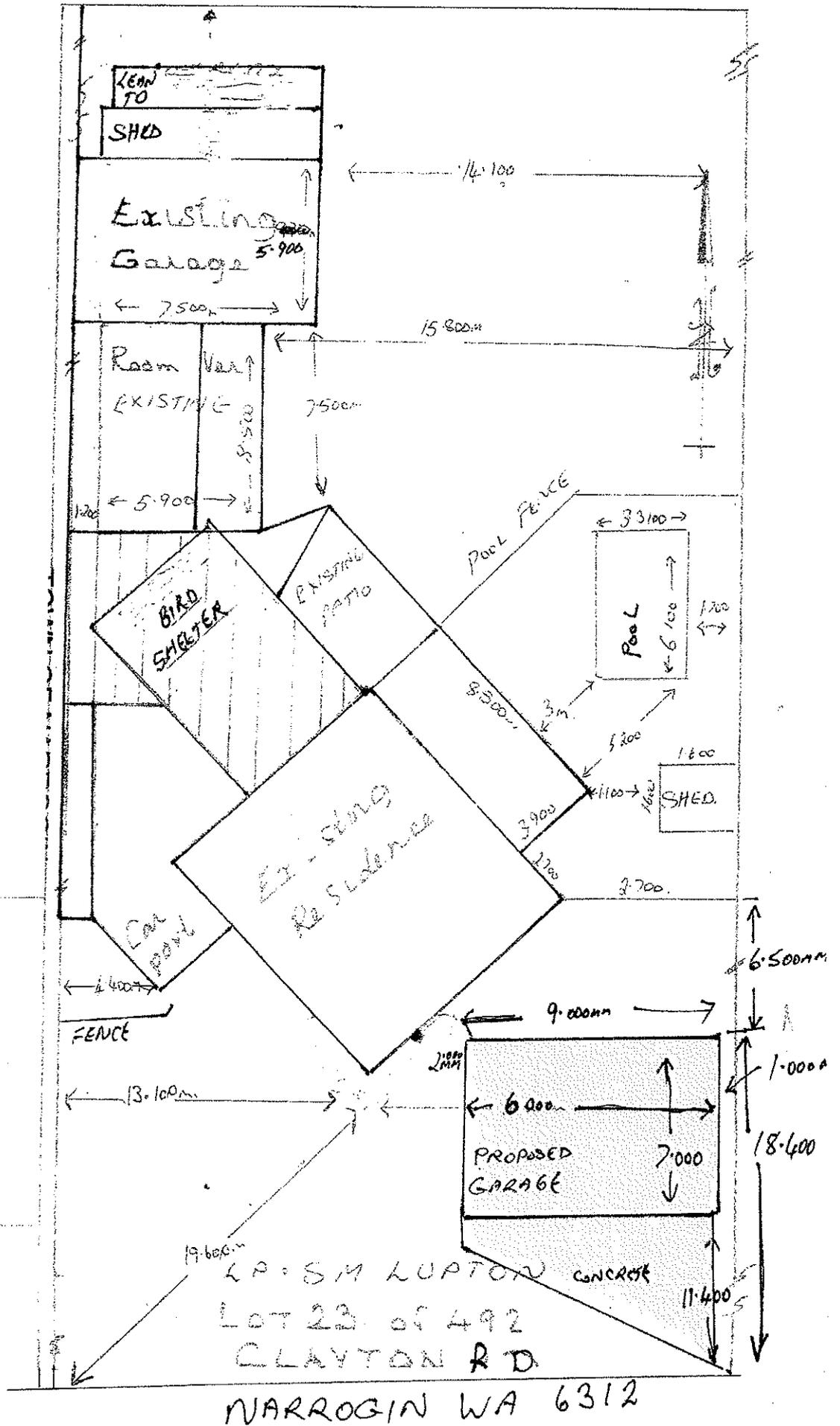
L P & S M LUPTON
86 CLAYTON RD
NARROGIN WA 6312

TOWN OF NARROGIN
BUILDING SURVEYOR
NARROGIN WA 6312

REQUESTING PLANNING APPROVAL OF PROPOSED
NEW GARAGE AT FRONT



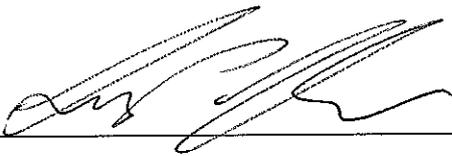
L P & S M LUPTON



LP & SM LUPTON
86 CLAYTON RD
NARROGIN WA 6312

TOWN OF NARROGIN
BUILDING SURVEYOR
NARROGIN WA 6312

REQUESTING PLANNING APPROVAL OF PROPOSED
NEW GARAGE AT FRONT



LP & SM LUPTON

10.1.020 PROPOSED PORTICO AND 14 BED DEMENTIA FACILITY – NO 50 FELSPAR STREET, NARROGIN

File Reference: A316500, IPA155231 & DA19/14-15
Disclosure of Interest: Nil
Applicant: Narrogin Cottage Homes
Previous Item Nos: Item No 10.1.731 – 22nd May 2012
Item No 10.1.732 – 22nd May 2012
Date: 9 March 2015
Author: Brian Robinson, Director Technical & Environmental Services

Attachments: Copy of submitted application

Summary:

An application has been received from Narrogin Cottage Homes seeking approval to a new entrance driveway, a portico roof and a 14 bed dementia accommodation unit, both of which are to be attached to the main Karinya Building.

Background:

Narrogin Cottage Homes/Karinya Hostel is established over Lots 7 and 8 located between Forrest Street and Felspar Street in the south western portion of the Narrogin Townsite. A variety of aged accommodation services and options are provided on the site as part of a comprehensive retirement village.

At its May 2012 meeting, Council was requested to consider a proposal for a new reception and substantial portico entry off Felspar Street. Council resolved not to support the application and advise the applicant that it was prepared to reduce the minimum setbacks to Felspar Street to 3.5m.

Also in May 2012, Council was requested to consider a 12 bed dementia-specific accommodation wing. Council granted conditional approval to the construction of the 12 bed facility. This approval expired in May 2014.

Application has now been received for Council's planning consent to the construction of a new entrance portico/driveway and revised 14 bed 'secure dementia' specific accommodation extension to Karinya is also proposed.

Approval is being sought for a minor (1.2m) extension of the reception and the construction of a portico roof being 6.8m by 11.85m. Whilst supporting posts for the portico are proposed with a setback of 1.245m to the Felspar Street boundary, the roof is to be setback 2.74m.

In terms of the "Dementia Specific Wing", details provided indicate that the extension will be located immediately east of the main Karinya building and will comprise:

- 14 individual rooms, each with en-suites;
- Treatment and therapy Rooms;
- An Activity Room, including dining facilities;
- A Nurses' Station,
- Several Storerooms; and
- Several associated gardens.

Plans submitted with the application demonstrate that the extension will be located off the north east corner of the main building, extending over an area currently containing residential units, a carport and an existing tenants' shed, all of which are to be demolished.

A copy of the submitted plans together with the supporting correspondence is shown attached.

Comment:

The provisions of Town Planning Scheme No 2 include the subject land within the "Other Residential" Zone. As identified by Table No 2 of the Scheme, an Aged Persons Village is a "P" use, that is a use that is permitted subject to compliance with development standards.

To assist Council in determining this application, the following comments are offered:

Reception and Portico

As stated in the background section, it is proposed to construct a 1.2m extension to the existing reception, which will then connect with a new portico adjacent to the existing building entrance off Felspar Street.

Plans submitted with the application detail that a new 6.8m by 11.85m roofed portico will be constructed with a 2.74 metre setback from the Felspar Street frontage.

As detailed in the Zoning and Development Table for the "Other Residential Zone", a front setback of 7.5m is normally required. Approval to the application therefore involves a relaxation of the applicable standards.

The previous proposal, considered by Council in May 2012, involved a more substantial extension of the reception area, reducing the front setback to 5m. If approved, the minor extension now proposed will be setback some 9.5 metres.

The May 2012 proposal included a substantial 10m wide, 6m tall portico roof with a nil setback to Felspar Street. Given the residential nature of Felspar Street, it was felt that such a structure with a nil setback would not be consistent with the existing amenity of the area.

In terms of the current design, it does not comply with the Council's May 2012 decision detailing a minimum setback of 3.5m setback. However, in the author's opinion, the revised roof design and setback will ensure that the structure will have minimal impact on the visual amenity of the area.

Portico Driveway

The submitted plans detail a one-way driveway system incorporating two drop-off bays and an ambulance bay to the east of the proposed portico. Covered walkways are proposed over the internal footpaths adjacent to these bays.

The current driveway design is similar to the 2012 proposal involving crossovers with significant angles to Felspar Street.

Industry standards, as endorsed by the Institute of Public Works Engineers Australasia, specify that crossovers should generally be constructed so as to be perpendicular to the road alignment. This ensures maximum sight lines and pedestrian safety.

A detailed search of the internet indicates that local government in Western Australia generally adopts the IPWEA standards. Some Local Authorities' adopted policy does however permit crossovers to have a maximum angle of 70°. The design as submitted details crossovers to be installed at approximately 45°. At this angle, access to the driveway by west bound traffic will be un-necessarily difficult.

Given the adopted standards have been developed on the basis of road and pedestrian safety, it is recommended that Council require modification of the proposed crossover/driveway design.

Dementia Accommodation Unit

As detailed in the background section of this report, it is proposed to construct the new 14 bedroom facility to the east of the main Karinya Building. This area currently contains a number of aged persons dwellings that are now earmarked for demolition.

Given the location of the proposed Dementia Unit, the proposed development complies with all setback requirements prescribed by the Scheme.

Parking requirements for a nursing home component of a retirement village are calculated at a rate of 1 car bay per 5 beds. With 14 beds to be provided, a maximum of 3 car bays would normally be required. However, in this case it is considered that the existing parking area to the west of the administration building provides more than ample parking for the proposed use.

It is recommended that this parking area should be formally marked out in accordance with the standards prescribed in 3.4.1 and the design details provided in appendix IV of Town Planning Scheme No 2.

Consultation:

Chief Executive Officer

Statutory Environment:

Applications for planning consent are determined by Council in accordance with Part VI of Town Planning Scheme No 2. As prescribed in clause 6.4 of the scheme, in considering an application for planning consent, Council is obliged to take into account various matters, including the requirements of the scheme.

The application as submitted complies with all scheme requirements, with the exception of the requirement for development to comply with a 7.5 metre setback.

In accordance with clause 6.2.1 of the Scheme, where an application for development does not comply with a standard or requirements of the Scheme, Council may still approve that application, provided that Council is satisfied that:

- (i) *approval of the proposed development would be consistent with the orderly and proper planning of the locality, the preservation of the amenity of the area and be consistent with the objectives of the Scheme;*
- (ii) *the non-compliance will not have any adverse effect upon the occupiers or users of the development or the inhabitants of the locality or upon the future development of the locality; and*

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

In this case, the subject land is located within a residential area where a front setback of 7.5 metres is usually required. For residential development, this setback can however be varied by up to 50% under the Residential Design Codes of Western Australia, provided that the average setback is maintained.

A relaxation of the front setback as proposed would therefore, in the author's opinion, be consistent with the likely future amenity of the area.

Policy Implications: Nil

Financial Implications:

The required application fee of \$6,583.00 has been paid in accordance with the Town of Narrogin's adopted 2015/16 annual budget.

Strategic Implications:

Karinya and Narrogin Cottage Homes provide an important opportunity for various forms of aged accommodation within the Narrogin community. The establishment of a Dementia-specific accommodation wing, the range of accommodation and available level of care will be further increased.

Voting Requirements: Simple Majority

COUNCIL RESOLUTION 0315.025 / OFFICER'S RECOMMENDATION

Moved Cr Schutz

Seconded Cr Ward

That Council:

Grant approval to the proposed reception extension, portico and associated driveway (including covered walkways) and 14 bed dementia extension to Karinya at No 50 (Lot 7) Felspar Street, Narrogin subject to compliance with the following conditions:

This approval shall expire if the development hereby permitted is not completed within two years of the date hereof, or within extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Town, is granted by it in writing.

1. The development hereby approved shall occur generally in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Town of Narrogin.
2. Notwithstanding condition No 1 above, prior to commencement of the development hereby approved, the plan submitted with the application shall be modified to provide for the two crossovers to Felspar Street having a maximum angle of 70° to the road carriageway to the satisfaction of the Town of Narrogin.

CARRIED 8/0

Narrogin Cottage Homes **KARINYA**

Phone: 08 9881 1677
Fax: 08 9881 1353
Email: reception@nch.org.au
Incorporation No A0620041Z

ABN: 27 465 964 008
PO Box 394
50 Felspar Street
Narrogin WA 6312
Charitable Licence No : 17907

Robert W Maxwell
Chairman
Julie C Christensen
Chief Executive Officer

24th February 2015

Town of Narrogin
Mr Brian Robinson
Director of Technical and Environmental Service
PO Box 188
Narrogin WA 6312

Town of Narrogin Council	
Directed to	Brian
Ref No.	26 FEB 2015 JPA15231
Property File	112 3165 00
Subject File	
C-Point No	

**RE: Building Planning Consent,
Secure Dementia Facility
Narrogin Cottage Homes, 50 Felspar Street, Narrogin 6312**

Please find enclosed our application for Planning Approval for the above proposed construction.

Narrogin Cottage Homes has engaged Silver Thomas Hanley (Architects) to design a 14 bed extension to our existing residential infrastructure at Karinya.

Dementia is a complicated specialty field that will require input from various skilled consultants and final draft plans will be available with the building application. However we wish to keep Council informed of our intent and have a clear understanding of the proposal.

Project

The construction of a 14 bed, secure dementia extension to "Karinya" in Narrogin. Extension to contain kitchen, dining area, lounge, 14 individual rooms with ensuites, therapy room, activity room, nurses station, store room and treatment room with a unobtrusive/secure enclosed garden/ walk area.

The outcome of the project is to provide a specialist facility for the Southern Wheatbelt community in which they may place their loved ones when dementia care can no longer be provided effectively at home or when respite services are needed to compliment 'at home' care.

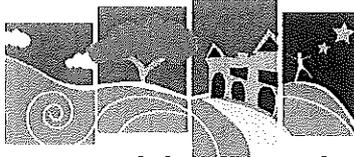
This development supports the provision and maintenance of emotional and physical contact between those requiring the residential/ respite care and their family/ community support base. It eliminates the impediment of travel to quality dementia care and supports the provision of qualified and appropriately training staff in a rural setting to support those with dementia needs to remain in their own communities.

Narrogin Cottage Homes thanks the Council in advance for their planning approval with regards this application,

Yours Sincerely



Julie Christensen
CEO



Town of Narrogin

TOWN PLANNING SCHEME NO. 2 DISTRICT SCHEME

APPLICATION FOR PLANNING CONSENT

I/We NARROGIN COTTAGE HOMES (INC)
(Full Name of Applicant)

of 50 Felspar St Narrogin WA. Postcode 6312
(Address for Correspondence)

(P.O Box 394 Narrogin WA 6312)
hereby apply for planning consent to:

(1) use the land described hereunder for the purpose of

Aged Care - Residential & Housing

(2)

erect, alter or carry out development on land described hereunder in accordance with the accompanying plans (3 copies attached).

The existing use of the land is: Aged Care - Residential
& Housing.

The approximate cost of the proposed development is: \$ 2,400,000 Building Works.

The estimated time of completion is: 24 months Q5 Dec 2014.

The approximate number of persons to be housed/ employed when the development is completed is: 14/ 12

TITLES OFFICE DESCRIPTION OF LAND

LOCALITY PLAN

(Indicate distance to nearest intersecting street)

HOUSE NO: 50 STREET: Felspar Street

LOT NO: 643 PLAN OR DIAG: 68397.

LOCATION NO: NARROGIN

CERTIFICATE OF TITLE: VOLUME: 2097 FOLIO: 770

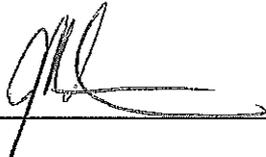
LOT DIMENSIONS

SITE AREA: 2.1416 square metres ha

FRONTAGE: 194.58 metres

DEPTH: 130.92 metres

AUTHORITY

SIGNATURE OF APPLICANT:  DATE: 24/2/15

NOTE: WHERE THE APPLICANT IS NOT THE OWNER THE OWNER'S SIGNATURE IS REQUIRED.
NOTE: NOTE: ALL OWNERS OF THE PROPERTY MUST SIGN THIS APPLICATION FORM. WHERE PROPERTY IS OWNED BY A COMPANY, AT LEAST TWO DIRECTORS OF THE COMPANY MUST SIGN THE APPLICATION.

SIGNATURE OF OWNER:  DATE: 24/2/15

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

THIS IS NOT AN APPLICATION FOR A BUILDING LICENCE

PARTICULARS REQUIRED WITH APPLICATION FOR PLANNING CONSENT

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

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

FOR OFFICE USE ONLY

File Reference: _____

Application Number: _____

Date Received: _____

Date of Approval / Refusal: _____

Date of Notice of Decision: _____

Application G404890
Volume 1539 Folio 847

WESTERN



AUSTRALIA

REGISTER BOOK
VOL. 2097 FOL. 770

CROWN GRANT CONTAINS
A TRUST

CERTIFICATE OF TITLE

UNDER THE "TRANSFER OF LAND ACT, 1893" AS AMENDED

I certify that the person described in the First Schedule hereto is the registered proprietor of the undermentioned estate in the undermentioned land subject to the easements and encumbrances shown in the Second Schedule hereto.

Dated 24th February, 1997

John Platt
REGISTRAR OF TITLES



PERSONS ARE CAUTIONED AGAINST ALTERING OR ADDING TO THIS CERTIFICATE OR ANY NOTIFICATION HEREON

Page 1 (of 2 pages)
VOL. 2097 FOL. 770

ESTATE AND LAND REFERRED TO

Estate in fee simple in Narrogin Lots 639 to 643 (inclusive) and being Lot 1 the subject of Diagram 92457, delineated on the map in the Third Schedule hereto, limited however to the natural surface and therefrom to a depth of 12.19 metres.
To be used and held solely for the purpose of "Aged Peoples Homes Site".

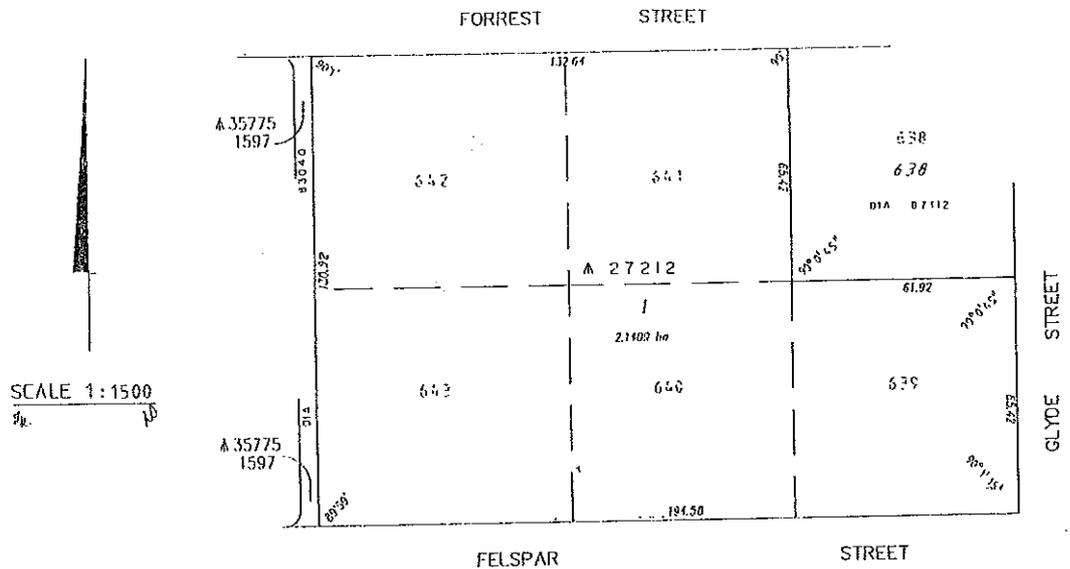
FIRST SCHEDULE (continued overleaf)

Narrogin Cottage Homes Incorporated of Felspar Street, Narrogin.

SECOND SCHEDULE (continued overleaf)8

NIL

THIRD SCHEDULE



NOTE: ENTRIES MAY BE AFFECTED BY SUBSEQUENT ENDORSEMENTS.



Town of Narrogin

PO Box 188
NARROGIN WA 6312
Ph: 08 9881 1944 Fax: 08 9881 3092
Email: enquiries@narrogin.wa.gov.au
Web: www.narrogin.wa.gov.au

RECEIPT / TAX INVOICE
ABN 46 564 581 844

Narrogin Cottage Homes

Receipt Number: 19312
Receipt Date: 25.02.15

Receipt Type
Detail Amount

Miscellaneous \$6,583.00

Planning Application Fees
Narrogin Cottage Homes
Account: 131006000

* GST Exclusive Charge \$6,583.00
* GST \$0.00

Cash \$0.00
Cheque \$6,583.00
Other \$0.00

Total \$6,583.00
Tendered \$6,583.00
Change Given \$0.00
Round Amount \$0.00

Thank you for your payment

10.1.021 PROPOSED REPLACEMENT SHED – NO 56 (LOT 1663) FELSPAR STREET, NARROGIN

File Reference: A172100, IPA 155230 & DA20/14-15
Disclosure of Interest: Nil
Applicant: Narrogin Cottage Homes
Previous Item Nos: Item 10.1.419 – 19th December 2006; and
Item 10.0.27 – 25th May 2010
Date: 9th March 2015
Author: Brian Robinson, Director Technical & Environmental Services

Attachments: Copy of submitted application for planning consent

Summary:

Council is requested to consider granting planning consent for the replacement of an existing 6m x 4m single garage with a 6m x 8m double garage to Narrogin Cottage Homes.

Background:

The subject land is a 1,267m² allotment located on the northern side of Felspar Street, immediately west of the Narrogin Cottage Homes – Karinya development.

Currently the site is developed with three zincalume outbuildings that are used in association with the Narrogin Cottage Homes development. As shown on the submitted plans, the three existing sheds are as follows:

- a) Shed 1 – a 7m x 6m (42m²) double garage with single roller door access;
- b) Shed 2 – a 6m x 4m (24m²) single garage with roller door; and
- c) Shed 3 – a 7m by 10m (70m²) garage with access facilitated by two roller doors and a personal access door.

Sheds now shown as Shed 2 & 3 were granted conditional approval by Council at its Ordinary Meeting held on the 19th December 2006, whilst the third shed (shed 1) as approved by Council at its meeting held on the 25 May 2010.

Approval is now being sought to replace shed No 2 with a new 6m by 8m shed with double roller door access. Correspondence submitted in support of the application indicates that the new larger shed will be used for the storage of both gardening and other items used in support of the Karinya development.

Comment:

The provisions of Town Planning Scheme No 2 include the subject land within the Single Residential Zone.

In accordance with clause 3.4.9 of Town Planning Scheme No 2, within the Single Residential Zone, planning consent will be granted to outbuildings appurtenant to a dwelling, provided that the building complies with setback, is of single storey construction and complies with various other requirements including, but not limited to:

- a) i) *Non-masonry outbuilding area not exceeding 55m², with a total outbuilding area of 75m²;*

- ii) *Masonry construction – where the total outbuilding area has walls constructed of the same materials and appearance as the house and does not exceed 75m² and no parapet wall is greater than 8 in length;*
- iii) *Wall height of any outbuilding not to exceed 3.0 metres, this limitation also applies to parapet walls; in the case of a gable roof construction, the maximum building height is not to exceed 4.0 metres;*
- v) *No planning consent will be granted, for any outbuildings, on any residential zoned lot which does not contain a residence;*

As detailed in clause 3.4.9 a) vii), any application which does not comply with the above shall be referred to Council for consideration.

Council's previous approvals in 2006 and 2010 effectively varied the maximum area stipulated for non-masonry construction and the requirement for an outbuilding to be appurtenant to a dwelling.

Council has therefore established two precedents for the construction of outbuildings on the property for use in association with the adjacent Narrogin Cottage Homes development. Having regard to these previous decisions and the precedent established by them, conditional approval is recommended for the current application.

Consultation:

Chief Executive Officer

Statutory Environment:

In accordance with clause 6.2 of Town Planning Scheme No 2, Council may relax a requirement or a standard prescribed by the Scheme and approve an application for planning consent, provided that:

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

As mentioned in the background section of the report, the subject land currently contains three outbuildings having a total area of approximately 136m². These outbuildings are used for various purposes associated with Narrogin Cottage Homes.

By replacing Shed 2 as proposed, the total area of outbuildings will increase by 24m² to 150m². Given the relevantly minor increase in floor area, the proposal is consistent with the current use and approval to the application is unlikely to result in a detrimental impact on the area.

Policy Implications:

Council adopted Development Policy No 7 in order to guide the assessment of applications for outbuildings that exceed the area requirements specified with clause 3.4.9 of the Scheme.

In accordance with Policy D7, the Chief Executive Officer is granted delegated authority to approve applications for outbuildings that do not exceed 10% of the site area. With respect to the subject land, the total area of outbuildings will be extended to 150m². This equates to 11.8% of the site.

Financial Implications:

A Planning Application Fee of \$147.00 has been paid in accordance with the Town of Narrogin's adopted 2014/15 annual budget.

Strategic Implications:

The subject land is currently being used for parking and storage associated with the adjacent Narrogin Cottage Homes development which comprises a substantial nursing home and aged persons' village. Given that the proposed development is consistent with this use, conditional approval is recommended.

Although the now existing use is not consistent with the current zoning under Town Planning Scheme No 2, the draft provisions of Joint Town Planning Scheme No 3 include the subject land together with Narrogin Cottage Homes within a single Special Use Zone.

Voting Requirements: Simple Majority

COUNCIL RESOLUTION 0315.026 / OFFICER'S RECOMMENDATION

Moved Cr Ward

Seconded Cr Kain

That Council:

Grant approval to the proposed replacement outbuilding on No 56 (Lot 1663) Felspar Street, Narrogin subject to compliance with the following conditions:

1. This approval shall expire if the development hereby permitted is not completed within two years of the date hereof, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Town, is granted by it in writing.
2. The development hereby approved shall occur generally in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Town of Narrogin.
3. Uses and activities undertaken within the outbuilding shall be undertaken so as not to disturb nearby or adjacent residents in the locality.
4. All drainage run-off associated with the development hereby approved shall be contained on site or connected to the Council's storm water drainage system to the satisfaction of the Town of Narrogin.

Advice to Applicant:

1. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
2. The applicant is encouraged to consider connecting the roof of the proposed outbuilding to an appropriate size rainwater storage tank to limit the impact of storm water.

CARRIED 8/0

Narrogin Cottage Homes
KARINYA

Phone: 08 9881 1677
Fax: 08 9881 1353
Email: reception@nch.org.au
Incorporation No A0620041Z

ABN: 27 465 964 008
PO Box 394
50 Felspar Street
Narrogin WA 6312
Charitable Licence No : 17907

Robert W Maxwell
Chairman
Julie C Christensen
Chief Executive Officer

24th February 2015

Town of Narrogin
Mr Brian Robinson
Director of Technical and Environmental Service
PO Box 188
Narrogin WA 6312

Town of Narrogin RECEIVED	
Directed to	Brian
26 FEB 2015	
Ref No.	IP155230
Property File	172100
Subject File	172100
C-Point No.	

**RE: Building Planning Consent,
"Shed" replacement/ erection Narrogin Cottage Homes, 56 Felspar Street,
Narrogin 6312**

Please find enclosed our application for Planning Approval for the above replacement erection.

Narrogin Cottage Homes has an existing "garden" shed on the location however with our ongoing and increasing need for storage of support equipment for Karinya our existing space is insufficient. We seek Council approval to increase the size of our 'garden' shed which will be divided into two distinct internal areas and create both a storage area for our support equipment and our garden items.

Existing shed is 6 >< 4, replacement shed is 6 >< 8. Includes Two 'standard' roller doors and one 'standard' window.

Narrogin Cottage Homes thanks the Council in advance for their planning approval with regards this shed replacement/ erection.

Yours Sincerely



Julie Christensen
CEO



Town of Narrogin

TOWN PLANNING SCHEME NO. 2 DISTRICT SCHEME

APPLICATION FOR PLANNING CONSENT

I/We NARROGIN COTTAGE HOMES (INC)
(Full Name of Applicant)

of 50 Felspar St Narrogin WA. Postcode 6312
(Address for Correspondence)

(P.O Box 384 Narrogin WA 6312)
hereby apply for planning consent to:

(1) use the land described hereunder for the purpose of
Aged Care - Residential & Housing

(2) erect, alter or carry out development on land described hereunder in accordance with the accompanying plans (3 copies attached).

The existing use of the land is: Aged Care - Residential & Housing

The approximate cost of the proposed development is: \$ 4,500

The estimated time of completion is: 24 hrs.

The approximate number of persons to be housed/ employed when the development is completed is: 0

TITLES OFFICE DESCRIPTION OF LAND

LOCALITY PLAN

(Indicate distance to nearest intersecting street)

HOUSE NO: 56 STREET: Felspar Street

LOT NO: 1663 PLAN OR DIAG: S4312

LOCATION NO: NARROGIN

CERTIFICATE OF TITLE: VOLUME: 2052 FOLIO: 669 see attachment.

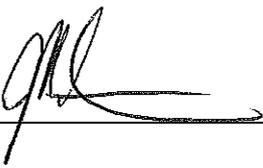
LOT DIMENSIONS

SITE AREA: 1301 m² square metres

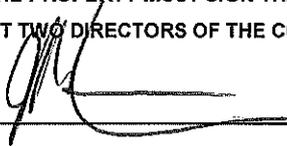
FRONTAGE: 11.12 metres

DEPTH: 62.92 metres

AUTHORITY

SIGNATURE OF APPLICANT:  DATE: 24/2/15

NOTE: WHERE THE APPLICANT IS NOT THE OWNER THE OWNER'S SIGNATURE IS REQUIRED.
NOTE: NOTE: ALL OWNERS OF THE PROPERTY MUST SIGN THIS APPLICATION FORM. WHERE PROPERTY IS OWNED BY A COMPANY, AT LEAST TWO DIRECTORS OF THE COMPANY MUST SIGN THE APPLICATION.

SIGNATURE OF OWNER:  DATE: 24/2/15

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

THIS IS NOT AN APPLICATION FOR A BUILDING LICENCE

PARTICULARS REQUIRED WITH APPLICATION FOR PLANNING CONSENT

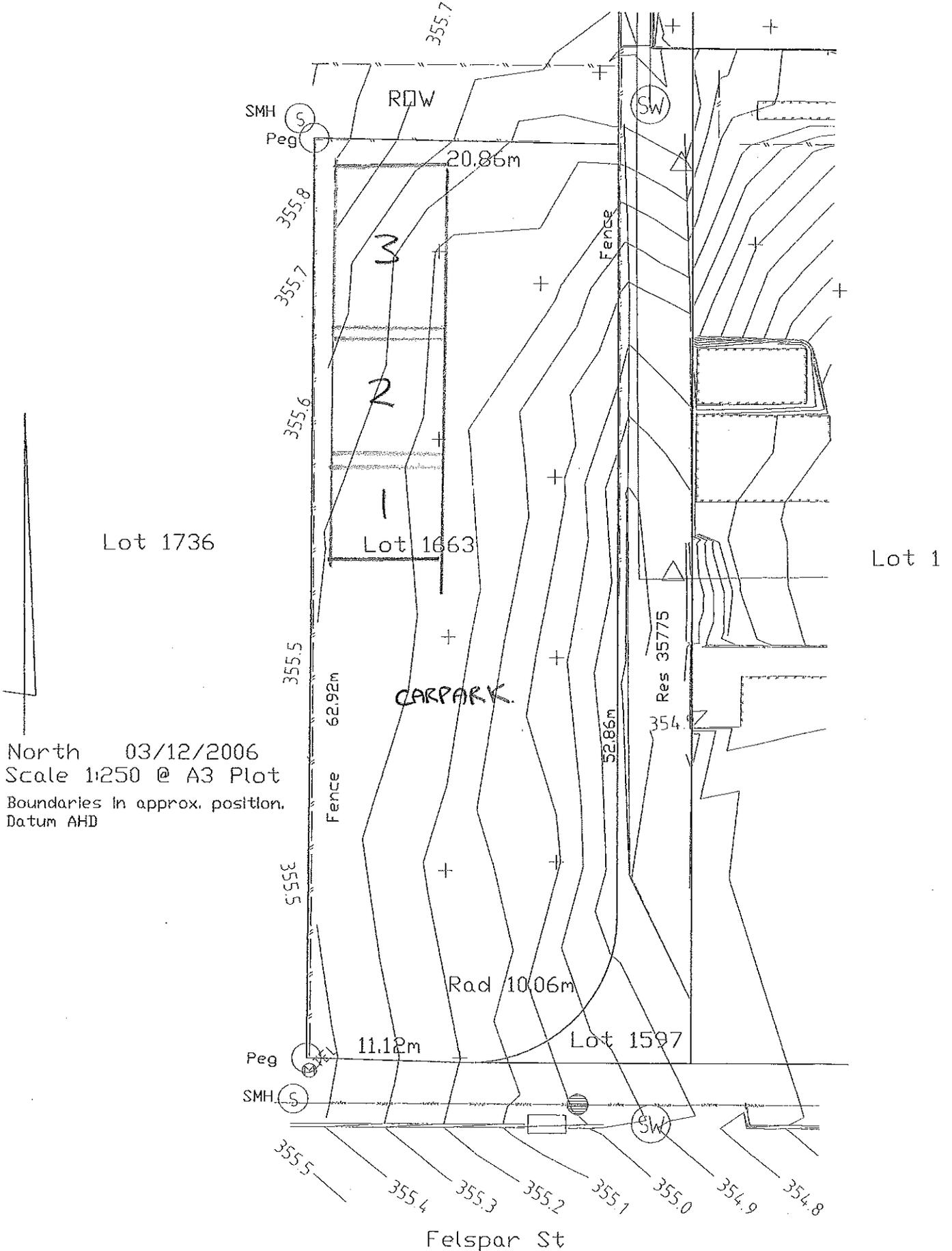
Where an application involves the erection or alteration of a building or a change in levels of a site, the plans accompanying an application for planning consent shall, unless specifically exempted by the Council:

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

FOR OFFICE USE ONLY

File Reference: _____
Application Number: _____
Date Received: _____
Date of Approval / Refusal: _____
Date of Notice of Decision: _____

Feature Survey Lot 1663 (56) Felspar St Narragin



North 03/12/2006
 Scale 1:250 @ A3 Plot
 Boundaries in approx. position.
 Datum AHD

PH and KE Gow (Licensed Surveyors) 98815140

LANDS	L.T.O.
Entered	Land: 3103 - 397
	Permit: -----
	Lease: -----
	Name: <i>[Signature]</i>

WESTERN AUSTRALIA



REGISTER BOOK VOL. FOL. 2052 669

Crown Grant

Elizabeth the Second, by the Grace of God, Queen of Australia and Her other Realms and Territories, Head of the Commonwealth. To all to whom these Presents shall come, GREETING: Know ye that We, of Our especial Grace, certain knowledge, and mere motion, have given and granted, and We do by these Presents, for Us, Our heirs and successors, in consideration of the payment of the sum of \$1.00----- and the fulfilment of the prescribed conditions to the satisfaction of Our Governor of Our State of Western Australia, Give and Grant unto

Minister for Works a body corporate of Perth

Page 1 (of 2 pages) 2052 669 VOL. FOL.

land as is below the natural surface to a depth of 12.19 metres of ALL THAT Piece or Parcel of Land situate and being in the Town of Narrogin-----, in Our said State, containing 1301 square metres----- more or less, and marked and distinguished in the maps, books, plans and diagrams of the Department of Land Administration through which the Land Act 1933 is administered, as Narrogin Lot 1663-----

and as the same is delineated in the plan drawn in the first schedule: TOGETHER with all Appurtenances thereunto belonging or in anywise appertaining: TO HAVE AND TO HOLD for the same to Us, Our heirs and successors, one peppercorn of yearly rent on 25 March in each year, or so soon thereafter as the same shall be lawfully demanded: PROVIDED NEVERTHELESS that subject to section 141 of the Land Act, 1933, it shall (at any time within 21 years from the date of these Presents) be lawful for Us, Our heirs and successors, or for any person or persons acting in that behalf by Our or their authority, to resume and enter upon possession of any part of the said Piece or Parcel of Land, which it may at any time by Us, Our heirs and successors, be deemed necessary to resume for roads, tramways, railways, and railway stations, canals, bridges, towing paths, harbour or river improvement works, drainage or irrigation works, quarries, and generally for any other works or purposes of public use, utility or convenience, and for the purpose of exercising the power to search for minerals hereinafter reserved, and such Land so resumed to hold to Us, Our heirs and successors as of Our or their former estate without making to the Grantee, or any person claiming under him, any compensation in respect thereof; so, nevertheless, that no such resumption be made without compensation of any part of the said Piece or Parcel of Land upon which any expenditure or improvements shall have been made by the said Grantee, or any person claiming under him; and we do hereby save and reserve to Us, Our heirs and successors, all Mines of Gold, Silver, Copper, Tin, or other Metals, Ore and Minerals, or other substances containing Metals, and all Gems or Precious Stones and Coal or Mineral Oil, and all Phosphatic Substances in or under the said Piece or Parcel of land hereby granted, with full liberty at all times to search and dig for and carry away the same; and for that purpose to enter upon the said Piece or Parcel of land or any part thereof; and we do hereby save and reserve to Us, Our heirs and successors all petroleum (as defined in the Petroleum Act, 1967) on or below the surface of the said Land with the right reserved to Us, Our heirs and successors and persons authorised by Us, Our heirs and successors to have access to the said land for the purpose of searching for and for the operations of obtaining petroleum in any part of the said land subject to and in accordance with the provisions contained in the Petroleum Act, 1967, or any Act repealing and enacted in substitution of that Act.

His Excellency Major General Philip Michael Jeffery, Officer of the Order of Australia, Military Cross, Governor of the State of Western Australia.

Sealed this 26th day of October, 1995

Grant under the Land Act, 1933

[Signature]
Minister for Lands

[Signature]
Governor

CERTIFICATE OF TITLE

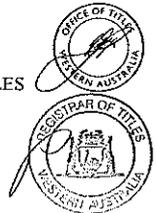
UNDER THE "TRANSFER OF LAND ACT, 1893" AS AMENDED

The abovenamed Grantee is now the registered proprietor of an estate in fee simple in all the land described in this Grant subject to the easements and encumbrances shown in the Second Schedule hereto.

DATED THE 2nd DAY OF November 19 95

[Signature] 1
REGISTRAR OF TITLES

Transfer G817997 to Narrogin Cottage Homes Inc. of 50 Felspar Street, Narrogin.
Registered 12th June 1998 at 9.46 hrs.



FOR ENCUMBRANCES AND OTHER MATTERS AFFECTING THE LAND SEE SECOND SCHEDULE

PERSONS ARE CAUTIONED AGAINST ALTERING OR ADDING TO THIS CERTIFICATE OR ANY NOTIFICATION

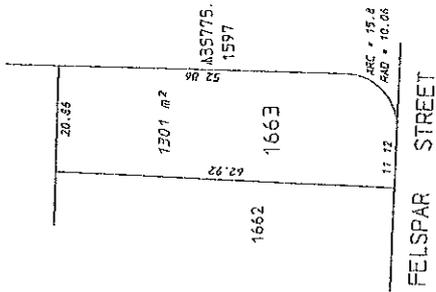
FIRST SCHEDULE

Area and measurements on the Plan hereon are more or less, and a peg has been placed at each corner of the allotment.

Scale : 1:1000

Survey : DIA. 91792

Corr : 905/1983 *QUB*



SECOND SCHEDULE

NOTE: RULING THROUGH AND SEALING WITH THE OFFICE SEAL INDICATES THAT AN ENTRY NO LONGER HAS EFFECT. ENTRIES NOT RULED THROUGH MAY BE AFFECTED BY SUBSEQUENT ENDORSEMENTS.

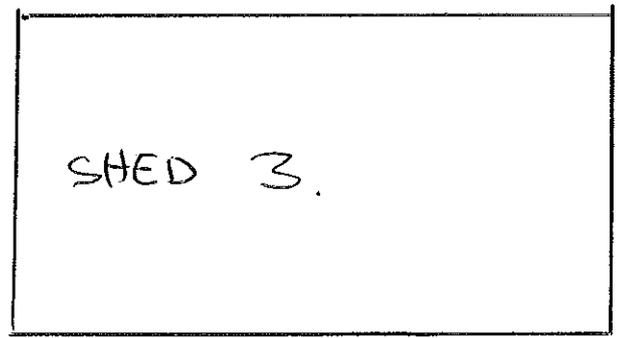
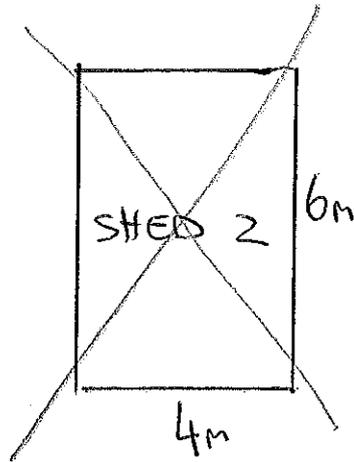
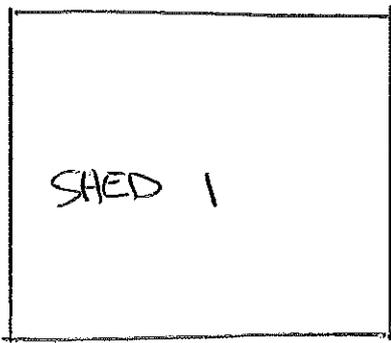
INSTRUMENT NATURE	INSTRUMENT NUMBER	PARTICULARS	REGISTERED	TIME	SEAL	INITIALS	CANCELLATION	NUMBER	REGISTERED OR LODGED	SEAL	INITIALS

CT 2052 669

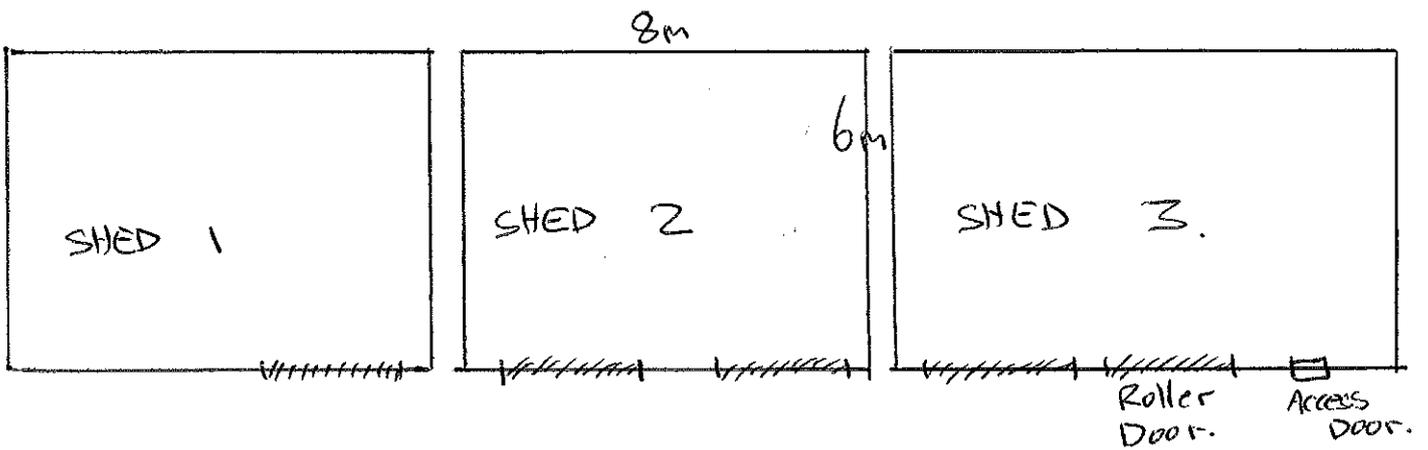
CERTIFICATE OF TITLE

COPY





old (remove).



NEW. (replace)

10.1.022 PROPOSED ADDITIONAL WORKSHOP – NO 35 (LOT 253) STEWART ROAD, NARROGIN

File Reference: A332100, IPA154995 & DA18/14-15
Disclosure of Interest: Nil
Applicant: Phillip Blyth
Previous Item Nos: Nil
Date: 18th March 2015
Author:

Attachments:

- Aerial Photography of the site
- A copy of submitted application for planning consent.

Summary:

Council is requested to consider granting conditional approval to the construction of a second workshop on the subject land.

Background:

The subject land is a 3,528m² industrial property located on the southern side of Stewart Place, on the corner of Stewart Road.

As shown on aerial photography (see attached), the site is currently developed with a single industrial workshop (27m by 13.7m) located in the western half of the property. This shed was granted conditional planning consent in April 2008 subject to 18 conditions and is used for the purpose of cabinet making.

There are several issues with the current development, which are summarised as follows:

- a) A number of the conditions of approval have not been met;
- b) Landscaping on the site is minimal;
- c) Storage occurs in open areas easily visible from the street; and
- d) Neither the crossover, access ways nor parking areas are formally constructed.

Further detail on these issues is provided in the comment section of this report.

Approval is now sought for the construction of a second workshop on the eastern portion of the property. Plans submitted with the application indicate that the new shed will be 20m x 10m and will be setback 5m from the eastern side boundary in an area currently used for open air storage. Copies of the submitted application form and plans are attached for information and reference.

Discussions with the applicant have identified that the shed will have a maximum wall height of 4 metres.

Council is requested to determine the application given that the current development has not been established in compliance with the previous conditions of approval.

Comment:

The provisions of Town Planning Scheme No 2 include the subject land within the General Industry Zone where General Industry and Factory Units are a “P” use. That is uses that are permitted subject to compliance with the Scheme.

In approving the current development in 2008, the following conditions were imposed:

12. *Storage of all equipment, machinery and materials to be to the satisfaction of the Director Technical and Environmental Services.*
13. *Parking bays and ground treatment to be installed to the satisfaction of the Director Technical and Environmental Services within six (6) months of the date of planning approval.*
14. *Landscaping plan to be devised and submitted to Council land implemented to the satisfaction of the Director of Technical and Environmental Services within six months of the date of approval.*

Inspection of the site has confirmed that open air storage is within the public view of the property and neither the access ways or parking bays are currently paved. Furthermore whilst it is apparent that some portions of the land abutting Stewart Place were previously landscaping, the landscaping has not been well maintained and a search of Council files has failed to locate a landscaping plan.

Given the above, it appears that the landowners have failed to meet several requirements of the scheme and/or the conditions of approval imposed in 2008.

To assist Council in determining the current application, the following comments are offered:

Setbacks

Development is to be setback a minimum of 11m metres from the front, 10m from the rear and 5m from one side.

The submitted application complies with these requirements.

Landscaping

As identified in the zoning and development table, a minimum of 20% of the site is normally required. Where a proposed development utilises less than 50% of the allowable plot ratio (50%) the Council may reduce the landscaping requirement, provided that the additional landscaping is required proportionate with subsequent development.

Plans submitted with the application do not include any proposal to expand the current landscaping.

Should Council wish to approve the current application, it is recommended that appropriate conditions be imposed requiring expansion and renovation of the current landscaping, including a requirement for the landscaping to be reticulated.

Landscaping Standard

The scheme identifies that landscaping may consist of open areas, designed, developed and maintained as garden planting and areas for pedestrian use. The Scheme also stipulates in clause 3.4.2 that one tree capable of growing to 3m height or more is required for every 10m² of landscaping.

The current landscaping does not comply with this requirement.

Parking Rate

Car parking is required at a rate of not less than one per 100m² or one per two employees. An assessment of the current application has identified that normally a minimum of 6 car bays would be required.

Although there is sufficient room within the site to ensure these bays are provided, the submitted plans do identify any formal parking bays.

Parking Standards

Clause 3.4 of TPS No 2 prescribes that all parking and associated access ways shall *“unless the Council agrees otherwise”* are paved.

It is noted that a significant number of developments within the Narrogin Industrial area have been established without formally paved access ways or parking areas. The use of gravel surfaces for parking and access ways can result in detrimental impacts including dust, drainage issues (ie scouring), gravel/soil being washed onto the adjacent road network and surfaces containing slip hazards.

Council’s TPS No 2 contains a requirement for paved access ways and parking bays to avoid these potential issues.

In order to reduce the potential for scouring and material wash outs onto Council’s verge and road network, it is recommended as a minimum that the access way be of sealed construction.

Storage

In accordance with clause 3.2.5 of the Scheme, the use of land for open air storage is not permitted unless it is screened from public view by a fence, wall or appropriate landscaping.

The area of the proposed development is currently being used for open air storage, which is easily viewed from the road. To ensure compliance with the scheme, it is recommended that a condition be imposed requiring all open storage be restricted to the rear of the property, either behind the existing or proposed shed.

Consultation:

Chief Executive Officer – Aaron Cook

Statutory Environment:

Applications for planning consent are determined in accordance with Part VI of Town Planning Scheme No 2. As prescribed by the Scheme, in considering applications for planning consent, Council shall take into account various matters, including, but not limited to:

- a) The provisions of the Scheme;
- b) The size, shape and character of the land; and
- c) The existing and likely future character and amenity of the neighbourhood.

In accordance with clause 6.2 of the Scheme, *“if a development is the subject of an application for planning consent and does not comply with standard or requirement prescribed by the Scheme”*, Council may approve the application, provided it is satisfied that:

- i) The approval is consistent with order and proper planning of the area;
- ii) the non-compliance with not adversely impact on the occupiers/users of the development or the likely future development of the locality; and
- iii) the spirit and purpose of the requirements or standards will not be unreasonably departed from thereby.

Policy Implications:

The proposed development and subsequent use are classified as permitted uses within the General Industry Zone. In accordance with Council’s adopted Policy D1, applications for permitted uses may be processed under delegated authority, provided that the application complies with all scheme requirements.

In this case, the submitted application appears to indicate that no improvements to car-parking or landscaping on site are proposed in association with the new development.

To ensure an appropriate standard of development is achieved, it is recommended that conditions be imposed in respect of improving and reticulating the landscaped areas, and construction of sealed access ways and parking areas.

Financial Implications:

The required application fee has been paid in accordance with the Town of Narrogin’s Schedule of Fees and Charges contained within the adopted 2014/15 annual budget.

Strategic Implications:

Standards of development prescribed by TPS No 2 are applied to ensure that new developments are established at an appropriate standard so as to ensure a high level of amenity and to minimise the potential for land use conflict.

Whilst Council may vary the requirements of the Scheme in accordance with clause 6.2, each decision to vary the minimum standards has potential to create a precedent for future development.

Having regard to this, it is recommended that appropriate conditions be imposed in respect of storage and landscaping. It is also recommended that the area required for parking and the associated access ways be required to be of sealed or paved construction.

With respect to the fact the current development does not comply with conditions 12, 13 and 14, it is recommended that no action be taken. Alternatively it is recommended that Council impose appropriate conditions of approval to ensure compliance with the requirements of the Scheme.

Voting Requirements: Simple Majority

COUNCIL RESOLUTION 0315.027 / OFFICER'S RECOMMENDATION

Moved Cr McKenzie

Seconded Cr Schutz

That Council:

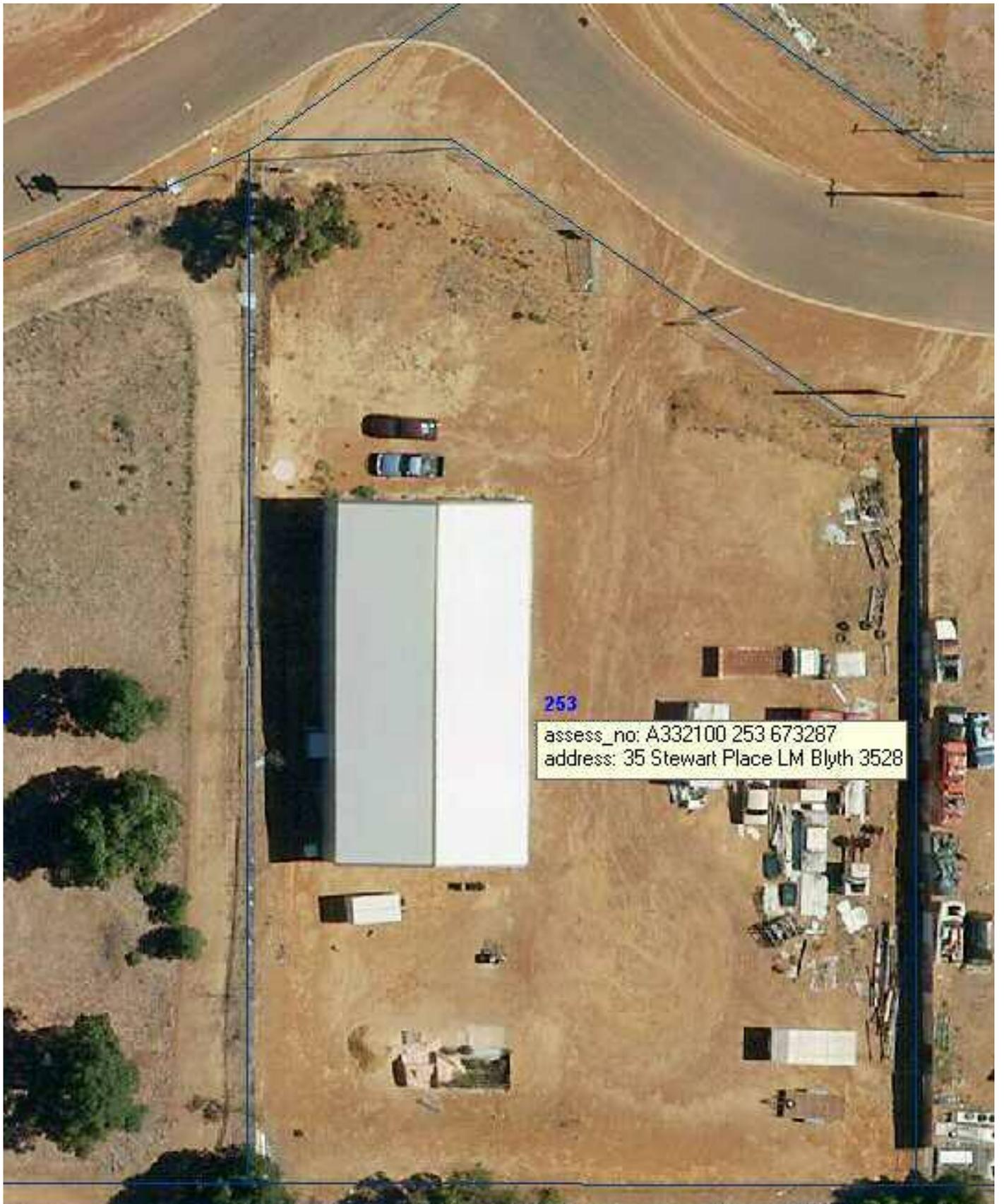
- A. Grant planning consent to the proposed construction of a second industrial shed/workshop on No 35 (Lot 253) Stewart Place, subject to compliance with the following conditions:
1. Prior to commencement of the development hereby approved, the plan submitted with the application shall be modified to reflect the provision of a minimum of 6 car bays and the associated access ways.
 2. The area set aside for the parking of vehicles, together with the associated access lanes as delineated on the endorsed plan shall:
 - i. Be designed, constructed, drained and marked to the satisfaction of the Council prior to the occupation of the development hereby permitted.
 - ii. Thereafter be maintained to the satisfaction of the Council.
 - iii. Be made available for such use at all times and not used for any other purpose.
 - iv. Be properly formed to such levels that it can be used in accordance with the plan.
 3. Parking areas are not to be used for general storage or any purpose other than the parking of motor vehicles.
 4. Vehicle crossovers to be designed and constructed to the satisfaction and specifications of Council.
 5. All stormwater and drainage run off to be contained on site or connected to a council stormwater legal point of discharge.
 6. The proposed development being connected to the sewer, (including any existing units).
 7. Material storage areas to be screened to the satisfaction of the Town of Narrogin.

8. The existing landscaping being upgraded and proposals for further landscaping being submitted for approval by the Town of Narrogin prior to the issue of a building licence.
9. The landscaping upgrades identified in condition No 8 above, and as approved by Council shall be established within 60 days of the practicable completion of the building and from then on maintained to the specification and satisfaction of the Town of Narrogin. Such landscaping is to be fully reticulated.

Advice to Applicant:

1. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
 2. The applicant is encouraged to consider connecting the roof of the proposed and existing development to appropriate size rainwater storage tanks to limit the impact of stormwater. Such water may be used for non-potable purposes including reticulation of landscaped areas.
 3. In respect to condition No 7 above, the applicant is advised that in accordance with Town Planning Scheme No 2 - clause 3.2.5, all open storage areas are required to be screened from public view by "*a fence, wall, or planting.*"
- B. Take no action in respect of the existing development not complying with conditions 12, 13 and 14 of Council's previous planning consent dated 30th April 2008.

CARRIED 8/0





Town of Narrogin

Town of Narrogin
DIRECTED

Directed to TORRE

27 JAN 2015

Ref No. IPA 154995

Property File A 332100 Tshows

Subject File _____

Cont No. _____

Place
not
road

TOWN PLANNING SCHEME NO. 2 DISTRICT SCHEME

APPLICATION FOR PLANNING CONSENT

I/We PHILIP BLYTH
(Full Name of Applicant)

of 35 Stewart RD Narrogin Postcode 6312
or PO Box 575 Narrogin Postcode 6312
(Address for Correspondence)

hereby apply for planning consent to:

- (1) use the land described hereunder for the purpose of
Shed built for work shop
- (2) erect, alter or carry out development on land described hereunder in accordance with the accompanying plans (3 copies attached).

The existing use of the land is: CABINET MAKING BUSINESS

- The approximate cost of the proposed development is: \$ 40,000
- The estimated time of completion is: 1/5/2015
- The approximate number of persons to be housed/ employed when the development is completed is: 2

TITLES OFFICE DESCRIPTION OF LAND

LOCALITY PLAN

(Indicate distance to nearest intersecting street)

HOUSE NO: 35 STREET: Stewart RD

LOT NO: 253 PLAN OR DIAG: 13274

LOCATION NO: _____

CERTIFICATE OF TITLE: VOLUME: _____ FOLIO: _____

LOT DIMENSIONS

SITE AREA: 3750 square metres

FRONTAGE: 50 metres

DEPTH: 75 metres

* CONTRACT OF SALE FROM LINDSAY & SUSAN BLYTH
TO PHILIP JOHN BLYTH IS DUE TO SETTLE ON
5TH FEBRUARY 2015.

AUTHORITY

SIGNATURE OF APPLICANT: _____ DATE: 23/1/2015

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

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

SIGNATURE OF OWNER: _____ DATE: 23/1/2015

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

THIS IS NOT AN APPLICATION FOR A BUILDING LICENCE

PARTICULARS REQUIRED WITH APPLICATION FOR PLANNING CONSENT

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

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

FOR OFFICE USE ONLY

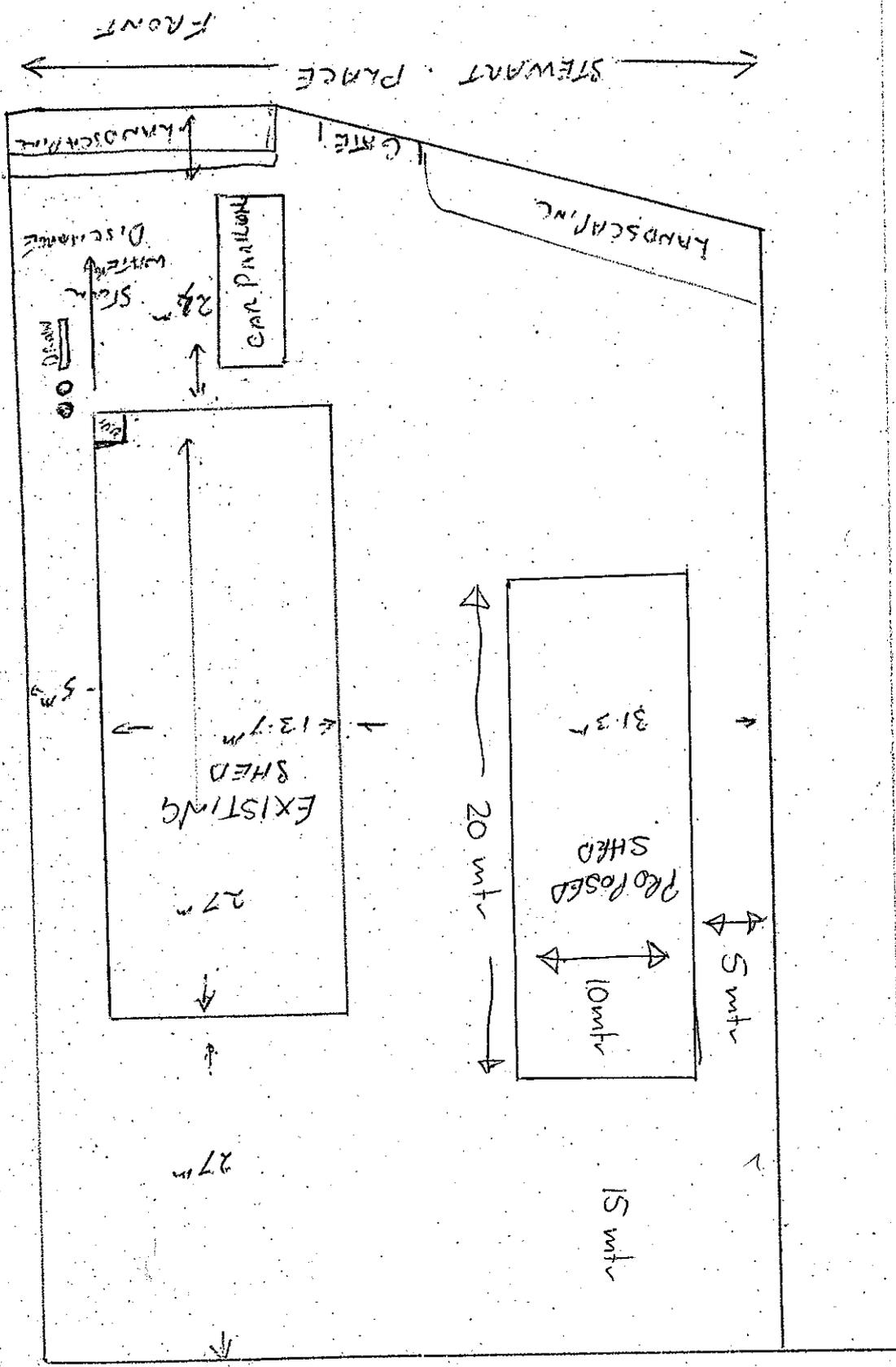
File Reference: _____

Application Number: _____

Date Received: _____

Date of Approval / Refusal: _____

Date of Notice of Decision: _____



10.1.023 **OUTSTANDING RATES AND REVOCATION OF MANAGEMENT ORDER – No 73 NORTHWOOD STREET, NARROGIN**

File Reference: A283600
Disclosure of Interest: Nil
Applicant: Narrogin Bethel Christian Fellowship
Previous Item Nos: Nil.
Date: 25 February 2015
Author: Narelle Rowe and Brian Robinson

Attachments:

- Copy of Management Order F706639
- Screen shot of the Australian Charitable & Not-for Profit Commission website.

Summary:

Council is requested to consider what action to take in respect of the non-payment of rates for the subject Crown reserve. Council is furthermore requested to consider making application to the Minister of Lands to have the vesting order revoked and the land disposed of by public tender or other acceptable means.

Background:

The subject land is a 1,785m² property located at 73 Northwood Street, Narrogin. Being Crown land, the property was vested in the Narrogin Bethel Christian Fellowship Inc. (NBCF) for the designated purpose of 'Church Site' on 11 October 1994 under a Management Order (F706639).

The land has remained vacant of any improvements with the exception of side boundary fencing since being vested with the NBCF.

The land has remained exempt from rate charges since the Management Order was approved until a review on all properties receiving a rates exemption was performed on 15 August 2012. Due to no response being received to this initial request, an additional request was forwarded on 17 October 2012, to which no response has been received.

In previous discussions held with the last provided contact person for the group, Council staff were verbally advised the NBCF are no longer active and have disbanded. All attempts to contact the last known nominated contact for the group have remained unsuccessful.

Due to accumulation of rate arrears together with the belief the group have disbanded, permission is being sought to revoke the Management Order (MO), therefore potentially allowing the land to be either offered to another interested party or used/sold for another purpose.

Comment:

On 15 August 2012, a review was conducted on all properties receiving a rates exemption under Section 6.26(2)(d) of the Local Government Act being *“due to the land used or held exclusively by a religious body as a place of public worship, a place of residence of a Minister*

of religion, a convent, nunnery or monastery, or occupied exclusively by a religious brotherhood or sisterhood” and/or “(e) land used exclusively by a religious body as a school for the religious instruction of children.” The review requested the completion of a form confirming the property continued to meet the criteria as outlined.

Due to no response being received, an additional request was issued on 17 October 2012. In addition, the Town advised an inspection had been performed on the land which showed the property to be vacant land and therefore did not meet the criteria for being a non-rateable property as stated under Section 6.26(2) of the Local Government Act 1995 and accordingly was considered to no longer be eligible for exemption from rates.

Discussions with WALGA on 3 March 2015 have reiterated that responsibility remains with the group/entity to prove they are eligible, however no response has been received to this correspondence. As a result of the review, a request was submitted to Landgate – Valuation Services for a GRV valuation to be supplied effective from 1 July 2013. To date, no payments have been received for any charges levied against the property.

All land within a district is rateable land. Section 6.26(2) however states the following land is not rateable land –

- (a) *“Land which is the property of the Crown and –*
 - (i) *Is being used or held for a public purpose; or*

A search of the Australian Charities and Not-for-profit Commission website has confirmed that the NBCF have had their charitable status revoked. A screen shot of the site is attached for Councillors information and reference.

Given the above, rates identified in the Financial Implications section of this report are payable for the property.

In addition to the non-payment of rates, Council’s Regulatory Officer – Guy Maley, has advised that firebreak warnings have been issued every year for the past three years and due to no response, works are performed by Council staff to remove fire hazards.

Given the lack of development on site since its vesting with the NBCF in October 1994, the fact the organisation is no longer recognised as a charitable organisation and the non-payment of rates, it is recommended that Council request the Minister for Lands revoke the vesting order and dispose of the land.

Consultation:

Local Government Act 1995
Landgate – Valuation Services
WALGA – Elizabeth Kania
Amanda Bentley – Senior Rates Co-ordinator - City of Perth

Statutory Environment:

Section 6.26(2)(d) of the Local Government Act 1995 states as follows:-

“Rateable land

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

- (d) land used or held exclusively by a religious body as a place of public worship or in relation to that worship, a place of residence of a minister of religion, a convent, nunnery or monastery, or occupied exclusively by a religious brotherhood or sisterhood;*
- (e) Land used exclusively by a religious body as a school for the religious instruction of children; “*

In terms of the current vesting order, the Minister for Lands may revoke a MO where, in his opinion, the land the subject of the MO has not been appropriately managed; or where the Minister considers it in the public interest to revoke the MO.

In this case as the land has remained vacant over the 21 year vesting period, acceptable land management techniques have not been adhered to and the fact the organisation is no longer recognised as a charitable organisation, it is recommended that sufficient justification exists for revocation of the current management order.

Policy Implications:

Nil.

Financial Implications:

There are no financial implications for the Town of Narrogin to apply for revocation of a Management Order however, a decision is required to be made for outstanding rate arrears as follows:-

A283600 - 2014-15 rates	-	\$ 972.00
Arrears	-	<u>\$1,640.03</u>
		\$2,612.03

As Councillors are aware, rates are also outstanding on No 63 Fox Street, which is owned by the NBCF as freehold land. At its 10 June 2014 meeting Council resolved to endorse administrative action to recover outstanding rates relating to No 63 Fox Street through sale of the land.

It is recommended that actions be taken to recover the outstanding rates for this property in addition to those rates outstanding for 63 Fox Street.

Strategic Implications:

The subject property is a substantial parcel of land being equivalent to two standard residential properties in that area. The site is zoned Single Residential under the provisions of Town Planning Scheme No 2.

Given that the land remains undeveloped, it is considered the site is not required for a church. It is therefore recommended that the Minister for Lands revoke the current vesting order and dispose of the land for residential purposes.

Voting Requirements: Absolute Majority.

COUNCIL RESOLUTION 0315.028 / OFFICER'S RECOMMENDATION

Moved Cr McKenzie

Seconded Cr Bartron

That Council

1. Request the Minister for Lands revoke Management Order F706639 relating to No 73 Northwood Street for the following reasons:
 - a. The site has remained vacant since its vesting with the Narrogin Bethel Community Foundation in October 1994 indicating that there is no requirement for the land to be used for a church;
 - b. The NBCF has had its Charitable status removed by the Australian Charitable and Not for profit Commission;
 - c. Ongoing issues with management of the land, including a failure to adhere to annual bush fire notice requirements.
2. The Minister for lands be requested to arrange for the subject land to be disposed of by way of public tender or other acceptable means for residential purposes.
3. Approve administrative action to recover \$2,612.03 of outstanding rates relating to No 73 Northwood Street, being the last three years of outstanding rates.

**CARRIED 8/0
ABSOLUTE MAJORITY**

RESERVE DOCUMENT

WESTERN AUSTRALIA
Land Act 1933 as amended

LOCAL AUTHORITY **418**

LAND ACT

SCHEDULE OF ACTIONS FOR APPROVAL

Department File No. 45/994

Schedule No: **R 42/94**

It is recommended to His Excellency the Governor that he approve the actions hereunder.

no documents lodged

1. ~~approve, under Section 10 of the Land Act 1933, of the amendment of the boundaries of Dinninup Townsite to include the area as described in the Schedule to the Notice at page 296 of DOLA File 5732/908V3.~~

2. approve, under Section 37 of the said Act of the cancellation of Reserve No. 16575 (Dinninup Lot 51) "Water".
~~(DOLA File 721/010)~~

3. approve, under Section 29 of the said Act of Narrogin Lot 1665 being set apart as Reserve No. 43075 for the designated purpose of "Church Site".
(DOLA File 2531/990)

4. issue Orders in Council under Section 33(2) of the said Act directing that:-

(a) ~~Reserve No. 55245 (Melbourne Location 4026) situated in the Shire of Gingin for the designated purpose of "Public Recreation".~~
~~(DOLA File 1102/977)~~

(b) Reserve No. 43075 (Narrogin Lot 1665) shall vest in the Narrogin Bethel Christian Fellowship Inc for the designated purpose of "Church Site".
(DOLA File 2531/990)

NARROGIN

LOT/DC	1665
CLR No.	3071/414
ISSUED	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
SURVEY	LS DIA 91704

AND sign the Vesting Orders (2) accordingly.

NOTICE GAZETTED

14 OCT 1994

Approved by His Excellency the Governor in Executive Council
Minute No: 1547
11 OCT 1994
[Signature]
Clerk of Council

[Signature]
MINISTER FOR LANDS

28/9/94

REGISTRATION

CROWN ALLOTMENT FILE UPDATE

UPDATE TENURE DETAILS: Y N

CHANGE CLR STATUS TO ISSUED: Y N

F 706639 XE

19 Oct, 1994 16:00 Midland



RESERVE DOCUMENT

TIMECLOCK

FEES (office use)		\$	c
X			
		EXEMPT	

ENDORISING INSTRUCTIONS

CLR(S)

1.

2.

3.

4.

CLR(S)

1.

2.

3.

4.

LODGED BY Acquisitions Roads and Reserves Section
Department of Land Administration

ADDRESS

PHONE No. 273 7286
(AR3)

FAX No.

REFERENCE No.

ISSUING BOX No.

①

1/0

dig

RESERVE REGISTER VALIDATED
AND DOCUMENT EXAMINED BY:

Initials
of Signing
Officer.

Alan Skinner
CHIEF EXECUTIVE OFFICER
CHIEF EXECUTIVE

Find a charity on the ACNC Register

[Quick Search](#)
[Advanced Search](#)
[Search Tips](#)
[FAQ](#)
[Download Charity Data](#)

Name
 Charity ABN

ABN	Legal Name	Town/Suburb	State	Post Code	Status
35449778537	Narrogin Bethel Christian Fellowship (Inc.)	NARROGIN	WA	6312	Revoked

About the ACNC Register

The ACNC Register contains information about the more than 60 000 charities registered with the Australian Charities and Not-for-profits Commission (ACNC). Other not-for-profits will not appear on the Register.

The charities listed on the Register have met the ACNC's legal meaning of being a charity and other requirements under our Act, and have ongoing obligations to the ACNC, including keeping their information on the Register up-to-date.

Only currently registered charities can legitimately claim that they are registered with the ACNC. They are able to use the following wording on public documents (such as letterhead, emails and a website) but not the ACNC logo:

- [insert charity name] is registered as a charity with the Australian Charities and Not-for-profits Commission ABN [insert 11 digit ABN].

Who can use the Register



narrogin bethel christian fellowship inc



Web Maps News Images Shopping More Search tools

About 320 results (0.27 seconds)

Narrogin Bethel Christian Fellowship (Inc.) Charity Details
charities.findthebest.com.au/.../Narrogin-Bethel-Christian-Fellowship-In...
Find info for Narrogin Bethel Christian Fellowship (Inc.) in Narrogin, Western Australia including purpose, contact info, activities, organisation size and revenue.

[PDF] shows all the WA-based charities that are under ... - Linkw...
www.linkwest.asn.au/documents/item/560
88752171426 Broome Aged & Disabled Services Inc. WA. 56399856442 Child ...
35449778537 Narrogin Bethel Christian Fellowship (Inc.) WA. 77583540620 ...

Notice of revocation of registration 24 November 2014
www.acnc.gov.au/ACNC/FindCharity/.../Revocation_20141124.aspx
Nov 24, 2014 - 36704861544, Bread Of Life Christian Fellowship Inc, VIC.
89409683990 35449778537, Narrogin Bethel Christian Fellowship (Inc.) WA.

[XLS] Sheet1 - ACNC
www.acnc.gov.au/CMDownload.aspx?ContentKey=53639ede...
43, 36704861544, Bread Of Life Christian Fellowship Inc, VIC. 44, 89409683990,
Brighton 214, 35449778537, Narrogin Bethel Christian Fellowship (Inc.) WA.

Narrogin Bethel Christian Fellowship (35449778537 ...
australiaenterprises.com > ... > NARROG > NARROGIN- > NARROGIN-B
All the info about Australia company NARROGIN BETHEL CHRISTIAN
FELLOWSHIP (35449778537). Company ranked 3 out of 5. It is possible that in this
page ...

narrogin-b - AustraliaEnterprises.com
australiaenterprises.com > ... > NARR > NARRO > NARROG > NARROGIN-
NARROGIN BRAKE CLUTCH. UNKNOWN ... NARROGIN BOWLING CLUB INC.
UNKNOWN ... NARROGIN BETHEL CHRISTIAN FELLOWSHIP. UNKNOWN ...

Association Perth - Perth Business Directory
www.perthperth.com/association/n.htm
Northern suburbs of Perth incorporated associations Perth Western Australia, Non ...
NARROGIN BETHEL CHRISTIAN FELLOWSHIP NARROGIN BRANCH OF ...

Companies in Australia beginning with NARROGIN- - Free ...

http://www.acnc.gov.au/ACNC/FindCharity/Where_are_you/Revoked/ACNC/OnlineProcessors/Online_register/Revocation_20141124.aspx



10.2 CORPORATE AND COMMUNITY SERVICES

10.2.024 2014 ANNUAL COMPLIANCE RETURN

File Reference: 14.1.1
Disclosure of Interest: Nil
Applicant: Chief Executive Officer
Previous Item Nos: Nil
Date: 5 March 2015
Author: Colin Bastow – Director Corporate and Community Services

Attachments:

Annual Compliance Audit Return 2014

Summary:

The completed Annual Compliance Audit Return 2014 is presented to Council for endorsement and adoption

Background:

It is a requirement of all Local Governments to complete the Annual Compliance Audit Return as part of its regulatory obligations to the Department of Local Government.

Comment:

The Compliance Audit Return has been completed for the 2014 year and is presented for adoption. The review was conducted by the CEO who had compiled the Town's Annual Compliance Return after undertaking some investigation into the practices of the administration and has advised the author that he did not identify any significant noncompliance issues.

Consultation:

Aaron Cook – CEO

Statutory Environment:

Local Government Act 1995 - Regulation 13 Local Government Audit Regulations 1996

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Voting Requirements: Simple Majority

COUNCIL RESOLUTION 0315.029 / OFFICER'S RECOMMENDATION

Moved Cr Ward

Seconded Cr Paternoster

That Council:

Endorse the Annual Compliance Audit Return for the 2014 calendar year, as presented to Council by the Director Corporate and Community Services, and the Mayor is endorsed along with the CEO to sign the Compliance Audit Return form enabling the document to be submitted to the Department of Local Government before 31st March 2015.

CARRIED 8/0



Narrogin - Compliance Audit Return 2014

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government and Communities together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2014.	N/A		Aaron Cook
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2014.	N/A		Aaron Cook
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2014.	N/A		Aaron Cook
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2014.	N/A		Aaron Cook
5	s3.59(5)	Did the Council, during 2014, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Aaron Cook



Delegation of Power / Duty						
No	Reference	Question	Response	Comments	Respondent	
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	N/A		Aaron Cook	
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	N/A		Aaron Cook	
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	N/A		Aaron Cook	
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	N/A		Aaron Cook	
5	s5.18	Has Council reviewed delegations to its committees in the 2013/2014 financial year.	N/A		Aaron Cook	
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Aaron Cook	
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Aaron Cook	
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes		Aaron Cook	
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Aaron Cook	
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	N/A		Aaron Cook	
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Aaron Cook	
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2013/2014 financial year.	Yes		Aaron Cook	
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes		Aaron Cook	

Disclosure of Interest						
No	Reference	Question	Response	Comments	Respondent	
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	Yes		Aaron Cook	
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	Yes		Aaron Cook	



No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		Aaron Cook
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	N/A		Aaron Cook
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	N/A		Aaron Cook
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2014.	Yes		Aaron Cook
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2014.	Yes		Aaron Cook
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		Aaron Cook
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Aaron Cook
10	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		Aaron Cook
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	N/A		Aaron Cook
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	N/A		Aaron Cook
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	N/A		Aaron Cook
14	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	N/A		Aaron Cook



No	Reference	Question	Response	Comments	Respondent
15	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	N/A		Aaron Cook
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes		Aaron Cook

Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	Yes		Aaron Cook
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	Yes		Aaron Cook

Elections

No	Reference	Question	Response	Comments	Respondent
1	Elect Reg 30G (1)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates.	Yes		Aaron Cook

Finance

No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		Aaron Cook
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	N/A		Aaron Cook
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Aaron Cook
4	s7.3	Was the person(s) appointed by the local government to be its auditor, an approved auditor.	Yes		Aaron Cook
5	s7.3, 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		Aaron Cook



No	Reference	Question	Response	Comments	Respondent
6	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2014 received by the local government within 30 days of completion of the audit.	Yes		Aaron Cook
7	s7.9(1)	Was the Auditor's report for 2013/2014 received by the local government by 31 December 2014.	Yes		Aaron Cook
8	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken by the local government, was that action undertaken.	Yes		Aaron Cook
9	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	Yes		Aaron Cook
10	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	Yes		Aaron Cook
11	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Aaron Cook
12	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Aaron Cook
13	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Aaron Cook
14	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		Aaron Cook
15	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes		Aaron Cook



Local Government Employees						
No	Reference	Question	Response	Comments	Respondent	
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	N/A		Aaron Cook	
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A.	N/A		Aaron Cook	
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	N/A		Aaron Cook	
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	N/A		Aaron Cook	
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A		Aaron Cook	

Official Conduct						
No	Reference	Question	Response	Comments	Respondent	
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	N/A		Aaron Cook	
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes		Aaron Cook	
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes		Aaron Cook	
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes		Aaron Cook	
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes		Aaron Cook	
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) (c).	Yes		Aaron Cook	



Tenders for Providing Goods and Services					
No	Reference	Question	Response	Comments	Respondent
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	Yes		Aaron Cook
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract.	N/A		Aaron Cook
3	F&G Reg 14(1)	Did the local government invite tenders via Statewide public notice.	Yes		Aaron Cook
4	F&G Reg 14, 15 & 16	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	Yes		Aaron Cook
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	N/A		Aaron Cook
6	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	N/A		Aaron Cook
7	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Aaron Cook
8	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17.	Yes		Aaron Cook
9	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes		Aaron Cook
10	F&G Reg 21 & 22	Did the local governments's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	N/A		Aaron Cook
11	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	N/A		Aaron Cook



No	Reference	Question	Response	Comments	Respondent
12	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	N/A		Aaron Cook
13	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	N/A		Aaron Cook
14	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council).	N/A		Aaron Cook
15	F&G Reg 11A	Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$100,000 or less.	Yes		Aaron Cook

I certify this Compliance Audit return has been adopted by Council at its meeting on _____

 Signed Mayor / President, Narrogin

 Signed CEO, Narrogin

10.2.025 ACCOUNTS FOR AUTHORISATION – FEBRUARY 2015

File Reference: 12.1.1
Disclosure of Interest: Nil
Applicant: Nil
Previous Item Nos: Nil
Date: 18/03/2015
Author: Rhona Hawkins – Manager Finance

Attachments:

Accounts for Authorisation – February 2015

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 – February 2015” is presented to Council for approval. Below is a summary of activity.

Total Creditor Payments February 2015	\$475,416.87
Total Payroll Payments February 2015	\$187,784.06
Total Payments February 2015	\$663,200.89
Percentage paid by EFT February 2015	71%
Percentage paid by Cheque February 2015	1%
Percentage paid by Payroll February 2015	28%
Percentage of Local Suppliers and Payroll February 2015	44%
Dollar Value spent with Local Suppliers February 2015	\$105,205.24
Percentage of Non-Local Suppliers February 2015	56%

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

COUNCIL RESOLUTION 0315.030 / OFFICER’S RECOMMENDATION

Moved J McKenzie

Seconded Cr Ward

That Council

Approve the Accounts for Authorisation for the month of February 2015, for the Municipal Fund totalling \$663,200.89.

CARRIED 8/0

LIST OF ACCOUNTS FOR AUTHORISATION - FEBRUARY 2015

1.	Chq/EFT	Date	Name	Description	Amount	Type	Fund ing
2.	45205	03/02/2015	Ingal Civil Products	ROAD MAINTENANCE W Railing for Drain Protection	-1180.30		
3.	45206	03/02/2015	The Dog Line Pty Ltd	ANIMAL CONTROL DOGS Petsafe Antibarking Devices	-421.40		
4.	45207	03/02/2015	Narrogin Nic Nac's	OTHER CULTURE AUSTRALIA DAY Decorations	-50.45		
5.	45208	12/02/2015	City of Subiaco	STAFF LSL LIABILITY David McKeown	-414.79		
6.	45210	25/02/2015	Town Of Narrogin	TRANSWA COMMISSION January 2015	-126.24		
7.	45211	27/02/2015	Australian Ethical Superannuation	Payroll deductions	-2600.00		
8.	45212	27/02/2015	Commonwealth Bank	Superannuation contributions	-540.76		
9.	45213	27/02/2015	MLC Nominees	Superannuation contributions	-342.00		
10.	45214	27/02/2015	St Andrews Retirement Plan	Superannuation contributions	-111.52		
11.	45215	27/02/2015	Colonial First State Investments	Superannuation contributions	-65.05		
12.	45216	27/02/2015	AMP Life Limited	Superannuation contributions	-89.21		
13.	45217	27/02/2015	Telstra Super Pty Ltd	Superannuation contributions	-332.12		
14.	45218	27/02/2015	Macquarie Super Accumulator	Superannuation contributions	-71.87		
15.	270215	27/02/2015	Sunsuper	Superannuation contributions	-401.92		
16.	DD751.1	05/02/2015	Synergy	ELECTRICITY VARIOUS Premises December - January 2015	-4087.40		
17.	DD751.2	02/02/2015	Water Corporation	WATER USAGE VARIOUS PREMISES Jan - Feb 2015	-25858.97		
18.	DD764.1	06/02/2015	Water Corporation	WATER USAGE VARIOUS PREMISES Feb 2015 Community Gardens, Old Railway Tennis Courts	-352.27		
19.	DD764.2	18/02/2015	Synergy	ELECTRICITY VARIOUS PREMISES Nov - Jan John Higgins, NRLC, Municipal Power Station	-22407.70		
20.	DD780.1	10/02/2015	Telstra	TELEPHONE LANDLINE February 2015	-2059.45		
21.	DD780.2	28/02/2015	Telstra	MOBILE TELEPHONE February 2015	-1410.89		
22.	EFT3309	03/02/2015	Best Office Systems	NHC Staples for Printer	-95.00		
23.	EFT3310	03/02/2015	Courier Australia	ADMIN FREIGHT Dynamic Print	-42.64		
24.	EFT3311	03/02/2015	St John Ambulance Assoc	NHC First Aid Kits to Restock	-109.44		
25.	EFT3312	03/02/2015	Knightline Computers	ADMIN Clock and Thermometer	-59.90	L	
26.	EFT3313	03/02/2015	Frank Weston & Co	FOOTPATH MAINTENANCE Screed straps	-33.90	L	
27.	EFT3314	03/02/2015	WALGA	TRAINING Agendas & Minutes for Executive Assistant	-522.50		
28.	EFT3315	03/02/2015	Ballards of Narrogin	OTHER CULTURE AUSTRALIA DAY 2 x Gas bottles 8.5kgs	-84.00	L	
29.	EFT3316	03/02/2015	Brian Ronald Robinson	REIMBURSE ELECTRICITY 30 Forrest Street Final Reading	-224.70	L	R
30.	EFT3317	03/02/2015	IT Vision	ADMIN Purchase additional programs as per Quote 3919 24/12/2014	-6776.00		
31.	EFT3318	03/02/2015	Duke of York Hotel	FEDERAL STREET Refreshments	-99.99	L	
32.	EFT3319	03/02/2015	ORICA	NRRC CHEMICALS Chlorine Service Fee x 4 01/01/2015 - 31/01/2015	-725.11		
33.	EFT3320	03/02/2015	Mechanical & Diesel Services	WORKS Vehicle Repairs	-7473.95	L	
34.	EFT3321	03/02/2015	Country Paint Supplies	FOXES LAIR Duraguard Satin Strong 4LT	-84.10	L	
35.	EFT3322	03/02/2015	Shire of Narrogin	FEDERAL STREET HIRE Jet Patcher, Grader and Operators to grade and emulsion seal	-3470.75	L	F

36.	EFT3323	03/02/2015	Dawsons Funeral Home	NHC STAFF Name Badges x 2	-30.00	L	F
37.	EFT3324	03/02/2015	Narrogin Boilermakers	WORKS STAFF Uniforms	-820.00	L	
38.	EFT3325	03/02/2015	WA College Of Agriculture	OTHER CULTURE AUSTRALIA DAY 25 doz eggs	-75.00		
39.	EFT3326	03/02/2015	Raeco	LIBRARY MATERIALS Book and DVD Processing	-279.71		
40.	EFT3327	03/02/2015	Opus International Consultants (Australia) Pty Ltd	TAFE Site Investigatons, Design and Traffic Impact Assessment	-12210.55		F
41.	EFT3328	03/02/2015	Allwork Civil	NCP Line Marking	-350.00		
42.	EFT3329	05/02/2015	Bunbury Trucks	NHC New 2015 Fuso Rosa Auto Delux Bus	-143350.00		F
43.	EFT3330	12/02/2015	Narrogin Hire & Reticulation	GNARROJIN PARK MAINTENANCE Reticulation Supplies	-1294.62	L	
44.	EFT3331	12/02/2015	Best Office Systems	ADMIN PHOTOCOPIER Black and Colour Copies	-862.93		
45.	EFT3332	12/02/2015	Ray White Narrogin	HOUSING RENT 46 Doney Street 11/02/15 - 09/03/15	-1160.00	L	PRB
46.	EFT3333	12/02/2015	Wright express-(COLES)	COLES Account January 2015	-951.87	L	
47.	EFT3334	12/02/2015	Narrogin Packaging	PUBLIC CONVENIENCES Cleaning Supplies	-1528.28	L	
48.	EFT3335	12/02/2015	Australia Post	POSTAGE January 2015	-421.00	L	
49.	EFT3336	12/02/2015	Great Southern Fuels	FUEL Various Departments January 2015	-6448.76	L	
50.	EFT3337	12/02/2015	Narrogin Fruit Market	REFRESHMENTS Various Departments	-23.20	L	
51.	EFT3338	12/02/2015	Courier Australia	ROAD MAINTENANCE FREIGHT 29/01/2015	-288.08		
52.	EFT3339	12/02/2015	Narrogin Taxis	NHC Taxi Service for Clients January 2015	-271.00	L	F
53.	EFT3340	12/02/2015	Narrogin Auto Electrics	1AEK763 Roadsweeper Fix Starter and Replace Battery (WORKS)	-857.45	L	
54.	EFT3341	12/02/2015	Kleenheat Gas	NRLC LPG Bulk Supply 02/02/2015	-4835.80		
55.	EFT3342	12/02/2015	MAKIT Narrogin Hardware	HARDWARE Supplies Various Departments	-1164.90	L	
56.	EFT3343	12/02/2015	Narrogin Earthmoving & Concrete	CEMETERY Maintenance sand supply	-2805.00	L	
57.	EFT3344	12/02/2015	ARTS Narrogin Inc	COMMUNITY CHEST DONATION Contribution to printing costs Art, Food and Wine trail	-3000.00	L	
58.	EFT3345	12/02/2015	Ballards of Narrogin	ANIMAL CONTROL POUND Dog Food	-35.00	L	
59.	EFT3346	12/02/2015	Road Signs Australia - Bibby Financial Services Australia Pty Ltd	FEDERAL STREET Line marking Thermo	-544.50		F
60.	EFT3347	12/02/2015	Narrogin Meals On Wheels	NHC HACC MOW Provision of Meal Delivery for January 312 meals	-542.88	L	F
61.	EFT3348	12/02/2015	Narrogin Newsagency	LIBRARY News Papers January 2015	-277.38	L	
62.	EFT3349	12/02/2015	Narrogin Electrical Services	CLAYTON ROAD SHED - Fit pump to compressor	-214.50	L	
63.	EFT3350	12/02/2015	Narrogin Betta Electrical	ADMIN Panasonic TZ60 Digital Camera with Memory Card	-541.98	L	
64.	EFT3351	12/02/2015	Narrogin Bearing Service	NGN3146 Toro JD Mower Trailer REPAIRS 2 belts (WORKS)	-52.25	L	
65.	EFT3352	12/02/2015	Great Southern Waste Disposal	WASTE DISPOSAL Contractor Services January 2015	-49328.70	L	
66.	EFT3353	12/02/2015	QUBE Logistics	WWTP FREIGHT CHEMICALS	-881.90		
67.	EFT3354	12/02/2015	WA Country Health Service	NHC HACC Meals on Wheels January 2015	-5698.00		
68.	EFT3355	12/02/2015	MacDonald Johnston - Bucher Municipal Pty Ltd	1AEK763 Roadsweeper REPAIRS 3 belly brooms, 3 side brooms, 1 snorkel	-1452.02		
69.	EFT3356	12/02/2015	Country Paint Supplies	FEDERAL STREET PAINT line mark paint red	-8.78	L	F
70.	EFT3357	12/02/2015	Goodyear Dunlop Tyres Pty Ltd	NO592 Holden Colorado PARTS New Tyre (LEADING HAND P&G)	-325.00	L	
71.	EFT3358	12/02/2015	Farmworks Rural Pty Ltd	LIBRARY GENERAL OFFICE Art materials for Children's art activities	-550.00	L	
72.	EFT3359	12/02/2015	Golden West Network Pty Ltd	AREA PROMOTION ADVERTISING GWN January 2015	-2202.20		

73.	EFT3360	12/02/2015	Radiowest Broadcasters Pty Ltd	AUSTRALIA DAY ADVERTISING - Radio broadcasting	-272.25		
74.	EFT3361	12/02/2015	Dorma Australia Pty Ltd	LIBRARY MAINTENANCE Fix Door - controller not working	-2331.67		
75.	EFT3362	12/02/2015	ProTech Locksmiths	NHC Office Cabinet Repair	-230.00	L	F
76.	EFT3363	12/02/2015	Western Australia Police	NHC STAFF National Police Check	-29.40		F
77.	EFT3364	12/02/2015	Austral Mercantile Collections Pty Ltd	RATES LEGAL FEES Assessment A138200	-542.21		F
78.	EFT3365	12/02/2015	Melchiorre Plumbing & Gas	MACKIE PARK TOILETS Repair Leaking Toilets	-550.33	L	
79.	EFT3366	12/02/2015	Earl Street Surgery	STAFF Pre-Employment Medical Certificate (Mitchell)	-132.00	L	
80.	EFT3367	12/02/2015	Crevet Pipelines	TWIS 10 gear bolts	-779.56		
81.	EFT3368	12/02/2015	Narrogin and Districts Netball Association	REGIONAL TALENT PROGRAM Support Programs x 2 REGIONAL TALENT PROGRAM Support Programs x 2	-1500.00	L	
82.	EFT3369	12/02/2015	West Australian Newspapers Limited	AUSTRALIA DAY - Advertising	-114.56		
83.	EFT3370	12/02/2015	Niel Mitchell	REIMBURSEMENT Staff Accommodation, Meals, Parking and Travel (Mitchell)	-884.25		R
84.	EFT3371	12/02/2015	Narrogin Freightlines	FEDERAL STREET Extra Pavers	-1418.93	L	F
85.	EFT3372	12/02/2015	Jeni Anning	ADMIN FINANCIAL SERVICES January 2015	-660.00		
86.	EFT3373	12/02/2015	Clock Work Print-Western Geotechnics Pty Ltd	AREA PROMOTION BANNERS Design & print	-671.00		
87.	EFT3374	12/02/2015	Narrogin Fresh	AUSTRALIA DAY Food for Community Breakfast	-544.64	L	
88.	EFT3375	12/02/2015	YMCA of Perth Inc	NRLC Contract Management January 2015	-24693.30		
89.	EFT3376	12/02/2015	Quick Corporate Australia	BUILDING STATIONARY	-58.30		
90.	EFT3377	12/02/2015	Educational Art Supplies	LIBRARY GENERAL OFFICE Art materials for Children's art activities	-533.64		
91.	EFT3378	12/02/2015	Armadale Mower World & Service Co	NHC EQUIPMENT Whipper Snipper bump head and guard	-89.20		F
92.	EFT3379	12/02/2015	Fegan Building Surveying	BUILDING CONTRACT SURVEYOR Certificate of Design Compliance x 10	-3465.00		R
93.	EFT3380	12/02/2015	Maddington Concrete Products Pty Ltd	CEMETERY CAPITAL WORKS Toilet Upgrade	-2751.10		
94.	EFT3381	12/02/2015	Boynes Springs	BANNER POLES Custom Made Springs	-510.40		
95.	EFT3382	12/02/2015	Stephen Kulker	FEDERAL STREET Reinstate Footpath paving	-10002.00	L	F
96.	EFT3384	25/02/2015	Best Office Systems	ADMIN STATIONERY Toner	-197.00		
97.	EFT3385	25/02/2015	Narrogin Dependant Persons bus Association	NHC HIRE HACC Shoppers Bus 08/01/15	-42.63	L	F
98.	EFT3386	25/02/2015	Courier Australia	FEDERAL STREET Freight White marker	-66.08	L	F
99.	EFT3387	25/02/2015	Knightline Computers	ADMIN Email set up	-90.00	L	
100.	EFT3388	25/02/2015	Ballards of Narrogin	TOWN HALL LPG 45kg x 2 Delivered	-351.00	L	
101.	EFT3389	25/02/2015	Australian Taxation Office	JANUARY 2015 GST BAS Liability (Sales)	-48696.00		
102.	EFT3390	25/02/2015	Narrogin Betta Electrical	ADMIN Digital Camera Bag	-39.95	L	
103.	EFT3391	25/02/2015	Narrogin Glass & Quick Fit Windscreens	00NGN MITSUBISHI TRION Replace Drivers side door window	-212.96	L	
104.	EFT3392	25/02/2015	RJ Smith Engineering	LIBRARY REFRESHMENTS 15L Water x 5	-80.00	L	
105.	EFT3393	25/02/2015	Public Transport Authority	TRANSWA TICKETS January 2015	-656.41		R
106.	EFT3394	25/02/2015	Narrogin Toyota	009NGN Toyota Camry 15,000km Service	-244.57	L	F
107.	EFT3395	25/02/2015	MacDonald Johnston - Bucher Municipal Pty Ltd	1AEK763 HINO ROADSWEeper Tyres x 2	-446.16		
108.	EFT3396	25/02/2015	Golden West Network Pty Ltd	AREA PROMOTION ADVERTISING GWN December 2014	-449.90		
109.	EFT3397	25/02/2015	Susan Guy	REIMBURSEMENT Staff Refreshments	-43.00	L	R
110.	EFT3398	25/02/2015	Australia Day Council of WA	AUSTRALIA DAY Merchandise	-227.50		

111.	EFT3399	25/02/2015	Narrogin Boilermakers	BUILDING PPE Broad Brimmed Hat	-14.00	L	
112.	EFT3400	25/02/2015	Boral Asphalt	ROAD MAINTENANCE Aggregate 7mm & 5mm Sealing	-3932.56		
113.	EFT3401	25/02/2015	Nicholls Bus Service	NHC HACC Driving - MR lesson	-420.00	L	F
114.	EFT3402	25/02/2015	Narrogin Junior Basketball Association	REGIONAL TALENT PROGRAM Talent Development Squad	-500.00	L	F
115.	EFT3403	25/02/2015	Jhodi Nicole Campbell	REIMBURSEMENT HACC Stationery and Hardware Supplies	-99.65	L	R
116.	EFT3404	25/02/2015	YMCA of Perth Inc	REGIONAL TALENT PROGRAM Talent Development Squad January 2015	-18.40	L	R
117.	EFT3405	25/02/2015	Maggie Signs & Decals	SIGNAGE ADMIN Small Corflu Tent Sign	-184.00		
118.	EFT3406	25/02/2015	Express Card Service	LIBRARY PRINTING Membership Cards x 1000	-1017.50	L	
119.	EFT3407	25/02/2015	Narrogin Eagles Sporting Club	COMMUNITY CHEST Funding 2014-2015	-2000.00	L	
120.	EFT3408	25/02/2015	Knightline Computers	ADMIN IT RAM for Server & Malware Software Version 5.5	-1570.00		
121.	EFT3409	25/02/2015	WALGA	ADMIN ADVERTISING NO 08/01/15 Records Officer	-1026.19		
122.	EFT3410	25/02/2015	Commander Australia Ltd	NHC HACC Commander Service Charges 15/01/15 - 14/02/15	-193.88		F
123.	EFT3411	25/02/2015	Narrogin Electrical Services	GNAROGIN PARK MAINTENANCE Electrical Repairs	-585.81	L	
124.	EFT3412	25/02/2015	Narrogin Betta Electrical	ADMIN EQUIPMENT TV with Ceiling Bracket and Small Camera Stand	-817.95	L	
125.	EFT3413	25/02/2015	Quick Corporate Australia	WORKS EQUIPMENT WHITEBOARD Penrite magnetic mobile pivoting 1500 x 1200 mm	-493.99		
126.	EFT3414	25/02/2015	Enlocus Pty Ltd	NARROGIN SKATE PARK SCHEMATIC DESIGN (Concept Plan) Detailed schematic concept as per Phase 1.2 in Scope of Works	-2213.75		
127.	EFT3415	25/02/2015	YMCA Perth - Narrogin Leisure Centre	EVENT SKATE COMPETITION Partnership with YMCA Perth Skate Programs Sunday 15 Feb 2015	-2090.00		P
128.	EFT3416	27/02/2015	Concept One the Industry Superannuation Fund	Superannuation contributions	-383.46		
129.	EFT3417	27/02/2015	Hesta Superannuation	Superannuation contributions	-631.06		
130.	EFT3418	27/02/2015	Onepath Custodians Pty Ltd	Superannuation contributions	-306.12		
131.	EFT3419	27/02/2015	Rest Superannuation	Superannuation contributions	-1386.40		
132.	EFT3420	27/02/2015	WA Local Government Super Plan	Superannuation contributions	-19221.77		
133.	EFT3421	27/02/2015	AustralianSuper	Superannuation contributions	-565.40		
134.	EFT3422	27/02/2015	Host Plus	Superannuation contributions	-162.57		
135.	EFT3423	27/02/2015	Prime Super	Superannuation contributions	-306.29		
136.	EFT3424	27/02/2015	Department of Human Services	Payroll deductions	-904.20		
137.	EFT3425	27/02/2015	BT Lifetime Super	Superannuation contributions	-805.60		
138.	EFT3426	27/02/2015	Rearden Campbell Superannuation Fund	Superannuation contributions	-358.46		
139.	EFT3427	27/02/2015	SuperWrap - Personal Super Plan	Payroll deductions	-191.39		
140.				TOTAL CREDITORS	-475416.83		

F Funded
R Reimbursement
I Insurance
PRB Partially Reimbursed
L Local Supplier

Payroll Date	Nett Paid
11/02/2015	\$91,748.29
25/02/2015	\$96,035.77
<hr/>	
TOTAL	\$ 187,784.06

Cheque Total	6,345.71	1%
EFT Total	469,071.12	71%
Payroll Total	187,784.06	28%
Total	<hr/> 663,200.89	
Local Suppliers	105,205.24	16%
Employees	187,784.06	28%

10.2.026 MONTHLY FINANCIAL REPORTS – FEBRUARY 2015

File Reference: 12.8.1
Disclosure of Interest: Nil
Applicant: Nil
Previous Item Nos: Nil
Date: 18 March 2015
Author: Rhona Hawkins – Manager Finance

Attachments:

Monthly Financial Report for the period ended February 2015.

Summary:

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

Comments:

The February 2015 Monthly Financial Reports have been compiled following a complete Budget Review. Some capital works are yet to commence but it is anticipated these will be completed by year end.

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 0315.031 & OFFICER'S RECOMMENDATION

Moved Cr Bartron

Seconded Cr Ward

That Council

Receive the February 2015 Monthly Financial Reports as presented.

CARRIED 8/0



MONTHLY FINANCIAL REPORT

FOR THE PERIOD ENDED 28 FEBRUARY 2015

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Statement of Financial Activity

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

TOWN OF NARROGIN
STATEMENT OF FINANCIAL ACTIVITY
(Nature or Type)
FOR THE PERIOD ENDED 28 FEBRUARY 2015

	Note	Adopted Annual Budget	Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b) - (a)	Var. % (b) - (a) / (b) 300%	
Operating Revenues		\$	\$	\$	\$	\$	%	
Grants, Subsidies and Contributions	8	2,861,468	2,953,468	2,061,884	2,142,899	81,015	4%	
Profit on Asset Disposal	10	19,340	19,340	12,888	(6,088)	(18,976)	312%	
Fees and Charges		1,380,518	1,470,518	1,201,591	1,284,525	82,934	6%	
Service Charges		0	0	0	0	0		
Interest Earnings		96,300	81,300	55,106	113,576	58,470	51%	▲
Other Revenue		105,000	140,000	93,328	95,987	2,659	3%	
Total (Excluding Rates)		4,462,626	4,664,626	3,424,797	3,630,900	206,103		
Operating Expense								
Employee Costs		(3,724,892)	(3,725,364)	(2,489,288)	(2,337,973)	151,315	6%	
Materials and Contracts		(3,115,874)	(3,235,103)	(2,143,348)	(1,280,604)	862,744	67%	▼
Utilities Charges		(738,110)	(737,210)	(503,632)	(402,744)	100,888	25%	▼
Depreciation (Non-Current Assets)		(1,324,892)	(1,324,892)	(883,216)	(806,145)	77,071	10%	
Interest Expenses	12	(50,796)	(50,796)	(33,840)	(30,523)	3,317	11%	
Insurance Expenses		(194,494)	(194,494)	(192,630)	(191,995)	635	0%	
Loss on Asset Disposal	10	(40,686)	(40,686)	(27,104)	(44,988)	(17,884)	(40%)	
Other Expenditure		(267,030)	(258,530)	(188,766)	(169,924)	18,842	11%	
Total		(9,456,774)	(9,567,075)	(6,461,824)	(5,264,896)	1,196,928		
Funding Balance Adjustment								
Add Back Depreciation		1,324,892	1,324,892	883,216	806,145	(77,071)	(10%)	
Adjust (Profit)/Loss on Asset Disposal	10	21,346	21,346	14,216	51,076	36,860	72%	▲
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	4,534	4,534	100%	
Adjust Rounding		0	0	0	0	0		
Net Operating (Ex. Rates)		(3,647,910)	(3,556,211)	(2,139,595)	(772,241)	1,367,354		
Capital Revenues								
Grants, Subsidies and Contributions	8	217,194	187,194	124,792	0	(124,792)	(100%)	▼
Proceeds from Disposal of Assets	10	228,600	228,600	152,368	169,750	17,382	10%	
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	754,784	105,837	(648,947)	(613%)	▼
Total		1,578,025	1,548,025	1,031,944	275,587	(756,357)		
Capital Expenses								
Land Held for Resale	10	0	0	0	0	0		
Land and Buildings	10	(428,050)	(428,050)	(285,320)	(145,586)	139,734	96%	▼
Plant and Equipment	10	(668,302)	(668,302)	(445,504)	(442,807)	2,697	1%	
Furniture and Equipment	10	(45,650)	(45,650)	(30,424)	(19,408)	11,016	57%	
Infrastructure Assets - Roads	10	(369,919)	(369,919)	(246,592)	(237,186)	9,406	4%	
Infrastructure Assets - Footpaths	10	(71,790)	(71,790)	(47,856)	(72,811)	(24,955)	(34%)	
Infrastructure Assets - Drainage	10	(41,500)	(41,500)	(27,664)	(3,200)	24,464	765%	
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)	(134,648)	(31,469)	103,179	328%	▼
Purchase of Investments		0	0	0	0	0		
Repayment of Debentures	12	(138,357)	(138,357)	(92,224)	(74,907)	17,317	23%	
Advances to Community Groups		0	0	0	0	0		
Transfer to Reserves	9	(199,221)	(275,421)	(119,456)	(48,358)	71,098	147%	▼
Total		(2,164,819)	(2,241,019)	(1,429,688)	(1,075,732)	353,956		
Net Capital		(586,794)	(692,994)	(397,744)	(800,145)	(402,401)		
Total Net Operating + Capital		(4,234,704)	(4,249,205)	(2,537,339)	(1,572,386)	964,953		
Rate Revenue		3,184,313	3,184,313	3,183,813	3,179,975	(3,838)	(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	25,020	1,736,386	2,697,501	961,115		

TOWN OF NARROGIN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
FOR THE PERIOD ENDED 28 FEBRUARY 2015

Note	Adopted Annual Budget	Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b) 300%	Var
Operating Revenues							
	\$	\$	\$	\$	\$	%	
Governance	6,200	6,200	792	196,325	195,533	100%	▲
General Purpose Funding	1,386,813	1,371,813	1,021,321	1,110,154	88,833	8%	
Law, Order and Public Safety	30,700	30,700	24,932	22,116	(2,816)	(13%)	
Health	8,750	8,750	6,906	5,664	(1,242)	(22%)	
Education and Welfare	1,447,107	1,447,107	966,859	885,926	(80,933)	(9%)	
Housing	7,800	7,800	5,200	11,800	6,600	56%	
Community Amenities	878,745	887,745	802,493	827,621	25,128	3%	
Recreation and Culture	300,253	385,253	250,150	256,067	5,917	2%	
Transport	332,194	371,194	247,448	41,150	(206,298)	(501%)	▼
Economic Services	214,617	214,617	143,056	158,936	15,880	10%	
Other Property and Services	66,641	120,641	80,424	115,142	34,718	30%	▲
Total (Excluding Rates)	4,679,820	4,851,820	3,549,581	3,630,901	81,320		
Operating Expense							
Governance	(967,382)	(964,882)	(655,294)	(540,681)	114,613	21%	▼
General Purpose Funding	(167,592)	(185,692)	(125,542)	(119,372)	6,170	5%	
Law, Order and Public Safety	(238,488)	(240,488)	(164,652)	(207,733)	(43,081)	(21%)	▲
Health	(97,655)	(97,655)	(66,392)	(58,102)	8,290	14%	
Education and Welfare	(1,539,998)	(1,539,998)	(1,038,558)	(814,951)	223,607	27%	▼
Housing	0	0	(689)	0	689	100%	
Community Amenities	(1,083,881)	(1,088,881)	(730,310)	(735,176)	(4,866)	(1%)	▼
Recreation and Culture	(2,784,637)	(2,838,337)	(1,917,883)	(1,704,944)	212,939	12%	▼
Transport	(1,443,439)	(1,433,440)	(957,414)	(837,673)	119,741	14%	▼
Economic Services	(1,076,848)	(1,076,848)	(719,555)	(414,391)	305,164	74%	▼
Other Property and Services	(56,854)	(100,854)	(85,535)	168,127	253,662	(151%)	
Total	(9,456,774)	(9,567,075)	(6,461,824)	(5,264,896)	1,196,928		
Funding Balance Adjustment							
Add back Depreciation	1,324,892	1,324,892	883,216	806,145	(77,071)	(10%)	
Adjust (Profit)/Loss on Asset Disposal	21,346	21,346	14,216	51,076	36,860	72%	▲
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	4,534	4,534	100%	
Adjust Rounding	0	0	0	1	1	100%	
Net Operating (Ex. Rates)	(3,430,716)	(3,369,017)	(2,014,811)	(772,239)	1,242,572		
Capital Revenues							
Proceeds from Disposal of Assets	228,600	228,600	152,368	169,750	17,382	10%	
Proceeds from New Debentures	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	1,132,231	1,132,231	754,784	105,837	(648,947)	(613%)	▼
Total	1,360,831	1,360,831	907,152	275,587	(631,565)		
Capital Expenses							
Land Held for Resale	0	0	0	0	0		
Land and Buildings	(428,050)	(428,050)	(285,320)	(145,586)	139,734	96%	▼
Plant and Equipment	(668,302)	(668,302)	(445,504)	(442,807)	2,697	1%	
Tools	0	0	0	0	0		
Furniture and Equipment	(45,650)	(45,650)	(30,424)	(19,408)	11,016	57%	
Infrastructure Assets - Roads	(369,919)	(369,919)	(246,592)	(237,186)	9,406	4%	
Infrastructure Assets - Footpaths	(71,790)	(71,790)	(47,856)	(72,811)	(24,955)	(34%)	
Infrastructure Assets - Drainage	(41,500)	(41,500)	(27,664)	(3,200)	24,464	765%	
Infrastructure Assets - Parks & Ovals	0	0	0	0	0		
Infrastructure Assets - Townscape	0	0	0	0	0		
Infrastructure Assets - Other	(202,030)	(202,030)	(134,648)	(31,469)	103,179	328%	▼
Purchase of Investments	0	0	0	0	0		
Repayment of Debentures	(138,357)	(138,357)	(92,224)	(74,907)	17,317	23%	
Advances to Community Groups	0	0	0	0	0		
Transfer to Reserves	(199,221)	(275,421)	(119,456)	(48,358)	71,098	147%	▼
Total	(2,164,819)	(2,241,019)	(1,429,688)	(1,075,732)	353,956		
Net Capital	(803,988)	(880,188)	(522,536)	(800,145)	(277,609)		
Total Net Operating + Capital							
	(4,234,704)	(4,249,205)	(2,537,347)	(1,572,384)	964,963		
Rate Revenue	3,184,313	3,184,313	3,183,813	3,179,975	(3,838)	(0%)	
Opening Funding Surplus(Deficit)	1,055,431	1,089,912	1,089,912	1,089,912	0	0%	
Closing Funding Surplus(Deficit)	5,040	25,020	1,736,378	2,697,502	961,124		

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2015

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 28 FEBRUARY 2015**

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 Footpaths - slab	not depreciated 50 years 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 28 FEBRUARY 2015

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 at 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 28 FEBRUARY 2015

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 28 FEBRUARY 2015**

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

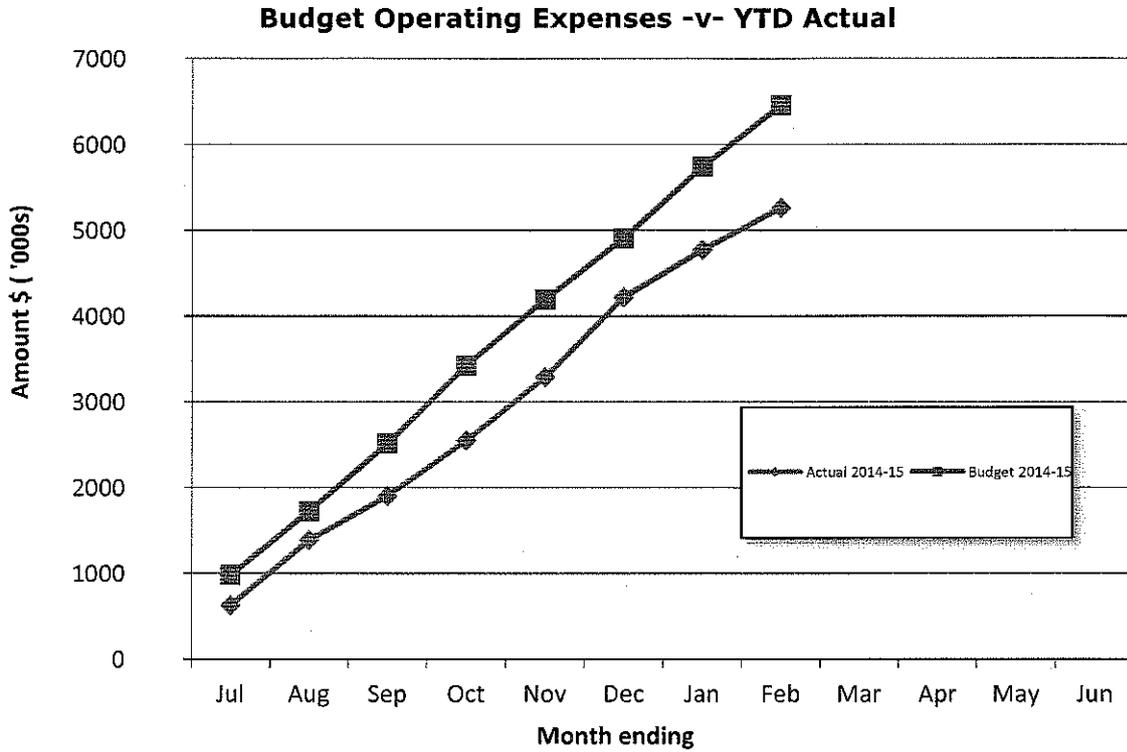
Rural Services, Tourism, Building Control, Economic Development.

OTHER PROPERTY & SERVICES

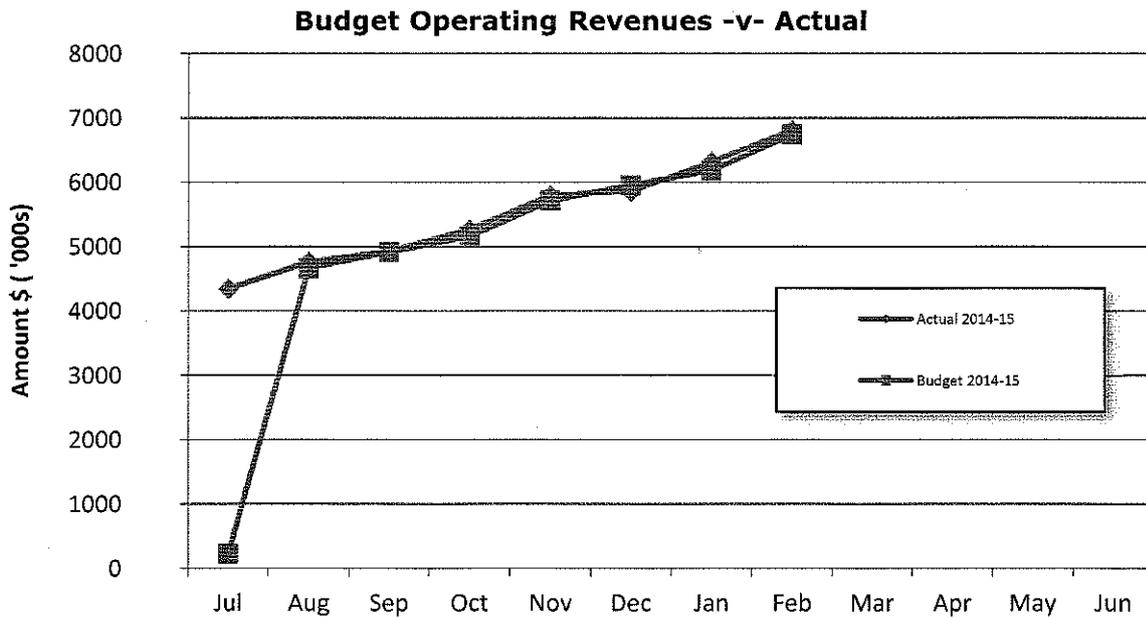
Private Works, Stocks and Miscellaneous Items.

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2015

Note 2 - Graphical Representation - Source Statement of Financial Activity



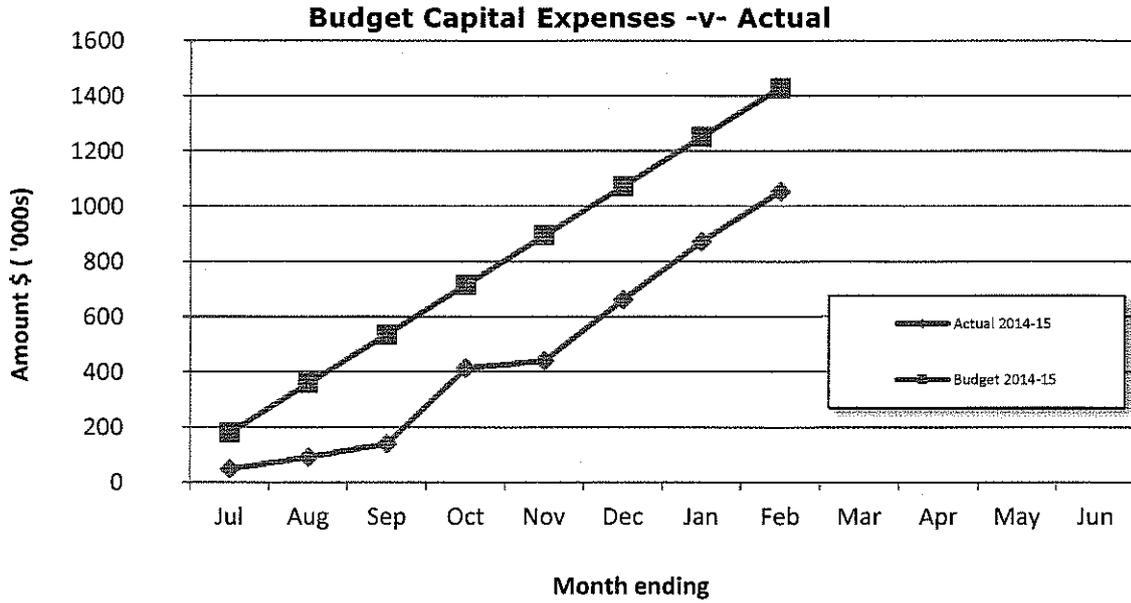
Comments/Notes - Operating Expenses



Comments/Notes - Operating Revenues

**TOWN OF NARROGIN
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD ENDED 28 FEBRUARY 2015**

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 28 FEBRUARY 2015

Note 3: SURPLUS/(DEFICIT) POSITION

	Positive=Surplus (Negative=Deficit)		
	28/02/2015	31/01/2015	28/02/2014
	This Period	Last Period	Same Period Last Year
	\$	\$	\$
Current Assets			
Cash Unrestricted	2,257,166	2,461,288	1,394,607
Cash Restricted	2,490,570	2,443,606	2,703,016
Receivables - Rates and Rubbish	607,155	649,365	549,601
Receivables -Other	229,732	240,934	415,851
Inventories	0	0	0
	5,584,623	5,795,192	5,063,075
Less: Current Liabilities			
Payables	(205,768)	(370,712)	(309,415)
Loan Liability	(63,450)	(66,715)	(52,442)
Provisions	(425,126)	(425,541)	(350,149)
	(694,344)	(862,968)	(712,005)
Net Current Asset Position	4,890,279	4,932,225	4,351,069
Less: Cash Restricted	(2,490,570)	(2,443,606)	(2,703,016)
Add Back: Component of Leave Liability not Required to be funded	234,342	229,923	50,000
Add Back: Current Loan Liability	63,450	66,715	52,442
Adjustment for Trust Transactions Within Muni	0	0	(325)
Net Current Funding Position	2,697,501	2,785,257	1,750,170

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2015

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted		Restricted		Trust		Total Amount	Institution	Maturity Date
		\$		\$		\$				
(a) Cash Deposits										
Municipal Account	2.45%	2,254,866						2,254,866	NAB	On-Call
Cash Floats - Admin Library		1,000						1,000		
Homocare		150						150		
NRLC - Till 1		100						100		
Refuse Site		0						0		
Caravan Park		100						100		
Petty Cash - Admin		100						100		
Library		300						300		
Homocare		200						200		
Reserve Account		350						350		
Trust Account	0.05%			4,653		68,675		4,653	NAB	On-Call
(b) Term Deposits										
Municipal		0						0		
Reserve Term Deposit	2.72%			2,485,917				2,485,917	NAB	28/02/2015
(c) Investments										
Total		2,257,166		2,490,570		68,675		4,747,736		

Comments/Notes: Investments

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2015

Note 5: MAJOR VARIANCES

Comments/Reasons for Variance

5.1 OPERATING REVENUE (EXCLUDING RATES) - PROGRAM

5.1.1 GOVERNANCE

Permanent - Receipt of Grant for Merger Preparation.

Timing - Realisation on Disposal of Assets have been allocated to incorrect account (Transport), this will be corrected.

5.1.2 GENERAL PURPOSE FUNDING

Permanent - Interest on both Reserve Investments and Municipal Account higher than anticipated.

5.1.3 LAW, ORDER AND PUBLIC SAFETY

Permanent - Animal Registration Fees are lower than anticipated as is the Hire of Ranger Services.

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

Timing - HACC revenue is higher than expected at this time of year however CHCP and NRCP are lower than anticipated and due to a delay in invoicing this has been rectified.

5.1.6 HOUSING

Timing - Rental reimbursement for the Caravan Park Caretakers has been posted here and will be corrected.

5.1.7 COMMUNITY AMENITIES

Nil

5.1.8 RECREATION AND CULTURE

Nil.

5.1.9 TRANSPORT

Timing - Realisation on Disposal of Assets have been allocated to incorrect account should be Governance, this will be corrected.

Timing - Regional Road Group funding has not been received as yet.

5.1.10 ECONOMIC SERVICES

Permanent - Income from the Caravan Park is higher than expected.

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 28 FEBRUARY 2015**

Note 5: MAJOR VARIANCES

Comments/Reason for Variance

5.2 OPERATING EXPENSES - PROGRAM

5.2.1 GOVERNANCE

Timing - All expenditure for Governance has been averaged during the budget process.

5.2.2 GENERAL PURPOSE FUNDING

Nil

5.2.3 LAW, ORDER AND PUBLIC SAFETY

Timing - Fire Prevention costs are higher than expected due to costs being allocated here instead of Council properties. This will be rectified.

Timing - Some overhead costs have been allocated to this schedule incorrectly and will be rectified.

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.

Timing - Expenditure on Ovals/Parks and Gardens/Reserves is lower than anticipated for this time of year.

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 than expected due to increase revenue.

**TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2015**

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 28 FEBRUARY 2015**

Note 5: MAJOR VARIANCES

Comments/Reason for Variance

5.4 CAPITAL EXPENSES

5.4.1 LAND HELD FOR RESALE

Nil

5.4.2 LAND AND BUILDINGS

Timing - Works on the Administration Building, Animal Pound, Cemetery Toilets and Library Building are yet to commence and the purchase of the Regional Tip Site has been delayed.

5.4.3 PLANT AND EQUIPMENT

Timing - Purchase of Corporate Additional Server has not been completed.

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

Timing - works have been completed.

5.4.9 INFRASTRUCTURE ASSETS - DRAINAGE

Timing - work on Mokine Road yet to commence.

5.4.10 INFRASTRUCTURE ASSETS - PARKS AND OVALS

Nil

5.4.11 INFRASTRUCTURE ASSETS - OTHER

Timing - most of this capital expenditure is yet to commence.

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

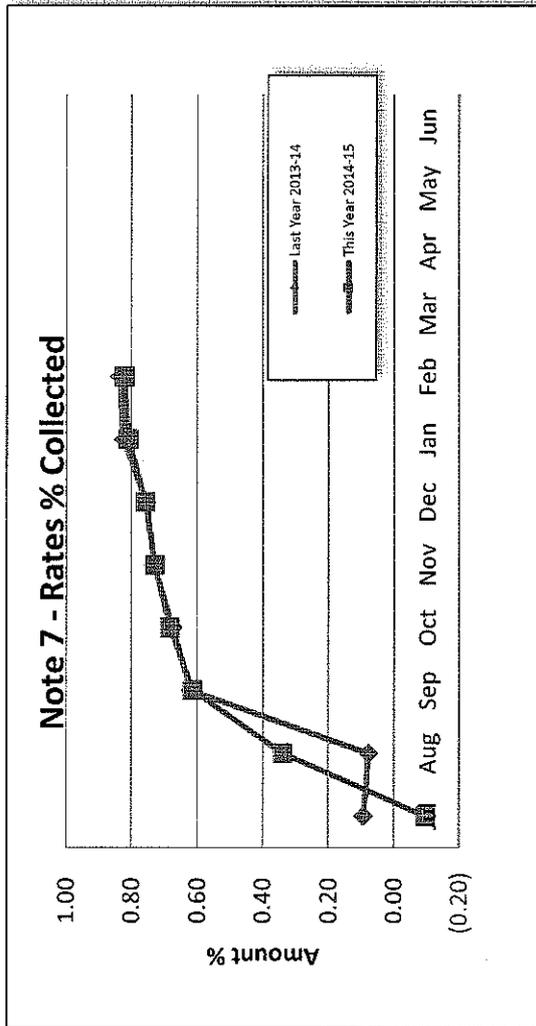
TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2015

Note 7: RECEIVABLES

Receivables - Rates and Rubbish

	Current 28/02/15	Previous 30/06/14
Previous Year	\$ 219,204	\$ 255,442
Rates Levied this year (YTD)	3,645,176	3,618,000
Less Collections to date	(3,170,511)	(3,654,238)
Equals Current Outstanding	693,869	219,204
Net Rates Collectable	82.04%	94.34%
% Collected		

Ordinary Council Meeting Minutes 24 March 2015

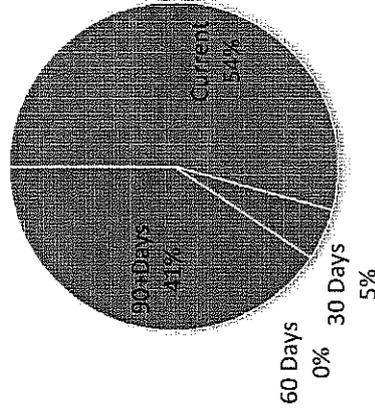


Comments/Notes - Receivables Rates and Rubbish

	Current	30 Days	60 Days	90 Days
Receivables - General	\$ 110,147	\$ 10,282	\$ 12	\$ 82,440
Total Outstanding				202,881

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 28 FEBRUARY 2015**

Note 9: GRANTS AND CONTRIBUTIONS

Program/Details	Provider	Approval	2014-15 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status	
						Received	Not Received
GENERAL PURPOSE FUNDING							
GENGRANT - Financial Assistance Grant - General	Grants Commission (Untied)	Yes	(1,102,884)		(1,102,884)	(832,626)	(270,258)
GENGRANT - Financial Assistance Grant - Roads	Grants Commission (Roads)	Yes	(156,229)		(156,229)	(117,990)	(38,239)
RATES - Reimbursement of Debt Collection Costs (Inc GST)	Refund	Yes	(10,000)		(10,000)	(26,700)	16,700
MEMBERS							
MEMBERS - Reimbursements	Reimbursements	Yes	(1,100)		(1,100)	(506)	(594)
OTHER GOVERNANCE							
OTHGOV - Reimbursements	Reimbursements	Yes	(5,000)		(5,000)	(7,881)	2,881
LAW, ORDER, PUBLIC SAFETY							
ESL - SES Subsidy (Operating) Grant	FESA (SES Subsidy)	Yes	(6,000)		(6,000)	(4,995)	(1,005)
FIRE - Reimbursements	FESA (SES)	Yes	(800)		(800)	0	(800)
EDUCATION & WELFARE							
HACC - Recurrent Grant Funding	Dept. of Health & Ageing	Yes	(800,358)		(800,358)	(655,913)	(144,445)
CHCP - Recurrent Grant Funding	Dept. of Health & Ageing	Yes	(260,000)		(260,000)	(62,266)	(197,734)
NRCP - Recurrent Grant Funding	Bethanie Care	Yes	(140,160)		(140,160)	(55,674)	(84,486)
AGEDOTHER - Baptist Care Contributions	Neurodegenerative Conditions Coordinating Care Program	Yes	(12,467)		(12,467)	(8,888)	(3,580)
AGEDOTHER - Juniper Community Income	Juniper Community Income	Yes	(100,000)		(100,000)	(25,098)	(74,902)
AGEDOTHER - CATS Contribution	Dept. of Veterans Affairs/CATS	Yes	(8,000)		(8,000)	(2,000)	(6,000)
AGEDOTHER - Commonwealth Carers Respite Fees & Charges	Travel Rebate	Yes	(1,595)		(1,595)	0	(1,595)
AGEDOTHER - PATS Voucher Income	Fees	Yes	0		0	(1,629)	1,629
AGEDSNRS - Reimbursements	Fees	Yes	(2,075)		(2,075)	(297)	(1,778)
WELFARE - Contributions & Donations	Reimbursements	Yes	(550)		(550)	0	(550)
	Donations	Yes					
COMMUNITY AMENITIES							

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2015

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)	\$ (3,000)	\$ (9,000)	
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)	(2,175)	(6,525)	
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)	(5,227)	(9,973)	
HALLS - Reimbursements	Reimbursements	Yes	(230)		(230)	(227)	(3)	
NRRC - Contributions & Donations	Shire of Narrogin	Yes	(39,500)		(39,500)	(9,875)	(29,625)	
NRRC - Reimbursements	Reimbursements	Yes	(300)		(300)	(31,956)	31,656	
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)	(9,150)	(29,450)	
REC - Reimbursements - Other Recreation	Shire Contribution	Yes	(61,980)		(61,980)	(9,396)	(52,584)	
LIB - Contributions & Donations	Shire of Narrogin	Yes	(36,000)		(36,000)	(12,109)	(23,891)	
LIB - Grant - Regional Library Services	State Government	Yes	(10,000)		(10,000)	(2,921)	(7,079)	
LIB - Other Grants		Yes	(3,500)		(3,500)	0	(3,500)	
LIB - Reimbursements Lost Books	Reimbursements	Yes	(500)		(500)	(298)	(202)	
HERITAGE - Contributions & Donations		Yes	(1,000)		(1,000)	(250)	(750)	
OTHCUL - Contributions & Donations - Other Culture	Shire of Narrogin	Yes	(4,000)		(4,000)	(467)	(3,533)	
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	(3,629)	3,629	

**TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2015**

Note 9: GRANTS AND CONTRIBUTIONS

Program/Details	Provider	Approval (Yes/No)	2014-15 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status	
						Received	Not Received
			\$ (3,078,662)	\$ 0	\$ (3,078,662)	\$ (1,923,933)	\$ (1,154,729)
TOTALS							

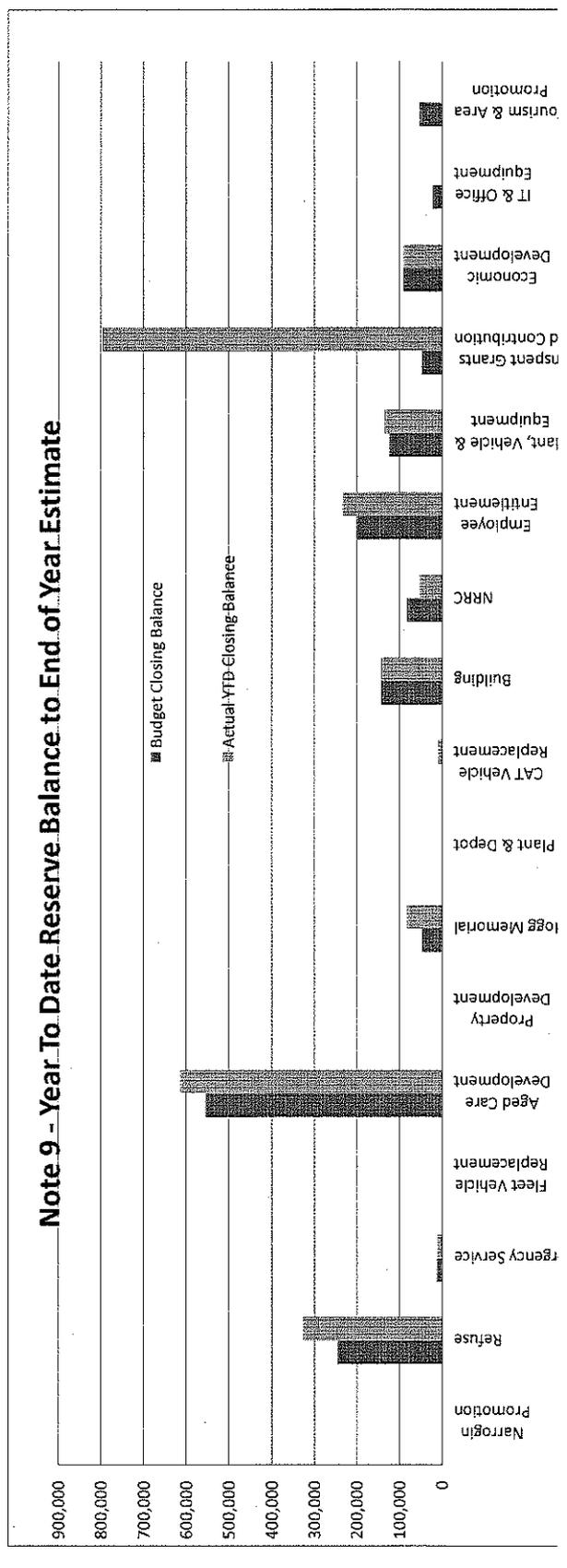
Comments - Grants and Contributions

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 28 FEBRUARY 2015

Note 10: Cash Backed Reserve.

Account	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	6,342	0	0	0	0		245,319	327,005
Emergency Service	12,590	183	249	0	0	80,000	0		12,773	12,839
Fleet Vehicle Replacement	0	0	0	0	0	0	0		0	0
Aged Care Development	708,326	10,284	11,974	0	0	164,000	105,837		554,610	614,463
Property Development	0	0	1,592	0	0	0	0		0	1,592
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	164	8,000	8,000	16,000	0		419	8,463
Building	139,750	3,176	2,764	0	0	0	0		142,926	142,514
NRRC	50,000	726	989	31,221	0	0	0		81,947	50,989
Employee Entitlement	229,808	3,046	4,534	0	0	32,000	0		200,854	234,342
Plant, Vehicle & Equipment	130,854	2,597	2,599	50,000	0	60,000	0		123,451	133,453
Unspent Grants and Contribution	780,230	11,328	15,431	0	0	745,231	0		46,327	795,661
Economic Development	87,000	2,715	1,721	0	0	0	0		89,715	88,721
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	48,358	159,221	0	1,132,231	105,837		1,615,040	2,490,571



TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2015

Note 11: CAPITAL DISPOSALS AND ACQUISITIONS

	Actual			Current Budget					Variance (Under/Over)
	Cost	Accum. Depr.	Proceeds	Profit (Loss)	This Year				
					Original Budget	Revised Budget	YTD Budget	Actual	
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Disposals									
OTHGOV - Proceeds on Disposal of Assets									
Proceeds on Disposal - CEO Vehicle 2013/14	43,351	0	37,273	(6,079)	40,000	40,000	26,664	37,273	10,609 ▲
Proceeds on Disposal - DCCS Vehicle 2013/14	31,828	0	26,511	(5,317)	27,000	27,000	18,000	26,511	8,511 ▲
ANIMAL - Proceeds on Disposal of Assets									
Proceeds on Disposal - Ranger Vehicle	29,775	4,410	12,727	(12,638)	15,000	15,000	10,000	12,727	2,727 ▲
HACC - Proceeds on Disposal of Assets									
Proceeds on Disposal - Toyota Camry Altise 2013/14	14,200	1,914	9,091	(3,195)	10,000	10,000	6,664	9,091	2,427 ▲
AGEDOTHER - Proceeds on Disposal of Assets									
Proceed on Disposal CAT Vehicle NGN219	0	0	0	0	16,000	16,000	10,664	0	(10,664) ▼
Proceeds on Disposal CAT (1) Vehicle 2013/14	0	0	0	0	16,000	16,000	10,664	0	(10,664) ▼
PLANT - Proceeds on Disposal of Assets									
Proceeds on Disposal - DTES Vehicle 2013/14	28,425	2,944	26,573	1,092	27,500	27,500	18,328	26,573	8,245 ▲
Proceeds on Disposal - DTES Vehicle	28,465	0	24,575	(3,891)	0	0	0	24,575	24,575 ▲
Proceeds on Disposal - Side Tipping Truck	31,870	0	18,000	(13,870)	20,000	20,000	13,328	18,000	4,672 ▲
BUILD - Proceeds on Disposal of Assets									
Proceeds on Disposal - Building Surveyor Vehicle 2013/14	0	0	0	0	26,600	26,600	17,728	0	(17,728) ▼
ADMIN - Proceeds on Disposal of Assets									
Proceeds on Disposal of Manager of Finance Vehicle	24,878	2,699	15,000	(7,179)	16,500	16,500	11,000	15,000	4,000 ▲
COMMUNITY - Proceeds on Disposal of Assets									
Proceeds on Disposal - MLC Vehicle NGNO	0	0	0	0	14,000	14,000	9,328	0	(9,328) ▼
Totals	232,793	11,967	169,750	(51,076)	228,600	228,600	152,368	169,750	17,382

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2015

Note 11: CAPITAL DISPOSALS AND ACQUISITIONS

		Contributions			Current Budget				Variance (Under/Over)
		Grants	Reserves	Borrowing	Original Budget	Revised Budget	YTD Budget	Actual	
\$	0	\$	0	\$	\$	\$	\$	\$	\$
					41,500	41,500	27,664	0	(27,664)
					0	0	0	3,200	3,200
Totals	0	0	0	0	41,500	41,500	27,664	3,200	(24,464)

		Contributions			Current Budget				Variance (Under/Over)
		Grants	Reserves	Borrowing	Original Budget	Revised Budget	YTD Budget	Actual	
\$	0	\$	0	\$	\$	\$	\$	\$	\$
					6,562	6,562	4,368	0	(4,368)
					35,000	35,000	23,328	5,635	(17,693)
					17,968	17,968	11,976	0	(11,976)
					20,000	20,000	13,328	0	(13,328)
					15,000	15,000	10,000	11,840	1,840
					10,000	10,000	6,664	0	(6,664)
					12,500	12,500	8,328	0	(8,328)
					0	0	0	13,126	13,126
					20,000	20,000	13,328	0	(13,328)
					40,000	40,000	26,664	0	(26,664)
					25,000	25,000	16,664	868	(15,796)
Totals	0	0	0	202,030	202,030	134,648	31,469	(103,179)	

**TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2015**

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 28-Feb-15
	\$	\$	\$	\$
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	2,150	0	9,200
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	2,150	0	68,675

TOWN OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2015

Note 13: INFORMATION ON BORROWINGS

Debt/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	21,087	136,333	157,770	5,605	3,040
Recreation & Culture									
Loan 121B - Narrogin Regional Recreation Complex	437,514	0	0	38,916	25,701	398,598	411,813	23,134	15,945
Loan 126 - Town Hall Renovations	257,837	0	0	24,467	12,116	233,370	245,721	9,719	5,055
Economic Services									
Loan 124 - Commercial Property	88,879	0	0	23,556	11,605	65,323	77,274	4,877	2,653
Loan 127 - Industrial Land Purchase	168,735	0	0	8,894	4,398	159,841	164,337	7,461	3,830
	1,131,822	0	0	138,357	74,907	993,465	1,056,915	50,796	30,523

(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.

10.2.027 NARROGIN HOMECARE PHONE SYSTEM

File Reference: 24.6.9
Disclosure of Interest: Nil
Applicant: Nil
Previous Item Nos: Nil
Date: 18 March 2015
Author: Colin Bastow – Director Corporate & Community Service

Attachments: Nil

Summary:

Council is requested to amend the Town's budget to include the purchase of a digital phone system for Narrogin Homecare.

Background:

Narrogin Homecare currently rent an analogue phone system from Commander. The current rental period has expired and there has been a number of minor issues relating to the phone system.

Comment:

The Town had been renting a phone system for Narrogin Homecare but it would be a more financially viable option to purchase a replacement system. With the proposed changes to aged care funding arrangements by the Federal Government, it is important for the Town to reduce its annual overhead costs in this area. A modern digital phone system will allow a number of benefits which includes direct dialling which will take away the need to have phone calls handed by two or more staff.

Consultation:

Lynne Yorke – Manager Community Care

Statutory Environment:

Local Government Act 1995 Section - 6.8 Expenditure from the municipal fund not included in annual budget.

Policy Implications: Nil

Financial Implications:

Cost of purchasing and installing a new phone system is around \$5,500 which will be funded from grants.

The Town has saved \$83,412 from the purchase of the new aged care bus. This saving could be reallocated to fund the purchase and installation of the new digital phone system at Jessie House.

The Town has already been advised that it can expend any surplus CACP funds provided it is spent on aged care.

Strategic Implications: Nil

Voting Requirements: Absolute Majority

COUNCIL RESOLUTION 0315.032 / OFFICER'S RECOMMENDATION

Moved Cr McKenzie

Seconded Cr Bartron

That Council

1. Approve the purchase of a new telephone system for Narrogin Homecare of \$5,500, and
2. Fund the purchase of the new phone system by transferring up to \$5,500 from the Aged Care Development Reserve Account.

**CARRIED 8/0
BY ABSOLUTE MAJORITY**

10.2.028 PROPOSED VEHICLE SELLERS' AREA

File Reference: Nil
Disclosure of Interest: Nil
Applicant: Chief Executive Officer
Previous Item Nos: Nil
Date: 11 March 2015
Author: Mr Aaron Cook – Chief Executive Officer

Attachments:

Arial Photos.

Summary:

Due to recent issues it is proposed for Council to consider establishing a vehicle selling area at the Narrogin Leisure Centre carpark.

Background:

Elected Members would be aware of some recent issues in regards to persons selling vehicles from areas where this is not acceptable. Due to this it was discussed at officer level that, as per other Councils, an area be established where vehicles are allowed to be displayed for sale by private residents.

Comment:

In investigating a suitable area that was under the control of Council and suitable for this type of activity, officers honed in on the Leisure Centre carpark as it was set back from the road, provided additional parking and a safe area for people to view the vehicles. The area is also lit and would have a minimal impact overall on the carpark.

Identified are 5 bays that can be marked in some way on the bitumen and have a sign erected at either end.

One alternative site is on Clayton Road in front of the tennis courts, where again 5 bays could be marked out and sign posted. The author is concerned that with these bays being on this busy road, it would be safer to have the bays set back from the road. However, Clayton Road does provide a lengthy pull off area for people to park and inspect the vehicles.

A potential issue is that during busy sporting days, it may be seen that these cars take up valuable parking spots. Please note that the bays are not reserved for vehicles to be sold from but rather allocating an area to present their vehicle. As such, these bays would be used for normal parking on all other occasions.

The Town would not take any responsibility for any vehicle parked in the carpark, and no security will be provided over the vehicle and people will park in the area at their own risk.

There will be no commissions and no charges for parking a vehicle for sale in this area and, if implemented, the Ranger will then be able to move on vehicles parked in other places in the Town that create an issue.

It is hoped that the provision of this space will alleviate a need within the Narrogin Community. If Council feels that this location is inappropriate alternative sites can be suggested.

Consultation:

Director of Technical and Environmental Services.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications:

Cost of purchasing two signs and a minimal supply of road marking paint to identify the area, plus minimal staff time to paint the area and erect the signs.

Strategic Implications:

The provision of a space for this type of activity would assist the Narrogin Community in facilitating the private sale of vehicles rather than undertaking this practice in inappropriate locations that presents risk to other road users.

Voting Requirements: Simple Majority.

OFFICER’S RECOMMENDATION

Moved Cr Ward

Seconded Cr Bartron

That Council:

Authorise the creation of a private vehicle sellers’ area at the Narrogin Leisure Centre carpark, marked 1 within the attachment, in the far south east corner within five parking bays and they are to be marked and identified and have signs erected.

Please note: This motion that was moved and seconded but lapsed due to the following motion being resolved.

LOST

COUNCIL RESOLUTION 0315.033

Moved Cr Kain

Seconded Cr Schutz

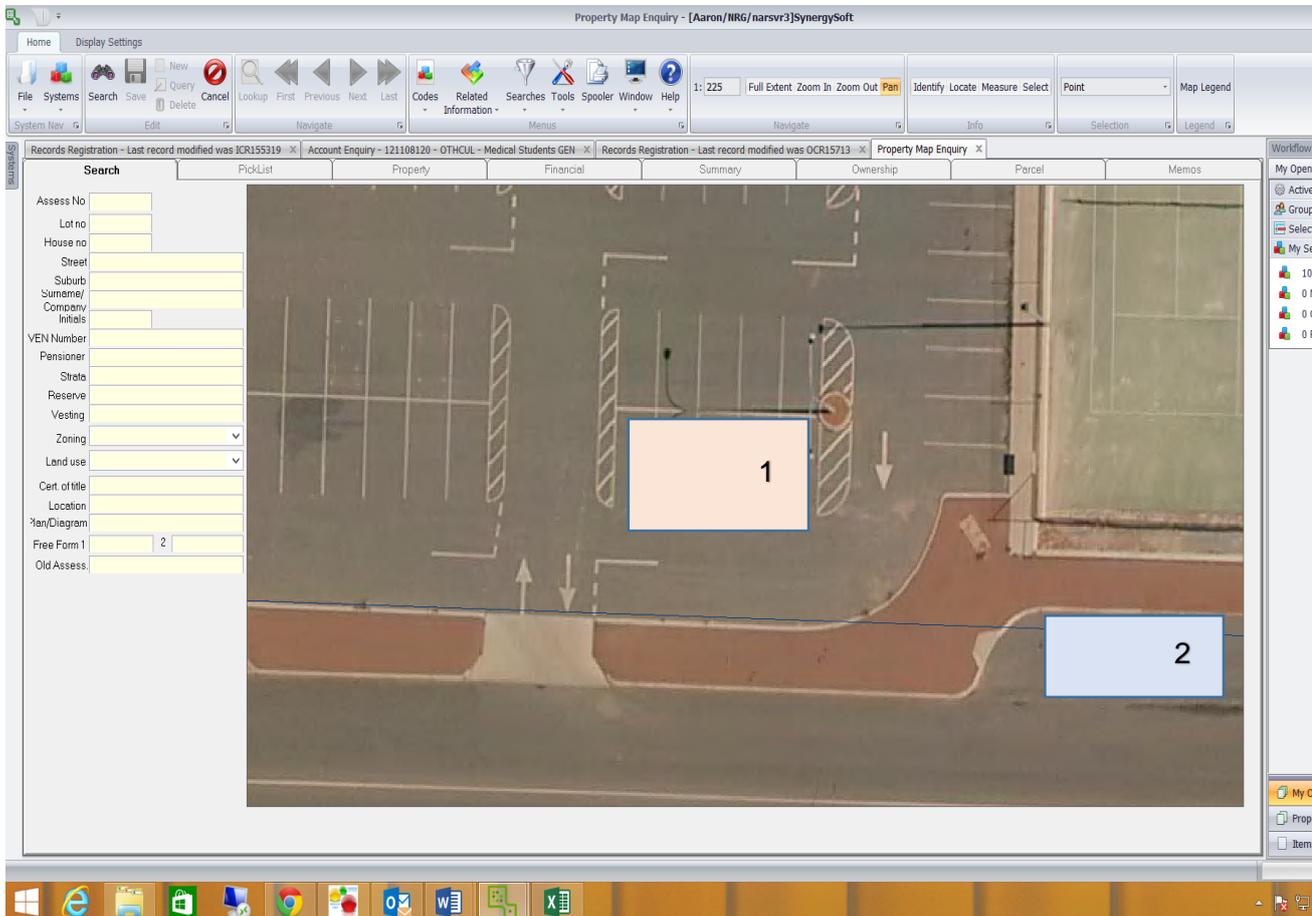
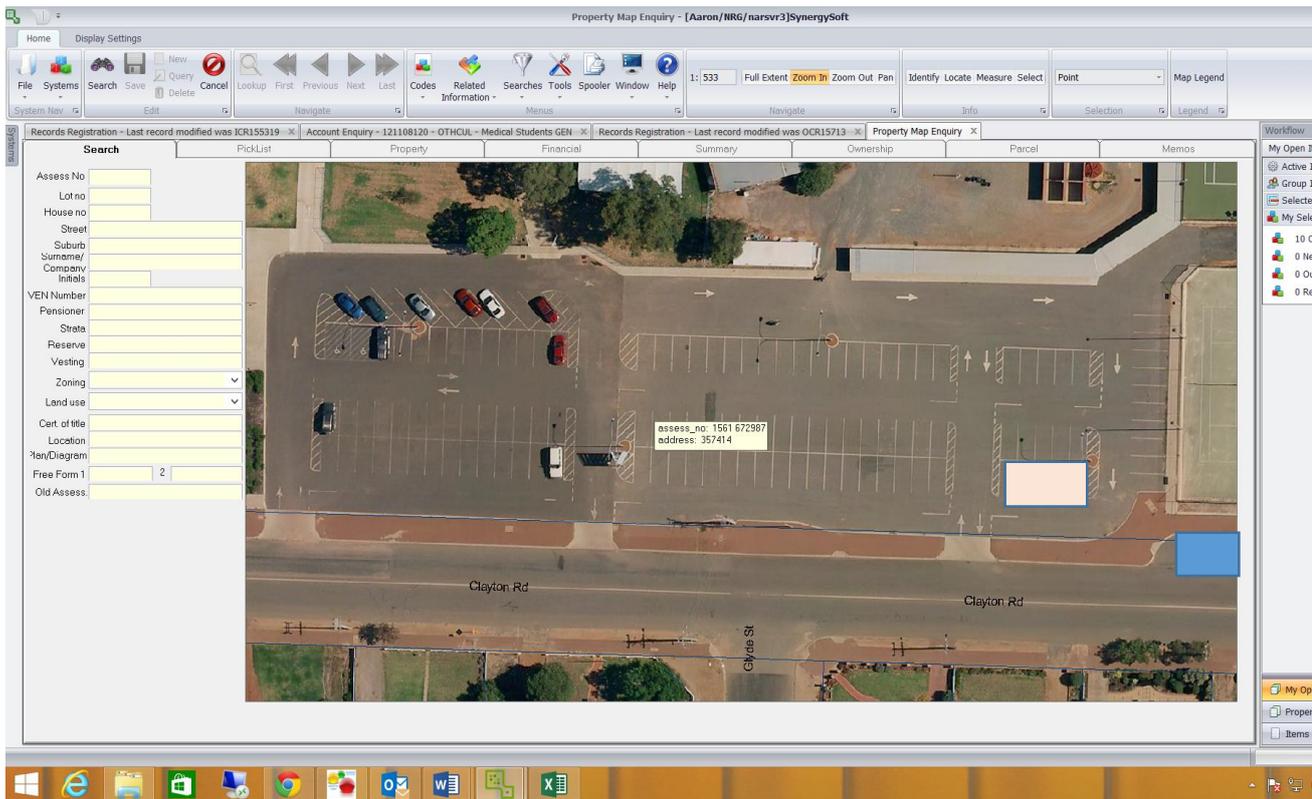
That Council:

Defer this agenda item to a future meeting and the CEO is to present alternative locations in Narrogin for a private vehicle sellers’ area

CARRIED 8/0

Reason for change: It was moved to defer this item to investigate additional locations.

ATTACHMENT – AERIAL PHOTOS – VEHICLE SELLERS AREA



10.2.029 CORPORATE BUSINESS PLAN 2012/2022 REVIEW

File Reference: Nil
Disclosure of Interest: Nil
Applicant: Chief Executive Officer
Previous Item Nos: Various
Date: 4 March 2014
Author: Mr Aaron Cook – Chief Executive Officer

Attachments:

The Town of Narrogin adopted Corporate Business Plan with the updated comments provided within the Annual Report.

Summary:

It is presented to Council to review the Corporate Business Plan on a yearly basis as per the Local Government Act

Background:

As per the requirements of the Local Government Regulations 19DA (4).

Comment:

It is a requirement that the Corporate Business Plan be reviewed by Council on an annual basis. This has been occurring within the Business Plan, and comments on each section, are provided to the Elected Members and Community Members when presenting the Annual Report for adoption.

This process has been reviewed and taking into consideration the positive comments being received regarding this presentation of information, it was felt best to update this document again throughout the year and provide it to Council separately prior to the budget preparation so that this information can be taken into consideration.

As such, provided as an attachment, is the updated Corporate Business Plan review that provides comments on the progress of each of the Key Objectives. Please note that as this is a progressive document some of the comments on the Key Objectives have changed from the Annual Report. No core information such as the actual Key Objectives have been altered.

Consultation:

All Senior Staff

Statutory Environment:

Local Government Administration Regulations 19DA (4) – Corporate business plans requirements for (ACT s. 5.56)

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

The review of the Corporate Business Plan provides the Elected Members with feedback on the progression of the Key Objectives and allows Council to understand how the organisation is progressing within the allocated strategic drivers set within the Community Strategic Plan.

Voting Requirements: Simple Majority

COUNCIL RESOLUTION 0315.034 / OFFICER'S RECOMMENDATION

Moved Cr Bartron

Seconded Cr Ward

That Council:

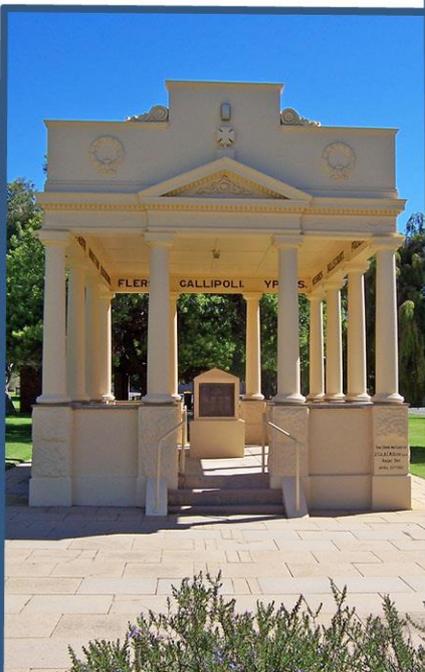
Endorse the attached Corporate Business Plan 2012 – 2022 March 2015 Review as per the Local Government Administration Regulations Section 19DA(4).

CARRIED 8/0



Town of Narrogin

love the life



Corporate Business Plan 2012 - 2022

WORKING UPDATE REVIEW MARCH 2015

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NOTE TO THE READER

Presented is the Corporate Business Plan and a review of the outcomes of the Key Objectives for the Elected Members and community members. A score and written description of achievements within each Key Objective is provided within this update. No other wording has been altered other than the cover page and page footer correcting the date of the document and the addition of the Achievement Score Table, Note to Reader, Overall Findings and Acronyms Used Within This Document.

MESSAGE FROM THE CHIEF EXECUTIVE OFFICER

This Corporate Business Plan has been prepared in accordance with the requirements of the Local Government Act 1995 and subsequent Regulations.

Integrated Planning is a new requirement for Local Government; however, has the positive outcome of aligning all of the organisations strategic documents to ensure that the direction of the organisation meets the requirements of the Community and Council.

This plan is proposed to be a living document that will be reviewed at the minimum on a yearly basis and will provide direction to Council and the Executive Staff in regards to their decision making processes and progression of the management areas. The plan will be also utilised to prepare the draft Annual Budget of Council.

Council will review the Strategic Community Plan every two years and the Corporate Business Plan will be reviewed on a yearly basis. The outcomes of the Key Objectives are contained within both documents and will be reported within the Annual Report.

It is hoped that this document will be able to provide additional information to interested Community Members and external parties and utilised to the benefit of the Narrogin Community.

Aaron Cook

Chief Executive Officer

Town of Narrogin

VISION FOR THE TOWN

Prosperity and growth as a regional centre.

MISSION FOR COUNCIL

Provide leadership, direction and opportunities for the community.

KEY PRINCIPLES

In achieving the Vision and Mission, we will set achievable goals and work with the community to ensure a reputation of openness, honesty and accountability.

In doing so, we will:

Respect the points of view of individuals and groups.

Build on existing community involvement.

Encourage community leadership.

Promote self-reliance and initiative.

Recognise and celebrate achievement.

Support the principles of social justice.

Acknowledge the value of staff and volunteers.



THE FUTURE DIRECTION FOR NARROGIN

The long-term future for Narrogin will be built on its advantages, creating opportunities by:

Industry and business development

The promotion of Narrogin as a prosperous community and area and providing positive assistance to industry/developers providing incentives where possible, Council will aim to positively attract new business and industry to Narrogin.

Attracting new residents

Attract new residents and encourage people to relocate to Narrogin for employment, lifestyle or retire to because of our location, facilities, affordable and rural lifestyle.

Expanding learning facilities

Support the expansion of learning facilities to enhance opportunities for value adding to industry, employment and health care, to the region.

Workforce relocation

Take advantage of enhancements in technological advances to attract people to shift their employment base work places to Narrogin and enjoy the benefits of our country lifestyle.

Tourism development

Further develop tourism and visitor opportunities by the development of short and long stay accommodation, major events, seminar venues and indigenous cultural arts and quality restaurants.

Develop a sport and leisure industry

Continue to utilise and upgrade our sporting facilities in developing a sport and leisure industry, attracting state, national and international teams and events.

Health and Aged Care Facilities and Services

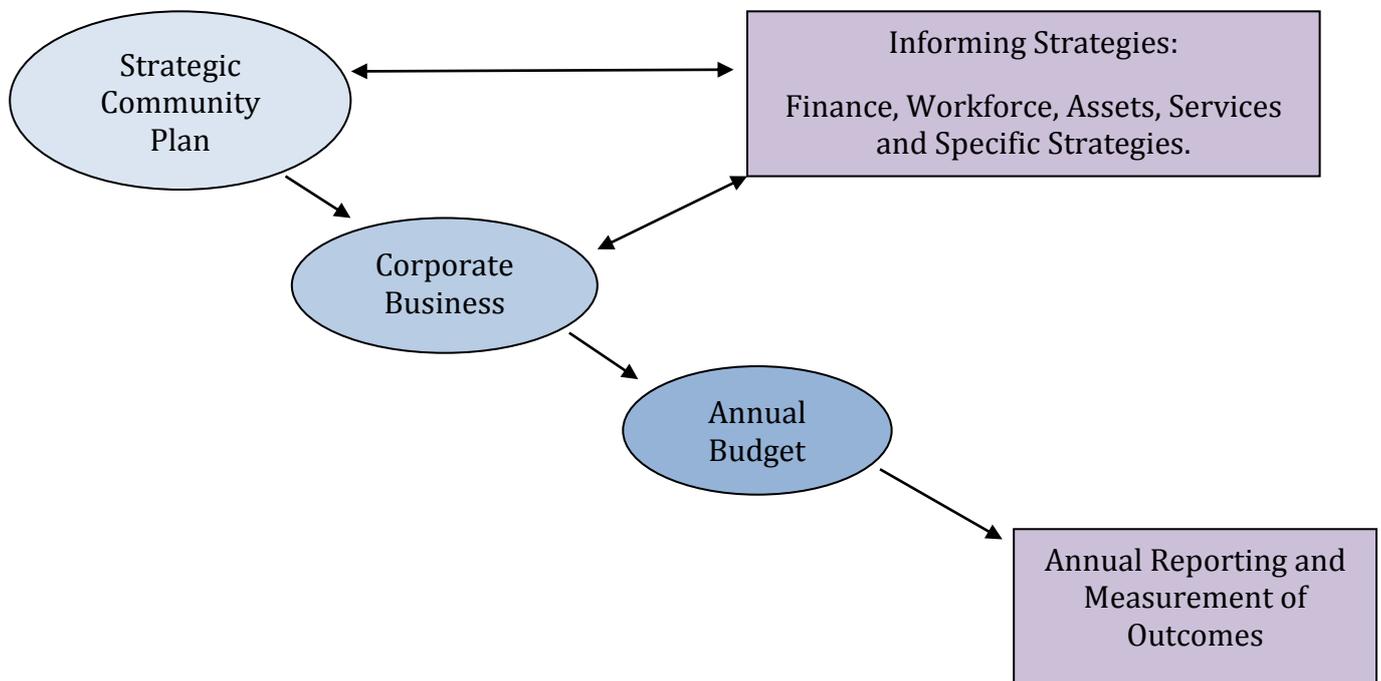
Actively continue to work politically, and through promotion, for the continued improvement and expansion of the Health and Aged Care Facilities and Services within Narrogin.

INTEGRATED PLANNING

Integrated Planning refers to the manner in which the key strategic documents of Council work together to form symmetry and reference between the documents to ensure that strategically the Town of Narrogin remains on track to meet its obligations.

The Community Strategic Plan sets the direction of Council through the facilitation of Public Consultation. This direction is then facilitated into planned Council action within the Corporate Business Plan which feeds these projects and outcomes into the upcoming and future Annual Budgets. These outcomes are then reported to the Ratepayers and Community through assessing and measuring the performance of Council against the outcomes within the Annual Report and future documents.

The diagram below outlines the process for integrated planning as set out by the Department of Local Government.



DOCUMENT RESOURCING

In the preparation of this Corporate Business Plan other related strategic documents were taken into consideration. These documents include, but are not limited to the following:

- Strategic Community Plan 2012/22 - This plan provided to Council the strategic direction as provided by the Narrogin Community in consultation with Council. The Plan aims to progress the Narrogin Community to better the services, infrastructure and liveability of all residents within Narrogin and the surrounding area.
- Workforce Plan 2013 - The Workforce Plan identifies the current and future requirements of the workforce and proposes strategies to deal with the matters raised over the life of the plan which is 4 years. This plan is currently in draft and will be endorsed in the near future.

The plan will provide estimated increases in the cost of Council's workforce and highlight any areas that are currently being understaffed and the timelines to resolve these matters, the benefit to the organisation and Community and the additional budgeted cost.

- Buildings and Structures Asset Management Plan 2013 - The Asset Plan has been adopted by Council and identifies the assets and infrastructure of Council. The renewal and maintenance of these assets has been identified to provide continued levels or increased levels of service. This plan encompasses a period of 10 years; however, only 5 years, being the length of the Business Plan, has been considered.
- Long Term Financial Management Plan 2013

BUDGET PREPARATION

In preparing the 2013/14 Annual Budget, Council have utilised the Corporate Business Plan as being the basis for the inclusion of budget items. Through the budget deliberations it is to be noted that not all items contained within the Corporate Business Plan may be realised in the adopted Annual Budget due to financial or operating constraints.

As such, any items that are not included within the budget will be reassessed by Council during the Corporate Business Plan review as to its future inclusion and reallocate a year of action to the item.

KEY OUTCOME AREAS

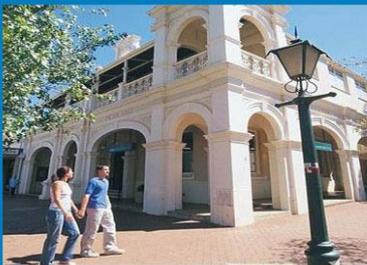
The Strategic Community Plan has been constructed utilising seven Key Outcome Areas that designate the strategic action of Council and staff. This document incorporates the Communities aspirations, the Town's strengths and abilities, whilst also allowing for the incorporation the Long Term Financial Plan, Asset Management Plan and Human Resource Plan, some of which are under construction and this has all fed directly into the Corporate Business Plan.

This plan will be reviewed every year, as is legislated, and is designed to be a document that will grow and change with the Narrogin Community and provide clear direction to the Councillors and Executive Staff. The Key Outcome Areas are as follows:

- Economic Development
- Community Development/Services
- Parks and Gardens and the Natural Environment
- Governance and Corporate Services
- Waste Management
- Infrastructure and Asset Management
- Longer Term Strategies + 10 years

Under the Key objectives outlined below are the action items that Officers have placed on each item to focus their actions and provide measurement to the progression of the objective. It must be noted that this action points are a guide to officers' actions, timelines and budget items. Other factors, both internal and external, may affect or change the manner in which the items listed are acted upon and when.

Please note that the Performance and Measurement indicators are listed within the Community Strategic Plan 2012/22 and will be reported on within the Annual Report when prepared.



Achievement Score Table

1	No Action taken.
2	Further investigation some work undertaken.
3	Ongoing action and communication with relevant parties.
4	Item has progressed substantially
5	Item has progressed to completion or no further action required.

Within this working updated review of the Corporate Business Plan each Key Objective is provided an achievement score, as above, from the scale of 1 – 5 with the lower the score the lower the achievement up to 5 being that the item is completed or no further action is achievable.

This score is then aggregated at the completion of each section providing an overall achievement percentage score. At the completion of the document a final aggregated score of all sections is provided outlining the achievement of Council and the organisation for the period.

Key objective 1 - Economic Development

Objectives

The Strategic Community Plan - Economic Development objectives are to promote and encourage the development of the local economy through the continued promotion, attraction and support of new and existing businesses to develop in Narrogin that will drive population and employment growth and the increase in Governmental services provided within Narrogin.

	Strategy	Task Allocation	Timeline	SCORE
1.1	Further develop the Narrogin Business Prospectus to provide a comprehensive and informative tool that will assist in the attraction and promotion of Narrogin to new Industry and Business.	CEO	2013	5

Actions Key Objective 1.1	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Finalise Mapping Requirements	✓					\$1000.00 (Consultant)
Seek Comments on Document from Stakeholders.		✓				
Commence Distribution and Presentation to prospective Businesses.			✓			\$4,000.00 (Printing)
<i>The prospectus has been finished and is now an internal working document ready for review and reprint as required. The document has been distributed to several business and stakeholders and is utilised when promoting Narrogin and the Region.</i>						

1.2	Investigate developing major events for the Town.	CEO	2014	3
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Actions Key Objective 1.2	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Consult with the Community for potential developing events.	✓	✓				
Prepare an Event Calender to show		✓				

the gaps within the years that a large scale event can be hosted.						
Allocate additional Staff to assist and work with the Community to develop events.			Ongoing			Est \$10,000 Wages allocation in Budget
Prepare or assist in the preparation for Event Funding through allocating staff time.			Ongoing			Est \$20,000 Wages allocation in Budget
<p><i>During the period consideration was provided as to how to better allocate funding and support to events to assist and encourage new events to be facilitated and provide assistance to new event organisers. This has been facilitated through the allocation of funding and in-kind support within the budget. However, no new major events have been proposed within the Town during the period and, as such, focus was placed into existing events.</i></p>						

1.3	Lobby the State Government and private enterprise to utilise and potentially expand the Research Power Generation Plant.	CEO	2018	3
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Actions Key Objective 1.3	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Engage with stakeholders and investigate the current status of the Power Plant.		✓	✓			
Politically liaise with the Minister for Energy, Environment, Local Government, Local Minister and the Premier when required to advance the redevelopment of the infrastructure.			✓	✓		
Potentially call for expressions of interest for Community Groups or a Business to facilitate the operations of the Plant				✓	✓	\$1,000 (Advertising)
<p><i>The Research Power Station is not in a position to be reinstated due to the amount of infrastructure that has been removed. However, there have been other investigations for new technology to be utilised on this site and this will continue to be worked through to its eventual outcome.</i></p>						

1.4	Promote Narrogin to the Business Community, State Government and the general public as a strong and positive economic entity.	CEO	Ongoing	4
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Actions Key Objective 1.4	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Preparation of a Marketing Plan		✓				\$4,000 (Consultant)
Promotion of Narrogin through various methods		Ongoing				\$2,500 (Advertising)

The Town continued to promote itself within Government Departments and the Private Sector to raise the awareness of Narrogin and its surrounding area in regards to the positive potential of business and service provision. Positive outcomes from this action has been seen with the Department of Local Government requesting the Town to participate in the Pilot Program for Best Practice in Local Government and requesting external agencies to auspice funding for grants outside of the Town's control to facilitate the projects.

1.5	Support Tourism, Arts and sport initiatives, recognising the economic impact that they provide to the businesses and general community.	DCCS/MLC	Ongoing	4
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Actions Key Objective 1.5	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Engage the Tourism, Arts and Sporting groups, including community groups to assess their requirements and how to best increase their economic impact.		✓				
Prepare action plan to assist Community Groups from information gathered.		✓				

Council allocate additional administrative support to actions of Community Groups.			Ongoing			Est \$10,000 Wages allocation in Budget
<p><i>The Town has supported the Arts through an MOU with ARTS Narrogin and the NEXIS Gallery Committee to support and encourage an annual program of exhibitions in exchange for Town facilities at no cost. The Town's Community Chest funding has supported two separate cultural events as well as annual events and the Town also auspiced two Gnarojin Community Garden grant applications.</i></p> <p><i>The Town negotiated with the YMCA to assume management of the NRLC, has administered the Talent Development Squad funding and negotiated funding for the appointment of a part time Club Development Officer with DSR in 2014/15. The Town also continued to be the administration hub for KidSport.</i></p>						

1.6	Investigate the refurbishment of the Narrogin Railway Station and the development of a short stay parking site for self-contained RV's.	DCCS/DTES	2017	3
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Actions Key Objective 1.6	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Investigate the issues and implications of retaining the lease of the Railway Buildings.		✓				
Ensure that all of the asbestos and noxious items are removed from the Buildings.			✓	✓		
Call for expressions of interest for potential uses of the buildings considering place making and the heritage of the buildings.				✓		
Consult with the Community regarding potential uses.					✓	
Enter into an agreement for the utilisation of the Buildings.					✓	
<p><i>Heritage issues with this property and the liabilities of public access indicate this is a difficult site to progress. Contact has been made with Main Roads to investigate the vehicle access off the Link Road.</i></p> <p><i>A RV site has been established at the Narrogin Caravan Park and discussions are being held regarding a more formal permanent site.</i></p>						

1.7	Investigate the refurbishment and long term development of long and short term accommodation through the development of the Narrogin Caravan Park.	DCCS/CEO/DTES	2015	3
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Actions Key Objective 1.7	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Prepare Caravan Park management plan.	✓					
Call for expressions of interest to Manage the caravan park.		✓				
Prioritise upgrade works.		✓				
Allocate funding and prepare grants to fund works require		✓	✓	✓		Est \$20,000 Budget Allocation to be made as required.
Commence upgrade works		✓	✓	✓		

The redevelopment of the Narrogin Caravan Park has progressed strongly with many upgrades occurring during the period. The additional development of the Caravan Park has not progressed as a focus until the level of quality of the overall park was raised. The new Managers are now in place and, as such, focus is planned to be placed on developing the plans for the future upgrades of the Park in the following period.

1.8	Further investigate the development of a Crematorium based in Narrogin.	CEO	2015	3
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Actions Key Objective 1.8	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Consult with the Cemeteries Board for support for the development.			✓			
Prepare a business plan for the development, facilitation and ongoing maintenance of the Crematorium.			✓			

Consult with Key Stakeholders as to support for the development, should the project be viable.				✓		
<p><i>Further investigation is planned to be entered into through contact with the WA Cemeteries Board as this item is recognised as being a potentially strong economic driver within Narrogin and deserves additional investigation. Contact has been made with distributors of cremation equipment and the WA Cemeteries Board.</i></p>						

1.9	Further investigate the development potential of the Industrial Area	CEO/DTES	2015	3
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Actions Key Objective 1.9	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Prepare a future development plan for the industrial area.		✓				
Consult with business and Key Stakeholders to develop interest in the land.		Ongoing				
Consult with Landcorp for a potential partnership for the development of the Land.			✓			
<p><i>During this period Council were advised that Landcorp is unable to continue with the development of the Industrial land due to the reduction in development funding across the State and also the continued issues of Native Title resolution. Further discussions are being held with Landcorp to establish if a greater development priority can be established over this land.</i></p> <p><i>Council can continue to discuss development with larger businesses within the new parcel of land that Council has purchased with the Shire of Narrogin.</i></p>						

Average Score for Economic Development

= 3.44/ 5 or 68.8%

Key objective 2 - Community Development/Services

Objectives

The Strategic Community Plan - Community Development/Services objectives are to promote, facilitate and partner with external organisations to ensure that the Narrogin residents and community are engaged both Mentally and Physically through participation and involvement in a wide range of activities including Sports, Arts, Volunteering, Events and other social activities.

	Strategy	Task Allocation	Timeline	Score
2.1	Continue to expand the Town's capacity and reputation as a venue for events, sports and seminars of local and regional significance.	DCCS	2015	4

Actions Key Objective 2.1	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Complete the Town Hall facility.		✓				
Prepare a marketing plan for marketing the Town's facilities.			✓			
Assist event organiser's in dealing with requirements for managing events of regional significance.			✓			
Continue to promote Narrogin in all forms of Media for Events being held.			Ongoing			
<p><i>The Town has been supportive of all events and activities and through this has created a positive image. Promotion will continue to occur within the State Government and private sector to increase the awareness of Narrogin and the opportunities that exist. One of the areas that the Town has been focused on is to promote Narrogin as a place to hold seminars and facilitate large scale meetings. It is hoped that the Town Hall facilities and John Higgins will be utilised more in this fashion in the following period.</i></p>						

2.2	Continue to develop and facilitate activities, engaging all age demographics, at the Narrogin Regional Leisure Centre that are sustainable and beneficial to the Community and the Centre.	MLC	Ongoing	4
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Actions Key Objective 2.2	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Allocate staff time to prepare and facilitate action plans and activities.		Ongoing				Nil Cost Ongoing allocation within Budget
Investigate the ability to form relationships with external stakeholders to facilitate activities.				✓	✓	
Prepare grant applications to assist in funding the programs identified.				✓	✓	Budget for grant contribution to be identified.

The Narrogin Healthy Lifestyles Project funded by a \$500,000 Federal Grant for two financial years to June 2014, delivered a range of fitness and lifestyle projects to the Town and neighbouring localities. These programs however were heavily subsidised and targeted the predominantly unemployed adults and sustainability was questionable progressing forward.

The YMCA have, in the period after this report, taken over the facilitation of the Leisure Centre and the level of programs engaging a wide variety of demographics is to be implemented. During the period the large amount of background works were required to enable the Contract to be established and facilitate the successful YMCA to take over.

2.3	Continue to support the development of the Aged Care industry, services and support in Narrogin to assist in retaining aged residents within the community.	DCCS	Ongoing	4
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Actions Key Objective 2.3	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Participate in the facilitation of the Wheatbelt Integrated Aged Support and Care Solutions Project report being prepared by WDC.		✓				
Assess key objectives from the Aged Care report and allocate time frames to any Council action points.			✓			
Continue to facilitate and govern Narrogin Homecare and review potential expansion proposals to continue to improve the service to the Narrogin Community.		Ongoing				
Seek partnerships with Key Stakeholders and developers to increase aged care housing and facilities and services in Narrogin.				✓	✓	
Actively engage Ministers to promote the Development of Aged Care in Narrogin.		Ongoing				
<p><i>The further development of the Aged Care industry has been advanced through the involvement of the Town in a Regional Report prepared by the WDC and changes have been made to the proposed Town Planning Scheme 3 and Strategy update. The Town is also continuing to deliver services through Narrogin Home Care, provide support to Narrogin Cottage Homes when required and provide administrative assistance to the CAT's vehicle service.</i></p>						

2.4	Provide ongoing proactive support, where possible, to the Local Indigenous Noongar Community towards positive actions within the community.	MLC	Ongoing	3
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Actions Key Objective 2.4	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Re-establish the Reconciliation Action Plan Committee		✓				
Work with partnering organisations for the development of Indigenous activities and services to result in positive actions within Narrogin.		✓	✓			
Allocate staff time from the Community Development area to facilitate Council's involvement.				✓		Budget for ongoing allocation internally.
<p><i>The MLC works closely with the Community Arts Network WA (CANWA) to support indigenous cultural and arts projects where possible. Council allocates funds to support NAIDOC and other indigenous events. Council needs to consider the establishment of a renewed RAP Committee and to identify the resources required to successfully administer and manage this into the future or clearly articulate boundaries/levels of assistance.</i></p>						

2.5	Further develop and encourage and support youth activities and initiatives within Narrogin.	MLC	Ongoing	3
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Actions Key Objective 2.5	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Investigate further partnership potential with Avon Youth and other agencies.	✓	✓				
Finalise the lease with Avon Youth for the Shop front at the Town Hall for office space.	✓					

Continue to budget to assist in youth programs and events on an ongoing basis.		Ongoing				Budget Allocation already made.
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During this period, continued support has been provided to youth activities; however, due to the lack of available staff this item has not been further progressed.

Council has, however, during the following period established the relationship with the YMCA with the Leisure Centre and the YMCA will be facilitating activities during the school holidays which will work effectively with other coordinated youth activities. Council has also leased the Railway Hall to the PCYC to facilitate disenfranchised youth training and Council also rent a room at the Town Hall to Avon Youth and provide a subsidised rental for the hall for their activities.

2.6	Encourage and assist local Arts Groups to facilitate the development of the arts culture in Narrogin.	MLC	Ongoing	4
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Actions Key Objective 2.6	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Finalise the Lease with ARTS Narrogin for the Federal St Shop Front.	✓	✓				
Assist where possible Arts Groups through the facilitation of events in the Town.		Ongoing				

During the period, Arts Narrogin and the Nexis Committee have established themselves within the leased art space and have begun in earnest hosting exhibitions and art and cultural events which have been aimed at a wide spectrum of the community including the indigenous population.

This has had a very positive effect within the community with many more cultural activities planned for the following period. It should be noted that Arts Narrogin are also involved in facilitating large scale events within Narrogin and the greater area.

2.7	Assist the local sporting groups to strategically develop their clubs and facilities within Narrogin.	DCCS	Ongoing	3
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Actions Key Objective 2.7	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Work with DSR to investigate the instigation of a Club Development Officer in Narrogin.		✓	✓			
Provide assistance to Sporting groups with Grant Applications where possible to ensure a quality application is presented to provide the best possible chance of success.	Ongoing					
Consider and assist Sporting Groups with progressing initiative and progressive ideas, through political pressure and or advice and assistance.		Ongoing				
Increase Council's capacity to provide assistance with Grants to Community Groups through the provision of additional staff.						Budget allocation for additional wages.
Budget for potential sporting grants contribution when presented.		✓		✓		Budget Allocation as required through consultation with clubs.

The Club Development Officer position was successful in receiving funding during the period. Also during the period, but concluding within the next period, assistance was provided to the Upper Great Southern Hockey Association regarding their Department of Sport and Recreation grant application. The facilitation of the YMCA to administer the Leisure Centre will also greatly assist the Clubs in developing and growing through the increased professional nature of the Centre being managed and facilities being managed.

2.8	Support the expansion of Educational Facilities to enhance opportunities for value adding to industry, employment and health care within the region.	Council	Ongoing	4
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Actions Key Objective 2.8	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Continue to promote, politically the development of Higher education facilities in Narrogin.	Ongoing					
Continue to promote and apply pressure to increase the use and development of the Narrogin Hospital as a Medical Training Facility.		Ongoing				
Retain the Educational Precinct in Narrogin surrounding the Narrogin High School.		Ongoing				
Continue to support the development of the Narrogin TAFE consolidated project in the educational precinct.	✓	✓	✓			
<p><i>The Town has been proactive in advancing the Narrogin TAFE facility relocation and development on the Reserve located within the Educational Precinct. This project has advanced substantially during the period with remediation works being provided on site, surveying, and flora and fauna surveys and reports being prepared that has allowed the officer to progress with the permits required and commence pricing the installation of key headworks.</i></p>						

2.9	Council will continue to support and develop the services and facilities provided at the Narrogin Regional Library to support community literacy and learning strategies for people of all ages; encourage community engagement, facilitate opportunities for lifelong learning, and support literacy initiatives in the Narrogin Community and the wider regional community.	MLS	Ongoing	4
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Actions Key Objective 2.9	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Progress and complete the internal office and storage alterations.		✓				
Investigate the potential for an extension to the Library Facility and prepare a business plan and design drawings.		✓	✓			
Council to continue to provide support to the Library Staff to facilitate the operations of the Regional Library.		Ongoing				
<p><i>The Narrogin Library is an important service provided by the Town and will continue to be supported financially and also administratively. With the stabilisation of the staffing through the appointment of the new Manager, the Library is again redeveloping itself within the community and is being well utilised by persons of varying culture and ages.</i></p>						

2.10	Provide support and encouragement for volunteers and local service groups.	MLC	Ongoing	4
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Actions Key Objective 2.10	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Where possible support volunteers within the Narrogin Community through assistance with Grant Writing.		Ongoing				

Facilitate or support events recognising volunteers within Narrogin.		Ongoing				Est \$1,000 Budget allocation
Politically support volunteers where applicable for matters that are important to their area.		Ongoing				
<p><i>Volunteers are a very important resource within the Narrogin Community. The Town will continue to facilitate funding through FESA and politically work towards promoting and recognising the efforts of all volunteers, especially the emergency services volunteers.</i></p> <p><i>The Town has also re invigorated the Local Emergency Management Committee which involves a large section of the volunteers from emergency services.</i></p> <p><i>An application was prepared, and was successful, for a grant to host a Thank The Volunteer event that was very well received within the community.</i></p>						

Average Score for Community Development Services

= 3.7 / 5 or 74%

Key objective 3 - Parks Gardens and Natural Environment

Objectives

The Strategic Community Plan - Parks Gardens and Natural Environment objectives are to enhance the parks and street scapes of Narrogin whilst ensuring the natural environment within Council Reserves are maintained and preserved where possible and that actions taken by Council consider the greater environment where possible.

	Strategy	Task Allocation	Timeline	Score
3.1	Develop a Water Management Strategy for Narrogin that includes the reuse of harvested/reclaimed water and drainage flows.	DTES	2014	4

Actions Key Objective 3.1	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Investigate the maximum amount of water that can be harvested.		✓				
Investigate what other areas of reserves or holding areas can be utilised for water reuse.			✓			
Are there other entities that may wish to utilise/purchase the water from Council to reduce Council's expense in this area.				✓		
If other holding areas are located and users identified budget to extend piping or prepare the holding site for water storage and access.				✓	✓	Est \$20,000 Budget allocation per year for works until completed.
<p><i>A water management plan has not been commenced; however, discussions have been held with the Water Corporation and the Minister for Water to expand the Narrogin Treated Waste Water Irrigation System to other parks. This would increase the level of water utilised and reduce the waste water being fed into the Narrogin Creek-line by the Department of Water.</i></p> <p><i>If additional funding was to be received Council would be able to utilise the water 12 months a year, rather than the summer months only, further reducing the need for the Water Corp to discharge excesses.</i></p> <p><i>Further remediation works were completed during the period in regards to the Town's drainage system and its network, increasing the Town's ability to deal with high/peak rainfall events.</i></p>						

3.2	Investigate options to enhance and redevelop the Railway dam precinct for recreation and tourism.	DTES	2015	2
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Actions Key Objective 3.2	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Prepare a Management Plan for the Railway Dam area.		✓				
Prepare a basic business case for the redevelopment of the Railway Dam Area for Council to consider and provide feedback.				✓		
Investigate the Archibald Park/Speed Boat area as a potential water reuse holding dam			✓			
Should the basic business case be accepted and endorsed by Council the Community and Stakeholders are to be consulted and a full business case is to be prepared ready for grants to be written.					✓	
<p><i>This matter has not been progressed; however, the diversion to the Railway dam has been re-established to increase water volume and quality in the Dam. The re-diversion has not resulted in the increased flows expected to the dam; however has greatly reduced the risk to flooding of the Narrogin Business District. Additional works are planned that will establish flows into the dam that is currently entering the swamp area bypassing the dam during the following period.</i></p>						

3.3	Consolidate and identify purposes for all of Council's Reserves and properties for ongoing and future use.	DTES	2016	2
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Actions Key Objective 3.3	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Prepare a Management Plan for the Foxes Lair Reserve.		✓				

Prepare a full plan of all Reserves, their intended uses, current and future uses.		✓	✓			
Propose to Council, if and where appropriate, changes to the utilisation of Reserves for their future utilisation.				✓		
<i>No specific action has taken place other than requesting to the State to transfer to Council the freehold of several reserves as part of the previous amalgamation process.</i>						

3.4	Investigate options for Council to reduce its environmental impact within its operations and facilities where economical to do so.	CEO	Ongoing	5
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Actions Key Objective 3.4	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Engage an Environmental sustainability Consultant to assess Council's operations to provide feedback as to how to better conduct Council's business.				✓		
From the findings of the Consultant Council to proceed with altering the cost neutral actions					✓	
Proceed with budgeting for sustainable and cost effective upgrades over various years as budget allows.					Ongoing	Est \$5,000 Budget allocation depending on report findings.
<i>Council has progressed this matter through installing solar power on the Council administration building and the Leisure Centre which has greatly reduced the number of electricity units used. The Administration Centre has produced a total of 41,386 kWh and the Leisure Centre has produced 74,789. This amount of power is equal to CO2 production of a small car travelling 573,388 Km's. The solar hot water unit for the pool and shower's has effectively saved Council in excess of \$30,000 per annum which is an excellent outcome.</i>						

3.5	Develop management plans for Council's reserves identifying their future and long term use and management.	DTES	2015	4
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Actions Key Objective 3.5	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Prepare a full plan of all Reserves, there intended uses, current and future uses		✓				
Commence the preparation of an overall Reserve Management Plan for the future use of Council's Reserves.		✓	✓			
Propose to Council changes to the utilisation of Reserves for their future utilisation.				✓		
<i>Foxes Lair Management Plan has been completed during the period which involved consultation with key stakeholders and the public and has resulted in strong outcomes being formed and endorsed by Council. With that project being completed another similar project will be undertaken.</i>						

Average Score for Parks Gardens and Natural Environment

= 3.4 / 5 or 68%

Key objective 4 - Governance and Corporate Services

Objectives

The Strategic Community Plan - Governance and Corporate Service's objectives are focused on the Organisation meeting and facilitating the community needs that are identified, whilst ensuring the organisations decision making is open and transparent and is compliant with all Legislation and Regulation that affects Local Government and that positive outcomes are achieved for the community.

	Strategy	Task Allocation	Timeline	Score
4.1	Ensure that the Local Laws are reviewed on a regular basis as per the requirements and that the Laws are relevant to the Narrogin community.	CEO	2013/ Ongoing	3

Actions Key Objective 4.1	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Assess the requirement of the current Local Laws on a yearly basis with the Executive Team for effectiveness.		Ongoing				
Provide any feedback and action to Council regarding updating Local Laws for effectiveness.			✓		✓	
Conduct a full review of Local Laws every 6 years to ensure compliance. Next required 2018.						
<i>The completion of the Local Law project continues due to time constraints. At the time of writing this update with the impending merger of the Town and Shire it is likely that little additional work will be conducted prior to the merger as all Local Laws will be reviewed as part of this process.</i>						

4.2	Ensure that the Town is proactive in the seeking of grant funding from external sources to reduce the requirement of the Town and community seeking funding from within.	CEO/DCCS	Ongoing	4
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Actions Key Objective 4.2	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Ensure that all grants applicable to Local Government and Rural Regional Communities are being assessed for potential application.		✓				
That an email group be formed so that a Council Officer can advise Community Groups and Sporting Groups regarding upcoming grants.			✓			
Allocate funding towards a Dedicated Grants Officer to proactively prepare grants for Council and assist Community and Sporting Groups in preparing Grants.				Ongoing		Est \$20,000 To be Budgeted to increase hours of staff.
<p><i>Several grants were received by Council during the period along with the Healthy Lifestyles Grant being finalised and acquitted. One larger grant received was the Club Development Officer grant that employs an officer for a period of two years.</i></p> <p><i>The preparation of Grants is a time consuming and complicated task. With the employment of the replacement Community Development Officer a realignment of duties has seen more time set for actively seeking and preparing grant applications for proactive activities within Narrogin.</i></p>						

4.3	Ensure that all Town Planning and Building applications are dealt with in a timely and appropriate manner and that the strategic direction of the Town Planning Scheme is prominent and under review.	DTES	Ongoing	4
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Actions Key Objective 4.3	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Establish a process for receiving and dealing with all Town Planning and Building Applications.		Ongoing				
Monitor and review timeliness of all applications to ensure progression of the item to its conclusion.		Ongoing				
Finalise the Town Planning Scheme and Strategy 3 review.		✓	✓			
<p><i>This objective has in the most part been achieved however due to lack of resources and additional pressures within the area some applications in the Town Planning area have been delayed. This is hoped to be addressed as a replacement officer has been reappointed within the period to assist in managing the incoming and outgoing correspondence which will also allow for a renewed focus to be set into finalising the Town Planning Scheme 3.</i></p>						

4.4	The Strategic Community Plan and Council's other strategic integrated corporate documents are to be reviewed on a biennial basis.	CEO	2014/16/18 /20/22	4
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Actions Key Objective 4.4	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Establish a Policy of Council that requires the Community Plan and other strategic Documents to be reviewed every two years.		✓				
Review Council's key strategic documents every two years			Ongoing			
<i>Council are reviewing each of its strategic documents on a yearly basis and performing a full review every two years as per the objective.</i>						

4.5	Develop a survey that is to be conducted at a minimum of every two years to gauge the Narrogin Ratepayers and Residents identified strategic direction and the level of service provision being made by the Town of Narrogin.	CEO	2013	2
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Actions Key Objective 4.5	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Council determine the required information that is to be obtained.		✓				
Prepare a Survey Document to be utilised that will achieve Council's expectations.			✓			
Conduct a Community Survey every two years				✓		Est \$2,000 Budget to print and post Surveys
<i>This item has been delayed due to the impending merger. With the merger now being very close to finalisation, conducting such a survey, without the ability to react to its findings closes this opportunity until the new organisation is formed and a survey can be prepared and implemented.</i>						

4.6	Prepare a marketing plan for the Town of Narrogin to increase the exposure and perception of Narrogin to the greater community, State Government and Local Councils.	CEO	2014	3
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Actions Key Objective 4.6	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Prepare a brief business plan for the preparation of the Marketing Plan.		✓				
Engage and prepare a Marketing Plan in consultation with the WDC and other interested LG's			✓			
Allocate staff time to Economic Development and Town Marketing to promote Narrogin.				Ongoing		Est \$25,000 Budget Allocation for wages.
<p><i>Council finalised the Narrogin Prospectus and this document has been provided to businesses and external stakeholders that have potential involvement in the Narrogin area.</i></p> <p><i>The Mayor and CEO have also been heavily involved in several key document preparations with key stakeholders that has greatly assisted in the development of Narrogin's external perception and provided a positive exposure to the organisation.</i></p>						

Average Score for Governance and Corporate Services

= 3.33 / 5 or 66%

Key objective 5 - Waste Management

Objectives

The Strategic Community Plan - Waste Management objectives are to ensure that Council is dealing with the waste generated within Narrogin is dealt with in an efficient and economical manner and that long term alternative options are investigated.

	Strategy	Task Allocation	Timeline	Score
5.1	Investigate and developing, in partnership with neighbouring Councils, a regional waste facility.	CEO/DTES	2018	4

Actions Key Objective 5.1	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Identify a Parcel of land that is adequate to the purpose required.		✓				
Purchase the land and commence design of the waste site.		✓				\$45,000 Application has been made to CLGF
Finalise the technical designs for the Regional Refuse Site and ensure all approvals are in place.				✓		Est \$10,000 Potential budget allocation for specialist works.
Commence the construction of the Waste Facility as per the design.					✓	Est \$45,000 Budget for the expense as required to be Grant Funded if possible.

Once operational implement the winding back of the Narrogin Refuse Site to a transfer station.					Future	Est \$25,000 per year budget for alterations to the Refuse Site until complete.
<p><i>The regional Waste Group has seen two Councils withdraw during the period; however, the remaining Councils were committed to progressing the project. The preferred site has been located and negotiated with the land owners; however, the approvals and permits are being worked through by the consultant within a dedicated time frame. This is still continuing and differing options are being investigated. It is expected, as per the required time frames that the project will advance during the next period.</i></p>						

5.2	Investigate, develop a viable waste recycling program for the Town.	CEO/DTES	2015	5
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Actions Key Objective 5.2	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Prepare a business plan for Council outlining the costs and benefits to the Narrogin Ratepayers.		✓				
If accepted to proceed go to tender for the Collection of the Recycling for the 2014/15 financial budget.			✓			Allocation in budget for tendered price and amendment to Rates Notice for additional charge.

Prior to accepting a full collection service Council are to consider implementing a designated collection point at the entry of the Narrogin Refuse Site.		✓				Est \$10,000 Purchase of Dedicated bins and Collection less decrease in Contractor cost.
<i>Within the period the Town of Narrogin negotiated a full recycling program that was implemented in the next period. The programme was initiated through a full tender process and resulted in a local supplier being successful in providing the service a rate that was well under normal regional costing.</i>						

5.3	Redevelop the Waste Management Plan for the White Rd Refuse Site and investigate better methods of handling the current waste to maximise the life span and reduce the ongoing cost of facilitation of the Refuse site.	DTES	2014	4
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Actions Key Objective 5.3	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Liaise with the Contactor to reduce expense at the White Road Refuse Site.	✓	✓				
Instigate a recycling program in Narrogin.		✓	✓			
Prepare a full management plan for the Refuse Site that dictates how refuse is to be handled.			✓			
Allocate funding to perform the required works to facilitate the Management Plan.				✓		Est \$20,000 Budget Allocation already identified.
<i>Council has further improved the operations of the refuse site and officers have commenced works on a Waste Management Plan; however, this has not been completed at this time. Plans have been prepared for the conversion of the site to a more transfer station style model that will remove tip face accessibility to members of the public making the site more safe and effective in operating.</i>						

5.4	Investigate the potential reuse of refuse to generate power and other uses.	CEO/DTES	2018	3
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Actions Key Objective 5.4	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Continue to investigate the potential for power generation from refuse.				✓		
Potentially call for expressions of interest regarding the production of power from refuse from suitably qualified companies to establish if the technology is viable.					Future	
<i>This potential has been investigated through the Regional Refuse Site Committee and it is not feasible to progress this matter any further.</i>						

5.5	Investigate the future conversion of the White Road refuse site to a transfer station.	CEO/DTES	2015	4
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Actions Key Objective 5.5	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Prepare a full management plan for the Refuse Site that dictates how refuse is to be handled as a transfer station once the Regional Site is established.		✓	✓	✓		
Establish a cost and Benefit analysis as to the retention of the White Rd Site once the Regional Site is established.					✓	
Prepare a rehabilitation plan for the section of the White Road Site not required into the future once a transfer station is established.			✓		Future	

Council through its involvement in the Regional Waste Group has access to prepared designs for a Regional Waste Site Infrastructure. Much of the pre planning works for this advancement has already been designed and is ready for action once funding is obtained.

Average Score for Waste Management

= 3.8 / 5 or 76%

Key objective 6 - Infrastructure and Asset Management

Objectives

The Strategic Community Plan - Infrastructure and Asset Management objectives are to ensure that the current and future maintenance and construction requirements for Infrastructure Assets is identified and appropriate planning is prepared.

	Strategy	Task Allocation	Timeline	Score
6.1	Create a facility and development plan for the Narrogin Cemetery and Crematorium.	DTES	2015	4

Actions Key Objective 6.1	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Create a Management Plan for the Cemetery and include the potential for a future Crematorium.		✓				
Create a Business Plan for the Potential Development of a Crematorium with the input from Local Service Providers			✓			
Review the Cemetery Management Plan every three years.					✓	
<p><i>The Niche Wall planning has progressed during the period with a revised plan being drawn and approved. This was instigated mainly due to the builders advising that the original building material would not be able to be utilised for the placement of ashes.</i></p> <p><i>With this late change a new design was instigated which also saw the area of location being set for the wall to be erected. In addition to this, investigative work had been conducted into the areas for expansion to occur within the Cemetery boundaries. Clearing permits and preliminary works will be conducted in the next period along with the niche wall being constructed.</i></p>						

6.2	Investigate the potential development of Water Harvesting Retention Dams to reduce the impact of heavy rains and provide a source of water for sporting groups and or potential industry.	DTES	2016	3
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Actions Key Objective 6.2	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Review the Narrogin Town Site through cartography to assess potential holding areas and the natural flow of the Town's storm water.			✓			
Obtain prices for the creation of the holding areas and required infrastructure			✓	✓		
Create a business plan for the creation of the holding dams and assess the potential for the use of the water to Council and external bodies.				✓	✓	
<i>Potential sites have been discussed and identified and the plan has been commenced internally to develop a "Water Management Plan".</i>						

6.3	Redevelop and identify the Town's Footpath Program.	DTES and Council	2014	4
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Actions Key Objective 6.3	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Review the previous footpath program and present to Council a renewed and revised program for the next 5 years and future identified areas		✓				
Allocate funding within budget to enable applications for matching funding to be prepared to facilitate the construction of the footpath program.			Ongoing			Est \$10,000 Allocation ongoing for matching grant funds within the Budget.
Prepare grant applications for funding for the continued development of the Footpath Program			Ongoing			

Council have adopted a five year footpath program that is dependent on funding and resources. This plan was utilised for the identification of the paths that were installed during the period. Continued works have been identified for the following period. Council is currently well in front of the Footpath program due to the utilisation of CLGF monies.

6.4	Continue to lobby State Government for the completion of the Narrogin Heavy Haulage Bypass Link Road and the construction of the East/West Bypass Road in its entirety.	CEO and Mayor	Ongoing	4
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Actions Key Objective 6.4	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Continue to utilise all political methods available to Council to increase awareness of the issues and pressure for the Link Road completion.	Ongoing					
Continue to progress the design and commence construction of the East West Bypass in consultation with Main Roads WA.		✓	✓			
<p><i>During the period the Bypass Link Road \$7+ million of works was announced. The Town has worked closely with Main Roads in regard to the overall design allocation of the works to ensure that the outcomes suit the intended results and also the local residents. The southern section has commenced construction however delays in the finalisation of the design have pushed the completion date of this section back.</i></p>						

6.5	Develop a Town Site revitalisation plan focusing on the central business district and additional generic street scape design for residential areas.	DTES/CEO	2018	3
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Actions Key Objective 6.5	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Review the previous Townscape Plan for items that were completed and areas that received no attention and assess as to what the plan was not completed.		✓				

Commence the preparation of a Town Site Revitalisation Plan and identify priorities for the identified upgrades.		✓			Future	
Prepare grant applications for the proposed works where possible and allocate budget funds for contributions to the grant.					Future	Est \$50,000 Budget Allocation
<p><i>Works have been set for the Fortune St and Federal St renewal; however, the Townscape Committee has been progressed to provide input into some of the variables of the works within the cosmetic infrastructure required. It is hoped that in the new period that the Committee will be able to provide guidance to Council and will set a CBD cosmetic infrastructure plan that will dictate the looks of the CBD into the future. A Grant has been prepared which, if successful will enable the engagement of a Landscape Architect to prepare a revised CBD Townscape Plan.</i></p>						

6.6	Create a development plan for Council to meet its ongoing future infrastructure requirements regarding all road and associated infrastructure.	DTES/MWS	2015	4
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Actions Key Objective 6.6	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Assess in detail the current road network and traffic movements to identify future changes and excessive volumes.			✓			
Prepare a Development Plan for the future Road Infrastructure network.				✓		
<p><i>Council has implemented a Five year Significant and Local Road Capitalisation Program, Footpath Program and identified its building maintenance and upgrade requirements. The planning set in place is required to be updated and renewed in the future for the Town to continue meeting its obligations, requirements and be prepared for future new grants and funding.</i></p>						

6.7	Create a development, heritage and maintenance plan for all of Council's current and future building asset requirements.	DTES/CEO	2016	3
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Actions Key Objective 6.7	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Finalise the Draft Asset Management Plan.		✓				
Review Council's Asset Management Plan taking into account the Asset Management Plan.			✓			
Prepare a combined Asset Development and Maintenance Plan for all of Council's Current and Future/Proposed Infrastructure Assets.					✓	

Council has received the Building and Asset Management Plan from Consultants that have identified Council's asset requirements for the next 20 years. Council also has its building maintenance plan that was produced some 18 months ago.

A development, heritage and maintenance plan has not been prepared although most of the information exists within other separate documents.

Staff are also working through an Asbestos Plan for the systematic removal of asbestos where possible and the clear identification of other known locations.

6.8	Develop the Town's Building infrastructure to ensure that they are economically and sustainably viable into the future and provide for the needs of the Community.	DTES	2016	4
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Actions Key Objective 6.8	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Review all of Council's Building Infrastructure for sustainability and prepare a Sustainability Action Plan.					✓	
Implement Sustainability Action Plan					Future	Est \$50,000 per annum

						increase in Budget Allocation required.
<p><i>The building infrastructure has been greatly improved during the period with more Country Local Government funding being allocated to maintenance and upgrades. Much of this work is listed within the Mayor and CEO report at the beginning of this document.</i></p>						

6.9	To investigate the construction or acquisition of Executive Housing within Narrogin.	CEO	2015	4
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Actions Key Objective 6.9	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Assessment is to be made of the current ability of Council to accommodate the purchase or construction of Staff Housing.			✓			
When Budget allows Council to allocate funding or the provision of a loan for the facilitation of the Staff Housing.					Ongoing	Est \$400,000 Budget allocation required.

This item has not advanced during the period due to the Executive Staff being housed within stable rental accommodation. The intent of Council to have Executive housing will increase after the merger when the existing staff depart the organisation and a new requirement will be facilitated.

The required land has been identified within the Town; however, accessing the funding has not been available and would result in a large loan being facilitated which at the current time is not supported. Council have partly resolved the matter through the long term rental of several properties.

Average Score for Infrastructure and Asset Management

= 3.6 / 5 or 73%

Key objective 7 - Longer Term Strategies

Objectives

The Strategic Community Plan - Longer Term Strategies objectives have been identified as being prominent long term outcomes that potentially may not be achieved within the timeline of the Strategic Community Plan; however, deserve the ongoing interest and focus of Council and Officers for potential opportunities to progress the objectives.

	Strategy	Task Allocation	Timeline	Score
7.1	Continue to lobby for the development of a University Campus in Narrogin.	CEO / Mayor	2022	3

Actions Key Objective 7.1	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Politically engage politicians to ensure emphasis is placed on this project within Narrogin.		Ongoing				
Further develop the existing business plan for the University Campus and ensure that it's relevant to today's Community Requirements.				Ongoing		
Include the Wheatbelt Development Commission in all developments to ensure that politically they are actively supporting the project.		Ongoing				
<p><i>Council have continued to proactively lobby for the development of a Narrogin University; however, in a differing arrangement to the previous University Committee format proposed. CY O'Connor TAFE currently offer some university courses in Narrogin and it is hoped that this will be greatly expanded in the near future with a partnership that is about to commence. Council will continue to lobby for this outcome and support CY O'Connor in this outcome.</i></p>						

7.2	Development of a Tourism icon within Narrogin that will assist in drawing additional tourists into Narrogin and distinguish Narrogin from surrounding Councils.	CEO	2022	2
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Actions Key Objective 7.2	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Liaise with interested Community Groups to facilitate discussion and potential long term viable actions.					Future	
<p><i>Currently Council is unable to afford to spend time developing this objective of a Tourist Icon. Support has continued to be provided to the Dryandra Country Visitors Centre and more focus has been placed on existing events to increase tourist attraction and population retention. The Townscape Committee will be looking into a tourism icon; however, as stated this will be a long term development but other more immediate large scale Townscape activities may eventuate.</i></p>						

7.3	Continue to support and investigate development options for the Narrogin Airport and facilities.	CEO/DTES	2022	3
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Actions Key Objective 7.3	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Facilitate the purchase of a parcel of the adjoining land as has previously been identified.		✓				Budget item to be included Est \$30,000
Further develop the Airport Master Plan to incorporate development of the Airport.			✓	✓		
Promote the Narrogin Airstrip as a proactive and economic potential alternative to road and rail transport for particular cargos.					Ongoing	
<p><i>The Town have worked in partnership with the Shire of Narrogin regarding the development of the Narrogin Airstrip and facilities. The negotiation for the purchase of the additional portion of land has occurred and been finalised and the transfer is being finalised currently.</i></p> <p><i>Interest was also presented by an external agency in regards to establishing a training centre at the Airport. This is being progressed within the following period.</i></p>						

7.4	Support the regional development of an Agri Business Precinct	Council	Ongoing	3
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Actions Key Objective 7.4	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Locate and obtain copies of the business plan prepared for the project for external State Bodies.		✓	✓			
Once obtained assess the potential to continue to develop this potential economic driver.				✓		
Apply political pressure to the State with support of the Wheatbelt Development Commission to locate and develop a parcel of land.					Ongoing	
Promote the Agri Business Development and encourage business relocation.					Future	
<p><i>Council has identified that this is a future development potential for the Narrogin Area and focus has been placed on this potential development. Meetings have been held with various Departmental representatives and the Wheatbelt Development Commission.</i></p>						

7.5	Promote Narrogin as a potential location for large to major Industry to establish or relocate and develop their business.	Council	Ongoing	3
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Actions Key Objective 7.5	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Development of the jointly purchased Industrial Land					Ongoing	
Promote the development to major businesses to consider Narrogin as their next location.					Future	
<p><i>The Town and Shire have both been actively promoting the remaining industrial blocks and the Landcorp expansion area that will be due for release in 2014. The future Industrial area was jointly purchased by both Councils to ensure that the future industrial expansion is protected and provide an area for larger industry. Additional works to establish Narrogin as a centre to relocate to or establish within has been progressed with the WDC documentation and Growth Plans etc.</i></p>						

7.6	Promote the long term development of existing and future businesses within the CBD.	Council	Ongoing	3
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Actions Key Objective 7.6	2012-13	2013-14	2014-15	2015-16	2016-17	Est Budget
Continue to further develop the Business Prospectus.		Ongoing				
Further work with the Wheatbelt Development Commission to promote Narrogin as an economically positive area for development.			Ongoing			
Progress the future development of the Industrial Land Purchased jointly with the Shire of Narrogin.					Ongoing	

Council recognises that with industrial and commercial development brings more employment, more housing requirements and more economic generation through local businesses. The Town of Narrogin has limited ability to support existing and future businesses within the CBD due to the commercial nature of the industry. However, changes to the Town Planning Scheme and Strategy have been implemented to try to assist further development. Council has also taken a stance on Home based businesses and Council are also seeking to actively promote the development of the industrial area. Council has also engaged with large Commercial entities regarding CBD development and rationalisation and we have also worked with trying to assist businesses looking to establish in Narrogin.

Average Score for Longer Term Strategies

= 2.83/ 5 or 56.66%

Total Average Score for the Town of Narrogin overall Strategic Key Performance Indicators:

= 3.44/ 5 or 68.57%

OVERALL FINDINGS

This review update of the Corporate Business Plan has shown that the organisation has progressed strongly in most areas. As this is a long term document progression on other matters is expected to be achieved within future periods.

FINANCIAL IMPLICATIONS

In addition to the current budgeting level the Business Plan has identified increases to the expenditure within the following programs

Budget Programme	2012-13	2013-14	2014-15	2015-16	2016-17
General Purpose Funding					
Governance				\$2,000	
Law Order and Public Safety					
Health					
Education and Welfare					
Housing					
Community Amenities		\$55,000	\$1,000	\$65,000	\$25,000
Recreation and Culture		\$1,000	\$31,000	\$1,000	\$1,000
Transport		\$30,000	\$10,000	\$30,000	\$30,000
Economic Services	\$1,000	\$20,000	\$34,000	\$62,500	\$85,000
Other Property and Services				\$20,000	\$75,000
Total Required Per Year	\$1,000	\$106,000	\$76,000	\$180,000	\$216,000

CURRENT AND FUTURE RESOURCE CAPACITY

The Town of Narrogin has been working its way through difficult financial challenges and this has created a large impost on the organisation currently and into the future. In the financial year of 2012/13, Council imposed a large rates increase to lessen some of this financial burden; however, this may not be all that is required to lift the profile of the Town's finances to the point where the projected building and road asset commitments are properly financed. These asset commitments may be unachievable in the true sense; however, Council will continue to maintain its facilities and infrastructure to the best it is able to with the funds that it assesses that the Rate Payers of Narrogin can afford.

Narrogin has in recent, previous years, greatly increased the Social Infrastructure, through the construction of the Narrogin Regional Leisure Centre, which has had the very positive effect of increasing the liveability of the Narrogin and surrounding residents. The impact of this decision has placed Council in financial constraint that it now is working through as stated above. The current resources available at the Town of Narrogin are limited to take on additional projects and or increasing the level of services provided to ratepayers and the Community due to financial limitations placed on the administration in employing staff through the raising of rates and accessing of additional revenue. However, Council, administratively as it progresses through the timeframe of this Strategic Plan will allocate funding and staff time, within the adopted budget, where required to attempt to best achieve the requirements outlined within the Key Objectives.

Some of the items within this plan listed as being Key Objectives that are contained within this document are dependent upon funding being received, partnerships being formed with external agencies like the State Government and or potential political pressure having effect on the obstacles and, as such, may not be achieved within the estimated timelines.

ACRONYMS USED WITHIN THIS DOCUMENT

CBD	Central Business District
CEO	Chief Executive Officer
DCCS	Director of Corporate and Community Services
DSR	Department of Sport and Recreation
DTES	Director of Technical and Environmental Services
MLC	Manager of Leisure and Culture
MLS	Manager of Library Services
MOU	Memorandum of Understanding
MWS	Manager of Works and Services
NRLC	Narrogin Regional Leisure Centre
RAP	Reconciliation Action Plan
WDC	Wheatbelt Development Commission

10.2.030 SABAH SCHOOL SCHOLARSHIP- NARROGIN SUB BRANCH OF THE RSL

File Reference: 2.10.1
Disclosure of Interest: Nil
Applicant: Narrogin Sub Branch of the RSL
Previous Item Nos: Nil
Date: 18 March 2015
Author: Chief Executive Officer – Aaron Cook

Attachments:

Letter from Mr H Chattillon President of the Narrogin Sub Branch of the RSL.

Summary:

It is requested of Council to consider making a donation to the Narrogin Sub Branch of the RSL to assist in the fundraising to facilitate the scholarship of a student from the Narrogin Agricultural College to travel to Borneo with the BEG ANZAC tour.

Background:

The background for the item is provided in the attached letter.

Comment:

Council is requested to consider making a donation to the fundraising for the scholarship of a student to travel with the BEG Anzac Tour to Borneo on 12 April 2015 to return on the 26 April 2015.

The Narrogin Sub Branch of the RSL need to raise the required amount of \$3,500 to facilitate this scholarship. Council is requested to make a donation/contribution to this required amount.

This donation can be facilitated within the Member of Council – Donations to Community Groups account as there are funds available to utilise.

As such, it is proposed to Council to support the scholarship by way of a donation of \$1,000 for the student to travel accompany the BEG Tour to Borneo. The Narrogin Sub Branch of the RSL will be advised to raise a tax invoice for \$1,000; however, should the remaining funding not be raised and the student does not travel with the tour that the funds are to be returned to the Town of Narrogin.

Consultation:

Nil

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

The financial contribution is accommodated within the budget.

Strategic Implications:

Council each year supports medical students financially to travel to Ireland due to the positive impact that this has on these students and the potential long term benefits to Narrogin should a young doctor return and reside in Narrogin.

The support of a student to travel to Borneo has the benefit of raising that student's awareness and it is hoped that some of this may filter through his or her networks and broaden their knowledge and understanding of the war efforts that Australian Service Men and Women suffered through.

Voting Requirements: Simple Majority

OFFICER'S RECOMMENDATION

That Council:

Support the scholarship fundraising of the Narrogin Sub Branch of the RSL to send a student from the Narrogin Agricultural Centre to Borneo to participate in the BEG Anzac Tour through contributing \$1,000.00 plus GST if applicable.

COUNCIL RESOLUTION 0315.035

Moved Cr Paternoster

Seconded Cr Ward

That Council:

Support the scholarship fundraising of the Narrogin Sub Branch of the RSL to send a student from the Narrogin Agricultural Centre to Borneo to participate in the BEG Anzac Tour through contributing up to \$1,000.00 plus GST if applicable.

CARRIED 6/2

Cr McKenzie requested that the vote be recorded.

Against: Cr McKenzie, Cr Schutz

Please note: Council amended the resolution to include the words "up to" \$1,000.

Please note: That the Mover and Seconder approved the resolution amendment.

Mr Hendrikus Chattillon
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NARROGIN SUB-BRANCH OF THE RSL
29 Egerton Street, NARROGIN WA 6312.
ABN 55239727305

Town of Narrogin
RECEIVED
Directed to CEO
27 FEB 2015
Ref No. LCR 155242
Property File
Subject File 3518 2-10.1
C-Point No.

Mr. Aaron Cook,
CEO,
Town of Narrogin,
PO Box 188,
NARROGIN WA 6312.

Aaron,

Ref:-Partner with Australia and Sabah Schools Scholarship.

The Narrogin Sub-Branch, in conjunction with the Narrogin Lions Club, has again nominated a student for Borneo Exhibition Group's scholarship from the Narrogin Senior High School and WA College of Agriculture for year 9 to 11.

The Sub-Branch with the approval of the BEGs' chairman, Mr. Ryan Rowland, have selected a student, Nick Baum from the Agriculture College as the recipient for the inclusion to travel to Borneo in 2015 with BEG Anzac tour.

Under the condition of the scholarship, the student is to be sponsored by finances raised from within the community, and it is our intention to raise the required amount of approximately \$3500.

We would therefore enquire would Council, under the Youth Development Scheme be able to assist in a donation towards the sponsorship.

The tour will leave on the 12th April 2015 and return 26th April 2015. Travel will include all sites of interest involving the Prisoners of War in the infamous Sanadakan-Ranue death marches of 1945, commencing in Kuchin, before travelling through Kota Kinabalu for Sandakan then returning to Kota Kinabalu by coach visiting historical sites.

The tour will end at the Commonwealth War Cemetery, Labuan Island to conduct the Anzac Service.

We trust that Council will give due consideration to our request.

Yours faithfully,

H. Chattillon
President
Narrogin Sub-Branch RSL
23rd February 2015

10.2.031 TOWN AND SHIRE OF NARROGIN MERGER MOU

File Reference: 14.8.1
Disclosure of Interest: All Councillors – Potential Financial Interest
Chief Executive Officer – Potential Financial Interest
Applicant: Both the Town and Shire of Narrogin
Previous Item Nos: Various
Date: 18 March 2015
Author: Chief Executive Officer – Mr Aaron Cook

Attachments:

The Town and Shire of Narrogin final Merger Memorandum of Understanding (MOU).

Disclosure of Interest:

- Elected Members have a potential Financial Interest which is deemed an interest in common, as the MOU states that all Councillors of both Councils will be required to resign prior to the merger date and as per the Department of Local Government's advice not have to declare.
- The Chief Executive Officer has a potential Financial Interest as the Memorandum of Understanding (MOU) refers to his future employment arrangements and as per the Department of Local Government's Advice the CEO is able to remain within the meeting. S5.63 of the Local Government Act.

Summary:

It is presented to Council to endorse the signature of the MOU by the Mayor and CEO and the use of the Common Seal.

Background:

Following submission of the Merger Proposal to the Local Government Advisory Board (LGAB) in December last year, comment has been received relating to some matters contained in the document. From this the MOU has been redrafted to provide information regarding the points raised and to provide guidance to the new entity regarding the negotiated aspects of the merger by the two Councils.

Comment:

The MOU covers many issues that relate to the merger. Several of the items in the MOU will be included within Governor's Orders; however the remaining items are a negotiated outcome from both Councils and are presented to provide guidance to the new entity.

Important matters covered within the MOU are:

- The merger commencement date would be 1 July 2016.
- Method of election of the head of the new entity. The Elected Members of both Councils favoured the elected head being appointed by the Council and not at large. This position was included in the Merger Proposal. The LGAB advised that as the Town is to be the continuing entity, its method of election of the head would have to

remain. For this change to occur it needs to be done in accordance with the provisions of the Local Government Act.

These two significant issues have resulted in the review of a number of matters that were previously agreed to by the local governments. It has culminated in the revision of the attached MOU that is to be presented for adoption by the Councils.

The MOU does not have any legal standing but is prepared to give direction to the new entity to assist with its decision making in the future. The new Council has the right to make its own decisions, but it is hoped that the MOU will provide guidance.

The MOU presented to Council at this meeting has been developed from the original Merger Proposal and incorporates comment from Councils, the Department of Local Government and the LGAB.

If the MOU is adopted by the Town and Shire it will be sent to the LGAB as supporting information to the original Merger Proposal document. The process from that point will be for the LGAB to formally commence its process of considering the merger proposal. It will conduct community consultation, including a public meeting to be held in Narrogin. Once that has concluded it will consider its position and make a recommendation to the Minister for Local Government. In turn the Minister can accept or reject the recommendation.

Consultation:

- Both the Town and Shire of Narrogin Councillors and senior staff.
- Mr Niel Mitchell – Merger Project Manager
- Local Government Advisory Board
- Department of Local Government

Statutory Environment:

Section 9.49A Execution of Documents

Section 5.63 (d) Some Interests need not be disclosed.

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

The culmination of the merger process is a major milestone for both local governments.

Voting Requirements:

Simple Majority

COUNCIL RESOLUTION 0315.036 / OFFICER'S RECOMMENDATION

Moved Cr Russell

Seconded Cr McKenzie

That Council:

Approve the attached Memorandum of Understanding between the Town of Narrogin and Shire of Narrogin that will be a guide for the decision making of the New Entity after the merger occurs. Further, the detail of the Memorandum of Understanding be forwarded to the Local Government Advisory Board to assist with its consideration of the merger proposal.

CARRIED 8/0



MEMORANDUM OF UNDERSTANDING



For Proposed Merger

BETWEEN

Shire of Narrogin and Town of Narrogin

Final – 18 March 2015

ARRANGEMENT

- 1 Purpose
- 2 Operational dates
- 3 Establishment
 - 3.1 Variations and New Initiatives to the Memorandum
 - 3.2 Not a Legal Document or Contract
 - 3.3 Commitments to the Memorandum
 - 3.4 Definitions
- 4 Key Principles and Outcomes
 - 4.1 Agreement
 - 4.2 Partnership
 - 4.3 Merger Method
 - 4.4 Merger Date
 - 4.5 Name
 - 4.6 Representation
 - 4.7 Wards
 - 4.8 Election of Inaugural Elected Head of New Entity
 - 4.9 Poll for change of method of election of President – Effect on Representation
 - 4.10 Local Identity
 - 4.11 Work Force
 - 4.12 Work Places
 - 4.13 Local Assets
 - 4.14 Reserve Accounts
 - 4.15 Financial Assistance Grants
 - 4.16 Rating – Generally
 - 4.17 Rating – Parity Factor
 - 4.18 Rating – Unimproved Values
 - 4.19 Rating – Gross Rental Values
 - 4.20 Rating – Other Matters
 - 4.21 Data Systems
 - 4.22 Planning For the Future / Integrated Planning
 - 4.23 Policy Implications
 - 4.24 Regional Participation
 - 4.25 Communications
- 5 Key Transition Governance Arrangements
 - 5.1 Elected members
 - 5.2 Commissioners
 - 5.3 President
 - 5.4 Chief Executive Officers
 - 5.5 Other Staff
- 6 Execution
 - History
 - Schedule – Joint Merger Policies



MEMORANDUM OF UNDERSTANDING

For Proposed Merger

BETWEEN

Shire of Narrogin

AND

Town of Narrogin



Final – 18 March 2015

1 Purpose

The Councils recognise the importance of a strong working relationship for the benefit and the wellbeing of the community, and place a high value on mutual cooperation and consultation on issues of common interest and which may affect the Shire or the Town.

The purpose of this MOU is to guide the Shire and Town towards the proposed merger on 1 July 2016, and is intended to be on-going. It is a statement of the agreed position of the Shire and Town, and is to be considered as their recommendations to the Commissioners and the Council of the New Entity.

2 Operational dates

This MOU commences once endorsed and signed by the Councils, and is intended as guidance for ten years after merger date.

3 Establishment

3.1 Variations and New Initiatives to the Memorandum

The Councils acknowledge that for the MOU to be a living working document it must have the capacity to be reviewed, updated and amended. This can be achieved at any time by the mutual agreement and consent of the Councils.

3.2 Not a Legal Document or Contract

The MOU cannot be implied as, or applied as a legal document or formal instrument of contract. The Councils acknowledge and agree that no legal recourse can be sought from the application or otherwise of this document. The intent is to provide a transparent and mutually agreed framework to assist with the ongoing relationship and communication between the Shire and Town, extending to the New Entity.

3.3 Commitments to the Memorandum

The Councils acknowledge that essential elements to a successful merger are the application of the key principles and outcomes.

3.4 Definitions

Act means the *Local Government Act 1995*

CEO means the Chief Executive Officer of the Shire, the Town or the New Entity, as the context requires



Commissioners means person/s appointed by the Minister for Local Government to act in the place of Council following resignation becoming effective, and prior to elected members taking office of the New Entity

Council means the elected members of the New Entity, the Shire or the Town as the context requires, and may mean the Commissioners appointed

GRV means gross rental valuation

DLG means the Department of Local Government and Communities

LGAB means the Local Government Advisory Board

New Entity means the continuing local government after the date of merger

Shire means the organisation or district of the former Shire of Narrogin as the context requires

Town means the organisation or district of the former Town of Narrogin as the context requires

UV means unimproved valuation

Reference to a position includes a person acting in that position.

4 Key Principles and Outcomes

4.1 Agreement

The Councils agree these Key Principles and Outcomes.

4.2 Partnership

The Councils will develop their partnership progressively through communication, consultation and cooperatively working together.

4.3 Merger Method

It is agreed that the merger will be by boundary adjustment, with the Town being the continuing legal entity.

4.4 Merger Date

The merger of the entire Shire of Narrogin and Town of Narrogin is to be effective as of 1 July 2016.

4.5 Name

It is agreed that the name of the New Entity be the *Shire of Narrogin*, and that this be contained in Governor's Orders to apply from merger date.

4.6 Representation

Initially representation is to be nine (9) elected members as from the 2016 extra-ordinary election, being –

- President – elected at large
- Rural Ward – four (4) elected members; and
- Urban Ward – four (4) elected members;

4.7 Wards

- a) A ward structure based on the existing boundaries of the Shire and the Town will be utilised.
- b) Representation will be determined by 4.8 and 4.9 below.
- c) Ward boundaries and representation to be retained until immediately prior to the 2021 elections ordinary local government elections.
- d) Wards are to be abolished from the 2021 ordinary local government elections.

4.8 Election of Inaugural Elected Head of New Entity

- a) The President of the New Entity will be elected at large at the 2016 extraordinary election, for the balance of the current term of the Town's Mayor, ending in October 2017, as the Town is the continuing legal identity.



- b) Subject to the requirements of the Act, prior to the merger the Town will initiate the process to change of method of election of the President of the New Entity to be by the Council, subject to the Shire residents having the statutory right / being invited to make submissions.
- c) The process will be initiated at a time so that the poll required by the Act is after the merger and on the same day as the extraordinary election in 2016 in order that all electors of the New Entity have an opportunity to cast a vote.
- d) The change of method will apply from the next ordinary local government election being October 2017, when the current Mayoral term ends.

4.9 Poll for change of method of election of President – Effect on Representation

It is agreed that subject to the outcome of the poll of residents of the New Entity to change the method of election of President from at large to by Council, that –

- a) Should the poll approve the change of method, then –
 - i) The change is implemented at the 2017 ordinary elections,
 - ii) The Urban Ward will increase from 4 elected members to 5 elected members
 - iii) The Rural Ward will remain with 4 elected members
- b) Should the poll not support the change of method, then –
 - i) The President will continue to be elected at large
 - ii) The Urban Ward will remain with 4 elected members
 - iii) The Rural Ward will remain with 4 elected members
- c) This agreement does not prevent the New Entity from initiating the process for proposed change of method at some future date, subject to the requirements of the Act.

4.10 Local Identity

- a) Subject to approval by the Dept of Transport, the locality number plates of “NGN” and “NO” should be continued, and remain available.
- b) Initiatives to develop and maintain identity for each locality will be maintained, and encouraged.

4.11 Work Force

All staff in all locations will be offered employment in the New Entity –

- a) Without reduction of total package (pay, allowances or benefits),
 - while total value will not be decreased, components making up that value may need adjustment to ensure consistency across the New Entity,
- b) With appropriate work and of a similar level, subject to –
 - transfer to different employment, by negotiation
 - support and training being provided as necessary
- c) The Act provides security of employment for two (2) years after a merger –
 - this is subject to continued satisfactory overall performance by the employee.

4.12 Work Places

- a) The Administration Centre of the New Entity will be at 89 Earl Street, Narrogin.
- b) Use of the office premises at 43 Federal Street, Narrogin is to be determined.
- c) An integrated depot facility will be maintained at Lot 265 Lydeker Way, Narrogin with the following functions –
 - Works crews;
 - Engineering administrative functions – to be determined.

4.13 Local Assets

- a) All assets will be managed and maintained in accordance with a complying Asset Management Plan to be developed by the New Entity.
- b) It is intended that all assets and infrastructure will be budgeted in accordance with the Asset Management Plan principles.

4.14 Reserve Accounts

A number of Reserve Accounts are held by the Town over which there are legal or contractual restrictions on the use of the funds, in addition to the limits imposed by the Act. These are –

- i) Community Assisted Transport Vehicle Reserve



- ii) J Hogg Memorial Reserve
- iii) Aged Care Development Reserve
- iv) Unspent Grants Reserve

4.15 Financial Assistance Grants

The Local Government Grants Commission to be requested to confirm that assessment of the Financial Assistance Grants for the New Entity will use the amalgamation principles of the Commission for a period of not less than five (5) years following the merger.

4.16 Rating – Generally

- a) It is agreed that a joint submission will be made to the Minister for Local Government to include in Governor’s Order that the provisions of Financial Management Regulations r.52A(2) to be extended from 5 years to 10 years.
- b) Should the Minister decline to include (1) above in the Governor’s Order, then it is agreed that the provisions of Financial Management Regulation r.52A will be used for a period of 5 years to the extent necessary to allow the new entity to impose differential general rates according to whether –
 - The land is in the area that was the district of the Shire immediately before commencement day, or
 - The land is in the area that was the district of the Town immediately before commencement day,
- c) It is agreed that Governor’s Orders be requested that the new entity is not required to comply with the advertising requirements of section 6.36 of the Act in relation to any –
 - Differential general rates; or
 - Minimum payment applying to a differential rate category under section 6.35(6)(c) of the Act (notice of certain rates),
 imposed in respect of the first financial year of the New Entity.
- d) A Joint Merger Policy for the phasing in of rate increases, incorporating this clause and the following clauses 4.17, 4.18 and 4.19 will be prepared for adoption by the New Entity.
- e) The New Entity has the ability to consider differential rating on the basis of zoning, the purpose for which the land is held, or land use under the provisions of the Act.

4.17 Rating – Parity Factor

It is agreed that to achieve parity of rating within the GRV and UV individual categories that –

- a) Calculation of the “parity factor” will be on the basis of a fixed base-line year of 2015/2016 using the principles outlined in the Proposed Merger Report of February 2014.
- b) The “parity factor” is to be applied to each rate category over an appropriate period, so that –
 - Equity in the New Entity is achieved for the GRV category, and
 - “Parity factor” for the UV category is calculated with the Shire of Wagin as the selected comparative Shire, and updated from the 2015/2016 Budgets.
- c) After application of the “parity factor”, the “natural increase” that is generally consistent across all rates categories and type be applied only to the extent necessary to meet budget requirements,
- d) The parity factor does not necessarily mean equality of rate in \$, but what is considered to be a reasonable and appropriate level considering access to amenities, facilities used and services provided.
- e) A Joint Merger Policy is to be prepared for the calculation of parity factor increase for each rate category and is to take into account that –
 - The % rates quoted on the Report and below are referenced to the Comparison Year, and are to be considered as indicative,
 - The % rate referenced to the Base Line Year is to provide for the annual cumulative effect over the period phased in.
- f) The concepts of “parity factor” and “natural increase” are to be used as the methodology to calculate a cumulative rate in \$ for each individual prescribed attribute/zoning for which a differential rate/\$ is to apply, and not implemented as a two tier differential rate in \$.

Report Comparison Year 2013-2014		Base-Line Year 2015/2016
Annual Parity Factor Over 10 Years		Annual Parity Factor Over 10 Years
3.9%	UV – Rate in \$	To be re-calculated and inserted once 2015/2016 Budgets adopted by –
7.8%	UV – Minimum	



10.5%	GRV – Rate in \$	- Shire of Narrogin
7.8%	GRV – Minimum	- Town of Narrogin
3.3%	GRV – Rural Townsite Minimum	- Shire of Wagin

4.18 Rating – Unimproved Values

- a) Unimproved rates should be increased –
 - Annually, by the parity factor as calculated for Base Line Year in 4.16 above,
 - The factor as calculated at that date, together with any natural increase annually, is intended to be applied equally over a period of 10 years,
- b) The parity factor is set from the 2015/2016 calculation and is not designed to achieve the same rate in \$ with the Shire of Wagin either annually or at the end of the 10 year period.

4.19 Rating – Gross Rental Values

- a) Differential rating provisions will be utilised to phase in and maintain, an equitable level of rating across the New Entity.
- b) As a new Local Planning Scheme will apply the same zoning to land in the Shire as in the Town, Governor's Orders should include the capacity for differential rating on the basis of location in the former Shire or former Town, should the New Entity choose to exercise this option.
- c) It is agreed that the provisions of the Financial Management Regulation r.52A(2) should be used for the five years permitted to achieve 50% of the calculated "parity gap".
- d) Subject to any Governor's Order issues pursuant to clause 4.16(1), it is further agreed that following the 5 year period permitted by Financial Management Regulation r.52A(2), the differential rating provisions in the Act should be used for a further 5 year period to address the remainder of the "parity gap".
- e) The intent of differential rating of GRV properties is to phase in rate increases of similarly zoned land –
 - Annually, by the parity factor as calculated for Base Line Year in 4.16 above,
 - The factor as calculated at that date, together with any natural increase annually, is intended to be applied equally over a period of 10 years,

4.20 Rating – Other Matters

- a) Penalty and instalments –
It has been agreed by the Shire and the Town that –

	New Entity
Penalty – interest rate	11%
Applies after	35 days
Instalment options	4 only
Instalments – interest	5.5%
Admin charge	as per Budget

- b) Rate incentives –
It is agreed that –
 - Discounts for early payment of rates be discontinued,
 - The Shire commenced phasing out the 10% rate discount by a reduction to 5% in the 2014-2015 Budget, with the final 5% to be removed by the Shire in the 2015-2016 Budget or by the New Entity in the 2016-2017 Budget.
 - Cash incentive prizes as offered by the New Entity from 2016-2017 onwards be increased above the current (2014-2015) cash incentive prizes offered by the Town.

4.21 Data Systems

The Shire and Town agree that Synergy Soft from IT Vision will be the software platform, due to its local government specific development, and integration of a wide range of modules.



4.22 Planning For the Future / Integrated Planning

- a) It is agreed to make a joint submission to the Minister for Local Government to request Governor's Orders to have effect that planning for the future under section 5.56 of the Act is not required for the years ending 30 June 2017 and 30 June 2018, being –
 - Community Strategic Plan (CSP)
 - Workforce Plan (WFP)
 - Asset Management Plan (AMP)
 - Long Term Financial Plan (LTFFP)
 - Corporate Business Plan (CBP)
- b) It is recommended that the New Entity as a priority –
 - Engage a consultant/s to bring all road historical and condition data up to date
 - o refer comments in Section 7.7 of the Report
 - An asset management specialist be engaged to –
 - o fully integrate the Shire and Town's AMPs and Strategies, for all categories as required by Financial Management Regulations r.17A (fair value of assets)
 - o fully integrate the new entity's AMP/Strategy with New Entity's LTFFP
- c) It is further recommended that the New Entity make provision for the consultant to review progress and standards 6 monthly initially, then less frequently as internal capacity develops.

4.23 Policy Implications

The Councils will develop Joint Merger Policies that reflect principles agreed in the MOU and other matters from time to time, as considered appropriate in the lead up to merger.

4.24 Regional Participation

The New Entity shall continue involvement or membership with –

- a) The Dryandra Voluntary Regional Organisation of Councils (VROC).
- b) The Great Southern Regional Waste Group; and
- c) Others as may be identified.

4.25 Communications

A Communications Plan is to be developed to ensure –

- a) Staff are regularly updated as to process and progress, in particular in relation to workforce issues
- b) Residents are informed of general process and progress
- c) Other stakeholders are advised and updated as necessary
- d) Staff and residents have the opportunity to comment and make submissions

5 Key Transition Governance Arrangements

The Councils agree the following Key Transition Governance Arrangements

5.1 Elected members

- (1) It is agreed that a joint submission be made to the Minister for Local Government to extend the terms of existing elected members ordinarily concluding in October 2015 to whichever of the following occurs first–
 - Date of resignation taking effect in accordance with clause 5.1(2), or
 - 30 June 2016.
- (2) Subject to 5.1(1) –
 - a) Prior to 1 July 2016, it is intended that all elected members of both Councils will –
 - Give notice of their resignation from Office on a common date,
 - The resignation to take effect on a common date not more than one month after giving notice,
 triggering the need for the Minister to appoint Commissioners to both Councils under the Local Government Act.
 - b) The effective date of resignation of elected members will be at a time to enable the necessary electoral process for the New Entity to be compliant with the Act, including if appropriate, any poll that may be required for change of method of election of the President of the New Entity.



- c) The election for the New Entity's Council should take place as soon as possible after merger date, subject to –
 - The process and timing required for change of method of election of the New Entity's President, and
 - Normal election processes as required by the Act.
- d) As near as possible to half the elected members of each ward will have terms expiring in October 2017, the remainder having terms expiring in October 2019.

5.2 Commissioners

- a) Commissioners will be appointed during that resignation notice period, and will hold Office from the time the resignations take effect until the elected members of the New Entity make the Declaration of Office following an extraordinary election for all positions.
- b) The Councils prefer a Commission appointed by the Minister to consist of five members, being –
 - An independent Chairperson, in consultation with the Councils,
 - Two members appointed on the nomination of the Shire of Narrogin,
 - Two members appointed on the nomination of the Town of Narrogin.

5.3 President

If not determined prior, it is recommended that the New Entity initiate the process to change the method of election from at large to election by the Council as soon as possible or permitted, consistent with all electors of the New Entity being entitled to vote.

5.4 Chief Executive Officers

- a) The Shire and the Town in negotiation with the CEOs will determine a process to fill the position of the New Entity's CEO that is mutually acceptable to each of the four parties and agreed by them.
- b) This process is intended to be complete by 30 November 2015 to ensure continuity, certainty and stability in the merger process.
- c) Should the process not be completed, the Shire and the Town may make recommendations regarding Acting CEO or CEO appointments, to the New Entity, and that the general principles for filling the position will be –
 - Both current CEOs to resign as CEO to take effect at a date to be negotiated, without loss of benefit or entitlement, specifying this is done in order to take up a Director position in the New Entity,
 - Both current CEOs to be given an opportunity to be considered for the Acting CEO role or permanent CEO position,
 - The position for permanent CEO will be determined by the New Entity,
 - If a current CEO is an applicant for the contracted CEO role and is unsuccessful, the person remains in the substantive contracted role as Director.
- d) The Shire and Town wish to formally record their great appreciation for the willingness of both CEOs to act in such an even-handed manner to assist the merger process.

5.5 Other Staff

- a) All other staff and final organisational structure is the decision of the person appointed as CEO.
- b) The Councils, and CEO if determined under clause 5.4(a), may make recommendations regarding Deputy CEO and designated staff (senior staff) arrangements, by 31 March 2016.
- c) All other staff arrangements are solely at the discretion of the CEO as required by the Local Government Act



6 Execution

The Common Seal of the Shire of Narrogin was affixed by authority of a resolution of the Council in the presence of –

The Common Seal of the Town of Narrogin was affixed by authority of a resolution of the Council in the presence of –



Cr Richard Chadwick
President

Mayor Leigh Ballard

Mr Geoff McKeown
Chief Executive Officer

Mr Aaron Cook
Chief Executive Officer

Date

Date



History

Ref	Title	Adopted – Shire	Adopted – Town
	Original document		

Schedule – Joint Merger Policies

No.	Title	Adopted – Shire	Adopted – Town
1.	Local Assets		
2.	Maintaining Local Identity		
3.	Rating and Differential Rating		
4.			

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

Nil

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

Nil

13. CLOSURE OF MEETING

8.29pm – The Presiding Person closed the meeting.